



**City of Moorhead
City Council Meeting
Meeting Minutes
July 08, 2019 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 08, 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	Absent
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](#)
2. [Pledge of Allegiance](#)
3. [Agenda Amendments](#)

Minutes: Agenda Item #15 pulled from consent (Resolution to Enter Into Agreement for Financial Support for Valley Water Rescue)

Motion to Approve made by Sara Watson Curry and seconded by Chuck Hendrickson
Motion to Approve Agenda Amendments

Motion Passed

For: 7 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Heidi Durand

Recused: 0 - (None)

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 Deb White and seconded by Joel Paulsen
Motion to Approve Consent Agenda

Motion Passed

For: 7 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Heidi Durand

Recused: 0 - (None)

5. [Recognitions - Presentations](#)

A. [Downtown Master Plan Update](#)

Minutes: Downtown Inc. Executive Director Derrick LaPoint presented an update to the Mayor and Council regarding the Downtown Master Plan. A kickoff meeting with the consultant group Stantec was held on June 20th, 2019 regarding the project scope. There will be a website <https://www.dtmoorheadplan.org/> which will be used as the platform and resource for the downtown plan so the public can follow what's happening. Two pop-up events will be created to collect survey data. One pop-up location event will be the Moorhead Dairy Queen and the other would be at the Bridge Bash event on 9/5/19. There will be a large public outreach event, the week of Sept. 9 2019 when school is back in session. The public engagement goals include creating an open forum to receive feedback. The project began in July of 2019 and completion will be June 2020.

6. [Approve Minutes](#)

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

Motion to Approve Minutes

Motion Passed

For: 7 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Heidi Durand

Recused: 0 - (None)

A. [June 24, 2019 Council Meeting](#)

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

8. [Mayor and Council Appointments](#)

[Public Hearings \(5:45 p.m.\)](#)

9. [Public Hearing Regarding the Request of Matt Lachowitz on behalf of Lachowitz Investments LLC for Renaissance Zone Project Located at 1234 1st Ave N](#)

Motion to Open Public Hearing made by Joel Paulsen and seconded by Chuck Hendrickson

Motion to Open Public Hearing made at 6:08 pm.

Motion Passed

For: 7 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Heidi Durand

Recused: 0 - (None)

Minutes: Downtown Inc. Executive Director Derrick LaPoint presented to the Mayor and Council a Renaissance Zone application request. Plans are to construct a new auto service center expanding the number of service bays, adding a customer lounge, office, employee break room, and training space to host community classes. The building will have a ground floor and second floor totaling over 9,000 sq. ft. If approved, construction will begin in July 2019, with an estimated completion of March 2020. Mr. LaPoint introduced Matt Lachowitz to further expand on the intent of his community classes. Matt's Automotive host womens car care events which average about 80 participants. Teens and mens events average about 40 – 50 participants. The events are free and meant to empower people to learn about their vehicles. Council Members had detailed discussion and shared their thoughts in support of this project

Motion to Close Public Hearing made by Shelly Carlson and seconded by Sara Watson Curry
Motion to Close Public Hearing made at 6:24 pm.

Motion Passed

For: 7 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Heidi Durand

Recused: 0 - (None)

A. [Resolution to Approve a Renaissance Zone Property Tax Exemption for Lachowitz Investments LLC for a Commercial Project Located at 1234 1st Ave N](#)

Motion to Approve made by Steve Gehrtz and seconded by Deb White

Motion to Approve Resolution for Renaissance Zone Property Tax Exemption for Lachowitz Investments LLC for a Commercial Project Located at 1234 1st Ave N

Motion Passed

For: 7 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Heidi Durand

Recused: 0 - (None)

[Economic Development](#)

10. [Economic Development Report](#)

Minutes: Downtown Inc. Executive Director Derrick LaPoint presented an update to the Mayor and Council regarding the Economic Development Report. Over the past six to seven weeks, Mr. LaPoint has met with several organizations regarding different properties to educate on the different tax incentive programs and city policies that are available to them. There are upcoming events with the Greater Fargo Moorhead Economic Development Corporation (GFMEDC). Moorhead Downtown Inc. and City leadership are working closely with some community partners in a MN DEED grant opportunity to support an entrepreneurial ecosystem. West Central Initiative (WCI) approved the request for a grant of \$4,300 for the Business Retention and Expansion Program project. Mr. LaPoints full report is attached to the agenda.

11. [Resolution Approve Modifications to Storefront Rehab Program](#)

Minutes: Downtown Inc. Executive Director Derrick LaPoint presented a Resolution to Approve Modifications to Storefront Rehab Program. He provided background for the Storefront Rehab program and proposed changes as follows: 1) change the name of the program to “Storefront Rehab Program” to align with similar programs within the metro; 2) Limit the program primarily to the Moorhead Renaissance Zone area. City Council reserves the right to deviate from the Renaissance Zone boundary at their discretion. 3) Loan amounts up to \$25,000 per storefront require a 50% match; and 4) 0% interest deferred, forgivable after 5 years. He stated that the EDA approved designating \$200,000 of funds within the Moorhead Loan Fund for the Storefront Rehab Program. He stated West Central Initiative (WCI) would continue to serve as loan administrator. Council Members had detailed discussion in support of the changes and discussed how the previous program (façade loan) was ineffective.

