



**Tuesday, February 18, 2025**  
**5:30PM CST**

**City Commission Meeting Agenda**  
**Devils Lake City Hall Commission Chambers**  
**423 6<sup>th</sup> St NE, Devils Lake, 58301**

**Meeting Items**

- 1) Call to Order
- 2) Approval of Minutes – February 03, 2025

**Awards and Proclamations**

**Public Hearings – 5:30 PM**

- 1) Nellie's Bar and Lounge Liquor License

**Bid Openings – 5:30 PM**

**Visitors or Delegations**

*\*Limited to five minutes per guest, unless extended by presiding officer*

**Commission Portfolios**

- Police Department Annual Report
- January 2025 Fire Department Report

**Old Business**

- 1) Downtown Safety Task Force Status Update
- 2) City Facility Long Term Planning and Funding Options

**Consent Agenda**

**New Business**

- 1) Amendments to Rates and Fees – Sanitation Roll-Offs
- 2) Contract for City Fireworks Display – J&M Displays

**Citizen Comment**

**Informational Items**

**Motion to approve payment of the list of bills as submitted.**

*The City of Devils Lake may convene in an executive session as provided by NDCC 44-04-19.2 to consider and discuss closed or confidential records and information, negotiating strategy or negotiating instructions as provided by NDCC 44-04-19.1, 44-04-19.2, 44-04-18.4.*

**MEETING MINUTES OF THE CITY COMMISSION  
OF THE CITY OF DEVILS LAKE, ND  
FEBRUARY 03, 2025**

The regular meeting of the Devils Lake City Commission was held on February 03, 2025 with the following members present: President Moe and Commissioners Hach, Knowski, Pierce, and Uhlenkamp.

**MEETING ITEMS**

- 1) Call to Order
- 2) Approval of Minutes – January 21, 2025

Commissioner Knowski made a motion to approve the meeting minutes from the January 21, 2025, regular meeting. Commissioner Uhlenkamp seconded the motion, and the motion was carried unanimously.

**AWARDS AND PROCLAMATIONS**

**PUBLIC HEARINGS – 5:30 PM**

**BID OPENINGS**

**VISITORS OR DELEGATIONS**

**COMMISSION PORTFOLIOS**

Commissioner Pierce – The Fire Chief said they are wrapping up work from the fishing derby. He said they are scheduling out commercial inspections and pre-plan reviews, along with hydrant flow testing. He said they are just waiting for the FAA to sign off on the changes to the airport's plans for them to assume the ARFF mission. Commissioner Pierce provided a PowerPoint presentation on the LEC and their facility planning. It included the downfalls and shortcomings of the existing facility. He said an appropriate expansion would not be possible due to the limited footprint of the site.

Commissioner Uhlenkamp – the City Engineer said everything was going well in the Public Ways Department.

Commissioner Hach – The City Engineer said everything was going well in the Sanitation Department. The City Engineer said probable assessment letters were sent out to property owners for the districts approved at a few recent Commission meetings. The City Assessor said he would be at the library on Wednesday afternoons to assist residents with filling out the homestead property tax application and primary residence property tax credit application.



Commissioner Knowski – The City Engineer said letters were sent out to property owners notifying them of the City's lead service line inventory effort. He said they are asking residents to let the City know what material their water line is and there are directions and guidance on the letter.

President Moe – The Police Chief said he will be assisting with judging the Ramsey County Spelling Bee. He said they are working on their annual report.

The City Administrator said they continue working with a developer on a residential development on the North end of town. He said they will need to discuss how the City will want to incentivize greenfield development long term.

The City Attorney said everything was going well in his office.

The Airport Manager said they are working on keeping the runways clean. He said it is not official yet, but they may have broken the boardings record for January.

#### **OLD BUSINESS**

##### **1) Task Force on Downtown Safety**

The City Administrator said the Chamber designated Katie Buchli and Todd Lamotte to serve on the task force to represent the downtown business/property owners. He said anyone is welcome to attend the meetings. He said the Task Force will have their first meeting sometime prior to the next Commission meeting.

#### **CONSENT AGENDA**

#### **NEW BUSINESS**

##### **1) North Dakota Parks & Recreation Department Snowmobile Trail Lease Agreement**

Commissioner Hach made a motion to approve the North Dakota Parks & Recreation Department Snowmobile Trail Lease Agreement. Commissioner Pierce seconded the motion, and the motion was approved unanimously.

##### **2) City Facility Long Term Planning & Consideration of Funding Options**

The City Administrator presented a plan created by the City Facilities Working Group. He said the Facility Working Group wanted to make sure that if a remodel of City Hall was completed, that the continued use of City Hall for City Offices purposes was the best use of the facility long term. Given the current conversations surround the Law Enforcement Center and the current cramped space the Police Department is in, to include not having any garage space, that the City Hall location would make for a good Police Department. He said the office space could be reformatted

to fit the Police Department nicely and a garage built on the west side of the building. This would involve the relocation of City Hall, ideally to a dilapidated building downtown that the City would renovate and fix up.

To pay for such a project, he said they explored ways they could do this and keep the costs off the sole burden of the citizens of Devils Lake. The Working Group proposed the City explore going to the voters for a sales tax increase of .5%, using the funds to help pay for a 15-year bond payment on the facility costs, using the funds to eliminate the \$9 monthly water source replacement fee, and create a long-term mini-legacy fund to help support City public safety operations while being responsible since the City would be heavily dependent on sales tax.

Commissioner Pierce said officials from Ramsey County had some concerns given their current planning with the Law Enforcement Center and asked that the Mayor and City Administrator meet with Commissioner Frith.

Commissioner Knowski said all of the City's facilities have need of upgrades and the City does need a funding source. He said when he was at the Police Department they were exploring ways to create more space and possibly relocate. He said funding this through sales tax would provide funding from people not just from the City but the entire region.

The City Administrator said a City resident would have to spend \$21,600 in taxable items per year to contribute more to City operations given the increase in .5% sales tax. He added that if renters pay their utility bill, they would see that benefit as well.

Commissioner Pierce said he doesn't see an issue further exploring the concept.

The City Engineer said they are going to be doing some preliminary work with some architecture firms to get cost estimates for the PD relocation, garage addition, and potential relocation of City Hall.

#### **LIST OF BILLS**

Commissioner Pierce made a motion to approve the List of Bills. Commissioner Uhlenkamp seconded the motion, and the motion was carried unanimously on a roll call vote.

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**SPENCER HALVORSON**  
**CITY ADMINISTRATOR/AUDITOR**

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**JIM MOE**  
**PRESIDENT OF CITY COMMISSION**

**Agenda Item:** Public Hearing: Nellie's Bar and Lounge Liquor License

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**Submitted By:** Spencer Halvorson, City Administrator/Auditor  
Jason Sayler, City Attorney  
Jason Toso, Police Chief

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**Staff Recommended Action:** Review the information in the staff report

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## BACKGROUND

Below is a list of liquor license related actions the City has taken against Nellies Bar and Lounge since February 2024, along with calls for service information:

The City Commission held a public hearing on February 05, 2024 to consider temporary suspension of the Nellie's Bar & Lounge liquor license due to two violations, both for failing to close the establishment promptly by 2:00am. The City Commission suspended Nellies' liquor license for one day on Tuesday, March 5, 2024.

Nellie's Bar & Lounge took a two-day voluntary suspension of their liquor license on January 21<sup>st</sup> and January 22<sup>nd</sup> due to two violations that occurred in October 2024. Both violations were for the intoxication of a bartender during their shift, with one of those instances resulting in a bartender receiving a DUI immediately after their shift.

On January 15, 2025, the City Attorney provided a letter to the owner of Nellie's Bar and Lounge communicating confirmation of their voluntary two-day suspension, along with formal written notice of concern regarding the establishment's repetitive documented alcohol violations and calls for service to the bar *"disproportionately greater than any other bar in the City of Devils Lake"*. The City Attorney relayed to the bar's owner, Mr. Nelson, that *"the liquor license under which Nellie's Bar operates is under scrutiny by the City Commission .... due to habitual alcohol violations and other conduct violative of Chapter 5.24 of the Devils Lake Municipal Code"*.

Review of 2024 calls for service (CFS) information provided by the Devils Lake Police Department shows 171 CFS to the property at which the bar is located – a complete outlier in comparison to other properties in the City.

During the first 38 days of 2025 (up to February 7, 2025), the Police Department has reported 26 CFS to the property.

Due to previously documented alcohol violations, documented concern expressed by the City Attorney, continuous high volumes of calls for service from the Devils Lake Police Department year to date in 2025, and no evidence of a demonstrated effort to improve the frequency of alcohol violations and needs for police intervention, a review of the liquor license attributed to Nellie's Bar and Lounge is warranted for possible further suspension or revocation as deemed appropriate by the City Commission.

**ATTACHMENTS**

- Notice of Hearing Letter – February 7<sup>th</sup>, 2025
- 2025 CFS Memo from Chief Toso
- 2025-01-03 → Letter and Consent to Voluntary Suspension of Liquor License
- 2025-01-15 → City Attorney letter to Nellie's Bar & Lounge Owner expressing concern regarding habitual violations and CFS frequency
- 2024-02-13 → Letter and Findings of Fact, Conclusions of Law, and Order for Suspension of Liquor License
- 2023 & 2024 Downtown Calls for Service Information

**NOTICE OF HEARING ON REVOCATION OR SUSPENSION OF LIQUOR LICENSE**

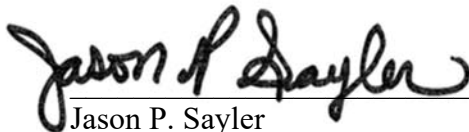
TO: CHUCK NELSON  
NELLIE'S BAR  
PO Box 890  
DEVILS LAKE, ND 58301

NOTICE IS HEREBY GIVEN that a hearing will be held before the Devils Lake City Commission on Tuesday, February 18, 2025, at 5:30 p.m., which hearing will be for the revocation or suspension of the liquor license under which Nellie's Bar does operate.

The hearing for revocation or suspension shall be held for reason of, and pursuant to, Sections 5.24.110(A)(9), 5.24.110(A)(8), and 5.24.110(A)(7) of the Devils Lake Municipal Code, which Sections provide for revocation or suspension: when the licensee permits drunken, inebriate or disorderly persons to frequent the place of business; when the licensee ceases to meet any of the qualifications required for issuance of a license; and, when the business of the licensee at the location licensed is conducted in violation of the health and sanitary regulations or other ordinances of the city.

NOTICE IS FURTHER GIVEN that you have the right to a hearing on this revocation or suspension, which hearing will be before the Devils Lake City Commission on February 18, 2025, at 5:30 p.m. The hearing will be held at the City Offices which is located at 423 6th St NE, Devils Lake, North Dakota.

Dated this 7th day of February, 2025.

A handwritten signature in black ink, reading "Jason P. Sayler", written over a horizontal line.

Jason P. Sayler  
City Attorney  
PO Box 838  
Devils Lake, ND 58301-0838

# DEVILS LAKE POLICE DEPARTMENT

222 West Walnut St • Devils Lake, North Dakota 58301 • Phone 701-662-0700



**JASON TOSO**  
CHIEF OF POLICE

**BEN HARKNESS**  
DEPUTY CHIEF

Date: 02/11/2025

To: Devils Lake City Commission  
President Moe

Re: Nellies Bar and C&L Properties

Respected members. On January 15<sup>th</sup>, City Attorney Sayler sent a formal letter to Chuck Nelson confirming his voluntary suspension for two alcohol violations in October 2024. Additionally, the letter raised ongoing concerns about repeated violations and requests for police intervention at Mr. Nelson's establishment, with explicit notice that the Nellie's Bar and Lounge liquor license would be under closer review by the City Commission near its pending renewal in May/June of 2025.

Despite multiple liquor violations and temporary suspensions of the establishment's license the past calendar year, there has been no demonstrated effort to improve the frequent need for police intervention at Mr. Nelson's property.

I have growing concerns about the number of calls for service (CFS) from January 2025 through February 7<sup>th</sup>, 2025. These are calls at Nellies Bar and the C&L Apartments directly above. Chuck Nelson owns both. Our records show 26 CFS in this time frame. This is an alarming amount, with calls ranging from fight calls, assaults, intoxicated juveniles, unwanted subjects, disturbing the peace, and others.

Specific calls involving the bar include the arrest of an intoxicated subject for violations of his conditions of release, an arrest of a subject on a Ramsey County Warrant, a report from the bar of people in the apartment messing with their security cameras, and a fight call reportedly involving seven subjects. The reported victim of this fight call received a cut above his left eye, requiring transport by EMS to the hospital for care. This subject was so intoxicated he could not identify who had assaulted him.

There is no evidence that the need for police intervention at the property has subsided or will subside despite the multiple suspensions of their liquor license the past year and warnings from the City Attorney.

Coincidentally, there has been limited to no intervention by Mr. Nelson or any of his representatives into the number of CFS for police intervention at both establishments listed herein. I appreciate the City Commission's expedited review of Nellie's liquor license due to habitual alcohol violations and other violations of Chapter 5.24 of the Devils Lake Municipal Code.

Sincerely,

A handwritten signature in black ink that reads "Jason Toso".

Jason Toso  
Chief of Police

CC: Jason P. Sayler, City Attorney  
Spencer Halvorson, City Administrator/Auditor





January 3, 2025

Chuck Nelson  
Nellie's Bar  
PO Box 890  
Devils Lake, ND 58301

Re: **Incident on October 8, 2024 (Intoxicated Bartender); and  
Incident on October 22, 2024 (Bartender Consuming Alcohol followed by DUI)**

Dear Mr. Nelson:

I am writing to you regarding two separate incidents that occurred in your establishment, the dates of which are identified above. I received information regarding each incident from reports generated by the Devils Lake Police Department.

On October 8, 2024, officers responded to Nellie's Bar after receiving a complaint about an intoxicated bartender. From the report provided to me, it appears the bartender was highly intoxicated and that the degree of his intoxication caused the bartender to urinate upon himself while he was speaking with officers outside the bar. The establishment was allowed to remain open on this occasion only because a sober employee happened to be present in the establishment and did offer to take over the duties of tending bar.

On October 22, 2024, one of your employees was pulled over and subsequently charged with driving under the influence. The police report states that during the traffic stop the employee told the arresting officer that he had consumed five alcoholic beverages near the end of his shift tending bar at your establishment.

The above incidents constitute two separate alcohol violations in less than two weeks. These incidents occurred less than one year after the November 3, 2023 alcohol violation in which officers found individuals consuming alcohol in your establishment after closing time. In discussing these incidents with the Chief of Police, there is a concern over the frequency of these violations as well as the involvement of your employees in each violation. We want to impress upon you the seriousness of each incident and the importance that future violations be avoided. The existence of three recorded alcohol violations within one year necessitates an elevated penalty in response to the two most recent violations. Therefore, we would request that you voluntarily agree to a two-day suspension of your liquor license with the suspension to be served over consecutive days.

Jason P. Sayler | 509 5th St. NE, Suite 1, P.O. Box 838, Devils Lake, ND 58301  
P: 701.662.4077 | F: 701.662.7537 | [jasonsayer@traynorlaw.com](mailto:jasonsayer@traynorlaw.com) | [www.traynorlaw.com](http://www.traynorlaw.com)

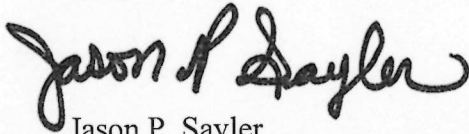
*Dedicated. Trusted. Reliable.*

If you are agreeable to a voluntary suspension of your liquor license, then I ask that you sign the enclosed consent and return it to me within one week from the date on this letter. If we do not receive it within that time, we will then place the matter before the City Commission and request a suspension of your license, leaving up to the Commission the number of days the license would be suspended.

I would ask that the consent be returned to me no later than January 10, 2025. If I do not receive the consent by that date, I will request the Commission set a date for a hearing on your license. You will receive notification of that hearing date.

Thank you.

Respectfully,

A handwritten signature in black ink, reading "Jason P. Sayler". The signature is fluid and cursive, with the first name "Jason" being more prominent and the last name "Sayler" following in a similar style.

Jason P. Sayler  
City Attorney  
PO Box 838  
Devils Lake, ND 58301-0838  
Email: [jasonsayer@traynorlaw.com](mailto:jasonsayer@traynorlaw.com)

Enclosure

cc: Jason Toso, Chief of Police



**CONSENT TO VOLUNTARY SUSPENSION OF LIQUOR LICENSE**

Chuck Nelson, the undersigned, is the holder of a liquor license issued by the City of Devils Lake. He acknowledges that on October 8, 2024, one of his employees was tending bar while intoxicated at the licensed premises in violation of the City ordinances of the City of Devils Lake, which has been codified as Chapter 5.24 of the Devils Lake Municipal Code. Chuck Nelson further acknowledges that on October 22, 2024, one of his employees did admit to law enforcement officers that he consumed five alcoholic beverages while on duty tending bar at the licensed premises in violation of the City ordinances of the City of Devils Lake, which has been codified as Chapter 5.24 of the Devils Lake Municipal Code. The undersigned is agreeable to a voluntary closing of his establishment on January 21<sup>st</sup> & 22<sup>nd</sup> 2025, 2025. This suspension will commence at 2:00 a.m. on the day first listed above and will continue for a period of forty-eight (48) hours. The undersigned further requests the City Commission take action pursuant to Chapter 5.24 of the Devils Lake Municipal Code by accepting this two-day suspension as sufficient for violating the City ordinances described above.

Dated this 13<sup>th</sup> day of January, 2025.

Charles A Nelson  
Chuck Nelson



January 15, 2025

Chuck Nelson  
Nellie's Bar  
PO Box 890  
Devils Lake, ND 58301

**Re: Liquor License for Nellie's Bar**

Dear Mr. Nelson:

We are in receipt of the Consent to Voluntary Suspension of Liquor License which you signed pursuant to my January 3, 2025 letter regarding two alcohol violations that occurred at your establishment in October of 2024. There is a history of documented alcohol violations occurring at your establishment, for which the October 2024 incidents are simply the most recent. There is also a significant record of incidents at your establishment which required police intervention to resolve. The number of public requests for police intervention, or "calls for service," involving your establishment are disproportionately greater than any other bar in the City of Devils Lake. In fact, the data provided to me indicates that your establishment accounts for more calls for service to law enforcement than does any other business in the downtown Devils Lake area.

I have significant concerns about the repeated alcohol violations and requests for police intervention at your establishment. I believe the Devils Lake City Commission is equally concerned about this situation. Accordingly, the liquor license under which Nellie's Bar operates is under scrutiny by the City Commission and there is a distinct possibility the liquor license will not be renewed in July of 2025 due to habitual alcohol violations and other conduct violative of Chapter 5.24 of the Devils Lake Municipal Code. Please take notice that any future alcohol violations at your establishment will result in an expedited review of the liquor license and the potential revocation of said license.

Respectfully,

Jason P. Sayler  
City Attorney  
PO Box 838  
Devils Lake, ND 58301-0838  
Email: [jasonsayer@traynorlaw.com](mailto:jasonsayer@traynorlaw.com)

Jason P. Sayler | 509 5th St. NE, Suite 1, P.O. Box 838, Devils Lake, ND 58301  
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*Dedicated. Trusted. Reliable.*

cc: Jason Toso, Chief of Police;  
Spencer Halvorson, City Administrator



Jonathon (Jack) F. Yunker

424 5th St. NE  
PO Box 152  
Devils Lake, ND 58301

O: (701) 662-1840

C: (701) 740-5525

jack@yunkerlaw.us

www.yunkerlaw.us

February 13, 2024

Nellies Bar and Lounge, Inc.  
c/o Charles A. Nelson  
PO Box 890  
Devils Lake, ND 58301

**SERVED BY THE DEVILS LAKE POLICE DEPARTMENT**

Re: Liquor License Suspension of Nellie's Bar and Lounge, Inc.

Dear Charles:

The Devils Lake City Commission ("Commission") has found Nellie's Bar and Lounge, Inc. ("Nellie's") to be in violation of Devils Lake Municipal Code Section 5.24.130. As a result, the Commission has ordered the suspension of Nellie's liquor license for one day in accordance with Devils Lake Municipal Code Section 5.24.110. Nellie's may not serve alcohol or liquor from 12:00 a.m. – 12:00 p.m. on Tuesday, March 5, 2024. Please see enclosed Findings of Fact, Conclusions of Law, and Order.

Please let me know if you have any questions or comments regarding this matter.

Respectfully,

Jonathon (Jack) F. Yunker

JFY/alj

Enclosure

cc: Spencer Halvorson, via email

2/15/2024 1045

910 7 St NE, Devils Lake, ND 58301  
J. Erickson #14/

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City of Devils Lake.

Petitioner,

vs.

Nellie's Bar and Lounge, Inc.,

Respondent.

**FINDINGS OF FACT, CONCLUSIONS OF LAW, AND ORDER FOR SUSPENSION OF  
LIQUOR LICENSE**

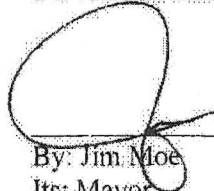
The Petition for Suspension of Liquor License was heard by the Devils Lake City Commission on February 5, 2024, at 5:30 p.m. The hearing was held at the Devils Lake City Offices, 423 6<sup>th</sup> St. NE, Devils Lake, ND. The four Commissioners and the Mayor were all present. The City Attorney presented evidence on behalf of the City. Nellie's was not represented. Its owner, Charles Nelson, was not present. Bar Manager, Peter Owlboy, Jr., was in attendance.

The City Commission received the Petition for Suspension, service document, and certified return mail and determined the Respondent was properly served with the Petition and hearing notice. Officer Darin Rixen testified that he was on patrol November 3, 2023, and December 22, 2023. On both of these dates, the Respondent had patrons inside the bar after 2:00 a.m. In addition, there was still alcohol present with the patrons. This testimony was supported by written police reports. This was undisputed testimony and, as a result, the City Commission concluded the Respondent violated Devils Lake Municipal Code Section 5.24.130.

As a result of the violations, the Respondent's liquor license is hereby suspended for one day pursuant to Devils Lake Municipal Code Section 5.24.110. The suspension will take place on Tuesday, March 5, 2024. Accordingly, Nellie's Bar and Lounge, Inc., may not sell alcohol or liquor from 12:00 a.m. to 12:00 p.m. Tuesday, March 5, 2024.

DATED February 13<sup>th</sup>, 2024

DEVILS LAKE CITY COMMISSION



By: Jim Moe  
Its: Mayor

# DOWNTOWN CALLS FOR SERVICE (CFS)

## 2023/2024

BUSINEES NAME AND ADDRESS	2023 CFS	2024 CFS
Nellis Bar & Lounge/C&L Apartments - 301 4th Ave Ne <i>*12 Units</i>	147	171
Mann's Apartments (LaMottes) - 307 4th St NE <i>*25 Units = 18 Single Bedroom / 7 Two Bedroom</i>	24	27
Locke Block Apartments (LaMottes) - 422 4th Ave NE <i>*18 Units = 12 Single Bedroom / 6 Two Bedroom</i>	26	17
Opera House Apartments (Metro Plains) - 318 4th Ave NE <i>*20 Units = 18 Single Bedroom / 2 Two Bedroom</i>	49	41
Great Northern Apartments (Metro Plains) - 223 4th Ave NE <i>*38 Units = 35 Single Bedroom / 3 Two Bedroom</i>	22	15
Freemont Apartments (Housing Alternatives - California) <b>416 &amp; 418 5th St NE Apartments (Firehouse/Gilbertson)</b> <i>*40 Units = 32 Single Bedroom / 8 Two Bedroom</i>	122	144
Devils Lake Homeless Shelter - 512 4th St NE	37	66
Liquor Locker - 219 6th St NE	15	28
Lottas / Ye Olde Tavern - 410 4th Ave NE	22	29
Proz Sports Bar Grille & Caboose - 101 6th St NE	16	30
Thirsty's Bar - 318 4th St NE	12	13
<b>ANNUAL TOTALS:</b>	<b>492</b>	<b>581</b>



# DEVILS LAKE POLICE DEPARTMENT

222 West Walnut St • Devils Lake, North Dakota 58301 • Phone 701-662-0700



**JASON TOSO**  
CHIEF OF POLICE

**BEN HARKNESS**  
DEPUTY CHIEF

Date: 02/05/2025

To: Devils Lake City Commission  
President Moe

Re: 2024 Annual Report  
Devils Lake Police Department

The calendar year 2024 marked both a transitional and exciting time for the Devils Lake Police Department. Chief Joe Knowski retired in February, marking nearly six and a half years of exceptional leadership for our agency and service to the citizens of Devils Lake.

