

**MEETING MINUTES OF THE CITY COMMISSION
OF THE CITY OF DEVILS LAKE, ND
JANUARY 05, 2026**

The regular meeting of the Devils Lake City Commission was held on January 20, 2026, with the following members present: President Moe and Commissioners Hach, Pierce, Knowski and Uhlenkamp.

MEETING ITEMS

- 1) Call to Order
- 2) Approval of Minutes – January 05, 2026

Commissioner Uhlenkamp made a motion to approve the minutes of the January 05, 2026, City Commission meeting. Commission Knowski 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 Knowski – The City Engineer that the Utility Department has been doing some work at the water plant. Knowski asked if there have been many water breaks this year. The City Engineer said that there have not been many, but there was some work done on a curb stop on 15th St and there was an issue with the water by TSC.

Commissioner Hach – The City Engineer said the automated truck should be done by the end of October. There was not an update for the Engineering Department.

The City Assessor said that he will be at the Library every Friday in January from 1-3pm to help individuals with the homestead credit application. He said that the Building Inspector, Dustin Willey, is now the president of the ND Building Officials Association. President Moe and the Commission congratulated him.

The Airport Manager said that because of last year's boarding numbers, the airport is no longer a non-primary airport, but a primary according to the FAA.

Commissioner Uhlenkamp – The City Engineer said that with the wind it has been a little challenging for the street department.

Commissioner Uhlenkamp said that they had a library board meeting last week. With the departure of County Commissioner Lee Gessner, Calli Demarce is now the President, Daniel

Howell is the Vice President, and Ed Brown is now serving as the Ramsey County Commission representative.

Commissioner Pierce – The Fire Chief said they are roughly two weeks away from this fishing derby. He also said they have some amendments to the Airport Certification Manual. Commissioner Pierce commended the Facebook spotlights that they are putting out for the Firefighters.

Commission Pierce said that they filled all 70 slots for the Military Banners for downtown. He is waiting on a couple of photos and then they will be sent to the printer. He said next year they are looking to change it up a little bit and there will be different people on each side of the banner, which will allow for more individuals.

President Moe – The Police Chief said that they have filled their open position. He will graduate from the Academy on May 1st, 2026.

The City Administrator said that there are two informational pieces later the agenda. He said that nominating petitions for the election in June can be picked up at the City Office. If running for City Commission, 59 signatures are required, and Park Board candidates are required to have 60 signatures. These need to be completed by April 6th at 4pm. He also said that he has been talking to the County Auditor frequently regarding the special assessment information that was on residents' property tax statements.

The City Attorney said that there are three proposed ordinances on the agenda.

President Moe said yesterday they held a community celebration with Senator Hoeven, Altru Health System, and Common Spirit to celebrate the ownership transition of the hospital. He said there will be a ribbon cutting around March 1st when Altru officially takes over.

OLD BUSINESS

CONSENT AGENDA

NEW BUSINESS

- 1) 1st Reading – Ordinance 1033 – Chapter 13.36 Non-Exclusive Franchise for Cable Communications Systems

A 1st reading of Ordinance 1033 was held.

- 2) 1st Reading – Ordinance 1034 – Section 13.36.090 Operation and Administration Providing

A 1st reading of Ordinance 1034 was held.

- 3) 1st Reading - Ordinance 1035 – Renewal of Franchise

A 1st reading of Ordinance 1035 was held.

- 4) Resolution Approving Preliminary Report and Directing Preparation of Plans and Specifications from Project 260101 – Street Improvement District No 86-26 Highway 2 Frontage Roads

The City Engineer said that the estimated project cost is \$1.75 million. With that, 80% of the construction cost is allowed to be covered through the Department of Transportation with our federal aid funds. The local share will be around \$575,000. The City will be assessing approximately \$350,000 to property owners that are in the district. Commissioner Pierce made a motion to approve the preliminary report and resolution for project 260101. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously.

- 5) Resolution Approving Preliminary Report and Directing Preparation of Plans and Specifications from Project 260102 – Street Improvement District No 87-26 3rd St SE, 4th St SE, 6th St SE, 7th St SE, Miscellaneous

The City Engineer said that this area is one of the last large areas within the city to need street improvements done. The funding for this project is 100% City Funds, with an estimated project cost of roughly \$1.5 million. The amount that will be special assessed is just under \$400,000. Commissioner Uhlenkamp made a motion to approve the preliminary report and resolution for project 260102. Commissioner Hach seconded the motion, and the motion was approved unanimously.

- 6) America 250 Commission

The City Administrator said that at the last meeting it was discussed to enhance its normal 4th of July celebration. It was suggested that the City Commission engage in a Memorandum of Understanding with the Chamber to create, administer, and finance an “America 250 Commission”. It was mentioned that the Chamber would utilize the funding from business sponsors for the financing and any remaining process could be donated to a non-profit, possibly the North Dakota National Guard Foundation. Commissioner Pierce made a motion to work with the Chamber on a Memorandum of Understanding. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously.

- 7) Law Enforcement Center Joint Powers Agreement Review

Commissioner Pierce made a motion to approve the Law Enforcement Center Joint Powers Agreement, as is. Commissioner Knowski seconded the motion, and the motion was approved unanimously.

CITIZEN COMMENT

Nicole Steinhaus spoke about Ordinance 9.54.010 and 9.54.020. President Moe asserted that it has already been addressed formally by the City Attorney and the Commission's consideration of the matter is complete. Ms. Steinhaus continued to speak. President Moe asserted she was out of order and concluded the citizen comment portion of the agenda.

INFORMATIONAL ITEMS

- 1) City Attorney Opinion on Ordinances 9.54.010 and 9.54.020
- 2) Year End Sales Tax and Utility Data

LIST OF BILLS

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