



**City of Moorhead
City Council Meeting
Meeting Minutes
May 08, 2017 at 5:30 PM
City Hall Council Chambers**

Pursuant to due call and notice thereof, a regular meeting of the City Council Meeting was held in the City Hall Council Chambers, on May 08, 2017, at 5:30 PM.

Roll call of the members was made as follows:

1st Ward Council Member:	Mari Dailey	Present
1st Ward Council Member:	Sara Watson Curry	Present
2nd Ward Council Member:	Melissa Fabian	Present
2nd Ward Council Member:	Heidi Durand	Present
Mayor:	Del Rae Williams	Present
3rd Ward Council Member:	Brenda Elmer	Present
3rd Ward Council Member:	Joel Paulsen	Absent until 5:34 pm
4th Ward Council Member:	Steve Gehrtz	Present
4th Ward Council Member:	Chuck Hendrickson	Present

City Council Meeting

1. [Call to Order and Roll Call](#)
2. [Pledge of Allegiance](#)
3. [Recognitions - Presentations](#)

A. Swearing In Ceremony: Assistant Fire Marshal Kayla Cross

Minutes: Rich Duysen, Fire Chief, and Mayor Del Rae Williams swore in Assistant Fire Marshal Kayla Cross and presented him with his duty helmet.

4. [Approve Minutes](#)

Motion to Approve made by Brenda Elmer and seconded by Joel Paulsen
Motion to Approve Minutes

Motion Passed
For: 8

- A. [April 10, 2017 City Council Meeting](#)
- B. [April 20, 2017 Council Workshop](#)
- C. [April 24, 2017 City Council Meeting](#)
- D. [April 24, 2017 Committee of the Whole Meeting](#)

5. [Citizens Addressing the Council \(Time Reserved: 15 Minutes\)](#)

Minutes: Mark Vanyo and Pat Kovash, business owners, spoke against the process of which was used to approve a resolution supporting local decision-making authority that was passed two weeks ago.

Andrew Bushaw, resident, stated that he appreciated the resolution.

William Stodden, resident, also spoke in favor of the resolution.

6. [Agenda Amendments](#)

Minutes: Michelle French, City Clerk, announced that item number 8a, Moorhead Public Service Commission appointment is removed.

7. [Consent Agenda](#)

All items listed with an asterisk (*) are enacted by one motion.

Motion to Approve made by Heidi Durand and seconded by Chuck Hendrickson
Motion to Approve the Consent Agenda as Amended

Motion Passed
For: 8

Minutes: Item number 25 was removed from the consent agenda.

8. Mayor and Council Appointments

A. [*Resolution to Approve Board/Commission Appointments](#)
Resolution 2017-0508-A

Public Hearings (5:45 p.m.)

9. [Public Hearing Regarding the Request of RCM Partners LLP for Property Tax Exemption for a Project Located at 3310-3370 42 St S](#)

Minutes: Public Hearing opened at 5:56 pm

Cindy Graffeo, Economic Development Director, provided a brief overview of the proposed property tax exemption.

Public Hearing closed at 5:57 pm

A. [Resolution to Approve a Property Tax Exemption for RCM Partners LLP for a Project Located at 3310-3370 42nd Street South](#)

Motion to Approve made by Brenda Elmer and seconded by Steve Gehrtz
Motion to Approve Resolution to Approve a Property Tax Exemption for RCM Partners LLP for a Project Located at 3310-3370 42nd Street South

Motion Passed **Resolution 2017-0508-1**
For: 8

10. [Public Hearing Regarding the Request of Fun & Games LLC for Property Tax Exemption for a Project Located at 1655 Main Ave SE](#)

Minutes: Public Hearing opened at 5:58 pm

Cindy Graffeo, Economic Development Director, provided a brief overview of the proposed property tax exemption.

Public Hearing closed at 6:00 pm

A. [Resolution to Approve a Property Tax Exemption for Fun & Games LLC for a Project Located at 1655 Main Ave SE](#)

Motion to Approve made by Mari Dailey and seconded by Joel Paulsen

Motion to Approve Resolution to Approve a Property Tax Exemption for Fun & Games LLC for a Project Located at 1655 Main Ave SE

Motion Passed **Resolution 2017-0508-2**

For: 8

11. [Public Hearing Regarding the Request of 9Thirteen LLC for Property Tax Exemption for a Project Located within the Urban Progress Zone \(913 Main Ave\)](#)

Minutes: Public Hearing opened at 6:02 pm

Cindy Graffeo, Economic Development Director, provided a brief overview of the proposed property tax exemption.

