



**City of Moorhead
City Council Meeting
Meeting Minutes
September 17, 2018 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 17, 2018, at 5:30 PM.

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	Present
3rd Ward Council Member:	Brenda Elmer	Present
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. 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.

5. Recognitions - Presentations

A. [Proposed 2019 Operating & Capital Budget Update](#)

Minutes: Finance Director Wanda Wagner presented an update on the proposed 2019 operating and capital budget, and it was noted that there are 2% transfers from utilities, except water utility and electric utility which already has a 5% transfer. The Council reviewed the City Managers recommendations in the recent budget workshops. Mayor Williams discussed utilities transfers, library security lighting, fire station funding, dog park funding, and park amenities. Council member Durand inquired about transfers from the electric fund. It was noted that the proposed budget and tax levy will be presented at the September 24 Council meeting for approval of the 2019 preliminary budget.

B. [Housing and Redevelopment Authority Tax Levy Presentation and Approval](#)

Minutes: Clay County Housing and Redevelopment Authority Executive Director Dara Lee reviewed HRA programs, funding and past tax levying outside of the City. The Clay County HRA Board is requesting a consent from the City for a 2019 Special Benefit Tax to be levied by the HRA Board, and it was noted that the City of Barnesville and the Clay County Commissioners have given their consent for this tax levy. It was noted that State Statute allows HRAs to levy 0.0185% of taxable market value, that the HRA plans to use these funds to reduce child homelessness, reduce lead based paints in homes, and future development of affordable housing. Public Housing Director Dawn Bacon gave an overview of public housing programs and how this levy would assist these programs. Clay County HRA member Les Bakke spoke about the HRA programs. Council Member Elmer thanked the HRA for their work and programs. Council Member Dailey thanked the HRA for their efforts to end child homelessness and spoke about how this program benefits the community. Mayor Williams commented on the importance of this program in the quality of life in the City. Council Member Hendrickson inquired about home rehabilitation programs. Council Member Paulsen commented on the importance of addressing homelessness, and partnerships needed for this issue.

Motion to Approve made by Heidi Durand and seconded by Sara Watson Curry
Motion to Approve the Housing and Redevelopment Authority Tax Levy Consent.

Motion Passed

For: 7 - Mari Dailey, Sara Watson Curry, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

6. Approve Minutes

A. [Minutes of September 10, 2018](#)

Motion to Approve made by Brenda Elmer and seconded by Joel Paulsen
Motion to Approve the Minutes of September 10, 2018

Motion Passed

For: 7 - Mari Dailey, Sara Watson Curry, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

7. [Citizens Addressing the Council](#) – No citizens addressed the Council at this time.

8. Mayor and Council Appointments

Economic Development

9. [Contract with Downtown Moorhead Inc. for Economic Development](#)

Minutes: City Manager Chris Volkens presented a draft Independent Contractor Agreement with Downtown Moorhead Inc. (DMI) and DMI CEO Derrick LaPoint to provide economic development services, and noted that contract would take the place of an

EDA director, and that this appointment must be approved by the Council. It was noted that LaPoint, Volkers, Assistant Manager Dan Mahli and Amy Thorpe would comprise a City Economic Development team. EDA chairman Charley Johnson spoke about his concerns regarding turning economic development over to an independent contractor, the possibility of LaPoint having divided loyalties between the City and DMI, changes in the EDA staffing and budget, and the EDA's role in the process. A resident spoke about his experience with DMI and spoke in favor of this contract. A resident spoke about her concerns that economic development attention to the downtown area be continued in this agreement between the City and DMI. Council Member Durand commented on the role of the EDA in this process, and thanked the public speakers. Council Member Gehrtz noted that the work of this contract would involve economic development City-wide and not just in downtown, and he addressed development in the downtown and the former EDA director's resignation. Council Member Hendrickson inquired about priorities with the City and DMI regarding the demands on LaPoint's time. Chris Volkers reviewed other City contracted services and noted that this contract would be reviewed on a regular basis, and commented on the role and involvement of the EDA in this process. Council Member Paulsen inquired about changes that have been made to the draft contract and travel reimbursements, commented on the benefits of the City partnering with DMI and the types of development that is needed in different locations within the City, and addressed the work of contracted services in this contract and in other City contracted services, and the team effort in economic development, which includes the EDA board. Council Member Elmer spoke on monitoring the relationship between the City and DMI in this contract, the City working with local agencies and developers, strengthening the City tax base, and inquired about economic development reports being brought to the Council, and inquired about a similar partnership in the City of Mankato. Mayor Williams summarized a conversation she had with City of Mankato officials about their similar partnership, spoke about regional economic development partnerships, and inquired about the contract relationship between the City and DMI as it relates to LaPoint's duties. Council Member Watson Curry inquired about using an independent contractor as opposed to a City employee, and what the length of the contract would be. Chris Volkers stated that the contract can be changed and renegotiated as needed, and that addendums can be made if needed.

