



**City of Moorhead  
City Council Meeting  
Meeting Minutes  
February 12, 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 February 12, 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	Absent
3rd Ward Council Member:	Joel Paulsen	Absent until 6:56 pm
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. [Agenda Amendments](#)

Minutes: Item #9 and #19 were pulled from the consent.

4. Consent Agenda

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

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

**Motion to Approve Consent Agenda**

Motion Passed

For: 7; Absent: 1 - Melissa Fabian

5. [Approve Minutes](#)
  - A. [January 22, 2018 City Council Meeting](#)
  - B. [February 5, 2018 Special City Council Meeting](#)

Motion to Approve made by Steve Gehrtz and seconded by Chuck Hendrickson

**Motion to Approve Minutes**

Motion Passed  
For: 7; Absent: 1 - Melissa Fabian

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

7. Mayor and Council Appointments

A. [\\*Resolution to Approve Board/Commission Appointments](#)  
**Resolution 2018-0212-A**

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

8. [Massage Therapist Appeal - Rongce Zhang](#)

Minutes: Michelle French, City Clerk, provided a brief summary of the findings for the denial of Ms. Rongce Zhang.

Rongce Zhang, Moorhead citizen, gave a brief summary of her appeal.

Johnathon Clark, Moorhead citizen, spoke briefly on the character of Rongce Zhang.

Shawn Krebsbach, Moorhead Police Officer, and Joel Voxland, Moorhead Police Officer, provided a brief summary of the police report.

David Ebinger, Chief of Police, provided a brief statement on the appeal.

Motion to Approve made by Mari Dailey and seconded by Steve Gehrtz  
Motion to Withhold the Denial and Approve the Findings, Conclusion, and Facts

Motion Passed **Resolution 2018-0212-1**  
For: 7; Absent: 1 - Melissa Fabian

**Economic Development**

9. [\\*Resolution to Approve Use of EDA Reserve Funds for ALTA Survey Required for the Shovel Ready Application](#)

Motion to Approve made by Steve Gehrtz and seconded by Sara Watson Curry  
Motion to Approve 9. \*Resolution to Approve Use of EDA Reserve Funds for ALTA Survey Required for the Shovel Ready Application

Motion Passed **Resolution 2018-0212-1**  
For: 7; Absent: 1 - Melissa Fabian

10. [\\*Resolution to Approve an Assignment of Tax Incentive Agreement for a Multi-Family Townhome Project Located at 1701 8 St S \(58.836.0010\)](#)  
**Resolution 2018-0212-B**

**Engineering Department**

11. [Resolutions to Approve Amendments to Agreements for Final Design for the SE Main Ave/20 St/21 St Railroad Grade Separation Project. Eng. No. 02-2-2F](#)

Motion to Approve made by Chuck Hendrickson and seconded by Mari Dailey  
Motion to Approve Resolutions to Approve Amendments to Agreements for Final Design for the

SE Main Ave/20 St/21 St Railroad Grade Separation Project. Eng. No. 02-2-2F

Motion Passed

For: 7; Absent: 1 - Melissa Fabian

Minutes: Bob Zimmerman, City Engineer, provided an update on the SE Main Ave/20 St/21 St Railroad Grade Separation Project. Eng. No. 02-2-2F.

- A. [Resolution to Approve Amendment #1 to the Engineering Services Agreement with SRF Consulting Group](#)  
**Resolution 2018-0212-2**
- B. [Resolution to Approve Amendment #1 to MnDOT Agreement No. 1028743](#)  
**Resolution 2018-0212-3**
- 12. [\\*Resolution to Approve Acquisition of Temporary Easement\(s\) for the SE Main Ave/20 St/21 St Railroad Grade Separation Project. Eng. No. 02-2-2F](#)  
**Resolution 2018-0212-C**
- 13. [\\*Resolutions to Order Report, Receive Report, Order Plans and Specifications - Hampton Place 3rd Addition. Eng. No. 18-A6-02](#)
  - A. [\\*Resolution to Order a Preliminary Engineering Report](#)  
**Resolution 2018-0212-D**
  - B. [\\*Resolution to Receive the Preliminary Engineering Report and to Order the Preparation of Plans and Specifications](#)  
**Resolution 2018-0212-E**
- 14. [\\*Resolution to Receive Report, Order Plans & Specifications, and Call for a Public Hearing on the 2018 Final Overlays and Miscellaneous Improvements. Eng. No. 18-A2-05](#)  
**Resolution 2018-0212-F**
- 15. [\\*First Reading of Ordinance 2018-03: An Ordinance to Amend Title 8 Chapter 4: Right-of-Way Management of the City Code- Small Wireless Telecommunications Facilities](#)  
**Ordinance 2018-13**

#### **Parks and Recreation Department**

- 16. [\\*Resolution to Approve Budget Adjustment for Sports Center Ice Compressor Repairs](#)  
**Resolution 2018-0212-G**
- 17. [\\*Resolution to Approve Budget Adjustment to the 2018 Operating Budget - Self Defense](#)  
**Resolution 2018-0212-H**

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

- 18. [\\*Resolution to Approve a Right of Way Vacation - Portion of 10th St N](#)  
**Resolution 2018-0212-I**
- 19. [\\*Consider the following actions relating to Hampton Place 3rd Addition](#)

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

**Motion to Consider the following actions relating to Hampton Place 3rd Addition**

Motion Passed

For: 7; Absent: 1 - Melissa Fabian

Minutes: Kristie Leshovsky, City Planner, spoke briefly on the continuation of the Hampton Place 3rd Addition.

