

MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF CITY COMMISSIONERS
HELD JULY 29, 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 Thursday, July 29, 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. Others present were Police Chief, Fire Chief, City Assessor, Public Ways Supervisor, Travis Zahn representing the Lake Region Narcotics Task Force, Library Director, Forward Devils Lake Executive Director, Airport Manager, City Auditor and City Administrator.

President Johnson said that the purpose of the meeting was to discuss the 2022 Preliminary City Budget.

The City Administrator reviewed with the Commission a copy of the revenues and expenditures for the Highway Fund, Library Fund, Forward Devils Lake, Airport and General Fund.

9500 – Lake Region Narcotics Task Force – This fund includes three employees.

Lake Region Heritage Center – The request is the same as the current year - 1 mill.

8002 – Library – The Library Director requested additional money for employee salaries and for making the assistant director fulltime. Information was presented on wages for other libraries, recent resignations due to low wages, the number of staff needed to cover hours of operation and work justification for increased wages and staff.

Forward Devils Lake – Brad Barth, Executive Director, presented the budget for 2022. Information was reviewed regarding the amount of funds being paid back to the Growth Fund and the need to have funds available for projects.

9000 – Devils Lake Regional Airport – The expenses are similar to the current year. The Airport Director reviewed the plans for the \$16.2 million of CARES money, the entitlement funding, the mill amount received from the county and issues faced by the airport.

2001 - Highway Distribution Fund - Funds are included for the current leases, a street sweeper lease and a toolcat.

1000 – GENERAL FUND

General Fund Expenditures Non-Departmental – \$300,000 has been budgeted for the LEC joint powers cost share and E-911 joint powers revenues. The amount requested was \$327,255. After extensive discussion on the increased budgets for 911 and LEC, staffing issues, and the decrease in inmates, consensus of the Commission was to fund the full request at \$327,255.

City Commission – Adjusted for COLA.

Municipal Judge – Adjusted for COLA.

Auditing Department – Adjusted for COLA.

City Attorney – The City Attorney requested \$6,000/month. Discussion followed on the work done, the amount of work and the timing of work product. Consensus of the Commission was to increase the amount by the COLA.

Assessing Department – The current Assessor is planning to retire. Additional funds were added for hiring a new assessor to allow overlapping of salaries during training.

Engineering Department – Adjusted for COLA

City Hall – No change.

Police Department – Money is included for the salary changes and for purchasing tasers, a vehicle, fleet tracking and guns.

Fire Department – There is an issue with the back bathroom, so funds have been added for fixing the bathroom and flooring.

Public Buildings – Money is budgeted for insurance and maintenance of city-owned buildings.

Advertising & Promotion – Money was added for the School Resource Officers sponsored events.

Weed Control – A mower was budgeted.

Planning – The State has grant funding available for comprehensive plans. The Planner would like to update the City's plan. If grant funding is received, it would pay for two-thirds of the costs.

Shade Tree – The Shade Tree Commissioner requested the money for the contractor be moved back into the payroll categories.

Street Dept – Funds have been budgeted for a mower and a sander lift kit.

Summary – The mills would increase by 2.01.

There being no further business to come before the Commission, President Johnson adjourned the meeting at 2:24 P.M.

LINDA LYBECK
CITY AUDITOR

RICHARD S. JOHNSON
PRESIDENT