

**MEETING MINUTES OF THE CITY COMMISSION  
OF THE CITY OF DEVILS LAKE, ND  
MAY 05, 2025**

The regular meeting of the Devils Lake City Commission was held on May 05, 2025 with the following members present: President Moe and Commissioners Hach, Knowski, and Uhlenkamp. The following members were absent: Pierce.

**MEETING ITEMS**

- 1) Call to Order
- 2) Approval of Minutes – April 21, 2025

Commissioner Uhlenkamp made a motion to approve the minutes from the April 21, 2025 City Commission meeting. Commissioner Knowski seconded the motion, and the motion was approved unanimously.

**AWARDS AND PROCLAMATIONS**

- 1) Arbor Day Proclamation

President Moe read the proclamation. Commissioner Uhlenkamp made a motion to approve the proclamation. Commissioner Hach seconded the motion, and the motion was approved unanimously.

**PUBLIC HEARINGS – 5:30 PM**

- 1) Change in Zoning – Pine Meadows → TABLE
- 2) Change in Zoning – Sublot A of Outlot 44-0045

President Moe opened and closed the public hearing. Commissioner Hach made a motion to approve the change in zoning. Commissioner Knowski seconded the motion, and the motion was approved unanimously.

**BID OPENINGS – 5:30 PM**

- 1) 2025 Curb, Gutter, and Sidewalk

The City Administrator opened bids for 2025 Curb, Gutter, and Sidewalk. The Bids were as follows:

- Lakeview Construction – \$54,295.25
- Elshaug Concrete - \$60,114.00

Commissioner Knowski made a motion to refer the bids for review to the City Engineer.  
Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously.

## 2) 2025 Street Repair

The City Administrator opened bids for 2025 Street Repair. The Bids were as follows:

- Tri-State Paving - \$116,900

Commissioner Knowski made a motion to refer the bids for review to the City Engineer.  
Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously.

## 3) Automated Refuse Truck

The City Administrator opened bids for the Automated Refuse Truck. The Bids were as follows:

- Sanitation Products - \$429,434.00

Commissioner Knowski made a motion to refer the bids for review to the City Engineer.  
Commissioner Hach seconded the motion, and the motion was approved unanimously.

## **VISITORS OR DELEGATIONS**

*\*Limited to five minutes per guest, unless extended by presiding officer*

### 1) Devils Lake Rodeo Club – Brandon Padilla

Brandon Padilla with the Devils Lake Rodeo Club provided an update for the planning on this year's upcoming event. He said they are set to have it at Peterson Arena this year which will provide more space and better operational capabilities for the horses and owners. He said they are looking at getting a video board for this year's event.

## **COMMISSION PORTFOLIOS**

Commissioner Knowski – The City Engineer said the Utilities Department is helping put in docs at the various access points around the dike. He said there are operators from around the state that are in town for trainings and they will be giving a tour of the City's Lemna Plant.

Commissioner Hach – The City Engineer said there will be an open house from 4:00-6:00pm on May 13<sup>th</sup> for the general public to provide input on the automated truck the City is considering purchasing. He said this is required by the USDA for the grant and low interest loan the City is applying for.

The City Assessor provided a review of HB 1176 that past the ND State Legislature this past session, which dealt with property tax relief and reform.

Commissioner Uhlenkamp – The City Engineer said City crews will be out doing crack sealing in the days ahead. He added that the City is actively monitoring mosquito counts in some higher technology traps the City recently purchased.

The Assistant Fire Chief said they are will soon be advertising for an open position in the Fire Department. He said the fill the boot campaign will be occurring at the end of the month. He added that they will be looking to burn some cattails in some drainage ditches weather permitting and they are actively monitoring weather and conditions. He added that they will have an Arbor Day event at Minnie H Kindergarten Center and the City was designated as Tree City USA again this year.

President Moe – The Police Chief said there are a few officers at the Women in Law Enforcement Summit in Fargo.

The City Administrator gave a review of the timeline of necessary action in advance of the special election on July 22, 2025. He said the Memorial Building has been reserved for the election with the Ramsey County Auditor. He said they would plan to two open-houses in early July before the special election.

