



**City of Moorhead  
City Council Meeting  
Meeting Minutes  
October 22, 2018 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 October 22, 2018, at 5:30 PM.

**City Council Meeting**

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

Mayor Williams called the meeting to order at 5:30pm

**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:	Heidi Durand	Present
Mayor:	Del Rae Williams	Present
3rd Ward Council Member:	Joel Paulsen	Absent
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.

Motion to Approve made by Mari Dailey and seconded by Sara Watson Curry  
**Motion to Approve the Consent Agenda**

Motion Passed

For: 6 - Mari Dailey, Sara Watson Curry, Heidi Durand, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Joel Paulsen

Recused: 0 - (None)

5. Recognitions - Presentations

A. [Update to the Mayor and City Council Relating to Results of the Sale of General Obligation Improvement Bonds, Series 2018A and General Obligation Improvement Refunding Bonds, Series 2018B](#)

Minutes: Paul Steinman, Springsted Inc, handed out and reviewed bidding results from the Pricing Committee meeting, held at 3:00pm on this date, and noted that the General Obligation Improvement Bonds, Series 2018A for \$12,310,000 received five bids and the winning bid has an interest rate of 3.69%, and Series 2018B for \$5,510,000 received two bids and the winning bid had an interest rate of 2.88%. Steinman also reviewed the City's rating report, with its findings of strengths and challenges. Finance Director Wanda Wagner reviewed the history of bond sales and bond refinancing. There was discussion about long term debt.

B. [I-94 Water Tower Art](#)

Minutes: City Manager Chris Volkens reviewed discussions with the Moorhead Public Service Commission regarding the art work on the water tower near Interstate 94, and noted that Commission wants to enter into a written agreement about this issue, with the City will take lead on art/design on this tower. There was discussion about forming a committee for this issue. There was discussion about the make-up of this committee, and Mayor Williams appointed Council members Gehrtz and Durand to this committee.

6. Approve Minutes

A. [Minutes of September 24, 2018](#)

Motion to Approve made by Brenda Elmer and seconded by Heidi Durand  
**Motion to Approve A. Minutes of September 24, 2018**

Motion Passed

For: 6 - Mari Dailey, Sara Watson Curry, Heidi Durand, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Joel Paulsen

Recused: 0 - (None)

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

Minutes: A citizen addressed the Council regarding the 2018 election polling places, the process and timeline that the Council took to change the polling places, and steps that he feels the Council should take regarding this issue. A citizen addressed the Council about election polling places and the process the Administration and Council took to change the polling places in the 2018 election. A citizen address the Council regarding polling locations and about having a polling place on the MSUM campus in the 2020 election, and public notification about polling locations. A resident invited the Council to MSUM senate meetings. There was discussion about public notifications and public hearings for changes in polling places, and putting this item on the agenda of the next regular Council meeting. City Attorney John Shockley addressed the Council about the State Statues regarding the changes to the polling places, the process and timeline that was taken in making these changes, he stated that these decisions were not politically motivated, he noted the steps the City has taken to inform the public of the new polling places, and noted that polling places for the November 6 General Election cannot be changed, at this time. There was discussion about the process taken regarding this issue and the steps that the Council will take in the future regarding polling places.

8. Mayor and Council Appointments

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

9. [Public Hearing Regarding the Request of Thad Thorsness on behalf of Luxsun Investments LLC for Property Tax Exemption for a Project Located at 1201 Main Ave SE and 2511 12 Ave S](#)

**Motion to Open Public Hearing made by Heidi Durand and seconded by Mari Dailey.**

Motion Passed

For: 6 - Mari Dailey, Sara Watson Curry, Heidi Durand, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Joel Paulsen

Recused: 0 - (None)

The Public Hearing was called to order at 6:07 pm

Minutes: Derrick LaPoint, who is providing economic development services, reviewed the tax incentives, application, timeline and scope of this project. There was discussion about other similar projects in the area. Mayor Williams gave three calls for public input and none were received.

