

**MEETING MINUTES OF THE CITY COMMISSION
OF THE CITY OF DEVILS LAKE, ND
SEPTEMBER 02, 2025**

The regular meeting of the Devils Lake City Commission was held on September 02, 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 18, 2025

Commissioner Pierce made a motion to approve the minutes of the August 18, 2025 City Commission meeting. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously.

AWARDS AND PROCLAMATIONS

- 1) Years of Service (5 Years) – Clint Lara

PUBLIC HEARINGS – 5:30 PM

BID OPENINGS – 5:30 PM

VISITORS OR DELEGATIONS

COMMISSION PORTFOLIOS

Commissioner Knowski – The City Engineer said everything in the Utility Department was going well.

Commissioner Hach – The City Engineer said things in the Sanitation Department were going well. He said for Engineering, there is a lot of construction work going on in the area. There are numerous areas throughout town that are being chip sealed. Work is starting on 14th Street and 14th Avenue. The work is expected to be completed this week. The mill and overlay work is going to continue and be completed within the next couple of weeks. Commissioner Knowski asked what the speed is going to be on 14th Street NE. The City Engineer mentioned that the speed limit is currently 40 mph until you reach the urban section and then it is reduced to 25mph. The City Engineer said there are no plans to change that at this time. Conversation ensued on whether or not there should be a four-way stop at the intersection of 14th Street NE and 14th Avenue NE. Commissioner Pierce made a motion to create a four way stop at the intersection of 14th Street NE and 14th Avenue NE. The motion died due to the lack of a second motion.

The City Assessor said everything was going well in the Assessing Department.

Commissioner Uhlenkamp – The City Engineer said that the street department has identified a lower mosquito count at the moment. He added crews have been ground spraying since there was not an aerial spray last week for Labor Day. The City Engineer said they will be ground spraying tonight.

President Moe asked if the pickup budgeted to be purchased in the Street Department was necessary and could be reviewed. The City Administrator mentioned that the purchase price is going to continue going up every year that the purchase is delayed. He said the pickups that are being purchased for the street department are being offset with the equipment reserve. He said they can review it and see if there are things that can be shifted around. Commissioner Knowski made a motion to approve a call for bids for a public ways pickup. Commissioner Pierce seconded the motion, and the motion was approved 4-1 with President Moe dissenting.

The City Engineer said the Cemetery Road will be completed once the contractors are back.

Commissioner Uhlenkamp said she has had a few nuisance complaints and that she has contacted staff regarding those.

Commissioner Pierce – The Fire Chief requested authorization for out of state travel for hands on ARFF Training. Commissioner Pierce made a motion to approve the out of state travel. Commissioner Knowski seconded the motion, and the motion was approved unanimously. The Fire Chief added that they are having an open house on September 10th from 5:30-7:30 at the Fire Station. Battle of the Badges is September 10-12. He added that they had received a \$4,600 grant for hazmat equipment from DES.

Commissioner Pierce said there is a correctional facility grant program that came out through the Department of Corrections for the State of North Dakota. The LEC will be applying for that.

Commissioner Pierce added that with the benches and picnic tables being removed downtown, individuals have moved further down 4th Street NE.

President Moe – The Police Chief communicated that there is an occupational fair at LRSC on September 9th, Applebee's Tip a Cop is on September 9th, Battle of the Badges is September 10-12, and the DLHS Homecoming Parade is on September 12th. The 2025 State Legislature passed another Back the Blue Grant, and these funds will be used for retention bonuses.

The City Administrator requested appointment of a review panel for treasury management service, which would make a recommendation to the City Commission on the vendor for treasury management services. The review panel selected consisted of the City Administrator, Deputy Auditor, President Moe, and Commissioner Hach.

Commissioner Pierce asked if changes to the Shade Tree Committee were being considered. The City Administrator said that internal discussions with the Shade Tree Foreman had occurred but

that the conversations were preliminary to what would be a larger discussion. He said there will still be a board as it is written in the city's ordinances.

OLD BUSINESS

1) 2026 Budget – General Fund

The City Administrator said the agenda item is meant to provide an opportunity for further discussion on the 2026 budget. President Moe asked that since next year is the 250th anniversary of the Declaration of Independence if other Commissioners had thoughts on the previous decision to remove the funding for fireworks. Commissioner Pierce said that if it is planned to ask for donations, the planning for it should start now. The City Administrator communicated that the City could purchase the fireworks one last year if the Commission would like to see that happen. Commissioner Knowski mentioned that he would like to see it happen one last time. Commissioner Pierce mentioned that if the City Commission already made a decision, the City should stick to that decision. Commissioner Uhlenkamp made a motion fund the firework show in 2026. Commissioner Knowski seconded the motion. The motion was approved 4-1 on a roll call vote with Commissioner Pierce dissenting.