The City Administrator said budget season is soon to be underway. He said it may be appropriate to start some of those conversations toward the end of June in advance of the special election in late July.

The City Administrator said there were some changes to the Prairie Dog Infrastructure buckets and transportation funding through Senate Bill 2012. He said the distributions will be less but there will be more money in available grants to apply for. He said since the legislative session ended on Friday, City staff would compile a legislative summary of legislation passed that will impact the City of Devils Lake and provide an overview at a future meeting.

The City Attorney said everything was going well at his office.

1) Engineering: Recommend Award of Bid – Project 250101

Commissioner Hach made a motion to award the bid for project 250101 to Central Specialties of Alexandria, MN. Commissioner Knowski seconded the motion, and the motion was approved unanimously on a roll call vote.

2) Engineering: Recommend Award of Bid – Project 250102

Commissioner Knowski made a motion to award the bid for project 250102 to Strata Corporation. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously on a roll call vote.

3) Engineering: Recommend Award of Bid – Project 250103

Commissioner Uhlenkamp made a motion to award the bid for project 250103 to Asphalt Preservation Company, Inc. Commissioner Hach seconded the motion, and the motion was approved unanimously on a roll call vote.

4) Engineering: Recommend Award of Bid – Project 250104

Commissioner Knowski made a motion to award the bid for project 250104 to Strata Corporation. Commissioner Hach seconded the motion, and the motion was approved unanimously on a roll call vote.

5) City Administrator: Special Election Tentative Timelines

**OLD BUSINESS**

**CONSENT AGENDA**

**NEW BUSINESS**

1) Reappointments to Board of Adjustments

Commissioner Knowski made a motion to reappoint Chris Wahl and Rick Jorgenson to the Board of Adjustments. Commissioner Hach seconded the motion, and the motion was approved unanimously.

2) Reappointments to Shade Tree Committee

Commissioner Uhlenkamp made a motion to reappoint Dick Olson and Toren Mohs to the Shade Tree Committee. Commissioner Hach seconded the motion, and the motion was approved unanimously.

3) Agreement with Lake Region Corporation – Recycling Service

The City Administrator reviewed the proposed contract between Lake Region Corporation and the City for future bailing of recyclable materials. He said it is hard to tell just how much time and personnel it will take just to bail the recyclable materials and that recycling habits may change with the termination of the curbside pickup program. He said both staff at the City and Lake Region Corporation feel good with \$50,000 prorated monthly for the July to November 2025 timeframe, at which point he said they will both reconvene and re-evaluate a mutually beneficial compensation arrangement for 2026 and beyond.

Commissioner Knowski made a motion to approve the agreement with Lake Region Corporation for recycling services. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously.

4) Ordinance 1012: Section 8.08.010 – Definitions

A first reading was held on Ordinance 1012.

5) Ordinance 1013: Section 8.08.050 – Maintenance of Blighted Structures Unlawful

A first reading was held on Ordinance 1013.

6) Ordinance 1014: Section 8.08.070 – Removal by Police Department or Another City Entity, Agent, or Designee

A first reading was held on Ordinance 1014.

7) Ordinance 1015: Section 8.012.020 – Sanitation Requirements

A first reading was held on Ordinance 1015.

8) Ordinance 1016: Chapter 8.32 – Blighted or Substandard Buildings or Structures

A first reading was held on Ordinance 1016.

9) Ordinance 1017: Section 8.32.011 – Definition of Blighted Structures

A first reading was held on Ordinance 1017.

10) Ordinance 1018: Section 8.32.012 – Maintenance of Blighted Structure Unlawful

A first reading was held on Ordinance 1018.

**CITIZEN COMMENT**

**INFORMATIONAL ITEMS**

**LIST OF BILLS**

Commissioner Knowski made a motion to approve the list of bills as submitted. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously on a roll call vote.

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**SPENCER HALVORSON**  
**CITY ADMINISTRATOR/AUDITOR**

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**JIM MOE**  
**PRESIDENT OF CITY COMMISSION**