I was honored to be appointed Interim Chief and, even more so, to be selected as the next Chief of Police on 04/17/2024. This created a healthy domino effect, as Ben Harkness was promoted to Captain, and Samantha Rodriguez was promoted to Detective Sergeant.

With the support of Mayor Jim Moe, the Devils Lake City Commission, and Administrator Spencer Halvorson, a new corporal position was approved for our agency starting in 2025. This culminated in the meritorious promotions of Officers Russell Anthony, Christon Dallas, Corey Gilbertson, and Darin Rixen on December 30<sup>th</sup>, 2024.

Additionally, our agency hired three new police officers, allowing us to reach full staff at midyear. These officers were Trista Dauphinais, Joshua Husebye, and Gerald Hoeger. Husebye and Hoeger had not received prior law enforcement academy training before being hired.

This is a growing trend in law enforcement, where the parent agency hires a prospective candidate on a temporary license. This new officer is required to attend the next available academy to fulfill their law enforcement officer license status. Through this process; I'm happy to announce that Officers Husebye and Hoeger completed the Law Enforcement Training Academy (LETA) in Bismarck, rejoining our agency as fully licensed police officers.

The 2024 Devils Lake Police Department annual report includes information on our police services throughout the year. As always, we are honored to serve as dedicated law enforcement professionals to the City of Devils Lake and the entire Lake Region area. We look forward to serving in 2025 and beyond.

Sincerely,

A handwritten signature in black ink that reads "Jason Toso".

Jason Toso  
Chief of Police

# DEVILS LAKE POLICE DEPARTMENT

222 West Walnut St • Devils Lake, North Dakota 58301 • Phone 701-662-0700



**JASON TOSO**  
CHIEF OF POLICE

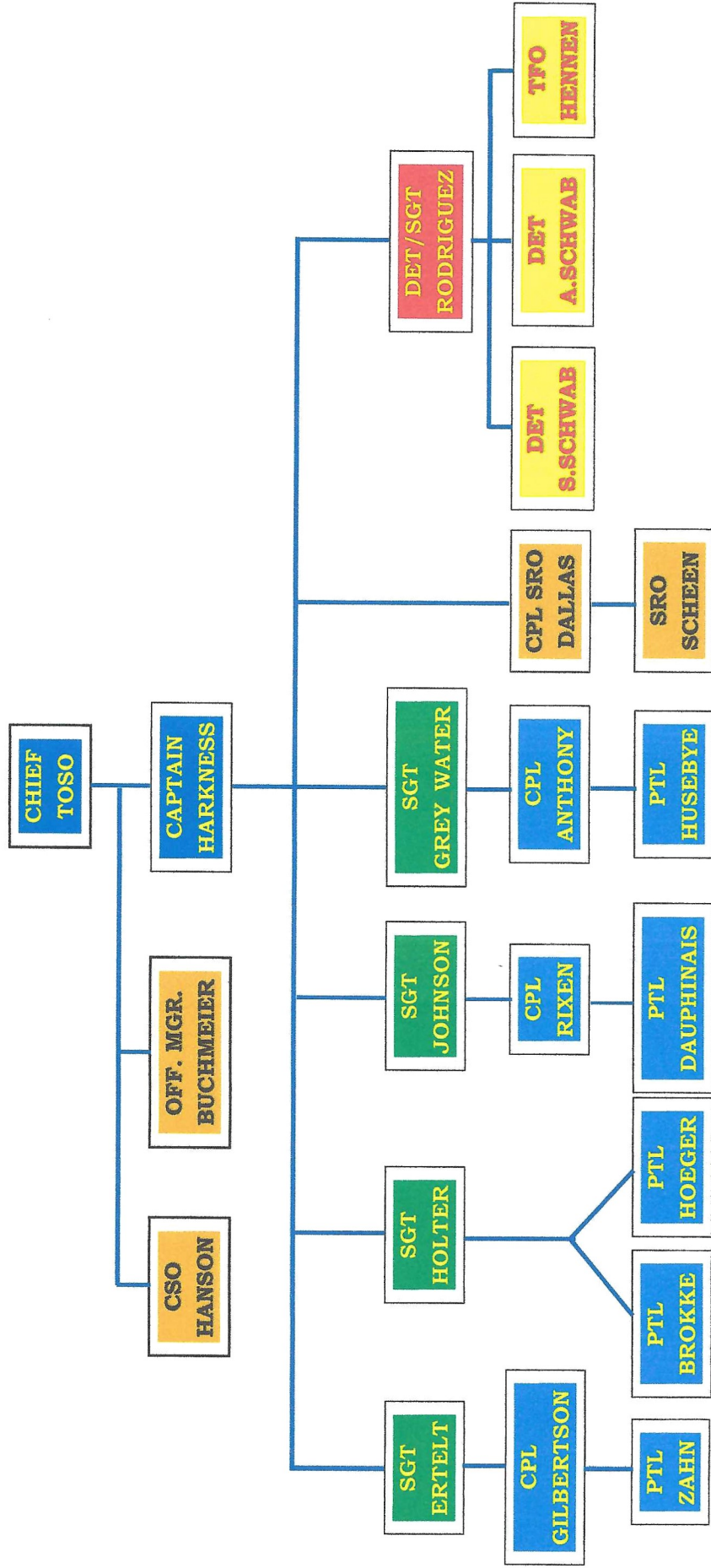
**BEN HARKNESS**  
DEPUTY CHIEF

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# DEVILS LAKE POLICE DEPARTMENT ORGANIZATIONAL CHART



# DEVILS LAKE POLICE DEPARTMENT

222 West Walnut St • Devils Lake, North Dakota 58301 • Phone 701-662-0700



**JASON TOSO**  
CHIEF OF POLICE

**BEN HARKNESS**  
DEPUTY CHIEF

## Investigations Report

From January through October 2024, I served as Detective Sergeant for the Investigations Division of the Devils Lake Police Department. In October, Officer Samantha Rodriguez was promoted to Detective Sergeant and filled my vacancy.

Since that time, Sgt. Rodriguez has attended an 80-hour BCI Basic Investigations course, a 40-hour BCI Advanced Investigations course, a 12-hour sexual assault investigation course, and a 24-hour interview and interrogation course to prepare for her new role as our investigations supervisor. The remainder of the investigations division for 2024 consisted of Detective Susan Schwab, Detective Alex Schwab, and Lake Region Narcotics Task Force Officer Rey Hennen.

In 2024, the Investigations division was assigned the following cases, broken down and grouped into relevant categories. This is not an all-inclusive list of investigative cases worked on or assisted with but rather a list of higher-profile cases. Investigators were called out to help in more serious criminal investigations while not on duty 15 times in 2024.

- Burglary / Unlawful Entry – 13 cases
- Theft Related Crimes – 32 cases
- Sex Crimes – 35 cases
- Fraud / Scam – 7 cases
- Assault – 8 cases
- Unattended Deaths – 4
- Child Abuse / Neglect – 7
- Missing Persons – 3
- Exploitation / Misappropriation (Vulnerable Adult) – 1 case
- Terrorizing – 5 cases
- Criminal Mischief – 3 cases
- Arson / Fire Investigations – 1 case
- Sex Offender Violations – 1 case
- Other / Misc. – 5 cases

\*This list does not include narcotics investigations conducted by Lake Region Narcotics Task Force Officer Hennen. See the 2024 Lake Region Narcotics Task Force Annual Report.

In total, 74 Felony level charges and 41 Misdemeanor level charges were filed for these cases.

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**JASON TOSO**  
CHIEF OF POLICE

**BEN HARKNESS**  
DEPUTY CHIEF

In July, Sgt. Rodriguez and I collaborated and instructed at Lake Region State College for the College for Kids program. This four-day instructional event catered to children from Kindergarten through 5<sup>th</sup> grade. Our course of instruction was based on investigations and allowed the children to work cooperatively in Crime Scene Investigation (CSI) teams to solve a crime. The children learned investigative techniques, forensic analysis, and other skills, recreating the work of real-life investigators.

Captain Ben Harkness  
Devils Lake Police Department



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## SRO Report – 2023/2024

### **Overview of SRO Program Goals and Objectives**

The School Resource Officer (SRO) program aims to promote and support the organizational strategies necessary to address the causes and reduce the fear of crime and social disorder through problem-solving tactics and police-community partnerships.

Through the SRO program, the Devils Lake Police Department will enhance the services provided to individuals within the Devils Lake Public School District and community. Emphasis will be on reducing and preventing school-related violence and crimes committed by young adults and juveniles.

The SRO program will accomplish this mission by creating and maintaining a safe, secure, and orderly learning environment for students, teachers, and staff.

### **Year End Review**

The 2023-2024 school year marked the beginning of my sixth year in partnership with the Devils Lake Public School System as the School Resource Officer (SRO). However, the year started with me serving as the sole SRO for the district.

In August 2023, the North Dakota Juvenile Justice System underwent significant changes following the passage of House Bills 1035 and 1137. These new laws directly impacted my role as an SRO by establishing revised guidelines for how school resource officers statewide address issues within the educational system.

The following is an annual summary of the various incidents, activities, training, and local events I have been involved with within the Devils Lake Public School:

<b>Category</b>	<b>Totals</b>
Minor in Possession of Tobacco	26
Disruption of the Public School	17
Other (Medical, 911 Hang Up/Misdials, Alarms	17
Welfare Check	12
Possession of Drug/Para, Ingestion	12
Simple Assault	11
Obscene Material/Sex Offense	11
Unruly Child, Runaway	9
Harassment	9

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Category (continued)	Totals
Assist (School Officials)	9
Threats	8
1050s (Motor Vehicle Accident)	8
Traffic Stops	7
Assisting Other Agencies	4
Theft of Property	3
Vandalism	3
Motorist Assist	3
Misconduct	2
Arrest Warrant/Pick Up & Hold Order	2
Child Neglect	1
Overdose	1
Paper Service	1
Bus Complaint	1
Animal Complaint	1
Information	1

Total incidents handled: **179 (approx.)**

## Training

In June 2023, I attended the three-day National Drug Conference in Houston, TX. I serve on the Ramsey County Wellness Court as part of my duties. This conference was very beneficial to my understanding of addiction, mental health, and juvenile reform. I also completed all department-related recurring Law Enforcement qualifications and recertifications.

## Local Events and Activities

Red Ribbon Week is one of the most significant events for the SRO program throughout the school year. This year, we had the opportunity to support elementary schools by awarding prizes to winners of the Red Ribbon Week coloring contest across each grade level.

Additionally, I continued to ensure security at sporting events and activities organized by Devils Lake Public Schools.

This year also marked my fourth year coaching Junior High sports, and I expanded my role by providing bus transportation for the Dazzlers Dance Team.



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## **Teaching and Presentations**

This year, I completed my annual "Expectation" presentation and introduced a new presentation on blood stain recognition at Central Middle School. Additionally, I expanded my outreach by adding presentations at St. Joseph Catholic School and ND School for the Deaf.

As the sole SRO, it was challenging for me to fully commit to classroom presentations, as I had to remain available to support schools in case of emergencies. However, I aim to prioritize this in the 2024-2025 school year.

## **Future Goals for 2024/2025**

- Integrate a new officer into the SRO role
- Increase the number of classroom presentations.

In conclusion, as a School Resource Officer, my role is to ensure the safety and security of students and staff and foster positive relationships within the school and community. Despite the challenges, such as being the sole SRO and adapting to new legislation, I remain dedicated to supporting the educational environment and the well-being of those I serve.

I'm pleased to announce that the Devils Lake Police Department has hired Officer Amber Scheen as the second School Resource Officer (SRO) to support the Devils Lake Public School District. Officer Scheen completed her Peace Officer POST certification and will attend the NDASRO Basic SRO training this summer. She will officially join the District for the 2024-25 school year.

We are committed to expanding our outreach and student engagement to impact the 2024-2025 school year significantly.

Officer Christon Dallas  
Lead School Resource Officer  
Devils Lake Police Department

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## SRO Report – Mid-Year 2024

### **Mid-Year Review**

The 2024-2025 school year marks my seventh year serving as the Devils Lake Public School District's school resource officer (SRO). Additionally, the Devils Lake Police Department has expanded the SRO program with the addition of Officer Amber Scheen.

Officer Scheen completed an intensive five-week training program introducing her to all the district's schools and their policies and procedures. Following this, she was assigned to Central Middle School, where she will serve as the dedicated SRO.

The following is a mid-year summary of various incidents, activities, training, and local events Devils Lake SROs have been involved with within the Devils Lake Public School:

<b>Category</b>	<b>Totals</b>
Other (Medical, 911 Hang Up/Misdial, Alarms)	15
Possession of Drug/Para, Ingestion	15
Minor in Possession of Tobacco	12
Disruption of the Public School	12
Assist (School Officials)	9
Welfare Check	9
1050s (Motor Vehicle Accident)	9
Theft of Property	5
Arrest Warrant/Pick Up & Hold Order	3
Traffic Stops	2
Simple Assault	2
Child Neglect	1
Vandalism	1
Overdose	1

Total incidents handled: **96 (approx.)**

### **Training**

Leading up to the 2024 school year, I attended the NDASRO Conference in Minot, ND, where I participated in several valuable training sessions over the three-day event. Topics included Documenting and Identifying Street Gangs, Best Practices for Digital Evidence and VSU Overview, and Anticipating the Unthinkable. I also attended a Planning and Managing a Critical Incident training session instructed by Cass County Sheriff Jesse Jahner. Devils



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Lake High School Principal Ryan Hanson and I also participated in an active shooter scenario training in Minot, ND. This training was valuable as it will assist our district in future training.

Officer Scheen completed the 40-hour NDASRO SRO Basic training course this summer. Additionally, she completed specialized training in Recognizing Pre-Attack Indicators and Body Language for Law Enforcement.

Officer Scheen and I regularly attend department-issued training, including De-Escalation Tactics and Cultural Diversity & Awareness. We have also completed our annual Law Enforcement qualifications and recertifications.

## **Local Events and Activities**

From August to December, the Devils Lake School Resource Officers (SROs) actively engaged in numerous local events and school activities, significantly impacting the community and students. SROs participated in the high school's Student of the Month recognition, the Homecoming Bonfire and Dance, and the Lake Region State College Occupational Fair. We also played a crucial role in bringing a speaker to Devils Lake High School to share her story about the tragic overdose of her daughter, addressing the growing concerns over THC and nicotine vapes among students in our district. This presentation was an important initiative to educate students and the broader community on this pressing issue.

Devils Lake SROs remained highly involved throughout the year, participating in more community events. These events included the National Night Out, the Boy Scouts' Prevention Weekend at Camp Grafton, Trunk or Treat, and the annual Shop with a Cop program.

Another highlight was Red Ribbon Week, which coincided with Officer Scheen's final week of SRO training. She successfully took on the responsibility of organizing and executing the event independently, coordinating with elementary schools, and providing student gifts, showcasing her dedication and organizational skills.

Additionally, SROs continued to provide essential security at sporting events and other activities organized by Devils Lake Public Schools, further contributing to a safe and positive environment for students and families.



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## **Teaching and Presentations**

The Devils Lake SROs started the year by getting SRO Scheen accustomed to interacting with students. A large part of her training was effective presentation to students. SRO Scheen presented to the Devils Lake elementary schools about Halloween safety. Additionally, as part of her training, SRO Scheen randomly stopped into classes at the middle school to speak with students about behavioral issues.

In conclusion, with the addition of a second SRO, we have provided more significant support to our district, fully dedicating ourselves to serving the needs of students, staff, and the community. The Devils Lake SROs are excited for the second half of the year and look forward to continuing our commitment to fostering a safe and positive environment for all.

Corporal Christon Dallas  
Lead School Resource Officer  
Devils Lake Police Department

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## Lake Region Narcotics Task Force Report

The Lake Region Narcotics Task Force (LRNTF) is administered by Special Agent Travis Zahn of the North Dakota Bureau of Criminal Investigation (BCI). In 2024, the LRNTF had 56 cases and dealt with 87 suspects. The 87 suspects were charged with a variety of state charges. The LRNTF had 27 suspects federally indicted on various narcotics and firearm charges. The numbers in parenthesis indicate events initiated or assisted by DLPD Task Force Officer Hennen.

### **Charged in 2024**

1. 11 – Possession of a controlled substance with intent to deliver (8)
2. 26 – Possession of drug paraphernalia (14)
3. 14 – Possession of a controlled substance (8)
4. 6 – Conspiracy to deliver a controlled substance (6)
5. 11 – Delivery of a controlled substance (8)
6. 2 – Ingestion of a controlled substance
7. 1 – False information (1)
8. 36 – Outstanding Warrants (22)
9. 3 – DUS (2)
10. 1 – Fleeing in a Motor Vehicle
11. 2 – Possession of Stolen Property (2)
12. 3 – Felon with a Firearm (2)
13. 27 – Federal Indictments (10)
14. 1 – Possession of a Concealed Weapon (1)
15. 1 – Possession of a Firearm W/Altered Serial Number
16. 1 – Accomplice to Delivery (1)
17. 1 – Driving under the influence (1)
18. 2 – Robbery (1)
19. 2 – Possession of Certain Materials Prohibited (1)

### **Narcotics Seized in 2024**

1. Marijuana – 346 grams, 123 plant.
2. Methamphetamine – 974 grams
3. Fentanyl – 167 pills, 2,926 grams of powder
4. Oxycodone – 10 pills.
5. Other pills – 36 pills.
6. Mushrooms – 26 grams



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## **Assets Seized in 2024**

1. 2 - vehicles seized.
2. 3- Firearms.
3. \$2,696

## **Significant 2024 Cases**

The LRNTF conducted 10 controlled deliveries in 2024 utilizing undercover officers or confidential informants.

The LRNTF has numerous open Federal Cases that put a significant dent in the drug trafficking from other states. The defendants are local and out of state.

The LRNTF assisted with three fatal overdose cases in 2024.

The LRNTF assisted North Dakota Probation and Parole with a probation search in Ramsey County. During the search of the residence, officers found an illegal firearm that was possessed by a felon.

The LRNTF assisted the Fargo Police Department in locating a stolen camper on the Spirit Lake Reservation. The LRNTF recovered the camper, which was worth \$150,000. A subsequent search seized 26 grams of mushrooms. Three suspects were arrested for the theft or possession of the stolen camper. One suspect was charged with possession of a controlled substance and possession of a controlled substance with intent to deliver.

The LRNTF and NDBCI assisted with a fatal overdose at the Re-Entry Center in Devils Lake. Two suspects were charged under the causation law for supplying the fentanyl to the deceased.

The LRNTF assisted the Benson County Sheriff's Department with a fatal overdose on the Amtrack train. The deceased was traveling on the Amtrack train when he overdosed on fentanyl.

The LRNTF conducted a search warrant on a residence in Devils Lake because of an ongoing investigation. From the search of the residence, TFOs found 43 fentanyl pills and numerous items of drug paraphernalia. One suspect was charged with possession of a controlled substance with intent to deliver and possession of drug paraphernalia. The LRNTF conducted a state criminal conspiracy case, which resulted in the arrest of one suspect. The narcotics investigation was compiled from intel, phone data, social media data, and contacts with the suspect for the prior two years.

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The LRNTF assisted the Towner County Sheriff's Department with a residence search in Cando. From the search of this residence, approximately 4 ounces of marijuana, suspected cocaine paraphrenia, and marijuana paraphernalia were located. One suspect was charged because of the investigation.

The LRNTF searched a vehicle in Devils Lake of a suspect who was being investigated by several other areas for narcotics trafficking in North Dakota and Minnesota. From the search of the vehicle, officers found 31 grams of suspected Fentanyl and \$2,012. The suspect also had warrants from several other agencies. The money and vehicle were seized because of the investigation. The suspect and several others are in the process of being federally indicted because of this investigation. This investigation resulted from several local and federal agencies working together to get an indictment.

The LRNTF used technology to track several suspected narcotics traffickers in 2024. As a result, the LRNTF was able to stop the suspects and locate narcotics on several occasions. This type of investigation has led to several federal indictments in 2024.

The LRNTF conducted a search warrant on a residence in rural Benson County based on information received from a tip. During the search of the residence and property, the LRNTF located a marijuana grow with approximately 49 plants.

From information from the first marijuana grow, the LRNTF located a second grow at a separate residence in rural Benson County. From the search of the residence and property, the LRNTF located approximately 74 marijuana plants.

The LRNTF assisted BIA and FBI with a suspect traveling from out of the area with a large quantity of narcotics. When the suspect arrived in Devils Lake, an officer found approximately 466 grams of methamphetamine, 116 grams of marijuana, and 100 suspected fentanyl pills.

The LRNTF has assisted with numerous investigations outside its coverage area. This assistance is based on information received from informants, intelligence, and investigations. This information has led to several high-profile arrests and several significant narcotics seizures, which don't count toward the year-end statistics.

TFO Hennen assisted on twenty-five BIA SLEC encounters and approximately twenty-two Cellebrite exams for his casework or other agencies in the area.



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## Patrol Report

The Devils Lake Police Department Patrol Division is dedicated to professionalism in providing police services with due regard to the interests of the general welfare and safety of the Devils Lake Community. We strive to uphold our pledge to the community with our core values of service, integrity, and respect in mind.

In 2024, a more extensive law enforcement focus was dedicated to our downtown area, with increased concerns regarding crime and loitering from businesses, citizens, and city leaders. The DLPD's response consisted of more police presence and increased foot patrol by our Officers. A downtown satellite office was also established on the 400 block of 4<sup>th</sup> Ave NE, in the SAAF building, for Officers to use to be closer to the downtown area.

In 2024, the Devils Lake Police Department responded to, initiated, or assisted on 9,834 calls for service. This number is down from the previous two years, with 10,512 and 11,789 calls for service in 2023 and 2022, respectively. In 2024, 1,920 traffic stops were made. One thousand seventy (1,070) case reports were created with a disposition of charges filed (arrests, complaints, juvenile referrals, etc...). 1,387 traffic and arrest citations and 103 written warnings were issued. The Devils Lake Police Department physically arrested and incarcerated 451 adults on various criminal charges and arrest warrants. The Police Department also responded to 241 motor vehicle crashes within city limits.

The Devils Lake Police Department, surrounding law enforcement agencies, and the Lake Region Law Enforcement Center transitioned to a new records management system in late 2023. Some of the statistics may be skewed based on data entry variables.

See the following statistical graphs for further information.

