



**City of Moorhead
City Council Meeting
Meeting Minutes
November 26, 2018 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 26, 2018, at 5:30 PM.

City Council Meeting

1. [Call to Order and Roll Call](#)

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:	Shelly Carlson	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

2. Pledge of Allegiance

3. [Agenda 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.

Consider Actions to Support a Transportation Alternatives Program Grant Application - Harvest Trail was removed from the consent agenda.

Motion to Approve the consent agenda made by Heidi Durand and seconded by Brenda Elmer
Motion to Approve the Consent Agenda

Motion Passed

For: 8 - Mari Dailey, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson
Against: 0 - (None)

6. Approve Minutes

A. [Minutes of November 13, 2018](#)

Motion to Approve made by Chuck Hendrickson and seconded by Shelly Carlson
Motion to Approve the Minutes of November 13, 2018

Motion Passed

For: 8 - Mari Dailey, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

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

Minutes: A resident addressed the Council about his special assessment. City Attorney John Shockley reviewed the due process about special assessment disputes, and the special assessment policy. A resident addressed the Council about odd and even year elections, and campaigning in local elections.

8. Mayor and Council Appointments

Public Hearings (5:45 p.m.)

9. [Public Hearing Regarding the Request of Pat Kovash on behalf of K & M Investments LLC for an Urban Progress Zone Property Tax Exemption for a Project Located at 1301 1st Ave N](#)

Motion to Open Public Hearing at 5:47pm made by Joel Paulsen and seconded by Sara Watson Curry.

Motion Passed

For: 8 - Mari Dailey, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Minutes: Derick LaPoint reviewed a proposal for tax exemption from K&M Investments for construction of a multi-tenant commercial building at 1301 1st Ave. N. It was noted that property taxes will continued to be paid on the existing value of the property, and the exemption is for the new assessed value of the property. There was discussion about environmental assessments on the property, industrial development in the downtown area, zoning restrictions, strategic planning and the downtown planning process. Mayor Williams gave a call for public comments, and none were received.

Motion to Close Public Hearing at 6:03pm made by Heidi Durand and seconded by Sara Watson Curry.

Motion Passed

For: 8 - Mari Dailey, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

A. [Resolution to Approve Commercial-Industrial Property Tax Exemption for K & M Investments LLC for a Project Located at 1301 1 Ave N](#)

Motion to Approve made by Joel Paulsen and seconded by Brenda Elmer
Motion to Approve a Resolution to Approve Commercial-Industrial Property Tax Exemption for K & M Investments LLC for a Project Located at 1301 1 Ave N

Motion Passed

For: 8 - Mari Dailey, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson
Against: 0 - (None)

5. Recognitions - Presentations

A. [2018 Truth-in-Taxation Presentation: 2018 Tax Levy Payable 2019 and 2019 Operating & Capital Budget \(6:00 p.m.\)](#)

Minutes: Finance Director Wanda Wagner reviewed the 2019 Tax Levy and the 2019 Operating and Capital Budget. It was noted that there is a 1.86% increase in expenses from the previous year, a 2.98% tax levy rate increase, and a reduction by \$60,000 from the proposed operating and capital budget. It was noted that the final budget will be approved at the December 10 Council meeting. The Mayor gave a call for public comments and none were received. There was discussion about strategic planning software, Library funding, the red rated facilities list, a 20 years facility plan, and adding a needs assessment for Fire Dept. facilities back into the budget. The Council thanked Wanda Wagner for her work on the budget.

Motion made by Brenda Elmer and seconded by Steve Gehrtz
Motion to add a \$15,000 for a needs assessment for Fire Dept. Facilities to the 2019 Budget.

Motion Passed

For: 8 - Mari Dailey, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson
Against: 0 - (None)

Engineering Department

10. [Resolution to Approve MnDOT Agreement No. 1030764 for a Trunk Highway Jurisdictional Transfer \(Center Ave, Main Ave, 8 St and 11 St\)](#)

Minutes: City Engineer Bob Zimmerman reviewed a proposal for a jurisdictional street transfer between the City and the MN DOT. It was noted that 8th Street from Main Ave to Center Ave, and Center Ave from 8th Street to 11th Street would transfer to the City, and Main Ave from 8th Street to 11th Street, and 11th Street from Main Ave to Center Ave would transfer to the MN DOT. There was discussion about possible funding for the 11th street underpass program and how this might affect the timing of this agreement.

Motion to Approve made by Heidi Durand and seconded by Brenda Elmer
Motion to Approve a Resolution to Approve MnDOT Agreement No. 1030764 for a Trunk Highway Jurisdictional Transfer (Center Ave, Main Ave, 8 St and 11 St)

Motion Passed

For: 8 - Mari Dailey, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson
Against: 0 - (None)

Administration

18. 2019 Election Polling Locations

Minutes: There was discussion about the 2018 Election polling locations and the Council reviewed options for 2019 polling locations. A resident addressed the Council in favor of having separate polling places for 5a and 5b, and having on campus polling locations. A resident addressed the Council about the polling location at precinct 8. A resident addressed the Council about expenses for separate polling locations for precincts 5, 6 and the location for the polling site in precinct 7. Concordia President Bill Craft addressed the Council in favor of on campus polling locations and spoke about possible polling sites on Concordia campus. There was discussion about having on campus sites and having separate polling sites for precincts 5b and 6b, using Eventide as a future polling location, recent changes in polling locations, and annually reviewing the election polling locations.

