



**City of Moorhead
City Council Meeting
Meeting Minutes
June 24, 2019 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 June 24, 2019, at 5:30 PM.

Roll call of the members was made as follows:

1st Ward Council Member:	Shelly Dahlquist	Present
1st Ward Council Member:	Sara Watson Curry	Present
2nd Ward Council Member:	Shelly Carlson	Present
2nd Ward Council Member:	Heidi Durand	Present
Mayor:	Johnathan Judd	Present
3rd Ward Council Member:	Joel Paulsen	Present
3rd Ward Council Member:	Deb White	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. [Agenda Amendments](#)

Minutes: No Amendments

4. [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: No items removed

Motion to Approve made by Heidi Durand and seconded by Sara Watson Curry
Motion to Approve Consent Agenda

Motion Passed

For: 8 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

5. [Recognitions - Presentations](#)

A. [Cass County Vector Control Informational Briefing](#)

Minutes: Public Works Director Steve Moore introduced Director Ben Prather from Cass County Vector Control (Fargo Office) who is presenting to the Mayor and Council regarding the Mosquito Control Program. Mr. Prather informed the Mayor and City Council of their main objective, which is larval control using primarily organic bacterial based insecticides. Cass County Vector Control performs surveillance, utilizing five traps throughout the City of Moorhead. Mr. Prather concluded his presentation with a Q&A answering various questions.

B. [LARL, Moorhead Library and Summer Outreach - Liz Lynch and Megan Krueger](#)

Minutes: Liz Lynch presented to the Mayor and Council about Lake Agassiz Regional Library (LARL) and the Moorhead Public Library. LARL is 1 of 12 public regional library systems in the state of Minnesota. LARL provides service in 22 communities in a Seven County service area. The Moorhead Public Library is the largest library in the LARL system with Headquarters located in the Moorhead. The regional office handles all the "behind the scenes" operations for the 22 libraries served.

Moorhead Public Library Director Megan Krueger updated the Mayor and City Council regarding the 2018 LARL Impact Report. The Library provides service to over 700 people each day. Services utilized are: meeting rooms, IT assistance and the libraries digital collection. New services offered this year are wireless printing, notary services, and meals on wheels, which volunteers deliver books to individuals who are not able to visit the library. The 2019 Summer Library Experience is a program from June 1, 2019 through the middle of August which encourages children reading throughout the summer months. If residents would like to support the Library, they may contribute donations to the Library's Page Turners Program.

6. [Approve Minutes](#)

A. [June 10, 2019 Council Meeting](#)

Motion to Approve made by Deb White and seconded by Joel Paulsen

Motion to Approve Minutes

Motion Passed

For: 8 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Deb White, Steve Gehertz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

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

Minutes: A citizen addressed the Mayor and Council in regards to the open vacancy within Ward 4. The citizen stated he is interested in running for the seat. The citizen will be campaigning and selling Trump merchandise. The citizen asked the protocol for the election process with entering his candidacy.

City Attorney John Shockley responded to the citizen regarding the vacancy. He informed the citizen that tonight's meeting includes an agenda item on next steps the council will take in regards to the vacancy. Should there be a special election, there is a requirement to file an affidavit of candidacy. Mr. Shockley informed the citizen of requirements in regards to fundraising in which there should be self-education.

8. Mayor and Council Appointments

Public Hearings (5:45 p.m.)

9. [Public Hearing Regarding the Request of Chad Hahn on behalf of Gavilon Fertilizer LLC for a Property Tax Exemption for a Commercial Project Located at 2012 28 Ave S \(58.900.1161\)](#)

Motion to Open Public Hearing made by Shelly Carlson and seconded by Deb White
Motion to Open Public Hearing at 6:22 pm made by Shelly Carlson and seconded by Deb White.

Motion Passed

For: 8 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

Minutes: Downtown Moorhead Inc. Executive Director Derrick LaPoint presented to the Mayor and City Council on Mr. Hahn's behalf in regards to the commercial industrial property tax exemption for parcel number 58.900.1161. Plans are to replace their old office building on-site with a new larger building. Plans include a 4,800 sq. ft. building with a 1,200 sq. ft. office space, and remaining 3,600 sq. ft. would be for shop space (which stores egg fertilizers). This project is estimated at \$475,000 dollars and estimated tax incentive is \$22,800. If approved the project would begin in July of 2019 with an estimated completion of October 2019.