### **Statistics: 01/01/2024 – 12/31/2024**

- 1,920 Traffic Stops Initiated
- 1,070 Case Reports w/Charges Filed as Disposition
- 1,387 Citations Issued (Traffic and Arrest Citations)
- 103 Written Warnings Issued

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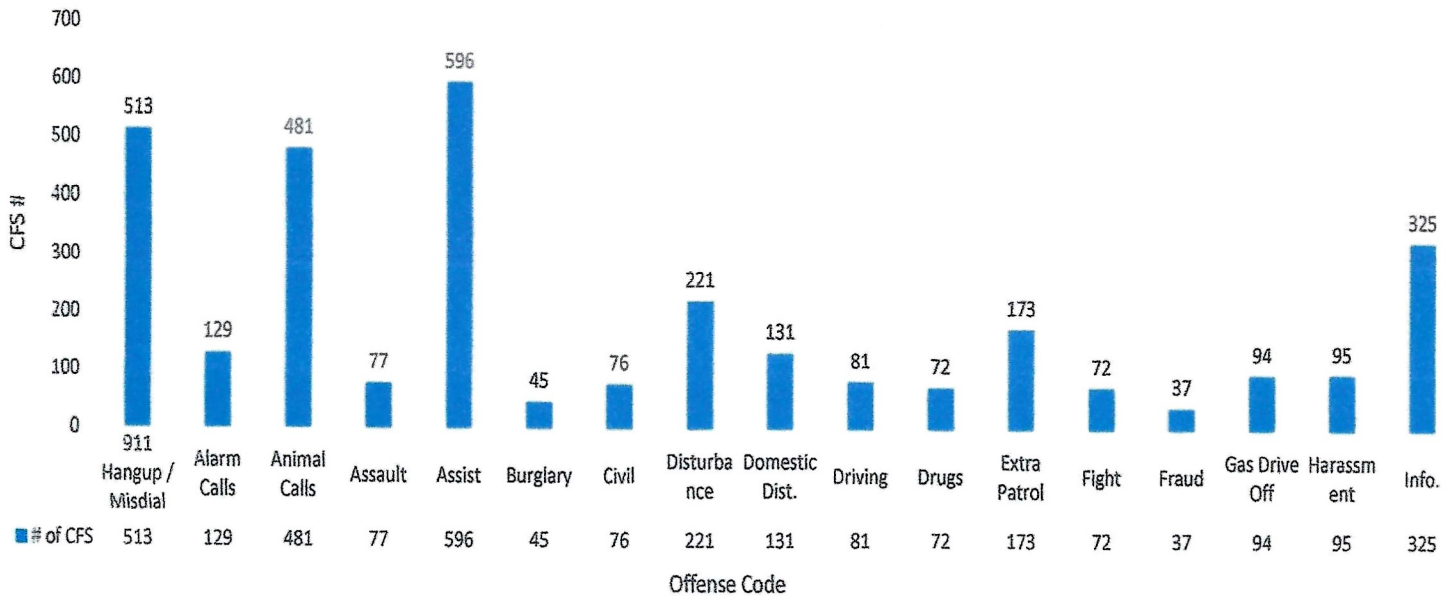
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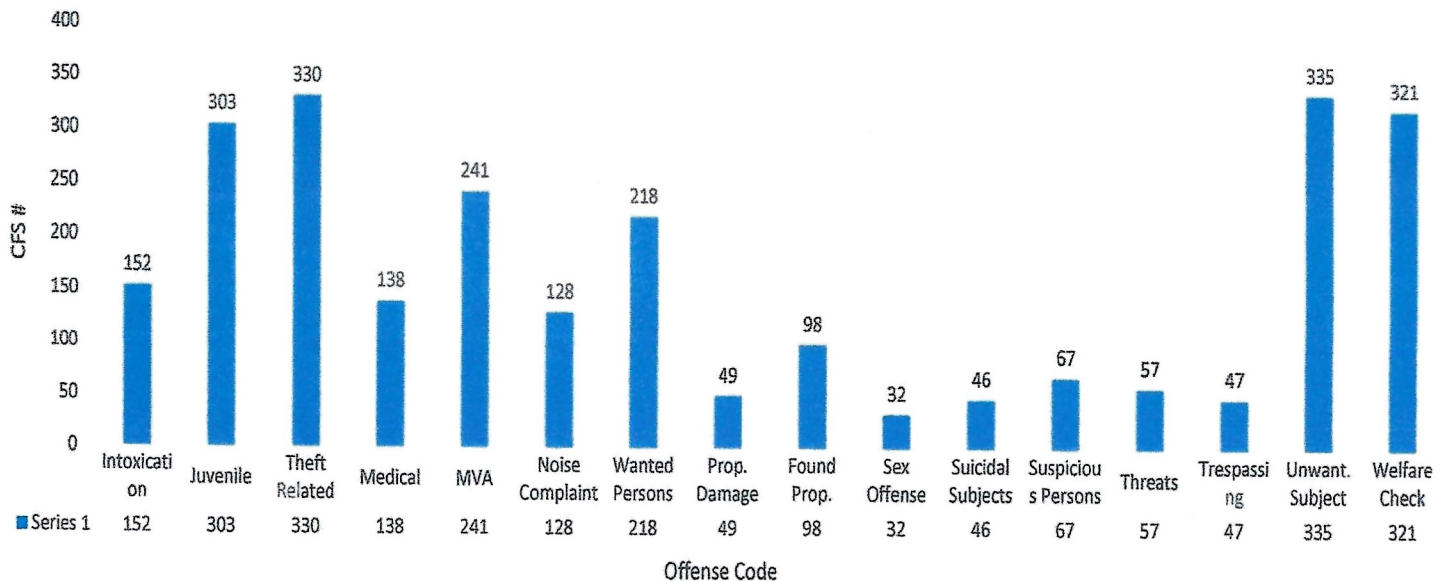
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## CFS # by Offense Code



## CFS # by Offense Code cont...





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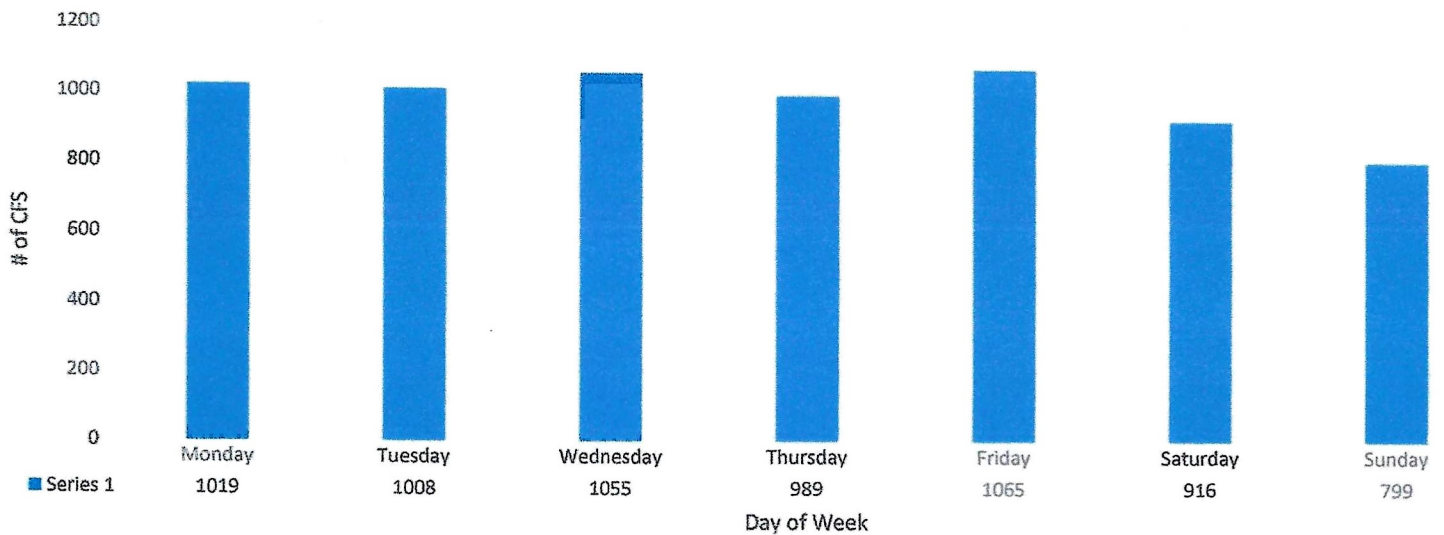
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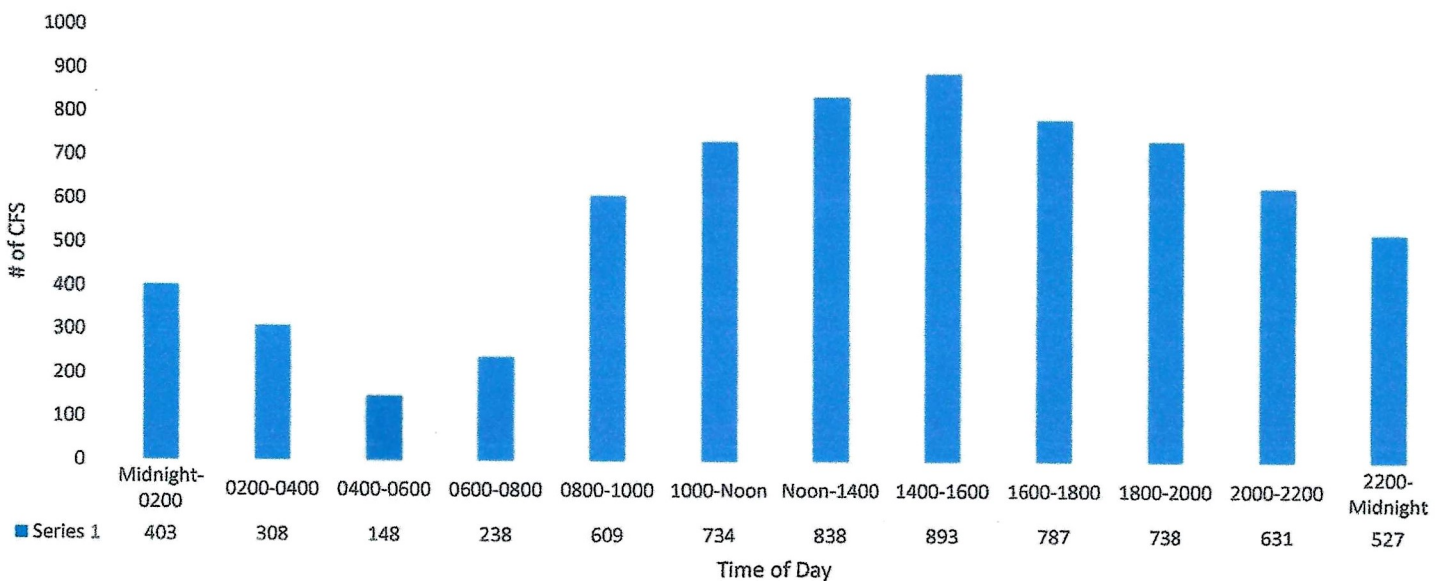
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## CFS# by Day of Week (Does Not Include Traffic Stops)



## CFS# by Time of Day (Does Not Include Traffic Stops)



# DEVILS LAKE POLICE DEPARTMENT

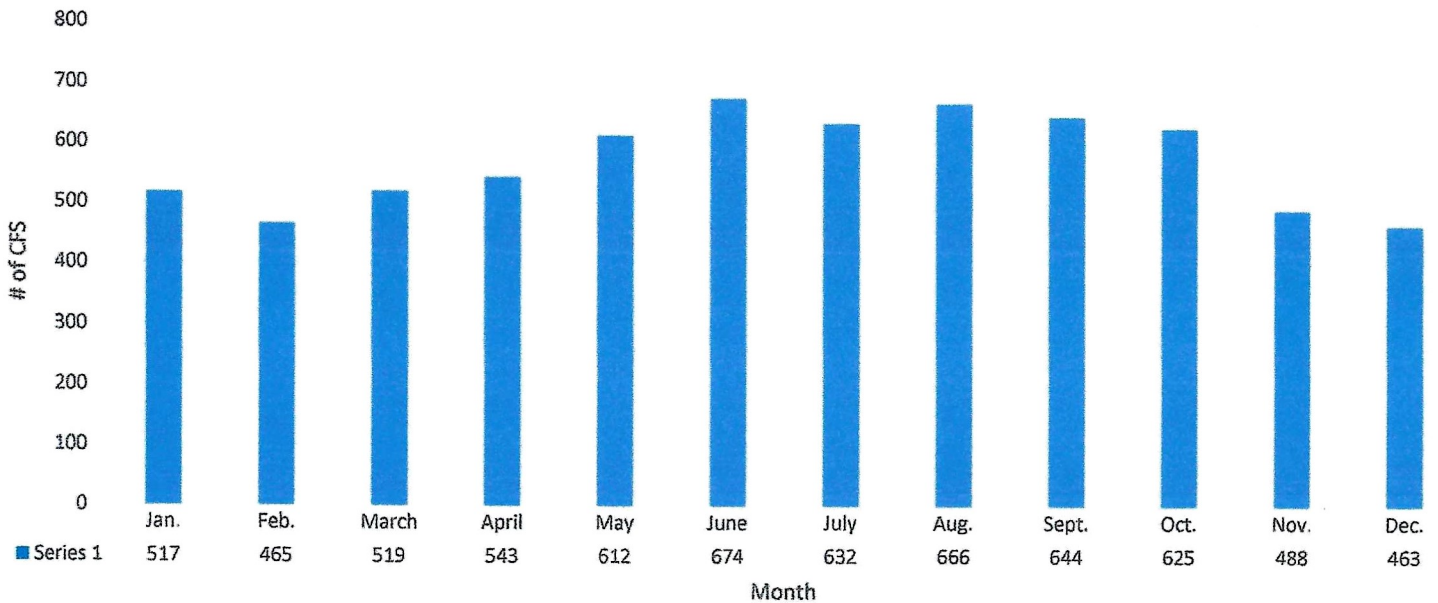
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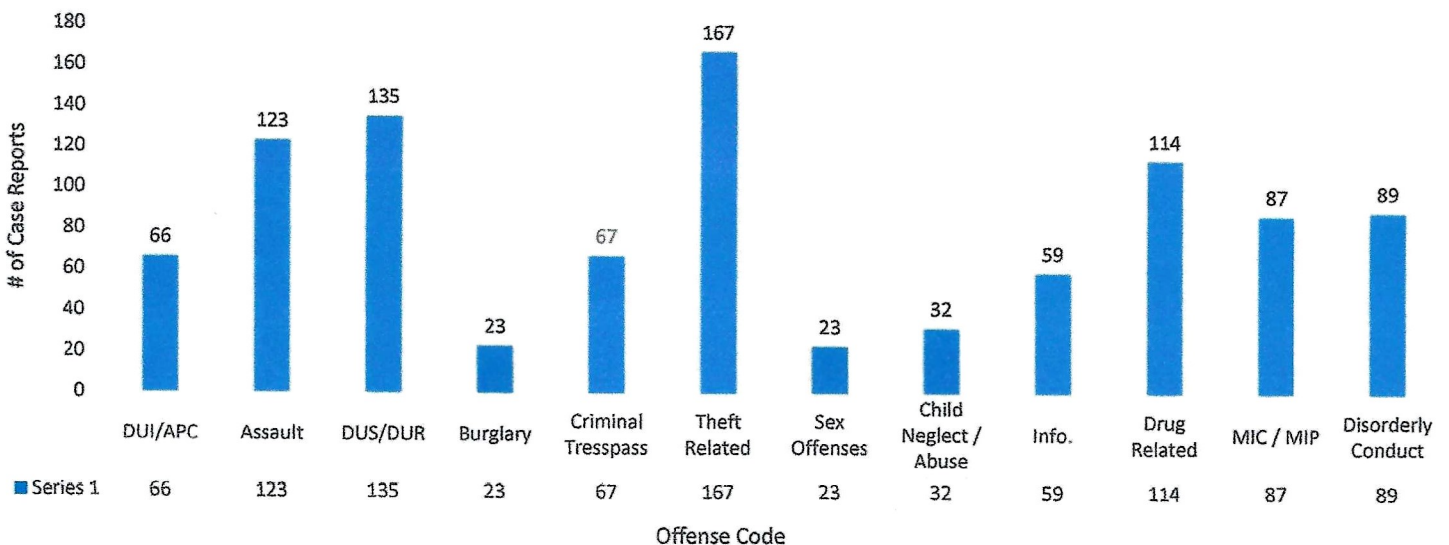
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## CFS# by Month (Does Not Include Traffic Stops)



## Case Reports by Offense Code (Not all offense codes included)





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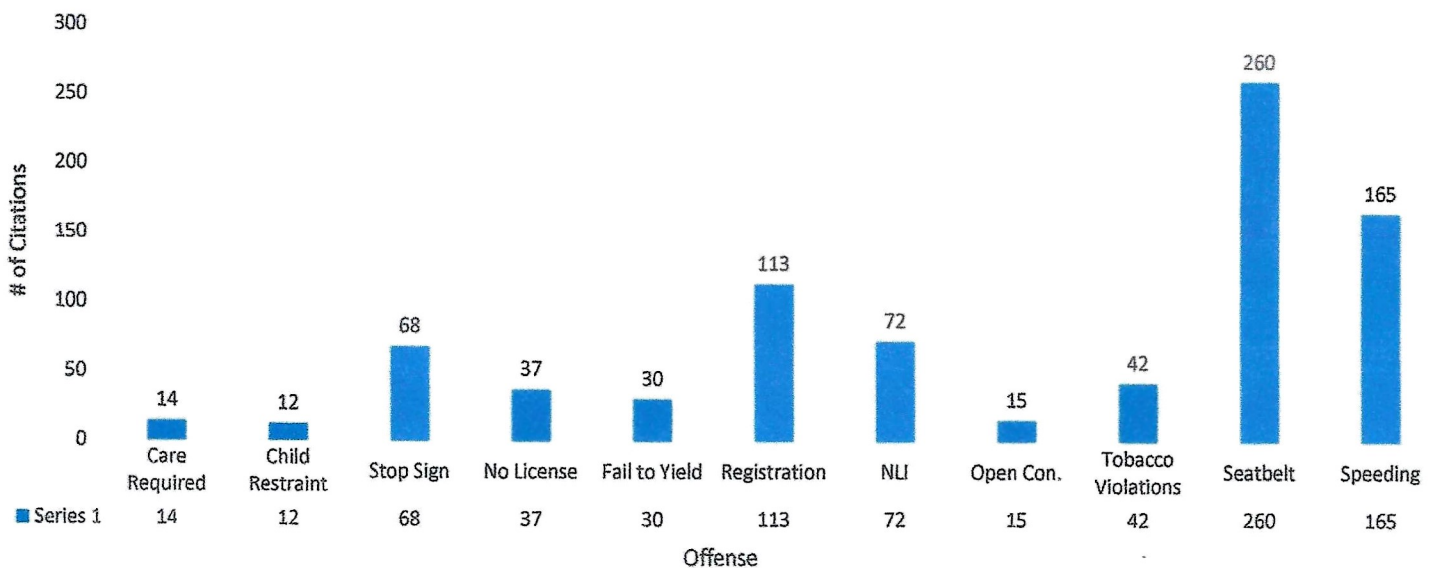


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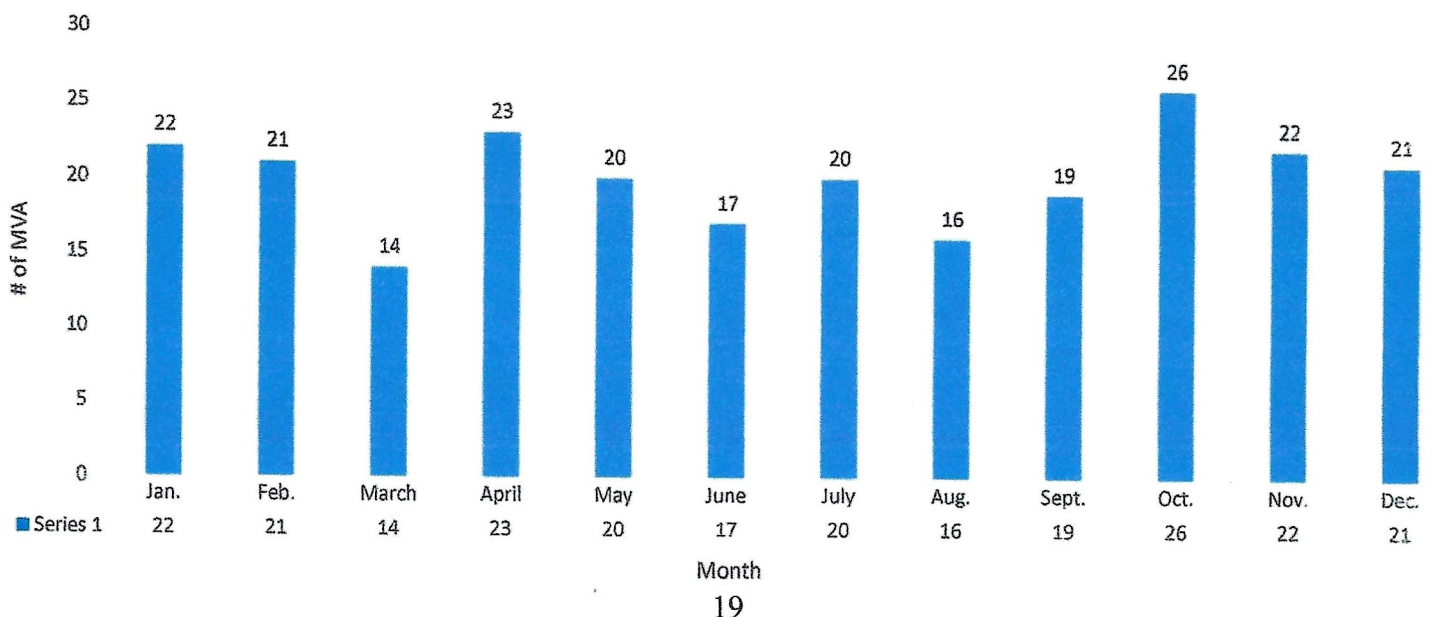
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## Citations

(Not all offenses shown / Arrest citations not included)



## MVA By Month



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## Training Report

The DLPD has always been dedicated to the professional training of our sworn members and other law enforcement personnel in the Lake Region. This past year, we continued in this manner and will look to enhance this further in 2025.

As mentioned in the introductory letter, the meritorious promotions of our senior officers to Corporals have filled a long-standing void in our agency's ranking structure. Additionally, we have created a Training Division comprised of all facets of this structure, including our Administration, Supervisors, and Corporals.

The DLPD Training Division is led by Captain Ben Harkness, who has assumed the role of Training Coordinator. In this role, he will coordinate annual training for our agency and other agencies that wish to attend. This coordination will focus on police instructional topics and how to effectively execute this in-house training throughout the year.

The Training Division is comprised of North Dakota-certified instructors in police subjects. These instructors may teach any course approved by the North Dakota Peace Officer Standards and Training (POST) Board. Certified Instructors from the DLPD include Captain Harkness, Sergeant Johnson, Sergeant Grey Water, Corporal Gilbertson, Corporal Rixen, and Corporal Dallas. Detective Sergeant Rodriguez and Corporal Anthony will attend training in 2025 to become certified instructors.

In collaboration with our Training Division, specific instructors are integral to our agency's independent and self-sustained function. This includes our weapons instructors comprised of Sergeant Johnson and Corporal Rixen, Detective Sergeant Samantha Rodriguez, who is our Taser instructor, and Corporal Gilbertson, who is our alcohol compliance and server training coordinator as well as our Standard Field Sobriety Test (SFST) instructor. Furthermore, Corporal Gilbertson remains one of the few Drug Recognition Experts (DRE) in the Lake Region Area. A DRE is a law enforcement officer trained to identify people whose driving is impaired by drugs other than, or in addition to, alcohol.

In alliance with our Training Division and looking forward to 2025, the agency will send Sergeant Devin Grey Water and Officer Damond Brokke to Defensive Tactics Instructor training. Our officers must be trained to effectively handle combative or resistive subjects to help reduce the chance of injury to them and our officers. Having agency-certified instructors to provide in-house training to our officers is essential.

Additionally, our agency continues to update and enhance our Field Training and Evaluation Program (FTEP). The FTEP program is a 6-month probationary program used to train and evaluate new officers to our agency. This program's current format originated



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under Chief Knowski's leadership in 2017. At that time, as a patrol sergeant, Chief Toso assisted in developing the program under his guidance and currently serves as the FTEP supervisor.

The FTEP program's backbone is our Field Training Officers (FTO), who administer the training. Our current FTOs are Sergeants Ertelt, Holter, Johnson, Grey Water, and Corporals Gilbertson, Rixen, and Anthony. Past instructors on staff include Captain Harkness, Detective Sergeant Rodriguez, and Chief Toso.

In 2024, officers received 2,184 ND POST continuing education hours. Of this total, 956 hours were attributed to the Law Enforcement Training Academy (LETA) in Bismarck, ND. Again, Officers Husebye and Hoeger completed this training in 2024.

Lexipol is associated with an additional 170 hours of training. Lexipol provides our public safety policy manual and online daily training bulletins (DTBs). The concept behind DTBs is the phrase, "Every day is a training day."

Agency instructors accounted for another 396 hours of in-house training, fulfilling 32% of our total continuing education hours, less LETA training. 46% of all continuing education hours were completed online or in Devils Lake.

The following is a list of in-house training provided by our Officers:

<b>Training Given</b>	<b>Date(s)</b>	<b>ND POST Hours</b>
• Defensive Tactics	March 26 <sup>th</sup> -27 <sup>th</sup>	28 Hours

Lake Region Law Enforcement Center C/O Deidra Brokke trained 14 DLPD officers in defensive tactics at the Lake Region Budokan on the campus of the North Dakota School for the Deaf. Corporal Rixen facilitated the approval of the ND POST-certified continuing education hours for this course through C/O Brokke's prior professional training.

