



**CITY COUNCIL
MEETING AGENDA
NOVEMBER 12, 2024 AT 5:30 PM
HJEMKOMST CENTER AUDITORIUM**

City Council Meeting

Disclaimer: Voting requirements may be subject to changes in the law, parliamentary procedural matters, or other unforeseen issues. The City Attorney provides opinion on questions of voting requirements in accordance with the Moorhead City Code, Minnesota State Statutes, and parliamentary procedure.

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Agenda Amendments
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.*
5. Recognitions - Presentations
6. Approve Minutes
 - A. October 28, 2024 Meeting Minutes
7. Citizens Addressing the Council (Time Reserved: 15 Minutes)

During "Citizens Addressing the Council", the Mayor will invite residents to share issues, concerns and opportunities. Individuals must limit their comments to three minutes. The Mayor may limit the number of speakers on the same issue in the interest of time and topic. Individuals should not expect the Mayor or Council to respond to their comments tonight.
8. *Mayor and Council Appointments
9. Public Hearings (5:45 pm)

During "Public Hearings", the Mayor will ask for public testimony after staff and/or applicants make their presentations. The following guidelines are in place to ensure an efficient, fair, and respectful hearing; limit your testimony to three minutes and to the matter under consideration; the Mayor may modify times, as deemed necessary; avoid repeating remarks or points of view made by previous speakers. The use of signs, clapping, cheering or booing or any other form of verbal or nonverbal communication is not allowed.
10. Engineering Department
 - A. *Resolution to Approve Agency Agreement No. 1057758 with MnDOT for Federal Transportation Grants Technical Assistance
11. Parks and Recreation Department
 - A. *Resolution to Enter into an Agreement with the Minnesota Historical Society to receive a grant for a Camera Surveillance System at the Hjemkomst Center.
 - B. *Resolution to Approve 2025 Boiler Plate Agreement and the 2025 Athletic Use Guide for

Routine Leasing of Facilities within the Parks and Recreation Department

12. Public Works
 - A. *Resolution to Approve the Modification to the Agreement with MinnKota Recycling to Process and Market Recyclable Materials
13. Administration
 - A. Resolution to Assign Transit Revenue and Expense Contracts to the City of Fargo Effective 1/1/2025
 - B. Resolution to Canvass the Results of the November 5, 2024 General Election
 - C. *Resolution to Approve Labor Agreement and Memorandums of Understanding Between the City of Moorhead and Law Enforcement Labor Services (LELS) Local 375 Police Sergeant and Lieutenants
 - D. *Resolution to Designate Environmental Review Certifying Officer for HUD Programs
14. Mayor and Council Reports
15. City Manager Reports
16. Executive Session
17. New Business
18. Adjourn



**CITY COUNCIL
MEETING MINUTES
OCTOBER 28, 2024 AT 5:30 PM
HJEMKOMST CENTER AUDITORIUM**

1. Call to Order and Roll Call

Roll call of the members was made as follows:

Present: Council Member: Ryan Nelson

Council Member: Matthew Gilbertson (arrived 5:44pm)

Council Member: Heather Nesemeier

Council Member: Laura Caroon

Council Member: Deb White

Council Member: Larry Seljevold

Council Member: Sebastian McDougall

Council Member: Chuck Hendrickson

Mayor: Shelly Carlson

Absent:

2. Pledge of Allegiance

3. Agenda Amendments

4. Consent Agenda

Motion to Approve made by Heather Nesemeier and seconded by Laura Caroon

Motion Passed

For: 7; Nelson, Nesemeier, Caroon, White, Seljevold, McDougall, Hendrickson

Against: 0;

Abstain/Recuse: 0;

Absent: 1; Gilbertson

5. Recognitions - Presentations

A. MoorHeart Recognition: Curt Cannon

Governmental Affairs Director Lisa Bode presented the MoorHeart Award to Curt Cannon, Clay County Veterans Service Officer.

B. Presentation: 4-H

Monique Stelzer, Extension Educator/4-H Youth Development shared information on the 4-H program. High school senior Anna Peters, shared her experience in the 4-H program and the impact on her life.