Public Hearing closed at 6:05 pm

A. [Resolution to Approve Property Tax Exemption for 9Thirteen LLC for a Project Located within the Urban Progress Zone \(913 Main Ave\)](#)

Motion to Approve made by Heidi Durand and seconded by Melissa Fabian

Motion to Approve Resolution to Approve Property Tax Exemption for 9Thirteen LLC for a Project Located within the Urban Progress Zone (913 Main Ave)

Motion Passed **Resolution 2017-0508-3**

For: 8

12. [Public Hearing for Proposed Special Assessments \(Unpaid Administrative Penalties - Property Maintenance & Code Enforcement\)](#)

Minutes: Public Hearing opened at 6:10 pm

Lisa Bode, Neighborhood Services Manager, provided a brief overview of the proposed assessment and explained the assessment process.

The following residents spoke in regards to their special assessment:

- Jeff Lewis, 2107 4th St. S
- Jeff Huderle, 1015 2nd Ave N
- Jared Janich, 2906 29th St. Cir S

Public Hearing closed at 6:58 pm

Motion to Approve made by Heidi Durand and seconded by Brenda Elmer
Motion to Remove 1015 2nd Ave N from the Assessment Roll for Further Review

Motion Passed
For: 8

Motion to Approve made by Joel Paulsen and seconded by Sara Watson Curry
Motion to Remove 2107 4th St. S from the Assessment Roll for Possible Deferment

Motion Passed
For: 8

Motion to Approve made by Joel Paulsen and seconded by Heidi Durand
Motion to Remove the Rental Assessment and Reduce the Administrative Citation to \$100 to Dismantle Automobiles or Machinery

Motion Passed
For: 8

A. [Resolution for Special Assessments](#)

Motion to Approve made by Sara Watson Curry and seconded by Joel Paulsen
Motion to Approve Resolution for Special Assessments as Amended

Motion Passed **Resolution 2017-0508-4**
For: 8

13. [Public Hearing to Consider Changes to MATBUS Routes 1, 2, 3, 5, 8 and MAT Paratransit](#)

Minutes: Public Hearing opened at 6:59 pm

Lori Van Beek, Transit Manager, provided a brief summary of the proposed changes.

Carol Lindquist, resident, hopes route 1 can move forward to eliminate the temporary route.

Public Hearing closed at 7:04 pm

A. [Resolution to Approved Changes to MATBUS Routes 1, 2, 3, 5, 8 and MAT Paratransit](#)

Motion to Approve made by Sara Watson Curry and seconded by Melissa Fabian
Motion to Approve Resolution to Approved Changes to MATBUS Routes 1, 2, 3, 5, 8 and MAT Paratransit

Motion Passed **Resolution 2017-0508-A**
For: 8

Economic Development

14. [*Resolution Finding that Construction of a Distribution Warehouse Located at 3310, 3340 and 3370 42nd Street South is Consistent with the Protective Covenants of](#)

MCCARA Third (and Fourth) Addition

Resolution 2017-0508-B

15. *Resolution Approving the Issuance by Moorhead Economic Development Authority Facilities Revenue Note to Solutions Behavioral Healthcare Professionals Project
Resolution 2017-0508-C

Planning and Neighborhood Services Department

16. *Consider Actions Relating to Courthouse Addition
- A. *Resolution to Approve Final Plat
Resolution 2017-0508-D
- B. *Resolution to Approve Easement and Right of Way Vacations
Resolution 2017-0508-E
17. *Consider Actions Relating to Horizon Shores Retail Addition
- A. *Resolution to Approve Preliminary Plat of Horizon Shores Retail Addition
Resolution 2017-0508-F
- B. *Resolution to Approve First Reading of Ordinance 2017-06: An Ordinance to Rezone Horizon Shores Retail Addition from TZ: Transitional to CC: Community Commercial
Ordinance 2017-06
18. *Resolution to Approve Conditional Use Permit - Transportation and Central Operations Center at 1307/1313 30th Ave S
Resolution 2017-0508-G
19. *Resolution Ordering Alternative Urban Areawide Reviews (AUAR)
Resolution 2017-0508-H
20. *Resolution to Approve Disadvantaged Business Enterprise Policy and Goal for Moorhead Municipal Airport (2017-2019)
Resolution 2017-0508-I
21. *Consider Actions Accepting Grant Awards from Lake Region Arts Council
- A. *Resolution to accept grant funds totaling \$10,000 to provide a public art installation on the Oakport water tower, 'Our Tower'
Resolution 2017-0508-J
- B. *Resolution to accept grant funds totaling \$17,000 to contract with Sharon Rodning Bash, Arts Midwest to facilitate Phase 1 of an Arts and Culture Master Plan
Resolution 2017-0508-K
22. Resolution to Approve a Banner Policy

Motion to Approve made by Steve Gehrtz and seconded by Brenda Elmer

Motion to Approve Resolution to Approve a Banner Policy

Motion Passed **Resolution 2017-0508-6**

For: 8

Minutes: Christina Volkens, City Manager, thanked the Arts & Culture Commission and staff on the new policy.

