

**MEETING MINUTES OF THE CITY COMMISSION
OF THE CITY OF DEVILS LAKE, ND
AUGUST 18, 2025**

The regular meeting of the Devils Lake City Commission was held on August 18, 2025 with the following members present: President Moe and Commissioners Hach, Pierce, Knowski, and Uhlenkamp.

MEETING ITEMS

- 1) Call to Order
- 2) Approval of Minutes – August 4, 2025

Commissioner Knowski made a motion to approve the minutes of the August 4, 2025 City Commission meeting. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously.

AWARDS AND PROCLAMATIONS

PUBLIC HEARINGS – 5:30 PM

- 1) Public Hearing – Change of Zoning – 7965 County Rd 1 – Blake
 - a. Recommendation to Approve Change of Zoning – 7965 County Rd 1 – Blake

Commissioner Pierce made a motion to approve the recommendation for change of zoning at 7965 County Rd 1 – Blake. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously.

- 2) Public Hearing – Conditional Use Permit – 7933 County Rd 1 – Reese
 - a. Recommendation to Approve Conditional Use Permit – 7933 County Rd 1 – Reese

Commissioner Pierce made a motion to approve the recommendation for a conditional use permit at 7933 County Rd 1. Commissioner Hach seconded the motion, and the motion was approved unanimously.

BID OPENINGS – 5:30 PM

VISITORS OR DELEGATIONS

COMMISSION PORTFOLIOS

Commissioner Pierce – The Fire Chief communicated that they are working on preparing for the tri-annual event at the airport, which will take place on August 26th at 10am. They are hoping to schedule some interviews for Friday. There is a fire investigator training class that is happening in Mandan. The National Night Out will be happening sometime in September. Their annual open

house information will be going out soon. They will also be bringing a firetruck to the block party for LRSC.

President Moe, on behalf of the city, gave condolences to the family of Alvin Schroeder in light of his recent passing.

Commissioner Uhlenkamp – The City Engineer said that there was a spike in mosquito counts a little over a week ago. The department has been doing morning and night ground spraying. Commissioner Knowski asked if we kept track of the trap numbers year-to-year. The City Engineer mentioned that we have records of when we sprayed, but the count information was not as readily available as it is now. They are also still working on striping the roadways.

Commissioner Hach – The Airport Manager communicated that the tri-annual event is coming up next Tuesday. They are still looking for volunteers for the aircraft crash stimulation exercise. They are also going to be getting a backup ARFF truck. Grand Forks is actively pursuing getting a route to Denver. The Airport Manager mentioned that there is nothing to be scared of because SkyWest will more than likely pull out. The Essential Air Service is what really helps Devils Lake, which Grand Forks is not eligible for. There is not an update for the Sanitation Department. The Engineering Department is submitting a grant to the NDDOT to try to secure some funding for roadways in the industrial park. They submitted this grant in the past and were not successful but are going to submit again.

The City Assessor communicated that he had the State Board of Equalization last week in Bismarck.

Commissioner Knowski – The City Engineer said that there is not an update for the Utility Department.

President Moe – The Police Chief communicated school starts tomorrow. SRO Dallas will be at the High School and SRO Scheen will be at CMS.

The City Administrator communicated that he went to a city manager conference in Montana. He mentioned that other states are having some of the same issues we are having with downtown loitering.

He mentioned that over the past year the city has had conversations with Stride Development, PBC regarding the development potential of the city-owned parking lot west of the Post Office. There have been a couple of meetings with the Senior Meals board regarding the potential for a new home for Senior Meals and Services. It was mentioned that city administration and Mayor Moe intend to meet with the Senior Meals and Services Board on Wednesday to discuss the concept, potential, and create a clear path forward. A letter of intent between the developer and the city will be presented to the City Commission at the September 2nd meeting to further commit both parties.

He also communicated that at the beginning of every even numbered year the city is required to designate its depositor of public funds. The city currently banks with Bremer Bank, which is now

a branch of Old National. He mentioned that this usually happens in November, but due to the transition from Bremer Bank to Old National, it is recommended to expedite the proposal process. Commissioner Pierce made a motion to approve the recommendation for the request for qualification for treasure management services. Commissioner Uhlenkamp seconded the motion. The motion was approved unanimously on a roll call vote.

