

## Minutes of the Devils Lake City Commission

March 20, 2023

The regular meeting of the Devils Lake City Commission was held on March 20, 2023 with the following members present: President Moe, Rob Hach, Dale Robbins, Jason Pierce and Shane Hamre.

Commissioner Pierce moved to approve the minutes of the regular Commission meeting held March 6, 2023. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

Devils Lake Project 230201 – WM 28-23 & WM 29-23 Water Main Replacement – The City Administrator opened one bid from Kemper Construction Company. The City Attorney verified that they are bonded and hold a contractor license. Kemper Construction's bid came in at \$2,687,426.50. Commissioner Robbins made a motion to refer the bid to engineering for review. Commissioner Pierce seconded the motion, and the motion carried unanimously.

Devils Lake Regional Airport – Project Update – Scott Cruse gave an overall update on the projects going on at the airport. He mentioned that after going through the finances for the airport, they are in a shortfall for the projects that need to be done. The airport is looking to request funding from the City and the ND Aeronautics Commission. They have a verbal commitment to match half of the 2.253 million if they can get a commitment from the City. They are looking for roughly 1.126 million from the City. The City Administrator communicated that they have a capital improvement meeting on Friday and this will be discussed here. He also mentioned that we will discuss this topic again at the April 3<sup>rd</sup> meeting.

Commissioner Hamre – The Assistant City Engineer communicated that there is no update for the utility department.

Commissioner Hach – The Assistant City Engineer communicated that they have a job opening in the sanitation department. The City Assessor communicated that the domestic fowl committee is waiting on an ordinance draft. He also mentioned that he is still trying to get everything he can done before the board of equalization meeting. He talked to Vanguard about a proposal to come on site and help with updating the missing information.

Commissioner Robbins – The Assistant City Engineer communicated that they met with the State Water Commission last Thursday regarding a cost share. He mentioned that they are looking at a 1.35-million-dollar cost share and their final approval will be on April 13<sup>th</sup>. The final plans for 14<sup>th</sup> St & 14<sup>th</sup> Ave project plans were submitted and this project is set to be bid by DOT on May 12<sup>th</sup>. He communicated that there are two job openings in the street department, and they will be working on getting the supervisor position out soon.

Commission Pierce – The Fire Chief communicated that they are looking for 6-9 months lead time for the radios, and they are trying to get their portables ordered. The SIRN radio billed out for them is at the end of 2024/beginning 2025. He also mentioned that their emergency reporting software was bought out by ESO and a price increase will be coming. They have 2 potential software's in mind, and they plan to move forward with First Due. First Due gives them a better software platform, it is cheaper, and will work with the CAD system.

The Police Chief communicated that he had an officer have some out of state travel for a case. Due to this being a legal matter, they told the officer that they needed to go before the approval from commission.

The City Administrator communicated that the new website is launched and he thanked Devin for all the work he did on it. He mentioned that all of our CD's with Edward Jones are under \$250,000 and they are secure. The airport is getting 1.7 million dollars from the FAA, and it should be hitting our account soon.

The City Attorney communicated that he has a main draft on the domestic fowl ordinance. He also mentioned that he would like to get an ordinance done in time for spring cleaning regarding nuisances. He also mentioned that one thing the Commission should consider is going to a zoom platform for meetings – this way if more than one commissioner is gone anyone can attend the zoom call. With us using the phone right now, it is really hard to hear anyone that is away from the phone.

Petition for Annexation – 14<sup>th</sup> St NE & 14<sup>th</sup> Ave NE – The Assistant City Engineer communicated that they had to acquire some land at no cost. This petition is to annex the defined property to the City of Devils Lake. Commissioner Pierce motioned to approve the petition. Commission Hamre seconded the motion, and the motion carried unanimously.

Ordinance for Annexation – 14<sup>th</sup> St NE & 14<sup>th</sup> Ave NE – This is a first reading of the Ordinance for Annexation – 14<sup>th</sup> St NE & 14<sup>th</sup> Ave NE.

Johnson Controls Renewal Agreement – The City Administrator communicated that this is a renewal of a 3-year agreement with Johnson Controls for our fire alarm detection and maintenance. Commissioner Pierce moved to approve the renewal agreement. Commission Hach seconded the motion. The motion carried unanimously on a roll call vote.

Fireworks Display – Agreements and Setting of Date – The City Administrator communicated that the cost of the fireworks this year will be around \$22,500. If the Commission approves, we will also need to set a date for the show. Commissioner Pierce communicated that he would like to keep it on the 4<sup>th</sup> of July. Commissioner Robbins motioned to go forward with the agreement and keep it on July 4<sup>th</sup>. Commissioner Pierce seconded the motion, and the motion carried unanimously.

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

SPENCER HALVORSON  
CITY ADMINISTRATOR/AUDITOR

JIM MOE  
PRESIDENT OF CITY COMMISSION