23. [*Resolution to Award a Contract to Enhanced Properties for Passenger Shelter Cleaning](#)
Resolution 2017-0508-L

Engineering Department

24. [*Resolution to Award Bid for Street Improvements at 24 Ave S & Brookdale Area and 17 St and 23 Ave S Area. Eng. No. 17-A2-03](#)

- A. [*Resolution to Award Bid](#)
Resolution 2017-0508-M

25. [*Resolution to Approve Right of Entry Agreement for Biotic and Geomorphic Surveys for the FM Diversion Project](#)

Minutes: Council Member Durand wanted this item removed to vote no.

- A. [*Resolution to Approve Right of Entry Agreement](#)

Motion to Approve made by Chuck Hendrickson and seconded by Joel Paulsen
Motion to Approve Resolution to Approve Right of Entry Agreement

Motion Passed **Resolution 2017-0508-7**

For: 6; Against: 2 - Mari Dailey, Heidi Durand

26. [*Resolution to Approve Budget Adjustment #17-011 for ADA Transition Plan Update](#)

- A. [*Resolution to Approve Budget Adjustment #17-011](#)
Resolution 2017-0508-N

27. [*Resolution to Approve Stormwater Maintenance Agreement with Luxsun Investments LLC](#)

- A. [*Resolution to Approve Stormwater Maintenance Agreement](#)
Resolution 2017-0508-O

Administration

28. [*Consider Actions Relating to Ordinance No 2017-05: An Ordinance to Amend and Reenact Subsection J of Section 2-3-3 of the Moorhead Municipal Code Relating to the Sale of Liquor at the Hjemkomst Center \(F/K/A Red River Valley Center\)](#)

- A. [*Second Reading of Ordinance 2017-05](#)
Ordinance 2017-05

- B. [*Title and Summary](#)
Resolution 2017-0508-P

29. Approve Licenses - Permits

- A. [*Resolution to Approve Sound Amplification Permits](#)
Resolution 2017-0508-Q

30. [*Resolution to Approve GIS Software License Agreement with ESRI](#)
Resolution 2017-0508-R

31. [*Resolution to Approve Phased Retirement Agreement](#)
Resolution 2017-0508-S

32. [Mayor and Council Reports](#)

- A. Summary of Executive Session regarding City Manager Review of three month performance

Minutes: Mayor Williams provided a brief summary of the executive session regarding the City Manager performance review.

Council Member Gehrtz announced that the sidewalk subcommittee will be meeting on May 31, 2017 to review the sidewalk policy.

Council Member Fabian made an announcement on the Moorhead On Tap water bottles and thanked the staff involved.

Mayor Williams recapped the grants that were approved. She also provided an update on the solid waste treatment plant.

Council Member Watson thanked the Moorhead Business Association and Economic Development Authority for hosting the small business week bus tour and provided an update on the transfer center tour with Minnesota Pollution Control Agency.

Council Member Elmer announced that they are hosting four international guests through a grant through the American Council of Young Political Leaders.

33. City Manager Reports - Updates

34. Executive Session

- A. [Executive Session for the Purpose of Discussion of Land Sale Negotiations for a Redevelopment Project Located at the Southeast Corner of Eighth Street and Main Avenue](#)

Motion to Approve made by Brenda Elmer and seconded by Sara Watson Curry
Motion to Approve Executive Session for the Purpose of Discussion of Land Sale Negotiations for a Redevelopment Project Located at the Southeast Corner of Eighth Street and Main Avenue

Motion Passed
For: 8

Minutes: Council Member Gehrtz announced that he has a conflict of interest on this subject and will not attend the Executive Session.

John Shockley, City Attorney, provided a brief explanation of the Executive Session.

Meeting adjourned at 7:19 pm

APPROVED BY:



Del Rae Williams
Mayor

ATTEST:



Michelle French
City Clerk

The proceedings of this meeting are digitally recorded and are available for public review.

Respectfully submitted by:
Michelle French, City Clerk