

MINUTES OF THE BOARD OF CITY COMMISSIONERS
HELD FEBRUARY 22, 2022

The regular meeting of the Devils Lake City Commission was held February 22, 2022 at 5:30 P.M. with the following members present: President Johnson, Shane Hamre, Dale Robbins, and Rob Hach. Commissioner Jack Volk was absent.

Commissioner Hamre moved to approve the minutes of the regular City Commission meeting held February 7, 2022. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

Commissioner Hamre – The City Engineer stated Public Utilities received a certificate from the State noting they had satisfied the requirements for providing safe drinking water.

The Public Utilities Department is looking at changing the platform for the SCADA system.

Commissioner Hamre reported the fireworks contract has increased \$3,500.00. Consensus was to have the City Attorney review the contract and discuss it at the next meeting.

Commissioner Hamre has met with the school superintendent, and Mr. Bakke would like to attend a future city commission to discuss facility projects.

Commissioner Hach – The City Engineer said everything was fine in Sanitation.

The City Assessor stated everything was fine

Commissioner Robbins - The City Engineer stated everything was fine.

The Police Chief reported a memorandum of understanding will be signed between Devils Lake, Spirit Lake, BIA, Ramsey County, Benson County, Eddy County and BCI at the casino tomorrow for cross deputization of the narcotic officers.

President Johnson – Public Ways cleaned streets today, will clean downtown tonight and avenues tomorrow.

The City Auditor indicated the Joint Training Center is organized as a 501(c)(3) and not eligible for all the insurance to be with the North Dakota Insurance Reserve Fund. The agent and Sean Roed went through the insurance needs and were able to lower the cost of the coverage.

The City Administrator gave an update on the new city administrator.

The Fire Chief stated fire school will be held this week.

The City Attorney said everything was fine.

Brenda Bergsrud gave an update on the Midstate Volunteer Program and Amachi. The money from the City is only for the volunteer program. The rent increased to \$500.00 as of January 2022. The request is for the third and fourth quarters of 2021.

Commissioner Robbins moved to approve funds for the Midstate Volunteer Program for the third and fourth quarters of 2021 in the amount of \$2,850.00 to be paid from general fund (1000-000-55160). The motion was seconded by Commissioner Hach, and the motion carried unanimously.

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

1. Gaming site authorization submitted by Lake Region Community College Foundation of Devils Lake of Devils Lake for May 8, 2022 at the Lake Region State College – 1801 College Dr N, and
2. Permit to sell alcoholic beverages at a special event submitted by Ye Olde Tavern for a gala event on March 12, 2022 at the Lake Region Heritage Center.

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

The City Assessor reviewed the application for a property tax exemption for Shoreacres Pipe and Steel, the process for the exemption, the work being done on the building, and concerns with the project.

Commissioner Hach moved to approve the application for property tax exemption for improvements submitted by Shoreacres Pipe & Steel as recommended by the City Assessor. The motion was seconded by Commissioner Robbins. Discussion followed on the years to be filled in on the application and the amount of the exemption. The City Assessor will research the issue more and bring it back to the City Commission. Commissioner Robbins withdrew his second, and Commissioner Hach withdrew his motion.

The City Assessor reviewed the procedure of how the new job descriptions were developed for the City Assessor and Code Administrator. The City Administrator researched the salary schedule. Discussion followed on who the employees report to, changes in job duties, the pay scale, and the visibility of the department employees at building projects.

Commissioner Hamre moved to approve the job descriptions for the City Assessor and the Code Administrator. The motion was seconded by Commissioner Hach, and the motion carried unanimously.

The City Engineer reviewed the award for College Dr and Highway 19. Bids were higher than expected, and the City's share is \$30,000.00 more than previously projected. The winning bid is from Strata Corporation in the amount of \$1,117,665.92.

Commissioner Robbins moved to concur with awarding the bid for mill and overlay and microsurfacing projects on College Dr and Highway 19 to Strata Corporation in the amount of 1,117,665.92 with the city share being \$68,346.00 as recommended by the City Engineer. The motion was seconded by Commissioner Hach, and the motion carried unanimously.

Commissioner Robbins moved to approve the request to buy back two cemetery plots from Rita Waldorf in the amount of \$250.00. The motion was seconded by Commissioner Hach, and the motion carried unanimously.

Commissioner Robbins moved to approve the preliminary report for Street Improvement District No 78-22 – Walnut St E, Fair St SE, 10th Ave SE, Various Locations as recommended by the City Engineer. The motion was seconded by Commissioner Hach, and the motion carried unanimously.

Commissioner Hamre moved to approve the resolution approving preliminary report and directing preparation of plans and specifications for Street Improvement District No 78-22 – Walnut St E, Fair St SE, 10th Ave SE, Various Locations as recommended by the City Engineer. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

Commissioner Robbins moved to approve the preliminary report for Water Main Improvement District No 27-22 – 10th St NW, 11th St NW, 12th St NW, 13th St NW as recommended by the City Engineer. The motion was seconded by Commissioner Hamre, and the motion carried unanimously.

Commissioner Robbins moved to approve the resolution approving preliminary report and directing preparation of plans and specifications for Water Main Improvement District No 27-22 – 10th St NW, 11th St NW, 12th St NW, 13th St N as recommended by the City Engineer. The motion was seconded by Commissioner Hach, and the motion carried unanimously.

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

There being no further business to come before the Commission, President Johnson adjourned the meeting at 6:43 P.M.

**LINDA LYBECK
CITY AUDITOR**

**RICHARD S. JOHNSON
PRESIDENT**