



**City of Moorhead  
City Council Meeting  
Meeting Minutes  
September 12, 2016 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 September 12, 2016, at 5:30 PM.

**Roll call of the members was made as follows:**

1st Ward Council Member:	Mari Dailey	Present
1st Ward Council Member:	Nancy Otto	Absent until 5:33 pm
2nd Ward Council Member:	Jim Haney	Present
2nd Ward Council Member:	Heidi Durand	Present
Mayor:	Del Rae Williams	Present
3rd Ward Council Member:	Mike Hulett	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. [Recognitions - Presentations](#)
  - A. [Proclamation: Direct Support Professionals Week](#)

Minutes: Mayor Williams presented CCRI with the Direct Support Professionals Week proclamation.
  - B. [United Way of Cass-Clay 2016 Campaign Kick-Off - Travis Christopher, Resource Development Director](#)

Minutes: Travis Christopher, Resource Development Director, and Thomas Hill, Community Impact Director, provided a brief overview of the United Way of Cass-Clay 2016 Campaign Kick-Off.
4. Approve Minutes
  - A. [August 22, 2016 City Council Meeting](#)

Motion to Approve made by Mike Hulett and seconded by Nancy Otto  
**Motion to Approve August 22, 2016 City Council Meeting**

Motion Passed

For: 8

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

Minutes: Mike Hokanson, resident, expressed a concern with the Forestry Department in regards to the Woodlawn Park area.

Gary Schultz, resident, expressed concern with the forestry bid system.

6. Agenda Amendments

7. [Consent Agenda](#)

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

Motion to Approve made by Jim Haney and seconded by Heidi Durand  
**Motion to Approve Consent Agenda as amended**

Motion Passed  
For: 8

Minutes: Item numbers 11, 23, 27, 21, 22 were removed from the consent agenda.

8. Mayor and Council Appointments

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

9. [Public Hearing for 12 Ave S & 45 St S Street & Underground Utility Improvements. Eng. No. 16-A2-06](#)

Minutes: Public Hearing Started at 5:53 pm

Tom Trowbridge, Assistant City Engineer, provided a brief summary of the proposed street and underground utility improvements for 12th Ave S & 45th St. S.

Public Hearing closed at 6:08 pm

Motion to Approve made by Nancy Otto and seconded by Jim Haney  
**Motion to Approve Resolution to Order Improvement and Declare Intent to Assess for 12 Ave S & 45 St S Street & Underground Utility Improvements. Eng. No. 16-A2-06**

Motion Passed **Resolution 2016-0912-1**  
For: 8

**Economic Development**

10. [\\*Actions Related to the Sale of Land to H&S Contracting LLC \(Buyer\) for Property Located at 4110 34 Ave S \(58.420.0010\)](#)

A. [\\*Resolution to Approve Third Amendment to Purchase Agreement](#)  
**Resolution 2016-0912-A**

B. [\\*Resolution to Approve Assignment of Purchase Agreement to Hazelton Land Company LLC](#)  
**Resolution 2016-0912-B**

## Planning and Neighborhood Services Department

11. [\\*Enter into Stipulation Agreement with Wells Fargo Bank for Reduction in Administrative Penalties in exchange for Code Compliance at 1008 16 St N.](#)

Motion to Approve made by Steve Gehrtz and seconded by Nancy Otto

**Motion to Approve Enter into Stipulation Agreement with Wells Fargo Bank for Reduction in Administrative Penalties in exchange for Code Compliance at 1008 16 St N.**

Motion Passed **Resolution 2016-0912-2**

For: 7; Against: 1 - Mari Dailey

Minutes: Lisa Bode, Community Development Services Manager, provided a brief summary on the stipulation agreement with Wells Fargo Bank regarding the property located at 1008 16th St. N.

12. [\\*First Reading of Ordinance 2016-16: An Ordinance to Rezone Lots 1-18, Block 8 Bergquist's 1st Addition from RLD-2: Residential Low Density - 2 to INS: Institutional Ordinance 2016-16](#)

13. [\\*First Reading of Ordinance 2016-17: An Ordinance Amending the City Code Relating to Temporary Family Health Care Dwellings Ordinance 2016-17](#)

14. [First Reading of Ordinance 2016-18: An Ordinance Amending the City Code Relating to Motor/Recreational Vehicles](#)

Motion to Approve made by Nancy Otto and seconded by Mari Dailey

**Motion to Approve First Reading of Ordinance 2016-18: An Ordinance Amending the City Code Relating to Motor/Recreational Vehicles**

Motion Passed **Ordinance 2016-18**

For: 8

Minutes: Lisa Bode, Community Development Services Manager, provided a brief overview of Ordinance 2016-18.

