

MINUTES OF THE BOARD OF CITY COMMISSIONERS  
HELD AUGUST 21, 2017

The regular meeting of the Devils Lake City Commission was held Monday, August 21, 2017 at 5:30 P.M. with the following members present: President Johnson, Commissioners Ben Sander, Craig Stromme, and Rick Morse. Commissioner Dale Robbins was absent.

Pledge of allegiance was recited.

Commissioner Stromme moved to approve the minutes of the regular City Commission meeting held August 7, 2017 and of the special City Commission meeting held August 14, 2017. The motion was seconded by Commissioner Morse, and the motion carried unanimously.

**5:30 P.M.** – This was the time set for the bid opening for 2017 Sand, Gravel and Rip Rap. The following bids were opened and read:

1. Close Construction Company Inc - Milton, ND  
ND Contractor License No. 4387 Class A
 

Item	Quantity	Unit Price	Extended Price
Screened Sand	800 CY	\$9.25	\$ 7,400.00
Class 13 Gravel	500 CY	\$12.00	\$ 6,000.00
Placement of Gravel	per CY	\$ 2.00	
Lagoon Rip Rap	100 CY	\$30.50	\$ 3,050.00
  
2. Soper Construction LLP - Devils Lake, ND  
ND Contractor License No. 38688 Class B
 

Item	Quantity	Unit Price	Extended Price
Screened Sand	800 CY	\$11.00	\$ 8,800.00
Class 13 Gravel	500 CY	\$11.48	\$ 5,740.00
Placement of Gravel	per CY		no bid
Lagoon Rip Rap	100 CY		no bid

Commissioner Morse moved to accept the bids as read, and refer them to the Public Ways Supervisor for further review and recommendation. The motion was seconded by Commissioner Sander, 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 bids were opened and read:

1. Lake GM Auto Center – Devils Lake, ND                      Bid \$26,955.00
2. Marketplace Motors – Devils Lake, ND                      Bid \$26,999.00
3. Devils Lake Chrysler Center Inc – Devils Lake, ND      Bid \$27,290.00

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

**5:30 P.M.** – This was the times set for a public hearing on a USDA grant to be used for the purchase of a rescue truck. Hearing and receiving no comments, President Johnson closed the hearing.

Commissioner Stromme moved to accept the USDA grant in the amount of \$50,000.00.as recommended by the Fire Chief. The motion was seconded by Commissioner Sander, and the motion carried unanimously.

Roger Perkuhn, Devils Lake Rural Fire Department, appeared before the City Commission to request the waiving of fees for water used in the apparatus room. The DLRFD in the past has filled trucks at no charge at the fire station through a mutual aid agreement.

Commissioner Stromme moved to approve waiving the water service fee and the water usage fee for the meter in the Devils Lake Rural Fire Department apparatus room. The motion was seconded by Commissioner Sander, and the motion carried unanimously.

**Commissioner Sander** – The City Assessor stated everything was fine.

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

**Commissioner Stromme** - The Police Chief indicated the jail has changed the policy for detox. Anybody brought in for detox needs to be medically cleared which will cost about \$1,500.00 for each trip to the emergency room. In addition, an officer will need to be called in to accompany the individual to the emergency room, and will earn overtime pay. Based on the number of detox stays so far this year, it would cost about \$181,000.00. The Police Chief would like permission to have the City Attorney look at drafting an ordinance similar to St. Cloud so that the individual could be charged with disruptive intoxication. Discussion followed on how this differs from detox.

The Police Chief indicated the Resource Officer is working on a memorandum of understanding with the school district for services provided.

The Sanitation Supervisor stated an open house will be held at City Hall on Wednesday, August 30<sup>th</sup> at 1:30 P.M. for Eugene Hoffart who is retiring.

**Commissioner Morse** – The Public Ways Supervisor said he would have a recommendation for the Sand, Gravel and Rip Rap bids at the September 5<sup>th</sup> meeting.

The City Engineer gave the following updates:

1. The bridge will be removed at the west underpass this week.
2. A preconstruction conference will be held on Thursday for the mill and overlay project in Stromquist. The project will start later this month.
3. Shop drawings are being done for Mauve Estates, and a preconstruction conference should be held later this month.

**President Johnson** – The Public Ways Supervisor stated everything was fine.

The Public Utilities Supervisor recommended accepting the bid from Lake GM Auto Center for the public utilities pickup.

