

Minutes of the Devils Lake City Commission
July 17, 2023

The regular meeting of the Devils Lake City Commission was held on July 17, 2023 with the following members present: President Moe, Rob Hach, and Dale Robbins.

Commissioner Robbins moved to approve the minutes of the regular Commission meeting held on July 3, 2023. The motion was seconded by Commissioner Hach, and the motion carried unanimously.

Commissioner Hach moved to approve the minutes of the special Commission meeting held July 12, 2023. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

Gilbertson's Funeral Home – Columbarium Presentation – Stephanie Armstrong updated the Commission on the Gilbertson Funeral Home and communicated that cremations have gone up over the past few years. She mentioned that the Gilbertson Funeral Home is requesting a 99-year lease in the Cemetery with the option to renew. Gilbertson's Funeral Home would be responsible for all costs associated with the columbarium. Gilbertson's Funeral Home is working with Monsterlawn to get a bid on this project, keeping it as maintenance free as possible. The City Administrator communicated that at a future meeting a lease agreement can be brought up and this will be worked on in the interim. Gilbertson's Funeral Home would like to be able to use this as soon as possible.

Devils Lake Park District – Kale Stromme and Josh Janzen gave an update on the family entertainment center. Kale communicated that the name that was picked is Dockside Entertainment. He mentioned that all the funding has been fully secured. He presented a project schedule, which is tentative, but they are hoping to be open for business by February 1, 2024. The HVAC is a year out, but the one that is currently there will work for what is needed so the new one will be put in around May 2024. He also mentioned that there is a project sign outside of the building that has a QR code on it. Community members can go scan that to see where they are at in the project.

Lake Region Law Enforcement Center – Starr Klemetsrud presented the LEC, E-911, and Joint Powers Agreement budget to the Commission. She communicated that the E-911 budget was approved at their June board meeting. The cost share for the City of Devils Lake would be \$265,661 and this would be a 4% cost of living and a possible step increase. They are also looking at getting new EMD cards, one computer, new central square maintenance, and a technology fund. The RRC for the City of Devils Lake would be \$1,000. The

LEC budget was not approved at their last board meeting. She proposed two different budgets for the LEC. The LEC budget would be around a 9% increase from the 2023 budget. She communicated that in the budget is a new generator, laundry room remodel, new phone system for the entire building, bathroom venting, the central square maintenance, two computers for corrections, a family practice table, new behavioral health budget, and two additional correctional staff. The City Administrator communicated that he put in a 5% increase for the LEC and E-911. He proposed having Starr come back for the next meeting to present the budget again after the refined meeting the LEC has.

Commissioner Hach – The City Engineer communicated that there was not an update for the Sanitation Department. The City Assessor communicated that there was not an update for the Assessing Department.

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

Commissioner Robbins – The City Engineer communicated that work is starting on the Stromquist Storm Sewer project. There is not an update for the Street Department.

The Fire Chief communicated that there is not an update for the Fire Department.

The Police Chief communicated that there is not an update for the Police Department.

The City Administrator communicated that the City needs to release quarter 3 funds to the Lake Region Heritage Center. The amount is \$9,928.50. Commissioner Hach made a motion to release the funds. Commissioner Robbins seconded the motion. The motion carried unanimously on a roll call vote. The City also must release quarter 1 and 2 funds for Forward Devils Lake. The amount is \$30,057.50. Commissioner Robbins made a motion to release the funds. Commissioner Hach seconded the motion. The motion carried unanimously on a roll call vote. He gave an update on how the 2023 budget is going YTD. He also went through revenue projections, the salary plan, general fund, and the special revenue funds for the 2024 budget.

Pay Estimate #8 – City Project 220201 Water Main Replacement 27-22 – The City Engineer communicated that this pay estimate is to Kemper Construction in the amount of \$137,230.11. Commissioner Robbins made a motion to approve pay

estimate #8. Commissioner Hach seconded the motion. The motion carried unanimously on a roll call vote.

Construction Engineers Agreement – KLJ – 14th & 14th Gravel Restoration – The City Engineer communicated that they are coordinating with the NDDOT to use federal funds to offset the costs associated with the contract. The contract cost is \$42,052.46 which will be cost shared 80% federal and 20% City. Commissioner Hach made a motion to approve the agreement. Commissioner Robbins seconded the motion. The motion carried unanimously on a roll call vote.

Commissioner Robbins 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