



**City of Moorhead  
City Council Meeting  
Meeting Minutes  
November 27, 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 November 27, 2017, at 5:30 PM.

**Roll call of the members was made as follows:**

1st Ward Council Member:	Mari Dailey	Absent until 5:36 pm
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:	Joel Paulsen	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. [United Way of Cass-Clay Update \(Travis Christopher\)](#)

Minutes: Travis Christopher, Resource Development Director, and Thomas Hill, Community Impact Director, provided a brief overview of the United Way of Cass-Clay Campaign.

B. [Recycling Program Update \(Steve Moore\)](#)

Minutes: Steve Moore, Public Works Director, provided a brief update on the implementation of the Recycling Program.

4. [Approve Minutes](#)

A. [November 13, 2017 City Council Meeting](#)

Motion to Approve made by Sara Watson Curry and seconded by Joel Paulsen  
**Motion to Approve November 13, 2017 City Council Meeting**

Motion Passed  
For: 7

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

6. [Agenda Amendments](#)

Minutes: Item number 24c will be removed from the agenda.

7. [Consent Agenda](#)

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

Motion to Approve made by Heidi Durand and seconded by Mari Dailey

**Motion to Approve Consent Agenda**

Motion Passed

For: 8

8. Mayor and Council Appointments

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

9. [Public Hearing Regarding the Request of M.I.G. Properties Hospitality-1 LLC for Property Tax Exemption for a Project Located at 600 30th Ave S](#)

Minutes: Public hearing opened at 6:04 pm.

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

Public hearing closed at 6:10 pm.

A. [Resolution to Approve Property Tax Exemption for M.I.G. Properties Hospitality-1 LLC \(600 30th Ave S\)](#)

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

**Motion to Approve Resolution to Approve Property Tax Exemption for M.I.G. Properties Hospitality-1 LLC (600 30th Ave S)**

Motion Passed **Resolution 2017-1127-1**

For: 8

**Planning and Neighborhood Services Department**

10. [\\*Consider Actions Relating to Ordinance 2017-15: An Ordinance to Rezone Property Located at 2725 40th St S from RMD-2: Residential Moderate Density - 2 to RHD-1: Residential High Density - 1](#)

A. [\\*Second Reading](#)  
**Ordinance 2017-15**

B. [\\*Title and Summary](#)  
**Resolution 2017-1127-A**

11. [\\*Consider Actions Relating to Ordinance 2017-16: An Ordinance to Amend Title 10, Chapter 22 of the Moorhead City Code: Signs](#)
  - A. [\\*Second Reading](#)  
**Ordinance 2017-16**
  - B. [\\*Title and Summary](#)  
**Resolution 2017-1127-B**
12. [\\*Consider Actions Relating to Ordinance 2017-17: An Ordinance to Amend Title 10, Chapters 13 and 18 of the Moorhead City Code: Neighborhood Commercial](#)
  - A. [\\*Second Reading](#)  
**Ordinance 2017-17**
  - B. [\\*Title and Summary](#)  
**Resolution 2017-1127-C**

### **Engineering Department**

13. [2018-2022 Pavement Management & Transportation Capital Improvement Plan Update](#)

Minutes: Bob Zimmerman, City Engineer; Tom Trowbridge, Assistant City Engineer; Steve Moore, Public Works Director; and Jim Schultz, Senior Engineer; provided a brief presentation on the 2018 - 2022 Pavement Management and Transportation Capital Improvement Plan.
14. [SE Main Ave/20 St/21 St Railroad Grade Separation Project. Eng. No. 02-2-2F Update](#)

Minutes: Bob Zimmerman, City Engineer, provided a brief update based on the discussions with BNSF.
15. [\\*Resolution to Approve an Amendment to the Lease Agreement with Morrison Enterprises, Inc. for 1034 Main Ave.](#)
  - A. [\\*Resolution to Approve Amendment](#)  
**Resolution 2017-1127-D**