6. Approve Minutes

A. October 15, 2024 Meeting Minutes

Motion to Approve October 15, 2024 Meeting Minutes made by Ryan Nelson and seconded by Sebastian McDougall

Motion Passed

For: 8; Nelson, Gilbertson, Nesemeier, Caroon, White, Seljevold, McDougall, Hendrickson

Against: 0;

Abstain/Recuse: 0;

Absent: 0;

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

8. *Mayor and Council Appointments

9. Public Hearings (5:45 pm)

A. Public Hearing to Consider Adoption for Special Assessments - 2023 Unpaid Administrative Penalties and Abatements

Motion to Open Public Hearing to Consider Adoption for Special Assessments - 2023 Unpaid Administrative Penalties and Abatements made by Deb White and seconded by Heather Nesemeier

Motion Passed

For: 8; Nelson, Gilbertson, Nesemeier, Caroon, White, Seljevold, McDougall, Hendrickson

Against: 0;

Abstain/Recuse: 0;

Absent: 0;

Community Development Director Kristie Leshovsky shared background on 2023 unpaid administrative penalties and abatements requested for special assessments. Ms. Leshovsky stated the goal is compliance, not fines and fees, and outlined the process for communication and notification.

Motion to Close Public Hearing to Consider Adoption for Special Assessments - 2023 Unpaid Administrative Penalties and Abatements made by Heather Nesemeier and seconded by Larry Seljevold

Motion Passed

For: 8; Nelson, Gilbertson, Nesemeier, Caroon, White, Seljevold, McDougall, Hendrickson

Against: 0;

Abstain/Recuse: 0;

Absent: 0;

B. Resolution to Consider Adoption for Special Assessments - 2023 Unpaid Administrative Penalties and Abatements

Motion to Approve Resolution to Consider Adoption for Special Assessments - 2023 Unpaid Administrative Penalties and Abatements made by Deb White and seconded by Matthew Gilbertson

Motion Passed

For: 8; Nelson, Gilbertson, Nesemeier, Caroon, White, Seljevold, McDougall, Hendrickson

Against: 0;

Abstain/Recuse: 0;

Absent: 0;

10. Community Development Department

- A. *Resolution to Approve Agreements for Moorhead Community Center and Public Library - Center for Entrepreneurship

11. Police Department

- A. *Resolution to Authorize Participation in the Intensive Comprehensive Peace Officer Education and Training (ICPOET) Grant through the State of Minnesota

12. Administration

- A. *Resolution to Authorize Submission of Transit Capital Grant Applications for 2025-2029 to the State of Minnesota and Provide Local Match for Selected Projects

13. Mayor and Council Reports

Council member White attended the Heartland Trail stakeholder meeting and cybersecurity tabletop exercise for partners in Moorhead and Clay County.

Council member Nesemeier encouraged Moorhead residents to explore the 4-H program. Council member Nesemeier stated the Take Back Jack program is happening again this year to dispose of pumpkins after Halloween.

Council member Caroon shared her experience with a Women in Local Government panel at MSUM.

Council member McDougall invited the public to participate in the upcoming Pangea event on November 16 at the Hjemkomst Center.

Council member Hendrickson attended the ShareHouse Rise and Shine Recovery Breakfast.

Mayor Carlson presented to the Concordia Student Senate and kicked off a news conference for the MSUM scholars partnership with Moorhead Area Public Schools. Mayor Carlson attended the Missouri River Energy Service regional meeting regarding legislative priorities. Mayor Carlson joined local Mayors for the Joint Fire Academy graduation. The Mayor stated the Metro Flood Diversion selected Jason Benson as its next Executive Director. Mr. Benson's first day with the Diversion Authority is February 1, 2025.

14. City Manager Reports

City Manager Dan Mahli recognized candidates running in the upcoming election and expressed appreciation for efforts to ensure a fair, secure, and accessible election.