Motion to Approve made by Chuck Hendrickson and seconded by Deb White
Motion to Approve Resolution for Modifications to Storefront Rehab Program

Motion Passed
For: 7 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson
Against: 0 - (None)
Abstain: 0 - (None)
Absent: 1 - Heidi Durand
Recused: 0 - (None)

Engineering Department

12. [*Resolution to Approve an Amended Limited Use Permit for Non-Motorized Recreational Trails in Trunk Highway 75 Right-of-Way](#)

13. [*Resolution to Approve Task Order #3, Amendment #2 with KLJ for the Downtown Railroad Grade Separation Project. \(Eng. No. 14-02-03B\)](#)

Administration

14. Approve Licenses - Permits

A. [*Resolution to Approve Issuance of Liquor Licenses](#)

15. [Resolution to Enter Into Agreement for Financial Support for Valley Water Rescue](#)

Minutes: Chief of Police Shannon Monroe presented to the Mayor and Council regarding the Valley Water Rescue Partnership. Chief Monroe informed the Council that Valley Water Rescue is a non-profit corporation made up of volunteer reserve deputies with the Cass County Sheriff's Office (ND) and serve both Cass and Clay County communities. When providing service in Clay County, if a volunteer were to get injured, Clay County would pick up the Workers' Compensation and Liability Insurance. The program has 11 trained divers, 8 support staff, and three (3) trained K9 for searches (non-apprehension). City Attorney John Shockley addressed questions regarding Workers Compensation by informing the Mayor and Council of the policy in place.

Motion to Approve made by Shelly Dahlquist and seconded by Sara Watson Curry
Motion to Approve Resolution to Enter Into Agreement for Financial Support for Valley Water Rescue

Motion Passed

For: 7 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Heidi Durand

Recused: 0 - (None)

Other

16. [Mayor and Council Reports](#)

Minutes: Council Member White: 1. Thank you to the Moorhead Business Association and MSUM for implementing and hosting the 4th of July fireworks. 2. Attended the League of Minnesota Cities (LMC) Annual Conference, one of the key-note speakers Dave Meslin spoke to increasing community engagement regarding government processes. She's requested the Mayor form a work group to engage the community and feel more comfortable with government processes. 3. Green Steps Award - Credit to Dan Mahli, Steve Moore, and other staff members.

Council Member Watson Curry: 1. Fully supportive of a work group and encourage the formation. 2. Night to Unite - Sign up is open on the city webpage, registration before July 19th gives the chance to win a gift certificate.

Mayor Judd: Attended the LMC Annual Conference, it was a great investment of time and resources.

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

Minutes: City Manager Chris Volkers gave updates to the Green Steps Cities award received at the LMC Annual Conference last week. City Prosecution Office attended the first Cities of Clay County Board meeting with all cities included in the cities of Clay County Cooperative Authority. All cities gave positive feedback on communications and prosecution services. The Staff Picnic is on Wednesday from 11:30 - 1:30pm at MB Johnson Park.

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

Motion to Enter Closed Session made by Sara Watson Curry and seconded by Shelly Carlson
Motion to Enter Closed Session at 6:58pm.

Motion Passed

For: 7 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Joel Paulsen, Deb White, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 1 - Heidi Durand

Recused: 0 - (None)

Minutes: Exited Closed Session at 8:13pm

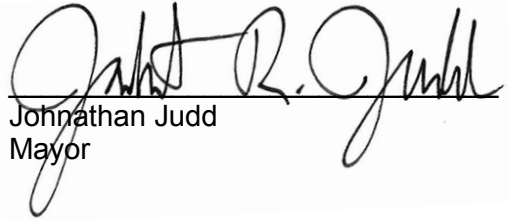
- A. Executive Closed Session pursuant to MN Stat 13D.05, subd.3b(3), for the purpose of discussing the sale of real property described as Clay County Parcel Number 58.520.4110 owned by the City of Moorhead.
- B. Executive Closed Session, Pursuant to Minn. Stat. § 13D.05, subd. 3, to discuss sale of Clay County Parcel No. 58.980.1701 also known as the former American Legion Building property

19. New Business

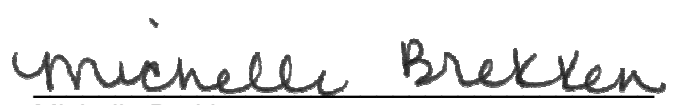
20. Citizens Addressing the Council (continued, if necessary)

Adjourned at 8:17pm

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