

Minutes of the Devils Lake City Commission

April 3, 2023

The regular meeting of the Devils Lake City Commission was held on April 3, 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 20, 2023. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

Lake Region Heritage Center – Commissioner Hach motioned to approve the second quarter funds to the Lake Region Heritage Center. Commissioner Hamre seconded the motion. The motion carried unanimously on a roll call vote.

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

Commissioner Hach – The City Engineer communicated that there is not an update for the Utilities Department. The City Assessor communicated that the domestic fowl committee plans on meeting again next Wednesday and will hopefully have an ordinance for the commission to consider for the first meeting in May.

Commissioner Robbins – The City Engineer communicated that the Street Department Supervisor position will be open soon. They also have an entry level position open. They currently have a senior operator filling in for the supervisor position and would like to give him a stipend of \$527 per month until the position is filled. Discussion continued on the street department supervisor position. Commissioner Robbins motioned to approve to stipend for the interim time. Commissioner Pierce seconded the motion. The motion carried unanimously on a roll call vote. The street department is also working on the equipment list and planning for the snow that will be coming.

Commissioner Pierce – The Fire Chief communicated that they are preparing for the storm. He mentioned that they are starting the new transition process for the new software.

The Police Chief communicated that they had a break in last Friday and he complemented the great work that the team did. He mentioned that the respond time was within three minutes.

The City Administrator communicated that over the last few months Nodak Electric would like to explore a franchise agreement. Nodak Electric will be coming to a future meeting to talk about their services. The Devils Lake Park District Project will be another topic at a future meeting regarding the financing. He also communicated that infrastructure funding has quite a bit of funds set aside at a 2% interest rate.

The City Attorney communicated that there will be a mandate under the DUI ordinance that will bring it more up to date with the century code.

Award City Project 230201 – The City Engineer communicated that they only received one bid for this project, and he is recommending the City Commission to award the bid to Kemper Construction in the amount of \$2,687,426.50. Commissioner Robbins motioned to approve the recommendation to award city project 230201 in contingency of getting the grant funds from the ND Department of Water Resources to be used towards a cost share. Commissioner Pierce seconded the motion. The motion carried 4-1 on a roll call vote.

Devils Lake Regional Airport Infrastructure Investment Consideration – The City Administrator communicated that the City is financially stable to make this investment with Devils Lake Airport. He communicated that this is a draft until we hear back from the water commission on the cost share. Commissioner Hamre made a motion to approve \$1,126,958.80. Commissioner Pierce seconded the motion. The motion carried unanimously on a roll call vote.

Resolution – Municipal Court Authorized Agents – The City Administrator communicated that we need to change our authorized agents on the Devils Lake Municipal Court checking account. Linda Lybeck, Patricia Knutson, and Richard Johnson, James Moe, Spencer Halvorson, Brina Schuh, and Peter Halbach. Authorized agents that need to be removed are Richard Johnson, Linda Lybeck, and Patricia Knutson. Commissioner Hamre motioned to approve the resolution. Commissioner Hach seconded the motion, and the motion carried unanimously.

Renaissance Zone Project – The City Assessor communicated that the renaissance zone authority took action on February 9th to recommend City Commissions approval of Schoepp Family Chiropractic for lease of a space in the building located at 103 College Dr N. He mentioned that this is owned by Debra Storms and they are waiting for a certificate of good standing from the SND State Tax Commissioner. All other requirements for the project have been met. Commissioner Hach motioned to approve the renaissance zone project. Commissioner Pierce seconded the motion, and the motion carried unanimously.

5 Year Exemption of Improvements to Residential Structures – The City Assessor communicated that there are 2 properties that have done improvements and would be eligible for a 5-year exemption. Commissioner Robbins motioned to approve the property tax exemptions. Commissioner Pierce seconded the motion, and the motion carried unanimously.

2nd Reading of Ordinance for Annexation – 14th St NE & 14th Ave NE – Commissioner Robbins motion to approve the 2nd reading. Commissioner Hamre seconded the motion, and the motion carried unanimously.

Cost Participation Agreement – City Project 230101 – The City Engineer communicated that the estimated costs for this project are approximately \$700,500. The cost share

participation and maintenance agreement allows up to \$547,800 in federal funding for this project. The Local Cost estimated is \$153,000. Commissioner Hamre motioned to approve the cost share participation agreement. 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 Robbins. The motion carried unanimously on a roll call vote.

SPENCER HALVORSON
CITY ADMINISTRATOR/AUDITOR

JIM MOE
PRESIDENT OF CITY COMMISSION