



**City of Moorhead  
City Council Meeting  
Meeting Minutes  
June 11, 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 June 11, 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:	Melissa Fabian	Present
2nd Ward Council Member:	Heidi Durand	Present
Mayor:	Del Rae Williams	Present
3rd Ward Council Member:	Joel Paulsen	Absent
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 ( \* ) were enacted by one motion.

Motion to Approve the consent agenda made by Heidi Durand and seconded by Sara Watson Curry

**Motion to Approve the Consent Agenda**

Motion Passed

For: 7 - Absent: Joel Paulsen

5. Recognitions - Presentations
  - A. [Presentation - Historical and Cultural Society of Clay County - Annual Report](#)

Minutes: Maureen Jonason presented the annual and financial report from the Clay County Historical and Cultural Society
  - B. [Presentation - Plastic Bag Task Force Update](#)

Minutes: Lora Wessberg, Clay County Solid Waste Green Corp Intern, and Council Member Watson Curry presented information about the work of the Task Force to reduce plastic bag use.

6. Approve Minutes

A. [June 4, 2018 City Council Meeting](#)

Motion to Approve made by Brenda Elmer and seconded by Steve Gehrtz  
**Motion to Approve the June 4, 2018 City Council Meeting Minutes**

Motion Passed  
For: 7 - Absent: Joel Paulsen

7. [Citizens Addressing the Council](#)

Minutes: A resident addressed the Council regarding special assessments in irregular sized lots.

8. Mayor and Council Appointments

A. [\\*Resolution to Approve Board/Commission Appointment](#)  
**Resolution 2018-0611-A**

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

9. [Public Hearing Regarding the Request of Andrew Skatvold on behalf of Center Avenue Retail LLC for Property Tax Exemption for a Project Located at 814 Center Avenue \(58.575.0740\)](#)

Motion to Open Public Hearing at 6:02 p.m. made by Chuck Hendrickson and seconded by Mari Dailey  
Motion Passed  
For: 7 - Absent: Joel Paulsen

Minutes: Economic Development Program Administrator Amy Thorpe and Andy Skatvold, Center Avenue Retail, presented information about this project.

Motion to Close Public Hearing at 6:08 p.m. made by Melissa Fabian and seconded by Heidi Durand  
Motion Passed  
For: 7 - Absent: Joel Paulsen

A. [Resolution to Approve Property Tax Exemption for Center Avenue Retail LLC for a Project Located at 814 Center Avenue \(58.575.0740\)](#)

Motion to Approve made by Mari Dailey and seconded by Chuck Hendrickson  
**Motion to Approve a Resolution to Approve Property Tax Exemption for Center Avenue Retail LLC for a Project Located at 814 Center Avenue (58.575.0740)**  
**Resolution 2018-0611-1**

Motion Passed

For: 7 - Absent: Joel Paulsen

## Engineering Department

10. [Resolution to Approve Recommended Alternative \(D\), Order & Receive Report, and Order Plans and Specifications for Street Improvements on Center Avenue from 8 St to the Red River. Eng. No. 19-A2-02](#)

Minutes: Engineer Bob Zimmerman presented information about this project. Council member Durand discussed the timeline of the project and its connection with a water main improvement project, the assessment district, and pedestrian crossings. Council member Fabian discussed alternative B and the timeline of construction. Council member Elmer discussed access points to Center Ave. Council member Gehrtz discussed public input choosing other alternatives that are not staff recommended. Council member Hendrickson discussed crash reduction issues. Council member Watson Curry discussed sidewalks, medians, bike lanes, bicycle friendly communities, and parking issues.

Derrick LaPoint, President of Downtown Moorhead, Inc. and resident of Moorhead spoke in favor of alternative B. Steve Scheel, CEO of Scheels All Sports, Inc. and resident of Moorhead spoke in favor of alternative B. Finally, a Moorhead resident and Chair of Downtown Moorhead Inc. spoke in favor of alternative B and about development of Center Ave. as it relates to this project.

Motion to Approve made by Steve Gehrtz and seconded by Brenda Elmer

**Motion to Approve a Resolution to Approve Recommended Alternative (B), Order & Receive Report, and Order Plans and Specifications for Street Improvements on Center Avenue from 8 St to the Red River. Eng. No. 19-A2-02  
Resolution 2018-0611-2**

Motion Passed

For: 7 - Absent: Joel Paulsen

11. [First Reading of Ordinance 2018-10: An Ordinance to Amend Sections of Title 8 and Title 3 of the Moorhead Municipal Code \(Boulevard Plantings and Rain Gardens\)](#)

Motion to Approve made by Heidi Durand and seconded by Sara Watson Curry

**Motion to Approve the First Reading of Ordinance 2018-10: An Ordinance to Amend Sections of Title 8 and Title 3 of the Moorhead Municipal Code (Boulevard Plantings and Rain Gardens)**

Motion Passed

For: 7 - Absent: Joel Paulsen

Minutes: Engineer Zimmerman presented information about this amendment. A resident addressed the Council about his concerns about this amendment.

