

**City of Moorhead
City Council Meeting
Meeting Minutes
April 08, 2013 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 April 08, 2013, at 5:30 PM.

Roll call of the members was made as follows:

1st Ward Council Member:	Luther Stueland	Present
1st Ward Council Member:	Nancy Otto	Present
2nd Ward Council Member:	Heidi Durand	Present
2nd Ward Council Member:	Mark Altenburg	Present
Mayor:	Mark Voxland	Present
3rd Ward Council Member:	Mike Hulett	Present
3rd Ward Council Member:	Brenda Elmer	Present
4th Ward Council Member:	Mark Hintermeyer	Present
4th Ward Council Member:	Steve Gehrtz	Absent

City Council Meeting

1. [Call to Order and Roll Call](#)

2. [Recognitions - Presentations](#)

A. [National Service Recognition Day Proclamation](#)

Minutes: Mayor Voxland presented the Proclamation for National Service Recognition Day.

3. Approve Minutes

A. [March 25, 2013 City Council Minutes](#)

Motion to Approve made by Nancy Otto and seconded by Brenda Elmer

Motion to Approve March 25, 2013 City Council Minutes

Motion Passed

For: 7; Absent: 1 - Steve Gehrtz

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

Minutes: Robin Nelson, Executive Director of the Boys & Girls Club, gave a brief overview of their program.

5. Agenda Amendments

Minutes: No Agenda Amendments were made.

6. [Consent Agenda](#)

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

Minutes: The following items were removed from the Consent Agenda:

- #10 - Consider Actions Related to Honey Badger Addition
- #19 - Resolution to Amend Council Rules of Procedure
- #21 - Resolution to Approve Minutes Policy
- #22 - Resolution based on the League of Minnesota Cities Request to Support Legislation Authorizing the Establishment of Municipal Street Improvement Districts
- #23 - Resolution to Approve an Update to the PILOT Transfer Study Completed by Springsted, Inc. in 2009

Motion to Approve made by Mark Altenburg and seconded by Nancy Otto

Motion to Approve the Consent Agenda as Amended.

Motion Passed

For: 7; Absent: 1 – Steve Gehrtz

7. Mayor and Council Appointments

Minutes: No appointments were made.

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

8. [Public Hearing Regarding the Request of Matt Lachowitz for Property Tax Exemption](#)

A. [Resolution to Approve Property Tax Exemption for Matt Lachowitz](#)

Minutes: Public Hearing opened at 6:08 pm.

Public Hearing closed at 6:09 pm.

Motion to Approve made by Nancy Otto and seconded by Heidi Durand

Motion to Approve Resolution to Approve Property Tax Exemption for Matt Lachowitz

Motion Passed **Resolution 2013-0408-1**

For: 7; Absent: 1 - Steve Gehrtz

Community Services Department

9. [*Resolution to Approve Conditional Use Permit to Allow for the Construction of a Residential Dwelling within the Flood Fringe Overlay District \(3510 Riverview Circle S\)](#)
Resolution 2013-0408-A

10. [Consider Actions Related to Honey Badger Addition](#)

Minutes: Council Member Hulett and Council Member Elmer highlighted the project and redevelopment opportunity for the City.

Motion to Approve made by Mark Altenburg and seconded by Nancy Otto
Motion to Approve All Actions Related to Honey Badger Addition

Motion Passed

For: 7; Absent: 1 - Steve Gehrtz

- A. [Resolution to Approve Preliminary and Final Plat](#)
Resolution 2013-0408-2
 - B. [Resolution to Approve Developer's Agreement](#)
Resolution 2013-0408-3
- 11. [*Resolution to Approve Placement of Antennas on Existing Telecommunications System \(901 7th St S\)](#)
Resolution 2013-0408-B
 - 12. [*Resolution to Approve Minor Subdivision \(2115 Main Ave SE - Parcel No. 58.900.1050\)](#)
Resolution 2013-0408-C

Operations Department

- 13. [*Resolution to Approve Minnesota Department of Public Safety Agreement Renewal for MB Johnson Park Motorcycle Testing](#)
Resolution 2013-0408-D

Moorhead Public Service

- 14. [*Resolution to Award Bid for Replacement of Wind Turbine #8 Gearbox](#)
Resolution 2013-0408-E
- 15. [*Resolution to Award Bids for 2013 Underground Cable Replacement, Annual Boring, and Extension and Upgrade Projects](#)
Resolution 2013-0408-F

Administration

- 16. [Actions Related to Stonemill Estates & Johnson Farms Subdivisions](#)

Motion to Approve made by Nancy Otto and seconded by Mike Hulett
Motion to Approve All Actions Related to Stonemill Estates & Johnson Farms Subdivisions

Motion Passed

For: 6; Absent: 1 - Steve Gehrtz

Minutes: Michael Redlinger, City Manager, and Scott Hutchins, Director of Community Services, provided a report on the proposed actions and the following were responses to Mayor and Council questions:

- Neighborhood meeting on Wednesday, April 10, 2013 at S.G. Reinertsen Elementary School.
- Lots were received by the City of Moorhead through tax forfeit proceedings.
- Pricing strategy was discussed.

