

MINUTES OF THE BOARD OF CITY COMMISSIONERS  
HELD MARCH 18, 2019

The regular meeting of the Devils Lake City Commission was held Monday, March 18, 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 March 4, 2019. The motion was seconded by Commissioner Volk, and the motion carried unanimously.

President Johnson requested to add a public hearing to the meeting and to move item #2 under new business to right after the public hearing.

Commissioner Hamre moved to add to the agenda a public hearing for 5:30 P.M. for a tax exemption for CoJack Snack and Pack and to move item #2 under new business to right after the public hearing. The motion was seconded by Commissioner Volk, and the motion carried unanimously.

**5:30 P.M.** – This was the time set for a public hearing for a tax exemption for the new business moving into the industrial park. Hearing and receiving no comments, President Johnson closed the public hearing.

The City Assessor reviewed the request for a 5-year, 100% tax exemption for CoJack Snack and Pack. The exemption is for the structure only and not the land.

Commissioner Volk suggested tying the tax exemption to the number of jobs created. Discussion followed on the reasons why it's hard to tie business incentives to the number of jobs created.

Brian Engstrom, owner of CoJack Snack and Pack, introduced the employees in attendance.

Commissioner Hamre moved to approve a five-year, 100% exemption from taxation for 1702 Schwan Ave and submitted by CoJack Snack and Pack LLC as recommended by the City Assessor. The motion was seconded by Commissioner Volk. On roll call all Commissioners voted aye, and the motion carried.

**Commissioner Volk** – The Public Ways Supervisor stated they have been clearing streets, helping with getting water to move and getting machinery ready for summer.

**Commissioner Robbins** – The City Engineer stated probable assessments were sent out for Walnut St and 8<sup>th</sup> St, and he reviewed how the districts were determined. Plans will be completed soon with the hope of opening bids in May.

The Engineering Department is working on the downtown project.

Discussion followed on fixing potholes temporary with a cold-in-place mix.

The Police Chief reviewed promotions. Nic Holter will be the new detective; Stell Fallon will be the task force officer; and Joseph Lordson will be a police officer.

**Commissioner Hach** – The Sanitation Supervisor reported the new truck was received.

The City Assessor stated everything was fine.

**Commissioner Hamre** - The Public Utilities Supervisor indicated there was a water break on 4<sup>th</sup> Ave, and some frozen water and sewer lines. The employees are opening the catch basins and the storm lift stations.

**President Johnson** - The City Auditor stated everything was fine.

The City Administrator said everything was fine.

The Fire Chief reported on the lights at Hwy 19 and Hwy 2. The lights will be on a red light, blinking mode since there is a moisture problem that keeps tripping the lights.

The Fire Chief requested out-of-state travel for Cory Meyer and Brandon Exner for arson school in St. Cloud, MN. The City would pay per diem, and the volunteers would pay the registration.

Commissioner Volk moved to approve out-of-state travel for Cory Meyer and Brandon Exner to attend arson school in St. Cloud, MN. The motion was seconded by Commissioner Hach, and the motion carried unanimously.

The City Attorney said everything was fine.

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

1. Authorizing the City Auditor to cancel Check No 115750 dated January 8, 2019 in the amount of \$16.99 to Alvin Schroeder (General Fund – Fire Department - Miscellaneous Expense); the check was lost and will be reissued;
2. Parade permit submitted by Spirit Lake Riders MC for May 25, 2019 starting at 12:00 P.M.; and
3. A permit to sell alcoholic beverages at a special event submitted by Ye Olde Tavern for a private supper at the Heritage Center on April 11, 2019.

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

The City Engineer reviewed the certifications needed for the Walnut St E project. The certifications are part of using federal funds for the project.

Commissioner Volk moved to approve the responsible charge certification, right-of-way certification, utility certification, and design certification for the Walnut St E project with ND Department of Transportation as recommended by the City Engineer. The motion was seconded by Commissioner Hach, and the motion carried unanimously.

The City Administrator reviewed the resolution for the infrastructure loans from the Bank of North Dakota for the downtown project.

Commissioner Hamre moved to approve the resolution for the City of Devils Lake to borrow from the Bank of North Dakota \$800,000.00 as recommended by the City Administrator. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

Commissioner Robbins moved to approve the resolution for the City of Devils Lake to borrow from the Bank of North Dakota \$1,180,000.00 as recommended by the City Administrator. The motion was seconded by Commissioner Hach, and the motion carried unanimously.

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

President Johnson acknowledged the following reports:

1. City Auditor monthly report; and
2. Municipal Court monthly report.

President Johnson stated the Devils Lake Basin Joint Water Board requested the City provide a letter of support for the Joint Board to Rolette County since Rolette County dropped out of the Joint Board. Consensus of the Commission was to provide a letter of support.

There being no further business to come before the Commission, President Johnson adjourned the meeting at 6:07 P.M.

**LINDA LYBECK  
CITY AUDITOR**

**RICHARD S. JOHNSON  
PRESIDENT**