

**MEETING MINUTES OF THE CITY COMMISSION
OF THE CITY OF DEVILS LAKE, ND
MAY 19, 2025**

The regular meeting of the Devils Lake City Commission was held on May 19, 2025 with the following members present: President Moe and Commissioners Hach, Knowski, Pierce, and Uhlenkamp.

MEETING ITEMS

- 1) Call to Order
- 2) Approval of Minutes – May 05, 2025

Commissioner Hach made a motion to approve the minutes from the May 05, 2025 City Commission meeting. Commissioner Pierce seconded the motion, and the motion was approved unanimously.

AWARDS AND PROCLAMATIONS

PUBLIC HEARINGS – 5:30 PM

BID OPENINGS – 5:30 PM

VISITORS OR DELEGATIONS

COMMISSION PORTFOLIOS

Commissioner Pierce – The Fire Chief said they are working on fixing the generator at the station. He said the generator is about as old as the building. He said they have an open position in the department. Commissioner Pierce asked if they had adequate volunteers for the Fill the Boot Campaign. The Fire Chief said they would take as many volunteers as they could get.

Commissioner Pierce said he has been in talks with people from the F5 project about transitional housing opportunities and potential locations in the community. He said there is an LEC meeting on Wednesday and the LEC Board will be working with their attorney on potential land acquisition opportunities.

Commissioner Uhlenkamp – The City Engineer said this week is national Public Works Week. He said there will be a grill out lunch at the Public Works facility on Friday to show appreciation to those employees. He added that there is a lot of preparation at the Cemetery in advance of Memorial Day.

Commissioner Uhlenkamp asked about potential sites for the possible relocation of the Police Department. She mentioned the Good Samaritan Building and the Western Equipment Finance

Building. The Mayor said he and City staff are continuing to look at possible buildings and would bring forward a variety of options to the City Commission. He reinforced that despite some community rumors, there is not going to be a new City Hall built. The City Administrator said the team at City Hall is compiling a list of all options and is casting a wide net, with the hope that the City Commission would be able to progressively eliminate options in advance of choosing a final location. The Mayor said public input will be good to get to help select a location.

Commissioner Hach – The City Engineer said they are assisting with putting in the new docs out at Lakewood for the Wheelchairs for Walleye's project.

Commissioner Knowski – The City Engineer said they are working on some hydrant flushing in the Utilities Department. He said they are doing some annual maintenance up at the water plant as well.

Mayor Moe – The Police Chief said they have a patrol position open in the department.

The City Administrator thanked the Commission for their work and expressed his appreciation for support the City Commission provides City staff.

The Airport Manager said they received news from the FAA that they will be getting \$1.6 million in Airport Improvement Project funding due to increased boarding numbers.

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

Mayor Moe said he and a few other community members attended the Altru Community Partners Meeting in Grand Forks last week. He said they got a lot of great updates on what Altru is doing and planning for in Grand Forks and Devils Lake. He said he has plans next week to have coffee with Tanner White who will be the new president of the Devils Lake Hospital.

1) Engineering: Recommend Award of Bid – 2025 Asphalt and Concrete Street Repair

Commissioner Knowski made a motion to award the bid for 2025 Asphalt and Concrete Street Repair to Tri-State Paving in the amount of \$116,900. Commissioner Hach seconded the motion, and the motion was approved unanimously on a roll call vote.

2) Engineering: Recommend Award of Bid – 2025 Curb Gutter & Sidewalk

Commissioner Pierce made a motion to award the bid for 2025 Curb Gutter & Sidewalk to Lakeview Construction in the amount of \$54,295.25. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously on a roll call vote.

3) Sanitation: Recommend Award of Bid – Automated Refuse Truck

The City Engineer said they held the required public input meeting for the potential USDA financing and/or grant. He recommended getting the warranty on the truck for an additional

roughly \$6,000. He said the City would not have to pay for the truck until it takes possession of it, which is estimated to be around September or October of 2026.