Council expressed concerns regarding the zoning, and odor emitting from the facility. Mr. LaPoint stated he would follow up with Mr. Hahn for clarification regarding the concerns of the emitting odor. Community Development Director Kristie Leshovsky addressed the zoning concerns informing Council the fertilizer portion is only allowed in an industrial zoning district and the rebuilding would only be allowed the office and storage. Movement of the fertilizer's tanks would be cost prohibitive for a facility of that nature.

NOTE: City Manager Volkens sent a follow up email to the City Council on 6/27/19 received from Gavilon Fertilizer which addressed the concerns council voiced at the June 24th 2019 meeting.

Motion to Close Public Hearing made by Sara Watson Curry and seconded by Deb White
Motion to Close Public Hearing at 6:30 pm made by Sara Watson Curry and seconded by Deb White.

Motion Passed

For: 8 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

Motion to Approve made by Deb White and seconded by Sara Watson Curry
Motion to Approve Public Hearing Regarding the Request of Chad Hahn on behalf of Gavilon Fertilizer LLC for a Property Tax Exemption for a Commercial Project Located at 2012 28 Ave S (58.900.1161)

Motion Passed

For: 8 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

- A. [Resolution to Approve Property Tax Exemption for Gavilon Fertilizer LLC for a Commercial Project Located at 2012 28 Ave S \(58.900.1161\)](#)

10. [Public Hearing Regarding the Request of Jeff Bradley on behalf of Thrive Behavioral Network III LLC for Commercial Project Located at 1704 Belsly Blvd \(58.619.0010\)](#)

- A. [Resolution to Approve Property Tax Exemption for Thrive Behavioral Network III LLC for Commercial Project Located at 1704 Belsly Blvd \(58.619.0010\)](#)

Motion to Open Public Hearing made by Heidi Durand and seconded by Shelly Carlson

Motion to Open Public Hearing at 6:31 pm made by Heidi Durand and seconded by Shelly Carlson.

Motion Passed

For: 8 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

Minutes: Downtown Moorhead Inc. Executive Director Derrick LaPoint presented to the Mayor and City Council on behalf of Jeff Bradley, of Thrive Behavioral Network III LLC, for a Commercial industrial incentive application. This facility is an intensive residential treatment service program. This application is to remodel a lower level of an existing building to make it ADA compliant and to construct a new one level addition of approximately 1,000 sq. ft. This would add four beds, one bathroom, and a group treatment space. The new estimated value is \$200,000 which equates to a three year property tax exemption (the existing value will still be taxable). If approved construction would begin in July 2019 with an estimated completion date of November 2019.

Motion to Close Public Hearing made by Heidi Durand and seconded by Sara Watson Curry

Motion to Close Public Hearing at 6:36pm made by Heidi Durand and seconded by Sara Watson Curry.

Motion Passed

For: 8 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

Motion to Approve made by Shelly Carlson and seconded by Chuck Hendrickson

Motion to Approve Resolution for Property Tax Exemption for Thrive Behavioral Network III LLC for Commercial Project Located at 1704 Belsly Blvd (58.619.0010)

Motion Passed

For: 8 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

Engineering Department

11. [*Resolution to Approve Plans and Specifications and Authorize Advertisement for Bids for Underground Utility and Street Improvements for the Preserve on Broadway Addition \(Eng. No. 19-A6-01\)](#)
12. [*Resolutions to Approve Various Actions for Village Green 6th Addition, Phase 4. \(Eng. No. 19-A6-05\)](#)
 - A. [*Resolution to Receive Petitions and Order Report](#)
 - B. [*Resolution to Receive Report and Order Plans and Specifications](#)
13. [*Resolution to Approve Plans and Specifications and Authorize Advertisement for Bids for Phase 1 of the North Moorhead Flood Mitigation Project. \(Eng. No. 18-13-8B\)](#)

Parks and Recreation Department

14. [Resolution to Approve a Location for a Moorhead Dog Park](#)

Minutes: Public Works Director Steve Moore presented an updated to the Mayor and City Council on locations for a Southside Moorhead Dog Park. There was a Staff Working Group comprised of various departments working on this project. The initial phase was exploring possible locations. After discussions of critical elements, the choice was River Oaks Point. Staff then held a community engagement for feedback on the project. The results of the feedback lead to exploring other areas. After more discussion, the next location is Riverfront Park. It is being requested to have discussions on the locations and receive direction from council on how to proceed with a location.

