



**City of Moorhead
City Council Meeting
Meeting Minutes
June 13, 2016 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 13, 2016, 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 |
| 2nd Ward Council 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 | Absent until 5:40 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](#)
4. [Approve Minutes](#)

Motion to Approve made by Mike Hulett and seconded by Steve Gehrtz
Motion to Approve Minutes

Motion Passed
For: 7; Absent: 1 - Brenda Elmer

A. [May 23, 2016 City Council Meeting](#)

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

Minutes: Mayor Williams noted the amended sound amplification permit for item number 25c.

7. [Consent Agenda](#)

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

Motion to Approve made by Steve Gehrtz and seconded by Nancy Otto
Motion to Approve Consent Agenda as Amended

Motion Passed
For: 7; Absent: 1 - Brenda Elmer

Minutes: Item numbers 15 and 16 were pulled from the consent agenda.

8. Mayor and Council Appointments

Public Hearings (5:45 p.m.)

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

Minutes: Public Hearing opened at 5:48 pm

Lisa Bode, Community Development Services Manager, provided a brief summary of the proposed special assessments.

Fred Wright, resident, spoke against his property tax assessment.

Public Hearing closed at 6:02 pm

A. [Resolution for Special Assessments](#)

Motion to Approve made by Mike Hulett and seconded by Heidi Durand
Motion to Approve Resolution for Special Assessments as Amended

Motion Passed **Resolution 2016-0613-1**
For: 7; Absent: 1 - Brenda Elmer

Minutes: Lisa Bode, Community Development Service Manager, suggested an assessment reduction for the Wright property from \$500 to \$100.

10. [Public Hearing for the Industrial Park Area Mill & Overlay Project. Eng. No. 16-A2-08](#)

Minutes: Public Hearing opened at 6:04 pm

Tom Trowbridge, Assistant City Engineer, provided a brief overview of the proposed mill and overlay project in the Industrial Park.

The following property owners spoke against the proposed project and assessments:

- *Steven Ystebo
- *Stuart Ystebo
- *Mitch Fuchs
- *Ken Martin

Public Hearing closed at 7:00 pm

A. [Resolution to Order Improvements & Declare Intent to Assess](#)

Motion to Approve made by Steve Gehrtz and seconded by Mike Hulett

Motion to Approve the City to Advertise with the 25th St portion as an Alternate Bid and Allow City and Property Owners to Explore Options.

Motion Passed
For: 8

Minutes: Resolution will be voted on at a later date.

11. [Public Hearing for the Ridgewood Area Mill & Overlay Project \(Eng. No. 16-A2-09\) and 2016 City Seal Coat Project \(Eng. No. 16-13-03\)](#)

Minutes: Public Hearing opened at 7:02 pm

Tom Trowbridge, Assistant City Engineer, provided a brief overview of the proposed improvements.

Public Hearing closed at 7:08

A. [Resolution to Order Improvements & Declare Intent to Assess](#)

Motion to Approve made by Nancy Otto and seconded by Jim Haney

Motion to Approve Resolution to Order Improvements & Declare Intent to Assess

Motion Passed **Resolution 2016-0613-2**

For: 7; Absent: 1 - Brenda Elmer

Economic Development

12. [*Resolution Finding that Construction of a Cabinet Manufacturing Facility \(Pride Cabinets LLC\) Located at 3325 43rd Street S is Consistent with the Protective Covenants of MCCARA Fourth Addition](#)
Resolution 2016-0613-A

Planning and Neighborhood Services Department

13. [*Resolution to Approve Preliminary Plat of Bright Sky Addition](#)
Resolution 2016-0613-B
14. [*Resolution to Approve Right of Way Vacation- 3rd Avenue North between 16th Street and 17th Street North](#)
Resolution 2016-0613-C
15. [*First Reading of Ordinance 2016-11: An Ordinance to amend language within the Moorhead City Code Title 10, Chapter 17, Article D: Wireless Telecommunications Overlay](#)

Motion to Approve made by Brenda Elmer and seconded by Mari Dailey

Motion to Approve First Reading of Ordinance 2016-11: An Ordinance to amend language within the Moorhead City Code Title 10, Chapter 17, Article D: Wireless Telecommunications Overlay

Motion Passed **Ordinance 2016-11**
For: 8

Minutes: Kristie Leshovsky, City Planner, provided a brief summary of the proposed ordinance to amend the language regarding the wireless telecommunications

overlay.

