

MINUTES OF THE SPECIAL AND BUDGET MEETING OF THE
BOARD OF CITY COMMISSIONERS
HELD JUNE 28, 2021

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 Monday, June 28, 2021 at 12:00 P.M. with the following members present: Commissioners Jacob Volk, Dale Robbins, Rob Hach, Shane Hamre and President Richard Johnson. None were absent.

Commissioner Hamre indicated the company doing the fireworks show requested the Fire Department wet the ground before the show. Consensus of the City Commission was to also have a fire truck on standby during the show.

The City Engineer stated aerial mosquito spraying is usually done around the 4th of July. The counts having been little to nothing. The company needs to know today if the City wants aerial spraying done this week. It was recommended not to aerial spray, but to monitor the counts throughout the week and ground spray if necessary.

The amount of the sidewalk snow and ice removal assessment was reviewed.

Commissioner Hamre moved to confirm the 2021 Sidewalk Snow and Ice Removal assessment. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

Tanya Wieler, Human Resource Consultant, reviewed the market study. Crookston was added as a comparable city and Jamestown was used at 100%. For the Fire Department only, the Bismarck Rural Fire Department was used at 85% since it is in a metro-area. Benefits were not considered because there are too many variables since employers are getting creative on what is offered.

Discussion followed on the police department salaries. For the last two years the PD salaries have started to lag behind the market salaries. The Police Chief recommended the following: police officer from Grade 10 to Grade 11; detectives from Grade 11 to Grade 13, sergeants from Grade 12 to Grade 14 and captain from Grade 14 to Grade 16. Discussion followed on the Police Department receiving less applicants and not qualified applicants. The current climate of society has also impacted less individuals going into law enforcement and more individuals leaving the profession.

Commissioner Volk stated the assistant fire chief should have a grade change if the police captain's grade was changed. Discussion followed on the study being a market driven pay plan, and it does not indicate changes needed in the fire department. The duties, the number of employees supervised and the number of daily calls for the 2 departments were discussed.

The current recommendation for the Police Department would impact the budget by \$81,000.00. Discussion followed on if the change would be sustainable in the future, the City not raising mills for several years and at some point needing to raise mills.

Commissioner Hamre indicated he would like to hear from other departments on pay changes before making a decision on the Police Department.

The Sanitation Supervisor reviewed his request for reclassifying the Grade 5 to a Grade 5/7. It would not have a significant impact on the budget. The City Administrator indicated Sanitation is covered by fees so changes could be covered by increasing the rates; however, the City's current sanitation fees are at the higher end when compared to other cities.

The City Administrator stated based on the number of PD calls and the current social climate for law enforcement, police officers have more stress and are exposed to more danger than the Fire Department. He also requested reviewing the salary for the city auditor position.

Consensus of the City Commission was to have the City Administrator prepare a couple of options for the July 5th meeting before deciding on the requested salary changes. The City Administrator will look at moving the positions that are under 90% of market.

The next budget meeting is scheduled for July 28, 2021 at 12:00 P.M.

There being no further business to come before the Commission, President Johnson adjourned the meeting at 1:02 P.M.

LINDA LYBECK
CITY AUDITOR

RICHARD S. JOHNSON
PRESIDENT