

MINUTES OF THE BOARD OF CITY COMMISSIONERS  
HELD JULY 6, 2020

The regular meeting of the Devils Lake City Commission was held July 6, 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.

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

Larry Kuntz – Airport ARFF/Operations Assistant – 25 years;  
Sam Hanson – Police Community Service Officer – 15 years; and  
Dustin Willey – Building Inspector – 5 years

Commissioner Hamre moved to approve the minutes of the regular City Commission meeting held June 15, 2020 and the special City Commission meetings June 18, 2020 and June 23, 2020. The motion was seconded by Commissioner Volk, and the motion carried unanimously.

Matt Bakke, the new Devils Lake school superintendent, was introduced.

**Commissioner Hach** – The City Assessor said building permits are steady.

The City Engineer stated signs up at the sanitation department.

**Commissioner Hamre** – The water break south of Minnie H on July 4<sup>th</sup> was discussed. Residents were reminded not to have grass clippings go into the streets.

**Commissioner Robbins** - The Police Chief hired a new employee who worked for the Ramsey County Sheriff's Office. Another employee resigned on June 30<sup>th</sup>. This employee was going to be the new school resource officer so he will be offering that job to another applicant.

The Police Chief reported 14 calls for service for fireworks after 10 p.m. were received from July 1<sup>st</sup> through the weekend.

City Engineer reviewed the bill from Northeast Regional Water District for the water study.

Commissioner Volk moved to approve payment of \$3,167.00 to Northeast Regional Water District for the City's share of the Northeast Area Master Plan as recommended by the City Engineer. The motion was seconded by Commissioner Robbins. On roll call all Commissioners voted aye, and the motion carried.

**Commissioner Volk** – The Public Ways Supervisor stated Tri-State should be in town this week.

Discussion followed on the tree trimming, the July 4<sup>th</sup> parade and shortening the days for fireworks.

Commissioner Volk requested changing the approving of permits by staff. The City Attorney will draft a resolution for the next meeting.

The City Administrator will research what other cities are doing with fireworks.

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

The City Administrator said the preliminary budget needs to be done by August 10<sup>th</sup>. The consensus of the City Commission was to meet on July 8<sup>th</sup> at noon to review the budgets for special revenue, debt service, water, sewer, and sanitation and on July 29<sup>th</sup> at noon to review the budget for the general fund.

The Fire Chief indicated the parade went well, and there were no fire calls for fireworks.

The City Attorney said everything was fine.

The City Engineer recommended awarding the Water Main Replacement District No 25-20 bid to the low bidder, Kemper Construction Company.

Commissioner Hamre moved to award the Water Main Replacement District No 25-20 bid to Kemper Construction Company of Minot, ND in the amount of \$745,827.89 as recommended by the City Engineer. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

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

1. Authorizing the City Auditor to cancel Check No 118763 dated June 2, 2020 in the amount of \$500.00 to WWII European History Tour (Highway-Non-departmental-Highway2 Cleanup). The check was payable to the wrong vendor and will be reissued to the correct vendor;
2. Permits for the month of June 2020; and
3. Use of city property permit and training site permission letter agreement submitted by USDA-NRCS for weeks of July 6<sup>th</sup> and July 20<sup>th</sup>, 2020 for an area east of fire training tower.

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

Bill Fahey reviewed the bond issue sold earlier today.

Commissioner Volk moved to approve the resolution authorizing the issuance and establishing the terms and conditions of \$2,180,000 Refunding Improvement Bonds, Series 2020. The motion was seconded by Commissioner Hamre. On roll call all Commissioners voted aye, and the motion carried.

Lisa Crosby from Lake Region Heritage Center reviewed the fundraisers held, the donation received, and events planned for the Heritage Center.

Commissioner Volk moved to approve funding for the third 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 Hach. On roll call all Commissioners voted aye, and the motion carried.

Rob Johnson, Executive Director of the Lake Region Law Enforcement Center, reviewed the budgets for the Law Enforcement Center, 911 and Re-Entry. The budgets include the following:

1. 2% cost of living;
2. Step increases;
3. 90% employer paid health insurance;
4. 5% retirement match and
5. \$60,000 for lighting and \$200,000 for technology fund.

LEC is hoping to secure a \$100,000 grant from North Centra Planning Council and to borrow \$265,000 for the SIRN project. Discussion continued on if there is a need for 3 consoles and on the courthouse being backup. Also discussed was the joint powers, changing the business model of operations and turning the center over to the county.

Rates are being increased for both the Law Enforcement Center and Re-entry.

Commissioner Volk moved to approve \$48,068.14 for the third quarter of funding for the Lake Region Law Enforcement Center with \$20,747.50 going to the LEC for percentage of use revenue and \$27,320.64 going to Lake Region E-911

Authority for joint powers revenue. The motion was seconded by Commissioner Hamre. On roll call all Commissioners voted aye, and the motion carried.

The City Engineer reviewed the resolution of necessity for Street Improvement No 74-20. These streets are in dire straits. The district will be published, and residents have 30 days to protest.

Commissioner Volk moved to approve the resolution declaring the necessity of an improvement for Street Improvement District No 74-20 – 8<sup>th</sup> St NE between 5<sup>th</sup> Ave and 10<sup>th</sup> Ave, 9<sup>th</sup> St NE between 5<sup>th</sup> Ave and 8<sup>th</sup> Ave, 6<sup>th</sup> Ave NE between 7<sup>th</sup> St and 10<sup>th</sup> St, 7<sup>th</sup> Ave NE between 7<sup>th</sup> St and 10<sup>th</sup> St as recommended by the City Engineer. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

The City Engineer reviewed the preliminary report for Street Improvement District No 74-20. The cost estimate is \$600,000.

Commissioner Hamre moved to approve the resolution approving preliminary report and directing preparation of plans and specifications for Street Improvement District No 74-20 – 8<sup>th</sup> St NE between 5<sup>th</sup> Ave and 10<sup>th</sup> Ave, 9<sup>th</sup> St NE between 5<sup>th</sup> Ave and 8<sup>th</sup> Ave, 6<sup>th</sup> Ave NE between 7<sup>th</sup> St and 10<sup>th</sup> St, 7<sup>th</sup> Ave NE between 7<sup>th</sup> St and 10<sup>th</sup> St as recommended by the City Engineer. The motion was seconded by Commissioner Volk, and the motion carried unanimously.

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 report:  
2020 2<sup>nd</sup> quarter economic report.

The North Dakota League of Cities is projecting a 20% reduction of funds for May through December, and another 20% reduction for 2021.

There being no further business to come before the Commission, President Johnson adjourned the meeting at 7:17 P.M.

**LINDA LYBECK**  
**CITY AUDITOR**

**RICHARD S. JOHNSON**  
**PRESIDENT**