



**City of Moorhead  
City Council Meeting  
Meeting Minutes  
March 13, 2017 at 5:30 PM  
City Hall Council Chambers**

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Pursuant to due call and notice thereof, a regular meeting of the City Council Meeting was held in the City Hall Council Chambers, on March 13, 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:	Nancy Otto	Present
Board Member:	Jim Haney	Present
2nd Ward Council Member:	Heidi Durand	Present
Mayor:	Del Rae Williams	Present
3rd Ward Council Member:	Mike Hulett	Present
3rd Ward Council Member:	Brenda Elmer	Present
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. [Proclamation: National Kidney Month presented to Aaron Kringler, Advocacy Volunteer for the Nation Kidney Foundation Serving the Dakotas](#)

Minutes: Mayor Williams presented a Proclamation Aaron Kringler, spoke in regards to the Nation Kidney Foundation serving the Dakotas.

Lisa Bode, Neighborhood Services Director; Sherri Smith, MN Regional Leader; and Angie Gradin-Peterson, Personal Loan Officer spoke in regards to Gate City Bank.
4. [Approve Minutes](#)

Minutes: Add March 31st resolution.

Approve minutes with 2-13-17 amendment

  - A. [February 13, 2017 City Council Meeting](#)
  - B. [February 27, 2017 Special City Council Meeting](#)
  - C. [February 27, 2017 Committee of the Whole Meeting](#)

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

6. [Agenda Amendments](#)

Motion to Approve made by Heidi Durand and seconded by Mari Dailey  
**Motion to Approve 6. Agenda Amendments**

Motion None

For: 8 - Mari Dailey, Nancy Otto, Nancy Otto, Jim Haney, Heidi Durand, Mike Hulett, Brenda Elmer, Brenda Elmer, Brenda Elmer, Steve Gehrtz, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

Minutes: Remove item #33

Revised Board/Commission

7. [Consent Agenda](#)

All items listed with an asterisk ( \* ) are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in accordance with the "Council Rules of Procedure". In such event, the item will be removed from the General Order of Business and considered in its normal sequence on the agenda.

Minutes: consent agenda motion in agenda amendments

8. [Mayor and Council Appointments](#)

Minutes: Public hearing opened at 5:47 pm

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

Public Hearing closed at 5:50 pm

A. [\\*Resolution to Approve Board/Commission Appointments](#)

**Public Hearings (5:45 p.m.)**

9. [Public Hearing Regarding the Request of Mary Colleen Bjornstad for Property Tax Exemption for a Project Located at 3401 8 St S](#)

A. [Resolution to Approve a Property Tax Exemption for Mary Colleen Bjornstad for a Project Located at 3401 8 St S](#)

Motion to Approve made by Heidi Durand and seconded by Brenda Elmer

**Motion to Approve A. Resolution to Approve a Property Tax Exemption for Mary Colleen Bjornstad for a Project Located at 3401 8 St S**

Motion Passed

For: 8 - Mari Dailey, Nancy Otto, Nancy Otto, Jim Haney, Heidi Durand, Mike Hulett, Brenda Elmer, Brenda Elmer, Brenda Elmer, Steve Gehrtz, Steve Gehrtz, Chuck Hendrickson  
Against: 0 - (None)  
Abstain: 0 - (None)  
Absent: 0 - (None)  
Recused: 0 - (None)

10. [Public Hearing Regarding the Request of Big Iron Properties LLC for a Project Located at 2312 29 St S](#)

Minutes: Pubic Hearing opened at 5:50 pm

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

Public Hearing closed at 5:52 pm

A. [Resolution to Approve a Property Tax Exemption for Big Iron Properties LLC for a Project Located at 2312 29 St S](#)

Motion to Approve made by Steve Gehrtz and seconded by Brenda Elmer  
**Motion to Approve A. Resolution to Approve a Property Tax Exemption for Big Iron Properties LLC for a Project Located at 2312 29 St S**

Motion Passed

For: 8 - Mari Dailey, Nancy Otto, Nancy Otto, Jim Haney, Heidi Durand, Mike Hulett, Brenda Elmer, Brenda Elmer, Brenda Elmer, Steve Gehrtz, Steve Gehrtz, Chuck Hendrickson  
Against: 0 - (None)  
Abstain: 0 - (None)  
Absent: 0 - (None)  
Recused: 0 - (None)

## **Economic Development**

11. [\\*Actions Related to the Sale of Land to Red River Electric, Inc. for Property Located at 3345 43rd St S \(58.423.0070\)](#)

12. [Resolution to Revise the Urban Progress Zone Property Tax Exemption Policy](#)

Motion to Approve made by Brenda Elmer and seconded by Chuck Hendrickson  
**Motion to Approve 12. Resolution to Revise the Urban Progress Zone Property Tax Exemption Policy**

Motion None

For: 8 - Mari Dailey, Nancy Otto, Nancy Otto, Jim Haney, Heidi Durand, Mike Hulett, Brenda Elmer, Brenda Elmer, Brenda Elmer, Steve Gehrtz, Steve Gehrtz, Chuck Hendrickson  
Against: 0 - (None)  
Abstain: 0 - (None)  
Absent: 0 - (None)  
Recused: 0 - (None)

Minutes: Cindy Graffeo, Economic Development Director, provided a brief overview of the proposed Urban Progress Zone Property Tax Exemption Policy.

