

**MEETING MINUTES OF THE CITY COMMISSION
OF THE CITY OF DEVILS LAKE, ND
MARCH 16, 2026**

The regular meeting of the Devils Lake City Commission was held on March 16, 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 – March 02, 2026

Commissioner Pierce made a motion to approve the minutes of the March 02, 2026 City Commission meeting. Commissioner Knowski seconded the motion, and the motion was approved unanimously.

AWARDS AND PROCLAMATIONS

Commissioner Pierce presented Assistant Fire Chief, Cory Meyer, with an award for the service and years of service he has given to the City of Devils Lake. President Moe also thanked Chief Bennett and Assistant Chief Meyer for their dedication.

PUBLIC HEARINGS – 5:30 PM

BID OPENINGS – 5:30 PM

VISITORS OR DELEGATIONS

- 1) Altru Health System – Memorandum of Understanding Regarding 340B Program

Brittney Blake, Corporate Council with Altru Health System, said that there was a memorandum with Mercy Hospital in the past; she found one from 2010. Altru is looking to extend this for the 340B Program. This memorandum is to show the commitment to not only serve the patients within the community, but specifically underinsured, uninsured, or patients that don't meet the Medicare/Medicaid criteria. This program has nothing to do with tax dollars; it requires that big drug manufacturers offer discounts. Commissioner Pierce made a motion to approve the memorandum of understanding regarding 340B program. Commissioner Hach seconded the motion, and the motion was approved unanimously.

- 2) Lisa Crosby – Lake Region Heritage Center

Lisa Crosby, Director of the Lake Region Heritage Center, said that they are running a campaign/sponsorship for their front steps. They are working on getting them restored this spring. She is asking for a sponsorship for one or two steps from the City of Devils Lake. She will also be going to the County asking for a sponsorship. She said that the American Legion and the VFW have already committed to sponsor the steps. The board has also sent out sponsorship letters to other entities. The cost is \$3,000/step and there are 11 steps. There

will be a plaque that shows all the sponsorships. Commissioner Pierce asked how the roof was doing. Lisa said that the roof was repaired last fall, but the rubber part needs to be completely replaced. She said they had a repair last fall by A&R and one of the drains was replaced. The roof will eventually need to be completely replaced and the cost for this is \$48,000. Commissioner Knowski asked if there were state programs that help with monetary needs for these large purchases. Lisa said the State Historic Society does have some of those, but they currently do not have any grants available. Commissioner Pierce made a motion to sponsor one step in the amount of \$3,000. Commissioner Knowski seconded the motion, and the motion was approved unanimously on a roll call vote.

Commissioner Pierce made a motion to release the quarterly funding for the Lake Region Heritage Center. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously on a roll call vote.

COMMISSION PORTFOLIOS

Commissioner Knowski – The City Engineer said that there is nothing to report for the Utility Department.

Commissioner Hach – The City Engineer said they requested some carts for demonstration purposes for the new automated sanitation truck. He said that they are hoping to get a few different options from different vendors so they can compare them before putting together a request for proposals. He said there is not an update for the Engineering Department.

The City Assessor said that assessment notices are hitting mailboxes today. He said that he is out for a conference Tuesday-Thursday, but staff can help schedule appointments.

The Airport Manager said that the Airport had a record number of boardings last month. He also said that he was selected to represent District 2 for the Airport Association of North Dakota. He will represent part of North Dakota, which includes 19 airports.

Commissioner Uhlenkamp – The City Engineer said that there is nothing to report for the Street Department, other than buying out the lease for the motor grader and loader. The City Administrator said this is a budgeted line item as part of the equipment replacement plan.

Commissioner Pierce – The Fire Chief said that they have their open position posted. He also requested approval to go after grant opportunities when they open. This grant would be for the CBA's, and it is through FEMA. They give preference to regional grants instead of individual departments. Commissioner Pierce made a motion to approve the grant opportunities. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously on a roll call vote.

