

**MEETING MINUTES OF THE CITY COMMISSION
OF THE CITY OF DEVILS LAKE, ND
SEPTEMBER 8, 2026**

The regular meeting of the Devils Lake City Commission was held on September 8, 2026, with the following members present: President Moe and Commissioners Hach, Knowski, Uhlenkamp, and Pierce.

MEETING ITEMS

- 1) Call to Order
- 2) Approval of Minutes – August 17, 2026

Commissioner Knowski made a motion to approve the minutes of the August 17, 2026 meeting. Commissioner Pierce seconded the motion, and the motion was approved unanimously.

- 3) Approval of Minutes – September 02, 2026 Special Meeting

Commissioner Hach made a motion to approve the minutes of the September 02, 2026 special meeting. Commissioner Knowski seconded the motion, and the motion was approved unanimously.

AWARDS AND PROCLAMATIONS

- 1) Years of Service – Nickolas Holter (10 years with Police Department)

President Moe thanked Nickolas Holter for his years of service with the Police Department.

- 2) Years of Service – Mike Grafsgaard (25 years with Engineering Department)

President Moe thanked Mike Grafsgaard for his years of service with the Engineering Department.

PUBLIC HEARINGS – 5:30 PM

- 1) Planned Unit Development – Devils Lake Police Department Training Area

Commissioner Knowski made a motion to approve the recommendation for change in zoning from agricultural to planned unit development for the Police Department training range. Commissioner Pierce seconded the motion, and the motion was approved unanimously.

BID OPENINGS – 5:30 PM

VISITORS OR DELEGATIONS

- 1) Lake Region Community Shelter – Brenda Bergsrud

Brenda Bergsrud with the Lake Region Community Shelter approached the Commission about funding. She mentioned that the city had provided funding in the past but did not in 2026.

She mentioned that it is a lot cheaper to house them at the shelter than it is at the jail. President Moe asked if there are a lot of individuals that are coming from other communities. Brenda said that she is not sure what communities they are coming from but knows that some are being brought into the community. Brenda said that the County Commission asked her to look into surrounding counties for help with funding, but that will also lead to them bringing individuals into the shelter. The Interim City Auditor said that there is currently nothing budgeted for this line item. He said that if we wanted to add this in, we could but would need to move around some other expenses. Brenda said that the amount requested for 2027 is \$8,000.

COMMISSION PORTFOLIOS

Commissioner Knowski – The Public Works Director said that the Utilities Department is doing work at the water treatment plant.

Commissioner Hach – The Public Works Director said that there is nothing to report for the Sanitation Department.

The Engineering Department is starting projects, with work starting on the south side for the Highway 2 project. He mentioned that there have been a lot of curb areas that have been replaced with other work starting tomorrow or early next week.

The Police Chief said that he has been working with Stone's Mobile Radio, along with the Interim City Auditor, City Engineer, and Fire Chief, regarding an antenna that is on the water tower.

He also said that they led the parade for homecoming, and he said that the parade gets larger each year. They are working with the Chamber on the Wine Walk that will be held this week.

Commissioner Uhlenkamp – The Public Works Director said that there is nothing to report for the Street Department. He said that the mosquito counts are much higher on the north end of town, so they will continue to spray as the weather allows.

Commissioner Pierce – The Fire Chief said that they got their review finished and are waiting to hear back on that. The annual airport inspection is coming up on September 22, so they will be looking at ARFF. The open house is tomorrow at the Fire Station from 5:30pm-7:30pm. There is a 9/11 memorial walk at Roller Field, which is expected to take around 3 hours.

Commissioner Pierce said that all banners should be taken down by September 16th and they will put the Devils Lake banners back up.

The City Assessor said that we are less than two (2) months away from the application deadline for the residential revitalization program that we partnered with Gate City Bank.

The Interim City Auditor said that we received a final draft report for our 2022 audit, and we are going through that internally and working with the auditors on questions that may arise. He said that we are working through making cuts on the 2027 budget.

The City Attorney said that he has nothing to report.

OLD BUSINESS

1) Sanitation Rates for Residential Automated Collection

The Public Works Director said that we currently have about 960 residential accounts that utilize one (1) 32-gallon can that is dumped per week and about 840 residential accounts that utilize two (2) 32-gallon cans. As proposed, those that utilize one 32-gallon can will receive the 65-gallon and the two can users will receive the 95-gallon can. If they would prefer one size or the other, they are able to get in touch with the City Office and let us know what size they would prefer. It was also mentioned that recycling will more than likely go away in 2027, due to the cost of it.

The rates and fees proposed are as follows:

- Current Base Fee - \$14.00; Proposed Base Fee - \$16.00
- Current Can Fee - \$10.00/can; Proposed 65-gallon - \$13.00/can; Proposed 95-gallon - \$16.00/can
- 15-gallon blue bags are currently \$1.00/bag; Proposed at \$2.00/bag
- 30-gallon blue bags are currently \$2.00/bag; Proposed at \$4.00/bag

Commissioner Knowski made a motion to approve the proposed rates and fees for sanitation residential automated collections. Commissioner Uhlenkamp seconded the motion. The motion was approved 4-1 on a roll call vote.

2) Vacant City Administrator / City Auditor Position

President Moe said that a decision needs to be made on this position and how it should be handled. Commissioner Knowski asked if we have the same requirement as the previous City Administrator/Auditor. President Moe said that job was advertised as just the City Administrator. President Moe said that if we just have a City Auditor, it will put more responsibility on the portfolio holders and the supervisor. He said that he would like to see just a City Auditor with the Auditor and Department Heads coordinating on the budget and all financials. President Moe said that he would like to see this position start at a 20C, but that is open for discussion. It was mentioned that the evaluations would be put on the portfolio holders to make sure these are done accurately. The City Auditor will oversee all finances and make sure that we have the funding needed. The Interim City Auditor said that we are updating the job description, so that will be brought to the next Commission meeting. Commissioner Pierce made a motion to go with a City Auditor position, with more information on the job description at the next Commission meeting. Commissioner Knowski seconded the motion, and the motion was approved unanimously.

CONSENT AGENDA

NEW BUSINESS

1) First Reading – Ordinance #1043 – Section 17.76.030 – Signs

A first reading of Ordinance #1043 Section 17.76.030 – Signs was held.

2) First Reading – Ordinance \$1044 – Section 17.78.070 – Time Limit

A first reading of Ordinance #1044 Section 17.78.070 – Time Limit was held.

3) Request to Declare Surplus – Lots 6 & 7 Roundhouse Sub

The City Assessor said that it is recommended to sell lot 7 and the south ½ of lot 6. Commissioner Pierce made a motion to approve the recommendation to sell lot 7 and the south ½ of lot 6. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously.

4) Pay Estimate #4 – Curb, Gutter and Sidewalk

Commissioner Uhlenkamp made a motion to approve pay estimate #4 for curb, gutter, and sidewalk. Commissioner Hach seconded the motion, and the motion was approved unanimously on a roll call vote.

CITIZEN COMMENT

The Devils Lake City Commission convened this meeting in Executive Session on September 8, 2026, to discuss possible legal action related to a loan agreement with North Dakota Petroleum Equipment, Inc.

Commissioner Uhlenkamp made a motion to authorize and instruct Traynor Law Firm to submit a litigation budget in the event that we need to proceed with litigation. Commissioner Pierce seconded the motion, and the motion was approved unanimously on a roll call vote.

INFORMATIONAL ITEMS

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.

ROB JOHNSON
INTERIM CITY AUDITOR/CITY ASSESSOR

JIM MOE
PRESIDENT OF CITY COMMISSION