Motion to Approve made by Joel Paulsen and seconded by Chuck Hendrickson

Motion to Approve a Contract with Downtown Moorhead Inc. for Economic Development

Motion Passed

For: 7 - Mari Dailey, Sara Watson Curry, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

Fire Department

10. [Burn Ordinance Discussion](#)

Minutes: Chad Stangeland, Assistant Fire Chief of Protective Services, stated that the Fire Department wants Council input and direction regarding recreational fires. The Council reviewed City Code 3-3-4, 3-3-8, 4-4-2 and 4-4-4 and discussed whether or not to place restrictions on recreational fires, to restrict the times that recreational fires can be used, and whether or not to prohibit them during air pollution advisories or alerts. The Council also reviewed an informational sheet from the MN Dept. of Public Safety, regarding recreational fires, and noted that the City currently uses State Fire Code guidelines, with no further restrictions. Police Chief Shannon

Monroe addressed noise issues and the time restrictions in the noise ordinance. Council Member Paulsen reported on citizen's concerns about issues with recreational fires and smoke issues near their property, and spoke about enforcement issues, how fires can affect neighborhoods with small lot sizes, health concerns, and giving the Fire Department the power to enforce neighborhood health concerns. Mayor Williams reviewed the Code, addressed smoke issues, and spoke about neighbor relations. Council Member Dailey spoke against the proposed time restrictions, and inquired about how much time the Fire Department would have to spend to enforce this issue. Council Member Durand spoke about having later time restrictions, especially on weekends. Council Member Watson Curry supported air quality and wind speed restrictions and commented on how this issue might also affect noise issues. Council Member Hendrickson supported air quality and wind speed restrictions, but not time restrictions unless they were much later. Council Member Gehrtz inquired about the number of complaints received about this issue. Chad Stangeland reported on recreational fire enforcement and noted there were 56 smoke concern calls in the past year. Council Member Durand inquired about notifying the public during air quality alerts, and was not in favor of the proposed time restrictions. Council Member Elmer spoke in favor of air pollution restrictions, and spoke about how this might also affect noise issues, and issues in parts of the City that has larger lot sizes. There was a consensus to put restrictions on wood burning recreational fires during times of air quality alerts and high wind speeds, but to not place time limit restrictions on recreational fires. Assistant Fire Chief Chad Stangeland will work on revising the City Code in this regard, for future Council consideration.

11. [Private Fire Hydrant Painting](#)

Minutes: Chad Stangeland, Assistant Chief of Protective Services, presented a proposal to change the color of private fire hydrants for identification purposes. It was noted that all hydrants are now red. The Fire Department and Moorhead Public Services are proposing changing the coloration of private hydrants to yellow and specialized hydrants to blue, for identification, testing and maintenance purposes. Council Member Gehrtz inquired about specifications, testing and maintenance of private hydrants and specialized hydrants. Council Member Paulsen inquired about the number of private hydrants in the City, and Stangeland reported there are 300 in the City. There was a consensus to move forward with this proposal.

Other

12. [Mayor and Council Reports](#)

Minutes: Council Member Watson Curry reported on the Cass Clay Food Partner meeting, a pop up perishable food program, and a naturalization ceremony that she attended. Mayor Williams reported on Arts and Culture committee meeting and a \$25,000 donation given to the FM Area Foundation for public art programs.

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

Minutes: City Manager Chris Volkers introduced Paul Fiechtner, the new City Facility manager to the Council.

14. Executive Session

- A. Executive Closed Session, Pursuant to Minn. Stat. 13D.05, Subd. 3, to discuss the possible sale of real estate identified as 700 1st Ave N, Clay County Parcel No. 58.980.1701

- B. Executive Closed Session, Pursuant to Minn. Stat. 13D.05, subd. 3, to discuss the possible sale of the building located upon real estate identified as part of Clay County Parcel No. 58.511.0020 known as the Sports Center

Motion to go into executive session made by Sara Watson Curry and seconded by Mari Dailey
Motion to go into Executive Session

Motion Passed

For: 7 - Mari Dailey, Sara Watson Curry, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

The Council went into executive session from 7:45 p.m. until 8:15 p.m.

15. New Business

16. Citizens Addressing the Council

Mayor Williams adjourned the meeting at 8:15 p.m.

APPROVED BY:

ATTEST:

Del Rae Williams
Mayor

Lance Beachem
City Clerk

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

Respectfully submitted by:
Lance Beachem, City Clerk