Minutes of the Devils Lake City Commission

December 19, 2022

The regular meeting of the Devils Lake City Commission was held on December 19, 2022 with the following members present: President Moe, Rob Hach, Dale Robbins, Shane Hamre and Jason Pierce.

Commission Hamre moved to approve the minutes of the regular Commission meeting held on December 5, 2022. The motion was seconded by Commissioner Pierce, and the motion carried unanimously.

Sean Roed – Lake Region Ambulance Service – Sean gave an update on the Training Center. They have had 3 out of the 7 banks respond to them regarding the funding. He thanked the City for their work on snow removal and the Devils Lake Police Department.

Commissioner Pierce – The Fire Chief mentioned that everyone that went to Williston passed the Hazmat test. He communicated that for calls they have been reporting to car accidents and carbon monoxide.

Commissioner Robbins – The City Engineer communicated that he did not have an update for the Engineering Department. The City Engineer communicated that there is not an update for the Street Department.

Commissioner Hach – The City Assessor communicated that they will be sending out Homestead Credit Apps within the next week. He also gave the qualifications for this application. The City Engineer communicated that he did not have an update for the Sanitation Department.

Commissioner Hamre – The City Engineer communicated that he does not have an update for the Utilities Department.

The Police Chief communicated that during the storm he had quite a few squad cars getting stuck. He thanked the other departments that have helped the police department/ the city during the storm.

The City Administrator mentioned that they will be interviewing for the Clerk of Court position later this week. He also communicated that the new website should go live sometime in January. The library is looking to restructure a little to having one Library Director and then an Assistant Director.

The City Administrator communicated that our 2021 Audit should be done by the end of February. We are working on getting all of the information they need. He also thanked all of the departments for their work but mentioned that we cannot forget about the Sanitation Department that goes out daily to make sure all the garbage gets picked up.

The City Attorney did not have an update.

Release of Funds: CAD System – Central Square ($97,890) - The City Administrator communicated that this is the first allocation of funds to Central Square. In the cost share, the City will be picking up around $120,000 so the City will pay this bill in full. Commissioner Robbins motioned to approve the release of funds. Commissioner Pierce seconded the motion. The motion carried unanimously on a roll call vote.

Village Business Institute – 5-year renewal for Employee Assistance Program – The City Administrator communicated that the City has been engaged with this for many years. There are many different uses for this and Devils Lake has around a 12% usage rate. The City Attorney will be reviewing the agreement. Commissioner Hamre motioned to approve the renewal. Commissioner Hach seconded the motion, and the motion carried unanimously.

Resolution for Establishing Rates & Fees Effective January 1, 2023 – The City Administrator communicated that there are a few rates and fees that will be changing effective January 1, 2023. The following rates are what will be changing:

- Local Sales Tax will be going up by .25%
- Sewer Recommendations
    - Sewer Rate from $3.45/1,000 gallons to $3.95/1,000 gallons
- Sanitation Recommendations
    - Commercial Dumpster from $10.50/cubic yard to $11.00/cubic yard
    - Construction Roll Off from $75/trip to $80/trip
    - Inert Landfill Residential from $6.00/cubic yard to $7.00/cubic yard
        - Nonresident from $12.00 to $14.00

Commissioner Robbins motioned to approve the resolution for establishing rates and fees effective January 1, 2023. Commissioner Hamre seconded the motion. The motion carried unanimously on a roll call vote.

Establishment of ARPA Subsection in General Fund – The City Administrator communicated that the ARPA funds were put directly into the General Fund, so it is difficult to tell how this money is being spent. He recommended that we create an ARPA subsection and put the funds there. Commissioner Pierce motioned to approve the establishment of an ARPA subsection in the general fund. Commissioner Hach seconded the motion. The motion carried unanimously on a roll call vote.

Commissioner Hach 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