

**City of Moorhead
Committee of the Whole
Meeting Minutes
October 18, 2010 at 5:30 PM
City Hall Council Chambers**

Pursuant to due call and notice thereof, a regular meeting of the Committee of the Whole was held in the City Hall Council Chambers, on October 18, 2010, at 5:30 PM.

Roll call of the members was made as follows:

1st Ward Council Member:	Luther Stueland	Present (arrived 6:11 pm)
1st Ward Council Member:	Nancy Otto	Present
2nd Ward Council Member:	Diane Wray Williams	Present (departed at 8:25 pm)
2nd Ward Council Member:	Mark Altenburg	Present
3rd Ward Council Member:	Dan Hunt	Absent
3rd Ward Council Member:	Brenda Elmer	Present (arrived 5:34 pm)
4th Ward Council Member:	Mark Hintermeyer	Present
4th Ward Council Member:	Greg Lemke	Present
Mayor:	Mark Voxland	Present

Committee of the Whole Meeting

Minutes: Mayor Voxland called the meeting to order.

1. [2011 Operating and Capital Budget - Departmental Presentations \(2 of 2\)](#)

A. [Police Department](#)

Minutes: Police Chief David Ebinger and Lt. Tory Jacobson discussed the Police Department structure and current and future department needs. City staff clarified the following in response to Mayor and Council questions:

- An additional Community Service Officer (CSO) position will be needed particularly when Oakport is annexed into the City. The cost for this position would be approximately \$44,000 plus benefits and equipment.
- Consideration could be given to eliminating non-priority calls such as opening locked vehicle doors and funeral escorts if staffing requirements require it.
- The current Law Enforcement Center (LEC) building does not provide adequate office and jail space. Planning for the redesign of the LEC and expansion of the jail has been discussed for a number of years. Clay County recently submitted a plan to an architectural firm; funding discussions are still needed.
- Efforts to locate and develop a new shooting range site are being coordinated with the Clay County Sheriff's Office.
- Equipment upgrades are needed at the Red River Regional Dispatch Center's (RRRDC) over the next several years. Moorhead's cost share will be approximately \$100,000. Relocation of RRRDC is

planned in order to improve security operations. The Department is working with RRRDC partners to obtain funding for equipment and relocation costs.

- Local gang activity has not increased; there is some pass-through activity from other areas. There is a great need for gang prevention programming for youth especially during the summer. There is concern regarding rising youth gun use related to gang activity.
- It would not be cost effective to develop and maintain an administrative fine system. Violations the State of Minnesota allows cities to address through administrative fines are few and are very minor offenses.
- Police beats will be reconfigured when Oakport is annexed so there will be adequate coverage and response time.
- Some grants are available for establishment of an electronic complaint and ticketing system.
- The Department does not have a city-wide surveillance camera system.
- The VFW has supported Police K-9 expenses in the past. Local K-9 units in the area partner as needed.
- Radio communication is a large part of the Police budget and the Department is work on obtaining grant funds for this purpose.
- The social host ordinance is showing signs of effectiveness as a deterrent. Underage drinking continues to be a problem in Moorhead. More education is needed on the ramifications of underage drinking.

Chief Ebinger gave special recognition to Deputy Chief Shannon Monroe, the Incident Commander during the 2010 flood, and Chief Deputy Matt Siiro of the Clay County Sheriff's Office, Incident Commander during the 2009 flood.

B. [Engineering Department](#)

Minutes: Bob Zimmerman, City Engineer, discussed several projects in the Engineering Department:

Flood Mitigation

- Initial \$15M from the State in 2010 used for:
 - Acquisition of A and B properties; primarily in the Brookdale area. Five properties declined a buyout. The City will construct temporary levies, if needed.
 - Various infrastructure projects
- An additional \$2.5M from the State in 2010 was used for acquisition of C and D properties.
- No funding is available this year for E properties (\$6M needed).

- No funding is available this year for additional infrastructure, including the sandbag facility (\$9M needed).

Staffing levels

- Engineering staff increased slightly since 2003 due to residential and commercial developments and infrastructure projects.
- Wastewater Treatment Facility staff has reduced slightly since 2003, but with added sewers and lift stations, may need to increase in the near future.

Diversion

- The City continues to work with U.S. Army Corps of Engineers, Clay County, BRRWD, City of Fargo, Cass County, and SE Cass Water Resource District.

Transportation projects

- Three federally-funded projects are planned for 2012. There will be significantly greater design and construction requirements for these projects.

Special projects

- Update the flood plan.
- Develop a maintenance plan for new flood infrastructure, particularly levies and floodwalls.
- Adopt of floodplain maps, revise floodplain ordinance and facilitate property elevations on private property.
- In coordination with Metro Council of Governments (Metro COG), develop a multi-jurisdictional traffic operations plan to maintain signals and facilitate traffic flows.
- Resolve quiet zone traffic signal pre-emption issues.
- Revise the sign request policy.
- Resolve one-way street issues along with Fargo.
- Make more GIS information available to the public; there is currently a 5-year backlog on information to be entered in the GIS system.
- Develop construction standards revisions.
- Provide better communication with the public.
- Improve construction inspection procedures
- Wastewater and Stormwater:
 - Develop management plan for assets.
 - Monitor new EPA and MPCA requirements.
 - Develop energy management plan.

- Update computer monitoring systems.
- Develop stormwater models for all areas.

City staff clarified the following in response to Mayor and Council questions:

- SE Main Avenue/20th St/21st St Railroad Grade Separation project is ready for construction when funding is made available. Building demolition money is available for all acquired properties. Some properties encroaching on railroad property required permits and delayed demolition.
- Concern was noted regarding maintaining capable staff that could easily move to higher-paying jobs.

C. [Community Services Department](#)

Minutes: Scott Hutchins, Community Services Department Director, discussed the organization of the department and clarified the following in response to Mayor and Council questions:

- Department staffing levels have changed via reorganizations over time; there is considerable crossover between divisions.
- Border Cities legislation has assisted in leveling the playing field for business and resident tax levels.
- Future projects include 1st Ave North, legislative issues, reducing paperwork for licensing requirements, and transit service expansion.
- Critical issues include Local Government Aid, border city programs, sales tax for funding various projects, and property taxes.
- Staff will check into the possibility of broadcasting Park Advisory Board and Economic Development Authority meetings.
- The YMCA is still considering a Moorhead facility.

Council Members commended the Community Services Department for reducing their overall budget for 2011. Council also remarked on the increased market value of the downtown area from \$1M to \$20M after various redevelopment projects were completed.

2. [City Manager Reports](#)

Minutes: There will be a regular City Council meeting on Monday, October 25th, but no Committee of Whole meeting on November 1st.

Meeting adjourned at 8:30 p.m.

