



**City of Moorhead  
City Council Meeting  
Meeting Minutes  
December 11, 2017 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 December 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:	Joel Paulsen	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: Hockey Day Minnesota 2018](#)

Minutes: Mayor Williams presented the Hockey Day Minnesota 2018 Proclamation.

4. Approve Minutes

A. November 27, 2017 City Council Meeting

Motion to Approve made by Brenda Elmer and seconded by Joel Paulsen  
**Motion to Approve November 27, 2017 City Council Meeting**

Motion Passed  
For: 8

5. Citizens Addressing the Council (Time Reserved: 15 Minutes)

Minutes: Brad Benton; Deb White; Rick Hall; Lyle Anderson; David Weintesteen expressed their concern against the development in the Comstock neighborhood.

6. Agenda Amendments

7. Consent Agenda

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

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

**Motion to Approve Consent Agenda**

Motion Passed

For: 8

8. Mayor and Council Appointments

A. [\\*Resolution to Approve Board/Commission Appointments](#)  
**Resolution 2017-1211-A**

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

9. [Make Moorhead Home Property Tax Rebate](#)

Minutes: Public hearing opened at 6:12 pm.

Lisa Bode, Neighborhood Services Manager, provided a brief overview of the "Make Moorhead Home Property Tax Rebate" program.

Public hearing closed at 6:14 pm.

A. [Authorize abatement of 2018 property taxes payable for qualifying properties](#)

Motion to Approve made by Sara Watson Curry and seconded by Melissa Fabian

**Motion to Authorize abatement of 2018 property taxes payable for qualifying properties**

Motion Passed **Resolution 2017-1211-1**

For: 8

10. [Public Hearing Regarding the Request of TTL Holdings Inc. for Property Tax Exemption for a Project Located at 1002 1st Ave N](#)

Minutes: Public hearing opened at 6:16 pm.

Cindy Graffeo, Economic Development Director, provided a brief summary of the proposed property tax exemption.

Public hearing closed at 6:27 pm.

A. [Resolution to Approve Property Tax Exemption for TTL Holdings Inc. \(1002 1st Ave N\)](#)

Motion to Approve made by Brenda Elmer and seconded by Joel Paulsen

**Motion to Approve Property Tax Exemption for TTL Holdings Inc. (1002 1st Ave N)**

Motion Passed **Resolution 2017-1211-2**

For: 8

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

11. [\\*Resolution to Approve Extension to Conditional Use Permit - 1700 1st Ave S](#)  
**Resolution 2017-1211-B**
12. [\\*Resolution to Authorize Service Agreement for Abatement Sidewalk Snow/Ice Removal](#)  
**Resolution 2017-1211-C**
13. [\\*Resolution to Award Contract for Snow Removal Services for Transit Passenger Shelters and Hubs](#)  
**Resolution 2017-1211-D**
14. [\\*Resolution Approving a Joint Powers Agreement with the City of Dilworth and the Fargo Park District for Operation of Metro Senior Ride for 2018](#)  
**Resolution 2017-1211-E**
15. [\\*Resolution Approving a Contract with the City of Dilworth for Provision of Transit Service for 2018](#)  
**Resolution 2017-1211-F**
16. [\\*Resolution to Approve the Master Agreement with the City of Fargo Regarding Responsibilities and Cost Sharing for Public Transit Services and Facilities](#)  
**Resolution 2017-1211-G**
17. [\\*Resolution to Approve Amendment #2 to the First Transit Contract for Transit Operation](#)  
**Resolution 2017-1211-H**
18. [\\*Approve Special Assessments for Demolition of 1014/1016 19 St S - Community Development Block Grant \(CDBG\)](#)  
**Resolution 2017-1211-I**

### **Engineering Department**

19. [Resolution to Provide Direction to Finalize Plans & Specifications for the SE Main Ave/20 St/21 St Railroad Grade Separation Project. Eng. No. 02-2-2F](#)

Minutes: Bob Zimmerman, City Engineer, provided a brief presentation on the railroad grade separation project.