**Motion to Close Public Hearing made by Sara Watson Curry and seconded by Brenda Elmer.**

Motion Passed

For: 6 - Mari Dailey, Sara Watson Curry, Heidi Durand, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Joel Paulsen

Recused: 0 - (None)

The Public Hearing was closed at 6:12 pm

- A. [Resolution to Approve Property Tax Exemption for Luxsun Investments LLC for a Project Located at 1201 Main Ave SE and 2511 12 Ave S](#)

Motion to Approve made by Steve Gehrtz and seconded by Heidi Durand

**Motion to Approve a Resolution to Approve Property Tax Exemption for Luxsun Investments LLC for a Project Located at 1201 Main Ave SE and 2511 12 Ave S**

Motion Passed

For: 6 - Mari Dailey, Sara Watson Curry, Heidi Durand, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Joel Paulsen

Recused: 0 - (None)

**Economic Development**

10. [Economic Development Update](#)

Minutes: Derrick LaPoint, who is providing economic development services, reviewed discussions that he has had with developers and other persons who are interested in downtown and City wide economic development. Lapoint handed out a monthly report which was added to the agenda packet. It was noted that on October 23 the Greater FM EDC will hold a breakfast, with a representative from MN DEED. LaPoint also reviewed the discussion from the EDA meeting, held on this date, about updating the commercial incentive policy. City Manager Chris Volkers reviewed agreement between the City and Downtown Moorhead Inc, and the good work that is being done by LaPoint, DMI and the City regarding economic development.

### Engineering Department

11. [\\*Resolution to Call for a Public Hearing and Declare Costs for Hampton Place 3rd Addition Street and Underground Utility Improvements. Eng. No. 18-A6-02](#)
12. [\\*Resolution to Award Quote for 1030 and 1034 Main Avenue Building, Foundation, & Site Demolition Eng. No. 18-13-07](#)

### Planning and Neighborhood Services Department

13. [Resolution to Approve Public Art Policy](#)

Minutes: Assistant City Planner Kim Citrowske reviewed the work of the Art and Culture Committee to develop this policy and the process for approval of public art. The Art and Culture Committee recommends approval of this policy. There was discussion about the importance of art in the community, and community input in the approval process.

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

#### **Motion to Approve a Resolution to Approve Public Art Policy**

Motion Passed

For: 6 - Mari Dailey, Sara Watson Curry, Heidi Durand, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Joel Paulsen

Recused: 0 - (None)

14. [\\*First Reading of Ordinance 2018-13: Sign Code Updates](#)

### Police Department

15. [\\*Resolution to Approve Budget Adjustment #18-035 for Old Law Enforcement Property Sales Proceeds and Disposals.](#)

### Administration

16. Approve Licenses - Permits

A. [\\*Resolution to Approve New Liquor License](#)

17. [Resolution to Approve Sale of City Property to Salvation Army - Parcel 583870020 / 10 14 St N](#)

Minutes: It was noted that the City purchased this property in 2007 to comply with traffic control requirements for the Rail Road Quiet Zone Project, that this section of that property is no longer needed, and that this property is a small lot behind the existing Salvation Army building. City Manager Chris Volkens noted that it is recommended that 75% of proceeds be placed in a building improvement fund, and 25% be placed in an account for future development expenses or opportunities. There was discussion about items on the property condition assessment that need to be done soon, and the budget and funding for these maintenance items, which the 75% of the proceeds will help fund.

Motion to Approve made by Steve Gehrtz and seconded by Mari Dailey  
**Motion to Approve a Resolution to Approve Sale of City Property to Salvation Army - Parcel 583870020 / 10 14 St N**

Motion Passed

For: 6 - Mari Dailey, Sara Watson Curry, Heidi Durand, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Joel Paulsen

Recused: 0 - (None)

18. [Resolution to Approve Sale of City Property to 670 Events Center, LLC - 585751700 / 700 1st Ave N](#)

Minutes: The Council reviewed the history of the City ownership of the building including leases and improvements to the building, and it was noted that this sale fits into the Comprehensive Plan. City Manager Chris Volkens presented the proposed sale of the building and noted that the City has the first right of refusal in the sale of the building for 30 years, that the City has to approve all external modifications for a period of 75 years, and that the City will pay flood insurance on property for 10 years. There was discussion about property boundaries and a lease from the City for parking. Jake Nielsen and Aaron Duma presented their plans for the property, and addressed parking issues. It is recommended that 75% of proceeds be placed in a building improvement fund, and 25% be placed in an account for future development expenses or opportunities.