15. [\\*Resolution to Approve Preferred Candidate and Related Agreements for Moorhead Airport Preferred Fixed Based Operator and Manager Resolution 2016-0912-C](#)

16. [\\*Resolution to Approve Advertisement of a Request for Proposals/Qualifications for Limited Engineering Services - Moorhead Municipal Airport Resolution 2016-0912-D](#)

17. [\\*Resolution to Approve Fuel Truck Agreement - Moorhead Municipal Airport Resolution 2016-0912-E](#)

## Engineering Department

18. [\\*Actions to Complete Public Improvement Projects Funded with Special Assessments](#)

- A. [\\*Resolution to Declaring Costs to be Assessed & Ordering Preparation of Proposed Assessments](#)

**Resolution 2016-0912-F**

- B. [\\*Resolution Scheduling Assessment Hearing for Proposed Assessments](#)  
**Resolution 2016-0912-G**
19. [\\*Resolution to Approve Various Actions for Street & Underground Utility Improvements in Prairie Meadows 6th Addition. Eng. No. 16-A6-04](#)
- A. [\\*Resolution to Receive](#) Petitions  
**Resolution 2016-0912-H**
  - B. [\\*Resolution to Order Improvements & Declare Intent to Assess](#)  
**Resolution 2016-0912-I**
  - C. [\\*Resolution to Award Bid](#)  
**Resolution 2016-0912-J**

20. [\\*Resolution to Approve Various Actions for Street & Underground Utility Improvements in Johnson Farms 1st Addition, Phase 3. Eng. No. 16-A6-05](#)
- A. [\\*Resolution to Order Improvements & Declare Intent to Assess](#)  
**Resolution 2016-0912-K**
  - B. [\\*Resolution to Award Bid](#)  
**Resolution 2016-0912-L**

21. [\\*Resolution to Approve Various Actions for Street & Underground Utilities in Horizon Shores 10th Addition. Eng. No. 16-A2-10](#)

Motion to Approve made by Heidi Durand and seconded by Mari Dailey  
**Motion to Approve Resolution to Approve Various Actions for Street & Underground Utilities in Horizon Shores 10th Addition. Eng. No. 16-A2-10**

Motion Passed  
For: 8

Minutes: Tom Trowbridge, Assistant City Engineer, suggested awarding the bid contingent upon final letter of credit.

- A. [\\*Resolution to Order Improvements & Declare Intent to Assess](#)  
**Resolution 2016-0912-3**
  - B. [\\*Resolution to Award Bid](#) as Amended  
**Resolution 2016-0912-4**
22. [\\*Resolution to Approve Various Actions for Street & Underground Utilities in Bright Sky Addition. Eng. No. 16-A6-03](#)

Minutes: This item was removed from the agenda.

- A. [\\*Resolution to Receive Petitions](#)
- B. [\\*Resolution to Order Improvements & Declare Intent to Assess](#)
- C. [\\*Resolution to Award Bid](#)

23. [\\*Resolution to Approve an Amendment to the Engineering Services Agreement with Houston Engineering for Flood Mitigation Project Services](#)

Motion to Approve made by Nancy Otto and seconded by Brenda Elmer

**Motion to Approve Resolution to Approve an Amendment to the Engineering Services Agreement with Houston Engineering for Flood Mitigation Project Services**

Motion Passed **Resolution 2016-0912-5**

For: 8

Minutes: Bob Zimmerman, City Engineer, provided a brief overview of the agreement with Houston Engineering.

24. [\\*Resolution to Approve Stormwater Maintenance Agreement with Commercial Properties Associates LLC](#)  
**Resolution 2016-0912-M**

### **Parks and Recreation Department**

25. [\\*Resolution to Approve the Submittal of a Grant Application to the Minnesota Amateur Sports Commission to Improve the Air Quality at the Moorhead Sports Center](#)  
**Resolution 2016-0912-N**
26. [\\*Resolution to Approve the Execution of a Contract with the State of Minnesota for Improvements at MB Johnson Park](#)  
**Resolution 2016-0912-O**