Motion to Approve made by Shelly Carlson and seconded by Deb White

Motion to Approve Staff Recommendation for Option #3 to include a South side Dog Park at River Oaks Park with the expectation of obtaining additional community feedback.

Motion Passed

For: 8 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

15. [*Resolution to Approve Acceptance of a Grant from the City Arts Partnership for the Annual Celtic Festival](#)

16. [Resolution to Approve a Memorandum of Understanding with Eventide Senior Living Communities for the Silos to Circles Project](#)

Minutes: Parks & Recreation Director Heidi Heitkamp presented to the Mayor and City Council regarding a grant submitted by Eventide Senior Living Communities. The grant came from Minnesota Lending Foundation and is for video conferencing. Events happening within the community would be televised on a network that would educate seniors in our region. It is being requested that the City of Moorhead at Hjemkomst Center be the host site and accept the equipment. Additionally it is requested we have the senior center coordinator be the administrator of the calendar. The grant pays for three years of the hub service, which is \$99.00 per month (ending January 2020). Parks & Recreation has included this fee in the upcoming budget, should the City want to continue the service.

Motion to Approve made by Shelly Carlson and seconded by Chuck Hendrickson
Motion to Approve Resolution to Approve a Memorandum of Understanding with Eventide Senior Living Communities for the Silos to Circles Project

Motion Passed

For: 8 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

Community Development Department

17. [Resolution to Approve and Fund Moorhead Proud Call for Art Proposals](#)

Minutes: Assistant City Planner Kim Citrowske presented to the Mayor and City Council recommendations from the Art and Cultural Commission to fund Moorhead Proud Call for Art Proposals. The City established a Moorhead Community Fund to solicit donations for certain amenities to benefit our community. Since the fund was established, a \$25,000 donation was received for public art. Two projects are being proposed. The first a mural at Ace Hardware of Florence Klingensmith, who is a Moorhead Native who was featured in the Fly Girls book. The second recommendation is a storm drain community art project by River Keepers. There would be 4 neighborhoods to developed art work for their storm drains to educate that neighborhood.

Motion to Approve made by Shelly Dahlquist and seconded by Sara Watson Curry
Motion to Approve Resolution to Fund Moorhead Proud Call for Art Proposals

Motion Passed

For: 7 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Deb White, Chuck Hendrickson

Against: 1 - Steve Gehrtz

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

18. [*Consider Actions Relating to Phase III Runway Pavement and Lighting Project - Moorhead Municipal Airport](#)

A. [*Resolution to Award Bid - Runway Pavement Rehabilitation and Lighting](#)

B. [*Resolution to Approve Agreement with Mead and Hunt - Runway Construction Services](#)

- C. [*Resolution to Approve Grant Agreement with State of MN - Runway Pavement Rehabilitation and Lighting](#)

Moorhead Public Service

19. [*Approve Change Order No. 2 with Key Contracting for the Center Ave. \(Phase 3\) Watermain Replacement Project](#)

Public Works Department

20. [Commercial No Sort Recycling Program Recommendation](#)

Minutes: Public Works Director Steve Moore presented an update to the Mayor and City Council on the Commercial No Sort Program. The objective of the program was to determine the economic and logistical feasibility of implementing a commercial no-sort recycling program. Public Works started the pilot program in July 2018 and is scheduled to end on 30 June 2019. Recommendation by staff is to not implement a no sort recycling program. This is due to the cost to implement, cost of service, impact of the diversion rate, and lack of program management. There already is a viable cost-effect option through the private sector.

21. [*Resolution to Approve Agreement with Greenview, Inc. for Custodial Services](#)

Administration

22. [2018 Comprehensive Annual Financial Report and Audit Presentation](#)

Minutes: Finance Director Karla McCall introduced Derek Flanagan Partner with Eide Bailly who presented to the Mayor and City Council the 2018 Comprehensive Annual Financial Report and Audit. The City of Moorhead hired the firm to perform the financial statement audit for the year ended December 31, 2018. The firm's responsibility is to express an opinion on the financial statements (CAFR) of the City. The opinion for the current year was a clean audit opinion (unmodified). There was also an audit of federal awards, this is due when any governmental agency expends over \$750,000. The opinion was clean audit (unmodified).