## **Planning and Neighborhood Services Department**

13. [\\*Consider Actions Relating to Horizon Shores 11th Addition](#)
  - A. [\\*Resolution to Approve Final Plat](#)
  - B. [\\*Second Reading of Ordinance 2017-2: An Ordinance to Rezone Horizon Shores 11th Addn from TZ: Transitional to RMD-2: Residential Moderate Density - 2](#)
  - C. [\\*Title and Summary - Ordinance 2017-2](#)
  - D. [\\*Resolution to Approve Easement Vacation](#)
  - E. [\\*Resolution to Approve Developer's Agreement](#)
14. [\\*Resolution to Approve First Reading of Ordinance 2017-04: An Ordinance to Amend Sections within Title 11: Subdivisions](#)
15. [\\* Designate signatory for HUD environmental reviews - Community Development Block Grant \(CDBG\)](#)
16. [Authorize Contract with MnDOT for 2017-2019 Public Transportation Services Under the Service Expansion Pilot Program](#)

Motion to Approve made by Mari Dailey and seconded by Nancy Otto  
**Motion to Approve 16. Authorize Contract with MnDOT for 2017-2019 Public Transportation Services Under the Service Expansion Pilot Program**

Motion Passed

For: 8 - Mari Dailey, Nancy Otto, Nancy Otto, Jim Haney, Heidi Durand, Mike Hulett, Brenda Elmer, Brenda Elmer, Brenda Elmer, Steve Gehrtz, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

Minutes: Lori Van Beek, Transit Manager, provided a revision

## Engineering Department

17. [Consider 34 St N Access Agreements with ALDI Inc. and H2G LLC.](#)

Motion to Approve made by Steve Gehrtz and seconded by Chuck Hendrickson  
**Motion to Approve 17. Consider 34 St N Access Agreements with ALDI Inc. and H2G LLC.**

Motion Passed

For: 8 - Mari Dailey, Nancy Otto, Nancy Otto, Jim Haney, Heidi Durand, Mike Hulett, Brenda Elmer, Brenda Elmer, Brenda Elmer, Steve Gehrtz, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

Minutes: Bob Zimmerman, City Engineer,

- A. [Resolution to Approve Access Agreements](#)
- 18. [\\*Resolution to Approve Cooperative Construction Agreement No. 1027226 with MnDOT and a Limited Use Permit for Street Improvements on 8 St S from 30th to 46th Ave. S. Eng. No. 17-2-01](#)
  - A. [\\*Resolution to Approve Construction Agreement](#)
  - B. [\\*Resolution to Approve Limited Use Permit with MnDOT](#)
- 19. [\\*Resolution to Approve Various Actions for Street Improvements on 15 Ave & 28 St N. Eng. No. 18-A2-02](#)
  - A. [\\*Resolution to Approve Task Order](#)
  - B. [\\*Resolution to Request Speed Study](#)
- 20. [\\*Resolution to Approve an Engineering Services Agreement with Stantec for Street Improvements on Center Ave from 8 St to the Red River. Eng. No. 19-A2-02](#)
  - A. [\\*Resolution to Approve Engineering Services Agreement](#)
- 21. [\\*Resolution to Award Bid for MB Johnson Pedestrian Trail Project. Eng. No. 17-13-2](#)
  - A. [\\*Resolution to Award Bid](#)
- 22. [\\*Resolution to Award Bid for Sanitary Lift Station No. 25 Improvements. Eng. No. 17-6-1](#)
  - A. [\\*Resolution to Award Bid](#)
- 23. [\\*Resolution to Approve Plans and Specifications and Authorize Advertisement for Bids for Street Improvements in Bulands and Marie's Addition Areas \(Eng. No. 17-A2-01\) and Meadow Pointe Area \(Eng. No. 17-A2-04\)](#)
  - A. [\\*Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids](#)
- 24. [\\*Resolution to Support 2016 Fargo-Moorhead Metropolitan Bicycle & Pedestrian Plan](#)

**Public Works Department**

- 25. [\\*Consider Actions Relating to Ordinance 2017-03: An Ordinance to Amend the 2017 Fee Schedule - Roll-off Container Fees](#)
  - A. [\\*Second Reading of Ordinance 2017-03](#)
  - B. [\\*Title and Summary](#)
- 26. [\\*Resolution to Approve a Budget Adjustment to Use Sanitation Reserves to Design Vehicle Storage Facility](#)

## **Moorhead Public Service**

27. [\\*Award Bid for 2017 Street and Lawn Repairs](#)
28. [\\*Award Bid for 2017 Extension and Upgrade Project](#)
29. ["Awards Bids for Pilot Filter Skid Unit](#)
30. [\\*Award Bids for 2017 Water Distribution Pipe and Fittings](#)

## **Administration**

31. Approve Licenses - Permits
  - A. [\\*Resolution to Approve Sound Amplification Permits](#)
32. [\\*Resolution to Approve Budget Adjustment for Human Resources Generalist](#)
33. [\\*Resolution to Reauthorize the use of an Advisory Budget Work Group \(ABWG\) in preparing the Proposed 2018 Operating and Capital Budget](#)
34. [Mayor and Council Reports](#)

Minutes: Sara Watson-Curry provided a brief update on the MAT Coordinating Board Meeting, 1:13.

Mari Dailey provided an update on the Food for Fines program. Heavy construction will be starting on the new Law Enforcement Center coming soon.

Mayor Williams announced that she will be going to D.C. on Friday in regards to the Diversion. Also discussed the league event.

Melissa Fabian provided a Public Housing Authority

Chuck Hendrickson provided a brief FM Diversion update.

35. [City Manager Reports - Updates](#)

Minutes: Hockey rink boards will be getting replaced, awards have been updated on the city website, April 24th COW meeting evaluation, Scott Hutchins announced that he has submitted his retirement after 42 years in July.

Meeting adjourned at 6:35 pm

36. Executive Session (If needed)
37. New Business
38. Citizens Addressing the Council (continued, if necessary)

APPROVED BY:

ATTEST:

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Del Rae Williams  
Mayor

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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*