• Tactical Room Clearing	April 25 <sup>th</sup>	36 Hours Non-certified
--------------------------	------------------------	------------------------

Sergeant Johnson conducted training at the Great American Inn & Suites building before its demolition. Approximately 18 officers from the DLPD, Ramsey SO, Benson SO, and Lake Region Narcotics Task Force attended this two-hour instruction.

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- Less Lethal Beanbag                      June 18<sup>th</sup>-19<sup>th</sup>                      90 Hours  
    & Pepperball

Sergeant Johnson & Corporal Rixen conducted two separate two-hour less lethal beanbag training sessions at the Devils Lake Police Department range. A total of 21 law enforcement officers from the DLPD and RCSO attended this training. Additionally, three Lake Region State College Peace Officer Training Program students received instruction.

- Vehicle Pursuit                              September 17<sup>th</sup>-18<sup>th</sup>                      17 Hours

Corporal Rixen conducted vehicle pursuit training for 17 DLPD officers in the courtroom of the Lake Region Law Enforcement Center.

- Firearms Training – Pistol   Various Dates                      72 Hours

Firearms instructors Sergeant Johnson and Corporal Rixen administered a new qualification course for our agency. They conducted several training sessions to familiarize our agency with this course before our annual qualification. Both instructors worked with officers to gain proficiency throughout the summer and early fall, completing seven independent training days. Twenty officers were trained, totaling 58 hours.

Additionally, remedial training was conducted, totaling 14 hours of instruction.

All instruction was held at the DLPD Gun Range.

- Firearms Training – Rifle   Various Dates                      21 Hours

Basic patrol rifle deployment and fundamentals were instructed at the DLPD Gun Range. The training was held on August 20<sup>th</sup>, 21<sup>st</sup>, and December 17<sup>th</sup>. A total of 17 officers were trained.

- Sidearm Qualification                      October 1<sup>st</sup>-2<sup>nd</sup>                      License Requirement

Firearm instructors completed our DLPD annual sidearm qualification at our range. All 20 officers successfully qualified.



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- Taser 7 CQ                                      Various Dates                                      30 Hours

Detective Sergeant Rodriguez, our taser instructor, certified all rookie officers using our agency's Taser 7 CQ (Close Quarters). This included Officers Dauphinais (03/28), Husebye (04/01), and Hoeger (07/16). Each earned 8 hours of continuing education hours.

Detective Sergeant Rodriguez conducted our agency's annual taser recertification on 10/03, 10/04, and 10/22. A total of 14 officers each received two hours of continuing education hours.

This training was held at the DLDP.

- Law Enforcement &                                      May 4<sup>th</sup>                                      30 Hours  
Interaction w/Youth

Corporal Dallas conducted a two-hour training session at the Lake Region Law Enforcement Center Courtroom. This training centered on law enforcement's interaction with youth. A total of 15 DLDP officers attended this training.

- SFST Refresher                                      August 6<sup>th</sup>-7<sup>th</sup>                                      32 Hours

Corporal Gilbertson conducted a Standard Field Sobriety Testing (SFST) refresher course at the Lake Region State College Peace Officer Training Program classroom. Seven DLDP officers and one RCSO Deputy attended. Each officer received 4 hours of continuing education hours.

- RBST                                      November 6<sup>th</sup>                                      Civilian Course Only

Corporal Gilbertson conducted Responsible Beverage Server Training (RBST) for four civilians. This training was conducted in the Ramsey County Courthouse basement. According to Devils Lake City Ordinance 5.24.260, all employees who deliver, sell, or serve alcohol must complete this training within 75 days of employment.

- De-Escalation Tactics                                      September 17<sup>th</sup>-18<sup>th</sup>                                      34 Hours

Captain Harkness conducted De-Escalation training for the DLDP, which included 17 officers. The training was held at the Lake Region Law Enforcement Center Courtroom. Each officer earned two continuing education hours.

# DEVILS LAKE POLICE DEPARTMENT

222 West Walnut St • Devils Lake, North Dakota 58301 • Phone 701-662-0700



**JASON TOSO**  
CHIEF OF POLICE

**BEN HARKNESS**  
DEPUTY CHIEF

- Cultural Diversity & Awareness – Natives in ND      October 30<sup>th</sup>-31<sup>st</sup>      42 Hours

Sergeant Grey Water instructed members of the DLPD and RCSO on cultural diversity and awareness. This training was held in the Peace Officer Training Program classroom at Lake Region State College. A total of 21 officers attended, receiving two hours of certified instruction each.

## **North Dakota Peace Officer Standards and Training (POST)**

The following ten pages are the North Dakota POST 2024 training records for all the sworn officers in our agency. This is not an all-inclusive record of training received; although minimal, some training isn't certified as North Dakota continuing education hours. However, it is valuable nonetheless.

The ND POST requires law enforcement officers to retain their peace officer licenses by completing 60 hours of continuing education every three years. Recently, there has been discussion on increasing this amount to 90 hours for the same period.

The DLPD is committed to training our officers, and we foresee no issues fulfilling this new requirement if it were to become law. With the implementation of our training division and a dedication to continuing in-house certified instruction coupled with the increasing training opportunities from the Bureau of Indian Affairs (BIA) Indian Police Academy at Camp Grafton, we will have no issues meeting and exceeding this requirement.



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**BEN HARKNESS**  
DEPUTY CHIEF

CORPORAL RUSSELL ANTHONY						
Date	Cr Yr	Course	Title	Status	Score	Hours
12/17/2024	2024	DLPD2304	Devils Lake PD Handgun/Rifle Transition Course	Passed	0.0	1.00
11/30/2024	2024	LEXI2401	Lexipol LLC-2024 Lexipol ND DTB Program	Passed	0.0	9.00
11/14/2024	2024	DLPD2403	AR-15 Cleaning and Maintenance	Passed	0.0	1.00
11/14/2024	2024	DLPD2404	Glock Cleaning and Maintenance	Passed	0.0	1.00
10/30/2024	2024	DLPD2202	Devils Lake PD Cultural Diversity & Awareness	Passed	0.0	2.00
10/4/2024	2024	TASERRCT	Taser Re-Certification Course	Passed	0.0	2.00
10/1/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
9/17/2024	2024	DLPD2410	Vehicle Pursuit Training	Passed	0.0	1.00
9/17/2024	2024	DLPD2103	Devils Lake PD De-Escalation Tactics	Passed	0.0	2.00
6/18/2024	2024	DLPD2301	Devils Lake PD Familiarization Course for 12 Gauge	Passed	0.0	2.00
6/18/2024	2024	DLPD2308	Devils Lake PD-Pepperball Familiarization	Passed	0.0	2.00
6/18/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
5/27/2024	2024	DLPD2401	Law Enforcement & Interaction with Youth	Passed	0.0	2.00
4/2/2024	2024	NAFTO201	Basic FTO Course	Passed	0.0	24.00
4/1/2024	2024	NDCL2001	ND Crime Lab Alco-Sensor FST Recert Training	Passed	0.0	1.00
4/1/2024	2024	NDCL2003	ND Crime Lab Intoxilyzer 8000 Operator Recert Trng	Passed	0.0	2.00
3/27/2024	2024	DLPD2302	Devils Lake PD Ground Control Level 2 Training	Passed	0.0	2.00
2024 Hours						56.00

OFFICER DAMOND BROKKE						
Date	Cr Yr	Course	Title	Status	Score	Hours
12/17/2024	2024	DLPD2304	Devils Lake PD Handgun/Rifle Transition Course	Passed	0.0	1.00
11/30/2024	2024	LEXI2401	Lexipol LLC-2024 Lexipol ND DTB Program	Passed	0.0	9.00
11/14/2024	2024	DLPD2403	AR-15 Cleaning and Maintenance	Passed	0.0	1.00
11/14/2024	2024	DLPD2404	Glock Cleaning and Maintenance	Passed	0.0	1.00
10/30/2024	2024	DLPD2202	Devils Lake PD Cultural Diversity & Awareness	Passed	0.0	2.00
10/3/2024	2024	TASERRCT	Taser Re-Certification Course	Passed	0.0	2.00
10/2/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
9/30/2024	2024	NDCL2302	ND Crime Lab-Intoxilyzer 8000 Initial Training	Passed	0.0	16.00
9/17/2024	2024	DLPD2410	Vehicle Pursuit Training	Passed	0.0	1.00
9/17/2024	2024	DLPD2103	Devils Lake PD De-Escalation Tactics	Passed	0.0	2.00
8/7/2024	2024	NDHP2137	NDHP DUI Detection and SFST Testing Refresher	Passed	0.0	4.00
6/18/2024	2024	DLPD2301	Devils Lake PD Familiarization Course for 12 Gauge	Passed	0.0	2.00
6/18/2024	2024	DLPD2308	Devils Lake PD-Pepperball Familiarization	Passed	0.0	2.00
6/18/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
5/27/2024	2024	DLPD2401	Law Enforcement & Interaction with Youth	Passed	0.0	2.00
3/26/2024	2024	DLPD2302	Devils Lake PD Ground Control Level 2 Training	Passed	0.0	2.00
3/12/2024	2024	DLPD2304	Devils Lake PD Handgun/Rifle Transition Course	Passed	0.0	1.00
1/30/2024	2024	BCI22007	BCI 45 Round Expert Course	Passed	0.0	1.00
2024 Hours						51.00



# DEVILS LAKE POLICE DEPARTMENT

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**JASON TOSO**  
CHIEF OF POLICE

**BEN HARKNESS**  
DEPUTY CHIEF

SERGEANT MATT ERTELT						
Date	Cr Yr	Course	Title	Status	Score	Hours
11/30/2024	2024	LEXI2401	Lexipol LLC-2024 Lexipol ND DTB Program	Passed	0.0	9.00
10/30/2024	2024	DLPD2202	Devils Lake PD Cultural Diversity & Awareness	Passed	0.0	2.00
10/11/2024	2024	WFPD2405	Shots Fired	Passed	0.0	4.00
10/4/2024	2024	TASERRCT	Taser Re-Certification Course	Passed	0.0	2.00
10/1/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
9/23/2024	2024	BGLE2303	Blue to Gold K9 Case Law	Passed	0.0	8.00
9/18/2024	2024	DLPD2410	Vehicle Pursuit Training	Passed	0.0	1.00
9/18/2024	2024	DLPD2103	Devils Lake PD De-Escalation Tactics	Passed	0.0	2.00
5/27/2024	2024	DLPD2401	Law Enforcement & Interaction with Youth	Passed	0.0	2.00
3/27/2024	2024	DLPD2302	Devils Lake PD Ground Control Level 2 Training	Passed	0.0	2.00
2/6/2024	2024	BCI22007	BCI 45 Round Expert Course	Passed	0.0	1.00
2/1/2024	2024	NDCL2003	ND Crime Lab Intoxilyzer 8000 Operator Recert Trng	Passed	0.0	2.00
2/1/2024	2024	NDCL2303	ND Crime Lab-Alco Sensor FST Initial Training	Passed	0.0	1.00
2024 Hours						37.00

CORPORAL COREY GILBERTSON						
Date	Cr Yr	Course	Title	Status	Score	Hours
11/30/2024	2024	LEXI2401	Lexipol LLC-2024 Lexipol ND DTB Program	Passed	0.0	8.00
10/30/2024	2024	DLPD2202	Devils Lake PD Cultural Diversity & Awareness	Passed	0.0	2.00
10/3/2024	2024	TASERRCT	Taser Re-Certification Course	Passed	0.0	2.00
10/1/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
9/17/2024	2024	DLPD2410	Vehicle Pursuit Training	Passed	0.0	1.00
9/17/2024	2024	DLPD2103	Devils Lake PD De-Escalation Tactics	Passed	0.0	2.00
8/8/2024	2024	RMSO2401	Computer Aided Dispatch CAD	Passed	0.0	4.00
6/21/2024	2024	NDHP2422	2024 ND Impaired Driving Conference	Passed	0.0	3.00
6/20/2024	2024	NDHP2422	2024 ND Impaired Driving Conference	Passed	0.0	6.00
6/19/2024	2024	NDHP2422	2024 ND Impaired Driving Conference	Passed	0.0	4.00
6/18/2024	2024	DLPD2301	Devils Lake PD Familiarization Course for 12 Gauge	Passed	0.0	2.00
6/18/2024	2024	DLPD2308	Devils Lake PD-Pepperball Familiarization	Passed	0.0	2.00
6/18/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
5/27/2024	2024	DLPD2401	Law Enforcement & Interaction with Youth	Passed	0.0	2.00
5/2/2024	2024	NDHP2414	DRE Data Entry and Management System	Passed	0.0	4.00
3/27/2024	2024	DLPD2302	Devils Lake PD Ground Control Level 2 Training	Passed	0.0	2.00
2/1/2024	2024	NDCL2003	ND Crime Lab Intoxilyzer 8000 Operator Recert Trng	Passed	0.0	2.00
2/1/2024	2024	NDCL2303	ND Crime Lab-Alco Sensor FST Initial Training	Passed	0.0	1.00
2024 Hours						49.00



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**JASON TOSO**  
CHIEF OF POLICE

**BEN HARKNESS**  
DEPUTY CHIEF

CORPORAL CHRISTON DALLAS						
Date	Cr Yr	Course	Title	Status	Score	Hours
12/18/2024	2024	CTK21001	CTK Group Advanced Interview and Interrogation	Passed	0.0	24.00
11/30/2024	2024	LEXI2401	Lexipol LLC-2024 Lexipol ND DTB Program	Passed	0.0	9.00
11/14/2024	2024	DLPD2403	AR-15 Cleaning and Maintenance	Passed	0.0	1.00
11/14/2024	2024	DLPD2404	Glock Cleaning and Maintenance	Passed	0.0	1.00
10/30/2024	2024	DLPD2202	Devils Lake PD Cultural Diversity & Awareness	Passed	0.0	2.00
10/22/2024	2024	TASERRCT	Taser Re-Certification Course	Passed	0.0	2.00
10/2/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
9/27/2024	2024	CASO2208	Cass County SO Planning & Managing a Critical Inc.	Passed	0.0	4.00
9/18/2024	2024	DLPD2410	Vehicle Pursuit Training	Passed	0.0	1.00
9/18/2024	2024	DLPD2103	Devils Lake PD De-Escalation Tactics	Passed	0.0	2.00
8/1/2024	2024	MIPD2410	Anticipating the Unthinkable	Passed	0.0	3.00
7/31/2024	2024	BCI2412	Best Practices for Digital Evidence & VSU overview	Passed	0.0	5.00
7/30/2024	2024	MIPD2208	Minot PD Identifying & Documenting Street Gangs	Passed	0.0	4.00
6/18/2024	2024	DLPD2301	Devils Lake PD Familiarization Course for 12 Gauge	Passed	0.0	2.00
6/18/2024	2024	DLPD2308	Devils Lake PD-Pepperball Familiarization	Passed	0.0	2.00
6/18/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
3/26/2024	2024	DLPD2302	Devils Lake PD Ground Control Level 2 Training	Passed	0.0	2.00
3/12/2024	2024	DLPD2304	Devils Lake PD Handgun/Rifle Transition Course	Passed	0.0	1.00
1/30/2024	2024	BCI22007	BCI 45 Round Expert Course	Passed	0.0	1.00
2024 Hours						67.00

OFFICER TRISTA DAUPHINAIS						
Date	Cr Yr	Course	Title	Status	Score	Hours
11/30/2024	2024	LEXI2401	Lexipol LLC-2024 Lexipol ND DTB Program	Passed	0.0	7.00
10/30/2024	2024	DLPD2202	Devils Lake PD Cultural Diversity & Awareness	Passed	0.0	2.00
10/3/2024	2024	TASERRCT	Taser Re-Certification Course	Passed	0.0	2.00
10/2/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
9/30/2024	2024	NDCL2302	ND Crime Lab-Intoxilyzer 8000 Initial Training	Passed	0.0	16.00
9/19/2024	2024	DIPD2314	Dickinson PD-Recognizing Pre-Attack Indicators	Passed	0.0	8.00
9/18/2024	2024	DIPD2313	Dickinson PD-Body Language for Law Enforcement	Passed	0.0	8.00
9/17/2024	2024	DLPD2410	Vehicle Pursuit Training	Passed	0.0	1.00
9/17/2024	2024	DLPD2103	Devils Lake PD De-Escalation Tactics	Passed	0.0	2.00
6/18/2024	2024	DLPD2301	Devils Lake PD Familiarization Course for 12 Gauge	Passed	0.0	2.00
6/18/2024	2024	DLPD2308	Devils Lake PD-Pepperball Familiarization	Passed	0.0	2.00
6/18/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
3/28/2024	2024	TASER	Taser Course	Passed	0.0	8.00
3/27/2024	2024	DLPD2302	Devils Lake PD Ground Control Level 2 Training	Passed	0.0	2.00
3/17/2024	2024	DLPD2001	Devils Lake PD Qualification	Passed	0.0	1.00
3/1/2024	2024	NDCL2303	ND Crime Lab-Alco Sensor FST Initial Training	Passed	0.0	3.00
2024 Hours						66.00



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**JASON TOSO**  
CHIEF OF POLICE

**BEN HARKNESS**  
DEPUTY CHIEF

SERGEANT DEVIN GREY WATER						
Date	Cr Yr	Course	Title	Status	Score	Hours
12/17/2024	2024	DLPD2304	Devils Lake PD Handgun/Rifle Transition Course	Passed	0.0	1.00
11/30/2024	2024	LEXI2401	Lexipol LLC-2024 Lexipol ND DTB Program	Passed	0.0	9.00
10/3/2024	2024	TASERRCT	Taser Re-Certification Course	Passed	0.0	2.00
10/2/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
9/23/2024	2024	BGLE2303	Blue to Gold K9 Case Law	Passed	0.0	8.00
9/18/2024	2024	DLPD2410	Vehicle Pursuit Training	Passed	0.0	1.00
9/18/2024	2024	DLPD2103	Devils Lake PD De-Escalation Tactics	Passed	0.0	2.00
6/18/2024	2024	DLPD2301	Devils Lake PD Familiarization Course for 12 Gauge	Passed	0.0	2.00
6/18/2024	2024	DLPD2308	Devils Lake PD-Pepperball Familiarization	Passed	0.0	2.00
6/18/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
5/27/2024	2024	DLPD2401	Law Enforcement & Interaction with Youth	Passed	0.0	2.00
3/27/2024	2024	DLPD2302	Devils Lake PD Ground Control Level 2 Training	Passed	0.0	2.00
1/30/2024	2024	BCI22007	BCI 45 Round Expert Course	Passed	0.0	1.00
2024 Hours						34.00

CAPTAIN BEN HARKNESS						
Date	Cr Yr	Course	Title	Status	Score	Hours
12/17/2024	2024	DLPD2304	Devils Lake PD Handgun/Rifle Transition Course	Passed	0.0	1.00
12/4/2024	2024	NDHP2004	NDHP MOI Refresher (Methods of Instruction)	Passed	0.0	2.00
11/30/2024	2024	LEXI2401	Lexipol LLC-2024 Lexipol ND DTB Program	Passed	0.0	9.00
10/30/2024	2024	DLPD2202	Devils Lake PD Cultural Diversity & Awareness	Passed	0.0	2.00
10/4/2024	2024	TASERRCT	Taser Re-Certification Course	Passed	0.0	2.00
10/2/2024	2024	DLPD2406	Devils Lake Pistol Qualification 2024	Passed	0.0	1.00
9/27/2024	2024	CASO2208	Cass County SO Planning & Managing a Critical Inc.	Passed	0.0	4.00
8/8/2024	2024	RMSO2401	Computer Aided Dispatch CAD	Passed	0.0	4.00
8/7/2024	2024	NDHP2137	NDHP DUI Detection and SFST Testing Refresher	Passed	0.0	4.00
7/25/2024	2024	NDSR2301	ND State Radio NCIC National Crime Information	Passed	0.0	2.00
6/18/2024	2024	DLPD2301	Devils Lake PD Familiarization Course for 12 Gauge	Passed	0.0	2.00
6/18/2024	2024	DLPD2308	Devils Lake PD-Pepperball Familiarization	Passed	0.0	2.00
6/18/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
5/27/2024	2024	DLPD2401	Law Enforcement & Interaction with Youth	Passed	0.0	2.00
3/26/2024	2024	DLPD2302	Devils Lake PD Ground Control Level 2 Training	Passed	0.0	2.00
2/21/2024	2024	ILG22001	Law Enforcement Open Records	Passed	0.0	1.00
2/6/2024	2024	BCI22007	BCI 45 Round Expert Course	Passed	0.0	1.00
1/30/2024	2024	BCI22007	BCI 45 Round Expert Course	Passed	0.0	1.00
2024 Hours						43.00



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**JASON TOSO**  
CHIEF OF POLICE

**BEN HARKNESS**  
DEPUTY CHIEF

TFO REY HENNEN						
Date	Cr Yr	Course	Title	Status	Score	Hours
11/30/2024	2024	LEXI2401	Lexipol LLC-2024 Lexipol ND DTB Program	Passed	0.0	9.00
11/18/2024	2024	BCI22004	BCI Advanced Investigations Training	Passed	0.0	40.00
10/16/2024	2024	RMSO2102	Ramsey County SO Qualification Course	Passed	0.0	1.00
10/2/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
8/8/2024	2024	RMSO2401	Computer Aided Dispatch CAD	Passed	0.0	4.00
8/7/2024	2024	NDHP2137	NDHP DUI Detection and SFST Testing Refresher	Passed	0.0	4.00
7/2/2024	2024	BCI21015	BCI Confidential Informant Handling	Passed	0.0	2.00
6/18/2024	2024	DLPD2301	Devils Lake PD Familiarization Course for 12 Gauge	Passed	0.0	2.00
6/18/2024	2024	DLPD2308	Devils Lake PD-Pepperball Familiarization	Passed	0.0	2.00
6/18/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
5/27/2024	2024	DLPD2401	Law Enforcement & Interaction with Youth	Passed	0.0	2.00
4/26/2024	2024	BCI2404	Working Committee on Drugs & Gangs Conf 2024	Passed	0.0	14.00
3/26/2024	2024	DLPD2302	Devils Lake PD Ground Control Level 2 Training	Passed	0.0	2.00
2/6/2024	2024	BCI22007	BCI 45 Round Expert Course	Passed	0.0	1.00
2024 Hours						85.00

OFFICER GERALD HOEGER						
Date	Cr Yr	Course	Title	Status	Score	Hours
12/20/2024	2024	LETA	LETA Basic Law Enforcement Training	Passed	0.0	448.00
11/30/2024	2024	LEXI2401	Lexipol LLC-2024 Lexipol ND DTB Program	Passed	0.0	3.00
9/17/2024	2024	DLPD2410	Vehicle Pursuit Training	Passed	0.0	1.00
9/17/2024	2024	DLPD2103	Devils Lake PD De-Escalation Tactics	Passed	0.0	2.00
7/16/2024	2024	TASER	Taser Course	Passed	0.0	8.00
7/1/2024	2024	NDCL2303	ND Crime Lab-Alco Sensor FST Initial Training	Passed	0.0	3.00
6/18/2024	2024	DLPD2409	Pistol Qualification Course 2024	Passed	0.0	1.00
2024 Hours						466.00



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**JASON TOSO**  
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**BEN HARKNESS**  
DEPUTY CHIEF

SERGEANT NICK HOLTER						
Date	Cr Yr	Course	Title	Status	Score	Hours
11/30/2024	2024	LEXI2401	Lexipol LLC-2024 Lexipol ND DTB Program	Passed	0.0	9.00
10/30/2024	2024	DLPD2202	Devils Lake PD Cultural Diversity & Awareness	Passed	0.0	2.00
10/1/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
10/1/2024	2024	TASERRCT	Taser Re-Certification Course	Passed	0.0	2.00
9/18/2024	2024	DLPD2410	Vehicle Pursuit Training	Passed	0.0	1.00
9/18/2024	2024	DLPD2103	Devils Lake PD De-Escalation Tactics	Passed	0.0	2.00
7/18/2024	2024	ATF20001	ATF National Firearms Act/Gun Control Act Firearms	Passed	0.0	4.00
6/18/2024	2024	DLPD2301	Devils Lake PD Familiarization Course for 12 Gauge	Passed	0.0	2.00
6/18/2024	2024	DLPD2308	Devils Lake PD-Pepperball Familiarization	Passed	0.0	2.00
6/18/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
5/27/2024	2024	DLPD2401	Law Enforcement & Interaction with Youth	Passed	0.0	2.00
1/1/2024	2024	NDCL2003	ND Crime Lab Intoxilyzer 8000 Operator Recert Trng	Passed	0.0	2.00
1/1/2024	2024	NDCL2001	ND Crime Lab Alco-Sensor FST Recert Training	Passed	0.0	1.00
2024 Hours						31.00

