



**City of Moorhead
City Council Meeting
Meeting Minutes
September 23, 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 September 23, 2019, at 5:30 PM.

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	Absent
2nd Ward Council Member:	Heidi Durand	Present
Mayor:	Johnathan Judd	Present
3rd Ward Council Member:	Deb White	Present
4th Ward Council Member:	Chuck Hendrickson	Present

City Council Meeting

1. [Call to Order and Roll Call](#)
2. [Pledge of Allegiance](#)
3. [Agenda Amendments](#)

Minutes: Item #11 is removed from the agenda and postponed to a later Agenda. City Attorney's Office has a change to item #31A; the following language is to be added to the resolution title "and for purposes of attorney-client consultation regarding potential claims arising out of the potential sale of City Hall and supporting property."

Motion to Approve made by Heidi Durand and seconded by Chuck Hendrickson

Motion to Approve Agenda Amendments

Motion Passed

For: 6 - Shelly Dahlquist, Sara Watson Curry, Heidi Durand, Deb White, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Shelly Carlson

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 Sara Watson Curry

Motion to Approve Consent Agenda

Motion Passed

For: 5 - Shelly Dahlquist, Sara Watson Curry, Heidi Durand, Deb White, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Shelly Carlson

Recused: 0 - (None)

5. [Recognitions - Presentations](#)

A. [Heather Keeler - Indigenous Peoples' Day events update](#)

Minutes: In the absence of Heather Keeler, Council Member Deb White presented an update to the upcoming event of Indigenous Peoples' Day. The event will be held on October 14, 2019; beginning at 9:00 am at City Hall and ending in the evening with Grand Entry at the Moorhead High School Gymnasium at 6:30 pm. Notification of the event will be posted on the Human Rights Commission web page (City of Moorhead website).

Once arrived, Human Rights Commissioner Heather Keeler presented an update to Indigenous Peoples' Day (October 14). The event this year will partner with the City of Fargo, and include multiple sponsors in the community. Commissioner Keeler reiterated Council Member White's event details.

6. [Approve Minutes](#)

A. [September 9, 2019 Council Minutes](#)

Motion to Approve made by Deb White and seconded by Shelly Dahlquist

Motion to Approve September 9, 2019 Minutes

Motion Passed

For: 5 - Shelly Dahlquist, Sara Watson Curry, Heidi Durand, Deb White, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Shelly Carlson

Recused: 0 - (None)

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

8. Mayor and Council Appointments

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

[Public Hearings \(5:45 p.m.\)](#)

9. [Public Hearing to Consider Adoption for Special Assessments for Public Improvements for Various Construction Projects](#)

Motion to open public hearing made by Chuck Hendrickson and seconded by Deb White

Opened public hearing at 5:49pm

Motion Passed

For: 5 - Shelly Dahlquist, Sara Watson Curry, Heidi Durand, Deb White, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Shelly Carlson

Recused: 0 - (None)

Minutes: Assistant City Engineer Tom Trowbridge presented to the Mayor and Council consideration of adoption for a resolution for special assessments for public improvements for various construction projects completed within the year. Public hearings for the various projects were held at previous Council Meetings. This assessment hearing follows notifications mailed out to residents.

The Mayor and Council received three (3) assessment objectives during the public hearing. One (1) of the residents presented their objection to the Mayor and Council members regarding the special assessments to their property. The resident requested their assessment be waived based on the date of their voluntary buyout purchase agreement and the assessment due date.

City Manager Volkens informed the Mayor and Council that city staff would provide previous practice samples to the council regarding protocol of similar situations.

Motion to close public hearing made by Heidi Durand and seconded by Shelly Dahlquist
Closed public hearing at 6:12pm.

Motion Passed

For: 5 - Shelly Dahlquist, Sara Watson Curry, Heidi Durand, Deb White, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Shelly Carlson

Recused: 0 - (None)

Motion to Approve made by Deb White and seconded by Shelly Dahlquist

Motion to Approve assessment list except for the three objections presented (American Crystal Sugar Company, Chad and Patty Welsh, and Katherine Anderson) which will be tabled until the next council meeting.

