

Minutes of the Devils Lake City Commission
April 01, 2024

The regular meeting of the Devils Lake City Commission was held on April 01, 2024 with the following members present: President Moe, Dale Robbins, Jason Pierce, Shane Hamre and Rob Hach.

Commissioner Pierce moved to approve the minutes of the regular Commission meeting held on March 18, 2024. The motion was seconded by Commissioner Hamre, and the motion carried unanimously.

Devils Lake Planning Commission – Change in Zoning – The Devils Lake Planning Commission took action at their March 28, 2024 meeting to recommend a change in zoning for the following areas: highway commercial to neighborhood commercial for an area west of College Dr between Walnut St & 4th St NW, a table change in zoning from highway commercial to neighborhood commercial for an area on each side of 5th Ave SE between 4th St & 8th St, a change in zoning from light industrial to neighborhood commercial for an area located east of an adjoining SmileQuest Dental on 5th Ave SE, and a change in zoning from manufactured housing to residential low density for an area located at the east end of 16th St SE. Commissioner Robbins made a motion to approve the recommendation. Commissioner Hamre seconded the motion, and the motion carried unanimously on a roll call vote.

Lake Region Heritage Center – Lisa Crosby gave an update on what is going on at the Heritage Center along with the Arts Center. She mentioned the events that they have going on at each location. She also mentioned that they had a local photographer's artwork displayed at the Arts Center and a few pieces were sold, so they received commission on those. The City Administrator recommended a release of quarter 2 funds to the Lake Region Heritage Center. Commissioner Pierce made a motion to approve the release of funds for quarter 2. Commissioner Robbins seconded the motion. The motion carried unanimously on a roll call vote.

Devils Lake Chamber & Tourism – Suzie Kenner gave an update on both Tourism and the Chamber. She went through the last year for Tourism and gave an update on how it all went. For the Chamber, she communicated the dates for the events that they will be having this spring/summer/fall. She also mentioned that she will be full staffed again starting in July. The City Administrator recommended a release of quarter 1 & 2 funds to the Devils Lake Chamber. Commissioner Hamre made a motion to approve the recommendation. Commissioner Pierce seconded the motion. The motion carried unanimously on a roll call vote.

Commissioner Hach – The City Engineer communicated that garbage pickup is still in the streets and will be until further notice. The City Assessor communicated that the board of equalization meeting will be held on Monday, April 15th at 5pm in the Commissioner Chambers.

Commissioner Hamre - The City Engineering communicated that the Utility Department is still working on the lead service line inventory. He mentioned that the homeowner can either complete this themselves or call the City Office and someone can swing by and complete it for the homeowner.

Commissioner Robbins – The City Engineer communicated that the Street Department is going to start working on street sweeping, crack sealing, and filling potholes. He also mentioned that the Engineering Department has 7.5 million dollars' worth of projects going on this year.

Commissioner Pierce – The Fire Chief communicated that there are two people who will be traveling out of state. He also mentioned that they will be having regional training and structural collapse training coming up.

The Interim Police Chief communicated that they had another new hire start and he will be attending the academy.

The City Administrator communicated that we got our bond rating from Moody's and it was confirmed to be an 8.2.

LEC Joint Powers Agreement – The City Administrator communicated that the questions from the previous meeting have been answered and he recommends approval of the agreement. Commissioner Pierce cleared up the questions from the previous meeting and mentioned that he spoke to the City Attorney who also recommends approving the agreement how it is. Commissioner Pierce made a motion to approve the LEC Joint Powers Agreement. Commissioner Hamre seconded the motion, and the motion carried unanimously.

Approval of Agreement for Aerial Mosquito Spraying – The City Engineer communicated that this agreement is for preparation for the summer season and that the agreement has to be signed and sent in by April 20th. VDCI will provide aerial mosquito control at a fee of \$3.10 per acre. In 2023, they sprayed an area of 2,900 acres. The total application cost for 2024 is estimated to be \$9,440.00 for each application. Commissioner Robbins made a motion to approve the agreement for aerial mosquito spraying. Commissioner Pierce seconded the motion, and the motion carried unanimously.

Approval of 2024 County Blading Agreement – The City Engineer communicated that Ramsey County will blade for a sum amount of \$6,547.20. This contract will run from April 1st of the year of the contract is entered into, until October 31st of the same year. Commissioner Pierce made a motion to approve the 2024 County Blading Agreement. Commissioner Hach seconded the motion, and the motion carried unanimously.

St Improvement #79-24 Insufficient Protest – 17th St SE, 16th St SE, 8th Ave SE, 10th Ave SE – The City Engineer recommended approval of the resolution. Commissioner Hamre made a motion to approve the resolution. Commissioner Hach seconded the motion, and the motion carried unanimously.

St Improvement #79-24 Approve Plans – 17th St SE, 16th St SE, 8th Ave SE, 10th Ave SE – Commissioner Robbins made a motion to approve the resolution to approve plans for St Improvement #79-24. Commissioner Pierce seconded the motion, and the motion carried unanimously.

St Improvement #80-24 Insufficient Protest – 8th St NW, 9th St NW, 10th St NW, 11th St NW, Etc – The City Engineer recommended approval of the resolution. Commissioner Robbins made a motion to approve the resolution. Commissioner Pierce seconded the motion, and the motion carried unanimously.

St Improvement #80-24 Approve Plans – 8th St NW, 9th St NW, 10th St NW, 11th St NW, Etc – Commissioner Robbins made a motion to approve the resolution to approve plans for St Improvement #80-24. Commissioner Pierce seconded the motion, and the motion carried unanimously.

City Attorney Contract Discussion and Direction – President Moe communicated that the current city attorney has submitted his resignation effective April 30th, 2024. The City Administrator communicated that he had a conversation with the city attorney on Wednesday and he felt that it was a very good conversation. There is a request for qualifications for City Attorney services that will be advertised April 18th, 2024. Discussion continued on the topic. It was communicated that the current City Attorney may remain the City Attorney while we are advertising for a new one. Commissioner Pierce made a motion to release a request for qualifications and look into them over the next few months. Commissioner Hach seconded the motion. The motion carried unanimously on a roll call vote.

Air Rescue Fire Fighting Mission – City of Devils Lake & Devils Lake Regional Airport – The City Administrator communicated that they met with the airport authority members earlier in the day and they had a good, productive discussion on what the plan is moving forward. There will be a rundown for the full airport authority board on April 8th at their meeting. On April 15th, this will be

brought to Commission for final decision. The airport is willing to take a deferred revenue in direct proportion to the extra responsibility that the City will take on. It was communicated that there are three options: 1) Keep the status quo, 2) cover the mission with existing fire department personnel while reducing one FTE at the airport, 3) cover the mission by adding a FTE to the fire department and reducing a FTE at the airport. The volunteer fire department said they are not willing to help with this due to the extra time it would take for them. The Fire Chief gave a breakdown on everything it will take for the Fire Department to take over this task. Discussion continued on this topic. There was no action needed tonight.

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

SPENCER HALVORSON
CITY ADMINISTRATOR/AUDITOR

JIM MOE
PRESIDENT OF CITY COMMISSION