

MINUTES OF THE BOARD OF CITY COMMISSIONERS
HELD DECEMBER 6, 2021

The regular meeting of the Devils Lake City Commission was held December 6, 2021 at 5:30 P.M. with the following members present: Vice President Shane Hamre, Dale Robbins, Rob Hach and Jack Volk. President Johnson was absent.

Pledge of allegiance was recited.

Commissioner Volk moved to approve the minutes of the regular City Commission meeting held November 15, 2021. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

5:30 P.M. – This was the time set for the bid opening for the sale of the 2002 fire truck. No bids were received. The Fire Department will check on re-advertising it.

5:30 P.M. – This was the time set to open bids for a utility cargo van. The following bids were opened and read:

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|---|----------------------------------|
| 1. Devils Lake Ford– Devils Lake, ND | Bid \$46,220.00 Rear wheel drive |
| | Bid \$50,700.00 AWD |
| 2. Devils Lake Chrysler – Devils Lake, ND | Bid \$50,480.00 AWD |

Commissioner Robbins moved to accept the bids as read and refer them to the Public Utilities Supervisor for further review and recommendation. The motion was seconded by Commissioner Volk, and the motion carried unanimously.

Commissioner Hach – Sanitation will be hiring a public service worker to replace an employee retiring at the end of the year.

The City Assessor requested to declare the 2003 Chevy Blazer as surplus and offer it for sale.

Commissioner Volk moved to approve declaring the 2003 Chevy Blazer as surplus and offer it for sale as recommended by the City Assessor. The motion was seconded by Commissioner Hach, and the motion carried unanimously.

Commissioner Volk – Public Ways removed snow this weekend from priority areas one and two. Avenues were done today. Downtown will be cleared tonight and streets tomorrow.

Discussion followed on the online auction for city surplus items. Reserves are listed for some items because those items still have value.

Commissioner Robbins – The Police Chief reported on participating with the Devils Lake Chamber in promoting small business Saturday.

The City Engineer stated the contractor for the water tower work will attend the next meeting to discuss liquated damages.

Vice President Hamre – The Public Utilities Supervisor recommend accepting the low bid for the rear wheel drive from Ford for \$46,220.00. Discussion followed on whether the vehicle should be all wheel drive. Preference of the Public Utilities employees is for rear wheel drive.

Commissioner Volk moved to approve accepting the low bid for a rear-wheel-drive utility cargo van from Devils Lake Ford in the amount of \$46,220.00 as recommended by Public Utilities Supervisor. The motion was seconded by Commissioner Hach, and the motion carried unanimously.

The Assistant Fire Chief indicated during the final inspection of the new truck, a few items needed to be fixed. The new truck should be delivered to Devils Lake in January or February.

The City Auditor stated everything was fine.

The City Administrator reported 16 or 17 applications were received for the city administrator job. The names will be confidential until the final three applicants.

The City Attorney said everything was fine.

The City Administrator reviewed the recommendation on the street sweeper. When figuring in the cost of money, it is best to direct purchase the sweeper. There are funds in the equipment reserve that can be used for the direct purchase. There is no difference in warranty for direct purchase or lease.

Commissioner Volk moved to approve the direct purchase of the street sweeper from Sanitation Products of Fargo, ND in the amount of \$230,238.00 as recommended by the City Administrator. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

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

1. Authorizing the City Auditor to cancel Check No 121604 dated November 2, 2021 in the amount of \$39.94 to Idville (General-Fire Department-Office Supplies/Postage)–the invoice was paid by credit card; and
2. Permits for the month of November 2021.

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

Commissioner Volk moved to approve payment of Estimate No. 3 – Final to Elshaug Concrete Construction for 2021 Curb, Gutter & Sidewalk in the amount of \$14,029.58 as recommended by the City Engineer. The motion was seconded by Commissioner Hach, and the motion carried unanimously.

Commissioner Volk 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.

Vice President Hamre acknowledged the following reports:

1. 2020 Audit;
2. City Auditor monthly report – September 2021; and
3. City Auditor monthly report – October 2021.

Discussion followed on upcoming street and water main projects and on the ARPA funds.

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

LINDA LYBECK
CITY AUDITOR

RICHARD S. JOHNSON
PRESIDENT