



**City of Moorhead  
City Council Meeting  
Meeting Minutes  
September 11, 2017 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 11, 2017, 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:	Brenda Elmer	Present
3rd Ward Council Member:	Joel Paulsen	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. [Approve Minutes](#)

Motion to Approve made by Brenda Elmer and seconded by Mari Dailey  
**Motion to Approve Minutes**

Motion Passed  
For: 8

- A. [August 14, 2017 City Council Meeting](#)
- B. [August 28, 2017 City Council Meeting](#)
4. [Citizens Addressing the Council \(Time Reserved: 15 Minutes\)](#)
5. [Agenda Amendments](#)
6. [Consent Agenda](#)

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

Motion to Approve made by Heidi Durand and seconded by Mari Dailey  
**Motion to Approve the Consent Agenda as Amended**

Motion Passed  
For: 8

Minutes: Christina Volkens, City Manager, announced that item number 19 was removed from the consent agenda.

7. Mayor and Council Appointments

A. [\\*Resolution to Approve Mayor and Council Appointments](#)  
**Resolution 2017-0911-A**

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

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

Minutes: Tom Trowbridge, Assistant City Engineer, provided a summary of the various construction projects.

Public Hearing opened at 5:54 pm

Anthony Hurst, 2931 15th Ave S, expressed his concern regarding the pavement marking, sidewalk, and drainage issue.

Public Hearing closed at 6:09 pm

A. [Resolution to Approve Adoption Special Assessments for Public Improvements for Various Construction Projects](#)

Motion to Approve made by Joel Paulsen and seconded by Brenda Elmer  
**Motion to Approve Resolution to Approve Adoption Special Assessments for Public Improvements for Various Construction Projects as Amended**

Motion Passed **Resolution 2017-0911-1**  
For: 8

Minutes: Tom Trowbridge, Assistant City Engineer, briefly described the proposed improvements and suggested amending attachment U of the resolution to the following: Parcel 581590600 for Gwen Lee at 1208 24<sup>th</sup> Ave S and 584540240 for Marlin & Camie Pfeifer at 1207 24<sup>th</sup> Ave S. Both assessments were adjusted down from \$16,800 to \$8,400 each. Tom Trowbridge, Assistant City Engineer suggested the city split the cost of the wye repair. The proposed change modifies the total on the resolution of project 16-A6-1/811610 Sanitary Sewer Repairs petitioned various locations from \$219,971.85 to \$203,171.85.

9. [Public Hearing and Various Actions for City-Wide Sidewalk and Miscellaneous Concrete Improvements. Eng. No. 17-A7-01](#)

Minutes: Public Hearing opened at 6:10 pm

Tom Trowbridge, Assistant City Engineer, provided a brief overview of the proposed improvements.

Public Hearing closed at 6:13 pm

A. [Resolution to Order Improvements & Declare Intent to Assess](#)

Motion to Approve made by Joel Paulsen and seconded by Melissa Fabian

**Motion to Approve Resolution to Order Improvements & Declare Intent to Assess**

Motion Passed **Resolution 2017-0911-2**

For: 8

## **Economic Development**

### **Planning and Neighborhood Services Department**

10. [\\*Consider Actions Relating to Moorhead North Apartments Addition](#)

A. [\\*Resolution to Approve Final Plat](#)  
**Resolution 2017-0911-B**

B. [\\*Resolution to Approve Developer's Agreement](#)  
**Resolution 2017-0911-C**

11. [\\*Resolution to Approve a Conditional Use Permit - 210 8th St N \(Memorial Park Bike/Pedestrian Bridge\)](#)  
**Resolution 2017-0911-D**

12. [\\*Resolution to Approve Easement Vacations - Prairie Meadows 6th Addition](#)  
**Resolution 2017-0911-E**

13. [\\*First Reading of Ordinance 2017-11: An Ordinance to Rezone Property Located at 805 Main Avenue and 814 2nd Ave S](#)  
**Ordinance 2017-11**

14. [Authorize Request to Clay County for Acquisition of Tax Forfeited Property at 209 14 ST N for Clearance and Affordable Housing Development](#)

Motion to Approve made by Melissa Fabian and seconded by Heidi Durand

**Motion to Approve Authorize Request to Clay County for Acquisition of Tax Forfeited Property at 209 14 ST N for Clearance and Affordable Housing Development**

Motion Passed **Resolution 2017-0911-3**

For: 8

Minutes: Lisa Bode, Community Development Manager, provided a brief overview of the proposed tax forfeited property.

