

MINUTES OF THE BOARD OF CITY COMMISSIONERS
HELD JULY 1, 2019

The regular meeting of the Devils Lake City Commission was held Monday, July 1, 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.

President Johnson recognized the following employees for their years of service:

Annette Buchmeier – Police Dispatch/Clerk - 25 years;
Corey Gilbertson – Police Officer - 10 years; and
Wade Sharbono – Public Utilities Senior Operator – 15 years.

Commissioner Volk moved to approve the minutes of the regular City Commission meeting held June 17, 2019. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

5:30 P.M. – This was the time set for a public hearing to review a request for a conditional use permit to allow a daycare facility with up to 30 children at 2019 Hwy 20 S. Mariah Hodges, director of the daycare, discussed the ownership of the daycare, the employment opportunities for Lake Region Corporation's clientele, the number of infants and toddlers and the demand for daycare in the area. Jody Pike, Ramsey County Social Services Childcare Licensor, indicated they have been working with the group for the daycare. Hearing and receiving no other comments, President Johnson closed the public hearing.

Commissioner Robbins moved to approve a conditional use permit to allow operation of a daycare facility with up to 30 children at 2019 Hwy 20 S and submitted by Lake Region Corporation. The motion was seconded by Commissioner Hamre, and the motion carried unanimously.

5:30 P.M. – This was the time set for a public hearing to review a final subdivision plat for Three Acre Ranch located on Cty Rd 1. Hearing and receiving no comments, President Johnson closed the public hearing.

Commissioner Volk moved to approve the final subdivision plat for Three Acre Ranch with zoning of the subdivision to be suburban single family residential. The motion was seconded by Commissioner Hach, and the motion carried unanimously.

5:30 P.M. – This was the time set for a public hearing to review a Renaissance Zone application to purchase and renovate the building at 205 6th St NE. Hearing and receiving no comments, President Johnson closed the public hearing.

The City Assessor clarified the value of the property and land was at \$275,000, but the structure value was \$212,000.

Commissioner Hamre moved to approve requesting the State for retroactive approval of a Renaissance Zone project for the purchase and renovation of the building located at 205 6th St NE and submitted by Lamotte Properties as recommended by the Renaissance Zone Authority. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

5:30 P.M. – This was the time set for a public hearing to review a request for a conditional use permit for a 70' cell phone tower to be placed at 22nd St NW and College Dr N. Hearing and receiving no comments, President Johnson closed the public hearing.

Rick Adams, representative for Verizon Wireless, indicated the main purpose of the tower was to bring in more capacity for the college.

Commissioner Volk moved to approve a conditional use permit to allow a 70' cell phone tower to be located in the northwest corner of the North Dakota Telephone Company at 211 22nd St NW and submitted by North Dakota Telephone Company. The motion was seconded by Commissioner Hach, and the motion carried unanimously.

5:30 P.M. – This was the time set for a public hearing to review a request for a conditional use permit for a machine shop and fabrication of metal products at 122 College Dr N. Discussion followed on the new owner adding on to the building, the permit needed for just the fabrication, the facility also having retail and the storing of bulk metal needing to be inside or behind a privacy fence. Hearing and receiving no other comments, President Johnson closed the public hearing.

Commissioner Volk moved to approve a conditional use permit to allow a machine shop and fabrication of metal products at 122 College Dr N with all bulk materials being stored inside or within a privacy fence and submitted by Lone Tree Designs/Eric Aasmundstad. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

Commissioner Volk motioned to move item #2 under new business - Downtown Devils Lake Alliance request for funds, to right after the public hearings. The motion was seconded by Commissioner Hamre, and the motion carried unanimously.

The Downtown Alliance has requested matching funds for advertising during the downtown construction project. Discussion followed on also helping the Hwy 2 businesses because of the work on Hwy 2.

Katie Mykklebust, cofounder of the Downtown Alliance, informed the Commissioners of the different advertising and promotions the group is during to encourage shopping downtown. It was requested that the Commissioners visit the downtown businesses.

