

MINUTES OF THE BOARD OF CITY COMMISSIONERS
HELD MARCH 16, 2020

The regular meeting of the Devils Lake City Commission was held Monday, March 16, 2020 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 Volk moved to approve the minutes of the regular City Commission meeting held March 2, 2020. The motion was seconded by Commissioner Hamre, and the motion carried unanimously.

LuAnn Stromme, American Association of University Women (AAUW), reviewed information about the pay gap between men and women and requested March 31st be proclaimed as Equal Pay Day.

Commissioner Volk moved to sign a proclamation proclaiming March 31, 2020 as "Equal Pay Day" and urging the citizens of Devils Lake, North Dakota to recognize the full value of women's skills and significant contributions to the labor force and further encourage businesses to conduct an internal pay evaluation to ensure women are being paid fairly. The motion was seconded by Commissioner Hamre, and the motion carried unanimously.

Commissioner Hach – The City Assessor stated everything was fine.

Discussion was held on the signs at the recycling center.

Commissioner Hamre – The City Engineer reminded everyone not to flush items other than toilet paper since alternative items can cause home plumbing problems and issues for the city sewer system. Lift station maintenance is being done by Public Utilities.

Commissioner Volk – Public Ways will be cleaning downtown tonight.

Commissioner Robbins – The City Engineer reported installation of the traffic lights on Hwy 2 should begin midweek.

The City Engineer stated probable letters are being sent this week for the three mill and overlay street projects.

The Police Chief reviewed procedures being used by the Police department due to COVID-19.

President Johnson - The City Auditor stated everything was fine.

The City Administrator reported concerns about funding, sales tax, prairie dog money because of COVID-19. He requested departments be conservative in their spending.

The Fire Chief recommended accepting the bid from Grand Forks Fire Equipment for the structural PPE. The low bid from Alex Air Apparatus did not meet all the specifications.

Commissioner Hamre moved to award the bid for structural PPE to Grand Forks Fire Equipment of Grand Forks, ND in the amount of \$85,575.00 as recommended by the Fire Chief. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

The City Attorney said everything was fine.

Discussion was held on COVID-19. Items discussed were limiting employee travel, installing glass at city hall, locking the lobby, and employee hardships.

Commissioner Volk moved to approve getting bids for installing glass at city hall and authorizing the City Administrator to award the bid. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

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

1. Gaming site authorization submitted by Lake Region Snowmobile Club at Nellie's Bar – 301 4th Ave NE contingent upon beginning and ending dates being added to application;
2. Gaming site authorization submitted by Lake Region Community College Foundation of Devils Lake from October 21, 2020 to October 23, 2020 at the Ramsey County Memorial Building – 524 4th Ave NE;
3. Parade permit submitted by Devils Run for May 30, 2020 starting at 9:50 A.M.;
4. A permit to sell alcoholic beverages at a special event submitted by Razor Rays Razors Edge LLC for corn hole tournament at the Burdick Arena on April 3 and April 4, 2020; and
5. A public dance permit submitted by Devils Lake Blue Line Club for April 4, 2020 at the Burdick Arena.

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

Suzie Kenner, Executive Director of Devils Lake Convention & Visitors Bureau, appeared before the City Commission to present the 2019 Tourism Report.

Commissioner Hach moved to approve the ND Department of Transportation Agreement for Temporary Highway Closure to close ND Highway 19 (Jct US 2 to ND 20) from 6:00 A.M. on May 30, 2020 to 3:00 P.M. on May 31, 2020 for the Devils Run car show as recommended by the City Engineer. The motion was seconded by Commissioner Volk, and the motion carried unanimously.

Commissioner Volk moved to approve funding for the second quarter of 2020 for the Lake Region Heritage Center in the amount of \$6,926.50 to be paid from general fund (1000-000-55170). The motion was seconded by Commissioner Hamre. On roll call all Commissioners voted aye, and the motion carried.

Commissioner Hamre moved to approve the lease agreement for Lake Region Bowmen Inc to use a portion of city property for an archery range, equipment storage and parking lot. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

The City Engineer reviewed the cost participation, construction and maintenance agreement with ND Department of Transportation for milling, hot mix asphalt, chip seal and pavement marking. The project is estimated to cost \$600,000 with the city share being approximately 50%.

Commissioner Volk moved to approve the cost participation, construction and maintenance agreement with ND Department of Transportation for milling, hot mix asphalt, chip seal and pavement marking as recommended by the City Engineer. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

Suzie Kenner reviewed the guidelines for the Visitor's Committee. Discussion was held on the appointment of the committee and the City not being represented on the committee. The City Attorney stated the ordinance concerning the size and membership of the committee would need to be changed. The two other interested members will be appointed by the City.

Consensus of the City Commission was for the City Attorney to draft the ordinance change.

Commissioner Volk moved to approve 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;
2. City Auditor monthly report; and
3. Municipal Court monthly report.

There being no further business to come before the Commission, President Johnson adjourned the meeting at 6:50 P.M.

**LINDA LYBECK
CITY AUDITOR**

**RICHARD S. JOHNSON
PRESIDENT**