15. Executive Session

- A. Closed Executive Session pursuant to Minn. Stat. § 13D.05, Subd. 3(c)(3), for the purpose of developing or considering offers or counteroffers for the purchase or sale of real property described as Parcel Number 58.900.1505 owned by the City of Moorhead

Motion to Enter Closed Session pursuant to Minn. Stat. § 13D.05, Subd. 3(c)(3), for the purpose of developing or considering offers or counteroffers for the purchase or sale of real property described as Parcel Number 58.900.1505 owned by the City of Moorhead at 6:10pm made by Laura Caroon and seconded by Heather Nesemeier

Motion Passed
For: 8; Nelson, Gilbertson, Nesemeier, Caroon, White, Seljevold, McDougall, Hendrickson
Against: 0;
Abstain/Recuse: 0;
Absent: 0;

The City Council exited the Executive Session at 6:37 p.m.

16. New Business

17. Adjourn

Meeting adjourned at 6:39pm

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson
Mayor

Christina Rust
City Clerk

The proceedings of this meeting are digitally recorded and are available for public review.



City Council Communication

November 12, 2024

SUBJECT:

Resolution to Approve Agency Agreement No. 1057758 with MnDOT for Federal Transportation Grants Technical Assistance

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to approve the above-referenced agreement with MnDOT for Federal Transportation Grants Technical Assistance.

BACKGROUND/KEY POINTS:

In June, 2023, the City completed a Climate Change Resilience Study (City of Moorhead : Moorhead Climate Change Resilience Study) with support of a grant from the Minnesota Pollution Control Agency. The study evaluated stormwater, wastewater, and community climate resilience to localized flooding resulting from increased rainfall and rainfall intensity caused by climate change. The study recommended climate-resilient strategies to reduce risk to vulnerable community assets.

In August, 2023, the City used the information from the Climate Change Resilience Study to submit a funding application to the Federal Promoting Resilient Operations for Transformative, Efficient, and Cost-saving Transportation (PROTECT) grant program. This program was created under the Infrastructure Investment and Jobs Act (IIJA). The application was submitted in response to a nationwide, discretionary grant solicitation. The scope of the application included a portion of the improvements recommended in the City's Climate Change Resilience Study.

In April, 2024, the City was notified that it did not receive a grant award. In July, 2024, staff participated in a debrief with USDOT officials. The City's application rated "high" in five and "medium" in eight evaluation categories with an overall rating of "recommended". Constructive feedback was provided on each category. Based on the feedback received, staff recommends revising and resubmitting the application. The solicitation for the next grant round was recently released and has an application deadline in February 2025.

During the 2023 session, the State legislature appropriated \$2M for grants to local jurisdictions to provide technical assistance for developing applications for transportation-related Federal discretionary grants. Staff submitted an application for funding to assist with the revision of the 2023 PROTECT application. The proposed agreement is required to access the funding. The City Attorney has reviewed the agreement and staff recommends approval.

FINANCIAL CONSIDERATIONS:

KLJ provided technical assistance to prepare the 2023 PROTECT application. Staff requested that KLJ provide a scope of work to revise the application. The total estimated cost for this work is \$42,000. Of this, \$30,000 will be provided by the State through the IIJA technical assistance grant. The balance of the funding will be paid from the approved 2024 Stormwater Utility budget.

Voting Requirements: 3/4 of Council (6)



City Council Communication

November 12, 2024

Submitted By:

Dan Mahli, City Manager

Bob Zimmerman, Engineering Director

Attachments:

RESOLUTION

Resolution to Approve Agency Agreement No. 1057758 with MnDOT for Federal Transportation Grants Technical Assistance

WHEREAS, the City of Moorhead has applied to the Commissioner of Transportation for a grant from the State Program for IIJA Assistance; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this project is available; and

WHEREAS, the amount of the grant has been determined to be \$30,000.00 by reason of the lowest responsible proposal.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the City does hereby agree to the terms and conditions of the grant consistent with Minnesota Laws 2023, Chapter 68, Article 1, Section 2, Subdivision 5(a), and will pay any additional amount by which the cost exceeds the estimate and will return any amount appropriated for the project but not required.