2) Police Department Relocation & City Hall Remodel Due Diligence

The City Engineer said he is working with architects to get cost estimates on the Western Equipment Finance building and the Traynor Law Firm building. Once the City chooses a path, if anything, a request for qualifications to bring an architect on board would be proposed. He said it would be prudent to then outlay a scope of work for a multiphase remodel of City Offices in tandem with the potential request for qualifications.

CONSENT AGENDA

Donald Helland approached the City Commission regarding the Caterpillar that is at the landfill. He offered the Commission \$10,000 for this piece of equipment. The City Engineer communicated that he talked to the Sanitation Supervisor, and he did not want to declare it surplus. He said the City has had this dozer for a long time, and it used to move and compact the inert landfill waste. He said they purchased a compacter that is designed to compact, and this worked better than the dozer. This item would have to be declared surplus and then it would be open to bidding. The compactor that is utilized is very expensive. His concern with getting rid of the dozer is that it is the backup equipment if the compactor ends up breaking down.

NEW BUSINESS

1) Letter of Intent – Stride Development, PBC

The City Administrator reviewed that at the last Commission meeting there was a high-level overview of discussion that had been held with Stride Development about the parking lot just west of the Post Office. He said both the City and developer are at a stage where cost bearing

due diligence needs to be conducted and that a Letter of Intent between both parties would be appropriate. The City Administrator said the City Attorney has reviewed the letter of intent and did not have any concerns.

Tyrone Grandstrand with Stride Development gave an overview of who they are and what their vision for this block is. He said Devils Lake has a high potential for growth and has a need for more high-quality housing. He added that Devils Lake has a walkable downtown that has been invested in. Commissioner Hach made a motion to approve the letter of intent. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously on a roll call vote.

2) Second Reading of Ordinance 1022 – Section 9.72.010 Regulations

A second reading of Ordinance 1022 – Section 9.72.010 Regulations was held. Commissioner Pierce made a motion to approve Ordinance 1022 – Section 9.72.010 Regulations. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously.

3) Second Reading of Ordinance 1023 – 9.72.040 Parental Responsibility

A second reading of Ordinance 1023 – 9.72.040 Parental Responsibility was held. Commissioner Hach made a motion to approve Ordinance 1023 – 9.72.040 Parental Responsibility. Commissioner Pierce seconded the motion, and the motion was approved unanimously.

4) Second Reading of Ordinance 1024 – 9.72.050 Penalty -Violation

A second reading of Ordinance 1024 – 9.72.050 Penalty-Violation was held. Commissioner Uhlenkamp made a motion to approve Ordinance 1024 – 9.72.050. Commissioner Pierce seconded the motion, and the motion was approved unanimously.

5) Downtown Parking and Enforcement

The City Engineer said the current restrictions on downtown parking are no parking downtown from 2am to 7am every day (except Sundays and holidays). In the summer, there is street sweeping downtown on Friday and Monday, to keep the streets clean for the weekends. Parking lots are marked for Mondays and Fridays as well. Public Works is exploring the possibility of adjusting the parking lot schedules to Tuesday and Thursday lots, which would provide street and avenue parking opportunities on lot cleaning days where there is currently no option. Chief Toso said they are looking for consistency for parking ticket violations. He said there are tickets being issued when there is no maintenance being done. Shane Diseth, owner of Lotta's, has heard feedback from community members that are questioning why they are being ticketed when there is no maintenance being done. Staff will provide an opportunity for

downtown property owners, business owners, and residents to give their perspective on the proposed changes before a final recommendation to the Commission is made.

- 6) Declaration of Surplus Property – Ackerman Acres Outlots 30-0062, 30-0063, 30-0064, 30-0065

The City Engineer said in 2012 the City acquired property from Neal Ackerman for the flood protection project. The City has leased portions of the excess property back to Mr. Ackerman, The City Engineer proposed selling some of the excess property and recommended placing a minimum bid of \$2,500 per acre for the property, as this is what the city had purchased it for. Commissioner Pierce made a motion to approve declaration of surplus. Commissioner Hach seconded the motion, and the motion was approved unanimously on a roll call vote.

CITIZEN COMMENT

INFORMATIONAL ITEMS

EXECUTIVE SESSION

The Devils Lake City Commission will convene in executive session to discuss pending legal matters related to the Memorandum of Agreement between the City of Devils Lake and Spirit Lake Nation pertaining to the City's wellfield site.

LIST OF BILLS

Commissioner Pierce 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