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

**Motion to Authorize Staff to Proceed with BNSF Proposal for the Wye and Closure of a Segment of 1<sup>st</sup> Ave S**

Motion Passed **Resolution 2017-1211-3**

For: 8

20. [\\*Resolution to Authorize Request for Qualifications for Professional Engineering & Land Surveying Services](#)  
**Resolution 2017-1211-J**

21. [\\*Resolution to Authorize Request for Qualifications for Wastewater Treatment Facility Plan](#)  
**Resolution 2017-1211-K**
22. [\\*2018-2022 Pavement Management & Transportation Capital Improvement Plan](#)
  - A. [\\*Resolution to Adopt the 2018-2022 Pavement Management & Transportation Capital Improvement Plan](#)  
**Resolution 2017-1211-L**
  - B. [\\*Resolution to Adopt Assessment Rates](#)  
**Resolution 2017-1211-M**
  - C. [\\*Resolution to Designate Functional Classification Map](#)  
**Resolution 2017-1211-N**
  - D. [\\*Resolution to Order Reports for Various 2018 Projects](#)  
**Resolution 2017-1211-O**
  - E. [\\*Resolution to Authorize Right-of-Way Acquisition for 15 Ave N](#)  
**Resolution 2017-1211-P**
23. [\\*Consider Actions to Support a Transportation Alternatives Program Grant Application - Harvest Trail](#)
  - A. [\\*Resolution to Approve Sponsorship](#)  
**Resolution 2017-1211-Q**
  - B. [\\*Resolution to Operate and Maintain Facility](#)  
**Resolution 2017-1211-R**
  - C. [\\*Resolution to Approve Easement](#)  
**Resolution 2017-1211-S**
24. [\\*Resolution to Approve Stormwater Maintenance Agreement with Goldthorpe Corp.](#)  
**Resolution 2017-1211-T**

#### **Fire Department**

25. [\\*Resolution to Enter Into Hazardous Materials Emergency Response Team Joint Powers Agreement with the State of Minnesota, Department of Public Safety, Division of Homeland Security & Emergency Management and Approve Budget Adjustment #17-041](#)  
**Resolution 2017-1211-U**
26. [\\*Resolution to Approve Budget Adjustment #17-048 to Transfer Funds Received from Minnesota Board of Firefighter Training and Education \(MBFTE\) from General Fire Fund to Expenditure Accounts for Purchase of Fire Training Props, Supplies, and Services](#)  
**Resolution 2017-1211-V**

#### **Public Works Department**

27. [Resolution to Approve a Budget Adjustment to Provide Funding for the MYHA Facility](#)

## Roof Replacement Project

Minutes: Steve Moore, Public Works Director, provided a brief overview of the MYHA Facility Roof Replacement project.

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

**Motion to Approve Use of Sports Center Reserve Funds to Provide Funding to Replace the MYHA Facility Roof and Approve a Short Term Lease Agreement and Budget Adjustment to be Determined at a Later Date**

Motion Passed **Resolution 2017-1211-4**

For: 8

## **Police Department**

28. [\\*Resolution to Approve 2018 Funding provided for support of the United States Marshals Service North Star Fugitive Task Force](#)  
**Resolution 2017-1211-W**
29. [\\*Resolution to Enter into a Grant Agreement with the Minnesota Department of Public Safety, Office of Justice Programs for Receipt of Youth Intervention Program Funds](#)  
**Resolution 2017-1211-X**

## **Moorhead Public Service**

30. [\\*Resolution to Award Bids for 2018 Electrical Materials](#)  
**Resolution 2017-1211-Y**
31. [\\*Resolution to Award Bids for 20th/21st Street 115kV Transmission Line Project Materials](#)  
**Resolution 2017-1211-Z**

## **Administration**

32. [\\*First Reading of Ordinance 2017-19: An Ordinance Adopting an Amendment to the 2018 Fee Schedule](#)  
**Ordinance 2017-19**
33. [\\*Resolution to Approve a 1-Year Extension of the Contract for Insurance Agent of Record](#)  
**Resolution 2017-1211-AA**
34. [\\*Resolution to Approve Budget Adjustment #17-045 for the Payment of Health Insurance Incentive from Employee Health Care Fund](#)  
**Resolution 2017-1211-AB**
35. [\\*Resolution to Approve Budget Adjustment #17-046 to Reallocate Wages and Benefits and Allocate Funding for Severance Payments](#)  
**Resolution 2017-1211-AC**
36. [\\*Resolution to Approve a Budget Adjustment #17-047 to Close Out the 2011 Flood Fund](#)  
**Resolution 2017-1211-AD**

37. [Resolution Implementing and Allowing Expenditures for a Wellness and Employee Recognition Program](#)

Minutes: Christina Volkens, City Manager, and John Shockley, City Attorney, provided a brief overview of the proposed policy based on the State Auditors recommendation.