OFFICER JOSHUA HUSEBYE						
Date	Cr Yr	Course	Title	Status	Score	Hours
12/17/2024	2024	DLPD2304	Devils Lake PD Handgun/Rifle Transition Course	Passed	0.0	1.00
11/30/2024	2024	LEXI2401	Lexipol LLC-2024 Lexipol ND DTB Program	Passed	0.0	9.00
10/30/2024	2024	DLPD2202	Devils Lake PD Cultural Diversity & Awareness	Passed	0.0	2.00
10/4/2024	2024	TASERRCT	Taser Re-Certification Course	Passed	0.0	2.00
10/1/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
9/19/2024	2024	DIPD2314	Dickinson PD-Recognizing Pre-Attack Indicators	Passed	0.0	8.00
9/18/2024	2024	DIPD2313	Dickinson PD-Body Language for Law Enforcement	Passed	0.0	8.00
9/17/2024	2024	DLPD2410	Vehicle Pursuit Training	Passed	0.0	1.00
9/17/2024	2024	DLPD2103	Devils Lake PD De-Escalation Tactics	Passed	0.0	2.00
8/1/2024	2024	NDCL2303	ND Crime Lab-Alco Sensor FST Initial Training	Passed	0.0	3.00
6/3/2024	2024	LETA	LETA Basic Law Enforcement Training	Passed	0.0	508.00
4/1/2024	2024	TASER	Taser Course	Passed	0.0	8.00
3/12/2024	2024	DLPD2001	Devils Lake PD Qualification	Passed	0.0	1.00
2024 Hours						554.00



# DEVILS LAKE POLICE DEPARTMENT

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**JASON TOSO**  
CHIEF OF POLICE

**BEN HARKNESS**  
DEPUTY CHIEF

SERGEANT ANDREW JOHNSON						
Date	Cr Yr	Course	Title	Status	Score	Hours
12/10/2024	2024	DOCR2420	Glock Armorer Course	Passed	0.0	8.00
11/30/2024	2024	LEXI2401	Lexipol LLC-2024 Lexipol ND DTB Program	Passed	0.0	9.00
11/14/2024	2024	DLPD2403	AR-15 Cleaning and Maintenance	Passed	0.0	1.00
11/14/2024	2024	DLPD2404	Glock Cleaning and Maintenance	Passed	0.0	1.00
10/30/2024	2024	DLPD2202	Devils Lake PD Cultural Diversity & Awareness	Passed	0.0	2.00
10/10/2024	2024	LETA2001	LETA Firearms Instructor Refresher	Passed	0.0	1.00
10/9/2024	2024	NDHP2004	NDHP MOI Refresher (Methods of Instruction)	Passed	0.0	2.00
10/4/2024	2024	TASERRCT	Taser Re-Certification Course	Passed	0.0	2.00
10/1/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
9/23/2024	2024	BGLE2303	Blue to Gold K9 Case Law	Passed	0.0	8.00
9/17/2024	2024	DLPD2410	Vehicle Pursuit Training	Passed	0.0	1.00
9/17/2024	2024	DLPD2103	Devils Lake PD De-Escalation Tactics	Passed	0.0	2.00
8/8/2024	2024	RMSO2401	Computer Aided Dispatch CAD	Passed	0.0	4.00
8/7/2024	2024	NDHP2137	NDHP DUI Detection and SFST Testing Refresher	Passed	0.0	4.00
6/24/2024	2024	DETC2101	AR15/M16/M4/AR308 Armorer Course	Passed	0.0	16.00
5/27/2024	2024	DLPD2401	Law Enforcement & Interaction with Youth	Passed	0.0	2.00
3/26/2024	2024	DLPD2302	Devils Lake PD Ground Control Level 2 Training	Passed	0.0	2.00
3/12/2024	2024	DLPD2304	Devils Lake PD Handgun/Rifle Transition Course	Passed	0.0	1.00
1/30/2024	2024	BCI22007	BCI 45 Round Expert Course	Passed	0.0	1.00
2024 Hours						68.00

CORPORAL RIXEN						
Date	Cr Yr	Course	Title	Status	Score	Hours
11/30/2024	2024	LEXI2401	Lexipol LLC-2024 Lexipol ND DTB Program	Passed	0.0	9.00
10/30/2024	2024	DLPD2202	Devils Lake PD Cultural Diversity & Awareness	Passed	0.0	2.00
10/11/2024	2024	WFPD2405	Shots Fired	Passed	0.0	4.00
10/4/2024	2024	TASERRCT	Taser Re-Certification Course	Passed	0.0	2.00
10/2/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
9/27/2024	2024	CASO2208	Cass County SO Planning & Managing a Critical Inc.	Passed	0.0	4.00
8/7/2024	2024	NDHP2137	NDHP DUI Detection and SFST Testing Refresher	Passed	0.0	4.00
7/24/2024	2024	GFPD2418	Extreme Ownership in 21st Century Policing	Passed	0.0	8.00
6/18/2024	2024	DLPD2308	Devils Lake PD-Pepperball Familiarization	Passed	0.0	2.00
5/23/2024	2024	BCI22005	BCI Firearms Instructor Course	Passed	0.0	64.00
2/6/2024	2024	BCI22007	BCI 45 Round Expert Course	Passed	0.0	1.00
1/30/2024	2024	BCI22007	BCI 45 Round Expert Course	Passed	0.0	1.00
2024 Hours						102.00



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DEPUTY CHIEF

DETECTIVE SERGEANT SAMANTHA RODRIGUEZ						
Date	Cr Yr	Course	Title	Status	Score	Hours
12/18/2024	2024	CTK21001	CTK Group Advanced Interview and Interrogation	Passed	0.0	24.00
11/30/2024	2024	LEXI2401	Lexipol LLC-2024 Lexipol ND DTB Program	Passed	0.0	9.00
11/18/2024	2024	BCI22004	BCI Advanced Investigations Training	Passed	0.0	40.00
11/5/2024	2024	LES23001	Law Enforcement Seminars Sexual Assault Invest	Passed	0.0	12.00
10/15/2024	2024	BCI21015	BCI Confidential Informant Handling	Completed	0.0	2.00
10/7/2024	2024	BCI20005	BCI Basic Criminal Investigations	Completed	0.0	78.00
10/1/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
10/1/2024	2024	NDCL2003	ND Crime Lab Intoxilyzer 8000 Operator Recert Trng	Passed	0.0	2.00
10/1/2024	2024	NDCL2001	ND Crime Lab Alco-Sensor FST Recert Training	Passed	0.0	1.00
9/23/2024	2024	BGLE2303	Blue to Gold K9 Case Law	Passed	0.0	8.00
9/17/2024	2024	DLPD2410	Vehicle Pursuit Training	Passed	0.0	1.00
9/17/2024	2024	DLPD2103	Devils Lake PD De-Escalation Tactics	Passed	0.0	2.00
8/8/2024	2024	RMSO2401	Computer Aided Dispatch CAD	Passed	0.0	4.00
8/7/2024	2024	NDHP2137	NDHP DUI Detection and SFST Testing Refresher	Passed	0.0	4.00
7/11/2024	2024	TASER IN	Taser Instructor Course	Passed	0.0	8.00
6/18/2024	2024	DLPD2301	Devils Lake PD Familiarization Course for 12 Gauge	Passed	0.0	2.00
6/18/2024	2024	DLPD2308	Devils Lake PD-Pepperball Familiarization	Passed	0.0	2.00
6/18/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
5/27/2024	2024	DLPD2401	Law Enforcement & Interaction with Youth	Passed	0.0	2.00
2024 Hours						203.00

SRO AMBER SCHEEN						
Date	Cr Yr	Course	Title	Status	Score	Hours
11/30/2024	2024	LEXI2401	Lexipol LLC-2024 Lexipol ND DTB Program	Passed	0.0	9.00
10/30/2024	2024	DLPD2202	Devils Lake PD Cultural Diversity & Awareness	Passed	0.0	2.00
10/3/2024	2024	TASERRCT	Taser Re-Certification Course	Passed	0.0	2.00
10/1/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
9/19/2024	2024	DIPD2314	Dickinson PD-Recognizing Pre-Attack Indicators	Passed	0.0	8.00
9/18/2024	2024	DIPD2313	Dickinson PD-Body Language for Law Enforcement	Passed	0.0	8.00
9/17/2024	2024	DLPD2410	Vehicle Pursuit Training	Passed	0.0	1.00
9/17/2024	2024	DLPD2103	Devils Lake PD De-Escalation Tactics	Passed	0.0	2.00
7/22/2024	2024	NASRO203	NASRO Basic School Resource Officer Course	Passed	0.0	40.00
6/18/2024	2024	DLPD2301	Devils Lake PD Familiarization Course for 12 Gauge	Passed	0.0	2.00
6/18/2024	2024	DLPD2308	Devils Lake PD-Pepperball Familiarization	Passed	0.0	2.00
6/18/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
5/27/2024	2024	DLPD2401	Law Enforcement & Interaction with Youth	Passed	0.0	2.00
3/27/2024	2024	DLPD2302	Devils Lake PD Ground Control Level 2 Training	Passed	0.0	2.00
1/30/2024	2024	BCI22007	BCI 45 Round Expert Course	Passed	0.0	1.00
2024 Hours						83.00



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DEPUTY CHIEF

DETECTIVE ALEX SCHWAB						
Date	Cr Yr	Course	Title	Status	Score	Hours
11/30/2024	2024	LEXI2401	Lexipol LLC-2024 Lexipol ND DTB Program	Passed	0.0	9.00
10/30/2024	2024	DLPD2202	Devils Lake PD Cultural Diversity & Awareness	Passed	0.0	2.00
10/3/2024	2024	TASERRCT	Taser Re-Certification Course	Passed	0.0	2.00
10/2/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
9/18/2024	2024	DLPD2410	Vehicle Pursuit Training	Passed	0.0	1.00
9/18/2024	2024	DLPD2103	Devils Lake PD De-Escalation Tactics	Passed	0.0	2.00
7/18/2024	2024	ATF20001	ATF National Firearms Act/Gun Control Act Firearms	Passed	0.0	4.00
6/18/2024	2024	DLPD2301	Devils Lake PD Familiarization Course for 12 Gauge	Passed	0.0	2.00
6/18/2024	2024	DLPD2308	Devils Lake PD-Pepperball Familiarization	Passed	0.0	2.00
6/18/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
6/11/2024	2024	CAWS2401	Best Practices & Protocols for DV & SA Response	Passed	0.0	7.00
5/27/2024	2024	DLPD2401	Law Enforcement & Interaction with Youth	Passed	0.0	2.00
3/26/2024	2024	DLPD2302	Devils Lake PD Ground Control Level 2 Training	Passed	0.0	2.00
2/6/2024	2024	BCI22007	BCI 45 Round Expert Course	Passed	0.0	1.00
2024 Hours						38.00

DETECTIVE SUE SCHWAB						
Date	Cr Yr	Course	Title	Status	Score	Hours
11/30/2024	2024	LEXI2401	Lexipol LLC-2024 Lexipol ND DTB Program	Passed	0.0	9.00
11/5/2024	2024	LES23001	Law Enforcement Seminars Sexual Assault Invest	Passed	0.0	12.00
10/30/2024	2024	DLPD2202	Devils Lake PD Cultural Diversity & Awareness	Passed	0.0	2.00
10/2/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
9/18/2024	2024	DLPD2410	Vehicle Pursuit Training	Passed	0.0	1.00
9/18/2024	2024	DLPD2103	Devils Lake PD De-Escalation Tactics	Passed	0.0	2.00
8/13/2024	2024	DLPD2409	Pistol Qualification Course 2024	Passed	0.0	1.00
7/25/2024	2024	NDSR2301	ND State Radio NCIC National Crime Information	Passed	0.0	2.00
7/18/2024	2024	ATF20001	ATF National Firearms Act/Gun Control Act Firearms	Passed	0.0	4.00
6/18/2024	2024	DLPD2301	Devils Lake PD Familiarization Course for 12 Gauge	Passed	0.0	2.00
6/18/2024	2024	DLPD2308	Devils Lake PD-Pepperball Familiarization	Passed	0.0	2.00
6/18/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
6/11/2024	2024	CAWS2401	Best Practices & Protocols for DV & SA Response	Passed	0.0	7.00
5/27/2024	2024	DLPD2401	Law Enforcement & Interaction with Youth	Passed	0.0	2.00
3/26/2024	2024	DLPD2302	Devils Lake PD Ground Control Level 2 Training	Passed	0.0	2.00
2/6/2024	2024	BCI22007	BCI 45 Round Expert Course	Passed	0.0	1.00
2024 Hours						51.00



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DEPUTY CHIEF

CHIEF JASON TOSO						
Date	Cr Yr	Course	Title	Status	Score	Hours
11/30/2024	2024	LEXI2401	Lexipol LLC-2024 Lexipol ND DTB Program	Passed	0.0	9.00
10/30/2024	2024	DLPD2202	Devils Lake PD Cultural Diversity & Awareness	Passed	0.0	2.00
10/3/2024	2024	TASERRCT	Taser Re-Certification Course	Passed	0.0	2.00
10/1/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
9/27/2024	2024	CASO2208	Cass County SO Planning & Managing a Critical Inc.	Passed	0.0	4.00
9/17/2024	2024	DLPD2410	Vehicle Pursuit Training	Passed	0.0	1.00
9/17/2024	2024	DLPD2103	Devils Lake PD De-Escalation Tactics	Passed	0.0	2.00
7/25/2024	2024	NDSR2301	ND State Radio NCIC National Crime Information	Passed	0.0	2.00
6/18/2024	2024	DLPD2301	Devils Lake PD Familiarization Course for 12 Gauge	Passed	0.0	2.00
6/18/2024	2024	DLPD2308	Devils Lake PD-Pepperball Familiarization	Passed	0.0	2.00
6/18/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
5/27/2024	2024	DLPD2401	Law Enforcement & Interaction with Youth	Passed	0.0	2.00
3/26/2024	2024	DLPD2302	Devils Lake PD Ground Control Level 2 Training	Passed	0.0	2.00
3/12/2024	2024	DLPD2304	Devils Lake PD Handgun/Rifle Transition Course	Passed	0.0	1.00
1/30/2024	2024	BCI22007	BCI 45 Round Expert Course	Passed	0.0	1.00
2024 Hours						34.00

OFFICER BRANDON ZAHN						
Date	Cr Yr	Course	Title	Status	Score	Hours
11/30/2024	2024	LEXI2401	Lexipol LLC-2024 Lexipol ND DTB Program	Passed	0.0	8.00
10/30/2024	2024	DLPD2202	Devils Lake PD Cultural Diversity & Awareness	Passed	0.0	2.00
10/4/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
10/4/2024	2024	TASERRCT	Taser Re-Certification Course	Passed	0.0	2.00
9/30/2024	2024	NDCL2302	ND Crime Lab-Intoxilyzer 8000 Initial Training	Passed	0.0	16.00
9/19/2024	2024	DIPD2314	Dickinson PD-Recognizing Pre-Attack Indicators	Passed	0.0	8.00
9/18/2024	2024	DLPD2410	Vehicle Pursuit Training	Passed	0.0	1.00
9/18/2024	2024	DLPD2103	Devils Lake PD De-Escalation Tactics	Passed	0.0	2.00
9/18/2024	2024	DIPD2313	Dickinson PD-Body Language for Law Enforcement	Passed	0.0	8.00
8/7/2024	2024	NDHP2137	NDHP DUI Detection and SFST Testing Refresher	Passed	0.0	4.00
7/18/2024	2024	ATF20001	ATF National Firearms Act/Gun Control Act Firearms	Passed	0.0	4.00
6/18/2024	2024	DLPD2301	Devils Lake PD Familiarization Course for 12 Gauge	Passed	0.0	2.00
6/18/2024	2024	DLPD2308	Devils Lake PD-Pepperball Familiarization	Passed	0.0	2.00
6/18/2024	2024	DLPD2406	Devils Lake PD Pistol Qualification 2024	Passed	0.0	1.00
5/27/2024	2024	DLPD2401	Law Enforcement & Interaction with Youth	Passed	0.0	2.00
3/21/2024	2024	NDSU2409	Stop the Bleed	Passed	0.0	2.00
2/6/2024	2024	BCI22007	BCI 45 Round Expert Course	Passed	0.0	1.00
2024 Hours						66.00



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## Lake Region Special Incident Unit (SIU) – Formerly SWAT

DLPD Sergeant Andrew Johnson commands the Lake Region SWAT team, which is in its 21<sup>st</sup> year of existence. The team has experienced many changes over the years. It continues to develop and overcome challenges to help sustain service to our community and those in the Lake Region area.

During 2024, the team lost some of its former members for various reasons. Throughout the summer months, the team was down to approximately five members and was placed on hold for any response to significant incidents. Membership has always been a challenge for the team. This is mainly attributed to the dedication of time, the turnover of officers, and partnerships with other agencies. However, training continued while the team focused on rebuilding.

A meeting was held on the team's future. Sheriff Lang and Chief Toso sent a joint letter to members of the DLPD, RCSO, and other local agencies regarding the team's future. Since this meeting, the team has grown to 10 members, with interest among other officers increasing.

While SWAT has been on hold, agency heads and Commander Johnson have been reworking much of the team's policies and procedures. This includes its organization and training, as well as its standard operating procedures, which will be integrated into the team for 2025.

Additionally, the team has been rebranded back to its original name, Lake Region Special Incident Unit. An increased focus has been put on the overall accountability of the parent agencies, a defined commitment to the team to support its mission, and the training of the team's members to include the documentation and expanded role of joint training with other agency members who are not associated with the team.

As mentioned earlier, team members' training continued while reorganization commenced. In 2024, Sergeant Johnson conducted monthly training. Each training session involved room clearing or firearms training.

One specific training session was held at the Great American Inn & Suites. Approximately 18 officers from our agency, Ramsey SO, Benson SO, and the Lake Region Narcotics Task Force attended.

This training was held on April 25<sup>th</sup>. Officers used Simunition non-lethal training ammunition to prepare them for force-on-force training. This training focused on room

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clearing, stairwells, and building movement. After these training exercises, officers could run through a live force-on-force scenario.

In June, Sergeant Johnson introduced Pepperball Rifles for patrol use and performed a two-hour familiarization for the department. Twenty-one officers from various agencies attended this course.

Through 2024, Sergeant Johnson and Corporal Rixen conducted three firearms training sessions for our department. Our yearly training includes these sessions as practice qualifications and basic weapons handling.

The SIU/SWAT Team has seven new members needing basic SWAT training. We are currently on hold while we work out a training schedule. Once the schedule is worked out, all members will attend the class. Once the SWAT basic is completed, our team can respond to call-outs.

The upcoming year will be an essential step in rededicating this team. With new policies and procedures in place and the support of the parent agencies, we hope to grow this team to a higher level than ever. As always, we stand committed to serving our communities and the people of the Lake Region area.



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## Use of Force

Use of Force statistics is documented to assist our agency in effectively reviewing these high-liability incidents. It ensures we provide the best service to our community and represent our law enforcement's core values of service, integrity, and respect.

In 2024, there were 20 documented incidents in which officers recorded the use of force on a subject outside of compliant handcuffing, escorting, or pointing/painting of the Taser. Incidents, where compliance was gained without using force after pointing a weapon and verbal instruction are not included. The following is a statistical breakdown of these use-of-force encounters.

- 55% of the subjects were female; 45% were male
- 19 of the 20 subjects were classified as Native Americans; 1 as white
- 85% were suspected of consuming alcohol or drugs
- 65% of the subjects were over the age of 26
- 100% of the encounters required officers to use Physical control techniques to subdue the subject
- All incidents were resolved without serious injuries to either the officers or the subjects

The number of use-of-force incidents in 2024 is similar to 2023, while both years are down considerably from 2022 (see the following three-year comparison chart). One continuing trend is that a majority of use-of-force encounters require officers to use physical control techniques to subdue these subjects.

This statistic shows the importance of officer safety and training our officers in defensive tactics, de-escalation, and crisis intervention. This upcoming year, our agency will send Sergeant Grey Water and Officer Brokke to Blue Shield Tactical training, where they will learn to be instructors in defensive tactics. The training will be returned to our agency so all officers can be trained. Hence, they continue to be prepared to handle these high-stress situations professionally, all while trying to limit injury to themselves and the subjects.

The number of documented use-of-force incidents is minimal compared to law enforcement contacts with citizens. As officers nationwide continue to be scrutinized, the statistics clearly show a high level of restraint on the part of officers in arrest situations. Nevertheless, we will continue to train, document, and record our officers' use of force encounters to be as transparent as possible.

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## Use of Force Statistics

YEAR	2022	2023	2024
<b>Total Incidents</b>	33	17	20
<b>Sex:</b>			
M	20	11	9
F	13	6	11
<b>Race:</b>			
A	1	0	0
B	1	1	0
NA	28	12	19
W	3	4	1
<b>Drugs/Alcohol:</b>			
Y	19	15	17
N	14	2	3
<b>Age Range:</b>			
AGE < 15	6	3	3
AGE 15-20	6	3	3
AGE 21-25	6	1	1
AGE 26-40	12	6	7
AGE > 40	3	4	6
<b>Level of Resistance:</b>			
VERBAL	0	1	0
PASSIVE	6	3	3
DEFENSIVE	17	8	12
AGGRESSION	10	4	5
WEAPON	0	1	0
<b>Force Used:</b>			
PHYSICAL CONTROL	29	14	20
STRIKES	0	0	0
PEPPER SPRAY	0	1	0
LESS-LETHAL	4	2	0
FIREARM	0	0	0



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## Community Activities

The Devils Lake Police Department participated in various community activities in 2024. Aside from activities our SROs contributed to and recorded in the SRO report, some other events our agency partook in included:

- DLHS Prom – March 23<sup>rd</sup>. The cost of law enforcement security was waived.
- 32<sup>nd</sup> Annual Devils Run Parade – June 1<sup>st</sup>. Our agency led the parade and provided traffic control along with NDHP and RCSO.
- College For Kids – July 15<sup>th</sup> – 18<sup>th</sup>. Captain Harkness, Sergeant Johnson, and Det/Sgt Rodriguez assisted in law enforcement education for children during this annual event at LRSC.
- July 4<sup>th</sup> Parade – Independence Day. Our agency led the parade and provided traffic control in our city's celebration of America.
- DLHS Homecoming Parade – September 27<sup>th</sup>. Our agency led the parade and provided traffic control. Go Birds!
- Battle of the Badges – August 14<sup>th</sup> – 16<sup>th</sup>. Officers Gilbertson & Rixen assisted. Retired DLPD Legends Jim Frank & Ted Rainesalo made cameos. Team Law took home the victory!
- National Night Out – September 10<sup>th</sup>. A community-building campaign that promotes partnerships and camaraderie with first responders and our community. SROs Dallas & Scheen, Officer Rixen, Captain Harkness, and Chief Toso were present.
- Applebee's Tip-A-Cop – September 11<sup>th</sup> – \$1,210 was raised to support North Dakota Special Olympics and our local athletes.
- Downtown Trunk or Treat – October 31<sup>st</sup>. Corporal SRO Dallas and Officer Husebye were stationed at 5<sup>th</sup> St NE/2<sup>nd</sup> Ave NE.
- Discovery Preschool Trunk or Treat – Chief Toso and Captain Harkness participated at their location.
- Shop with a Cop – December 10<sup>th</sup>. A collaborative effort between BCSO, RCSO, TCSO, NDHP, and the DLPD. A holiday shopping initiative supporting families in need.



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## NDDOT Enforcement Campaigns

The DLPD participates annually in the North Dakota Department of Transportation Enforcement Campaigns as part of Vision Zero North Dakota. This is a federal grant administered by the NDDOT.

Vision Zero's vision statement centers on establishing a culture of personal responsibility where motor vehicle fatalities and serious injuries are recognized as preventable and not tolerated. Its mission is to eliminate fatalities and serious injuries caused by motor vehicle crashes. To assist in this objective, law enforcement's role is to enforce traffic laws and educate all drivers via these campaign efforts.

