

MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF CITY COMMISSIONERS
HELD AUGUST 18, 2015

Pursuant to due call and notice thereof, a special meeting of the Board of City Commissioners for the City of Devils Lake, North Dakota was held at the City Offices on Tuesday, August 18, 2015 at 12:00 P.M. with the following members present: Commissioners Tim Heisler, Craig Stromme, Dale Robbins and President Richard Johnson. Commissioner Rick Morse was absent. Others present were Public Utilities Supervisor, Sanitation Supervisor and City Administrator.

President Johnson said that the purpose of the meeting was to review and discuss the 2016 Preliminary City Budget.

6003 – SANITATION DEPARTMENT – The residential rate will stay the same; however, the commercial rate will increase from \$9.00 /cubic yard to \$9.50/cubic yard. Discussion followed on roll off rentals and landfill tipping fees. The fees will be looked at in November when the City does the rates and fees. The rental fee should be \$30-\$40 per week, and the tipping fees should be raised a little to provide an additional \$30,000 in revenue to be set-aside for landfill closure.

Operation expenses include the step increases and the cost of living adjustments. The fuel costs have been decreased.

INERT DISPOSAL – No big changes for 2016.

TRANSFER STATION – The amount of tipping fees at Grand Forks were increased.

TRANSFER IN/TRANSFER OUT – Discussion followed on adding funds for a future landfill closure. \$30,000 will be set-aside each year.

The Sanitation Supervisor received two bids to finish the fence along 2nd St SE for litter control. The Dakota Fence bid was \$7,800 and the Newman Fence bid was \$7,500.

Consensus of the City Commission was to proceed with the fence.

6006 – WATER SOURCE REPLACEMENT – No change.

6001 – WATER DEPARTMENT – Discussion was held on the water being sold to Greater Ramsey Water District. They are currently getting 250,000 to 300,000 gallons of water per day. The City charges them \$1.60/1,000 gallons, and our costs are about \$.90/1,000 gallons. The reservoir holds 2.5 million gallons of water, and the new plant holds 500,000 gallons. GRWD has gone from a temporary user to a more permanent user. The most the City can feed GRWD is 800 gallons/minute. It was questioned whether GRWD is relying on the City to feed their expansions. The City's cost of \$.90/1,000 gallons does not include the costs of replacing the filter beds. If the plant runs at capacity, there are a lot more things that have to be done daily. It increases the work load for the employees.

WATER DISTRIBUTION – \$15,000 has been included for water meters for city buildings. Equipment purchases include an utility camera, pickup and a trench kit.

HAMAR WELLS – Expenses are the same as this year except for electricity which is the biggest line item.

WATER TREATMENT PLANT – Expenses are about the same as this year except for an increase in electricity and chemical supplies.

6002 – SEWER DEPARTMENT – The sewer rate was increased from \$2.14 to \$2.30. This will result in a customer's bill going up about \$1.00/month. This will generate about \$30,000. Discussion followed on how reasonable the City's rates are compared to other cities, and if the rate should be more. Consensus of the City Commission was to increase the sewer rate to \$2.50.

SEWER OPERATIONS – An additional employee is being proposed for the sewer department. Summer hires are being used to keep the embankment mowed. The full-time employees help Sanitation catch-up when there are three-day weekends, and they also assist with snow removal. With the addition of an employee, the temporary employee budget would be cut by \$10,000 since we would not need as many summer hires. It doesn't affect the property taxes because it is in an enterprise fund which is covered by fees. With the embankment and all the pump stations, it is a big time commitment. The additional employee is included in the 2016 preliminary budget numbers.

STORM SEWER – The payroll numbers are doubled because it went from ½ of a person to one full person. Discussion followed on the overall costs to the sewer fund.

SEWAGE TREATMENT – Same as 2015.

EMBANKMENT – This includes the new employee, and the purchase of a dike mower for approximately \$200,000. The mower would be a dedicated slope mower. It would only be used for areas with slopes and deep ditches. The money for the mower will come from the equipment reserve. The depreciation was increased by \$15,000/year.

Also discussed was the salary survey being done by Galen Cariveau. He wasn't able to get all the cities' information in time for the budget. He was going to use International Falls, Crookston, Thief River Falls, Valley City and Grafton. In order for the survey to be done right, he will need to contact the other cities again. He also needs to include benefits.

The next budget meeting is scheduled for Wednesday, August 26, 2015 at 12:00 P.M.

There being no further business to come before the Commission, President Johnson adjourned the meeting at 1:12 P.M.

**LINDA LYBECK
CITY AUDITOR**

**RICHARD S. JOHNSON
PRESIDENT**