

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

The regular meeting of the Devils Lake City Commission was held on October 5, 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 – September 21, 2026

Commissioner Knowski made a motion to approve the minutes of the September 21, 2026 meeting. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously.

- 3) Approval of Minutes – September 29, 2026 Special Meeting

Commissioner Pierce made a motion to approve the minutes of the September 29, 2026 special meeting. Commissioner Hach seconded the motion, and the motion was approved unanimously.

AWARDS AND PROCLAMATIONS

PUBLIC HEARINGS – 5:30 PM

- 1) Certification of Special Assessments
 - a. Street Improvement District 81-25 (14th & 14th)

Commissioner Hach made a motion to certify Street Improvement District 81-25 (14th & 14th). Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously on a roll call vote.

- b. Street Improvement District 82-25 (Lynn, Cherry, Janna)

Commissioner Pierce made a motion to certify Street Improvement District 82-25 (Lynn, Cherry, Janna) Commissioner Hach seconded the motion, and the motion was approved unanimously on a roll call vote.

- c. Street Improvement District 83-25 (Misc. Avenues)

An individual asked if this district includes Kelly Ave or 12th St. The City Engineer said it does not. Commissioner Uhlenkamp made a motion to certify Street Improvement District 83-25 (Misc. Avenues) Commissioner Hach seconded the motion, and the motion was approved unanimously on a roll call vote.

- d. Street Improvement District 84-25 (6th St & 13th Ave)

Commissioner Uhlenkamp made a motion to certify Street Improvement District 84-25 (6th St & 13th Ave) Commissioner Knowski seconded the motion, and the motion was approved unanimously on a roll call vote.

e. Street Improvement District 85-25 (Downtown Alleys)

Commissioner Knowski made a motion to certify Street Improvement District 85-25 (Downtown Alleys). Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously on a roll call vote.

f. 2025-2026 Curb, Gutter and Sidewalk

An individual asked if this includes the corner of Kelly Ave and 12th St. The City Engineer said it does not. Commissioner Pierce made a motion to certify 2025-2026 Curb, Gutter, and Sidewalk. Commissioner Knowski seconded the motion, and the motion was approved unanimously on a roll call vote.

g. Parking Assessment

Commissioner Hach made a motion to certify Parking Assessments. Commissioner Knowski seconded the motion, and the motion was approved unanimously on a roll call vote.

h. Miscellaneous Assessment

An individual asked if there will be any work done on the corner of Kelly Ave and 12th St. The City Engineer said that this would be a general repair and he is not aware of any maintenance needed done in that specific location, but he will go look at it. Commissioner Pierce made a motion to certify Miscellaneous Assessments. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously on a roll call vote.

BID OPENINGS – 5:30 PM

VISITORS OR DELEGATIONS

1) Lake Region State College Booster Club

Erin Wood, Executive Director of Community College Foundation/Advancement, is seeking approval for hosting a beer garden at the Quentin N. Burdick Arena during the 2026-2027 ice hockey season. She said that this has been a great fundraiser opportunity for the two programs that has not resulted in any issues. They are currently working on finding a vendor for the 2026-2027 season as the previous vendor no longer has the capacity to continue doing so. Commissioner Pierce made a motion to approve the beer garden at the Quentin N. Burdick Arena for the ice hockey season. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously on a roll call vote.

COMMISSION PORTFOLIOS

Commissioner Knowski – The Public Works Director said that everything is going well in the Utility Department. They are working on winterizing fire hydrants, working on transmission lines, and getting lift stations shut down as we progress into the fall.

The Airport Manager said that they set another record for the month of September. The project they are working on out there is still ongoing. Commissioner Hach asked how the FAA inspection went. The Airport Manager said they are still going through it, and from what he has heard, it has been a good inspection.

The Public Works Director said that he will touch base on the Sanitation Department when we get to it on the agenda.

The City Engineer said that the pavement work on the South Side and the Highway 2 Frontage Roads is essentially complete. He said that City Crews will be out on frontage roads and Highway 2 to get the painting done.

The Police Chief said that the antenna replacement has been completed. He said they will be evaluating how well they work.

Commissioner Uhlenkamp – The Public Works Director said that he has nothing to report for the Street Department.

Commissioner Uhlenkamp said they have the Library Board meeting on Wednesday and a Law Enforcement Meeting next week. She said they had the budget meeting this past Friday. It was mentioned that it was a mess of a meeting. They said they ended up taking the budget, as was proposed, and they would run in a deficit.

Commissioner Pierce said that the Fire Department sold out of Fishing Derby tickets within two hours at the department store. There is a list of businesses that have tickets on their website.

He said the banners that were downtown can be picked up on October 17 from 1-5. He said there have not been a lot of orders for new ones, but he is not worried about that with it being close to the holidays.

The City Assessor said that he is working on getting the sales information updated to the website this week. He is also working on parcel maintenance.