Don Dabbert, Dabbert Custom Homes and Developer for Hampton Place 3rd Edition, spoke in regards to the proposed developments.

Julie Kunka, resident in Hampton Place 3rd Edition, expressed frustration with the proposed development.

- A. [\\*Preliminary Plat](#)  
**Resolution 2018-0212-4**
- B. [\\*First Reading of Ordinance 2018-02: An Ordinance to Rezone Lots within Hampton Place 3rd Addition to Residential Low Density - 1 and Residential Low Density - 2](#)  
**Ordinance 2018-02**
- 20. [\\*Resolution to Approve a Conditional Use Permit for a Daycare Facility at 1110 14th St S](#)  
**Resolution 2018-0212-J**
- 21. [\\*Resolution Approving the Updated "Cities of Fargo and Moorhead Transit \(MATBUS\) Procurement Policies" and Authorizing Submission to the Federal Transit Administration](#)  
**Resolution 2018-0212-K**

**Police Department**

- 22. [\\*Resolution to Authorize the Funding Contribution of \\$2,500 to the Clay/Becker County Drug Court](#)  
**Resolution 2018-0212-L**

**Administration**

- 23. [Approve Licenses - Permits](#)
  - A. [\\*Resolution to Approve Sound Amplification Permit](#)  
**Resolution 2018-0212-M**
- 24. [Resolution to Approve Temporary Full-Time Equivalency and Budget Adjustment for Assistant Finance Director](#)

Motion to Approve made by Steve Gehrtz and seconded by Chuck Hendrickson  
Motion to Approve Resolution to Approve Temporary Full-Time Equivalency and Budget Adjustment for Assistant Finance Director

Motion Passed **Resolution 2018-0212-5**

For: 7; Absent: 1 - Melissa Fabian

Minutes: Christina Volkers, City Manager, spoke briefly on the position of Assistant Finance Director.

25. [First Reading of Ordinance No. 2018-04: An Ordinance to Amend and Reenact Section 2-3-2 of the Moorhead City Code Relating to Liquor License Definitions, to Amend and Reenact Section 2-3-14 of the Moorhead City Code Relating to minors Entering Licensed Premises, and to Create and Enact Section 2-3-23 of the Moorhead City Code Relating to Special Hours Licenses](#)

Motion to Approve made by Mari Dailey and seconded by Sara Watson Curry  
Motion to Approve First Reading of Ordinance No. 2018-04: An Ordinance to Amend and Reenact Section 2-3-2 of the Moorhead City Code Relating to Liquor License Definitions, to Amend and Reenact Section 2-3-14 of the Moorhead City Code Relating to minors Entering Licensed Premises, and to Create and Enact Section 2-3-23 of the Moorhead City Code Relating to Special Hours Licenses

Motion Passed **Ordinance 2018-04**

For: 7; Absent: 1 - Melissa Fabian

Minutes: Michelle French, City Clerk, spoke briefly on an ordinance to amend City Code relating to liquor license definitions and a Special Hours license.

26. [Discussion on Policy for Election Vacancies and Open Seats](#)

Minutes: Sara Wear, Assistant City Attorney, provided a brief summary of the memo John Shockley, City Attorney, provided in 2016 for narrowing down the applicants and the appointment to fill the vacancy. Council Member Gehrtz provided a brief summary on the history of the past election and the request of the Charter Commission.

City Council directed staff to set up a meeting with members of the Charter Commission to discuss a policy for election vacancies and open seats.

Brad Vesta, Chairman of the Charter Commission, spoke briefly in support of having a policy in place that the City Council can follow versus changing the City Charter.

## Other

27. [Mayor and Council Reports](#)

Minutes: Council Member Paulsen provided a brief Planning Commission update on parking lots in residential areas.

Council Member Elmer provided a brief update on the Metropolitan Council of Governments and the Heartland Trail.

Council Member Watson-Curry spoke briefly on the Heartland Trail and provided an update on the ten year plan to end homelessness.

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

29. [Executive Session \(If needed\)](#)

Motion to Approve made by Joel Paulsen and seconded by Chuck Hendrickson  
**Motion to move into Executive Session at 7:23 PM**

Motion Passed

For: 7; Absent: 1 - Melissa Fabian

- A. Executive Session: 10 14th St N - Future Actions: Pursuant to Minn. Stat. § 13D.05, subd. 3, to discuss the possible sale of Clay County Parcel No. 58.387.0020.

Executive Session ended at 7:50 PM

Meeting adjourned at 7:51 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*