



**City of Moorhead
City Council Meeting
Meeting Minutes
July 23, 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 July 23, 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	Absent
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	Absent

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.

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

Motion Passed

For: 6 - Mari Dailey, Sara Watson Curry, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 2 - Melissa Fabian, Chuck Hendrickson

Recused: 0 - (None)

5. [Approve Minutes](#)

Motion to Approve made by Brenda Elmer and seconded by Joel Paulsen
Motion to Approve the Approve Minutes of July 9, 2018

Motion Passed

For: 6 - Mari Dailey, Sara Watson Curry, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 2 - Melissa Fabian, Chuck Hendrickson

Recused: 0 - (None)

6. [Citizens Addressing the Council](#)

A citizen addressed the Council regarding public notification of the change in polling places for the 2018 primary and general elections, and it was noted that a postcard has been sent to each household in the City, and there was discussion about how the City can take further action to inform residents of this change in polling places.

7. Mayor and Council Appointments

Economic Development

9. [Resolution to Approve Temporary Access and Maintenance Agreement with Pifer's Auction and Realty](#)

Assistant Manager Dan Mahli presented a proposal from Pifer's Auction and Realty to gain temporary access to, and to maintain, a lot, or lots, in the MCCARA Industrial Park, for the display of equipment they have for sale. The MCCARA Development Control Board recommends approval of this temporary use request. Mahli noted that RDO Equipment has been notified and they have concerns. Council Member Elmer asked if a temporary use agreement has been used before, and it was noted that this is the first time a temporary use agreement has been used in the industrial park. Council Member Gehrtz noted that the maintenance agreement is only during the time that these lots are being used, and also discussed the sale of these lots. Council Member Elmer discussed the procedure if a situation arises where another party buys these lots, when or if they are being leased. City Attorney John Shockley noted that in this lease agreement there is a 15 day notice to vacate the property. Council Member Gehrtz discussed how many lots would be included in this agreement, and it was noted that there is one lot in the agreement and an option to temporarily use 5 other lots. It was noted that the City can put up for sale signs on these lots during the temporary lease agreement. Council Member Durand discussed notification of other neighbors in the industrial park. Council Member Paulson discussed the fee in this agreement. Council Member Elmer discussed notifying any parties that might be interested in the sale of these lots. Council Member Dailey discussed her support for this agreement and the use of this property. A resident, speaking on behalf of RDO Equipment Company, shared the company's concerns about this agreement, and asked about delaying approval of this lease agreement.

Motion to Table made by Steve Gehrtz and seconded by Joel Paulsen
Motion to Table

Motion Passed

For: 6 - Mari Dailey, Sara Watson Curry, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 2 - Melissa Fabian, Chuck Hendrickson
Recused: 0 - (None)

Public Hearings (5:45 p.m.)

8. Public Hearing Regarding the Request of John Dickelman on behalf of MLJD Properties LLC for Property Tax Exemption for a Project Located at 1615 Main Ave SE (58.752.0010)

Motion to Open Public Hearing made by Heidi Durand and seconded by Brenda Elmer

Motion Passed

For: 6 - Mari Dailey, Sara Watson Curry, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 2 - Melissa Fabian, Chuck Hendrickson

Recused: 0 - (None)

Assistant Manager Dan Mahli presented a proposed property tax exemption for MLJD Properties, for property at 1615 Main Ave SE, to construct a new 6,000 square foot building for an insurance agency and a heated shop space for a masonry construction business. It was noted that the current rate of taxes for this empty lot will continued to be paid during the exemption period, and that this project will retain 6 full time jobs. No one else commented on this project.

Motion to Close Public Hearing made by Heidi Durand and seconded by Sara Watson Curry

Motion Passed

For: 6 - Mari Dailey, Sara Watson Curry, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 2 - Melissa Fabian, Chuck Hendrickson

Recused: 0 - (None)

A. Resolution to Approve Property Tax Exemption for MLJD Properties LLC for a Property Located at 1615 Main Ave SE (58.752.0010)

Motion to Approve made by Heidi Durand and seconded by Steve Gehrtz

Motion to Approve a Resolution to Approve Property Tax Exemption for MLJD Properties LLC for a Property Located at 1615 Main Ave SE (58.752.0010)

Motion Passed

For: 6 - Mari Dailey, Sara Watson Curry, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 2 - Melissa Fabian, Chuck Hendrickson

Recused: 0 - (None)

Engineering Department

10. *Resolution to Award Bid for Mill & Overlay of 15th Ave N from Red River to 28th St N. Eng. No. 18-A2-02

Planning and Neighborhood Services Department

11. [*Resolution to Authorize a Contract with MnDOT for 2019 Special Transportation Services for Persons with Disabilities and Senior Citizens](#)
12. [*Resolution to Authorize a Contract with MnDOT for 2019 Public Transportation Services](#)
13. [*Resolution to Approve Contracts with Moorhead Higher Education Institutions for 2018-19 U-Pass Unlimited Ride Program on MATBUS](#)
14. [*Consider Stipulation Agreement related to Code Enforcement at 1102 12 Avenue North](#)