Motion to Approve made by Sara Watson Curry and seconded by Mari Dailey
Motion to Approve Option 2 for the 2019 Election Polling Locations

Motion Passed

For: 6 - Mari Dailey, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Brenda Elmer

Against: 2 - Steve Gehrtz, Chuck Hendrickson

Engineering Department continued

11. [2019-2023 Pavement Management & Transportation Capital Improvement Plan](#)

Minutes: City Engineer Bob Zimmerman discussed financing for the 11th Street underpass program and how it will impact this plan. Assistant City Engineer Tom Trowbridge reviewed the plan, street conditions, funding, 2019 projects, assessment rates and the timeline on the approval of the plan. There was discussion about the City cost of the 11th Street underpass program.

A. [End of Year Report - 2018 Pavement Maintenance](#)

Minutes: Public Works Director Steve Moore reviewed the 2018 Pavement Maintenance Report and noted that more street resurfacing was done in 2018 than in any of the past 20 years. There was discussion about future needs for street maintenance, blacktop and concrete street replacement, and notification to the public about street maintenance issues.

12. [Consider Actions to Support a Transportation Alternatives Program Grant Application - Harvest Trail](#)

Minutes: There was discussion about grant funding and local matching funds for this grant, possible funding from other grants for the matching funds, the timeline of the project, the timeline of grant funding and local matching funds, and whether or not investing City funds into these matching grant funds would be the best use of funds. It was noted that the approval of these resolutions is only a grant application and does not commit the City to funding, at this point.

A. [Resolution to Approve Sponsorship](#)

B. [Resolution to Operate and Maintain the Trail](#)

Motion to Approve made by Heidi Durand and seconded by Sara Watson Curry
Motion to Approve a Resolution to Approve Sponsorship and a Resolution to Operate and Maintain the Harvest Trail.

Motion Passed

For: 8 - Mari Dailey, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

13. [*Resolution to Approve a Limited Use Permit for Existing Shared-use Paths within the Right-of-Way of Trunk Highways 10 & 75 and Interstate 94.](#)

Planning and Neighborhood Services Department

14. [Resolution to Approve a Call for Art](#)

Minutes: Assistant City Planner Kim Citrowske reviewed a recommendation from the Art and Culture Commission to approve a Call for Art, reviewed the timeline for this project, and noted that the Art and Culture Commission will review art projects submitted and bring their recommendations back to the Council. It was noted that funding for these art projects will come from a donation to the Moorhead Community Fund.

Motion to Approve made by Heidi Durand and seconded by Shelly Carlson

Motion to Approve a Resolution to Approve a Call for Art

Motion Passed

For: 8 - Mari Dailey, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Police Department

15. [Resolution to Approve a School Resource Officer Agreement between the City of Moorhead Police Department and Moorhead Area Public Schools](#)

Minutes: Chief Monroe reviewed the history of this partnership and noted that there are no significant changes to the previous agreement. There was discussion about the success of this program, and Police training for emergency situations that might arise.

Motion to Approve made by Mari Dailey and seconded by Chuck Hendrickson

Motion to Approve a Resolution to Approve a School Resource Officer Agreement between the City of Moorhead Police Department and Moorhead Area Public Schools

Motion Passed

For: 8 - Mari Dailey, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Moorhead Public Service

16. [*Award Bids for 2019 Electrical Materials](#)

Public Works Department

17. [Resolution to Approve Purchase Agreement for sale of the Sports Center - Parcel 585110020 / 324 24 St S](#)

Minutes: The Council reviewed the discussion from the October 22 meeting, and the November 13 public hearing, regarding the transfer of the Sports Center to the Moorhead Area Public Schools. Public Works Director Steve Moore reviewed this agreement and noted that the school board has approved this agreement, which will begin on July 1, 2019.

Motion to Approve made by Heidi Durand and seconded by Brenda Elmer
Motion to Approve a Resolution to Approve Purchase Agreement for sale of the Sports Center - Parcel 585110020 / 324 24 St S

Motion Passed

For: 8 - Mari Dailey, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Administration continued

19. [Resolution to Approve Annual Agreement with Moorhead Community Access Media \(MCAM\)](#)

Minutes: The Council reviewed an agreement for Moorhead Community Access Media to provide broadcasting services in 2019, and the discussion from the November 13 meeting. MCAM General Manager Tony Tilton reviewed the work of MCAM, equipment needs, the annual agreement, and payments in this agreement.

Motion to Approve made by Chuck Hendrickson and seconded by Mari Dailey
Motion to Approve a Resolution to Approve Annual Agreement with Moorhead Community Access Media (MCAM)

Motion Passed

For: 8 - Mari Dailey, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Other

20. [Mayor and Council Reports](#) – No reports were given.

21. City Manager Reports – The Manager had no further reports at this time.

22. [Executive Closed Session, Pursuant to Minn. Stat. 13D.05, subd. 3, to discuss the possible sale of real estate identified as part of Clay County Parcel No. 58.847.0150](#)
Executive Closed Session, Pursuant to Minn. Stat. 13D.05, subd. 3, to discuss the possible sale of real estate identified as part of Clay County Parcel No. 58.999.0018

Minutes: Council member Gehrtz informed the Council that because of his business interests, he may have a potential conflict of interest in the possible sale of parcel 58.999.0018, and would excuse himself from that discussion. Council member

Gehrtz left the Council chambers after the first executive closed session.

Motion to Enter Closed Session made by Heidi Durand and seconded by Sara Watson Curry
Motion to Enter Closed Session

Motion Passed

For: 8 - Mari Dailey, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

The Council went into closed session from 9:05pm until 9:37pm

23. New Business – No new business was presented.

Mayor Williams adjourned the meeting at 9:37pm.

APPROVED BY:

ATTEST:

Del Rae Williams
Mayor

Lance Beachem
City Clerk

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

*Respectfully submitted by:
Lance Beachem, City Clerk*