BE IT FURTHER RESOLVED that the Mayor and City Manager are authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

PASSED: November 12, 2024 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

November 12, 2024

SUBJECT:

Resolution to Enter into Agreement with the Minnesota Historical Society to receive a grant for a Camera Surveillance System at the Hjemkomst Center.

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to enter into an Agreement with the Minnesota Historical Society for a camera surveillance system for both inside and outside the Hjemkomst Center.

BACKGROUND/KEY POINTS:

Over the past year at the Hjemkomst Center, a team reviewed options for increased security. It was determined that adding security cameras inside and outside the facility will help. A funding request was submitted in the 2024 Capital Improvement fund for card door access and surveillance cameras but it was determined in the budgeting process that only the card access would be funded for 2024 with the cameras being part of phase 2 in 2025.

Maureen Kelly Jonason, Director of the Historical and Cultural Society of Clay County (HCSCC), researched grant options to fund installation of the cameras. It was determined that the Minnesota Historical Society large grant round was an option. The grants are administered through the Minnesota Historical Society (MNHS) and funded by the Clean Water, Land, and Legacy Fund. After conversations with MNHS it was determined that the City of Moorhead, as owner of the Hjemkomst Center, should take the lead in applying for the grant as a cooperative project with HCSCC.

With assistance from the City of Moorhead IT Department and City building staff, a quote was received that included the installation of 27 cameras both inside and out at the Hjemkomst Center to cover as much building space as possible. Camera footage will be recorded and stored on a City server with up to 30 days retention.

The City was notified of a successful grant award of \$62,579 with a \$25,000 match from the City of Moorhead in October. The grant contract from Minnesota Historical Society was received on October 30 requesting that the City execute the agreement for a project start date of December 1, 2024, with final completion by December 1, 2025. The project is financed in part by the State of Minnesota Arts and Cultural Heritage Fund through the Minnesota Historical Society. Signage acknowledging the receipt of the funds must be placed in a prominent location when work is in progress.

FINANCIAL CONSIDERATIONS:

The grant award totals \$62,579 along with a match of \$25,000 for equipment, design installation and labor. The grant match consists of \$5,000 in-kind staff time from the City of Moorhead and HCSCC, along with \$20,000 of capital improvement funding, which is included in the 2025 budget. There will be an annual licensing cost for the camera software of approximately \$1,400 that will be added to the operations budget at the Hjemkomst Center. The server and network equipment will become part of the City's internal service replacement fund program..



City Council Communication

November 12, 2024

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager

Holly Heitkamp, Parks and Recreation Director

Victoria Baas, Office Specialist

Attachments: Draft Resolution

RESOLUTION

Resolution to Enter into Agreement with the Minnesota Historical Society to receive a grant for a Camera Surveillance System at the Hjemkomst Center

WHEREAS, Installation of security cameras has been recommended at the Hjemkomst Center; and

WHEREAS, the Director of the Historical and Cultural Society of Clay County (HCSCC), Maureen Kelly Jonason, identified a grant from the Minnesota Historical Society (MNHS) funded by the Clean Water, Land and Legacy Amendment to the Minnesota Constitution that can fund security cameras due to the Hjemkomst Center being a museum; and

WHEREAS, City of Moorhead staff will take the lead, as the building owner, applying for the grant in cooperation with HCSCC and assisting with the purchase and installation of the system; and

WHEREAS, the City as the building owner will maintain the equipment and pay annual costs associated with data storage estimated to be \$1,400 a year; and

WHEREAS, the grant award is for \$62,579 along with a \$20,000 financial match from capital improvement funding and \$5,000 of in-kind services of staff from the City for a total project cost of \$87,579.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the City Council does hereby accept the grant funds and enter into an agreement with the Minnesota Historical Society for a camera surveillance system at the Hjemkomst Center.

PASSED: November 12, 2024 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

November 12, 2024

SUBJECT:

Resolution to Approve 2025 Boiler Plate Agreement and 2025 Athletic Use Guide for Routine Leasing of Facilities within the Parks and Recreation Department

RECOMMENDATION:

The Mayor and Council are asked to consider approving a resolution to allow the Parks and Recreation to use the City Attorney Approved 2025 Boiler Plate Facility Lease Agreements and the 2025 Athletic Use Guide to establish the terms and use of City owned facilities.