A. [Resolution Authorizing Removal of Undeveloped Parcels from Stonemill Tax Increment Financing District](#)
Resolution 2013-0408-4

B. [Resolution to Approve Budget Adjustment #13-012 in the Amount of \\$25,000 from General Fund Reserves to Support On-Site Maintenance and Marketing](#)
Resolution 2013-0408-5

C. [Resolution to Enter into One or More Agricultural Leases](#)
Resolution 2013-0408-6

17. [Resolution to Approve City-wide Buyer Incentive Program to Assist Single Family Buyers Building or Purchasing Newly Constructed Homes and Transfer of up to \\$500,000 from the City/West Central Initiative Revolving Loan Fund](#)

Motion to Approve made by Mark Altenburg and seconded by Nancy Otto
Motion to Approve Resolution to Approve City-wide Buyer Incentive Program to Assist Single Family Buyers Building or Purchasing Newly Constructed Homes and Transfer of up to \$500,000 from the City/West Central Initiative Revolving Loan Fund

Motion Passed **Resolution 2013-0408-7**
 For: 7 - Absent: 1 - Steve Gehrtz

Minutes: Michael Redlinger, City Manager, and Scott Hutchins, Director of Community Services, provided a report on the City-wide Buyer Incentive Program.

Council Member Hintermeyer suggested giving away a lot to build a spec home to draw interest in the community.

Discussion occurred regarding marketing and the “Make Moorhead Home” campaign.

18. [First Reading of Ordinance 2013-6: An Ordinance to Amend and Reenact Section 2-5A of the Moorhead Municipal Code Relating to Tobacco Sales](#)

Minutes: John Shockley, City Attorney, provided a brief summary of the changes proposed by City Council.

Discussion occurred regarding the “Proximity to Youth-Oriented Facilities” section.

Dawn Aberle, resident, expressed her concern with children being exposed to second hand smoke and tobacco sales.

Keely Ihry, Partnership 4 Health Tobacco Coordinator - Clay County Public

Health, briefly explained the County Ordinance.

Motion to Approve made by Mark Hintermeyer and seconded by Luther Stueland
Motion to strike paragraph I in section 2-5A-3.

Motion Passed

For: 5; Absent: 1 - Steve Gehrtz; Against: 2-Heidi Durand, Nancy Otto

Motion to Approve made by Nancy Otto and seconded by Heidi Durand

Motion to Approve First Reading of Ordinance 2013-6: An Ordinance to Amend and Reenact Section 2-5A of the Moorhead Municipal Code Relating to Tobacco Sales as Amended

Motion Passed

For: 6; Absent: 1 - Steve Gehrtz; Against: 1 – Luther Stueland

19. [Resolution to Amend Council Rules of Procedure](#)

Minutes: Council Member Hulett recommended adding performance reviews under section 3.6 Executive Session.

Discussion occurred regarding the video/audio retention and the complexity of the minutes.

Motion to Approve made by Mark Hintermeyer and seconded by Mark Altenburg

Motion to Amend Attachment C “Minutes Policy” that Digital Video/Audio of all Boards/Commission Meetings will be Retained Indefinitely.

Motion Passed

For: 7; Absent: 1 - Steve Gehrtz

Motion to Approve made by Nancy Otto and seconded by Mike Hulett

Motion to Amend 8.1 Paragraph 2 “Council may respond at the same meeting where an issue is initially raised by a member of the public, however, generally the matter will be referred to staff for further research and possible report or action.”

Motion Passed

For: 7; Absent: 1 - Steve Gehrtz

Motion to Approve made by Luther Stueland and seconded by Heidi Durand

Motion to Approve Resolution to Amend Council Rules of Procedure as Amended.

Motion Passed **Resolution 2013-0408-10**

For: 7; Absent: 1 - Steve Gehrtz

20. [*Resolution to Approve Electronic Signature Policy](#)
Resolution 2013-0408-G

21. [Resolution to Approve Minutes Policy](#)

Motion to Approve made by Mark Altenburg and seconded by Nancy Otto

Motion to Table Resolution to Approve Minutes Policy

Motion Passed
For: 7 - Absent: 1 - Steve Gehrtz

22. [Resolution based on the League of Minnesota Cities Request to Support Legislation Authorizing the Establishment of Municipal Street Improvement Districts](#)

Motion to Approve made by Mark Altenburg and seconded by Nancy Otto
Motion to Approve Resolution based on the League of Minnesota Cities Request to Support Legislation Authorizing the Establishment of Municipal Street Improvement Districts

Motion Passed **Resolution 2013-0408-8**
For: 6; Against: 1 - Luther Stueland; Absent: 1 - Steve Gehrtz

Minutes: Michael Redlinger, City Manager, provided a comprehensive background to the actions supporting legislation authorizing the establishment of municipal street improvement districts.

23. [Resolution to Approve an Update to the PILOT Transfer Study Completed by Springsted, Inc. in 2009](#)

Motion to Approve made by Mark Altenburg and seconded by Nancy Otto
Motion to Approve Resolution to Approve an Update to the PILOT Transfer Study Completed by Springsted, Inc. in 2009

Motion Passed **Resolution 2013-0408-9**
For: 6; Against: 1 - Luther Stueland; Absent: 1 - Steve Gehrtz

Minutes: Michael Redlinger, City Manager, provided a brief background to the PILOT Transfer Study.

24. Approve Licenses – Permits

A. [*Resolution to Approve Licenses - Permits](#)

25. **Mayor and Council Reports**

Minutes: Council Member Otto gave a brief update on the River Corridor Advisory Committee.

Mayor Voxland provided a brief legislative update.

26. [City Manager Reports – Updates](#)

Minutes: Michael Redlinger, City Manager, provided a brief legislative update.

A. [Flood Preparation Update](#)

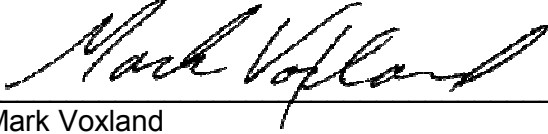
Minutes: Michael Redlinger, City Manager, provided a flood preparation update.

27. **Executive Session**

A. [Executive Session - Pending Litigation Toll Bridge](#)

Adjourned for Executive Session at 8:42 pm.

APPROVED BY:



Mark Voxland
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*