The 2024 NDDOT grant year ran from 10/1/2023 through 09/30/2024. The DLPD participated in the Impaired Driving, Speed Enforcement, and Occupation Protection campaigns. The City of Devils Lake pays overtime to officers working these campaigns, reimbursed through the grant program.

For this grant year, the city was reimbursed \$12,553.82 for 274 hours of traffic enforcement. Through all three campaigns, 400 citations and 80 warnings were issued.

The following page is a categorical breakdown of the three enforcement campaigns. It includes the officers, citations/warnings, OT Hours/Salary, and hourly stats.



# DEVILS LAKE POLICE DEPARTMENT

222 West Walnut St • Devils Lake, North Dakota 58301 • Phone 701-662-0700



**JASON TOSO**  
CHIEF OF POLICE

**BEN HARKNESS**  
DEPUTY CHIEF

## Enforcement Activity for Section Impaired Driving

### ALCOHOL SATURATION PATROL - Agency Report (Devils Lake Police Department - 10/01/2023 - 09/30/2024)

Officer	Total Citations	Traffic Warnings	Contacts	OT Hours Per Citation	OT Hours	Salary	Citations Per Hour	Citations/Warnings Per Hour	Contacts Per Hour
Anthony, Russell	21	30	39	2.4	50.5	2244.37	0.42	1.01	0.77
Hennen, Rey	10	1	6	0.6	6	296.56	1.67	1.83	1
Husebye, Joshua	6	6	12	1.5	9	355.38	0.67	1.33	1.33
Totals	37	37	57	1.77	65.5	2896.31	0.56	1.13	0.87

#### Officer Citation Breakdown

Citations - see Offense/Violation Codes and Descriptions Below

Officer	AOCC	AONCC	CR	CRq	DD	DREDR	DREDU	Drug	DUI	DUID	Eval	FEL	FTY	MIC	MIP	MZT	OARC	ONT	OPC	OTC	Reck	REFUS	RLR	SB	Speed	SusRV	UIM	WS
Anthony, Russell	0	0	0	1	0	0	0	0	1	3	0	0	0	0	6	0	0	2	0	1	0	0	1	0	0	3	0	3
Hennen, Rey	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	2	0	0	0	0	4	0	1	2
Husebye, Joshua	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	3	1	1	0	0
Totals	0	0	1	0	0	0	0	1	4	0	0	0	1	6	0	0	0	2	0	3	0	0	1	7	1	5	2	3

## Enforcement Activity for Speed

### SPEED ENFORCEMENT - Agency Report (Devils Lake Police Department - 10/01/2023 - 09/30/2024)

Officer	Total Citations	Traffic Warnings	Contacts	OT Hours Per Citation	OT Hours	Salary	Citations Per Hour	Citations/Warnings Per Hour	Contacts Per Hour
Anthony, Russell	15	2	15	1.2	18	815.74	0.83	0.94	0.83
Hennen, Rey	94	14	74	0.46	43	2125.36	2.19	2.51	1.72
Husebye, Joshua	9	0	9	1.11	10	394.87	0.9	0.9	0.9
Rixen, Darin	25	0	24	0.56	14	634.45	1.79	1.79	1.71
Totals	143	16	122	0.59	85	3970.42	1.68	1.87	1.44

#### Officer Citation Breakdown

Citations - see Offense/Violation Codes and Descriptions Below

Officer	AOCC	AONCC	CR	CRq	DD	DREDR	DREDU	Drug	DUI	DUID	Eval	FEL	FTY	MIC	MIP	MZT	OARC	ONT	OPC	OTC	Reck	REFUS	RLR	SB	Speed	SusRV	UIM	WS
Anthony, Russell	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	11	2	0	0
Hennen, Rey	0	0	0	0	1	0	0	1	2	0	1	1	0	0	0	0	0	0	1	15	0	0	0	28	34	2	8	0
Husebye, Joshua	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9	0	0	0
Rixen, Darin	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	24	0	0	0
Totals	0	0	0	0	1	0	0	1	2	0	1	1	0	0	0	0	0	0	1	18	0	0	0	28	78	4	8	0

## Enforcement Activity for Click R Or Ticket Grant

### SEAT BELT ENFORCEMENT PATROL - Agency Report (Devils Lake Police Department - 10/01/2023 - 09/30/2024)

Officer	Total Citations	Traffic Warnings	Contacts	OT Hours Per Citation	OT Hours	Salary	Citations Per Hour	Citations/Warnings Per Hour	Contacts Per Hour
Anthony, Russell	37	1	38	0.7	26	1122.17	1.42	1.46	1.46
Dallas, Christon	17	0	13	0.5	8.5	392.92	2	2	1.53
Hennen, Rey	161	20	141	0.52	83	3915.7	1.94	2.18	1.7
Rixen, Darin	5	6	8	1.2	6	256.3	0.83	1.83	1.33
Totals	220	27	200	0.56	123.5	5687.09	1.78	2	1.62

#### Officer Citation Breakdown

Citations - see Offense/Violation Codes and Descriptions Below

Officer	AOCC	AONCC	CR	CRq	DD	DREDR	DREDU	Drug	DUI	DUID	Eval	FEL	FTY	MIC	MIP	MZT	OARC	ONT	OPC	OTC	Reck	REFUS	RLR	SB	Speed	SusRV	UIM	WS
Anthony, Russell	0	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1	0	0	0	34	0	0	0	0
Dallas, Christon	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	12	0	2	0	0
Hennen, Rey	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	19	0	0	0	122	0	7	10	0
Rixen, Darin	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	1	1	0	0
Totals	0	1	4	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	22	0	0	0	171	1	10	10	0

#### Offense/Violation Codes and Descriptions

AOCC	Other Criminal Citations	MIP	Minor in Possession
AONCC	Other Non-Criminal Citations	MZT	Minor Zero Tolerance
CR	Child Restraint citations	OARC	Other Alcohol/Drug-Related Citations
CRq	Care Required	ONT	Other Non-Traffic Violations
DD	Distracted Driving	OPC	Open Container
DREDR	DRE Drug Arrest	OTC	Other Traffic Citations
DREDU	DRE DUI	Reck	Reckless driving citations
Drug	Drug arrests - Not by a DRE	REFUS	Cited for Refusal of Chemical Test
DUI	DUI - Alcohol	RLR	Red-light Running
DUID	DUI - Drug	SB	Safety belt citations
Eval	DRE Drug Evaluation	Speed	Speed citations
FEL	Felony violations	SusRV	Suspend/revoke license
FTY	Failure to Yield	UIM	Uninsured Motorist
MIC	Minor in Consumption	WS	Warrant Served/Fugitive Apprehension



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DEPUTY CHIEF

## Animal Report

Animals Impounded	50
Animals Adopted	40
Animals Destroyed	7
Impound Fees	\$1,344.50
Animal Calls	481
Dog Bites	2
Leash Law/License Violations	7
Leash Law/Warnings Issued	1
Nuisance Dog Violations	2
Vicious Dog Violations	0
Animal Abuse/Neglect	1
Quarantine Fees	\$0

\*Community Service Officer (CSO) Sam Hanson is our animal control officer. 2025 will be his 20<sup>th</sup> year in this role.

The DLPD Animal Pound underwent some cost-effective remodeling this past year. We added a new interior door, which will help keep dust and other unappreciated things out of the pound. The exterior door received new weather stripping to help seal it better. Finally, new shelving was added to keep the animal food and supplies off the floor.

On the administrative end, we updated old forms, including the Animal Adoption and Release Indemnity Agreement and the Temporary Animal Pound Housing Agreement. Additionally, Nuisance and Dangerous Animal guidelines were clarified.

The Animal Pound has served a dual purpose as our Bike Impound storage for over two decades. To that end, we updated our Found Bicycle form to track their disposition better, which is documented in our new record management system (RMS).

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In January 2025, we introduced a new form to help document dogs and cats impounded throughout the year and their dispositions. This form is included on the following page.

Overall, we are very proud of our service in helping shelter animals in need. Additionally, we continue to work with veterinarian services and animal rescue organizations to help ensure the best outcomes for our furry friends.

## Pet's Bill of Rights

~ Anonymous ~



1. We have the right to be **full members** of your family. We thrive on social interaction, praise, and love.
2. We have the right to **stimulation**. We need new games, new toys, new experiences, and new smells to be happy.
3. We have the right to **regular exercise**. Without it, we could become hyper, sluggish... or fat.
4. We have the right to **have fun**. We enjoy acting like clowns now and then; don't expect us to be predictable all the time.
5. We have the right to **quality health care**. Please stay good friends with our vet.
6. We have the right to a **good diet**. Like some people, we don't know what's best for us. We depend on you.
7. We have the right **not to be rejected** because of your expectations that we be great show dogs or show cats, watchdogs, hunters, or baby-sitters.
8. We have the right to receive **proper training**. Otherwise, our good relationship could be marred by confusion and strife -- and we could become dangerous to ourselves and others.
9. We have the right to **guidance and correction** based on understanding and compassion, rather than abuse.
10. We have the right to **live with dignity**... and to die with dignity when the time comes.



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DEPUTY CHIEF

## Devils Lake Police Department - Animal Control Statistics

If the data you are providing is **NOT** from 2024, please edit the year here:

2025

Optionally type any notes or clarifications below:

Monthly Animal Control Statistics

### IF YOU HAVE SPECIES-SEPARATED DATA:

2025 TOTALS BY SPECIES	Dog			Cat			Totals (Autocalculated)		
	Age Unknown	Adult	Under 5 Months	Age Unknown	Adult	Under 5 Months	Total Dogs	Total Cats	Combined Species
LIVE INTAKES							0	0	0
Stray/At Large							0	0	0
Relinquished by Owner							0	0	0
Transferred In							0	0	0
Owner-Intended Euthanasia							0	0	0
Other Intakes							0	0	0
LIVE OUTCOMES							0	0	0
Adoption							0	0	0
Transfer Out							0	0	0
Return to Owner (RTO)							0	0	0
Return to Field (RTF)							0	0	0
Other Live Outcomes							0	0	0
OTHER OUTCOMES							0	0	0
Died In Care							0	0	0
Lost In Care							0	0	0
Shelter Euthanasia							0	0	0
Owner-Intended Euthanasia							0	0	0
Other Non-Live Outcomes							0	0	0

### IF YOU HAVE COMBINED-SPECIES DATA:

Species Included (dropdown):

2025 COMBINED-SPECIES TOTALS	Combined Species			Totals (Auto-Calculated)
	Age Unknown	Adult	Under 5 Months	
LIVE INTAKES				0
Stray/At Large				0
Relinquished				0
Transfer In				0
Owner-Intended Euthanasia				0
Other Intakes				0
LIVE OUTCOMES				0
Adoption				0
Transfer Out				0
Return to Owner (RTO)				0
Return to Field (RTF)				0
Other Live Outcomes				0
OTHER OUTCOMES				0
Died In Care				0
Lost In Care				0
Shelter Euthanasia				0
Owner-Intended Euthanasia				0
Other Non-Live Outcomes				0



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## Vehicle Maintenance

<b>SQUAD</b>	<b>MILES DRIVEN</b>	<b>TOAL FUEL</b>	<b>AVG MPG</b>	<b>SERVICE COST</b>	<b>FUEL COST</b>	<b>COST PER MILE</b>
<b>A1</b>	3,830	332.53	11.52	\$1,784.37	1108.48	0.7553
<b>A2</b>	18,303	1,699.50	10.77	\$1,794.98	5835.49	0.4169
<b>A3</b>	5,850	278.81	20.98	\$575.54	865.25	0.2463
<b>A4</b>	11,195	1,386.39	8.07	\$221.96	4349.35	0.4083
<b>A5</b>	5,416	766.13	7.07	\$794.30	2486.93	0.6058
<b>A6</b>	8,020	747.68	10.73	\$919.92	2545.71	0.4321
<b>A7</b>	5,581	639.48	8.73	\$382.54	1961.78	0.4201
<b>A8</b>	20,124	2,060.51	9.77	\$2,022.63	6382.35	0.4177
<b>A9</b>	3,332	210.65	15.82	\$1,821.85	654.66	0.7433
<b>A10</b>	20,871	1,907.22	10.94	\$396.92	6096.79	0.3111
<b>A11</b>	16,765	1,280.80	13.09	\$11,128.21	4022.57	0.9037
<b>A12</b>	3,686	297.60	12.39	\$2,580.68	892.84	0.9424
<b>A13</b>	21,460	1,880.62	11.41	\$3,224.21	5959.78	0.4280
<b>TOTALS:</b>	<b>127,995</b>	<b>11,889</b>	<b>11.63</b>	<b>\$27,648.11</b>	<b>\$43,161.98</b>	<b>0.5532</b>

Corporal Rixen serves as the DLPD Vehicle Maintenance supervisor. The above 2024 annual vehicle maintenance record depicts our eight patrol vehicles (A2, A4, A5, A6, A8, A10, A11, A13), investigation vehicles (A3, A9, A12), animal control (A7), and the Chief's vehicle (A1).



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## Milestones & Recognition

In 2024, members of the DLPD celebrated career years of service milestones. Office Manager Annette Buchmeier reached 30 years of service. A special thanks to Annette for her three decades of dedication! She is usually the first face or voice for citizens having direct contact at/with the PD.

Other service milestones include Corporal Corey Gilbertson, who reached 15 years; Sergeants Andrew Johnson and Devin Grey Water; and Corporal Rixen, who each reached 10 years.

In the spring of 2024, Sergeants Holter and Johnson completed the online version of Northwestern University Center for Public Safety's School of Police Staff and Command (SPSC). SPSC is a rigorous leadership and management public safety education program for mid and upper-level supervisory personnel.

The 2023 annual awards ceremony was held on May 6th, 2024, at the City Commission Meeting. Receiving awards from Mayor Jim Moe were Task Force Officer Rey Hennen - NDDOT Commemorative Coin for Traffic Safety, Corporal Rixen - DLPD Appreciation Award for his outstanding agency contributions in 2023, and Sergeant Andrew Johnson, Officer Amber Scheen, and Officer Damond Brokke for their Life-Saving Awards this past year.

Previously, Officer John Mickelson received his life-saving award before his resignation in February. In November, Officer Husebye received the Baby Delivery (Stork Pin) for assisting in delivering a newborn at a residence in town.

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## Closing

The Devils Lake Police Department's strength is its sworn and non-sworn members. The City of Devils Lake is blessed to have such dedicated law enforcement professionals. Our department has a superb mix of experience and youth. We are proud of each of our members and will continue to support their growth as we strive to provide the best service possible to the citizens of Devils Lake, the entire Lake Region, and those who visit us.

### New Patch:

In 2025, our agency will introduce a new patch design that symbolizes many things. It's a design that integrates some of our past Chief's patches incorporating hunting, fishing, and our lake. It represents the official founding/naming of the City of Devils Lake in 1884 and the DLPD core values of Service, Integrity, and Respect. Additionally, the flags of the United States and North Dakota are proudly represented. Finally, the Dakota name for the lake, "**MNI\*WAKAN\***," and the sacred Eagle Feathers portray Indigenous people's long-standing ties and strong presence in our area with their rich cultural heritage well represented within the community.







# Devils Lake Fire Department

621 N College Dr  
Devils Lake, ND 58301

Phone: 701-662-3913 Fax: 701-662-8123

Chief

Nate Bennett

Asst. Chief

Cory Meyer

## Fire Department Monthly Report

Month: January

Year: 2025

Category	Details
Summary of Activities	The Devils Lake Fire Department worked diligently to ensure our annual fundraiser for the volunteers was successful. We completed several inspections throughout the month along with some Pre-plan.
Emergency Calls & Responses	<b>Total Emergency Calls:</b> 17 total calls to service - Fire Incidents: 1 - Rescue & Emergency Medical: 5 - Hazardous Conditions: 3 - Service Calls and Good Intent Calls: 3 - False Alarms & False Calls: 5
Inspections	<b>Total Inspections:</b> 36 total buildings inspected - Commercial Inspections Conducted: 5 - Rental Inspections Conducted: 31
Infrastructure Maintenance	Traffic Light Bulbs Replaced: 3
Training & Drills	- Total Training Hours: 139 - Types of Training Conducted: Monthly Training for the Fire Department on the fourth, and fifth Wednesdays - Drills Performed: Ropes, knots, and pulleys for rescue situations on the Third Wednesday for Auto Ex.
Equipment & Maintenance	- Equipment Maintenance Completed: Turbo for the engine on 206 is repaired - New Equipment Acquired: We have not purchased any new equipment yet this year. - General Equipment Replacements Completed: We are getting a list of hoses that need to be replaced and working on a plan to replace the ladder truck 204 - Issues Noted: No issues to be noted at this time
Personnel Updates	- I moved one of our paid staff from training to inspections.
Community Engagement	- Public Education Initiatives: We are still working on the community connect portion of our software. - Community Feedback: So far we have had great reviews from the community members who have signed up for Community Connect.
Budget & Expenditures	- Total Expenditures: \$6,566.38
Moving Forward	- Pre-Plans: We are scheduling pre-plans for commercial properties throughout town. - Inspections: We are scheduling inspections for commercial properties throughout town. - Training: We have three nights scheduled for department training. We also have state fire school this

Brandon Exner  
Senior Captain

Jeremy Beck  
Captain

Anthony Harris  
Lieutenant

Dustin Dimmler  
Lieutenant

Ryder Pollman  
Firefighter



# Devils Lake Fire Department

621 N College Dr  
Devils Lake, ND 58301

Phone: 701-662-3913 Fax: 701-662-8123

Chief

Nate Bennett

Asst. Chief

Cory Meyer

Category	Details
	month on the 27-1st. - Infrastructure Repairs: As soon as we can get a few nice days we will be trying to repair streetlights and parking lot lights.

**Prepared by:** Nathan Bennett

**Date:** 2/13/2025

For any further details, please contact Chief Bennett at 701-662-3913.

*Brandon Exner*  
Senior Captain

*Jeremy Beck*  
Captain

*Anthony Harris*  
Lieutenant

*Dustin Dimmler*  
Lieutenant

*Ryder Pollman*  
Firefighter

*Equal Opportunity Provider*



**Agenda Item:** City Facility Long Term Planning & Consideration of Funding Options

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**Submitted By:** Spencer Halvorson, City Administrator/Auditor

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**Staff Recommended Action:** Provide feedback and guidance on City facility long term planning and proposed funding plan as described in the staff report

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## BACKGROUND

The City Offices Remodel Working Group has met a handful of times in the past two months. After receiving feedback from employees at City Offices and reviewing potential scopes for a remodel, the working group has submitted concepts for the City Commission's consideration (Attachment #1).

In discussing plans for remodeling the existing City Offices, the working group felt it necessary to consider the entire organization's facility needs to ensure a remodel of the City Offices building for continued City Offices purposes is most appropriate as the City considers its long-term strategic facility needs. The working group took consideration of other potential uses for the City Offices facility that could be in the overall best interest of the organization for consideration by the full City Commission.

Given the current conversations surrounding the Lake Region Law Enforcement Center (LRLEC), its current circumstances and inevitable relocation or restructure, along with the community conversations surrounding safety downtown, it was the view of the group that the City Commission should consider relocating the Police Department downtown to the current City Offices location and relocating City Offices to another area in the downtown (Attachment #2).

To make such a capital investment in relocating both City Offices and the Police Department, the City would need to consider raising additional funding beyond its current revenue streams. The working group has come up with a proposal that could accomplish such relocations and provide further long term support for future City facility needs while also being considerate of the costs to City residents and keeping their current and future fees/taxes in line with what they currently are today. ***The working group would like the full City Commission's feedback on the funding concepts laid out in the following pages.***

## ANALYSIS

### Property Tax – Sales Tax and the Regional Economy

It would be timely for the City of Devils Lake to have a larger and broader discussion on how the City holistically finances its operations. The City has increased its contribution of sales tax revenues over time to the general fund to offset the burden on property taxes and is allocating 42.75% of the city's sales tax revenue to the General Fund for the 2025 budget. The maximum that can be allocated currently, given the City's ordinances, is 44%. The City is nearing its maximum capability to offset property taxes via sales tax and already transfers the maximum of 20% of revenue generated in its Enterprise Funds.

The City of Devils Lake has a sales tax of 2.5% and is broken out the following ways:

Percentage Breakdown	2024 Dollar Equivalent
1.00% → Economic Development, Infrastructure, Property Tax Relief, Debt Service, Sewage Treatment	\$ 1,920,000
0.75% → Infrastructure and financing of infrastructure	\$ 1,440,000
0.50% → Flood Protection Project Debt Repayment, Water Treatment, Water Source, Storm Water, Community Development, Public Facilities	\$ 960,000
0.25% → Park District Facilities and Infrastructure	\$ 480,000
TOTAL → 2.50%	\$ 4,800,000

Devils Lake is a regional hub, providing the needed public services and public infrastructure utilized by many area residents that do not necessarily live within City limits. As shown in the following table, the proportion of City residents vs total regional residents are heavily lopsided compared to other communities.

<u>City</u>	<u>Population</u>	<u>County</u>	<u>Population</u>	<u>Percent City</u>
Devils Lake	7,200	Ramsey County & Spirit Lake Nation	15,600	46%
Valley City	6,550	Barnes	10,730	61%
Grand Forks/EGF	68,000	Grand Forks/Clay	103,000	66%
Dickinson	25,130	Stark	33,000	76%



Minot	47,370	Ward	68,330	69%
Jamestown	15,690	Stutsman	21,390	73%
Wahpeton*	8,000	Richland	16,560	48%
Bismarck/Mandan	100,000	Burleigh/Morton	134,000	75%

*\*14 incorporated towns in Richland County vs 7 in Ramsey*

Devils Lake's most prominent economic drivers are undoubtedly agriculture and tourism, both of which thrive on the regional assets outside of the City's boundaries. The City of Devils Lake serves as the regional hub for economic activity necessary to support both of those economic drivers. As depicted above, the City's population compared to the regional population (with the inclusion of Spirit Lake Nation) is uniquely disproportionate compared to other North Dakota communities – being under 50%. Devils Lake does heavily depend on sales tax for its funding of infrastructure and general fund operations currently. Devils Lake has the tools available through its sales tax levy authority to fully embrace its identity as an outdoor and agricultural epicenter. The City could utilize the reality of its regional economy to the benefit of City residents – which will in turn reduce the burden on property tax for the funding of City operations. Regional and transient populations that benefit from City services may not necessarily pay City property tax and will further help financially support the City.

#### Public Safety Operations and Police Department Facility Needs

The City provides a high level of public safety services for the residents of Devils Lake, including a 24 hour staffed Fire Department and a Police Department operating with four more officers than it did 20 years ago (and two more than it did 10 years ago), all while the population of the City has remained the same. The Police Department has also created a School Resource Program and has expanded that to two sworn officers. Currently, the City levies just over \$2,075,000 in property tax yet spends over \$3.8 million to operate the Police and Fire Departments (\$4.55 million if you include half of city attorney services, 911, and LRLEC).

<b>2025 Budget</b>	<b>Amount</b>
Fire Department	\$ 1,043,442
Police Department	\$ 2,763,490
½ Legal Services	\$ 55,000
911 & LEC	\$692,750
<b>TOTAL</b>	<b>\$ 4,554,682</b>

The Police Department is currently in a cramped office footprint at the LRLEC and has no garage space for any of its squad cars. The LRLEC facility and organization is likely to undergo significant reforms in the very near future, which will impact the Police Department. If a relocation of the Police Department is necessary, which is evident from current discussions and circumstances at

the LRLEC, then downtown would be a prime location given recent conversations surrounding concerns of safety downtown.

***It is proposed for the Commission's consideration and feedback whether it would be appropriate to pursue a 0.5% sales tax to fund a long-term debt issuance for public facilities and public safety, where the City would relocate the Police Department from the current LRLEC to downtown, and relocate City Offices to another location downtown.*** It is suggested the City Commission consider making these policy decisions in the near to immediate future and use such a sales tax to the maximum benefit for residents of the City of Devils Lake. It may be prudent to explore now rather than wait four to five years when funding for public safety operations become a concern/unsustainable and the Police Department is in urgent need of a new location.

#### Offsetting costs to City Residents

The citizens of the Lake Region have recently approved a few referendums increasing revenues to other political subdivisions. They include:

- 1) School Bond Referendum
- 2) Sales Tax for Park District Infrastructure Projects
- 3) Ambulance Service Mill Levy

The working group felt it important that any proposed initiative to raise revenue for these needs come along with minimal financial impact to the residents of the City of Devils Lake. As noted above, a .5% sales tax in 2024 would have brought in \$960,000. The City would need to issue a 15 year bond for around \$5 million to fund the relocation of the Police Department to the current City Offices building (with the addition of a garage to the west side) and relocate City Offices to another location downtown. With SRF Bond 2015 (Fund 5481) set to expire in 2026 or 2027, some sales tax revenue will become available, the City would need to utilize around \$400,000 per year in new revenue to fund such a project.

