

**MEETING MINUTES OF THE CITY COMMISSION
OF THE CITY OF DEVILS LAKE, ND
OCTOBER 20, 2025**

The regular meeting of the Devils Lake City Commission was held on October 20, 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 – October 06, 2025

Commissioner Pierce made a motion to approve the minutes of the October 06, 2025, City Commission meeting. Commission Uhlenkamp 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

- 1) Renaissance Zone Project 27-DL

The City Assessor gave an overview of the application submitted by Lisa Hawley for the project being undertaken at 122 College Drive North. Commissioner Knowski made a motion to approve the application. Commissioner Pierce seconded the motion, and the motion was approved unanimously.

BID OPENINGS – 5:30 PM

VISITORS OR DELEGATIONS

COMMISSION PORTFOLIOS

Commissioner Knowski – The City Engineer said things in the Utility Department are going well.

Commissioner Hach – The City Engineer said that everything was going well in the Sanitation Department. He said things in the Engineering Department was going well.

The City Assessor alerted the Commission that they are exploring setting a static and re-occurring date for Planning and Zoning Commission meetings.

President Moe asked if the federal government shutdown was negatively affecting the airport. Commissioner Hach said it was not.

Commissioner Uhlenkamp – The City Engineer said there would be a public input meeting at City Hall next Tuesday at 5:30pm regarding proposed and potential changes to downtown parking regulations and enforcement. He said letters were sent out to property owners in the downtown district.

Commissioner Pierce – The Fire Chief said they are working with the School District on tours. He said they assisted in putting the community Christmas Tree up.

1) Commissioner Pierce – Military Appreciation Banners

Commissioner Pierce provided an overview of the veterans' banner project he was working on with partnering veteran's groups. He requested the City Commission's approval to authorize the switching of the banners downtown starting in May and to have City staff assist in putting them up. Commissioner Uhlenkamp made a motion to hang the banners downtown. Commissioner Hach seconded the motion, and the motion was approved unanimously.

President Moe – The Police Chief said Russel Anthony will become the new Task Force officer.

The City Administrator reminded everyone about the Chamber Annual meeting on Wednesday.

OLD BUSINESS

CONSENT AGENDA

NEW BUSINESS

1) BCBSND Renewal Agreements

Commissioner Uhlenkamp made a motion to approve the renewal agreements with Blue Cross Blue Shield of North Dakota. Commissioner Hach seconded the motion, and the motion was approved unanimously.

2) Award of Bid – Public Ways Pickup

The City Engineer reviewed the memo that he provided as part of the agenda packet, detailing the phone conversation he had with a representative of Devils Lake Cars. The lowest bid was from Bessette Motors out of Carrington, almost 6% lower than the closest local bid. The City Engineer said warranty services should also be taken into consideration when deciding whether to purchase local or from an outside bidder.

Commissioner Pierce said he did not like how the local bidder suggested their specs were over-included in their bid at the conclusion of the bid opening process. He said it didn't make him feel right to go against the lowest bidder under that circumstance.

The City Administrator said that since the vast majority of the vehicles in the Street Department have over 100,000 miles on them, that the purchase of a new vehicle is needed. The City Administrator noted that the City Commission should consider the repercussions for failing to award an outside bid that is almost 6% lower than the local bid. He said the Commission should be aware that if they award the local bid at that much of a percentage difference, they could likely expect not to receive an outside bid for vehicles in the foreseeable future.

President Moe said he would like to see better sharing of vehicles between departments. The City Administrator said the Equipment Replacement Schedule that will be presented to the City Commission will include some vehicle sharing between departments.

Commissioner Knowski said he prefers to buy local but thinks for the sanctity of the bidding process that the City should go with Bessette's bid.

Commissioner Pierce made a motion to award the bid for the Public Ways to Bessette Motors. Commissioner Knowski seconded the motion, and the motion was approved on a 3-2 vote, with Commissioners Knowski, Hach, and Pierce voting in favor, and Commissioner Uhlenkamp and President Moe dissenting.

3) Pay Estimate #3 – City Project 250104 – Alleys and Parking Lots

The City Engineer gave and update on the project. Commissioner Uhlenkamp asked about the condition of some of the alleyways and pooling occurring after the project. The City Engineer said the contractor is coming back and the pooling should be remedied. Commissioner Uhlenkamp made a motion to approve Pay Estimate #3 – City Project 250104 – Alleys and Parking Lots. Commissioner Pierce seconded the motion, and the motion was approved unanimously on a roll call vote.

4) Pay Estimate #6 – City Project 250102 – Various Mill and Overlays

Commissioner Knowski made a motion to approve Pay Estimate #6 – City Project 250102 – Various Mill and Overlays. Commissioner Hach seconded the motion, and the motion was approved unanimously on a roll call vote.

CITIZEN COMMENT

INFORMATIONAL ITEMS

- 1) Quarter 3 Economic and Utility Data
- 2) September 2025 Financial Report

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