Motion Passed

For: 5 - Shelly Dahlquist, Sara Watson Curry, Heidi Durand, Deb White, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Shelly Carlson

Recused: 0 - (None)

Economic Development

10. [Resolution to Approve the Sale of Land to ISR Homes Inc. for Property Located at 4218 29 Ave S \(58.418.0030\)](#)

Minutes: Downtown Moorhead Inc. Executive Director Derrick LaPoint presented information to the Mayor and Council on the Purchase Agreement with ISR Homes Inc. to acquire City-owned parcel (approx. 1.17 acres) located at 4218 29 Ave S (58.418.0030) in the MCCARA Industrial Park. Dan Parrow, on behalf of ISR Homes Inc., submitted an offer to purchase a parcel of land located at 4218 29 Ave S in the MCCARA Industrial Park. The project is to construct a 12,000 square foot building for their showroom/office with warehouse/storage; with construction beginning the spring of 2020. Mr. LaPoint also expressed our gratitude to this Moorhead, MN business for staying and expanding in Moorhead.

Motion to Approve made by Heidi Durand and seconded by Sara Watson Curry
Motion to Approve Resolution to Approve the Sale of Land to ISR Homes Inc. for Property Located at 4218 29 Ave S (58.418.0030)

Motion Passed

For: 5 - Shelly Dahlquist, Sara Watson Curry, Heidi Durand, Deb White, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Shelly Carlson

Recused: 0 - (None)

11. [Resolution to Approve the Sale of Land to Pifer Group Inc. for Property Located at 4210 29 Ave S \(58.418.0020\)](#)

Minutes: Item #11 is removed from the agenda and postponed to a later Agenda.

Engineering Department

12. [*Various Actions for Village Green 6th Addition Phase 4 Underground Utility and Street Improvements \(Eng. No. 19-A6-05\)](#)
 - A. [*Resolution to Order Improvements and Declare Intent to Assess](#)
 - B. [*Resolution to Award Bid](#)
13. [*Various Actions for 16 Ave S Sanitary Sewer Improvement \(Eng. No. 19-A6-04\)](#)
 - A. [*Resolution to Order Improvements and Declare Intent to Assess](#)
 - B. [*Resolution to Award Quote](#)
14. [*Resolution to Award Quote for 8th Ave N Sidewalk Improvements \(Eng. No. 18-A2-02C\)](#)

Fire Department

15. [*Resolution to Approve Submittal of an Application for the MN Fire Department Turnout Gear Washer/Extractor/Dryer 2020 Program through the Minnesota Department of Public Safety, State Fire Marshal Division](#)

Parks and Recreation Department

16. [Resolution to Approve a Dog Park Location and Review Survey Results](#)

Minutes: Public Works Director Steve Moore presented an update to the Mayor and Council of the proposed Moorhead Dog Park. Per previous Council actions, a community survey was held regarding three (3) options for a dog park located at River Oaks Park and 468 surveys were completed. This is a large response and we are grateful for the community feedback. Staff is requesting direction from the Mayor and Council regarding next steps. Council Members had detailed discussion on the different options. The Mayor and Council were addressed by citizens who voiced both concerns with the location options; as well as benefits to the dog park being at the proposed location.

Motion to Approve made by Deb White and seconded by Chuck Hendrickson
Motion to Approve Resolution to Approve a Dog Park Location (site 2) at River Oaks Park.

Motion Passed

For: 5 - Shelly Dahlquist, Sara Watson Curry, Heidi Durand, Deb White, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Shelly Carlson

Recused: 0 - (None)

Community Development Department

17. [*Consider Actions Relating to Ordinance 2019-08: An Ordinance to Rezone 1019 4th Avenue S from RLD-3: Residential Low Density 3 to INS: Institutional](#)
 - A. [*Second Reading](#)
 - B. [*Title and Summary](#)

Moorhead Public Service

18. [2020 MPS Proposed Budget Presentation – Bill Schwandt](#)

Minutes: A budget presentation was not provided by MPS General Manager Bill Schwandt. Chair Dave Anderson of the Moorhead Public Service Commission relayed to the Mayor and Council that the MPS proposed budget was passed by the Moorhead Public Service Commission August 6, 2019. Following the approval, Chair Anderson appointed commissioners to the 2020 Budget Committee. Council Members had detailed discussion on the item. MPS will present the 2020 proposed budget as requested to the Mayor and Council on October 28, 2019.