### **Public Works Department**

27. [\\*Resolution to Approve Implementation of Single-Stream Curbside Recycling, Approve a Budget Adjustment for Initial Capital Investment, and Approve the Agreement with MinnKota Recycling to Process and Market Recyclables and Approve Minnesota Pollution Control Agency \(MPCA\) Grant](#)

Motion to Approve made by Nancy Otto and seconded by Jim Haney

**Motion to Approve Resolution to Approve Implementation of Single-Stream Curbside Recycling, Approve a Budget Adjustment for Initial Capital Investment, and Approve the Agreement with MinnKota Recycling to Process and Market Recyclables and Approve Minnesota Pollution Control Agency (MPCA) Grant**

Motion Passed

For: 8

Minutes: Steve Moore, Public Works Director, briefly discussed the Single-Stream Curbside Recycling.

- A. [\\*Resolution to Approve Implementation of Single-Stream Curbside Recycling, Approve a Budget Adjustment for Initial Capital Investment, and Approve the Agreement with MinnKota Recycling to Process and Market Recyclables](#)  
**Resolution 2016-0912-6**
- B. [\\*Resolution to Approve Minnesota Pollution Control Agency \(MPCA\) Grant](#)  
**Resolution 2016-0912-7**

### **Moorhead Public Service**

28. [\\*Resolution to Approve Change Order No. 1 for 2016 Watermain Pipe Bursting Resolution 2016-0912-P](#)

### Administration

29. [\\*Resolution to Approve Second Addendum to Johnson Farms First Addition Developer's Agreement Resolution 2016-0912-Q](#)
30. [\\*Resolution to Approve Proposed 2016 EDA Tax Levy Payable 2017 Resolution 2016-0912-R](#)
31. [Actions Related to the Competitive Negotiated Sale of General Obligation Improvement Bonds, Series 2016B and General Obligation Improvement Refunding Bonds, Series 2016C and the Redemption of Golf Course Gross Revenue Refunding Bonds, Series 1998B](#)

Motion to Approve made by Steve Gehrtz and seconded by Jim Haney

**Motion to Approve Actions Related to the Competitive Negotiated Sale of General Obligation Improvement Bonds, Series 2016B and General Obligation Improvement Refunding Bonds, Series 2016C and the Redemption of Golf Course Gross Revenue Refunding Bonds, Series 1998B**

Motion Passed

For: 8

Minutes: Wanda Wagner, Finance Director, provided a brief overview of the General Obligation Improvement Bonds.

City Council passed all three resolutions.

- A. [Resolution Providing for the Competitive Negotiated Sale of \\$21,705,000 General Obligation Improvement Bonds, Series 2016B Resolution 2016-0912-8](#)
- B. [Resolution Providing for the Competitive Negotiated Sale of \\$12,490,000 General Obligation Improvement Refunding Bonds, Series 2016C Resolution 2016-0912-9](#)
- C. [Resolution Authorizing the Redemption of Golf Course Gross Revenue Refunding Bonds, Series 1998B and Approving Budget Adjustment #16-048 Resolution 2016-0912-10](#)
32. [Proposed 2017 Operating & Capital Budget Update](#)

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

**Motion to Approve the Proposed 2017 Operating & Capital Budget Update**

Motion Passed

For: 8

Minutes: David Schmidt, Interim City Manager, and Wanda Wagner, Finance Director, provided a brief presentation on the proposed 2017 Operating and Capital Budget.

City Council passed both resolutions.

- A. [Resolution to Adopt Proposed 2016 Tax Levy Payable 2017](#)  
**Resolution 2016-0912-11**
- B. [Resolution to Adopt Proposed 2017 Budget](#)  
**Resolution 2016-0912-12**

33. [Mayor and Council Reports](#)

Minutes: Council Member Durand briefly discussed a memo provided by Moorhead Public Service.

Mayor Williams provided a brief update on the events at Woodlawn Park and the Rourke Museum.

Council Member Otto provided a brief flood diversion update.

34. City Manager Reports - Updates

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

Motion to Approve made by Jim Haney and seconded by Chuck Hendrickson  
**Motion to Move Into Executive Session**

Motion Passed

For: 7; Absent: 1 - Nancy Otto

- A. Labor Negotiations Update
- B. Interim City Manager 2-Month Evaluation

Meeting adjourned to Executive Session at 7:47 pm.

APPROVED BY:



Del Rae Williams  
Mayor

ATTEST:



Michelle French  
City Clerk

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

*Respectfully submitted by:*  
*Michelle French, City Clerk*