

MINUTES OF THE BOARD OF CITY COMMISSIONERS
HELD NOVEMBER 15, 2021

The regular meeting of the Devils Lake City Commission was held November 15, 2021 at 5:30 P.M. with the following members present: President Richard Johnson, Shane Hamre, Dale Robbins, Rob Hach and Jack Volk. None were absent.

Pledge of allegiance was recited.

Commissioner Volk moved to approve the minutes of the regular City Commission meeting held November 1, 2021. The motion was seconded by Commissioner Hamre, and the motion carried unanimously.

5:30 P.M. – This was the time set for the bid opening for sidewalk snow and ice removal. The following bid was opened and read:

1. Minnie H Snow Removal – Devils Lake, ND			
	Quantity	Unit Price	Extended Price
MOBILIZATION			
Mobilization	35 sites	\$30/site	\$1,050.00
SNOW & ICE REMOVAL			
Sidewalks up to 6' width	1,500 LF	\$1.25/lineal foot	\$1,875.00
Sidewalks over 6' width	400 LF	\$1.75/lineal foot	\$ 700.00
ICE MELT/SAND			
Sidewalks up to 6' width	250 LF	\$.50/lineal foot	\$ 125.00
Sidewalks over 6' width	125 LF	\$.75/lineal foot	\$ 93.75
CLEARING SNOW OR ICE ON SIDEWALK RAMPS			
Pedestrian ramps up to 6' width	20 each	\$20/ramp	\$ 400.00
Pedestrian ramps over 6' width	10 each	\$25/ramp	\$ 250.00
		TOTAL BID	\$4,493.75

Commissioner Hamre moved to accept the bid as read and refer it to the City Engineer for further review and recommendation. The motion was seconded by Commissioner Volk, and the motion carried unanimously.

5:30 P.M. – This was the time set to open bids for a street sweeper lease. The following bid was opened and read:

1. Sanitation Products- Fargo ND	Trade-in for 1994 sweeper \$2,000.00
	Trade-in for 1996 sweeper \$3,000.00
Direct Purchase	\$230,238.00
Lease Annual Payment	\$37,602.00 for 5 years Buy Out \$70,000.00
Delivery Date	5/1/2022
	Total Cost \$258,010.00

Commissioner Volk moved to accept the bid as read and refer it to the City Engineer and City Administrator for further review and recommendation. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

Commissioner Volk – The City Engineer stated avenues were cleaned today. Downtown will be done tonight, and streets will be done tomorrow.

The City Engineer recommended approving the bid from Minnie H Snow Removal/Dakota Washmaster for sidewalk snow and ice removal in the amount of \$4,493.75. The unit prices are the same as last year.

Commissioner Volk moved to approve accepting the low bid from Minnie H Snow Removal/Dakota Washmaster of Devils Lake for the sidewalk snow and ice removal in the amount of \$4,493.75. The motion was seconded by Commissioner Hamre, and the motion carried unanimously.

Commissioner Robbins – The City Engineer said everything was fine.

The Police Chief reported the UAS team was called out three times last week.

The Police Chief stated the department has received a \$1,200.00 grant from AAA for a radar speed sign. The sign with trailer will cost about \$7,500.00, and he is looking for other grant dollars to purchase the sign. Discussion followed on the lead time to get a sign and on purchasing the sign now.

Commissioner Robbins moved to approve purchasing a radar speed sign. The motion was seconded by Commissioner Volk, and the motion carried unanimously.

Commissioner Hach – The City Assessor indicated Steven Zimmer, Planning Consultant, will be working on the needs assessment. Discussion followed on what the needs assessment entails and the possibility of updating the comprehensive plan.

The City Assessor stated he plans to retire at the end of April 2022.

Commissioner Hamre – The City Engineer gave an update on the water tower project. A punch list remains to be completed. The final pay estimate has not been received yet. Discussion followed on the project starting late and surpassing the completion date.

President Johnson – The City Administrator stated the price for the UAS came in at \$26,807.00 - \$2,307.00 over the amount previously approved.

Commissioner Hamre moved to increase the funding for the purchase of an UAS from \$24,500.00 to \$26,807.00 for the UAS Joint Team. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

The City Administrator indicated some employees asked about received ½ holiday on the 23rd since employees get the 24th off because Christmas falls on a Saturday. Normally city employees received ½ day on the 24th and a full day on the 25th.

Commissioner Volk moved to give employees ½ day off on 12/23 for the holiday. The motion was seconded by Commissioner Robbins. Commissioners Robbins, Hach, Volk and President Johnson voted aye. Commissioner Hamre voted nay. Motion carried.

The Fire Chief reported financing proposals were received from three financial institutions for the new fire truck. Ramsey National Bank was the lowest at 1.85%. The volunteers will make the loan payments. There is no penalty for early payoff of the loan.

Commissioner Volk moved to approve a loan from Ramsey Bank for the fire truck at 1.85%. The volunteers will make the loan payments. The motion was seconded by Commissioner Hamre, and the motion carried unanimously.

The Fire Chief indicated bids would be solicited for the sale of the 202 truck.

Commissioner Hamre moved to approve requesting bids for the sale of the 202 truck with bids to be opened on December 6, 2021. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

The Fire Chief reported on the activity for October – 30 inspections, 25 station tours and 29 calls for service.

The City Attorney introduced Jack Yunker from the law firm.

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

Authorizing the City Auditor to call for bids for utility cargo van with bids to be opened on Monday, December 6, 2021 at 5:30 P.M. at the City Office as recommended by the Public Utilities Supervisor.

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

Commissioner Volk moved to approve payment of Estimate No. 6-Final to Strata Corporation for the citywide mill and overlay in the amount of \$82,347.42 as recommended by the City Engineer. The motion was seconded by Commissioner Hach. On roll call all Commissioners voted aye, and the motion carried.

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

President Johnson acknowledged the following reports:

1. 2021 3rd quarter economic data; and
2. Municipal Court monthly report.

Discussion followed on upcoming street and water main projects and on the ARPA funds.

There being no further business to come before the Commission, Vice President Hamre adjourned the meeting at 6:45P.M.

LINDA LYBECK
CITY AUDITOR

RICHARD S. JOHNSON
PRESIDENT