

Minutes of the Devils Lake City Commission
May 15, 2023

The regular meeting of the Devils Lake City Commission was held on May 15, 2023 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 May 1, 2023. The motion was seconded by Commissioner Hach, and the motion carried unanimously.

The City Administrator opened bids for 2023 Curb, Gutter, and Sidewalk. The only bid received was from Elshaug Concrete in the amount of \$55,044. The City Attorney confirmed they were a licensed contractor in the State of North Dakota and they were bonded. Commissioner Robbins made a motion to forward the bid to engineering to review. Commission Pierce seconded the motion, and the motion carried unanimously.

The City Administrator opened bids for 2023 Asphalt and Concrete Street Repairs. The only bid was from Tri-State Paving in the amount of \$92,700. The City Attorney confirmed they were a licensed contractor in the State of North Dakota and they were bonded. Commissioner Robbins made a motion to forward the bid to engineering to review. Commissioner Hamre seconded the motion, and the motion carried unanimously.

Lake Region Ambulance Center – Sean Roed gave an update on the training center. He went through a proposal that shows estimates for interior remodel, drain tile, gutters, etc. They need around \$85,000 to get the training center up and running. Discussion continued on where training currently happens and how they will be raising funds. Commissioner Robbins motioned to give the Lake Region Ambulance Center \$50,000. Commissioner Pierce seconded the motion, and the motion carried unanimously.

Ottertail Power Company – Jeremy Rham and Chris Waltz gave a presentation on Ottertail Power company. They gave the Commission their vision, mission, values, and gave facts about their company. They also talked about their economic development within the company. Commissioner Robbins motioned to leave our franchise fee as is. Commissioner Pierce seconded the motion. The motion carried on a 4-2 vote.

Commissioner Hamre – The City Engineer communicated that the utility department will be working on flushing the hydrants.

Commissioner Hach – The City Engineer communicated that the sanitation department is working on the last week of special pickups. He also mentioned that garbage pickup will be going back to the alleys on May 22nd. The City Assessor communicated that he sent out 618 letters to property owners regarding assessing their property. He mentioned that there is a page on the website to schedule a time for him to get on site. He also mentioned that the Homestead Tax Credit application will be changing effective June.

Commissioner Robbins – The City Engineer communicated that he would like to recommend the award to Elshaug Concrete for 2023 Curb, Gutter and Sidewalk for \$55,044. Commissioner Hamre motioned to approve the recommendation. Commissioner Hach seconded the motion. The motion carried unanimously on a roll call vote. The City Engineer also recommended the award to Tri-State Paving for the 2023 Asphalt and Concrete Street Repairs in the amount of \$94,300. He mentioned that there was a mathematical error in their bid. There were a couple of questions regarding his project. Commissioner Robbins motioned to approve the recommendation. Commissioner Hach seconded the motion. The motion carried on a 4-1 roll call vote.

The City Engineer communicated that they received notice from the NDDOT regarding City Project 230101 – Subgrade Repair and Gravel Overlay for 14th St NE and 14th Ave NE. He recommended approval of that award to Allstate Paving and Recycling & Stab Inc of Rogers MN in the amount of \$562,278.43. Commissioner Hamre motioned to approve the recommendation.

Commissioner Pierce seconded the motion. The motion carried unanimously on a roll call vote. With this project, there will be a lot of material testing. He also recommended the City Commission authorize advertisement of the request for proposals for construction engineering services for this project. Commissioner Robbins motioned to approve the recommendation. Commissioner Hamre seconded the motion, and the motion carried unanimously.

The City Engineer communicated that the street department is busy working on the roads and alleys.

Commissioner Pierce communicated that he does not have anything to report for this meeting. The Fire Chief was absent.

The Police Chief communicated that they are close to finishing the painting in their office. They also had a couple of guys at SWAT training. He asked the Commission to approve Lotta's license to do the late show one night in July. Commissioner Pierce motioned to approve the extension. Commissioner Robbins seconded the motion, and the motion carried unanimously.

The City Administrator communicated that the NDPERS bill is actually effective January 2024, not 2025. He also mentioned that the prairie dog money is actually at 1.75 million.

The City Attorney communicated that he is working on a refusal ordinance. He is also working on the nuisance ordinance to finalize that.

2nd Reading of Domestic Fowl Ordinance – The City Assessor communicated that there were only a couple of grammatical errors that were changed. He also mentioned that he received one phone call that is in favor of this ordinance. Commissioner Robbins made a motion to deny the domestic fowl ordinance. Commissioner Hamre seconded the motion. The motion carried 4-1 on a roll call vote.

DWR/SWC Cost Share Agreement – The City Engineer communicated that this is a cost share agreement that the City Attorney and City Administrator had both reviewed. The cost share is for \$1,774,000. Commissioner Hach motioned to recommend approval of the agreement. Commissioner Hamre seconded the motion. The motion carried unanimously on a roll call vote.

Amendment to Commission Portfolios – The City Administrator communicated that the library board has expressed interest in having their board as part of the City Commission portfolios. The City Commission appointed a community member to the LEC board, but due to unforeseen circumstances, the city is looking to adapt and looking to appoint Commissioner Robbins to the Library Board and President Moe to the LEC board effective July 1. Commissioner Hamre motioned to approve the amendment. Commissioner Hach seconded the motion, and the motion carried unanimously.

Resolution – New Account Issuance at Bremer Bank – Job Development Authority – The City Administrator asked for this to be tabled. Commissioner Robbins motioned to approve the request. Commissioner Hamre seconded the motion, and the motion carried unanimously.

Renewal Agreement with Devils Lake Chamber – Admin of Restaurant and Lodging Tax – The City Administrator communicated that we renewed our agreement with the State Tax Commissioner. This agreement has been in place and only the dates were changed. Commissioner Hamre motioned to approve the renewal. Commissioner Hach seconded the motion, and the motion carried unanimously.

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

SPENCER HALVORSON
CITY ADMINISTRATOR/AUDITOR

JIM MOE
PRESIDENT OF CITY COMMISSION

