



**City of Moorhead  
City Council Meeting  
Meeting Minutes  
June 10, 2019 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 June 10, 2019, at 5:30 PM.

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

1st Ward Council Member:	Shelly Dahlquist	Present
1st Ward Council Member:	Sara Watson Curry	Present
2nd Ward Council Member:	Shelly Carlson	Present
2nd Ward Council Member:	Heidi Durand	Present
Mayor:	Johnathan Judd	Present
3rd Ward Council Member:	Joel Paulsen	Present
3rd Ward Council Member:	Deb White	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](#)

Minutes: Heidi Durand arrived in chambers at 5:31pm.

2. [Pledge of Allegiance](#)

3. [Agenda Amendments](#)

Minutes: No 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.

Minutes: No changes

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

**Motion to Approve Consent Agenda**

Motion Passed

For: 8 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

5. [Recognitions - Presentations](#)

A. [Community Development Block Grant Overview](#)

Minutes: Community Development Program Administrator Joshua Huffman presented to the Mayor and City Council regarding the Community Development Block Program CDBG. CDBG is a US Department of Housing & Urban Development program, a yearly grant resource that goes to communities with a population of 50,000 or more or communities like Moorhead part of a qualifying Metropolitan Statistical Area. The grant fluctuates yearly, and this past year the grant amount was approximately \$240,000. These funds help provide activities to benefit the community; any activities funded must meet one of three national objectives. 1. Benefit low to moderate income persons, 2. Aid in the prevention of slum or blight properties, or 3. Meet an urgent need. Grantees are required to develop and follow a detailed a Five year plan. The next five-year planning cycle is kicking off, and Council members are encouraged to share opportunities for citizen input with their constituents.

6. [Approve Minutes](#)

Minutes: Council Member Sara Watson Curry had a question regarding the minute's format.

Motion to Approve made by Joel Paulsen and seconded by Shelly Dahlquist  
**Motion to Approve Minutes**

Motion None

For: 8 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

A. [May 28, 2019 Council Minutes](#)

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

Minutes: A citizen addressed the Mayor and Council with concerns of garbage bins not being picked up; as well as concerns that the City of Moorhead is not handling this issue properly in South Moorhead where the Universities are located. He has reached out to other residents regarding this issue. He states that other residents do not want to call the City because they're afraid or they don't know who to call. He will be back to follow up on overloaded dumpsters at the next meeting.

Mayor Judd responded to the citizen sharing that no resident should be afraid to call a council member or city staff regarding these matters. City Staff and Council Members care about the community and would respond to issues.

Council Member Deb White responded to the citizen regarding his comments; she stated that we as a community need to work together to find good solutions.

A Second citizen addressed the Mayor and City Council regarding the City of Moorhead to adopt a measure to prevent bullying in the schools. His second request is transparency with financial information for the diversion project in regards to yearly maintenance cost and contracts.

Council Member Joel Paulsen responded to the citizen regarding anti-bullying and gave information that the citizen could contact the Human Rights Commission with his concerns. In regards to the diversion concern, there is a joint powers agreement with all the entities that make up the diversion. This agreement states the amount the City of Moorhead is responsible for. John Shockley presented information to the citizen regarding costs.

8. Mayor and Council Appointments

Public Hearings (5:45 p.m.)

9. Public Hearing for Proposed Special Assessments - Unpaid Administrative Penalties (Property Maintenance and Code Enforcement)

A. Resolution to Approve Special Assessments - Unpaid Administrative Penalties

Motion to Open Public Hearing made by Deb White and seconded by Joel Paulsen  
**Motion to Open Public Hearing for Proposed Special Assessments - Unpaid Administrative Penalties (Property Maintenance and Code Enforcement)**

Motion Passed

For: 8 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

Minutes: Community Development Director Kristie Leshovsky presented to the Mayor and Council requesting approval of Special Assessments related to Unpaid Administrative Penalties for Property Maintenance and Code Enforcement for 2018. The assessments brought to the Mayor and City Council members allow for a one-year repayment; with exception to tree removals which are a five year repayment. The request by city staff is for a motion to approve with the addition of the stipulation agreement for 1017 13<sup>th</sup> St. N.

