

MINUTES OF THE BOARD OF CITY COMMISSIONERS
HELD JUNE 19, 2017

The regular meeting of the Devils Lake City Commission was held Monday, June 19, 2017 at 5:30 P.M. with the following members present: President Richard Johnson, Commissioners Ben Sander, Craig Stromme, and Dale Robbins. Commissioner Rick Morse was absent.

Pledge of allegiance was recited.

Commissioner Stromme moved to approve the minutes of the regular City Commission meeting held June 5, 2017. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

5:30 P.M. – This was the time set for the bid opening for a public utilities pickup. The following bid was opened and read:

Marketplace Motors – Devils Lake, ND	Bid \$26,479.00
--------------------------------------	-----------------

Commissioner Robbins moved to accept the bid as read, and refer it to the Public Utilities Supervisor for further review and recommendation. The motion was seconded by Commissioner Sander, and the motion carried unanimously.

Commissioner Sander –The Public Utilities Supervisor stated everything was fine in the Sewer Department.

Commissioner Stromme - The Sanitation Supervisor said everything was fine.

The Police Chief stated everything was fine.

Commissioner Robbins – The Public Ways Supervisor inquired about the date for aerial spraying. Consensus of the City Commission was to schedule the spraying for June 30th. Discussion continued on having aerial spraying every 2 weeks, on if spraying was warranted, on how to determine if it was warranted and on checking to see on the price difference if spraying was done less than 5 times.

The Public Utilities Supervisor recommended accepting the bid from Marketplace Motors for the public utilities pickup.

Commissioner Robbins moved to accept the low bid from Marketplace Motors of Devils Lake, ND for the public utilities pickup in the amount of \$26,479.00 as recommended by the Public Utilities Supervisor. The motion was seconded by Commissioner Sander. Commissioner Morse arrived at 5:37 P.M. The motion carried unanimously.

Commissioner Morse – The Public Ways Supervisor stated everything was fine.

The City Engineer said the overlay project by the Central Middle School was completed. Bids will be opened on July 3rd for the other street projects.

The City Engineer stated the GIS/CAD person resigned effective August 28th.

The City Engineer indicated he would like to name the accessible fishing pier at east ditch. The name of Pike Playground & Fishing Pier was approved as the name for east ditch.

The City Engineer stated work on the west underpass continues. Discussion followed on traffic control and the detour route. It was noted the project is on schedule and is to be turned over to the railroad on August 1st so that they may complete their work.

President Johnson - The City Auditor stated everything was fine.

The City Administrator presented a request for an entity to use the City's name, logo, and etc. to sell insurance to homeowners for water and sewer lines. The company would use local contractors for any work. The consensus of the City Commission was not to allow the use of the City's information.

The Fire Chief stated a fire department employee has accepted the position at the airport. Discussion followed on the need to fill this position at the fire department since the last employee hired for the fire department was for ARFF duties and inspections. Also discussed was why a third maintenance/ARFF full-time employee was needed at the airport, the inability to cover ARFF with current employees, the loss of some part-time ARFF staff, whether to authorize the additional position for the airport, whether the employee transferring from the fire department was Clark's replacement or the new position, the retirement of one employee and the manager at the airport at the end of the year, and to have the airport manager attend a meeting to discuss the third employee.

The City Attorney said everything was fine.

The City Commission reviewed the Police Chief job description and the ad for the position. A few minor language changes were made. Discussion followed on whether an applicant needed to have the peace officer's license or if he/she would be given time to acquire the license. The consensus of the City Commission was the license was needed at the time of applying.

The ad for the Police Chief position was reviewed. Retirement will be changed to NDPERS – law enforcement retirement. Discussion followed on advertising the position on the State and national law enforcement sites. The City Administrator will determine the salary range for the advertisement. The position will be advertised at the same grade. The deadline to apply will be July 31st.

Commissioner Morse moved to approve the job advertisement for the Police Chief position. The motion was seconded by Commissioner Stromme, and the motion carried unanimously.

Commissioner Stromme moved to approve the Police Chief job description as amended. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

Discussion followed on a screening committee for the applications.

The City Commission discussed taping the city commission meetings. The City Commission was not opposed to the idea, but it will depend on the cost. The City Administrator will research the options available and cost. It was asked about closed captioning, but this will be very difficult because usually someone is typing the words live.

Commissioner Stromme moved to approve the consent agenda which included the following:

1. 2017-2018 permit/license applicants effective July 1, 2017 through June 30, 2018;
2. Authorizing the City Auditor to cancel Check No 111929 dated April 18, 2017 in the amount of \$3,502.00 to Marco Technologies LLC (General-Non-departmental-Contract Labor Expense) – amount billed was incorrect and will be rebilled at a later date;
3. Carnival permit submitted by Happy World LLC for June 29, 2017 through July 2, 2017 a City Plaza; and
4. Gaming site authorization submitted by Rotary Club of Devils Lake for June 3, 2018 at the Elks Bank Shelter – 415 Roosevelt Park NW.

The motion was seconded by Commissioner Morse, and the motion carried unanimously.

Commissioner Stromme moved to approve the resolution determining insufficient protests were filed in Street Improvement District No 64-17 (A portion of frontage road on Hwy 2 and Hwy 20). The motion was seconded by Commissioner Morse, and the motion carried unanimously.

The City Engineer reviewed the bid for milling and asphalt overlay of a portion of the frontage roads located on Hwy 2 and Hwy 20 S. This is a ND Department of Transportation project. The City share would be \$92,271.25.

Commissioner Morse moved to concur with ND Department of Transportation to award the bid for NH-NHU-3-020(128)101 & ND-NHU-CPU-3-002(158)268 – ND 20 & US 2 Frontage Roads to Strata Corporation of Grand Forks, ND in the amount of \$699,754.69 with the City share at \$92,271.25 as recommended by the City Engineer. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

The City Engineer reviewed the cost participation agreement with ND Department Transportation for culverts near Shelver's Grove on Hwy 2 E. It's part of the embankment. The cost would be \$146,081.00 with 75% being federal funds and 25% local funds.

Discussion followed on any other embankment work remaining to be completed. There are some issues at the pump station, a few small parcels and the repair of the sand drain.

Commissioner Stromme moved to approve the cost participation and maintenance agreement for Project SAP-3-002(159)272 with the ND Department of Transportation for jack/bore pipe on US 2 3 miles east of Devils Lake as recommended by the City Engineer. The motion was seconded by Commissioner Sander, and the motion carried unanimously.

The City Engineer reviewed the request to change the name on two leases to reflect the current name of the entity.

Commissioner Sander moved to approve changing the name of the leases for Nodak Contracting Corporation to Strata Corporation. The motion was seconded by Commissioner Morse, and the motion carried unanimously.

Commissioner Stromme moved to approve payment of the list of bills as submitted. The motion was seconded by Commissioner Morse. On roll call all Commissioners voted aye, and the motion carried.

President Johnson acknowledged the following reports:

1. City Auditor monthly report; and
2. Municipal Court monthly report.

There being no further business to come before the Commission, President Johnson adjourned the meeting at 6:40 P.M.

LINDA LYBECK
CITY AUDITOR

RICHARD S. JOHNSON
PRESIDENT