

**City of Moorhead
City Council Meeting
Meeting Minutes
December 12, 2011 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 December 12, 2011, at 5:30 PM.

Roll call of the members was made as follows:

1st Ward Council Member:	Luther Stueland	Present
1st Ward Council Member:	Nancy Otto	Present
2nd Ward Council Member:	Diane Wray Williams	Present
2nd Ward Council Member:	Mark Altenburg	Present 5:30 p.m. to 6:47 p.m. Absent 6:48 p.m. to 8:02 p.m. Present 8:03 p.m. to 8:23 p.m.
3rd Ward Council Member:	Dan Hunt	Present
3rd Ward Council Member:	Brenda Elmer	Absent
4th Ward Council Member:	Mark Hintermeyer	Present
4th Ward Council Member:	Greg Lemke	Present
Mayor:	Mark Voxland	Present

City Council Meeting

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

Minutes: Mayor Voxland called the meeting to order.

2. [Recognitions - Presentations](#)

Minutes: Mayor Voxland recognized outgoing Council Members Diane Wray Williams, Dan Hunt, and Greg Lemke.

A. [Recognition of Fargo-Moorhead Metropolitan Council of Governments \(Metro COG\)](#)

Minutes: Mayor Voxland recognized Fargo-Moorhead Metropolitan Council of Governments (Metro COG) for their involvement in the SE Main Avenue and I-94 Interstate System Access Request.

3. [Approve Minutes](#)

A. [November 14, 2011 \(Canvass Results of 2011 City General Election\)](#)

B. [November 14, 2011 \(City Council Meeting\)](#)

C. [November 14, 2011 \(Committee of the Whole\)](#)

D. [November 28, 2011 \(City Council Meeting\)](#)

E. [November 28, 2011 \(Committee of the Whole Meeting\)](#)

F. [December 5, 2011 \(Adjourned Council Meeting\)](#)

Motion to Approve made by Dan Hunt and seconded by Diane Wray Williams
Approve Minutes of November 14, 2011 (Canvass Results of 2011 City General Election), November 14, 2011 (City Council Meeting), November 14, 2011 (Committee of the Whole), November 28, 2011 (City Council Meeting), November 28, 2011 (Committee of the Whole Meeting), December 5, 2011 (Adjourned Council Meeting)

Motion Passed

For: 7; Absent: 1 - Brenda Elmer

4. [Citizens Addressing the Council](#)

Minutes: Russ Richards, Rebuilding Together, addressed the Mayor and Council regarding upcoming projects with the organization.

5. [Agenda Amendments](#)

Minutes: No agenda amendments were noted.

6. [Consent Agenda](#)

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

Minutes: The following items were removed from the Consent Agenda:

- #11 – Budget Adjustment to Finance Moorhead Marketing Action/Communications Plan
- #22 – Resolution to Adopt Fund Balance Policy

Motion to Approve made by Luther Stueland and seconded by Nancy Otto

Approve Consent Agenda

Motion Passed

For: 7; Absent: 1 - Brenda Elmer

7. Mayor and Council Appointments

Minutes: No appointments were presented by the Mayor and Council.

8. [Mayor and Council Reports](#)

Minutes: Council Member Otto provided a report on a recent meeting of the Diversion Authority.

Council Member Hintermeyer provided a report on a recent meeting of the Economic Development Authority.

Council Member Wray Williams provided a report on the severe weather and homelessness initiative.

Mayor Voxland reported that there was a recent meeting involving City staff and residents surrounding the Minnesota State University Moorhead (MSUM) campus regarding zoning, parking, and multifamily housing

regulations near campus.

City staff noted that a parking study is still underway for the areas around MSUM and Concordia campuses. Meetings will be scheduled in 2012 with campus staff, faculty, students and neighbors. Opportunity for public comment will be provided prior to plan adoption.

9. [Permanent Flood Protection Discussion/Update](#)

Community Services Department

10. [*Consider Amendment to 1999 Development Assistance Agreement with Moorhead Townhomes Limited Partnership to Enable First Mortgage Refinance](#)
Resolution 2011-1212-A

11. [Budget Adjustment to Finance Moorhead Marketing Action/Communications Plan](#)

Minutes: City staff clarified the following in response to Mayor and Council questions:

- The City Council approves the Economic Development Authority (EDA) levy, however; the EDA sets its own budget as a separate entity.
- There is currently \$920,000 in EDA reserves. These resources may only be used for eligible economic development purposes.
- The EDA has discussed a strategy for marketing and communications for a number of months. The goal is to increase marketing efforts and enhance marketing partnerships for residential recruitment.

The Mayor and Council Members stated the following:

- It is preferred that the Economic Development Authority (EDA) utilizes only reserves for this particular purpose and reduces the amount of the EDA levy.
- The EDA levy amount did not increase in 2011.
- The purpose of the marketing and communications plan is to promote the City of Moorhead.
- Increased promotion of Moorhead is needed.

