

MINUTES OF THE BOARD OF CITY COMMISSIONERS
HELD DECEMBER 16, 2019

The regular meeting of the Devils Lake City Commission was held Monday, December 16, 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.

Commissioner Volk moved to approve the minutes of the regular City Commission meeting held December 2, 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 change to the zoning ordinance to allow a laundromat in an area zoned as central area commercial (downtown district).

Commissioner Volk moved to approve a change to the City's zoning ordinance to add a laundromat as a conditional use to the central area commercial zoning district as recommended by the Devils Lake Planning Commission. The motion was seconded by Commissioner Hach, and the motion carried unanimously.

Dennis Olson, Chairman of the Devils Lake Regional Airport Authority, introduced Bethany Hart as the new airport manager beginning January 6, 2020. Bethany gave a brief history of her education and experience in airport management.

Commissioner Hamre – The City Engineer stated everything was fine in the Sewer and Water Departments.

Commissioner Hach – The City Engineer presented a memo from the Sanitation Supervisor requesting to hire an employee at a 5D. The individual worked for the City for 15 years, has a CDL and several years of experience running heavy equipment.

Commissioner Volk moved to approve hiring an employee for the Sanitation Department at a 5D since he has a CDL, several years of experience with the City and running heavy equipment as recommended by the Sanitation Supervisor. The motion was seconded by Commissioner Hach, and the motion carried unanimously.

The City Assessor stated everything was fine.

Commissioner Volk – The City Engineer indicated downtown was cleaned last night.

Commissioner Robbins – The City Engineer stated the infrastructure committee would be meeting to prioritize projects.

The City Engineer said new cameras were installed on 4th St & 4th Ave downtown.

The Police Chief stated the department is coordinating with the National Safety Council on a defensive driving course.

Commissioner Robbins indicated Towner County is dropping the Lake Region Law Enforcement Center (LRLEC) for 911 and going with Cavalier County. Towner County will be using jails in Pierce County and Ramsey County. Discussion followed on the impact this would have on the LRLEC.

President Johnson - The City Auditor requested to carry forward to 2020 funds budgeted in 2019 for accounting software and training.

Commissioner Hach moved to approve carrying forward to 2020 \$23,800.00 for accounting software and training as recommended by the City Auditor. The motion was seconded by Commissioner Volk, and the motion carried unanimously.

The City Auditor requested to have the new accounts payable/payroll clerk start at an 8B.

Commissioner Robbins moved to approve hiring the accounts payable/payroll clerk at an 8B as recommended by the City Auditor. The motion was seconded by Commissioner Hach, and the motion carried unanimously.

The City Administrator stated everything was fine.

The Fire Chief said everything was fine.

The City Attorney discussed changes to the vaping ordinance. State law defines a minor as under the age of 18. Discussion followed on having special meetings to amend the ordinance, changing the ordinance so the definition of a minor is under 18, removing minor from the ordinance and insert under the age of 21. Also discussed was the possession of vaping material and if it could be enforced when it is legal in other parts of the State.

Consensus of the City Commission was to hold a special meeting at noon on December 18th for the 1st reading of Ordinance No 965 – vaping. A Building Authority meeting will follow the special City Commission meeting to approve a lease agreement for the daycare building.

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

1. Authorizing the City Auditor to cancel Check No 116396 dated April 16, 2019 in the amount of 335,850.00 to Butler Machinery Company (Airport Grant 37 – FAA Expenses - New Equipment).
2. Designating the Memorial Building as the voting place for precinct 1 for the city election to be held June 9, 2020;
3. A permit to sell alcoholic beverages at a special event and public dance permit submitted by Ye Olde Tavern for the Devils Lake Volunteer Fire Department annual fishing tournament to be held January 23rd, 24th and 25th, 2020 at the Memorial Building; and
4. A permit to sell alcoholic beverages at a special event submitted by Ye Olde Tavern for a private Christmas party for Leading Edge to be held January 11, 2020 at the Memorial Building.

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

The 1st reading of Ordinance No 963 – Laundromat was held.

The 1st reading of Ordinance No 964 – Curb stop was held.

Safe Alternatives for Abused Families has been awarded an \$8,000.00 Byrne Justice Assistance Grant. The funds pass through the City.

Commissioner Volk moved to approve accepting a grant award for Safe Alternatives for Abused Families in the amount of \$8,000.00. The motion was seconded by Commissioner Hach, and the motion carried unanimously.

The lease agreement for the daycare building will be acted on at the Building Authority meeting on December 18, 2019.

Commissioner Hamre moved to approve funding for 2019 for Lake Access in the amount of \$8,000.00 to be paid from the general fund (1000-000-55070). The motion was seconded by Commissioner Hach. On roll call all Commissioners vote aye, and the motion carried.

Lisa Crosby, Director of Lake Region Heritage Center, update the City Commission on events and issues at the Center.

Commissioner Volk moved to approve funding for the third quarter of 2019 for the Lake Region Heritage Center in the amount of \$6,725.00 to be paid from general fund (1000-000-55170). The motion was seconded by Commissioner Hamre. On roll call all Commissioners voted aye, and the motion carried.

Commissioner Robbins moved to approve the payment of \$18,471.00 to the Devils Lake Transit as allocated in the City's 2019 budget with funding from the general fund (1000-000-44940). The motion was seconded by Commissioner Volk. On roll call all Commissioners voted aye, and the motion carried.

Commissioner Volk moved to approve requisition for payment #3 from the Bank of North Dakota for the Sales Tax Revenue Bond, Series 2017 in the amount of \$455,385.21 as recommended by the City Administrator. The motion was seconded by Commissioner Hamre. On roll call all Commissioners vote aye, and the motion carried.

Commissioner Volk moved to approve requisition for payment #1 from the Bank of North Dakota for the Definitive Improvement Warrant, Series 2019 in the amount of \$800,000.00 as recommended by the City Administrator. The motion was seconded by Commissioner Hach. On roll call all Commissioners voted aye, and the motion carried.

Commissioner Robbins moved to approve requisition for payment #1 from the Bank of North Dakota for the Sales Tax Revenue Bond, Series 2019 in the amount of \$1,063,630.62 as recommended by the City Administrator. The motion was seconded by Commissioner Volk. On roll call all Commissioners voted aye, and the motion carried.

The fees and rates for 2020 were presented. The cemetery fees and septic hauler fees were discussed.

Commissioner Volk moved to approve a Resolution Establishing Fees and Rates effective January 1, 2020 as recommended by the City Administrator. The motion was seconded by Commissioner Hamre, and the motion carried unanimously.

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

President Johnson acknowledged the following report:
Municipal Court monthly report.

There being no further business to come before the Commission, President Johnson adjourned the meeting at 6:48P.M.

LINDA LYBECK
CITY AUDITOR

RICHARD S. JOHNSON
PRESIDENT