BACKGROUND/KEY POINTS:

Local athletic associations, whose mission it is to provide recreational programming to Moorhead citizens, leases fields and facilities from the City of Moorhead for this activity. The City Attorney recommends the Moorhead City Council annually approve boiler plate lease agreements for long- and short-term use, and the 2025 Athletic Facility Use Guide identifying the detailed terms of use. This streamlines the process and provide consistency for the various athletic groups.

The 2025 Athletic Facility Use Guide includes terms and conditions for the use of facilities owned and operated by the City of Moorhead. It also includes the fees and charges for this use that are previously approved by the Parks Advisory Board and the Moorhead City Council during the budgeting process.

The athletic associations that the City of Moorhead routinely leases fields and facilities include:

- American Legion Baseball (Blues and Golds)
- Moorhead Baseball
- Tri-City United Youth Soccer
- Fusion Soccer Club
- Moorhead Crush Girls Softball
- FM Athletics Youth Football
- Moorhead Softball (Adult)
- Moorhead Lacrosse
- In addition to independent groups that may request use for a shorter term and can meet the criteria of leasing space from the City including providing insurance, etc.

Facilities that are covered by these leases include Centennial Athletic Complex, Matson Field, and Southside Regional Park.

The process for entering into the agreements is that the documents be presented to the Moorhead City Council at one of the first meetings in January and on an annual basis for approval. Staff is bringing this recommendation earlier this year as the Parks and Recreation Director is retiring and the position may not be filled in time for the first meeting in 2025. Once approved, recreation staff will negotiate agreements with the lessees. If there are significant changes, the lease agreements will be brought back to City Council for approval. The City Attorney will review each lease agreement prior to Mayor and City Manager signing.



City Council Communication

November 12, 2024

FINANCIAL CONSIDERATIONS:

All fees and charges will be approved by the Moorhead City Council

Voting Requirements: Majority of Council

Submitted By:

Dan Mahli, City Manager

Holly Heitkamp, Parks and Recreation Director

Victoria Baas, Office Specialist

Attachments:

RESOLUTION

Resolution to Approve 2025 Boiler Plate Agreement and the 2025 Athletic Use Guide for Routine Leasing of Facilities within the Parks and Recreation Department

WHEREAS, the City of Moorhead owns and operates athletic fields and facilities to be used to provide recreation opportunities for the citizens of Moorhead; and

WHEREAS local athletic associations / groups lease City of Moorhead owned facilities to provide these recreation opportunities and events; and

WHEREAS the City Attorney has advised that to streamline the approval process for Facility Use Agreements with these associations / groups that the Moorhead City Council approve a Boiler Plate Lease Agreement and the 2025 Athletic Facility Use Guide which identifies the details of use for all parties, and

WHEREAS on an annual basis Boiler Plate Lease Agreements and the Athletic Facility Use Guide be reviewed and updated by the City Attorney to include the most recent City Council approved fee schedule, and any changes that may be necessary.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota the Boiler Plate Lease Agreements and the 2025 Athletic Facility Use Guide be approved for use by the Parks and Recreation Department to lease City owned Facilities.

PASSED: November 12, 2024 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

November 12, 2024

SUBJECT:

Resolution to Approve the Modification to the Agreement with MinnKota Recycling to Process and Market Recyclable Materials

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to approve the Mayor and City Manager to sign the modification to the agreement with MinnKota Recycling to process and market recyclable materials collected by the City of Moorhead Public Works Department. The modification will be for January 1, 2025 to December 31, 2025.

BACKGROUND/KEY POINTS:

MinnKota Recycling has provided recycling processing services since 1991. The current agreement with MinnKota Recycling to process both comingled residential curbside recycling and source separated recycling from our drop sites was effective January 1, 2024 to December 31, 2024 with one (1) option extension for a one (1) year period.