In the effort to offset costs to city residents, the group reviewed the potential of pairing the proposed facility and operational purposes of the sales tax with property tax relief. With the changes at the state level and likelihood of property tax credit for primary residence, property tax relief would not have the same effect to property owners as it would have in the previous decade. The working group reviewed areas where it would make sense to subsidize current expenses to City residents with additional sales tax revenue and identified the \$9 Water Source Replacement Fee as a current income source that could be reduced and offset by additional sales tax revenue. Currently the fee is charged on nearly every utility account with the City and brings in roughly \$275,000 per year. In review of the Water Source Replacement Fund (Attachment #4), the City could meet its needs through a revenue replacement in the amount of \$235,000 via sales tax and save every household and business with a water utility account \$108 per year. The City currently has relatively low water and sewer rates and the elimination of this fee could offset likely increases needed in other departments and help ensure the long-term affordability of household utility bills.



### Being Sales Tax Dependent Responsibly & Having a Plan with Flexibility for Future Commissions

The proposed .5% sales tax would bring the city's sales tax to 3%. If the City is to transition towards financing a community with reasonable City property tax, low utility rates, while being exposed to the market via significant sales tax dependency, it is imperative the City do so responsibly. It is proposed that the City create a fund (Attachment #5 & #6) that can serve as the financing vehicle for the above proposals, while gradually growing over time to a balance of \$3 million over the course of an estimated 10 years. This would provide the City with an emergency reserve so when market environments are undesirable, immediate hardship would not upend the City's finances.

It is also proposed that if such a fund be created, that it be capped at a dollar amount determined by the Commission to ensure the City does not simply bank the money and that city residents would see the return on investment for their tax dollars. The current proposal shows a cap on the fund of \$3 million. Once the fund grew to maturity, it would be future City Commissions' determination to use the excess income stream to further offset costs to City residents or undertake additional projects on behalf of the people of the Lake Region.

The fund as it is currently shown would provide the citizens of Devils Lake a defined plan of what additional sales tax revenues would be spent on for the next 10 years, as well as provide future City Commissions the flexibility to address future undefined needs of City residents – all while responsibly increasing the community's dependence on sales tax through the funds gradual growth to its determined limit.

### Summary

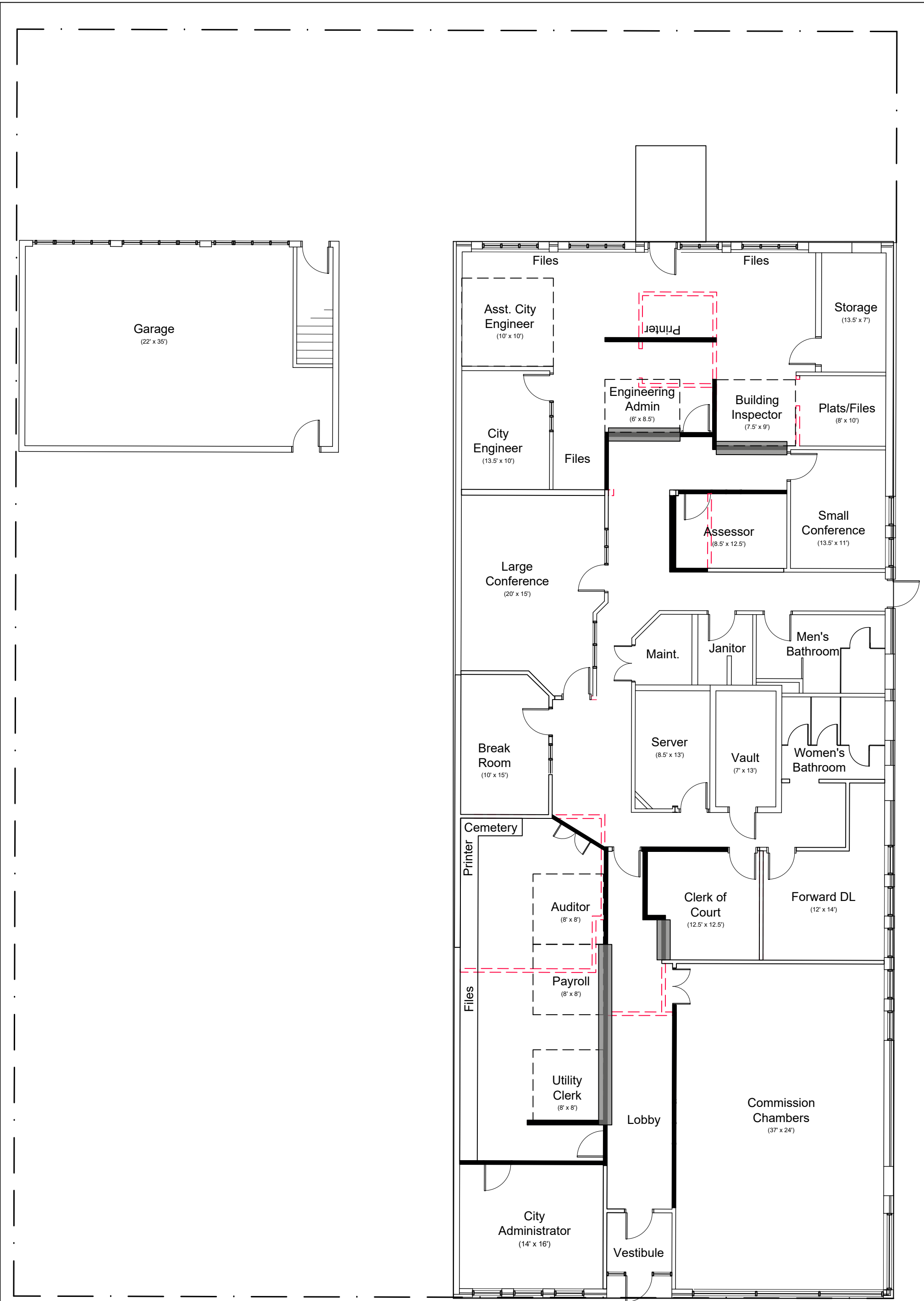
The City has a defined concept to remodel the current City Offices facility for the Commission's review. The working group is not convinced the City Offices building in its current use is necessarily the best long-term purpose of the facility for the organization and is inquiring the full Commission's perspective on the City's facility needs and the alternative proposal.

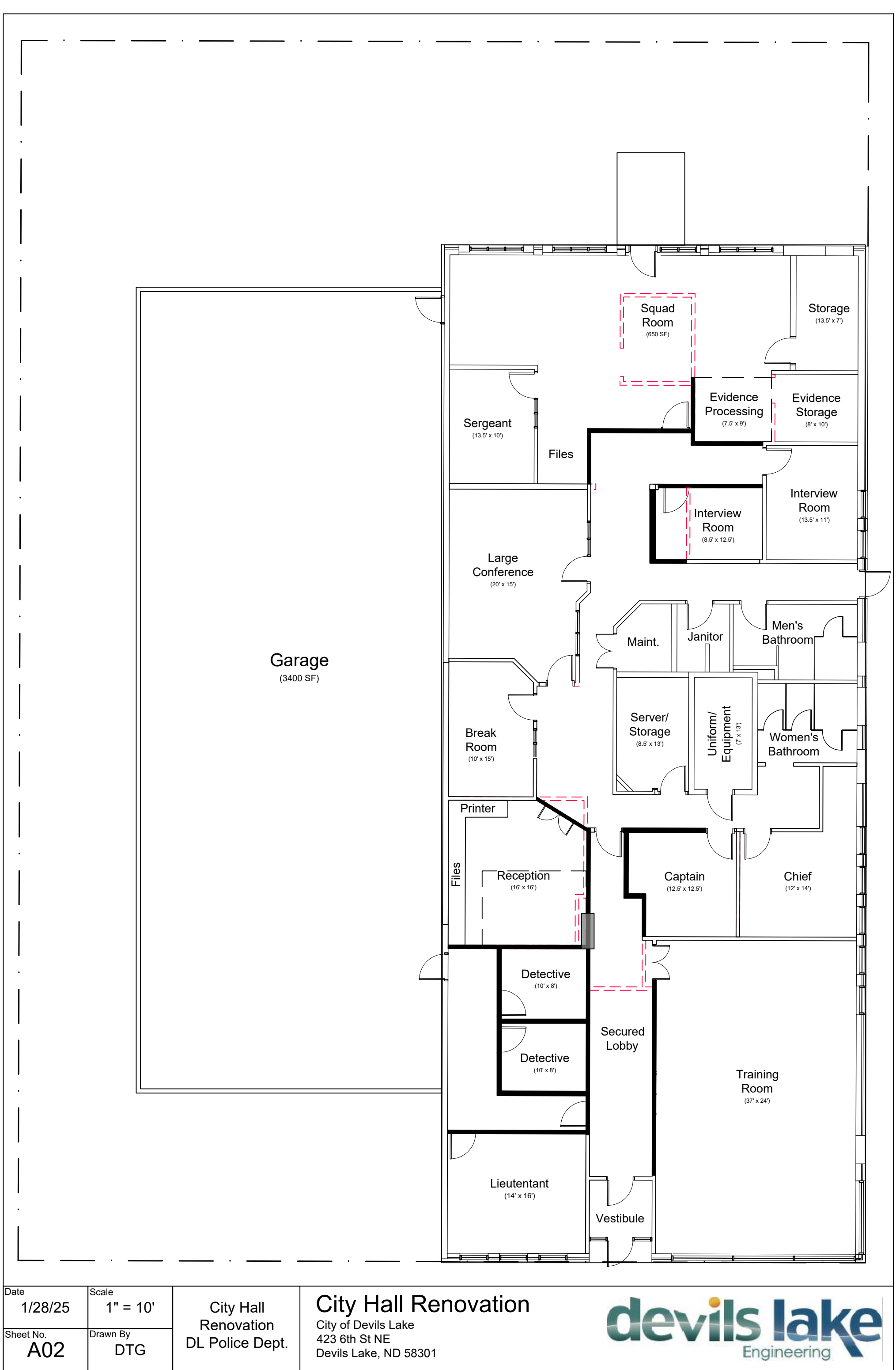
Future City facility and public safety operational needs offer an opportunity to rethink how the City finances its operations. If done strategically now, the City could provide a consistent funding source for City facility needs, ensure the long-term financial security of its public safety service delivery level, offset current and future costs to City residents, and responsibly reduce its current dependency on property taxes in favor of sales tax. The alternative proposal is put forward for the City Commission's consideration and feedback.

**ATTACHMENTS**

- #1 – City Hall Remodel Proposed Layout and Scope
- #2 – City Hall Remodel as Potential Future Police Department
- #3 – Water Source Replacement Fund
- #4 – Strategic Investments Fund Years 1-10
- #5 – Strategic Investments Fund Years 11-20
- #6 – Summary One-Pager







Date 1/28/25	Scale 1" = 10'	City Hall Renovation DL Police Dept.
Sheet No. A02	Drawn By DTG	

# City Hall Renovation

City of Devils Lake  
423 6th St NE  
Devils Lake, ND 58301





[illegible]

## 700 TRANSFER IN/OUT

[illegible][illegible][illegible][illegible][illegible]

	Yr. 1	Yr. 2	Yr. 3	Yr. 4	Yr. 5	Yr. 6	Yr. 7	Yr. 8	Yr. 9	Yr. 10
<b>STRATEGIC INVESTMENTS FUND</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>2032</b>	<b>2033</b>	<b>2034</b>	<b>2035</b>
Sales Tax Revenue (2.0% Increase/Yr)	925,000	943,500	962,370	981,617	1,001,250	1,021,275	1,041,700	1,062,534	1,083,785	1,105,461
Interest Earnings (3.0% return)*		10,950	19,229	27,755	36,538	45,584	54,902	64,499	74,384	84,565
<b>TRANSFER IN/OUT</b>										
TRANSFER IN/OUT	0	0	0	0	0	0	0	0	0	0
<b>TOTAL REVENUE</b>	<b>925,000</b>	<b>954,450</b>	<b>981,599</b>	<b>1,009,373</b>	<b>1,037,788</b>	<b>1,066,859</b>	<b>1,096,602</b>	<b>1,127,033</b>	<b>1,158,169</b>	<b>1,190,026</b>
<b>TRANSFER IN/OUT</b>										
CITY FACILITY BOND PAYMENT	300,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000
Eliminate Water Source Replacement	180,000	180,000	180,000	180,000	180,000	180,000	180,000	180,000	180,000	180,000
Gen Fund Transer (20% WSR)	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000
GEN FUND TRANSFER Actual - 900K (discretionary)	25,000	43,500	62,370	81,617	101,250	121,275	141,700	162,534	183,785	205,461
Discretionary										168,405
<b>TOTAL EXPENDITURES</b>	<b>560,000</b>	<b>678,500</b>	<b>697,370</b>	<b>716,617</b>	<b>736,250</b>	<b>756,275</b>	<b>776,700</b>	<b>797,534</b>	<b>818,785</b>	<b>1,008,866</b>
REVENUE OVER (UNDER) EXPENSE	365,000	275,950	284,229	292,755	301,538	310,584	319,902	329,499	339,384	181,160
BEGINNING BALANCE	0	365,000	640,950	925,179	1,217,934	1,519,472	1,830,056	2,149,958	2,479,456	2,818,840
REVENUE	925,000	954,450	981,599	1,009,373	1,037,788	1,066,859	1,096,602	1,127,033	1,158,169	1,190,026
EXPENDITURES	560,000	678,500	697,370	716,617	736,250	756,275	776,700	797,534	818,785	1,008,866
END OF YEAR BALANCE	365,000	640,950	925,179	1,217,934	1,519,472	1,830,056	2,149,958	2,479,456	2,818,840	3,000,000
1st 10 Years										
37%	Public Facilities (Relocation of PD to DT & move City Hall)									
22%	Reduce Cost to DL Residents (Eliminate WS Replacement Fee)									
11%	Public Safety Operations (Transfer to offset pressure on GF)									
30%	Discretionary/Gradual Growth (Sales Tax Dependent but responsible)									
100%										

Assumptions:

Sales tax revenue is estimated at a conservative \$925,000 with 2% growth per year.

Invest balance of the fund into 10-year US Treasuries (current yield over 4.5% - conservatively estimated at 3.0% over long-term)



[illegible]

## **STRATEGIC INVESTMENTS FUND SUMMARY (DRAFT)**

What would the citizens of Devils Lake receive with a .5% sales tax referendum?

1. Downtown Police Department and a City doubling down on their presence in the downtown district.
  - a. This will also provide the City with a defined revenue source to address future facility needs beyond the Police Department and City Offices without creating additional revenue sources.
2. Sustained assurance the City will have the resources to provide the same level of public safety services now and long into the future.
3. Reduced current and future utility bills of over \$100 per year for nearly every household & business with a utility account with the elimination of the \$9 Water Source Replacement Fee
  - a. This will offset the burden of rising utility bills that are impending given the changes to Sanitation Department service delivery and Water and Sewer Department equipment needs, regardless if such a referendum were to be approved.
4. A City with less burden on property tax to fund operations and a City government financial structure that aligns with the realities of the regional economy.
  - a. The City of Devils Lake would utilize the assets and economy of the region to the maximum benefit to City residents while doing so responsibly though the gradual growth of a rainy-day fund up to but not beyond \$3,000,000.

**If a 0.5% sales tax increase is implemented and the \$9 Water Source Replacement Fee is removed, a household in the City of Devils Lake would have to spend more than \$21,500 on taxable items in a calendar year to contribute more money to fund City operations than they currently do.**



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**Agenda Item:** Amendments to Rates and Fees: Sanitation Roll-Offs

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**Submitted By:** Spencer Halvorson, City Administrator/Auditor

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**Staff Recommended Action:** Approve the resolution to amend the rates and fees for sanitation roll-offs as written in the resolution

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## BACKGROUND

For the 2025 budget cycle, a 5% increase to sanitation roll-off services was recommended and approved by the City Commission.

Traditionally, the charge per roll-off is a direct calculation determined by the charge per volume (12.00/cubic yard for 2025) plus a \$85 trip fee. A straight 5% increase should not have been recommended, and the appropriate fee should reflect the price per cubic yard and trip fee built into the rate structure. To keep with this consistency, it is recommended that the City Commission amend the rates and fees according to the table below:

	<u>Previous</u>	<u>New</u>
21-yard roll-off	\$342.83	<b>\$337.00</b>
30-yard roll-off	\$451.50	<b>\$445.00</b>
40-yard roll-off	\$572.25	<b>\$565.00</b>
55-yard roll-off	\$753.38	<b>\$745.00</b>

## ATTACHMENTS

- Resolution Amending Rates and Fees – Sanitation Roll-Offs

**RESOLUTION TO AMEND RATES AND FEES SCHEDULE FOR  
CONSTRUCTION ROLL-OFFS EFFECTIVE  
FEBRUARY 19, 2025**

**WHEREAS**, The Board of City Commissioner of the City of Devils Lake, North Dakota (The "City"), make the following changes to its effective rates and fees schedule, effective February 19, 2025

	<u>Previous</u>	<u>New</u>
21-yard roll-off	\$342.83	<b>\$337.00</b>
30-yard roll-off	\$451.50	<b>\$445.00</b>
40-yard roll-off	\$572.25	<b>\$565.00</b>
55-yard roll-off	\$753.38	<b>\$745.00</b>

Signed this \_\_\_\_ day of \_\_\_\_\_, 2025.

ATTEST:

CITY OF DEVILS LAKE

\_\_\_\_\_  
Spencer Halvorson  
City Administrator/Auditor

\_\_\_\_\_  
Jim Moe, President  
Devils Lake City Commission

The motion for the adoption of the foregoing resolution was duly made by Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_ and upon vote being taken thereon, the following voted in favor: Commissioners \_\_\_\_\_, the following voted against the same: \_\_\_\_\_, and the following were absent: \_\_\_\_\_; whereupon said resolution was declared duly passed and was signed by the President of the City Commission and by the City Auditor.



## ***Celebrating the 250th Birthday of the USA***



*To our valued clients,*

Next year marks a significant milestone for our country. In 2026, America celebrates the "Semiquincentennial" (or half of 500, Latin). It's the 250th Anniversary of the founding of the United States of America and cities around the country are gearing up for a big summer celebration.

A number of municipalities and businesses have already approached us, expecting us to celebrate this event with a larger-than-average display. We have been busy recruiting staff and placing orders with our manufacturers, but we need your help planning our upcoming summer.

We ask that you meet with your committees, council members, and organizers and share with us if you are interested in increasing the size of your display to celebrate this once-in-a-lifetime occasion.

If you do not know what you will expect in 2026 or cannot predict how things will go due to a reliance on fundraising we understand. Our goal is simply to inform our clients of this event and ensure that we are well-prepared for a busy season. If you would like some resources for event planning, visit [america250.org](http://america250.org) for more information.

Thank you again for continuing to trust J&M Displays and helping us reach 45 years of business! If you have budget plans to share or any special requests, please contact us:

Becky Hanson - Office Manager

[bhanson@jandmdisplays.com](mailto:bhanson@jandmdisplays.com)

320-300-4823

Ryan Hansen - Sales / Show Design

[ryan@jandmdisplays.com](mailto:ryan@jandmdisplays.com)

320-286-8540





## FIREWORKS LIABILITY EXTENSION QUESTIONNAIRE

RETURN TO: **dianah@jandmdisplays.com, kathys@jandmdisplays.com**  
Fax: 267-392-3890 or mail to J&M Displays, Inc.  
18064 170<sup>th</sup> Avenue, Yarmouth, IA 52660

☐ Show Work Comp  
☐ Special Instructions

CERTIFICATE HOLDER (NAMED INSURED): City of Devils Lake

ADDRESS: 621 College Dr. N

CITY: Devils Lake STATE: ND ZIP: 58301

PHONE: 701-350-1235 FAX: \_\_\_\_\_

EMAIL: nathanb@dvInd.com

EFFECTIVE DATE(S): 7/4/2025 RAIN DATE: 7/5/2025

### ADDITIONAL NAMED INSURED:

1. NAME / ADDRESS / E-MAIL: City of Devils Lake - as above

INTEREST IN EVENT: AHJ, Sponsor, Landowner

2. NAME / ADDRESS / E-MAIL: \_\_\_\_\_

INTEREST IN EVENT: \_\_\_\_\_

3. NAME / ADDRESS / E-MAIL: \_\_\_\_\_

INTEREST IN EVENT: \_\_\_\_\_

4. NAME / ADDRESS / E-MAIL: \_\_\_\_\_

INTEREST IN EVENT: \_\_\_\_\_

TYPE OF SHOW: (Check all that apply.) ☐ INDOOR ☐ PROXIMATE ☐ FLAME ☒ OUTDOOR ☐ 1.4G CONSUMER ☒ 1.3G DISPLAY ☐ 1.1G DISPLAY (12" & 16")

LOCATION OF EVENT: Ruger Park | at 14th Ave NE & 10th St NE, Devils Lake, ND 58301

DRAW A DIAGRAM of the shooting area using Google Earth Software and attach showing:

1) mortar placement; 2) planned direction of shooting; 3) distances. (REQUIRED)

Center of Display Site Coordinates in Decimals: Latitude: 48.119361 Longitude: -98.846026

Distance to nearest exposure 700 ft. Distance to spectators 500 ft.

Distance to nearest vehicle 580 ft.

Are there fallout spotters? ☒ YES ☐ NO Size of largest shell being shot: 6 inches

Name of designated Pyrotechnician: Jeff Helmin

### FIREWORKS WARRANTY:

1. Fireworks will be displayed not less than required by NFPA standards away from spectators, vehicles and other exposures with a minimum radius of 70 ft per inch of shell diameter for 1.3G shows.
2. All displays will be aimed away from spectators.
3. Fireworks that have been wet at any time prior to display will not be used.
4. All fireworks have been purchased only from J & M Displays, Inc. Merchandise from other companies and/or home-made products are not covered under this liability extension.
5. Firing area will be policed for all debris upon completion of firing display and inspected by the shoot team.
6. Firing area will be inspected by the sponsoring organization at first light the following day.
7. Pyrotechnicians are specifically excluded from all liability coverage.
8. Any claims must be reported to the Yarmouth, Iowa office in writing within 24 hours of the incident.





## INSTRUCTIONS ON HOW TO COMPLETE THE FIREWORKS LIABILITY EXTENSION QUESTIONNAIRE

- 1 Certificate Holder (named insured).** This should be the organization/person to whom the certificate of insurance should be mailed to. Usually will be the same as the organization/person who is purchasing the display.
  - 2 Address, City, State, Zip.** This should be the address of the Certificate Holder.
  - 3 Phone, Fax.** This should be numbers of the person completing this form so contact can be made if any questions.
  - 4 Effective Date(s).** This is the date(s) of your fireworks display.
  - 5 Rain Date.** This is the date that your fireworks display will be rescheduled to in the case of inclement weather.
  - 6 Additional Named Insured.** Additional insured are usually the certificate holder as well as any land owners from which the display will be fired. Sometimes cities or counties have special requirements as to who they must have listed in order to obtain a permit. Include addresses and what their interest in your event is. Example: land owner.
  - 7 Type of show.** Circle all that apply.
  - 8 Location of Event.** Example: Kossuth Park, Mediapolis, Iowa.
  - 9 Diagram.** Draw a diagram of the firing area indicating mortar placement, planned directions of shooting, any buildings or obstacles
- (exposures), and where the audience will be located. Measurements are required. They are necessary to make sure that NFPA safe distance requirements are met. If J & M Displays is firing the show for you, speak with your sales representative for help with this section.
- 10 Fall Out Spotters.** If you are firing your own show, will you have people whose only job is to watch where the fall out is landing? If this is a J & M fired display, there will always be fall out spotters.
  - 11 Largest Shell.** You can find the size of the largest shell being fired in your show by looking in your proposal, catalog assortment or ask your J & M sales representative.
  - 12 Name of Designated Pyrotechnicians.** Name of the person in charge of firing this display.
  - 13 Read the Fireworks Warranty and then sign and date at the bottom of the page.**
  - 14 Use Google Earth to Draw Diagram**

## EXAMPLE SITE DIAGRAM





## FIREWORKS DISPLAY AGREEMENT

THIS AGREEMENT is made and entered into this 5th day of February, 2025, by and between J&M Displays, Inc., an Iowa corporation, having its principal place of business at Yarmouth, Iowa, including its employees, owners, and agents, hereinafter referred to as "Seller", and City of Devils Lake, hereinafter referred to as "Buyer".

