

MINUTES OF THE BOARD OF CITY COMMISSIONERS
HELD FEBRUARY 19, 2019

The regular meeting of the Devils Lake City Commission was held Tuesday, February 19, 2019 at 5:30 P.M. with the following members present: President Dick Johnson, Commissioners Dale Robbins, Shane Hamre, Rob Hach and Jacob Volk. None were absent.

Pledge of allegiance was recited.

Commissioner Hamre moved to approve the minutes of the regular City Commission meeting held February 4, 2019. The motion was seconded by Commissioner Volk, and the motion carried unanimously.

5:30 P.M. – This was the time set for the bid opening for the sale of submersible pumps. The following bid was opened and read:

Spruce Valley Corporation, Middle River, MN	Bid \$30,000.00
20% of bid amount submitted	Check #158195 for \$6,000.00

Commissioner Volk moved to approve accepting the bid from Spruce Valley Corporation of Middle River, MN for the submersible pumps in the amount of \$30,000.00. The motion was seconded by Commissioner Hamre, and the motion carried unanimously.

Commissioner Hamre - The Public Utilities Supervisor said there have been some water and sewer issues, but all have been property owners' responsibilities.

Commissioner Hach – The Sanitation Supervisor said everything was fine.

Commissioner Volk – The Public Ways Supervisor stated the Street Department is working on widening the streets. Seventh Street was done today, and tomorrow 12th Avenue and Walnut will be done.

The Public Ways Supervisor requested to hire a new employee at a Grade 9D with the option of going to up to a Grade 9E after 6 months due to the person's experience.

Commissioner Volk moved to approve hiring Catlan Lysne at a Grade 9D with the possibility of going to a Grade 9E after successfully completing his six months' probation period due to his experience. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

Commissioner Robbins – The City Engineer stated they have been working on plans for projects coming up this summer.

The City Engineer reported only one engineering proposal was received for the downtown project. The City will still need to through the process of interviewing the firm. He would like a committee of five to take part in the interview process. The interview committee will consist of the three engineering staff, Commissioners Robbins and Volk.

The Police Chief requested to hire a new employee at a Grade 10A since he has over a year of law enforcement experience.

Commissioner Robbins moved to approve hiring Stell Fallon at a Grade 10A due to his experience. The motion was seconded by Commissioner Hach, and the motion carried unanimously.

President Johnson - The City Auditor stated everything was fine.

The City Administrator reported the Prairie Dog bill will be voted on at the legislative session. He has talked with our representatives about voting for this bill.

The Fire Chief indicated six volunteers and two staff will participate in State Fire School.

The Fire Chief and Police Chief will be in Bismarck on March 1st for the State legislative session.

The City Attorney said everything was fine.

The second reading of Ordinance No. 960 – wine and beer license was held.

Commissioner Volk moved to approve the second and final reading of Ordinance No. 960 – wine and beer license – An ordinance, which upon adoption, shall amend what has been codified as section 5.24.050(F)(9) of the Devils Lake Municipal Code. The motion was seconded by Commissioner Hamre, and the motion carried unanimously.

Commissioner Hamre moved to approve setting the fee for a Class IX liquor license at \$500.00 per year. The motion was seconded by Commissioner Volk, and the motion carried unanimously.

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

Authorizing the City Auditor to cancel Check No 115117 dated October 2, 2018 in the amount of \$300.00 to Charles Jerome (Downtown Impr #01-18 – Nondepartmental - Land/Easement Acquisition).

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

Commissioner Volk moved to approve the 2018 Budget Amendment #03-18 – final adjust to actual as recommended by the City Auditor. The motion was seconded by Commissioner Hamre, and the motion carried unanimously.

Commissioner Volk moved to approve a five-year exemption from taxation for improvements made at 425 S College Dr and submitted by LaMotte Properties as recommended by the City Assessor. The motion was seconded by Commissioner Hach, and the motion carried unanimously.

Commissioner Robbins moved to approve the 2019 Loan Agreement between the National Museum of the United States Air Force and the City of Devils Lake for the period from April 1, 2019 and ending March 31, 2020 for displaying an airplane at the Devils Lake Regional Airport. The motion was seconded by Commissioner Volk, and the motion carried unanimously.

Commissioner Volk moved to approve funding for 2019 for Lake Region Community Shelter in the amount of \$10,000.00 to be paid from the general fund (1000-000-55180). The motion was seconded by Commissioner Robbins. On roll call all Commissioners vote aye, and the motion carried.

The City Engineer presented the preliminary engineering report for Street Improvement District No 69-19. The project will be bid after the larger project is bid with the hope of getting a break on costs.

Commissioner Volk moved to approve the preliminary engineering report for Street Improvement District No 69-19. The motion was seconded by Commissioner Hach, and the motion carried unanimously.

Commissioner Volk moved to approve the resolution approving preliminary report and directing preparation of plans and specifications for Street Improvement District No 69-19 (8th Ave NE between 1st St NE and 10th St NE and 9th St NE between 8th Ave NE and 10th Ave NE). The motion was seconded by Commissioner Hach, and the motion carried unanimously.

The City Engineer reviewed the preliminary engineering report for Street Improvement District No 70-19. Federal funds will be used since the road is part of the urban road system. The estimate of \$670,000.00 is for the road only. Some culvert work will also need to be done. The culverts are not eligible for federal funds.

Commissioner Volk moved to approve the preliminary engineering report for Street Improvement District No 70-19. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

Commissioner Robbins moved to approve the resolution approving the preliminary report and directing preparation of plans and specifications for Street Improvement District No 70-19 (Walnut St E between 8th Ave NE and Elk's Drive, 1st St

NE between 6th Ave NE and 8th Ave NE, 8th Ave NE between 1st St NE and Railroad Ave SE). The motion was seconded by Commissioner Hamre, and the motion carried unanimously.

The City Engineer stated this is part of the process for special assessments, and it starts the protest period for the project.

Commissioner Hamre moved to approve the resolution declaring the necessity of an improvement for Street Improvement District No 69-19 (8th Ave NE between 1st St NE and 10th St NE and 9th St NE between 8th Ave NE and 10th Ave NE). The motion was seconded by Commissioner Hach, and the motion carried unanimously.

Commissioner Robbins moved to approve the resolution declaring the necessity of an improvement for Street Improvement District No 70-19 (Walnut St E between 8th Ave NE and Elk's Drive, 1st St NE between 6th Ave NE and 8th Ave NE, 8th Ave NE between 1st St NE and Railroad Ave SE). The motion was seconded by Commissioner Hamre, and the motion carried unanimously.

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

President Johnson acknowledged the following report:

1. City Auditor monthly report – December 2018;
2. City Auditor monthly report – January 2019; and
3. Municipal Court monthly report.

There being no further business to come before the Commission, President Johnson adjourned the meeting at 6:10 P.M.

LINDA LYBECK
CITY AUDITOR

RICHARD S. JOHNSON
PRESIDENT