Major points are listed below:

- The processing fee for residential comingled material delivered to MinnKota by the City of Moorhead will be \$160.00 per ton.
- The collection of the City of Moorhead's source separated recyclable materials at its drop sites will be \$50.00 per stop.
- The processing fee for source separated recyclables collected by MinnKota from the drop sites will be \$60.00 per ton with the exception of glass. The processing fee for glass will be \$160.00 per ton.
- The market share will be 60% on all source separated recyclables with a value greater than \$60.00 per ton for that month.

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager

Paul Fiechtner, Public Works Director

Nichole Parr, Administrative Assistant

Attachments: Draft Resolution

RESOLUTION

Resolution to Approve the Modification to the Agreement with MinnKota Recycling to Process and Market Recyclable Materials

WHEREAS, the City has established an agreement with MinnKota Recycling to process and market materials collected as part of the City's residential recycling program; and

WHEREAS, the current agreement is due to expire December 31, 2024; and

WHEREAS, the parties desire to continue that agreement as amended from January 1, 2025 to December 31, 2025.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota, the amendment to agreement with MinnKota Recycling for the collection, processing and marketing of recyclable materials is approved effective January 1, 2025 to December 31, 2025.

PASSED: November 12, 2024 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

November 12, 2024

SUBJECT:

Resolution to Assign Transit Revenue and Expense Contracts to the City of Fargo Effective 1/1/2025

RECOMMENDATION:

The Moorhead City Council are asked to approve assigning its agreements with various vendors for transit revenue and expense contracts from the City of Moorhead to the City of Fargo as part of the implementation of the Interim Joint Powers Agreement.

BACKGROUND/KEY POINTS:

The Moorhead City Council approved an Interim Joint Powers (Interim JPA) Agreement with the City of Fargo for implementation of the Transit Reorganization Study on August 26, 2024. The agreement included a Cost Allocation Plan, which distributes certain transit revenues and expenses between benefiting parties within the MATBUS service area. The methodology used for sharing was developed to ensure a fair and equitable allocation based on four principles: revenue hours of the total system, revenue hours of the fixed route system, revenues miles of the total system, and paratransit ridership of the paratransit system.

The Moorhead City Attorney's office, working with Transit staff, has determined that the following revenue and expense contracts with the City of Moorhead should be assigned to the City of Fargo, terminated, or allowed to expire.

REVENUE CONTRACTS:

- U-Pass Contracts with MSUM, MState and Concordia (2nd payment due 3/1/2025)
- Bench Advertising with Creative Outdoor Advertising (expires 4/30/2025)
- Exterior Advertising Contract with MState (expires 12/31/2025)
- Fargo to sell advertising on Moorhead vehicles beginning on 1/1/2025

EXPENSE CONTRACTS:

- Sentry Security (Secure delivery of farebox revenue to bank) – Expires 12/31/2024; notice to terminate 12/31/2024
- Valley Green & Associates (Shelter maintenance) - Expires 8/7/2027; notice to terminate 12/31/2024; Fargo to be invoiced for Moorhead locations
- Valley Green & Associates (Snow Removal) – Expires 9/30/2027; notice to terminate 12/31/2024; Fargo to be invoiced for Moorhead shelter and hub locations
- First Transit /Transdev (Driver Services) – Contract expires 12/31/2024; Fargo to add Moorhead service hours to their contract in 2025

The City Attorney's office has reviewed and approved termination and expiration notices and drafted relevant assignment agreements. If other contracts are identified later by staff, the draft resolution authorizes assignment or termination as contemplated by the Interim JPA.

FINANCIAL CONSIDERATIONS:

Expenses and revenues associated with implementation of the Interim JPA have been budgeted in both the approved 2024 and 2025 Mass Transit Budgets.



