

Minutes of the Devils Lake City Commission
January 16, 2024

The regular meeting of the Devils Lake City Commission was held on January 16, 2024 with the following members present: President Moe, Jason Pierce, Dale Robbins, and Rob Hach.

Commissioner Pierce moved to approve the minutes of the regular Commission meeting held on January 2, 2024. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

Lake Region Heritage Center – Lisa Crosby gave an update on the Lake Region Heritage Center and the Lake Regions Arts Center. She communicated that she has not had many issues at the Heritage Center, unlike last year at this time. She also mentioned that the Arts Center is going well and they sold their first piece of art. She also encouraged everyone to go check out the building. The City Administrator recommended quarter 1 release of funds in the amount of \$9,639.50. Commissioner Pierce made a motion to approve the recommendation. Commissioner Hach seconded the motion. The motion carried unanimously on a roll call vote.

Ramsey County Fair Board – Margaret Kvalevog and Paul Becker gave an update on the Ramsey County Fair Foundation's Multi-Purpose Event Center. Margaret went through a few donations that they have already received, the purpose of the building, and events they can hold. She communicated that they are requesting \$250,000 from the City. The City Administrator communicated that if this is something the Commission would like to move forward with, there will be trades with needs that the City itself needs. Commissioner Robbins mentioned that it would be nice to see numbers at a future meeting to see if this is something the City can do over the course of 5-10 years. Margaret communicated that the donation can be pledged, so they would not need all of that money upfront. The City Administrator communicated that he will work up the numbers and have them at the next commission meeting.

Commissioner Hach – The City Engineer communicated that there is not an update for the Sanitation Department. The City Assessor communicated that he will be at the library on the first and third Wednesdays of January to help residents with the homestead credit application and the property tax application.

Commissioner Hamre - The City Engineer communicated that the Utility Department will be working on service line inventories.

Commissioner Robbins – The City Engineer communicated that there is not an update for the Street Department or the Engineering Department.

Commissioner Pierce – The Fire Chief communicated that the NDFA Fire Convention will be in town June 6-8. He was asked to request funding for a keynote speaker in the amount of \$6,500. Commissioner Pierce made a motion to pay the full amount for the keynote speaker. Commissioner Robbins seconded the motion. The motion carried unanimously on a roll call vote. He also communicated that over \$300,000 was spent on prizes for the fishing derby, and around \$293,000 was spent locally.

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

The City Administrator communicated that we received the 3.6-million-dollar reimbursement from the FAA for the airport and we will be receiving another \$922,000 from the State Aeronautics.

Termination of Agreement with Forward Devils Lake – The City Administrator communicated that the Forward Devils Lake Board and the City Commission have both informally agreed to pursue further due diligence on reforming out Jobs Development Authority practices where Forward Devils Lake will still play an active part with recommendation and limited approval authority. Commissioner Pierce made a motion to approve the terminating of agreement with Forward Devils Lake. Commissioner Hach seconded the motion, and the motion carried unanimously.

New Single Family Dwelling Construction Property Tax Exemption – The City Assessor communicated that the new single family dwelling construction property tax exemption resolution has not been updated, to his knowledge, since 1997. He communicated a few changes that he made to the resolution and recommends approval. Commissioner Robbins made a motion to approve the resolution as presented. Commissioner Pierce seconded the motion, and the motion carried unanimously.

Authorize Call for Bids – Utility Pickup – The City Engineer communicated that the Utility Superintendent would like to request to call for bids for a new utilities pickup. He communicated that there are two (2) budgeted for in 2024. Commissioner Pierce made a motion to approve the authorize call for bids for a utility pickup. Commissioner Robbins seconded the motion, and the motion carried unanimously.

Approval of Land Acquisition – Levee – Hanson – The City Engineer communicated that this agreement is for the purchase for a small piece of property. After construction of the flood protection, the Corps determined that additional property was required for the flood protection to ensure the property acquired met requirements outlines by the Corps. For this agreement, the parcel to be acquired is 0.33 acres. Because it is sch a small tract, Landowners agree to waive the requirement to have an appraisal completed and will sign the attached waiver form. The City will pay Landowners \$3,044.40 and in exchange the landowners will sign a quit claim deed conveying the property outlined. Commissioner Robbins made a motion to approve the agreement for Hanson. Commissioner Hach seconded the motion. The motion carried unanimously on a roll call vote.

Approval of Land Acquisition – Levee – Weed – The City Engineer communicated that this agreement is for the purchase for a small piece of property. After construction of the flood protection, the Corps determined that additional property was required for the flood protection to ensure the property acquired met requirements outlines by the Corps. For this agreement, the parcel to be acquired is 0.64 acres. Because it is sch a small tract, Landowners agree to waive the requirement to have an appraisal completed and will sign the attached waiver form. The City will pay Landowners \$4,253.28 and in exchange the landowners will sign a quit claim deed conveying the property outlined. Commissioner Pierce made a motion to approve the agreement for Hanson. Commissioner Hach seconded the motion. The motion carried unanimously on a roll call vote.

Approval of Land Acquisition – ROW – Bingham – The City Engineer communicated that this agreement outlines the terms of the acquisition. This lot is immediately adjacent to the section line. The landowner is willing to provide the property in exchange for the City to pave some of 8th Ave. In the event that the project to install asphalt pavement is not completed, the City will pay the landowner \$2,625 for the 10 foot strip of property and the temporary easement will not be utilized by the City. Commissioner Pierce made a motion to approve the agreement. Commissioner Robbins seconded the motion. The motion carried unanimously on a roll call vote.

Preliminary Report and Directing #80-24 – 8th St NW, 9th St NW, 10th St NW, 11th St NW – The City Engineer communicated that this report outlines roadways west of College Dr and south of 14th St NW. He communicated that a lot of these roadways require a lot of work from our Street department. The proposed work would include milling and overlaying the roadway surfaces in an effort to improve overall roadway drainage. The preliminary cost estimate for this project is approximately \$2.55 million. Of this amount, approximately \$2.2 million is estimated for construction and \$0.35 million is estimated for contingencies,

administrative, legal, and engineering related costs. The roadways included with this project are on our local road system and no federal cost-share will be provided. The project cost will be split through the standard City policy of 75% City share and 25% special assessed to benefiting properties. With the cost-share, the City would pay approximately \$1.9 million and property owners approximately \$0.65 million through special assessment. Commissioner Hach made a motion to approve the preliminary report and directing #80-24. Commissioner Robbins seconded the motion, and the motion carried unanimously.

Pay Estimate #10 – City Project 220201 Watermain Replacement 27-22 – The City Engineer communicated that this pay estimate is for \$16,111.68 and will be paid to Kemper Construction. Commissioner Pierce made a motion to approve pay estimate #10. 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 Hach. The motion carried unanimously on a roll call vote.

SPENCER HALVORSON
CITY ADMINISTRATOR/AUDITOR

JIM MOE
PRESIDENT OF CITY COMMISSION