### **Parks and Recreation Department**

16. [\\*Resolution to Approve Facility Use Agreements with Red River Valley Figure Skating for use of the Moorhead Sports Center](#)  
**Resolution 2017-1127-E**
  - A. [\\*Red River Valley Classic Skating Competition](#)
  - B. [\\*RRVFS Spring Summer Fall Schedule](#)
17. [\\*Resolution to Approve Independent Contract Agreements for the Instruction of Recreation Programs.](#)  
**Resolution 2017-1127-F**
  - A. [\\*Agreement with Total Balance Fitness](#)

- B. [\\*Agreement with Moore's Shou Shu Martial Arts](#)

## Public Works Department

18. [\\*Resolution to Approve a Budget Adjustment for Architecture Support Services](#)  
**Resolution 2017-1127-G**
19. [Resolution to Authorize Staff to Proceed With the Planning and Design of Phase 1 Improvements to the Moorhead Youth Hockey Facility](#)

Motion to Approve made by Heidi Durand and seconded by Chuck Hendrickson

**Motion to Approve Resolution to Authorize Staff to Proceed With the Planning and Design of Phase 1 Improvements to the Moorhead Youth Hockey Facility**

Motion Passed **Resolution 2017-1127-2**

For: 8

Minutes: Steve Moore, Public Works Director; Wanda Wagner, Finance Director; provided a brief overview of the proposed Moorhead Youth Hockey Facility Improvements and provided possible funding sources. Rob Gramer, Executive Director; Brian Stavenger, President; Mike Simonich, Vice President; and Chad Marsden, Treasurer; from Moorhead Youth Hockey Association was also present.

## Administration

20. [\\*Consider Actions Relating to Ordinance 2017-18: An Ordinance to Amend and Reenact Subsection C of Section 2-3-3 of the Moorhead Municipal Code Relating to Regulation of On-Sale 3.2 Percent Malt Liquor](#)

- A. [\\*Second Reading](#)  
**Ordinance 2017-18**
- B. [\\*Title and Summary](#)  
**Resolution 2017-1127-H**

21. [Actions Related to the 2018 State Legislative Program and Service Agreements](#)

Motion to Approve made by Brenda Elmer and seconded by Chuck Hendrickson

**Motion to Approve Actions Related to the 2018 State Legislative Program and Service Agreements**

Motion Passed

For: 8

Minutes: Scott Hutchins, Legislative Services, provided a brief update on the proposed legislative program and service agreements. City Council recommended deleting the reference to MRF and substituting with Transfer station and Problem Materials Recovery Facility.

- A. [Resolution to Adopt the City's 2018 State Legislative Program](#)  
**Resolution 2017-1127-3**
- B. [Resolution to Approve 2018 Legislative Service Agreements](#)  
**Resolution 2017-1127-4**

22. [Mayor and Council Reports](#)

Minutes: Mayor Williams announced that the Comprehensive Annual Financial Report (CAFR) for the fiscal year ending 2016 qualifies for the GFOA Certificate of Achievement for Excellence of Financial Reporting.

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

Minutes: Christina Volkers, City Manager, provided a brief update on the Minnesota Conservation Legacy Grant. She also invited one to two Council Members to participate in the follow-up to the emergency exercise. Ms Volkers provided a brief budget update that will be presented at the December 11, 2017 Council Meeting.

24. [Executive Session - Labor Negotiations Update](#)

Motion to Approve made by Heidi Durand and seconded by Melissa Fabian  
**Motion to Move Into Executive Session - Labor Negotiations Update**

Motion Passed  
For: 8

Minutes: Executive Session ended at 8:35 pm

- A. [Resolution to Approve Labor Agreement and Memorandum of Understanding Between the City of Moorhead and Law Enforcement Labor Services \(LELS\), Local 375 Police Sergeants and Police Lieutenants](#)  
**Resolution 2017-1127-5**
- B. [Resolution to Approve Labor Agreement and Memorandum of Understanding Between the City of Moorhead and International Association of Fire Fighters \(IAFF\), Local 1323 Firefighters and Captains](#)  
**Resolution 2017-1127-6**
- C. [Resolution to Approve Labor Agreement and Memorandum of Understanding Between the City of Moorhead and International Association of Fire Fighters \(IAFF\), Local 1323 Fire Chiefs](#)  
**Removed from the Agenda**

Meeting adjourned at 8:36 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*