Public Works Department

19. [Presentation - Lowe's Hero Project - Gooseberry Maze](#)

Minutes: Public Works Director Steve Moore presented to the Mayor and Council regarding the Lowe's Hero Project at Gooseberry Park. Tom Gilian, Supervisor at Lowe's in Fargo, gathered a team of 25-30 volunteers, and updated the maze with paint donated by Sherwin-Williams. It was a great project for the community with no direct cost to the citizens/city.

20. [*Resolution to Approve the Sports Center Lease Agreement and Rink Operations Agreement](#)

Administration

21. [Clay County HRA request for consent to levy and collect a Special Benefit Tax in the City of Moorhead in 2020](#)

Minutes: Executive Director of Clay County Public Housing Dara Lee and Executive Director of Moorhead Public Housing Dawn Bacon presented to the Mayor and Council a request for consent to levy and collect a Special Benefit Tax for Public Housing in the City of Moorhead in 2020. Key points presented included: HRA Authority to Levy, Use of HRA Levy in Clay County, Rehabilitation Programs, and Moorhead Public Housing Agency (MPHA). The requested amount is 50% of what was approved for special levy in 2019. Council Members had discussion.

Motion to Approve made by Sara Watson Curry and seconded by Shelly Dahlquist

Motion to Approve Clay County HRA request for consent to levy and collect a Special Benefit Tax for Public Housing for 2020 that was previously approved by the Clay County HRA Board of Commissioners.

Motion Passed

For: 5 - Shelly Dahlquist, Sara Watson Curry, Heidi Durand, Deb White, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Shelly Carlson

Recused: 0 - (None)

22. [Resolution to Approve Preliminary 2020 EDA Tax Levy](#)

Minutes: City Manager Volkens, as the acting Economic Development Director, presented to the Mayor and Council the Preliminary 2020 EDA Tax Levy. The Economic Development Authority Board already approved the Preliminary 2020 EDA Tax Levy. The Mayor and City Council are asked to consider approving the Preliminary 2020 EDA Tax Levy of \$ 546,137. Council Members had discussion.

Motion to Approve made by Heidi Durand and seconded by Chuck Hendrickson

Motion to Approve Resolution to Approve Preliminary 2020 of \$546,137 EDA Tax Levy

Motion Passed

For: 5 - Shelly Dahlquist, Sara Watson Curry, Heidi Durand, Deb White, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Shelly Carlson

Recused: 0 - (None)

23. [Resolution to Approve the City of Moorhead Preliminary 2020 Tax Levy](#)

Minutes: City Manager Chris Volkens presented to the Mayor and Council the City's Preliminary 2020 Tax Levy. The Mayor and City Council are asked to consider approving the City's Preliminary 2020 Tax Levy of \$15,509,350. Council Members had discussion. Ms. Volkens noted that the preliminary tax levy sets a "ceiling" thus the final 2020 budget may not be any higher but can be lower.

The public will have an opportunity to provide input on the Preliminary 2020 Tax Levy at the Special City Council meeting to be held on December 2, 2019 at 5:30 p.m. in the City Hall Council Chambers. Final adoption of the 2020 Tax Levy will follow at the next regularly scheduled Council meeting on December 9, 2019 at 5:30 pm in the City Hall Council Chambers. Citizens may contact the City Finance Director at 218.299.5185 or by mail at P.O. Box 779 Moorhead, MN 56561 with questions on the Preliminary 2020 Tax Levy.

Motion to Approve made by Heidi Durand and seconded by Sara Watson Curry
Motion to Approve Resolution for the City of Moorhead Preliminary 2020 Tax Levy.

Motion Passed

For: 5 - Shelly Dahlquist, Sara Watson Curry, Heidi Durand, Deb White, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Shelly Carlson

Recused: 0 - (None)

24. [Ordinance No. 2019-09: Adopting the 2020 Fee Schedule - 1st Reading](#)

Minutes: City Manager Chris Volkens presented to the Mayor and Council an ordinance relative to the adoption of the proposed 2020 fee schedule. A few of the highlighted changes include: Increases in various park programs, Increase in rental inspection fees based on restructure, Added a \$50 fee for oversized truck permit, and 5% increase to wastewater fees for infrastructure improvements. This schedule is submitted to the Mayor and Council for consideration of adoption of the proposed 2020 fee schedule. Council Members had detailed discussion.