- A. Resolution to Receive the City of Moorhead 2018 Comprehensive Annual Financial Report (CAFR)

Motion to Approve made by Heidi Durand and seconded by Sara Watson Curry

Motion to Approve to Receive 2018 Comprehensive Annual Financial Report and Audit Presentation

Motion Passed

For: 8 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

23. [* Resolution Approving Changes to MATBUS Route 4 Effective August 1, 2019](#)

24. [Discussion regarding Ward 4 City Council seat vacancy](#)

Minutes: City Attorney John Shockley presented his recommendation to the Mayor and City Council regarding the vacancy of the Ward 4 seat. Mr. Shockley stated the decision ultimately comes from Council. However, his recommendation is to have a Special Election take place in concurrence with the November 2019 bond referendum election.

Motion to Approve made by Shelly Carlson and seconded by Sara Watson Curry
Motion to Declare a vacancy exists in Ward 4 seat as of August 15 2019 and that the successor will be chosen by special election held in conjunction with the school bond referendum election and that City Staff take all necessary action to schedule and undertake said special election for Ward 4 Council Member vacancy.

Motion None

For: 8 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

25. [Consider Joint Powers Agreement between Clay County and the City of Moorhead for land acquisition](#)

Minutes: City Attorney John Shockley presented an update to the Mayor and City Council. The main takeaway is there's no cost to the City of Moorhead for adopting the agreement. Clay County is going to be responsible for the meeting location, and they're going to be serving as the fiscal agent. This agreement is about creating a negotiation team that will allow voluntary land acquisitions to happen so that the City along with the County and Buffalo Red Watershed District will have input into the cost for the land.

Motion to Approve made by Joel Paulsen and seconded by Deb White

Motion to Approve Joint Powers Agreement between Clay County and the City of Moorhead for land acquisition

Motion Passed

For: 8 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

Other

26. [Mayor and Council Reports](#)

Minutes: Council Member Shelly Carlson: The LARL Board meet last week, and put their budget together. They will be asking for a slight increase to cover salary increases and insurance cost for employees.

Council Member Deb White: The Human Rights Commission discussed a hit and run that happened at end of May where a resident was very seriously injured. Police Chief Monroe attended the meeting where there was an update to the status of the investigation (which is still active).

Mayor Judd: Attended State of the Arts Ceremony with Council Member Carlson; also attended the Block E open house. Attended the Longest table event that was hosted by the City of Dilworth; many Council Members were in attendance (White, Watson Curry, Dahlquist, and Carlson). Attended a Homeownership press conference for National Home Ownership Day - by Fargo and West Fargo. Dunked on Saturday by a child at the American Legion 100 Year Celebration Event.

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

Minutes: Charter Commission passed the consideration to change the Charter to allow the Council the decision to become chamber members. There was a change to the language that would also allow private organizations. The Charter change will be coming to the second meeting in July for a public hearing.

28. Executive Session (If needed)

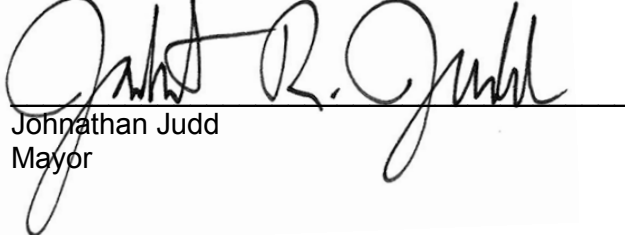
29. [New Business](#)

Minutes: No new business

30. Citizens Addressing the Council (continued, if necessary)

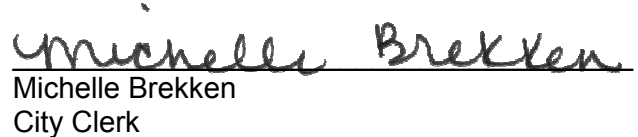
Adjourned at 8:30pm

APPROVED BY:



Johnathan Judd
Mayor

ATTEST:



Michelle Brekken
City Clerk

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

Respectfully submitted by:
Michelle Brekken, City Clerk