Motion to Close Public Hearing made by Deb White and seconded by Sara Watson Curry  
**Motion to Close Public Hearing for Proposed Special Assessments - Unpaid Administrative Penalties (Property Maintenance and Code Enforcement)**

Motion Passed

For: 8 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

Motion to Approve made by Sara Watson Curry and seconded by Shelly Dahlquist  
**Motion to Authorize the City Attorney and City Manager to negotiate an agreement with the owner of 1017 13<sup>th</sup> St. N. parcel 58.494.0460 to hold administrative penalties in deferment in exchange for completing the property abatements and keeping the properties in compliance in a timeframe established by the City Manager and Attorney.**

Motion Passed

For: 8 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

## Economic Development

### 10. [2019 Legislative Session Final Update](#)

Minutes: Governmental Affairs Director Lisa Bode presented an update to the Mayor and City Council regarding the 2019 Legislative Session. There was no bonding bill passed as part of the 2019 session so the priorities remain unfunded. Unless there is a special session to consider bonding, Moorhead's bonding priorities could carry forward to next year's legislative agenda. The major accomplishment for Moorhead is that the annual Border Cities funding is now part of the State's base budget. Allocation of \$750,000 annual Border City Enterprise Zone programming beginning July 1, 2020 was enacted, with per capita distribution to the 5 border cities of Moorhead, East Grand Forks, Dilworth, Breckenridge, and Ortonville. Moorhead's share is \$525,000 based on current population.

### 11. [Resolution to Approve Credit Levels for the 2019 Border City Enterprise Zone Program](#)

Minutes: Amy Thorpe, Economic Development Program Administrator, provided a brief background of the Border City Enterprise Zone Program. She stated that receiving an ongoing annual appropriation to the Border City Enterprise Zone Fund was an important step for Moorhead's economic development programs. An annual appropriation allows for better budgeting and program stability and would begin in July 2020. Therefore, the recommendation from the Moorhead Economic Development Authority at their June 3, 2019 meeting was for the 2019 Workers' Compensation Rebate Program to continue at the 20% credit level, capped at \$25,000 per business. She stated that a public hearing would be held this fall to review new businesses to the program.

Motion to Approve made by Heidi Durand and seconded by Deb White

#### **Motion to Approve Resolution of Credit Levels for the 2019 Border City Enterprise Zone Program**

Motion Passed

For: 8 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

### 12. [\\*Economic Development Report](#)

## Engineering Department

### 13. [\\*Resolutions Supporting Various Actions for Underground Utility and Street Improvements for the Preserve on Broadway Addition \(Eng. No. 19-A6-01\)](#)

A. [\\*Resolution to Receive Petitions and Order Report](#)

B. [\\*Resolution to Receive Report and Order Plans & Specifications](#)

### 14. [\\*Resolutions to Authorize Actions Related to the Center Ave Street Improvement Project \(Eng. No. 19-A2-02\).](#)

A. [\\*Resolution to Authorize Acquisition of Easement from Wells Fargo Bank, N.A.](#)

B. [\\*Resolution to Approve Easement Agreement with United Sugars Corporation](#)

- C. [\\*Resolution to Authorize Short-term Improvements](#)
- 15. [\\*Resolution to Approve Biennial Routine Maintenance Agreement No. 1034315 with MnDOT](#)
  - A. [\\*Resolution to Approve Agreement](#)
- 16. \*Resolutions to Approve Various Actions for Johnson Farms 1st & 5th Addition Underground Utility & Street Improvements, Eng. No. 19-A6-02
  - A. \*Receive Report and Order Plans & Specifications
  - B. \*Approve Plans & Specifications and Authorize Advertisement for Bids

**Community Development Department**

- 17. [\\*Resolution to Approve Easement Vacations - Prairie Meadows 6th Addition](#)

**Public Works Department**

- 18. [Resolution to approve pre-purchasing fuel for Q1/Q2 of 2020](#)

Minutes: Public Works Director Steve Moore presented to the Mayor and City Council an update on the potential to award a contract to pre-purchase bulk fuel for Q1/Q2 of 2020. This supports strategic initiative number 3 for infrastructure, and provides comprehensive and effective city facilities in land management. The specific objective is to reduce operations and maintenance costs. An RFP will be issued on June 11, 2019 to pre-purchase bulk fuel. Bids are due on July 11, 2019. It is being requested that Council give authority to the City Manager to award a bid contract that city staff would recommend.