Seller shall furnish to Buyer one (1) fireworks display, as per the \$ 22,500.00 program (the "Fireworks Program") submitted to and accepted by the Buyer, and which by reference is made a part hereof as Exhibit A. The display is to take place on the evening of Friday, July 4th, 2025 at approximately 10:00 p.m., weather permitting.

### IT IS FURTHER UNDERSTOOD AND AGREED BETWEEN THE PARTIES AS FOLLOWS:

#### I. FIRING OF DISPLAY

- a. Seller agrees to furnish all necessary fireworks display materials and personnel for a professional fireworks display in accordance with the Fireworks Program approved by the Parties. Seller agrees to comply with all local, state, and federal regulations and guidelines pertaining to the storing and displaying of fireworks. Seller, with Buyer's assistance, shall obtain any necessary permits for the fireworks display.
- b. Buyer Agrees to provide:
  - i. Sufficient area for the display, including a minimum spectator set back as determined by Seller;
  - ii. Protection of the display area by roping off or similar facility;
  - iii. Adequate police or security protection to prevent spectators from entering the display area; and
  - iv. Persons to assist in the inspection and cleanup of fireworks debris in the fallout zone of the shoot site at first light in the morning following the display;
- c. The cost and acquisition of any site-specific materials or display restrictions (such as sand or the use of a barge) shall be discussed prior to adoption of this Agreement, and the Party responsible for any such acquisition and cost shall be specifically laid out in the Fireworks Program (Exhibit A).
- d. Buyer understands that its failure to provide an appropriate area for the fireworks display, with requirement minimum setbacks and security, may result in a change to Buyer's display (such as a restriction on the type(s) of products which can be utilized) or a cancellation of the display for safety reasons, at Seller's sole discretion. In such event, if Buyer cannot immediately remedy the setback or security concern prior to the Display time noted above, Buyer remains responsible for the entire purchase price of the display regardless of any limitation or cancellation of the display.

#### II. PAYMENT. The Buyer shall pay to the Seller (check one of the below options):

- ☐ The sum of \$ \_\_\_\_\_ as a down payment upon execution of this Agreement. The balance of \$ \_\_\_\_\_ shall be due and payable within fifteen (15) days after the date of the fireworks display. A service charge of one and one-half percent (1 ½ %) per month shall be added to the unpaid balance if the account is not paid in full with the fifteen (15) days from the date of the display. If this account remains unpaid and is turned over to a collection agency for non-payment, all fees incurred in collecting the balance will be at the Buyer's expense. All returned checks will be assessed a \$30.00 fee.
- ☐ \$ 22,500.00 in full by April 25th, 2025 (70 days prior to the display date). The Buyer will receive 8% prepayment bonus product in this fireworks display.
- ☐ \$ 22,500.00 in full by June 4th, 2025 (30 days prior to the display date). The Buyer will receive 5% prepayment bonus product in this fireworks display.



### III. LOYALTY PROGRAM

- a. Seller has in place a bonus system for Buyer's who purchase their fireworks displays exclusively from Seller year-to-year. The full terms of Seller's loyalty program have been provided to Buyer with the Program and are available on J&M's website.
- b. Pursuant to Buyer's status in the loyalty program, Buyer will receive an additional ☐ 5% ☐ 10% ☒ 15% (check one) bonus product for this display.

### IV. POSTPONEMENT/CANCELLATION

- a. Rain Date: Should inclement weather prevent the firing of the display on the date intended, the Parties agree to a mutually convenient rain date of July 5th, 2025 or another date as agreed to by both Parties. Once display set-up has begun, the determination to cancel the fireworks display because of inclement weather or unsafe weather conditions shall rest within the sole discretion of the Seller, the Authority Having Jurisdiction, and the Seller's lead pyrotechnician.
- b. Except as specifically provided for elsewhere in this Agreement, neither Party will be liable for any failure or delay in performing an obligation under this Agreement that is due to any of the following causes (hereinafter referred to as "Force Majeure"), to the extent beyond the Party's reasonable control: acts of God, accident, riots, public disturbances including but not limited to an active-shooter situation, war, terrorist act, epidemic, pandemic, quarantine, civil commotion, breakdown of communication facilities, natural catastrophes, governmental acts or omissions, changes in laws or regulations, national strikes, fire, explosion, or generalized lack of availability of raw materials or energy.
- c. Disruption of Services due to Covid-19, supply chain disruptions, and public health. Fireworks displays and related events are prone to cancellation due to the ongoing and unforeseeable nature of the Covid-19 pandemic and related health issues, government intervention (such as stay-at-home orders or restrictions on gatherings), and unavailability of supplies and personnel. As such, Seller will work with all customers to ensure a timely and safe display, but due to circumstances outside Seller's and Buyer's control, certain fireworks displays may have to be cancelled or rescheduled with limited notice. Each Party's obligations to perform hereunder will be excused in the case of a Force Majeure Event, which is defined to include (but is not limited to) supply chain disruptions which prevent Seller from obtaining the necessary materials to perform the Display; medical conditions which result in quarantine or similar limitations, or restrictions on travel or congregation in the metropolitan area where the Display is scheduled to be held; and death, serious illness or incapacity of one or more of the display Shoot Team member(s) which renders it impossible, unsafe, or not reasonably practical for the Shoot Team to perform the display.

A governmental or municipal Buyer, who in its discretion and control, acts or adopts a restriction on public gatherings shall not be relieved of its obligations under the Force Majeure provisions of this Agreement. A Buyer who anticipates any such restriction or potential cancellation shall immediately notify and contact Seller to discuss alternative arrangements.

- d. Unless specified above: Displays postponed to an alternate date will be charged and additional 15% of the total contract price for additional expenses incurred in presenting the display on an alternate date; for Displays canceled and not rescheduled within the same calendar year, Seller shall be entitled to 20% of the contract price for out-of-pocket expenses incurred in preparation for the display.

### V. INSURANCE and LIMITATIONS OF LIABILITY

- a. Seller agrees to provide, at its expense, general liability insurance coverage in an amount not less than \$10,000,000, and within two (2) weeks prior to the date of the fireworks display, shall submit to Buyer, if requested in writing, a certificate of insurance. All entities listed on the certificate of insurance will be deemed an additional insured. In the event of a claim by Buyer, the applicable deductible shall be paid by the Seller.

The Seller agrees to defend, indemnify, and hold harmless the Buyer and its agents and employees from and against all claims, costs, judgments, damages and expenses, including reasonable attorney's fees that

may or shall arise out of any negligent or wrongful act or omission by the Seller related to the performance of the fireworks for the Buyer. The Buyer agrees to give the Seller prompt notice of any claims or demands and to cooperate with the Seller or its successors in interest or assigns, if any, in the defense of any such claims and/or demands.

- b. Separate from, and in addition to Seller's insurance of the fireworks, Buyer agrees to provide, at its expense, a general liability policy or "special event" insurance coverage, in an amount sufficient to meet or exceed municipality or industry standards and all applicable requirements of local, state, and federal law. For any injury or property claims that may arise during the course of Buyer's event, not arising out of Seller's acts or the performance of the fireworks, Buyer's insurance shall be primary. Buyer agrees to defend, indemnify, and hold harmless the Seller and its agents and employees from and against all such claims, costs, judgments, damages and expenses, including reasonable attorney's fees that may or shall arise out of any negligent or wrongful act or omission by the Buyer or third-parties occurring during the course of Buyer's event.
- c. In no event shall Seller's liability to Buyer arising out of or related to this Agreement, whether arising out of or related to breach of contract, tort (including negligence), or otherwise, exceed the aggregate amount of insurance coverage as described in this section. Notwithstanding any provisions to the contrary, in no event shall either Party be liable to the other, or to any third party, for any loss of use, revenue or profit, or for any consequential, incidental, indirect, exemplary, special, or punitive damages whether arising out of breach of contract, tort (including negligence), or otherwise, regardless of whether such damage was foreseeable and whether or not such party has been advised of the possibility of such damages.

VI. Each Party has read all of the provisions of this Agreement, they understand all of its provisions, and agree to be bound by them. This written contract, and its Exhibits, contains the entire agreement of the Parties and modifies and supersedes all prior agreements or negotiations, all of which are merged into and incorporated into this Agreement. If any provision of this Agreement is held invalid or unenforceable, such invalidity or unenforceability shall not affect the other provisions of this agreement.

VII. Choice of Law, Jurisdiction, and Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of Iowa without regard to conflict-of-law principles, except as otherwise specifically required for the storing and displaying of fireworks as set forth by State and Federal law. Notwithstanding, the Parties must bring any legal or equitable action or proceeding arising under or related to this Agreement exclusively in the Iowa District Court in and for Des Moines County, Iowa. The Iowa District Court in and for Des Moines County, Iowa shall have exclusive jurisdiction to decide any disputes arising out of or related to this Agreement. Each party knowingly and voluntarily consents to and expressly waives any objection or defense to personal jurisdiction, improper or inconvenient venue, or inconvenient forum in the Iowa District Court in and for Des Moines County, Iowa.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement the day and year first written above.

SELLER

BUYER

BY: \_\_\_\_\_

BY: \_\_\_\_\_

ROLE: Sales Representative

ROLE: \_\_\_\_\_

J&M Displays, Inc.

ENTITY: \_\_\_\_\_

Please include the **DISPLAY INFORMATION FORM** with this Agreement so your order is processed accurately.





## DISPLAY INFORMATION

Please complete the following information printed in **RED**:

Display Date: July 4th, 2025 Rain Date: July 5th, 2025

Time of Display: 10:00 PM - dusk

Name of **Organization Purchasing** Display: City of Devils Lake

Billing Address: 621 College Dr. N

City, State, Zip: Devils Lake, ND 58301

Telephone: 701-350-1235 Fax: \_\_\_\_\_ E-mail: nathanb@dvInd.com

Name of **Contact Person**: as above

Contact Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Send **Invoice** to: as above

Billing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

### FOR SALES REPRESENTATIVE



J&M Fired



1.4G



1.3G



PROXIMATE



HAND FIRE  
(July 1st - 6th Only)



FLAME

Sales Representative: Ryan Hansen Insurance Extension: ☒ YES or ☐ NO

**Delivery Information:** Customer Pick Up At: \_\_\_\_\_ On-Site Delivery: ☒

Driver Name: Jeff Helmin Telephone: 715-402-0227

Delivery Address to Shoot Site: Ruger Park, 14th Ave NE & 10th St NE, Devils Lake, ND 58301

Delivery to Bunker: ☐ Location: \_\_\_\_\_

Shooter Contact Person: Jeff Helmin Telephone: 715-402-0227

**NOTES:** \_\_\_\_\_

Proposal # 28703 Final Show \$: \_\_\_\_\_

Mileage: 261 (by air miles)

### OFFICE USE ONLY

O# \_\_\_\_\_

C# \_\_\_\_\_

Customer PO# \_\_\_\_\_



tax exempt certificate received



Agreement received



Full payment



Down payment



permit received



IQ received



\$ \_\_\_\_\_



\$ \_\_\_\_\_



ATF permit Exp. \_\_\_\_\_



S/P \_\_\_\_\_



Date \_\_\_\_\_

Check# \_\_\_\_\_



Date: \_\_\_\_\_

Check# \_\_\_\_\_



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# J&M Displays Proposal for: City of Devils Lake 25 Minutes

## Main Event

### Multi-shell Barrage Units

Quantity	Name	Rising Effect
1	Colorful comets whistles to Reports with Reports finale 100 shot Z fan cake	
1	2" 49S CAKE - Multicolor peony with glitter	
2	Silver to Red, silver to blue with salute mines 36 shot cake	
1	Assorted shells w/silver tails at show pace 36 shots	
1	Blue peony Red ring, Blue peony Green ring, Blue peony Yellow ring 36 shot	
2	Gold Titanium Willow with pistils 36 shot cake	

Category Shell Count: 365

### Timer Chains

Quantity	Name	Rising Effect
2	3" Assorted Cycas (Red blue orange green purple lemon) 6 shot timer chain (	
2	3" Crackling willow ring with green strobe pistil 6 shot timer chain 18s	
2	3" Flower crown chrysanthemum 6 shot timer chain 19s	
2	3" Red and blue peonies with strobe pistil 6 shot timer chain 16s	
2	4" Brocade willow to white flashing 6 shot Timer Chain 22s	
2	4" Red crackling palms 6 shot Timer Chain 22s	
2	4" Silver glitter to red or blue chrysanthemum 6 shot Timer Chain 17s	

Category Shell Count: 84

### Close proximity multi-shot fans

Quantity	Name	Rising Effect
1	13 shot Fan Slice Blue Coconut crossette (30mm)	
1	13 shot Fan Slice Blue mine with golden tail (30mm)	
1	13 shot Fan Slice Red Coconut crossette (30mm)	
1	13 shot Fan Slice Silver Tiger tail with snowball (30mm)	
1	30mm / 13S SLAB: Blue to Red Strobing Mines - SWEEP	
1	30mm / 13S SLAB: Crackling Willow Mines - FAN	
1	30mm / 13S SLAB: Red & Blue Mines W/Silver Glitter - FAN	
1	30mm / 13S SLAB: Red Mines / Gold Comets - FAN	

Category Shell Count: 104

### 2.5 Inch Color Shells

Quantity	Name	Rising Effect
1	Assortment G of 15 pairs (30 shells) J&M Brand Shells ELECTRIC FIRE	

Category Shell Count: 30

### 2.5 Inch Finales

Quantity	Name	Rising Effect
1	5 Salute with 5 willows 10 Shot finale chain	
3	9 Salutes with one palm 10 Shot finale chain	

Category Shell Count: 40





# J&M Displays Proposal for: City of Devils Lake 25 Minutes

## Main Event

### 3 Inch Color Shells

Quantity	Name	Rising Effect
1	Assortment T of 20 different J&M Brand Shells ELECTRIC FIRE	
1	Assortment Y of 10 pairs (20 shells) J&M shells ELECTRIC FIRE (Low fallout)	

Category Shell Count: 40

### 3 Inch Finales

Quantity	Name	Rising Effect
4	Red salute and blue dahlia 10 Shot finale chain	

Category Shell Count: 40

### 4 Inch Color Shells

Quantity	Name	Rising Effect
3	Red and Blue Dahlia with silver glitter	
2	Assortment A Of 20 different J&M Brand shells ELECTRIC FIRE	
1	Assortment T of 20 different J&M Brand Shells ELECTRIC FIRE	
1	Asst R of 20 different J&M Brand shells ELECTRIC FIRE	

Category Shell Count: 83

### 5 Inch Color Shells

Quantity	Name	Rising Effect
4	Dahlia, assorted colors	
4	Gold Glitter chrys to color assorted	
4	Gold willow with color pistil	
2	Brocade Crown with silver strobe pistils	
2	Silver to dark to silver crackling	
1	Assortment D of 15 different J&M Brand shells ELECTRIC FIRE	
1	Assortment W of 15 different J&M Brand Shells ELECTRIC FIRE	
1	Wizard 5" Assortment B of 9 pairs (18 shells) ELECTRIC FIRE	

Category Shell Count: 64

### 6 Inch Color Shells

Quantity	Name	Rising Effect
2	Blue to dark to red	
3	Brocade Crown with silver strobe pistils	
3	Glitter chrysanthemum to color w/pistil assorted	
1	Green Crossette chrysanthemum	
1	Silver crackling crossette	
1	Assortment T of 9 different J&M brand shells ELECTRIC FIRE	

Category Shell Count: 19

### 6 Inch Special Effect Shells

Quantity	Name	Rising Effect
2	Double palm trees with blue pistil	
2	Double palm trees with red pistil with tail	
1	Red to silver peony with golden palm tree with green pistil	

Category Shell Count: 5



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## J&M Displays Proposal for: City of Devils Lake 25 Minutes

### Main Event

#### Ignition Items

Quantity	Name	Rising Effect
300	Igniter 3 meter leads, REGULATED, (USE in Multiples of 25 Only)	
10	MJG 10' (non-regulated ATF) Igniters with 10' leads (FWI 10 - 30 per box)	
30	MJG 25' Igniter (non-regulated ATF) (FWI 25 - 15 per box)	
1	Wire 22 gauge copper duplex 250 foot spool	

Category Shell Count: 0

Section Shell Count: 874

### 8% Free for Early Payment

#### 4 Inch Color Shells

Quantity	Name	Rising Effect
4	Brocade crown coconut	
3	Gold crown	
3	Red green and blue moving stars	

Category Shell Count: 10

#### 5 Inch Color Shells

Quantity	Name	Rising Effect
2	Silver Spike	
2	Twitter glitter to red to blue with red strobe pistil	
1	Two times scattering with crackling pistil	
2	White flickering crossette	

Category Shell Count: 7

#### 5 Inch Special Effect Shells

Quantity	Name	Rising Effect
2	Brocade wave ring with blue ring with shells of shells	
2	Glittering willow to variegated with pistil	

Category Shell Count: 4

Section Shell Count: 21

### 15% Free for Loyalty Program

#### 1.4G Multi-shell Barrage Units

Quantity	Name	Rising Effect
1	(UN0431) Fire Tree with silver flower tail 130 Shot, Z shape	

Category Shell Count: 130





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## J&M Displays Proposal for: City of Devils Lake 25 Minutes

**15% Free for Loyalty Program**

### Multi-shell Barrage Units

Quantity	Name	Rising Effect
2	Brocade coconut with red green blue time rain crown 49 shot	
1	Green wave to green strobe with red coconut pistil fan 100 shot	
1	Crackling willow with blue star 100 shot	
1	Celebration of Divine Land 112 shot	

Category Shell Count: 410

### 3 Inch Color Shells

Quantity	Name	Rising Effect
4	Color dahlia with silver strobe (Three color)	
6	Cycas assorted	
2	Dragon eggs	
4	Glittering willow	
2	Gold Palm with crackling pistil	
2	Gold Spangle chrysanthemum with crackling	
2	Lemon eddy in chrysanthemum	
4	White strobe with red dahlia	

Category Shell Count: 26

### 5 Inch Color Shells

Quantity	Name	Rising Effect
1	Red and blue tracer	

Category Shell Count: 1

**Section Shell Count: 567**



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## J&M Displays Proposal for: City of Devils Lake 25 Minutes

This proposal includes an extension of our \$10,000,000.00 spectator liability insurance, and workers compensation on our shoot team.

Total Price of Show: **\$22,500.00**

Total Shot Count: 1462

Packing Check: 478

Date of Display: 07/04/25

Customer Number: 13338

### Please Note the Following Comments:

The data in this proposal is confidential, and is to be accorded confidential treatment and shall not be disclosed other than to the official representative of the organization listed on the cover, and only then when in the evaluation of this proposal. Any reproduction of the contents of this proposal, whether in whole or in part, is expressly forbidden. J&M Displays, Inc. requests that all information be safeguarded from release pursuant to any request under the Freedom of Information Law of this state or any other state or jurisdiction; as it may cause competitive disadvantage to our company. The enclosed concepts and materials are the sole and exclusive property of J&M Displays, Inc. We reserve the right to make substitutions of equal or greater value. Prices and specifications are subject to change without notice. For choreographed displays the quantity and sizes of product may change based on the music selected; however, the dollar value of the product will remain the same.

Diameter	Quantity	Shots	Racks
<b>Shells</b>			
2.5"	1	30	3
3"	36	114	12
4"	23	129	17
5"	31	76	16
6"	16	24	6
Shells Shot Ct: 373			
<b>Finales</b>			
2.5"	4	40	4
3"	4	40	4
Finales Qty: 8 Shot Ct: 80			
<b>Multi-shell Barrage Units</b>			
0"	3	39	
1"	1	100	
1.2"	7	540	
2"	3	121	
2.5"	4	144	
30mm	5	65	
Multi-shell Barrage Units Qty: 23 Shot Ct: 1009			
<b>Igniters Needed: 334</b>			



**LIST OF BILLS FOR THE CITY OF DEVILS LAKE**  
**18-Feb-25**

<b>VENDOR</b>	<b>AMOUNT DUE</b>
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**AIRPORT**

Benson County Farmer's Press	\$126.75
Dakota Implement-Napa	\$148.96
Double Z Broadcasting	\$350.00
Gessner Iron Works	\$37.45
Gilbertson's	\$4,500.00
Interstate Billing-Ironhide Equipment	\$103.22
Lakota American	\$74.75
Montana Dakota Utilities	\$1,818.94
Nodak Electric	\$3,218.22
NDTC	\$316.75
Sparklight Advertising	\$1,667.00

**CITY**

Abra Equipment	\$892.06
Advanced Auto Parts	\$27.25
Advanced Counseling for Change	\$600.00
Amazon Capital Services	\$486.50
Baker & Taylor	\$1,045.60
Bank of North Dakota	\$14,175.00
Black Mountain Software	\$7,818.40
Bremer Bank Credit Card	\$17,169.30
Brenco Corp	\$102.11
Butler Machinery	\$8,152.89
Caselle	\$1,523.00
Champion Media-DL Journal	\$2,140.45
Clean Sweep Parking Lot Maintenance	\$315.00
CNH Industrial Retail Accounts-Titan Machinery	\$2,596.47
Cody Fettig	\$79.41

**LIST OF BILLS FOR THE CITY OF DEVILS LAKE**  
**18-Feb-25**

<b>VENDOR</b>	<b>AMOUNT DUE</b>
Corporate Technologies	\$4,382.09
Corporate Warehouse Supply	\$1,739.65
Creative Impressions	\$60.00
Dakota Implement	\$2,551.68
David Rader	\$652.45
Devils Lake Cars	\$1,268.80
Devils Lake Volunteer Fire Dept	\$2,560.00
Ecolab	\$225.98
Everspring Suites-Bismarck	\$396.00
Exhaust Pros	\$111.00
Farmer's Union Oil	\$19,797.78
Ferguson Waterworks	\$2,708.57
Forum Communications Co-Fargo Forum	\$276.60
Forum Communications Co-GF Herald	\$344.89
Gessner IronWorks	\$679.76
Global Safety Network	\$86.05
Grand Forks Utility Billing	\$23,063.86
Guy Callender	\$540.00
HE Everson	\$173.14
HACH	\$386.05
Hawkins	\$8,586.20
Ihry Insurance	\$99.00
Information Technology Dept	\$335.55
International Association of Chiefs of Police	\$823.00
Interstate Billing-Ironhide Equipment	\$7,340.41
JB Vending	\$681.55
Keller's Briteway	\$22.00
Lake Region Law Enforcement	\$28,434.02
Lake Region Sheet Metal Corp	\$7,687.73
Leaf	\$77.60
Leevers	\$44.89



**LIST OF BILLS FOR THE CITY OF DEVILS LAKE**  
**18-Feb-25**

<b>VENDOR</b>	<b>AMOUNT DUE</b>
Leon's Building Center	\$7.79
Locality Media-First Due	\$12,664.51
Mack Plumbing	\$60.00
Maddie Cummings	\$128.10
Minnie H Express Car Wash	\$225.00
Montana Dakota Utilities	\$5,456.85
North Dakota One Call	\$19.05
North Dakota State Library	\$18.00
North Dakota Telephone Co	\$1,649.04
Northland Securities	\$1,750.00
O'Reilly's Automotive	\$214.80
Ottertail Power Co	\$983.10
Paul Poitra	\$95.00
Pomp's Tire Service	\$982.32
Powerplan BF-RDO Equipment	\$83.79
Prairie Truck & Tractor Repair Co	\$4,636.39
Razor Tracking	\$75.00
Ross Sensiba	\$732.96
Running Supply inc	\$1,734.50
Safe Alternatives for Abused Families	\$7,364.28
Samantha Rodriguez-Flores	\$14.00
Scott Bachmeier	\$165.00
State of ND Chemistry Lab	\$253.43
Strength ND	\$1,000.00
Toshiba Business Solutions	\$17.70
Traynor Law Firm	\$9,185.95
Up North Garage Doors & More	\$1,151.60
Xpress Bill Pay	\$645.37

**TOTAL LIST OF BILLS**

**\$236,935.31**