Motion to Approve made by Heidi Durand and seconded by Chuck Hendrickson

**Motion to Approve a Resolution Implementing and Allowing Expenditures for a Wellness and Employee Recognition Program**

Motion Passed **Resolution 2017-1211-5**

For: 8

38. [Resolution Approving Certain Components of Classification and Compensation Study](#)

Minutes: Christina Volkens, City Manager, provided a brief summary of the implementation of the Classification and Compensation Study.

Motion to Approve made by Joel Paulsen and seconded by Mari Dailey

**Motion to Approve a Resolution to Approve Certain Components of Classification and Compensation Study**

Motion Passed **Resolution 2017-1211-6**

For: 8

39. [2017 Truth-in-Taxation Presentation: 2017 Tax Levy Payable in 2018 and 2018 Operating & Capital Budget \(6:00 p.m.\)](#)

Minutes: Wanda Wagner, Finance Director, provided the Truth-in-Taxation presentation.

40. [Adopt City of Moorhead and Economic Development Authority 2018 Budget, 2017 Tax Levy Payable in 2018 and Enterprise Fund Transfers](#)

Minutes: Discussion occurred regarding the services the City provides, property evaluations, property tax statements, and collaboration with other organizations.

Motion to Approve made by Heidi Durand and seconded by Chuck Hendrickson

**Motion to Adopt City of Moorhead and Economic Development Authority 2018 Budget, 2017 Tax Levy Payable in 2018 and Enterprise Fund Transfers**

Motion Passed

For: 6; Against: Brenda Elmer; Steve Gehrtz

A. [Resolution to Adopt Economic Development Authority 2018 Budget and 2017 Tax Levy Payable 2018](#)

**Resolution 2017-1211-7**

B. [Resolution to Adopt City of Moorhead's 2018 Budget, 2017 Tax Levy Payable 2018 and 2018 Enterprise Fund Transfers](#)

**Resolution 2017-1211-8**

41. Mayor and Council Reports

Minutes: Mayor Williams, Council Member Durand, Council Member Paulsen, and John Shockley, City Attorney, provided a brief Diversion Authority update.

- 42. City Manager Reports - Updates
- 43. Executive Session - Labor Negotiations Update

Motion to Approve made by Heidi Durand and seconded by Brenda Elemer  
**Motion to Move Into Executive Session - Labor Negotiations Update**

Motion Passed  
For: 8

Minutes: Executive Session ended at 8:58 pm


Motion to Approve made by Chuck Hendrickson and seconded by Melissa Fabian  
**Motion to Approve Labor Agreements and Memorandum of Understanding with between the City of Moorhead and the following Unions: International Association of Fire Fighters (IAFF), Local 1323 Assistant Fire Chiefs; Law Enforcement Labor Services (LELS), Local 69 Police Officers; American Federation of State, County, and Municipal Employees (AFSCME) Council 65, Local 1450.**

Motion Passed  
For: 8

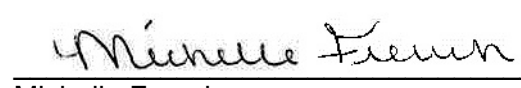
- A. [Resolution to Approve Labor Agreement and Memorandum of Understanding Between the City of Moorhead and International Association of Fire Fighters \(IAFF\), Local 1323 Assistant Fire Chiefs](#)  
**Resolution 2017-1211-9**
- B. [Resolution to Approve Labor Agreement and Memorandum of Understanding Between the City of Moorhead and Law Enforcement Labor Services \(LELS\), Local 69 Police Officers](#)  
**Resolution 2017-1211-10**
- C. [Resolution to Approve Labor Agreement and Memorandum of Understanding Between the City of Moorhead and American Federation of State, County, and Municipal Employees \(AFSCME\) Council 65, Local 1450](#)  
**Resolution 2017-1211-11**

Meeting adjourned at 8:59 pm

APPROVED BY:

  
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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*