Motion to Approve made by Steve Gehrtz and seconded by Shelly Carlson  
**Motion to Approve Resolution for pre-purchasing fuel for Q1/Q2 of 2020**

Motion Passed  
 For: 8 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson  
 Against: 0 - (None)  
 Abstain: 0 - (None)  
 Absent: 0 - (None)  
 Recused: 0 - (None)

- 19. [\\*Resolution to Approve Budget Adjustment #19-019 to Fund Library Security Cameras](#)

**Administration**

- 20. [Resolutions to Support State Capital Budget \(Bonding\) Requests](#)

Minutes: City Manager presented an update to the Mayor and City Council on Capital requested in 2020: Railroad Project (Eng. No. 14-02-03) and the Community & Aquatics Center. The State requires that forms are filed by June 14<sup>th</sup>. It is being requested that both resolutions be supported as priorities for capital bonding request. The transfer station remains our top priority.

- A. [11 St Railroad Grade Separation Project \(Eng. No. 14-02-03\)](#)
- B. Community & Aquatics Center

Motion to Approve made by Heidi Durand and seconded by Deb White  
**Motion to Approve both resolutions A and B the 11 St Railroad Grade Separation Project (Eng. No. 14-02-03) and Community & Aquatics Center**

Motion Passed

For: 8 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

21. [Presentation regarding Clay County and the City of Moorhead Joint Powers Agreement Regarding Land Acquisition](#)

Minutes: City Attorney John Shockley presented to the Mayor and City Council a proposed agreement between Clay County and the City of Moorhead. It is a sub joint- powers agreement between the two entities. The Diversion Authority is a joint powers entity that is responsible for the diversion project. The purpose of the sub joint-powers agreement is voluntary land acquisition in Minnesota. This agreement will form a negotiating team composed of City of Moorhead elected officials, Clay County Elected officials and a representative from Buffalo Red River Watershed District that will have input in purchase offers and negotiations for required acquisitions. Clay County would act as the fiscal agent and would host meetings as well. The Joint Powers Agreement that created the diversion Authority authorizes this sub joint powers agreement. This agreement will have to go before the Diversion Authority to consent to its approval. The agreement will be placed on the 6/24/19 council agenda for consideration and approval.

22. [\\*Resolution to Approve Budget Adjustment to Marketing Fund #240](#)

**Other**

23. [Mayor and Council Reports](#)

Minutes: Council Member Carlson reported that at the LARL Board meeting, the library did not receive a funding increase. However, Legacy Funding was received.

Council Member White reported this Wednesday (June 12) is the Longest Table Event. Clay County and the City of Dilworth. Two council members will be hosting tables and Mayor Judd welcoming all.

Council Member Watson Curry reported about a partnership with city forestry staff and River Keepers called Reforest the Red; 800 new trees were planted. Another event attended was the First Friday event at Theatre B hosted by Nature of the North. The topic was pollinators, a fun fact, one in three bites of food that you enjoy are because of our pollinators. In Minnesota we have more species of bees than we do birds.

Council Member Gehrtz: Announced that he will be resigning as Council Member from Ward 4 effective Aug 15 2019.

Mayor Judd congratulated Eventide's CEO regarding the ground breaking of their expansion. A congratulations to DS Beverage on their Ambassador of Excellence Award. Coffee with the Mayor with Ward 4 was very well attended (Good Shepard). Next event with the Mayor and Ward 2 for Ice Cream on June 19th from 6-8pm at Tastee Freeze.

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

Minutes: No Report

City Attorney John Shockley presented to the Mayor and Council the process to allow the council to appoint someone to the vacant position created by Council Member Gehrtz pending resignation. An election is coming up with the school district referendum and thus there is opportunity for an election for Ward 4 Councilmember seat and time for people to file their affidavit for candidacy to get on the ballot in November. Whoever is elected would then be appointed to fill the remaining term. There is also a process of receiving applications, however, historically that has not gone well. In the interest of protecting the city and council from those various issues, it's recommended to put it in front of the people and have residents vote at the November 2019 election. A motion and a second to accept the resignation is required. More information will be forthcoming next meeting.

Motion to Accept made by Chuck Hendrickson and seconded by Heidi Durand  
**Motion to Accept the resignation of Ward 4 Council Member Steve Gehrtz**

Motion Passed

For: 8 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

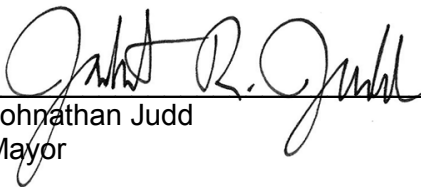
25. Executive Session (If needed)

26. [New Business](#)


27. Citizens Addressing the Council (continued, if necessary)

Meeting Adjourned at 7:29pm.

APPROVED BY:

  
\_\_\_\_\_  
Johnathan Judd  
Mayor

ATTEST:

  
\_\_\_\_\_  
Michelle Brekken  
City Clerk

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

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