Motion to Approve made by Mark Hintermeyer and seconded by Nancy Otto
Approve Budget Adjustment to Finance Moorhead Marketing Action/Communications Plan

Motion to Table until 8:00 p.m. made by Nancy Otto and seconded by Dan Hunt

Motion to Table Passed

For: 7; Absent: 1 - Brenda Elmer

Minutes: Discussion on this item resumed following a short recess.

City staff clarified the following in response to Mayor and Council questions:

- The EDA has proposed a "micro" website for homebuyers. A full City website upgrade is still being contemplated, but will be considered as a separate matter.
- A bidding process was not utilized for the proposed plan as the contract amount falls below the bidding threshold.

- Flint Communications was selected for their specialty in public relations. Services are estimated on an hourly basis.

Motion and Second to approve were previously made earlier in the meeting, but action was tabled for reconsideration.

Approve Budget Adjustment to Finance Moorhead Marketing

Action/Communications Plan

Motion Failed

For: 5; Against: 2 – Luther Stueland, Mark Altenburg; Absent: 1 - Brenda Elmer

Engineering - Wastewater Treatment

12. [*Resolution to Approve Relocation and Re-establishment Claims for Wayne Welle Construction for the SE Main Ave/20th St/21st St Railroad Grade Separation Project. Eng. No. 02-2-2](#)
Resolution 2011-1212-B
13. [*Resolution to Approve Change Order #3 for Phase 4 Levee & Sluice Gates Flood Mitigation Project. Eng. No. 09-A5-2B](#)
Resolution 2011-1212-C
14. [*Resolution of Intent to Enter into a Cooperative Construction Agreement with Mn/DOT for Improvements on TH 75 from 40th Ave S to TH 10 & TH 10 from the Red River to 34th St.](#)
Resolution 2011-1212-D

Fire Department

15. [*Resolution to Accept Grant Award from Minnesota Board of Firefighter Training and Education](#)
Resolution 2011-1212-E

Operations Department

16. [*Budget Adjustment for Sand Traps at Village Green and Meadows Golf Courses](#)
Resolution 2011-1212-F

Police Department

17. [*Resolution to Approve Funding Contribution to College Alcohol Enforcement Project](#)
Resolution 2011-1212-G
18. [*Resolution to Approve the Red River Valley Drug & Violent Crimes Task Force Funding for 2012](#)
Resolution 2011-1212-H

Moorhead Public Service

19. [*Award Bid for Furnishing 15kV Switchgear and Control Panels](#)
Resolution 2011-1212-I

Administration

20. [Actions Related to Ordinance 2011-17: An Ordinance Adopting the 2012 Fee Schedule](#)

Minutes: It was noted that recently amended Metro Area Transit bus fares were added to the Fee Schedule.

A. [Resolution to Approve Second Reading of Ordinance 2011-17](#)

Motion to Approve made by Nancy Otto and seconded by Dan Hunt
Resolution to Approve Second Reading of Ordinance 2011-17

Motion Passed: **Ordinance 2011-17**

For: 7; Absent: 1 - Brenda Elmer

B. [Resolution to Approve Title & Summary of Ordinance 2011-17](#)

Motion to Approve made by Nancy Otto and seconded by Diane Wray Williams
Resolution to Approve Title & Summary of Ordinance 2011-17

Motion Passed: **Resolution 2011-1212-1**

For: 7; Absent: 1 - Brenda Elmer

21. [Adopt City of Moorhead and Economic Development Authority 2012 Budget, 2011 Tax Levy Payable in 2012 and Enterprise Fund Transfers](#)

A. [Resolution to Adopt City of Moorhead's 2012 Budget, 2011 Tax Levy Payable 2012 and Enterprise Fund Transfers](#)

Minutes: The following individuals addressed the Mayor and Council:

- Dennis Gullickson, Moorhead resident, addressed the Mayor and Council regarding his opposition to a tax levy increase.
- Clay Dietrich, Moorhead resident, addressed the Mayor and Council regarding his support for adequate funding for public safety positions.

The Mayor and Council Members stated the following:

- Increased taxes cause hardship to Moorhead residents. It is preferred that the City support public safety and infrastructure costs only.
- Higher Education Institutions and Non-profit organizations do not pay property taxes, but must pay for electric services. Utilizing the electric transfer assists in funding City services and spreads the responsibility among all properties in the City of Moorhead.
- Moorhead has the lowest electric rates in the area.
- Moorhead has the lowest property tax rate in the area.
- It is preferred that the electric transfer be increased.
- Concern was noted that Moorhead Public Service has already conducted their rate hearing.
- It is preferred that community partnerships be funded.