Commissioner Volk moved to approve funding for advertising for Downtown Devils Lake Alliance up to an amount of \$2,500.00 and for Hwy 2 businesses up to an amount of \$2,500.00 to be paid from the advertising and promotion fund (1000.225.43720) with the funds for Hwy 2 being contingent upon the businesses providing matching funds and having an organization to receive the funds. The motion was seconded by Commissioner Hamre, and the motion carried unanimously.

Commissioner Hamre reported on the fireworks show being cancelled due to extenuating circumstances.

Commissioner Hach – The City Assessor stated proposals for the air conditioning unit at the daycare were requested from the local vendors. Only one responded with their bid being \$32,215.00. The proposal was awarded to Johnson Controls in the amount of \$31,840.00. Johnson Controls currently manages the air and cooling units in that building. Discussion followed on the timeframe for the new unit to be installed.

Commissioner Robbins – The City Engineer reviewed the following projects:

1. Downtown – The project is moving to phase 2. Discussion followed on cracking.
2. Hwy 2 – Work continues.
3. West underpass – The gravel has been placed. The project should be completed in 3 weeks.
4. Walnut St – A preconstruction meeting will be held tomorrow with a tentative start date of mid-July.

The Police Chief requested approval for installing a security measure to help secure the front office at the Police Department. It would consist of installing safety glass with a communication slot and would cost approximately \$6,500.00.

Commissioner Robbins moved to approve installing safety measures at the front office of the Police Department in the amount of \$6,500.00. The motion was seconded by Commissioner Volk, and the motion carried unanimously.

The Police Chief discussed changing the parade route due to safety and traffic concerns. Consensus of the City Commission was to have the parade route go downtown.

Commissioner Volk - Discussion was held on the asphalt recycler demonstration, the aerial mosquito spraying scheduled for tonight and on the cemetery.

President Johnson - The City Auditor stated everything was fine.

The City Administrator said everything was fine.

The Fire Chief reported everything was fine.

The City Attorney said everything was fine.

Commissioner Hamre to approve the consent agenda which included the following:

1. Appointing Kathy Shark as a member to the Lake Region Library Board for a three-year term expiring June 30, 2022;
2. A carnival permit application for July 3 – 7, 2019 at City Plaza submitted by Thomas Carnival Inc;
3. Game of chance permits for the month of June 2019; and
4. A permit to sell alcoholic beverages at a special event submitted by Thirstys Bar for the Reel Fun Days corn hole tournament to be held July 20, 2019 at Roosevelt Park.

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

The City Engineer reviewed the cost participation agreement for Hwy 2. The realignment of the intersection will impact ND DOT and the new industrial park. No construction costs will be incurred by the City. Discussion followed on the industrial park road no longer being part of the federal aid system.

Commissioner Volk moved to approve the cost participation and maintenance agreement from Mauvais Coulee to Jct 19 - WB for concrete payment repair, grinding, sealing, inters. recon, traffic signals and box repair as recommended by the City Engineer. The motion was seconded by Commissioner Robbins and the motion carried unanimously.

Commissioner Robbins moved to approve the contract for chemistry laboratory with the North Dakota Department of Environmental Quality for the period of July 1, 2019 through June 30, 2021. The motion was seconded by Commissioner Hach, and the motion carried unanimously.

President Johnson reported on the upcoming census. The area was undercounted by 38.9% during the last census.

Commissioner Volk moved to approve a resolution establishing the Devils Lake Complete Count Committee for the 2020 Census. The motion was seconded by Commissioner Hamre, and the motion carried unanimously.

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

President Johnson acknowledged the following report:

1. 2019 2nd quarter economic report.

There being no further business to come before the Commission, President Johnson adjourned the meeting at 7:10 P.M.

LINDA LYBECK
CITY AUDITOR

RICHARD S. JOHNSON
PRESIDENT