Commissioner Stromme moved to accept the low bid from Lake GM Auto Center of Devils Lake, ND for the public utilities pickup in the amount of \$26,955.00 as recommended by the Public Utilities Supervisor. The motion was seconded by Commissioner Sander, and the motion carried unanimously.

The Public Utilities Supervisor would like to fill his two openings with two applicants that have experience. Based on their experience, he would like to start them at 7E. Discussion followed on what certifications are needed. They have one year to get certified.

Commissioner Sander moved to approve starting Eric Yager and at Jacobus Louw at Grade 7 Step E. The motion was seconded by Commissioner Stromme, and the motion carried unanimously.

The City Auditor stated everything was fine.

The City Administrator received a price estimate of \$25,000.00 to \$30,000.00 from Marco for audio and video recording of commission meetings. The City Administrator will research this project further.

The Fire Chief reviewed the court outcome on the blighted structure. The court found in the City's favor. The City has immediate access to the building although the owner had 30 days to appeal. After 30 days, the City will have the right to

take down the house. The City will not own the real estate, and the owner will be responsible for costs to demolish the house. The Fire Chief would like to start the bidding process during the 30-day appeal time frame.

Commissioner Morse moved to authorize the call for bids for demolition of the house at 209 6<sup>th</sup> St NE. The motion was seconded by Commissioner Sander, and the motion carried unanimously.

The City Attorney said everything was fine.

The City Administrator reviewed the 2018 Budget Overview.

Commissioner Stromme moved to approve the 2018 preliminary budget. The motion was seconded by Commissioner Morse, and the motion carried unanimously.

The City Commission discussed the applicants for the Police Chief job opening, the pay scale for the position, and the applicants experience in law enforcement, but not specific experience for a police department. The City Administrator would recommend starting the position at \$81,000.00.

Commissioner Stromme moved to offer the Police Chief job to Joe Knowski. The motion was seconded by Commissioner Morse. On roll call all Commissioners voted aye, and the motion carried.

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

1. Permit to sell alcoholic beverages at a special event submitted by Proz Inc for the wedding reception and dance for Nicole Gefroh and Roderick Baker II to be held September 2, 2017 at the Memorial Building;
2. Permit to sell alcoholic beverages at a special event submitted by Proz Inc for the wedding reception and dance for Megan and Levi Ellingson to be held September 16, 2017 at the Memorial Building; and
3. Public dance permit and permit to sell alcoholic beverages at a special event submitted by Ye Olde Tavern for the battle of the bands to be held September 9, 2017 at the Memorial Building.

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

Commissioner Stromme moved to table the Mayors Committee on Funding. The motion was seconded by Commissioner Morse, and the motion carried unanimously.

Lloyd Halvorson, Vice President for Academic and Student Affairs at Lake Region State College, appeared before the City Commission to request a memorandum of understanding which outlines the duties of the campus police department and the city police department on campus.

Commissioner Stromme moved to approve the Memorandum of Understanding between the Lake Region State College through Lake Region State College Police Department and the City of Devils Lake through the Devils Lake Police Department. The motion was seconded by Commissioner Sander, and the motion carried unanimously.

The City Administrator reviewed the request for flex funds for MJ Rentals. The building would be able to house three tenants. Local contractors will be used. Five new jobs would be created between two of the tenants. The project will cost about \$540,000.00. The city funds will be repaid starting in year 6 and follow the number of years remaining on the loan.

Commissioner Sander moved to approve flex funding for MJ Rentals LLC. The motion was seconded by Commissioner Stromme, and the motion carried unanimously

The City Administrator reviewed the request for changing the terms on the flex funds for Vasichek Properties LLC.

Commissioner Morse moved to approve changing the payback period of the community portion from starting in five years to starting after the life of the loan for Vasichek Properties LLC. The motion was seconded by Commissioner Sander, and the motion carried unanimously.

Commissioner Stromme moved to approve selling Lot 16, Block 10, Roundhouse Subdivision for \$2,000.00 to Andrew Johnson with the stipulation that the lot be built on within two years as recommended by the City Assessor. The motion was seconded by Commissioner Sander, 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 report:  
Police Department monthly report.

The City Administrator stated a public hearing will be held on Wednesday at the Robert Fawcett Auditorium on the proposed hog farm in Ramsey County.

There being no further business to come before the Commission, President Johnson adjourned the meeting at 6:29 P.M.

**LINDA LYBECK**  
**CITY AUDITOR**

**RICHARD S. JOHNSON**  
**PRESIDENT**