Motion to Approve made by Sara Watson Curry and seconded by Brenda Elmer  
**Motion to Approve a Resolution to Approve Sale of City Property to 670 Events Center, LLC - 585751700 / 700 1st Ave N**

Motion Passed

For: 6 - Mari Dailey, Sara Watson Curry, Heidi Durand, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Joel Paulsen

Recused: 0 - (None)

19. [Resolution of Intent to Transfer the Sports Center to ISD#152](#)

Minutes: Public Works Director Steve Moore reviewed the process and discussions with school district, to enter into an agreement for transfer of the Sports Center to the Moorhead Public School District. It was noted that the Sports Center is on land owned by the school district and is attached to the high school building, that the transfer will be completed on July 1, 2019, that this agreement will increase security

at the school and optimize the facility management, and that the school will own but the City will manage the Sports Center. City Attorney John Shockley noted that this is an intent to transfer, and that a public hearing is needed regarding this issue. The public hearing will be held at the November 13, 2018 Council meeting.

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

**Motion to Approve a Resolution of Intent to Transfer the Sports Center to ISD#152**

Motion Passed

For: 6 - Mari Dailey, Sara Watson Curry, Heidi Durand, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Joel Paulsen

Recused: 0 - (None)

20. [Appointment of Election Judges \( supplemental \)](#)

Minutes: The Mayor and Council thanked the 152 residents who will be serving as election judges at the November 6 General Election.

Motion to Approve made by Sara Watson Curry and seconded by Brenda Elmer

**Motion to Approve the Appointment of Election Judges**

Motion Passed

For: 6 - Mari Dailey, Sara Watson Curry, Heidi Durand, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Joel Paulsen

Recused: 0 - (None)

21. [\\*Resolution to Approve Amendment #4 to the First Transit Contract for 2019](#)

22. [First Reading of Ordinance No. 2018-14: An Ordinance Adopting the 2019 Fee Schedule](#)

Minutes: Finance Director Wanda Wagner reviewed the proposed 2019 fee schedule, the changes from the 2018 fee schedule including a 3% increase in wastewater fees, and how this schedule fits into the proposed 2019 Operating and Capital budget.

Motion to Approve made by Sara Watson Curry and seconded by Mari Dailey

**Motion to Approve the First Reading of Ordinance No. 2018-14: An Ordinance Adopting the 2019 Fee Schedule**

Motion Passed

For: 6 - Mari Dailey, Sara Watson Curry, Heidi Durand, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Joel Paulsen

Recused: 0 - (None)

23. [Resolution to Approve One-Year Option Extending Legal Services Agreement with Ohnstad Twichell, P.C.](#)

Motion to Approve made by Chuck Hendrickson and seconded by Steve Gehrtz

**Motion to Approve a Resolution to Approve One-Year Option Extending Legal Services Agreement with Ohnstad Twichell, P.C.**

Minutes: City Manager Chris Volkens noted that this is a one year extension of the current contract. The Mayor and Council thanked City Attorney John Shockley for his service.

Motion Passed

For: 6 - Mari Dailey, Sara Watson Curry, Heidi Durand, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Joel Paulsen

Recused: 0 - (None)

**Other**

24. [Mayor and Council Reports](#)

Minutes: Council member Hendrickson noted the death of former Ward 4 City Council member Jim Danielson and his service to the City. Council member Watson Curry reported on the Metro Area Transit Coordinating Board meeting and noted that free rides will be provided to polling locations on election day. She also noted that nominations are being accepted by the Human Rights Commission for their annual awards, and that Mayor Williams received the community champion award from the FM Homelessness Commission. Mayor Williams reported on funding from the MN DNR for the flood buyout plan. Council member Elmer inquired about the timeline of this buyout plan, and notification to affected property owners. Mayor Williams reported on the blue ribbon panel on addiction committee and how City can address addiction issues.

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

Minutes: City Manager Chris Volkens noted that the City is working with MSUM to get students involved in being election judges in the 2020 election. There was a consensus to cancel the December 26 regular Council meeting unless a meeting is needed for 2019 budget approval purposes.

26. Executive Session

27. New Business

28. Citizens Addressing the Council

Mayor Williams adjourned the meeting at 7:13pm

APPROVED BY:

ATTEST:

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Del Rae Williams  
Mayor

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Lance Beachem  
City Clerk

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

*Respectfully submitted by:  
Lance Beachem, City Clerk*