

MINUTES OF THE SPECIAL MEETING OF THE  
BOARD OF CITY COMMISSIONERS  
HELD JULY 12, 2018

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 12, 2018 at 8:00 A.M. with the following members present: Commissioners Jacob Volk, Dale Robbins, Rob Hach, Shane Hamre and President Richard Johnson. Others present were Police Chief, Fire Chief, City Engineer, City Auditor and City Administrator.

President Johnson said that the purpose of the meeting was to discuss the 2019 Preliminary City Budget.

Discussion was held on the 2% cost of living raise. Instead of giving a percentage raise, it was deliberated on taking the total 2% amount and dividing it equally among the employees.

Mandy Ricketts, Manager of the Lake Region Heritage Center (LRHC), appeared before the City Commission to review the LRHC's budget. Hours of operation, hosting of events, possible roof repairs and volunteers were discussed. The City has budgeted 1.5 mills for the LRHC.

Brad Barth, Executive Director of Forward Devils Lake, reviewed the 2019 budget. Most items are similar to 2018. Travel was increased due to the change in program focus.

The City Administrator reviewed with the Commission a copy of the revenues and expenditures for the General Fund.

**1000 – GENERAL FUND**

**General Fund Revenue** – The rental line item was increased for the change in the Dakota Dry Bean Lease, and the mosquito fee was increased.

**General Fund Expenditures Non-Departmental** – The contract labor line items were reviewed. Street lighting was decreased since most of the lights have been switched to LED. The LEC Board rent was kept the same since it will mostly likely be under budget in 2018.

**City Commission** – Adjusted for COLA.

**Municipal Judge** – Adjusted for COLA.

**Auditing Department** – Adjusted for COLA.

**City Attorney** – Adjusted for COLA.

**Assessing Department** – Adjusted for COLA.

**Engineering Department** – Adjusted for COLA. The City Engineer intends to review the engineering tech position upon the staff person passing the engineering licensing exam.

**City Hall** – This fund is for building maintenance.

**Police Department** – Employee costs for two additional officers are included for 2019. Discussion followed on the additional school resource officer.

**Fire Department** – Money has been budgeted for two SCBAs. The department has been awarded \$22,000 from DES for other haz-mat equipment. The Fire Chief stated future plans would be to improve the training area and have a training center and storage garage. Discussion followed on the ISO rating and how it impacts state aid and insurance premiums.

**Public Buildings** – Money is budgeted for insurance and maintenance of city-owned buildings.

**Advertising & Promotion** – Commissioner Hamre had requested adding \$10,000 for fireworks. Discussion followed on it needing to be community based and not financed solely by the City. Commissioner Hamre relayed how one place does a 50/50 raffle to finance their fireworks show. Other items noted were some citizens wanting to ban fireworks altogether, needing an organization to take the lead on the fireworks show and the City only financing one-fourth of the cost.

**Weed Control** – A sprayer was budgeted for 2019.

**Planning** – This fund includes contract labor for Steve Zimmer and some money for mapping.

**Shade Tree** – About the same as 2018. The Fire Chief requested purchasing a dump trailer instead of using roll offs for hauling trees. The trailer would cost between \$7,500 to \$10,000. Discussion followed on purchasing it with infrastructure funds in 2018. Consensus of the City Commission was to request this purchase at the next City Commission meeting.

**Street Dept** – With the change in employees, wages decreased from last year. A sprayer was budgeted for 2019.

**Transfer out** - Same as 2018.

**9500 – LAKE REGION NARCOTICS TASK FORCE** - Same as 2018.

The Library reading garden project will be discussed at the next City Commission meeting.

There being no further business to come before the Commission, President Johnson adjourned the meeting at 9:57 A.M.

LINDA LYBECK  
CITY AUDITOR

RICHARD S. JOHNSON  
PRESIDENT