

**MEETING MINUTES OF THE CITY COMMISSION  
OF THE CITY OF DEVILS LAKE, ND  
DECEMBER 01, 2025**

The regular meeting of the Devils Lake City Commission was held on December 01, 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 – November 17, 2025

Commissioner Uhlenkamp made a motion to approve the minutes of the November 17, 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**

- 1) Lake Region District Health Unit – Opioid Settlement Fund Usage

The City Administrator said representatives from Lake Region District Health Unit would provide an update at a future meeting.

**COMMISSION PORTFOLIOS**

Commissioner Knowski – The City Engineer said that the utility department is working on shutting down lift stations.

Commissioner Hach – The City Engineer said that there is not an update for the sanitation or engineering departments.

The City Assessor said that there is nothing to report.

Commissioner Uhlenkamp – The City Engineer said that there has been an interim fix in a downtown alley. It was also mentioned that there are 30 new Christmas decorations. He said that some of them do not have working lights, which the street department is working on repairing.

Commissioner Pierce – There is nothing to report for the Fire Department.

Commissioner Pierce said that at the last Law Enforcement Board meeting there was an agreement to have the attorney start negotiation on a plot of land for the proposed Law Enforcement Center.

He also said that Devils Lake has been ranked one of the best ice fishing locations in the country.

President Moe – President Moe said that the speaker system downtown is now up and running. The Police Chief that there is nothing to report for the Police Department.

The City Administrator said that at the next meeting there will be some routine updates to the Employee Policy Manual put forward before the City Commission. He also said that the Municipal Court position is open and advertised.

The City Attorney did not have anything to report.

## **OLD BUSINESS**

## **CONSENT AGENDA**

## **NEW BUSINESS**

- 1) First Reading – Ordinance 1028 – NDTC Franchise Agreement

A first reading of Ordinance 1028 – NDTC Franchise Agreement was held.

- 2) First Reading – Ordinance 1029 – NDTC Franchise Agreement

A first reading of Ordinance 1029 – NDTC Franchise Agreement was held.

- 3) First Reading – Ordinance 1030 – NDTC Franchise Agreement

A first reading of Ordinance 1030 – NDTC Franchise Agreement was held.

- 4) First Reading – Ordinance 1031 – NDTC Franchise Agreement

A first reading of Ordinance 1031 – NDTC Franchise Agreement was held.

- 5) First Reading – Ordinance 1032 – NDTC Franchise Agreement

A first reading of Ordinance 1032 – NDTC Franchise Agreement was held.

- 6) Sale of Lot 1 Block 11 Roundhouse Subdivision

The City Assessor said that Shane and Lisa Diseth have requested to purchase the city owned lot located at 322 11<sup>th</sup> St NW for \$2,000. The city would reclaim the property if construction has not started within two years and the \$2,000 would not be returned. Commissioner Pierce

made a motion to approve the sale of lot 1 block 11 roundhouse subdivision. Commissioner Hach seconded the motion, and the motion was approved unanimously on a roll call vote.

7) Pay Estimate #7 (Final) – City Project 250102 – Various Mill and Overlays

Commissioner Knowski made a motion to approve pay estimate #7 (final) – city project 250102 – various mill and overlays. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously on a roll call vote.

8) Pay Estimate #4 – City Project 250104 – Alleys and Parking Lots

Commissioner Pierce made a motion to approve pay estimate #4 – city project 250104 – alleys and parking lots. Commissioner Hach seconded the motion, and the motion was approved unanimously on a roll call vote.

9) Resolution to Create Street Improvement District 86-26 – City Project 260101

Commissioner Knowski made a motion to approve a resolution to create street improvement district 86-26 – city project 260101. Commissioner Hach seconded the motion, and the motion was approved unanimously.

10) Resolution to Create Street Improvement District 87-26 – City Project 260102

Commissioner Uhlenkamp made a motion to approve a resolution to create street improvement district 87-26 – city project 260102. Commissioner Pierce seconded the motion, and the motion was approved unanimously

11) North Central Housing Authority Yearly Contribution – 10% Payment in Lieu of Taxes (PILOT)

The City Administrator said that the Housing Authority and the City have had a long-standing agreement since the 1960's. Because the Housing Authority does not pay property taxes or special assessments, this agreement provides a formula for a payment in lieu of taxes (PILOT). North Central Housing Authority provided a check to the city in the amount of \$8,936.46 which was equivalent to 5% of their rent revenue minus utility expenses. The agreement on file says the amount remitted to the City should be 10% of rent revenue less utility expenses.

Adam Leiphon, Chair of North Central Housing Board of Directors, said that they would like to see the PILOT change from 10% to 5%. He gave a brief overview of what North Central Housing Authority does. He said that there have been discussions in the past about what the North Central Housing Authority could do with the funding that comes from PILOT. Other authorities in North Dakota pay anywhere from 0%-10%, with many of them paying around 5%. Discussion continued on the topic, with the Mayor asserting that the City has budgeted to receive the funds at their 10% PILOT level for both the 2025 and 2026 budget. Mr. Leiphon

said he would relay the feedback from the Commission at their next board meeting. Mayor Moe said the City could sit down and discuss a renegotiation of terms for 2027 and beyond.

#### **CITIZEN COMMENT**

#### **INFORMATIONAL ITEMS**

#### **LIST OF BILLS**

Commissioner Hach 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**