The Interim City Auditor said that Brady Ash, Executive Director of Forward Devils Lake, has put in his resignation and his last day will be October 15th. President Moe thanked Brady for everything he has done and wishes him well.

The City Attorney said that he has nothing to report.

OLD BUSINESS

- 1) Automated Residential Garbage Collection Update

The Public Works Director said that we received the first load of new cans today and will receive the rest by the end of the week. The new cans will be delivered starting next week, October 12th. The cans will be delivered on the Street/Avenue side, the house number will be written on the lid of the can, but these need to be placed where the normal garbage pickup is. Garbage will be picked up in the new cans starting the week of October 19th. It was mentioned that this will be with the old truck so that the Sanitation Department can place the cans where they will need to sit with the new truck. With the new cans, there will be a few documents placed with the can that should be reviewed by the residents.

2) City Auditor Application Review Committee

The Interim City Auditor said that after talking to the HR Consultant, applications are not public record until finalists have been chosen. With that, it would be best to create a review committee, with no more than one (1) City Commissioner. He said that he reached out to Suzie Kenner, Devils Lake Chamber of Commerce, Kandy Christopherson, Ramsey County Auditor, and they are willing to be on the committee. The Interim City Auditor said that the deadline on the applications is October 16th, so it would be the week of October 19th that the finalists would be reviewed. Commissioner Hach said that he can do it, if it is on October 19 or 20. It was also mentioned that Tanya, HR Consultant, should be on the committee.

3) 2027 Budget

The Interim City Auditor presented six (6) options for salary options.

- Option 1
 - 2% cost of living for all staff with no performance-based step increases in 2027.
- Option 2
 - 2% cost of living for all staff with a performance-based step increase consideration for employees at Grade 9 and lower, no step increase consideration for employees at a Grade 10 and higher.
- Option 3
 - 2% cost of living for all staff with a performance-based step increase consideration for all employees.
- Option 4
 - 3% cost of living for all staff with no performance-based step increases in 2027.
- Option 5
 - 3% cost of living for all staff with a performance-based step increase consideration for employees at Grade 9 and lower, no step increase consideration for employees at a Grade 10 and higher.
- Option 6
 - 3% cost of living for all staff with a performance-based step increase consideration for all employees.

Commissioner Hach said that he would like to see option 1 or 3. Commissioner Pierce said he would like option 3. Commissioner Knowski said that he does not want any of them. Commissioner Pierce made a motion to go with Option 3: 2% cost of living for all staff with a performance-based step increase consideration for all employees. Commissioner Hach seconded the motion. The motion was approved 4-1 on a roll call vote.

The Interim City Auditor said we will run into a roughly \$117,000 deficit for 2027, so that will come from the reserves. Commissioner Pierce made a motion to approve the 2027 Budget. Commissioner Uhlenkamp seconded the motion. The motion was approved 4-1 on a roll call vote.

CONSENT AGENDA

NEW BUSINESS

1) Personnel Policy Manual Revision

The Interim City Auditor said that in the process in transitioning timekeeping and payroll to a digital system, there have been several policies identified that needed to be revised. The proposed policy revisions have been reviewed by the Personnel Policy Review committee. Commissioner Knowski made a motion to approve the personnel policy manual revision. Commissioner Uhlenkamp seconded the motion. The Interim City Auditor said that this would be effective October 26th.

2) Temporary Construction Easement – US Hwy 2

Commissioner Knowski made a motion to approve the Temporary Construction Easement for US Hwy 2. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously.

3) Pay Estimate #2 – City Project 260102 – South Side

Commissioner Uhlenkamp made a motion to approve Pay Estimate @2 – City Project 260102 – South Side. Commissioner Pierce seconded the motion, and the motion was approved unanimously on a roll call vote.

4) Pay Estimate #5 – 2026 Curb, Gutter and Sidewalk

Commissioner Pierce made a motion to approve Pay Estimate #5 – 2026 Curb, Gutter and Sidewalk. Commissioner Knowski seconded the motion, and the motion was approved unanimously on a roll call vote.

CITIZEN COMMENT

1) Marilyn Knutson approached the Commission regarding her formal complaint and request for inquiry for 1130 Kelly Ave that is causing water problems in her area. She said that when it rains or snow melts, it is eroding the storm drain on her corner. She said that she has not heard back on her complaint yet, which according to the Attorney General she should have. The City Attorney said that her complaint was regarding the minutes from September 21, so he is unable to take action until those are approved. She said that she will come to the next meeting to get action taken.

2) Blair Mitchell approached the Commission about changing the name of Devils Lake.

- 3) Tiffany McGrath approached the Commission about changing the name of Devils Lake. President Moe said that there would have to be signatures on a petition to get the name changed.

INFORMATIONAL ITEMS

- 1) Lake Region Narcotics Task Force 2025 Annual Report

LIST OF BILLS

Commissioner Knowski 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.

ROB JOHNSON
INTERIM CITY AUDITOR/CITY ASSESSOR

JIM MOE
PRESIDENT OF CITY COMMISSION