



**City of Moorhead
City Council Meeting
Meeting Minutes
February 25, 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 February 25, 2019, 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:	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

2. [Pledge of Allegiance](#)
3. [Agenda Amendments](#)

Minutes: #11, #12 removed from consent

#16 added online earlier today and on consent

#18 updated online and handouts on dias

#19 added online earlier today and handouts on dias

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

Motion to Approve Consent Agenda Amendments

Motion Passed

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

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

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 Heidi Durand and seconded by Shelly Carlson

Motion to Approve 4. Consent Agenda as amended

Motion Passed

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

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

5. Approve Minutes

A. [Approve February 11, 2019 Minutes](#)

Motion to Approve made by Heidi Durand and seconded by Joel Paulsen

Motion to Approve A. Approve February 11, 2019 Minutes

Motion Passed

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

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

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

Minutes: No Citizens addressed the Council.

7. Mayor and Council Appointments

A. [*Appointment to Boards and Commissions](#)

Economic Development

8. [*Resolution to Approve Publication of the 2019 Notice of Land Availability](#)

9. [Resolution to Approve Access Agreement with Epic Companies to Perform Due Diligence on a 'Pending' City-owned Parcel on 4 Street S](#)

Minutes: Council member Gehrtz recused himself from voting and left the council chambers. City Manager Chris Volkers stated that through this resolution the City will allow access to the lot for environmental testing. The Developers Agreement has been drafted. The Economic Development Authority will review and recommend the agreement and will then come forward to the City Council on March 11 for approval. The Quit Claim Deed from BNSF to the City for this property is expected soon.

Motion to Approve made by Deb White and seconded by Sara Watson Curry
Motion to Approve 9. Resolution to Approve Access Agreement with Epic Companies to Perform Due Diligence on a 'Pending' City-owned Parcel on 4 Street S

Motion Passed

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

Against: 0 - (None)

Abstain: 1 - Steve Gehrtz

Absent: 0 - (None)

Recused: 0 - (None)

Engineering Department

10. [Resolution to Authorize an Amendment to Flood Damage Reduction Grant #300014690. Eng. No. 18-13-08.](#)

Minutes: Dr. Zimmerman provided an update on the flood damage reduction grant. The resolution will authorize an amendment to the previous agreement for an additional \$2 million with no additional local match.

Motion to Approve made by Chuck Hendrickson and seconded by Shelly Carlson
Motion to Approve 10. Resolution to Authorize an Amendment to Flood Damage Reduction Grant #300014690. Eng. No. 18-13-08.

Motion Passed

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

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

11. [Consider Resolutions for Mill & Overlay on 28th St. N. \(Eng. No. 18-A2-02B\)](#)

Motion to Approve made by Steve Gehrtz and seconded by Chuck Hendrickson
Motion to Approve 11A and 11B. Consider Resolutions for Mill & Overlay on 28th St. N. (Eng. No. 18-A2-02B)

Minutes: Council Member Gehrtz removed this item from consent to ensure everyone understood that for each of these projects approved, up to 80% of the costs are paid for by bonds and hence increase our debt. Council Member Gehrtz further wanted to highlight how we follow standard policy for special assessments. City Engineer Bob Zimmerman explained that up to 30-40% are special assessed to the property owners with the balance added to a bond which does increase our debt. Dr. Zimmerman provided an overview of the project. Zimmerman explained that all projects follow the City's Special Assessment policy.

A. [Resolution to Receive Report, Order Plans & Specs and Call for Public Hearing](#)

B. [Resolution to Approve Plans & Specs and Authorize Advertisement for Bids](#)

Motion Passed

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

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

12. [Consider Resolution to Call for Public Hearing for Center Avenue Mill & Overlay \(Eng. No. 19-A2-02\)](#)

Council Member Gehrtz removed this item from consent to ensure everyone understood that for each of these projects approved, up to 80% of the costs are paid for by bonds and hence increase our debt. Council Member Gehrtz further wanted to highlight how we follow standard policy for special assessments. City Engineer Bob Zimmerman explained that up to 30-40% are special assessed to the property owners with the balance added to a bond which does increase our debt.

Motion to Approve made by Sara Watson Curry and seconded by Deb White
Motion to Approve 12. Consider Resolution to Call for Public Hearing for Center Avenue Mill & Overlay (Eng. No. 19-A2-02)

Motion Passed

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

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

A. [Request for Council Action](#)

13. [*Consider Resolution for street improvements on 43rd Ave N \(Eng. No. 19-A2-09\)](#)
 - A. [Resolution to Receive Report, Order Plans & Specs and Call for a Public Hearing](#)
 - B. [Resolution to Approve Plans & Specs and Authorize Solicitation of Quotes](#)

14. [*Consider Resolution to Award Bid for Center Avenue Bridge Repairs \(Eng. No. 19-13-01\)](#)
 - A. [Request for Council Action to Approve Bid Award Resolution for Center Avenue Bridge Repairs](#)

Police Department

15. [*Resolution to Authorize the Funding Contribution of \\$2,500 to the Clay/Becker Drug Court, Budget Adjustment #19-003.](#)

Moorhead Public Service

16. [*Award Bids for 2019 Water Treatment and Wastewater Treatment Chemicals](#)

Administration

17. [Collection of City Fees Under the Cold Weather Rule](#)

Minutes: City Manager Chris Volkens requested City Council support instructing Moorhead Public Service to not turn off heating sources to customers as a collection tool for city fees during the cold weather rule months. Ms. Volkens has been working with Finance Director Karla McCall on a collection payment plan to be brought before the council for consideration at a future meeting.