Commissioner Knowski asked what the contingency plan would be if this new automated truck broke down and was not available for an extended period. The City Engineer said they are intending to modify the existing rear-load trucks with tippers, so cans could still automatically be dumped. He said a sanitation worker would need to manually move the can so the tipping arms could grab onto the can and dump it into the truck. He said over the long-term they would look to get a second truck.

Commissioner Knowski asked about the future size of the cans. The City Engineer said the City would purchase the can and then be distribute to residents. He said the City would use potential USDA low interesting financing for the new vehicle and use around \$300,000 in existing equipment reserve resources for the cans and tippers. The City Engineer said in all likelihood it would be recommended that the City offer 64 gallon and 96 gallon options.

Commissioner Pierce said the logistics appear to be extensive and that he would like as much information when available so he can answer questions from local citizens. The City Administrator said everything up to now has been the easier part of the process and if the City Commission accepts the bid and moves forward with the project, the hardest part will be the execution, which will be everything moving forward. He said City staff will work hard to make the disrupting process as smooth as possible and work to reflect well upon the City of Devils Lake.

Commissioner Pierce made a motion to award the bid for the Automated Refuse Truck to Sanitation Products, Inc. in the amount of \$436,034. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously on a roll call vote.

4) Fire: Recommend Award of Bid – Tree Trimming

Commissioner Knowski made a motion to award the bid for Tree Trimming to Angry Beaver Tree Services, LLC. Commissioner Hach seconded the motion, and the motion was approved unanimously on a roll call vote.

OLD BUSINESS

CONSENT AGENDA

NEW BUSINESS

- 1) Resolution Designating Polling Location for Special Election to be Held July 22, 2025

Commissioner Uhlenkamp made a motion to approve the resolution designating the Memorial Building as the polling location for the special election on July 22, 2025. Commissioner Knowski seconded the motion, and the motion was approved unanimously.

2) Approval of Ballot Language for Special Election on July 22, 2025

Commissioner Pierce made a motion to approve the ballot language for the special election on July 22, 2025. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously.

3) Contract for Collection of City Sales, Use and Gross Receipts Taxes with Office of State Tax Commissioner

Commissioner Hach made a motion to approve the contract with the Office of the State Tax Commissioner. Commissioner Knowski seconded the motion, and the motion was approved unanimously.

4) Property Transfer via Quit Claim Deed to Jobs Development Authority

Commissioner Knowski made a motion to transfer lots one (1) and two (2), Outlot D, Smith Sub Replat, City of Devils Lake, Ramsey County, North Dakota from the City of Devils Lake to the Devils Lake Jobs Development Authority. Commissioner Hach seconded the motion, and the motion was approved unanimously.

5) Second Reading Ordinance 1012: Section 8.08.010 – Definitions

Commissioner Hach made a motion to approve Ordinance 1012. Commissioner Pierce seconded the motion, and the motion was approved unanimously.

6) Second Reading Ordinance 1013: Section 8.08.050 – Maintenance of Blighted Structures Unlawful

Commissioner Knowski made a motion to approve Ordinance 1013. Commissioner Hach seconded the motion, and the motion was approved unanimously.

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

Commissioner Uhlenkamp made a motion to approve Ordinance 1014. Commissioner Knowski seconded the motion, and the motion was approved unanimously.

8) Second Reading Ordinance 1015: Section 8.012.020 – Sanitation Requirements

Commissioner Pierce made a motion to approve Ordinance 1015. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously.

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

Commissioner Knowski made a motion to approve Ordinance 1016. Commissioner Pierce seconded the motion, and the motion was approved unanimously.

10) Second Reading Ordinance 1017: Section 8.32.011 – Definition of Blighted Structures

Commissioner Uhlenkamp made a motion to approve Ordinance 1017. Commissioner Hach seconded the motion, and the motion was approved unanimously.

11) Second Reading Ordinance 1018: Section 8.32.012 – Maintenance of Blighted Structure Unlawful

Commissioner Pierce made a motion to approve Ordinance 1018. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously.

CITIZEN COMMENT

INFORMATIONAL ITEMS

- April 2025 Financial Report

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.

SPENCER HALVORSON
CITY ADMINISTRATOR/AUDITOR

JIM MOE
PRESIDENT OF CITY COMMISSION