OLD BUSINESS

1) 2026 Budget – General Fund

President Moe mentioned that the preliminary budget was approved with a -\$120,000 deficit and that he wants to put forward a balanced budget. Use full max cap of property tax levy permitted by North Dakota Century Code, raise sales tax percentage allocated to the General Fund from 42.75% to 44.00%, reduce the transfer from the General Fund to the Police Department Equipment Reserve from \$25,000 to \$15,000, and the financial support to outside organizations are the items to be looked at. Commissioner Pierce asked where the additional sales tax allocation would be coming from. The City Administrator said that it would come from one of the bond fund (5476). Discussion continued on the sales tax allocations and the 2026 budget. Commissioner Pierce made a motion to proceed with what is being presented. Commissioner Knowski seconded the motion. Commissioner Knowski asked why the amount does not get changed in the ordinance. The City Administrator mentioned that the sales tax purposes were amendments to the home rule charter, so if the city that changed, it would have to go to the citizens of Devils Lake for a vote. The motion was approved unanimously.

2) NDPERS Public Safety Plan – Fire Department

The City Administrator mentioned that transferring the Fire Department employees to the Public Safety plan is doable. When the city first enrolled, firefighters were not eligible for this plan but in 2017 they became eligible. Commissioner Pierce mentioned that Chief Bennett would like to transition to the public safety plan for the fire department. Commissioner Pierce made a motion to approve transitioning the Fire Department to the NDPERS Public Safety Plan. Commissioner Hach seconded the motion. The motion was approved unanimously on a roll call vote.

3) Police Department Relocation & City Hall Remodel Due Diligence

The City Administrator gave a brief overview of the options that are being looked into for relocating the police department. The four options that were presented will give a good idea of costs associated with relocating the Police Department. The City Administrator provided an overview of current inadequacies in the physical building at City Hall and requested authorization for staff to engage in architectural services for a two-phased remodel of City Hall. Commissioner Pierce made a motion to authorize the city staff to engage in architectural services for a two-phased remodel of City Offices. Commissioner Uhlenkamp seconded the motion. The motion was approved unanimously on a roll call vote.

CONSENT AGENDA

NEW BUSINESS

- 1) Second Reading of Ordinance 1019 – Chapter 973 Tobacco, Electronic Smoking Devices, Alternative Nicotine Products

A second reading of Ordinance 1019 was held. Commissioner Knowski made a motion to approve Ordinance 1019 – Chapter 973 Tobacco, Electronic Smoking Devices, Alternative Nicotine Products. Commissioner Hach seconded the motion, and the motion was approved unanimously.

- 2) Second Reading of Ordinance 1020 – Vaping

A second reading of Ordinance 1020 was held. Commissioner Pierce made a motion to approve Ordinance 1020 – Vaping. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously.

- 3) Second Reading of Ordinance 1021 – Section 10.16.441 Use of Safety Belts Required in Certain Motor Vehicles

A second reading of Ordinance 1021 was held. Commissioner Uhlenkamp made a motion to approve Ordinance 1021 – Section 10.16.441 Use of Safety Belts Required in Certain Motor Vehicles. Commissioner Pierce seconded the motion, and the motion was approved unanimously.

- 4) First Reading of Ordinance 1022 – Section 9.72.010 Regulations

A first reading of Ordinance 1022 was held.

- 5) First Reading of Ordinance 1023 – 9.72.040 Parental Responsibility

A first reading of Ordinance 1023 was held.

- 6) First Reading of Ordinance 1024 – 9.72.050 Penalty-Violation

A first reading of Ordinance 1024 was held.

- 7) Opioid Litigation – Purdue Pharma Proposed Bankruptcy Plan and Settlement & Nationwide Settlement Agreements

The City Administrator communicated that this is related to the class action lawsuit nationwide. Commissioner Knowski make a motion to approve the bankruptcy plan as stated. Commissioner Pierce seconded the motion, and the motion was approved unanimously.

8) Pay Estimate #1 – 2025 Curb, Gutter, & Sidewalk

Commissioner Pierce made a motion to approve pay estimate #1 for 2025 Curb, Gutter, & sidewalk. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously on a roll call vote.

9) Pay Estimate #1 – City Project 250102 – SI 83-25, SI 84-25

Commissioner Pierce made a motion to approve pay estimate #1 for City Project 250102 – SI 83-25, SI 84-25. Commissioner Hach seconded the motion, and the motion was approved unanimously on a roll call vote.

10) Pay Estimate #13 - City Project 230201 – Watermain Replacement 28-23 & 29-23

Commissioner Pierce made a motion to approve pay estimate #13 – City Project 230201 – Watermain Replacement 28-23 & 29-23. Commissioner Knowski seconded the motion, and the motion was approved unanimously on a roll call vote.

CITIZEN COMMENT

INFORMATIONAL ITEMS

- 1) July 2025 Financial Report

LIST OF BILLS

Commissioner Uhlenkamp made a motion to approve the list of bills as submitted. Commissioner Hach 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