Finance Director Karla McCall stated that water shut off is permissible under State Statute, but is not typically conducted as a means for fee collection due to snow. To clarify, the Cold Weather Rule only applies to heating sources.

City Council is in support of the City Manager to direct Moorhead Public Service to follow State Statutes related to the Cold Weather Rule in regards to past due city fees in addition to what they already do for past due electric costs during the Cold Weather Rule. To clarify, the City Council is in support of the City Manager to direct MPS to not shut off electric or water utilities for unpaid City fees during the cold weather period. Going forward the City Manager is to work with MPS to develop a payment plan to help customers that are behind on city fees get caught up. The Council asked the City Manager to also discuss with MPS the process and high fees for re-hook-up following shut-off.

18. [Resolution to Authorize Budget Adjustment for City Prosecutor Budget and Expenses](#)

Minutes: City Manager Chris Volkers asked the council to approve a budget and budget adjustment for the City Prosecutor's Office. Up-front costs will be absorbed by the City. The City is in the process of developing a formula for charging small cities for services in 2020-2022 and possibly beyond. City Attorney John Shockely stated that it appears Dilworth, Glyndon, and Barnesville at least will join the City for prosecution services. Finance Director Karla McCall stated that increases between 2019 and 2020 are due to a 12-month cycle and upcoming cost of living and step adjustments incorporated in the City's pay schedule. The City paid Clay County for prosecutor services in January 2019.

Motion to Approve made by Steve Gehrtz and seconded by Chuck Hendrickson
Motion to Approve 18. Resolution to Authorize Budget Adjustment for City Prosecutor Budget and Expenses

Motion Passed

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

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

19. [Resolution Delegating Authority to the Mayor and City Manager to Enter into Professional Service Agreements with Employment Agencies for Temporary Employees and Contracts having a Value Less than \\$10,000](#)

Minutes: City Manager Chris Volkers explained the reasoning for this resolution that was brought to council in 2017. The resolution has since expired, and she is requesting for it to be continued.

Motion to Approve made by Heidi Durand and seconded by Sara Watson Curry
Motion to Approve 19. Resolution Delegating Authority to the Mayor and City Manager to Enter into Professional Service Agreements with Employment Agencies for Temporary Employees and Contracts having a Value Less than \$10,000

Motion Passed

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

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

Other

20. [Mayor and Council Reports](#)

Minutes: Council Member Watson Curry provided updates on various activities including notification that Moorhead Business Association is soliciting vendors for their diversity job fair on March 26 at which time they partner with a number of organizations in town and offer translation and job placement support at the event. Input is still being taken by residents and the community re: Hwy 10 and 75 through MNDOT/MetroCOG website has link. Arts & Culture Commission meeting cancelled in February. Council Member White provided an update on the Human Rights Commission. Council Member White provided an update that a poverty simulation is being hosted at Concordia College and encourage folks to apply. Several members of the Council and City staff will participate on a March 10 fundraiser with Hope, Inc. doing sled hockey. Council Member Paulson provided an update on the Diversion, potential land acquisition, some opposition regarding the MN Permit, and funding possibilities for the extra plan B (MN DNR Permit) costs. Mayor Judd attended a discussion with the Minnesota DNR regarding the Diversion permit process. Two new police officers were recently sworn in at the Police Department. Coffee with the Mayor and Council will be held February 27, 2019 at the library and will focus on 1st Ward Council Members.

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

Minutes: City Manager Chris Volkers introduced new City Clerk Michelle Brekken. City Engineer Bob Zimmerman provided a flood forecast briefing.

22. [Executive Session \(If needed\)](#)

- A. [Executive Closed Session pursuant to MN Stat 13D.05, subd.3b, for the purpose of attorney-client consultation regarding issue related to correction of legal title issue relating to City utility easements](#)

Motion to Enter into Closed Session made by Deb White and seconded by Heidi Durand.
Motion to Enter into Closed Session at 7:07pm

Motion Passed

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

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

Minutes: Council members exited the closed session at 8:13pm.

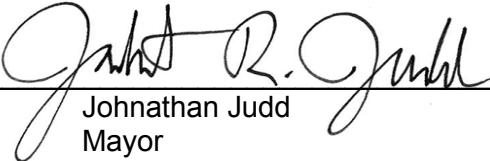
23. New Business – No new business was presented.

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


Mayor Judd adjourned the meeting at 8:15pm.

APPROVED BY:

ATTEST:



Johnathan Judd
Mayor



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