Moorhead Public Service

15. [*Approve Change Order No. 3 with Key Contracting for the 2017 Southside Watermain Replacement Project](#)

Administration

16. [Consider Actions Relating to Department Reorganization](#)

City Manager Chris Volkens reviewed the long term effort to reorganize the Planning and Neighborhood Services Department, the strategic initiatives and goals related to this effort, and noted that this reorganization fits into the City's strategic plan. It was highlighted that in this reorganization, Lisa Bode will be promoted to Government Affairs Director, Kristi Leshovsky will be promoted to the Director of Community Development, and the City will hire a new City planner. It was noted that Bode and Leshovsky have served as co-directors of the Planning and Neighborhood Services Department since the former director's retirement in 2017, and the Council thanked them for their service to the City. Volkens also stated that she is seeking to hire a replacement City planner before January 1, and discussed a budget transfer that would pay for this position resulting from the overall reorganization. Council Member Gehrtz noted that Leshovsky is the current City Planner and Zoning Administrator, and discussed Bode's new role in City Administration. Council Member Paulsen noted the increased need in City Planning. Council Member Elmer reviewed the process of this reorganization. The Council noted the City Code changes that will be needed for this reorganization.

- A. [Resolution to Approve Department Reorganization Plan](#)
- B. [Resolution to Approve Budget Adjustment #18-024](#)

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

Motion to Approve Actions Relating to Department Reorganization and to Approve Budget Adjustment #18-024

Motion Passed

For: 6 - Mari Dailey, Sara Watson Curry, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 2 - Melissa Fabian, Chuck Hendrickson

Recused: 0 - (None)

17. [Resolution to Approve the Appointment of Chief of Police](#)

City Manager Chris Volkers reviewed the recruitment and community input process of selecting a new police chief, and thanked all those involved in this process. Volkers noted that a conditional offer for the Police Chief position was made and accepted, earlier this day, by City of Moorhead Deputy Chief Shannon Monroe, and that it will be effective July 28, if approved by the Council, which is procedure outlined in the City Charter. The Council thanked Monroe for his 24 years of service with the City and congratulated him on this promotion.

Motion to Approve made by Brenda Elmer and seconded by Mari Dailey
Motion to Approve a Resolution Approve the Appointment of Chief of Police

Motion Passed

For: 6 - Mari Dailey, Sara Watson Curry, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 2 - Melissa Fabian, Chuck Hendrickson

Recused: 0 - (None)

Other

18. [Mayor and Council Reports](#)

Watson Curry reviewed the recent meetings of the MAT Bus Coordinating meeting and the Human Rights Commission meeting. The Mayor thanked everyone for their well wishes for her and her family in the death of her mother.

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

City Manager Chris Volkers gave an update on economic development incentives that are focused on the downtown area, and noted that the City has discussed this issue with the EDA, and noted that the EDA and Downtown Moorhead Inc. will be holding an open house for input into the proposed downtown incentive changes on August 1. Volkers also noted that the Public Works Department is upgrading the outdoor hockey rink boards, and noted the need for a new outdoor hockey rink in Southern part of the City, and reviewed a plan to put a rink in the Stonemill park neighborhood. It was noted that this item is in the budget. Council Member Paulson discussed putting a warming house in this location. Council Member Gehrtz discussed what type of boards will be installed. Council Member Elmer discussed public notification about these hockey rink changes.

20. [Closed Executive Session Pursuant to Minn. Stat. 13D.05, subd. 3 b \(3\) to discuss offers and/or Purchase Agreements for Parcel Numbers 58.067.0120, 58.067.0121, and 58.900.0800](#)

Motion to Enter Closed Session made by Heidi Durand and seconded by Joel Paulsen
Motion to Enter Closed Session

Motion Passed

For: 6 - Mari Dailey, Sara Watson Curry, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 2 - Melissa Fabian, Chuck Hendrickson

Recused: 0 - (None)

The Council went into closed executive session at 6:25 p.m., and Mayor Williams called the regular session back to order at 7:00 p.m.

Resolution to Approve Purchase Agreements for Parcel Numbers 58.067.0120, 58.067.0121, and 58.900.0800

Motion to Approve made by Heidi Durand and seconded by Mari Dailey
Motion to Approve a Resolution Approve Purchase Agreements for Parcel Numbers 58.067.0120, 58.067.0121, and 58.900.0800

Motion Passed

For: 6 - Mari Dailey, Sara Watson Curry, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 2 - Melissa Fabian, Chuck Hendrickson

Recused: 0 - (None)

21. New Business

Mayor Williams adjourned the meeting at 7:02 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*