

MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF CITY COMMISSIONERS
HELD JULY 13, 2017

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 Thursday, July 13, 2017 at 12:00 P.M. with the following members present: Commissioners Ben Sander, Craig Stromme, Rick Morse, Dale Robbins and President Richard Johnson. None were absent. Others present were Public Utilities Supervisor, Sanitation Supervisor, City Administrator, Airport Manager and City Auditor.

President Johnson said that the purpose of the meeting was to review and discuss the 2018 Preliminary City Budget.

6001 – WATER DEPARTMENT – For water collections \$768,000.00 is from the City, \$32,000.00 from Greater Ramsey and \$300,000 from NEWD.

WATER DISTRIBUTION – The only major change is \$150,000.00 was budgeted for high tower maintenance for painting of the water tower.

HAMAR WELLS – Expenses are the same as this year except for electricity which was increased for the additional sale of water.

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

TRANSFERS – An additional \$50,000.00 will be transferred to the general fund because of the additional revenue received from water sales.

The Public Utilities Supervisor asked about budgeting \$10,000.00 for water monitoring software. He is not sure if they will be ready for the software next year, but would like to have that option available. Eight thousand dollars will be budgeted.

6002 – SEWER DEPARTMENT – The budget includes an increase of \$.25/1000 gallons which will result in an average residential utility bill going up approximately \$1.50/month,

SEWER OPERATIONS – Similar to this year.

STORM SEWER – Similar to this year.

SEWAGE TREATMENT – Same as 2017.

EMBANKMENT – The Public Utilities Supervisor asked about budgeting \$5,000.00 for a small sprayer for around pump stations. Consensus was that the dollar amount was small enough that if it was needed money could be found without budgeting for it.

6003 – SANITATION DEPARTMENT – The can dump will be increased \$.50/can due to the increase the City is charged by Grand Forks for tipping fees. Overall with the sewer increase and the can increase, an average residential bill will go up \$2.50/month.

The cost per yard on the roll-offs will increase slightly.

The Sanitation Supervisor has requested purchasing a new transfer truck. The current truck has always had maintenance issues. The truck will be traded in because of the high maintenance costs.

INERT DISPOSAL – No big changes for 2018.

TRANSFER STATION – This department includes the costs for replacing the transfer truck and for the increase in tipping fees.

6006 – WATER SOURCE REPLACEMENT – The loan is being paid back with a \$9.00 fee on the water bill. Discussion followed on reducing this fee when funds are received from NEWD and on what the funds can be used for.

9000 – Devils Lake Airport Authority – General Operations – The Airport Manager stated he has requested four mills from the City. He will request three mills from the County.

Discussion followed on landing fees, the amount of boardings, essential air service, increasing the terminal rent increase by 8%, and staffing for the rest of 2017 and 2018. Due to staffing changes, temporary and part-time salaries were dropped. With the retirement of the Airport Manager, health insurance was changed from single to family. Advertising was increased by \$4,000.00. When the airport reaches 10,000 boardings/month, the airport will be eligible for direct FAA funds of \$1 million. Also, discussed was the possible reimbursement for the Kuntz settlement and whether the Fire Department would be assisting with ARFF.

Discussion was held on whether to increase the health insurance deductible and on employees contributing to the health insurance premiums for single and single with dependent plans. The budget includes increasing the deductible to \$500.00 and having employees pay 10% for the single plus dependent plans. The City Commission would like to explore having the employees pay 5% of a single plan.

The next budget meeting is scheduled for Tuesday, July 27, 2017 at 12:00 P.M.

There being no further business to come before the Commission, President Johnson adjourned the meeting at 1:40 P.M.

LINDA LYBECK
CITY AUDITOR

RICHARD S. JOHNSON
PRESIDENT