

Minutes of the Devils Lake City Commission
October 2, 2023

The regular meeting of the Devils Lake City Commission was held on October 2, 2023 with the following members present: President Moe, Rob Hach, Jason Pierce, and Dale Robbins.

Commissioner Robbins moved to approve the minutes of the regular Commission meeting held on September 18, 2023. The motion was seconded by Commissioner Pierce, and the motion carried unanimously.

Devils Lake Chamber of Commerce – Suzie Kenner gave an update on the Chamber events and what they are working on for upcoming events. She mentioned that their annual meeting will be held on October 11th at the Elk's Club. She also communicated that the kiosk has been moved to the City Plaza by the driver license division. They are also shy one staff, so they will be looking to hire for a marketing person. The City Administrator recommends the release of Quarter 3 and 4 funds. Commissioner Pierce made a motion to approve the recommendation. Commissioner Hach seconded the motion. The motion carried unanimously on a roll call vote.

Commissioner Hach – The City Engineer communicated that there is not an update for the Sanitation Department. The City Assessor communicated that he is busy taking pictures of properties in the area.

Commissioner Hamre - The City Engineer communicated that the Utility Department is working on the 2nd St watermain replacement.

Commissioner Robbins – The City Engineer communicated that the Street Department is starting to prepare for winter. He communicated that the Engineering Department is continuing work on the watermain project and that they have 14th Ave & 14th St NE project complete.

Commissioner Pierce - The Fire Chief communicated that the fire station has started school tours. He also mentioned that their new software is going good and that people in the community are signing up. Fishing Derby tickets also are out to be purchased.

Commissioner Pierce communicated that the LEC board had voted to accept the deeds from the City and the County.

The Police Chief communicated that they received a grant from AAA for speed signs in school zones and they plan to use them by the kindergarten center first.

The City Administrator communicated that he went to the League of Cities conference last week. He also gave an update on server and desktop updates with Corporate Technologies. The City Assessor communicated that the end of life is coming up at the end of October for the servers. He also mentioned that there will be six workstations that will be updated.

The City Attorney communicated that he does not have an update.

Western/Summers Loan Guaranty – The City Administrator communicated that at the previous meeting there was a desire to see a financing plan to pay off the Summers manufacturing Loan Guaranty with Western State Bank in full (\$343,027). The recommendation is to approve budget amendment 23-06 and pay the Summers Manufacturing Loan Guaranty with Western State Bank in full. Commissioner Hach recused himself from this. Commissioner Robbins made a motion to approve the recommendation. Commissioner Pierce seconded the motion. The motion carried unanimously on a roll call vote.

Lake Region Joint Training Center – Sean gave an update on the work being done at the Lake Region Joint Training Center. He communicated that all the work is from volunteers, so it is not going as quickly as they would like, but they are making progress.

Void Check #126579 and Issue New Check in the Amount of \$153,827.00 – AllState Peterbilt – The City Administrator communicated that AllState Peterbilt would like a check in the full amount of the truck chassis and they would reimburse the City \$5,000 for the trade in. Commissioner Robbins made a motion to approve the issuance of a new check to AllState Peterbilt in the amount of \$153,827.00. Commissioner Hach seconded the motion. The motion carried unanimously on a roll call vote.

Resolution Setting the Per Diem Reimbursement Rates for the City of Devils Lake – The City Administrator communicated that the City of Devils Lake adjusts its in-state travel per diem reimbursement rates to remain consistent with those set by the State of North Dakota for meals and mileage and will keep such rates consistent with the State of North Dakota in perpetuity unless otherwise specified by the City Commission. Commissioner Pierce made a motion to approve the resolution. Commissioner Hach seconded the motion, and the motion carried unanimously.

1st Reading of Ordinance #991 – Cooperative Purchasing Agreement

1st Reading of Ordinance #992 – Snow Removal & Street Maintenance

2nd Reading of Ordinance #990 – Refusal –The City Attorney communicated that this is updating the entire DUI ordinance. Commissioner Pierce made a motion to approve the Refusal Ordinance. Commissioner Hach seconded the motion, and the motion carried unanimously.

Custodial Services Agreement Renewal – David Rader – The City Administrator communicated that that this agreement is for janitorial services between the City of Devils Lake and David Rader. The terms of the agreement are effective retroactively from July 1, 2023 to June 30, 2025. There will also be a 3% increase in his pay - \$633.45/month for the time period of July 1, 2023 to June 30, 2024 and \$652.45/ month for the time period of July 1, 2024 to June 30, 2025. Commissioner Robbins made a motion to approve the agreement. Commissioner Pierce seconded the motion. The motion carried unanimously on a roll call vote.

Commissioner Pierce moved to approve the list of bills as submitted, withholding the Midstate Volunteer bill until further looked into. 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