Engineering Department

16. [*Resolution to Approve the Moorhead Downtown Grade Separation Study. Eng. No. 14-2-3](#)

Motion to Approve made by Nancy Otto and seconded by Brenda Elmer

Motion to Approve Resolution to Approve the Moorhead Downtown Grade Separation Study. Eng. No. 14-2-3

Motion Passed **Resolution 2016-0613-3**

For: 8

Minutes: Bob Zimmerman, City Engineer, provided a brief update on the Moorhead Downtown Grade Separation Study.

17. [*Resolution to Approve Budget Adjustment #16-033 for Infrastructure Repair & Maintenance Related to BNSF Railroad Crossing Improvements](#)
Resolution 2016-0613-D

18. [Resolution to Approve the Joint Powers Agreement and the Project Partnership Agreement concerning the Fargo-Moorhead Metropolitan Area Flood Risk Management Project](#)

Motion to Approve made by Mike Hulett and seconded by Mari Dailey

Motion to Approve Resolution to Approve the Joint Powers Agreement and the Project Partnership Agreement concerning the Fargo-Moorhead Metropolitan Area Flood Risk Management Project

Motion Passed **Resolution 2016-0613-4**

For: 8

Minutes: John Shockley, City Attorney, provided a brief update on the Joint Powers Agreement and the Project Partnership Agreement.

City Council discussed the Fargo-Moorhead Metropolitan Area Flood Risk Management Project.

Mayor Williams appointed Nancy Otto and Chuck Hendrickson to the Joint Powers Board. The alternate has not yet been decided.

Police Department

19. [Consider Action Related to Ordinance 2016-05: An Ordinance to Amend and Reenact Title 2, Chapter 5, Article A and Title 3, Chapter 11, Sections 3-11-2 and 3-11-3 of the Moorhead Municipal Code Relating to Tobacco](#)

Motion to Approve made by Mike Hulett and seconded by Nancy Otto

Motion to Approve An Ordinance to Amend and Reenact Title 2, Chapter 5, Article A and Title 3, Chapter 11, Section 3-11-3 of the Moorhead Municipal Code Relating to Tobacco

Motion Passed **Ordinance 2016-05**

For: 6; Against: 1 - Heidi Durand

Minutes: Kim Murray, Brainerd resident, spoke in favor of the vape shop.

Jen Hoban, Owner of Masterpiece Vapors, provided information regarding vaping testing kits.

Jason McCoy, Clay County Public Health, spoke in favor of the sampling ban.

David Ebinger, Police Chief, also spoke in favor of the sampling ban.

- A. [Second Reading of Ordinance 2016-05](#)
- B. [Resolution to Approve Title and Summary for Ordinance 2016-05](#)
Resolution 2016-0613-5

Administration

- 20. [*Resolution Providing for the Competitive Negotiated Sale of the City of Moorhead's \\$12,730,000 Public Utility Revenue Bonds \(Moorhead Public Service\), Series 2016A](#)
Resolution 2016-0613-E
- 21. [*Resolution to Approve a Request for Proposals for Partially-Serviced Single Family Residential Land in Johnson Farms First Addition](#)
Resolution 2016-0613-F
- 22. [*Resolution to Approve Appointment of Dawn Bacon as the Moorhead Public Housing Agency Executive Director](#)
Resolution 2016-0613-G
- 23. [Resolution to Approve a Vendor to Perform Executive Search Consulting Services for the Recruitment and Selection of a City Manager](#)

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

Motion to Approve Waters & Company as the firm to provide the executive search consulting services for the recruitment and selection of a City Manager and approve the budget adjustment in the amount of \$22,500.

Motion Passed **Resolution 2016-0613-6**

For: 8

Minutes: Jill Wenger, Human Resources Director, provided a brief summary of the Request for Proposal in search of a vendor to perform the recruitment and selection of a City Manager.

City Council discussed the various proposals.

- 24. [*Resolution to Approve Budget Adjustment for MCAM Fiber Optic Connection \(Budget Adj #16-032\)](#)
Resolution 2016-0613-H
- 25. Approve Licenses - Permits
 - A. [*Resolution to Approve Off-site Gambling Permit to Moorhead Youth Hockey Association on May 1, 2017](#)
Resolution 2016-0613-I

- B. [*Resolution to Approve New Liquor Licenses](#)
Resolution 2016-0613-J
- C. [*Resolution to Approve Sound Amplification Permits](#)
Resolution 2016-0613-K

26. [Mayor and Council Reports](#)

Minutes: Council Member Otto provided a brief Diversion Authority Update.

Council Member Gehrtz provided an update on the land pricing policy group.

30. Citizens Addressing the Council

Minutes: Del Larson, resident, congratulated the City Council on a good meeting.

Meeting adjourned at 8:52 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