12. [\\*Resolutions to Approve Task Orders for Construction Engineering Services for the SE Main Ave/20 St/21 St Railroad Grade Separation Project. Eng. No. 02-2-2G](#)

- A. [\\*Resolution to Approve Task Order with SRF Consulting Group, Inc.](#)  
**Resolution 2018-0611-B**

B. [\\*Resolution to Approve Task Order with Braun Intertec Corporation](#)  
**Resolution 2018-0611-C**

13. [\\*Resolution to Approve Acquisition of Temporary Easement\(s\) for the SE Main Ave/20 St/21 St Railroad Grade Separation Project. Eng. No. 02-2-2F](#)  
**Resolution 2018-0611-D**

14. [\\*Resolution to Receive Petitions, Order and Receive Report, Order and Approve Plans & Specifications, and Order Improvements for Various Sanitary Sewer and Water Service Installations and Repairs. Eng. No. 18-A6-01](#)  
**Resolution 2018-0611-E**

**Parks and Recreation Department**

15. [\\*Resolution to Accept Arts Partnership Grant - Celtic Festival](#)  
**Resolution 2018-0611-F**

**Planning and Neighborhood Services Department**

16. [Resolution to Approve a Conditional Use Permit for Signage at 305 8 St S](#)

Minutes: Assistant City Planner Kim Citrowske presented information to the Council regarding this sign request. The Council compared the current sign with the proposed sign. Council member Durand discussed concerns from the public about this proposal, and a potential historical district in this area. Council member Elmer discussed recent signage issues within the City. Council member Watson Curry discussed visibility issues and the location of the new sign.

Motion to Approve made by Steve Gehrtz and seconded by Mari Dailey  
**Motion to Approve a Resolution to Approve a Conditional Use Permit for Signage at 305 8 St S**  
**Resolution 2018-0611-3**

Motion Passed  
For: 7 - Absent: Joel Paulsen

17. [\\*Resolution to Approve Preliminary and Final Plat - Park Christian School Addition](#)  
**Resolution 2018-0611-G**

18. [\\*Resolution to Approve Grant from Partnership 4 Health for Walking Signs](#)  
**Resolution 2018-0611-H**

19. [\\*Resolution to Approve Grant Submittal to Greater MN Regional Parks and Trails Commission: Midtown and Harvest Trails \(River Corridor Trail\)](#)  
**Resolution 2018-0611-I**

20. [\\*Resolution to Approve Parking Policy - Moorhead Municipal Airport](#)  
**Resolution 2018-0611-J**

21. [\\*Consider Actions Relating to Ordinance 2018-09: Text Amendment to the City Code Regarding Zoning Map Notifications](#)

- A. [\\*Second Reading](#)  
**Ordinance 2018-09**
- B. [\\*Title and Summary](#)  
**Resolution 2018-0611-K**

### **Administration**

- 22. Approve Licenses - Permits
  - A. [\\*Resolution to Approve New Liquor License](#)  
**Resolution 2018-0611-L**
- 23. [Discussion Regarding Ward 2 Council Seat Vacancy](#)

Minutes: City Attorney John Shockley presented information about the Council's options for the upcoming vacancy in Ward 2. There was a consensus to leave this position vacant until after the November 6 election, and then appoint the top vote getter to serve the remainder of 2018.

Motion to Approve made by Brenda Elmer and seconded by Heidi Durand

**Motion to Approve to leave the Ward 2 Council Seat Vacant after the departure of Council member Fabian on August 15, 2018, and for the attorney to move forward with the notice of Council vacancy, and proceedings to appoint the top vote getter in the November 6, 2018 election for this seat, to this position for the remainder of 2018.**

Motion Passed  
For: 7 - Absent: Joel Paulsen

- 24. [Discussion Regarding Possible Bond Referendum for SE Main Ave/20 St/21 St Railroad Grade Separation Project](#)

Minutes: City Attorney John Shockley reviewed a memo regarding this possible bond referendum, the referendum process and timeline.

### **Other**

- 25. [Mayor and Council Reports](#)

Minutes: Council member Hendrickson discussed that the Economic Development Authority (EDA) Director did not sign the contract offered by the City and did not accept the position, so the only course of action for the EDA was to terminate EDA Director Cindy Graffeo.
- 26. [City Manager Reports - Updates](#)

Minutes: City Manager Chris Volkers discussed options and costs for federal lobbying and grant writing.
- 27. Executive Session – No executive session was held.

28. New Business – No new business was presented.

29. Citizens Addressing the Council – No other citizens addressed the Council.

The meeting adjourned at 7:48 p.m.

APPROVED BY:

ATTEST:

---

Del Rae Williams  
Mayor

---

Lance Beachem  
City Clerk

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

*Respectfully submitted by:  
Lance Beachem, City Clerk*