## **Engineering Department**

15. [\\*Resolution to Approve Stormwater Maintenance Agreement with KWJ Properties](#)  
**Resolution 2017-0911-F**

## **Parks and Recreation Department**

16. [Resolution of Support and Application for Audubon Dakota Submittal of a Urban Conservation Partners Legacy Grant](#)

Motion to Approve made by Heidi Durand and seconded by Sara Watson Curry  
**Motion to Approve the Resolution of Support and Application for Audubon Dakota Submittal of a Urban Conservation Partners Legacy Grant**

Motion Passed **Resolution 2017-0911-4**  
For: 8

Minutes: Kristie Leshovsky, City Planner, and Steve Moore, Public Works Director, provided a brief overview of the Urban Conservation Partners Legacy Grant requirements and initiative.

## **Police Department**

17. [Resolution to Approve Budget Adjustment #17-030 for the Police Department Mobile Field Force Equipment and Munitions](#)

Motion to Approve made by Heidi Durand and seconded by Mari Dailey  
**Motion to Approve the Resolution to Approve Budget Adjustment #17-030 for the Police Department Mobile Field Force Equipment and Munitions**

Motion Passed **Resolution 2017-0911-5**  
For: 8

Minutes: David Ebinger, Police Chief, provided a brief summary of the proposed budget adjustment for the need for field force equipment and munitions.

## **Moorhead Public Service**

18. [\\*Resolution to Approve Change Order No. 1 with Champion Coatings for Equipment Recoating at the Water Treatment Plant](#)  
**Resolution 2017-0911-G**

## **Administration**

19. [\\*Resolution to Approve Proposed 2017 EDA Tax Levy Payable 2018](#)

Motion to Approve made by Chuck Hendrickson and seconded by Joel Paulsen  
**Motion to Approve Resolution to Approve Proposed 2017 EDA Tax Levy Payable 2018**

Motion Passed **Resolution 2017-0911-6**  
For: 7; Against: 1 - Steve Gehrtz

Minutes: Wanda Wagner, Finance Director, provided a brief summary of the proposed 2017 EDA Tax Levy.

20. [Presentation to Adopt Proposed 2017 Tax Levy Payable 2018 and Proposed 2018 Budget](#)

Motion to Approve made by Heidi Durand and seconded by Melissa Fabian  
**Motion to Approve the Resolution to Approve the Proposed 2017 City Tax Levy Payable 2018 and the Proposed 2018 Budget**

Motion Passed  
For: 7; Against: 1 - Brenda Elmer

Minutes: Wanda Wagner, Finance Director, provided a presentation on the proposed 2018 operating and capital budget. Mayor Williams announced when the City Council will receive public comments.

- A. [Resolution to Approve the Proposed 2017 City Tax Levy Payable 2018](#)  
**Resolution 2017-0911-7**
- B. [Resolution to Adopt Proposed 2018 Budget](#)  
**Resolution 2017-0911-8**
- 21. [\\*Resolution to Approve One-Year Option Extending Legal Services Agreement with Ohnstad Twichell, P.C.](#)  
**Resolution 2017-0911-H**
- 22. [\\*First Reading of Ordinance 2017-12: An Ordinance to Amend and Reenact Sections 2-3-2, 2-3-3, and 2-3-16 of the Moorhead Municipal Code Relating to Liquor Control Definitions; License Required, Classifications; and Deliveries of Liquor Prohibited](#)  
**Ordinance 2017-12**
- 23. Approve Licenses - Permits
  - A. [\\*Resolution to Approve Sound Amplification Permit](#)  
**Resolution 2017-0911-I**
- 24. [Mayor and Council Reports](#)

Minutes: Council Member Fabian provided an updated on the Wings and Wheels event that was held at the Moorhead Airport during the Greater Moorhead Days.

Council Member Watson Curry provided a brief update on the Human Rights Commission.

Mayor Williams provided a Diversion Authority Update.

Council Member Paulsen added to the Diversion Authority Update.

Council Member Hendrickson also added to the Diversion Authority update.

Council Member Paulsen provided a brief update on a community meeting in the Comstock Neighborhood on the historic preservation district. Council Member Paulsen announced that Moorhead Public Service employees have been approved to assist with Hurricane Irma.

Christina Volkens, City Manager, provided an update on Community Disaster Preparedness Program. She also announced that a shortcut has been added to access the budget on the City Website located at [www.cityofmoorhead/budget](http://www.cityofmoorhead/budget). Thanked the Mayor and Council along with staff on the budget preparation.

Meeting adjourned at 7:13 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*