

MINUTES OF THE DEVILS LAKE CITY COMMISSION
June 6, 2022

The regular meeting of the Devils Lake City Commission was held on June 6, 2022 at 5:30pm with the following members present: President Johnson, Rob Hach, Jack Volk, and Dale Robbins, and Shane Hamre.

Commissioner Volk moved to approve the minutes of the regular City Commission meeting held on May 16, 2022. The motion was seconded by Commissioner Hamre, and the motion carried unanimously.

Commissioner Hach moved to approve the minutes of the special City Commission meeting held on May 20th, 2022. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

Conditional Use Permit to allow storage garages at 6th St SE – The Planning Commission recommended that garages would be either sold individually or rented and the must comply with all building codes. With approval, it would prohibit the use for retail sales, residential uses, sleeping quarters, kitchens, and outdoor storage. Commissioner Robbins motioned to approve the storage garages at 6th St SE. Commissioner Hamre seconded the motion, and the motion carried unanimously.

Conditional use permit to allow living quarters on ground floor at 423 3rd Ave NE – There is currently one residential unit on the ground floor at 423 3rd Ave NE, which was grandfathered in when the CAC zoning district was updated a number of years ago. This proposed living quarters is on the outskirts of the downtown center, and it was the consensus this location would have less impact that if the request was for the center of downtown. The Planning Commission recommended going to two living quarters instead of just the one they have now. Commissioner Volk motioned to approve the ground floor living quarters at 423 3rd Ave NE. Commissioner Hach seconded the motion, and the motion carried unanimously.

Zoning change for Lot 2 Block 2 and Lot 1 Block 3 Walmart Subdivision – The Planning Commission recommended approval of a change in zoning from Agricultural to Highway Commercial for Lot 2 Block 2 and Lot 1 Block 3 of Eastbay Walmart Subdivision located on Highway 2, contingent on the sale of the property. These lots were left as Agricultural to accommodate future development. Commissioner Volk motioned to approve the zoning change. Commissioner Hach seconded the motion, and the motion carried unanimously.

Forward Devils Lake – Summers Manufacturing Guarantee – Brad Barth mentioned that the guarantee is going to go from \$500,000 to \$375,000. Commissioner Volk motioned to approve the Forward Devils Lake – Summers Manufacturing Guarantee. Commissioner Hamre seconded the motion, and the motion carried unanimously.

Commissioner Hamre – The City Engineer gave an update on the Utilities Department. He mentioned that they have a well that has been having motor issues and it was found that it had a short. The City Engineer mentioned that they have ordered a new motor and that there will be about a week wait time on that. He also communicated that the pump for the well is still working as it should, but he ordered a new one as well so that they have one on the shelf. The expected cost for repairs is around \$55,000.

Commissioner Hach – The City Engineer communicated that there is no update with the Sanitation Department.

Commissioner Robbins – The City Engineer gave an update on roadwork that will be starting here in the next couple of months. There are going to be signs placed on college drive, but work is not expected to start until the middle of June. The work starting in June will be the ADA Compliance work. They are estimated to start working on the roadways at the end of July/beginning of August.

Commissioner Volk – The City Engineer communicated that they are going to start spraying for mosquitos. They will be spraying as frequently as it is needed, but in order to do that the conditions need to be right. They are also working on finishing up dirt patching as it is needed.

The Police Captain mentioned that they placed a speed trail on 14th Ave NE and are hoping that this helps with the speeding in that area. He also communicated that they are interviewing for a School Resource Officer. Commissioner Hamre asked if there had been any thought of having an SRO placed at every school. The Police Captain said they have not thought of that at this time, but it is something to look into. The police department has done training on what to do if there happens to be an active shooter within a school.

The Fire Chief gave an update on Fill-the-Boot. They did not have too many people volunteer to help as there were many people out of town. This is usually a 2-day event, but they only did it Friday and in the parade on Saturday. This year they raised around \$7,000. The Fire Chief also communicated that he has been working with the City Attorney on updating fire and building codes.

The City Attorney communicated that at the next City Commission meeting there will be an update on the fire and building codes.

Appointment of City Auditor – The City Administrator communicated that the Acting City Auditor is retired, and that the city needs to have an appointed Auditor. It was recommended that the City Administrator also becomes the City Auditor to oversee the day-to-day functions in the Auditing Department. Commissioner Robbins motioned to approve the appointment of City Auditor. Commissioner Volk seconded the motion, and the motion carried unanimously.

General Consulting Services Agreement – Terry Johnston – The City Administrator recommended approval of consulting services from Mr. Johnston. He mentioned that it would be very beneficial to have Mr. Johnston's knowledge when it is needed, especially during budget season and with payroll switching from semi-monthly to bi-weekly. It was communicated that the rate will be \$75/hour and will not exceed 16 hours per week. Discussion continued on the general consulting services agreement. Commissioner Hamre motioned to approve the General Consulting Services Agreement. Commissioner Robbins seconded the motion. The motion carried unanimously on a roll call vote.

Special Event Alcohol Permit – Ft Totten Little Theater – Ye Olde Tavern would like to extend their hours in the park for 2 days during the Ft Totten Little Theater Production. There are two nights that run later than the other days. Commissioner Robbins motioned to approve the special event permit. Commissioner Hach seconded the motion and the motion carried unanimously.

Appointment of Planning Commission Members – The Devils Lake Planning Commission took action at their meeting on May 26th to recommend the following people be appointed as members: Larry Liere, Peter Jerome, and Al Freidig. Commissioner Hamre asked how people in the community hear when seats are open or when one is coming up. It was mentioned that they make phone calls and ask around to get members on the board. Commissioner Hamre mentioned that it would be beneficial to put postings on social media when members terms are coming up. Commissioner Volk motioned to approve

the appointment of planning commission members. Commissioner Robbins seconded the motion, and the motion carried unanimously.

Authorize Call for Bids – The City Engineer recommended that the City Commission authorizes calling for bids to complete the storm sewer project. He mentioned that it may be a challenge for material availability, but they will work with the suppliers that they can so that the project can be completed this year. The estimated cost for the improvements is \$350,000 and it will be funded through sales tax infrastructure improvements. Commissioner Volk motioned to approve the authorize call for bids. Commissioner Hamre seconded the motion, and the motion carried unanimously.

Sean Roed communicated that the Lake Region Ambulance is developing a rescue task force that can go to all active shootings and be escorted in by law enforcement. He communicated that they have all equipment that is needed. They received the funds for most of the equipment from the Lake Region Community Fund. Just to fill the bags with the equipment that may be needed, it cost \$20,000. As of right now, there are 7 police officers and 6-7 Firefighters, but there was not a defined number on the Ambulance team yet as it is voluntary.

Commissioner Volk moved to approve the list of bills as submitted. The motion was seconded by Commissioner Hamre. The motion carried unanimously on a roll call vote.

SPENCER HALVORSON
CITY AUDITOR

RICHARD S. JOHNSON
PRESIDENT OF CITY COMMISSION