Commissioner Pierce said that the company making the banners sent a sample of the material. He also said that he asked for the Lake Region Narcotic Task Force annual report. Chief Toso does put this in his annual report, but it is easier to read this way. In 2025 they had 47 total cases and dealt with 82 suspects. These suspects were charged with a variety of state charges and 13 of them were federally indicted. They also assisted the BIA and FBI with a controlled delivery to the Spirit Lake Nation, Ramsey County with a search warrant, and executed a search warrant on a known drug trafficker's vehicle in Ramsey County.

President Moe – The Police Chief said that they have their inaugural award ceremony this weekend.

The City Administrator said that the January 2026 financial report will be attached tomorrow.

OLD BUSINESS

CONSENT AGENDA

NEW BUSINESS

1) Budget Amendment 26-02 Insurance Expense Allocation

The City Administrator said that long standard practice with the City for insurance is paid directly out of the general fund. He is proposing a change in the allocations to more reflect actual costs within the departments. Commissioner Knowski made a motion to approve budget amendment 26-02 Insurance Expense Allocation. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously on a roll call vote.

2) Release of Request for Qualifications for Construction of New Police Department

Commissioner Uhlenkamp made a motion to approve the release of request for qualifications for construction of a new police department. Commissioner Hach seconded the motion, and the motion was approved unanimously on a roll call vote.

3) Resolution of Members or Stockholders – USDA Rural Development Loan for Automated Sanitation Truck

Commissioner Hach made a motion to approve the resolution of member or stockholders – USDA Rural Development Loan for the automated sanitation truck. Commissioner Knowski seconded the motion, and the motion was approved unanimously on a roll call vote.

4) Resolution Authorizing the Incurrence of Indebtedness – USDA Rural Development Loan for Automated Sanitation Truck

5) Resolution Determining Insufficient Protests were Filed in Project 260101 – Street Improvement District No. 86-26 Highway 2 Frontage Roads

Commissioner Pierce made a motion approving the resolution determining insufficient protests were filed in project 260101 for Street Improvement District No. 86-26 Highway 2 Frontage Roads. Commissioner Knowski seconded the motion, and the motion was approved unanimously on a roll call vote.

6) Resolution Determining Insufficient Protests were Filed in Project 260102 – Street Improvement District No. 87-26 3rd St SE, 4th St SE, 6th St SE, 7th St SE, Miscellaneous

Commissioner Knowski made a motion to approve the resolution determining insufficient protests were filed in Project 260102 for Street Improvement District No. 87-26 – 3rd St SE, 4th St SE, 6th St SE, 7th St SE, and miscellaneous. Commissioner Pierce seconded the motion, and the motion was approved unanimously on a roll call vote.

- 7) Resolution Approving Plans and Specifications and Directing Advertisement for Bids for Project 260101 – Street Improvement District No. 86-26 Highway 2 Frontage Roads

Commissioner Knowski made a motion approving the resolution approving plans and specifications and directing advertisement for bids for Project 260101 for Street Improvement District No. 86-26 Highway 2 Frontage Roads. Commissioner Pierce seconded the motion, and the motion was approved unanimously on a roll call vote.

Commissioner Pierce made a motion to go back to item number four (4) under new business. Commissioner Knowski seconded the motion, and the motion was approved unanimously.

- 4) Resolution Authorizing the Incurrence of Indebtedness – USDA Rural Development Loan for Automated Sanitation Truck

Commissioner Pierce made a motion to approve the resolution authorizing the incurrence of indebtedness – USDA Rural Development for the automated sanitation truck. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously on a roll call vote.

CITIZEN COMMENT

INFORMATIONAL ITEMS

- 1) January 2026 Financial Detail Report

EXECUTIVE SESSION

The Devils Lake City Commission convened in Executive Session to discuss pending legal matters related to the mortgage between the City of Devils Lake Building Authority and CoJack Snack and Pack, LLC at the property with the legal description of: Outlot 39-0014 of Lot 1, Pasta Acres Subdivision, Block 2, Replat of Devils Lake Industrial Park, Devils Lake, Ramsey County, North Dakota.

Commissioner Hach made a motion to approve the modification of the intercreditor agreement with Western State Bank and North Central Planning Council. Commissioner Pierce seconded the motion, and the motion was approved on a roll call vote.

LIST OF BILLS

Commissioner Pierce 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