

MINUTES OF THE BOARD OF CITY COMMISSIONERS  
HELD SEPTEMBER 21, 2020

The regular meeting of the Devils Lake City Commission was held September 21, 2020 at 5:30 P.M. with the following members present: President Dick Johnson, Commissioners Dale Robbins, Shane Hamre, and Rob Hach. Commissioner Jack Volk was absent.

Pledge of allegiance was recited.

Commissioner Hamre moved to approve the minutes of the regular City Commission meeting held September 8, 2020. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

**Commissioner Hamre** – The City Engineer stated everything was fine in Public Utilities.

**Commissioner Hach** – The City Engineer reported the Sanitation Department started the fall special pickup today.

The City Assessor said everything was fine.

**Commissioner Robbins** – The Police Captain reported on the number of calls received and on the Police Department participating in tip-a-cop at Applebee's.

The City Engineer stated the City's portion of Schwan Ave is completed. The watermain replacement project is progressing and work should begin later this week on 6<sup>th</sup> Ave from 8<sup>th</sup> St to 10<sup>th</sup> St.

The City Commission congratulated Captain Toso on his promotion.

**President Johnson** – The City Engineer said Public Works is working on maintenance items.

The City Auditor stated everything was fine.

The City Administrator reported everything was fine.

The Fire Chief indicated everything was fine.

The City Attorney said everything was fine.

The Fire Chief reported he attended the township meeting on Thursday regarding the installation of a gate at the dumping site. The gate cannot be placed on the section line. The City Engineer is working with ND Telephone Company on the cost for a solar 12-volt camera system for the area.

Commissioner Hamre moved to approve the consent agenda which included the following:

1. Appointing Heidi Ziegenmeyer Vanegas to the Lake Region Library Board for a three-year term expiring on June 30, 2023; and
2. Authorizing the City Auditor to cancel the following checks: Check No 115439 dated November 20, 2018 in the amount of \$25.00 to Austin McKelvey (General -Municipal Court-Legal Fees) - the check has never cleared and will be reissued to North Dakota Unclaimed Property; Check No 117327 dated October 8, 2019 in the amount of \$176.20 to Nickolas Holter (General-Police Department-In-State Travel) - the check was lost and will be reissued; Check No 117457 dated October 22, 2019 in the amount of \$13.22 to Ignacio Mendez (Library-Non-Departmentalized-Office Supplies & Postage - the check was lost and will be reissued; Check No 117624 dated November 19, 2019 to The Main Event in the amount of \$11.78 (General-Fire Department-Miscellaneous Expense) - the check was lost and will be reissued; Check No 118258 dated March 3, 2020 in the amount of \$75.00 to NDPOAWC (LRNTF-Task Force Grant-Education & Training) - the training was cancelled, and check will be voided; Check No 118377 dated March 17, 2020 in the amount of \$747.50 to Strata Corporation -GF (Sanitation-Sanitation Operation-Miscellaneous Expense)

- the check was for a duplicate invoice and will be voided; Check No 119030 dated July 21, 2020 in the amount of \$685.00 to Geri Steffan (Airport-Non-Departmental-Contract Labor Expense) - The vendor is no longer providing service, and the check will be voided; Check No 119033 dated July 21, 2020 in the amount of \$17.70 to Toshiba Business Solutions USA (General-Police Department-Office Sup & Postage) – the check was for a duplicate invoice and will be voided.

The motion was seconded by Commissioner Hach, and the motion carried unanimously.

The City Engineer reviewed the change order for Schwan Avenue.

Commissioner Robbins moved to approve Change Order No. 6 for Gowan Construction Company for Schwan Ave for additional reconstruction work to 80<sup>th</sup> Ave for a net increase of \$125,780.14 as recommended by the City Engineer. The motion was seconded by Commissioner Hach, and the motion carried unanimously.

Commissioner Hamre moved to approve payment of Estimate No. 2 to Kemper Construction for Watermain Improvement District 25-20 -8<sup>th</sup> St NE in the amount of \$75,751.24 as recommended by the City Engineer. The motion was seconded by Commissioner Robbins. On roll call all Commissioners voted aye, and the motion carried.

The City Engineer reviewed the process and applications for releasing of ponding easements.

Commissioner Hamre moved to approve the applications for release of easement for BriMark Builders LLC as recommended by the City Engineer. The motion was seconded by Commissioner Hach, and the motion carried unanimously.

Commissioner Robbins moved to approve the applications for release of easements for Meridian Restaurants Unlimited LC as recommended by the City Engineer. The motion was seconded by Commissioner Hamre, and the motion carried unanimously.

Commissioner Hach moved to approve the applications for release of easements for Farmers Union Oil Company as recommended by the City Engineer. The motion was seconded by Commissioner Hamre, and the motion carried unanimously.

Commissioner Robbins moved to approve the 2020 funding request to Midstate Volunteer Program in the amount of \$5,700.00. The motion was seconded by Commissioner Hach. On roll call, all Commissioners voted aye, and the motion carried.

Brad Barth, Executive Director of Forward Devils Lake, presented a request to extend the guarantee on a loan to Summer's Manufacturing for three months. Western State Bank is making the request and the Bank of North Dakota has approved it.

Commissioner Hamre moved to approve extending the loan guarantee of \$500,000 for Summer's Manufacturing to December 15, 2020. The motion was seconded by Commissioner Robbins. Commissioners Robbins, Hamre and President Johnson voted aye. Commissioner Hach abstained. The motion carried.

Brad Barth, Executive Director of Forward Devils Lake, indicated CoJack Snack and Pack will be receiving the Governor's Choice Award in urban category.

The City Engineer reported Jason Pierce gathered a group of people to cleanup graffiti at the underpasses. The City expressed its appreciation for this groups work.

Commissioner Hamre moved to approve the list of bills as submitted. The motion was seconded by Commissioner Robbins. On roll call all Commissioners voted aye, and the motion carried.

President Johnson acknowledged the following report:  
2019 Year End Financial Report

There being no further business to come before the Commission, President Johnson adjourned the meeting at 5:56 P.M.

**LINDA LYBECK  
CITY AUDITOR**

**RICHARD S. JOHNSON  
PRESIDENT**