

MINUTES OF THE BOARD OF CITY COMMISSIONERS
HELD NOVEMBER 6, 2017

The regular meeting of the Devils Lake City Commission was held Monday, November 6, 2017 at 5:30 P.M. with the following members present: President Johnson, Commissioners Craig Stromme, Rick Morse and Dale Robbins. Commissioner Ben Sander was absent.

Pledge of allegiance was recited.

Commissioner Stromme moved to approve the minutes of the regular City Commission meeting held October 16, 2017. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

5:30 P.M. - This was the time set for a public hearing to review a request for a conditional use permit to allow an above ground fuel tank at the Industrial Park – 1509 Schwan Ave NW. Hearing and receiving no comments, President Johnson closed the public hearing.

Commissioner Robbins moved to approve a conditional use permit to allow a 12,600 gallon above ground fuel tank at 1509 Schwan and submitted by Mike B Yoder, as recommended by the Devils Lake Planning Commission. The motion was seconded by Commissioner Morse, and the motion carried unanimously.

5:30 P.M. - This was the time set for a public hearing to review changes to the zoning manual that would allow animal shelters in an area zoned as central area commercial (downtown area). President Johnson noted the Devils Lake Planning Commission had tabled action on this request.

Commissioner Stromme moved to table the changes to the zoning manual that would allow animal shelters in an area zoned as central area commercial (downtown area) as recommended by the Devils Lake Planning Commission. The motion was seconded by Commissioner Morse, and the motion carried unanimously.

5:30 P.M. - This was the time set for a public hearing to review a request for a conditional use permit to allow an animal shelter at 211 6th St NE. President Johnson noted the Devils Lake Planning Commission had tabled action on this request.

Commissioner Robbins moved to table a conditional use permit to allow an animal shelter at 211 6th St NE as recommended by the Devils Lake Planning Commission. The motion was seconded by Commissioner Stromme. The City Assessor explained the requests were tabled because they are still working on language. It affects how the Police Chief and the animal control officer do their jobs in another section of the code. The motion carried unanimously.

Janelle Engstrom, Lake Region Concerned Citizens, appeared before the City Commission to present information in opposition to the proposed hog farm in Pelican Township.

Commissioner Stromme - The Sanitation Supervisor said everything was fine.

The Police Chief reviewed his request for the addition of an officer.

Commissioner Stromme moved to approve hiring another patrolman as recommended by the Police Chief. The motion was seconded by Commissioner Morse, and the motion carried unanimously.

The Police Chief stated the Police Department will be participating in “No Shave November” with the proceeds going to Post Prom & SAAF.

Commissioner Robbins— The Public Ways Supervisor said snowmobiles have been in the cemetery, and requested assistance from the media to spread the word that snowmobiles are not allowed in the cemetery.

The Public Utilities Supervisor said everything was fine in the Water Department.

Commissioner Morse – The Public Ways Supervisor stated avenues have been plowed. Downtown will be done tonight, and streets will be plowed tomorrow. Discussion followed on snow being pushed onto the streets by residents and businesses and on how to handle the situation.

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

The City Assessor stated everything was fine.

The City Auditor stated everything was fine.

The City Administrator said everything was fine.

The Fire Chief stated one-third of the lights (from Wal-Mart to Hardee's) on Highway 2 have been switched to LED lights.

The Fire Chief said the house at 209 6th St NE should be demolished by November 15th.

The City Attorney stated service was obtained on Boris Weiss regarding the oil refinery.

Commissioner Robbins moved to accept the resignation of Commissioner Ben Sander. The motion was seconded by Commissioner Stromme, and the motion carried unanimously.

Discussion followed on how to proceed with the vacancy on the Commission. The City can call for a special election to fill the unexpired term or appoint a resident after November 21 to fill the spot until the next city election. Also, residents could petition to have a special election. The petition would need to be submitted to the City Office by November 21st.

Commissioner Robbins moved to approve not calling for a special election and to wait 15 days to see if a petition for a special election is received. The motion was seconded by Commissioner Morse, and the motion carried unanimously.

Renard Bergstrom, Forward Devils Lake President, reviewed the information from Paul Lucy regarding the performance of a program review and future strategy development of Forward Devils Lake. Discussion followed on what was included in the proposal, the cost of the study, how to ensure that the City Commissioners and County Commissioners are included and on the timeline for the study.

Commissioner Stromme moved to accept the proposal from Paul Lucy for the Program Review and Future Strategy Development of Forward Devils Lake with the total contract cost not to exceed \$20,000.00. The motion was seconded by Commissioner Morse. Funding for the review will come from the Lake Region Growth Fund. The motion carried unanimously.

The City Administrator stated a committee on funding city improvements has been meeting. At the same time the Park Board has been working on their activity center. The committee met with the Park Board and the Blue Line Club. The City Administrator and City Engineer have been working on identifying all the infrastructure needs within the City. If an increase in the sales tax is being looked at, the City needs to know how much is needed for the infrastructure and then the balance of it could go to the community improvements. The information is not quite ready, so it will be decided at the next meeting.

Commissioner Morse moved to table the sales tax discussion until the November 20th meeting. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

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

1. Declaring the list from city departments as surplus to be sold at the city sale; and
2. Game of chance permits for the month of October 2017.

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

The City Administrator reviewed the 2018 Blue Cross Blue Shield contract.

Commissioner Stromme moved to approve the stop-loss contract and administrative service agreement with Blue Cross Blue Shield for the 2018 plan year. The motion was seconded by Commissioner Morse, and the motion carried unanimously.

Commissioner Robbins moved to approve the 2018 BCBS Statement of Work for health club credit. The motion was seconded by Commissioner Morse, and the motion carried unanimously.

The City Auditor stated the code of conduct is being requested by North Central Planning Council for the CDBG projects.

Commissioner Stromme moved to approve the code of conduct. The motion was seconded by Commissioner Morse, and the motion carried unanimously.

Commissioner Morris moved to approve payment of Estimate No. 1 to Bohlman Trenching for Water, Sewer & Street Improvement #57-17 – Mauve Estates in the amount of \$225,377.63 as recommended by the City Engineer. The motion was seconded by Commissioner Stromme. On roll call all Commissioners voted aye, and the motion carried.

Commissioner Stromme moved to approve payment of Estimate No. 3-Final to Knife River Materials for Street Improvements #62-17 and #61-17 – 6th St SE and various streets/avenues between 7th St NE and 12th St NE in the amount of \$7,486.33 as recommended by the City Engineer. The motion was seconded by Commissioner Morse. On roll call all Commissioners voted aye, and the motion carried.

Commissioner Robbins moved to approve the 2016 funding for Midstate Volunteer Program in the amount of \$5,100.00 to be paid from general fund (1000-000-55160). The motion was seconded by Commissioner Morse. It was noted the funds are included in the budget. On roll call all Commissioners voted aye, and the motion carried.

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

President Johnson acknowledged the following reports:

1. City Auditor monthly report; and
2. Fire Department monthly report.

There being no further business to come before the Commission, President Johnson adjourned the meeting at 6:28 P.M.

LINDA LYBECK
CITY AUDITOR

RICHARD S. JOHNSON
PRESIDENT