Motion to Approve made by Mark Altenburg and seconded by Dan Hunt

Resolution to Adopt City of Moorhead's 2012 Budget, 2011 Tax Levy Payable 2012 and Enterprise Fund Transfers

Motion to Amend made by Diane Wray Williams and seconded by Dan Hunt

Amend Resolution to fund Community Partnerships through General Fund

Reserves

Amendment Passed

For: 5; Against: 2 - Luther Stueland, Mark Altenburg; Absent: 1 - Brenda Elmer
Motion to Table until 8:00 p.m. made by Nancy Otto and seconded by Wray Williams

Motion to Table Passed

For: 5; Against: 1 – Greg Lemke; Absent: 2 – Mark Altenburg, Brenda Elmer

Minutes: Discussion on this item resumed following a short recess.

It was noted that the City has no ability to spend dollars without a levy and budget as it would be a violation of State law and the City Charter. There are no provisions for emergency operations without a levy and budget.

Motion and Second to approve were previously made earlier in the meeting, but action was tabled for reconsideration.

Resolution to Adopt City of Moorhead's 2012 Budget, 2011 Tax Levy Payable 2012 and Enterprise Fund Transfers as amended

Motion Failed

For: 5; Against: 2 – Luther Stueland, Mark Altenburg; Absent: 1 - Brenda Elmer

B. [Resolution to Adopt Economic Development Authority 2012 Budget and 2011 Tax Levy Payable 2012](#)

Minutes: It was noted that there is a balance of \$920,000 in EDA reserves.

Motion to Approve made by Mark Hintermeyer and seconded by Dan Hunt

Resolution to Adopt Economic Development Authority 2012 Budget and 2011 Tax Levy Payable 2012

Motion to Amend made by Luther Stueland and seconded by Mark Altenburg

Amend Economic Development Authority levy to be reduced by the amount intended for the Moorhead Marketing Action/Communications Plan

Motion to Table made by Dan Hunt and seconded by Nancy Otto

Motion to Table Passed

For: 7; Absent: 1 – Brenda Elmer

22. [Resolution to Adopt Fund Balance Policy](#)

Minutes: City staff noted that approval of the Fund Balance Policy is in accordance with the Governmental Accounting Standards Board (GASB) and must be adopted prior to 2012.

Motion to Approve made by Mark Hintermeyer and seconded by Dan Hunt

Resolution to Adopt Fund Balance Policy

Motion Passed: **Resolution 2011-1212-2**

For: 6; Absent: 2 – Mark Altenburg, Brenda Elmer

23. [*Resolution to Approve Prosecutorial Services Agreement](#)

Resolution 2011-1212-J

24. [*Resolution to Approve Labor Agreement between City of Moorhead and Moorhead Police Supervisors Association](#)

Resolution 2011-1212-K

25. [*Resolution to Approve Agreement with Moorhead Community Access Media](#)
Resolution 2011-1212-L
26. [*Resolution to Waive Bonding Requirements and Authorize Issuance of Replacement Check](#)
Resolution 2011-1212-M
27. *Approve Licenses - Permits
 - A. [*Resolution to Approve Business Renewal Licenses](#)
Resolution 2011-1212-N
 - B. [*Resolution to Approve Licenses – Permits](#)
Resolution 2011-1212-O
28. [City Manager Reports - Updates](#)

Minutes: Michael Redlinger, City Manager, provided the following reports:

- City staff recently met with the City's legislative delegation and staff of the Minnesota Department of Revenue to discuss rural MN tax incentive tools and border cities legislation.
- City staff will evaluate for possible economies and efficiencies with the Public Housing Authority in 2012.
- City staff plan to have discussions with builders and developers during the first quarter of 2012 to discuss the City's communications and marketing plan and highlight Moorhead's increased level of flood protection.
- Planning for the 2012 Council Retreat is underway. Council Members can provide suggestions on Council retreat topics.

Meeting adjourned for a brief recess at 7:35 p.m. with discussion resuming at 8:03 p.m. on the following topics:

- Agenda Item #11 – Budget Adjustment to Finance Moorhead Marketing Action/Communications Plan
- Agenda Item #21.A & #21.B – Adopt City of Moorhead and Economic Development Authority 2012 Budget, 2011 Tax Levy Payable in 2012 and Enterprise Fund Transfers

Discussion points made before and after the recess are noted next to each agenda item above.

29. Executive Session

Minutes: No executive session held.

30. [New Business](#)

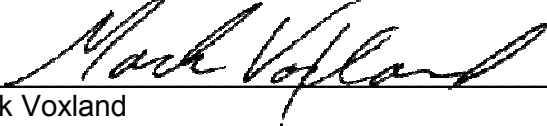
Motion to Approve made by Mark Hintermeyer and seconded by Dan Hunt
Include discussion of the Moorhead Marketing Action/Communications Plan on the next agenda

Motion Passed

For: 7; Absent: 1 – Brenda Elmer

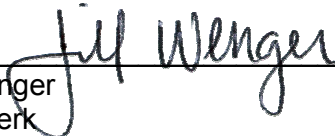
Meeting adjourned at 8:23 p.m.

APPROVED BY:



Mark Voxland
Mayor

ATTEST:



Jill Wenger
City Clerk

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

Respectfully submitted by:
Jill Wenger, City Clerk