Minutes of the Devils Lake City Commission

October 17, 2022

The regular meeting of the Devils Lake City Commission was held on October 17, 2022 with the following members present: President Moe, Rob Hach, Dale Robbins, Jason Pierce and Shane Hamre.

Commissioner Hamre moved to approve the minutes of the regular Commission meeting held on October 3, 2022. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

Employee Recognition – President Moe recognized the following employees for their years of service with the City of Devils Lake:

- John Mickelson – Police Department 5 years
- Dennis Strong – Cemetery 10 years
- Susan Schwab – Police Department 35 years

Lisa Crosby – Lake Region Heritage Center – Lisa gave an update on their 4th quarter. She mentioned that the roof bid came in at $820,000 so they are still working on seeing how they can make that project more achievable. They had the rubber part and the drains repaired on the top and are hoping that will be helpful. Commissioner Robbins motioned to approve 4th quarter funding for the Lake Region Heritage Center. Commission Pierce seconded the motion, and the motion carried unanimously.

Brad Barth – Forward Devils Lake – Brad communicated that the regional impact program that the Department of Commerce has is going to be successful. He communicated that there will be quite a bit of money going to childcare centers. The City Administrator mentioned that Brad was honored by his fellow colleagues as Economic Developer of the year at a recent conference. Commissioner Hamre motioned to approve the yearly funding for Forward Devils Lake. Commissioner Robbins seconded the motion. The motion passed unanimously on a roll call vote.

Commissioner Hamre – The City Engineer communicated that there is not an update for the Utility Department.

Commissioner Hach – The City Engineer communicated that there is not an update for the Sanitation Department. The City Assessor communicated that everything is going well.

Commissioner Robbins – The City Engineer communicated that there is not an update for the Street Department. He also communicated that there was some watermain work done at the old US Bank.

Commissioner Pierce – The Fire Chief communicated that one of their employees turned in their 2 week notice and that they will be done on October 29th. He mentioned that they have offered that position to someone, and they should be starting on November 2nd.

The Police Chief mentioned that he would like the 2007 Chevy Impala declared surplus. Commissioner Hamre motioned to declare the 2007 Chevy Impala surplus. Commissioner Hach seconded the motion, and the motion carried unanimously.

Health Care Initiatives Letter of Intent – The City Administrator communicated that this is something that has been long in the making. Essentia approached leadership awhile back and ended up purchasing land in the area. Essentia, Altru, the City of Devils Lake, and the Spirit Lake Nation will work together to build a health care campus. Essentia's mission is to make a difference in people's lives. They are looking to deliver high quality care for the citizens that need it, especially in this region. Altru is very committed to the Lake Region and have been for the last 20+ years. Discussion continued on this topic. The City Administrator communicated that the letter of intent is the first step moving forward. Commissioner Robbins motioned to approve the letter of intent on the city's behalf. Commissioner Pierce seconded the motion. The motion passed unanimously on a roll call vote.

Computer Aided Dispatch Equipment Upgrade – The City Administrator mentioned that there are a couple of funding options for the CAD system. Option A – paying for the city's portion which would be $82,500. Option B – would be a cost share with the county. Option C – Pay the entire bill of $195,000. Option B is the one that is recommended – which is the city putting their portion ($121,000), the county paying their portion ($75,000) and splitting the remainder. The City mentioned that the recommendation would be option B. The Police Chief continued discussion on the CAD System. Commissioner Hamre motioned to approve option B. Commissioner Hach seconded the motion. The motion carried unanimously on a roll call vote.

Equipment Reserve CD – The City Administrator communicated how the equipment reserve works. He mentioned that most banks are under 2% and Edward Jones was quite a bit higher. We will have multiple CD's at $250,000 at a 4% rate. The City Administrator recommended that we transfer the financial institutions from Bremer Bank to Edward Jones and secondly to change the strategy used for the equipment reserve. Discussion continued on the Equipment Reserve CD. Commissioner Hamre motioned to approve the staff report. Commissioner Pierce seconded the motion. The motion carried unanimously on a roll call vote.

Loan Guarantee – Western State Bank and CoJack Snack and Pack – Brad Barth communicated that the board for Forward Devils Lake make a recommendation to get a loan guarantee for CoJack Snack and Pack. The maximum guarantee would be $666,667.00 and this would be used as a core working capital to help them move forward. Brett Johnston, President of Western State Bank, mentioned that this would be a two-year term. Commissioner Robbins asked if the Bank of North Dakota is also asking for this loan guarantee or if it was just Western State Bank. Brett Johnston communicated that Western State Bank is the only one requesting this loan guarantee. Discussion continued on the Loan Guarantee for CoJack Snack and Pack. Commissioner Hamre motioned to approve the loan guarantee between Western State

Bank and CoJack Snack and Pack. Commissioner Hach seconded the motion. The motion carried unanimously on a roll call vote.

2nd reading of Ordinance 985 City Commission Order of Business and Citizen Comment Policy – The City Administrator communicated that this is just to change the order of business and add a citizen comment section. Commissioner Robbins motioned to approve the recommendation. Commissioner Hach seconded the motion, and the motion carried unanimously.

Pay Estimate #2 – City Project 220201 West Side Water Main – The City Engineer communicated that this pay estimate is for $92,350.92 and will be paid to Kemper Construction. Commissioner Robbins motioned to approve pay estimate #2. Commission seconded the motion. The motion carried unanimously on a roll call vote.

Pay Estimate #4 – 2022 Curb, Gutter, and Sidewalk – The City Engineer communicated that this pay estimate is for $14,508.12 and will be paid to Elshaug Concrete. Commission Robbins motioned to approve pay estimate #4. Commissioner Hach seconded the motion. The motion carried unanimously on a roll call vote.

Public Fishing Pond – City Partnership - The City Engineer communicated that the City and the Park District have been approached by local angling groups in regard to an urban fishing pond. The intent behind this is to provide easy access to a lot of fish in one area. He mentioned that Game and Fish provided $45,000 and helped with the permit process through the core of engineers. The City Engineering department helped with the plans for the development of the pond. The Park District is hoping to have the excavating work done this fall yet. The Park District is looking to secure $15,000 for this project from the City of Devils Lake. Commissioner Robbins motioned to obligate the funds. Commissioner Hach seconded the motion. The motion carried unanimously on a roll call vote.

Commissioner Hamre moved to approve the list of bills as submitted. The motion was seconded by Commissioner Pierce. The motion carried unanimously on a roll call vote.

SPENCER HALVORSON
CITY ADMINISTRATOR/AUDITOR

JIM MOE
PRESIDENT OF CITY COMMISSION