Motion to Approve made by Sara Watson Curry and seconded by Shelly Dahlquist
Motion to Approve 1st Reading Ordinance No. 2019-09: Adopting the 2020 Fee Schedule

Motion Passed

For: 5 - Shelly Dahlquist, Sara Watson Curry, Heidi Durand, Deb White, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Shelly Carlson

Recused: 0 - (None)

25. [*Appointment of Election Judges for the November 5, 2019 Special Election](#)

26. [*Resolution to Approve an Off-Site Gambling Permit - Moorhead Youth Hockey Association \(Raffle at Moorhead Country Club, 2101 River Drive, Moorhead on 10/11/19\)](#)

27. [*Resolution to Approve Issuance of Liquor Licenses to Three Limes, LLC](#)

28. [*Resolution to Authorize Temporary Employment Services for 2020 Legislative Session](#)

Other

29. [Mayor and Council Reports](#)

Minutes: Council Member Sara Watson Curry gave a reminder of Coffee with the Mayor on September 25, 2019 with Ward 1 Council Members at Robert Asp School in the Kindergarten area.

Council Member Deb White presented three reports 1) The 25th anniversary of Pangea will be on November 16, 2019. 2) On September 12, 2019 there was an open house for the Downtown Master Plan. 3) There will be a canoe parade from Viking Ship Park to River Front Park September 29, 2019 at 2pm.

Mayor Judd gave an apology to Creative Care for Reaching Independence (CCRI), for not appearing to speak on a proclamation for Professionals' week, which was September 9th - 13th, 2019.

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

Minutes: City Manager Chris Volkens reported that the December 23, 2019 City Council Meeting will be cancelled due to the holiday week. There will be a Special Council Meeting on December 2nd, 2019. There is also a council meeting the week of Thanksgiving that may be rescheduled, but will be discussed further.

31. Executive Session (If needed)

- A. [Executive Closed Session pursuant to MN Stat 13D.05, subd.3b\(3\), for the purpose of discussing the sale of real property described as Clay County Parcel Number 58.520.4110 owned by the City of Moorhead](#)

Motion to Enter Closed Session made by Shelly Dahlquist and seconded by Sara Watson Curry
Motion to Enter Closed Session 8:36pm

Motion Passed

For: 5 - Shelly Dahlquist, Sara Watson Curry, Heidi Durand, Deb White, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Shelly Carlson

Recused: 0 - (None)

Minutes: Exited Closed Session 9:07pm

32. New Business (If needed)

- A. [Consider Potential Action on Predevelopment Agreement and Option to Purchase Real Property described as Clay County Parcel Number 58.520.4110 owned by the City of Moorhead](#)

Minutes: City Manager Chris Volkens presented to the Mayor and Council a Potential Action on Predevelopment Agreement and Option to Purchase Real Property described as Clay County Parcel Number 58.520.4110 and others as outlined in the Predevelopment Agreement distributed, owned by the City of Moorhead. This development will also be inclusive of the Downtown Master Plan. City Attorney John Shockley presented to the Mayor and City Council the draft agreement option to purchase the City Hall building and city owned property to redevelopment. Jim Roers and Shannon Roers-Jones, of Roers Development spoke of the possible development plans. Mr. Roers stated there is no intention of doing a take-over, or buying out current residents of the Moorhead Center Mall. A representative of the Moorhead Center Mall (General Manager) requested the item be tabled until further discussion and public meetings be held to gain public input on the sale. Council Members had discussion.

Motion to Approve made by Heidi Durand and seconded by Chuck Hendrickson
Motion to Approve Predevelopment Agreement and Option to Purchase Real Property described as Clay County Parcel Number 58.520.4110 and others owned by the City of Moorhead

Motion Passed

For: 5 - Shelly Dahlquist, Sara Watson Curry, Heidi Durand, Deb White, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

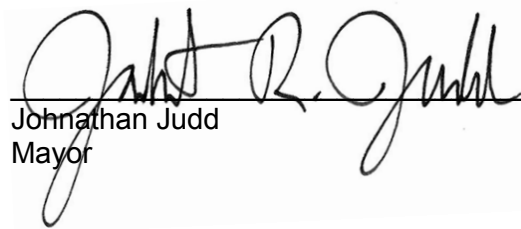
Absent: 1 - Shelly Carlson

Recused: 0 - (None)

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


Meeting Adjourned at 9:37pm

APPROVED BY:



Johnathan Judd
Mayor

ATTEST:



Michelle Brekken
City Clerk

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

Respectfully submitted by:
Christina Rust, Acting City Clerk