City Council Communication

November 12, 2024

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager

Lisa Bode, Governmental Affairs Director

Lori Van Beek, Transit Manager

Attachments: None

RESOLUTION

Resolution to Assign Transit Revenue and Expense Contracts to the City of Fargo Effective 1/1/2025

WHEREAS, the City of Moorhead has entered into an Interim Joint Powers Agreement (Interim JPA) with the City of Fargo for the implementation of the Transit Reorganization Study, which includes purchase of service and a Cost Allocation Plan for distribution of certain revenues and expenses effective January 1, 2025; and

WHEREAS, the City of Moorhead has transit revenue and expense contracts with various companies and institutions that are effective in 2024 and continue into 2025, which will need to be assigned to the City of Fargo in compliance with the Interim JPA;

WHEREAS, the City of Fargo, in accepting the Assignment and Assumption of Agreement for these various contracts, will assume all obligations and agree to be bound by each and every provision of the Agreement as if it had executed the same;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that they do hereby authorize the Mayor and City Manager to enter into and executive on behalf of the City of Moorhead assignment contracts or termination of contracts as determined by Transit staff and contemplated by the Interim JPA.

PASSED: November 12, 2024 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

November 12, 2024

SUBJECT:

Resolution to Canvass the Results of the November 5, 2024 General Election

RECOMMENDATION:

The Mayor and City Council are asked to canvass election returns and declare the results of the 2024 City General Election.

BACKGROUND/KEY POINTS:

The City of Moorhead General Election was held on November 5, 2024. Minnesota State Statute 205.185, Subd. 3 requires that between the third and tenth days after an election, the governing body of a City conducting any election shall act as the canvassing board, canvass the returns, and declare the results of the election.

The election results abstract from the Clay County Auditor's office will be available at the meeting for Mayor and City Council to review.

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: Majority of Quorum

Submitted By:

Dan Mahli, City Manager

Christina Rust, City Clerk

Attachments: Official Election Abstract

Abstract of Votes Cast
In the Precincts of the City of Moorhead
State of Minnesota
at the State General Election
Held Tuesday, November 5, 2024
as compiled from the official returns.

Summary of Totals
City of Moorhead
Tuesday, November 5, 2024 State General Election

Number of persons registered as of 7 a.m.	24619
Number of persons registered on Election Day	3378
Number of accepted regular, military, and overseas absentee ballots and mail ballots	8532
Number of federal office only absentee ballots	23
Number of presidential absentee ballots	1
Total number of persons voting	21313

KEY TO PARTY ABBREVIATIONS

NP - Nonpartisan

Council Member Ward 1 (Moorhead)	NP Nicole Mattison 2174	NP Matt Gilbertson 2119	WI WRITE-IN 20	
Council Member Ward 2 (Moorhead)	NP Emily Moore 2139	NP Kassandra Sofferman 735	NP Benjamin Hammer 1401	WI WRITE-IN 17
Council Member Ward 3 (Moorhead)	NP Lisa Borgen 2811	NP Noelle Harden 1746	WI WRITE-IN 28	
Council Member Ward 4 (Moorhead)	NP Zak Amin 1636	NP Sebastian McDougall 2321	WI WRITE-IN 24	

Detail of Election Results
City of Moorhead
Tuesday, November 5, 2024 State General Election

Precinct	Persons Registered as of 7 A.M.	Persons Registered on Election Day	Total Number of Persons Voting
14 0155 : MOORHEAD CITY W-1 P-1	1306	93	1152
14 0157 : MOORHEAD CITY W-1 P-2	2205	244	1911
14 0160 : MOORHEAD CITY W-1 P-3	2748	393	2261
14 0165 : MOORHEAD CITY W-2 P-4	1679	148	1465
14 0170 : MOORHEAD CITY W-2 P-5	2904	304	2458
14 0175 : MOORHEAD CITY W-2 P-6	621	346	630
14 0180 : MOORHEAD CITY W-2 P-7	1012	86	871
14 0185 : MOORHEAD CITY W-3 P-8	1881	576	1854
14 0190 : MOORHEAD CITY W-3 P-9	2046	203	1701
14 0195 : MOORHEAD CITY W-3 P-10	2293	214	2025
14 0200 : MOORHEAD CITY W-4 P-11	1005	165	828
14 0205 : MOORHEAD CITY W-4 P-12	2517	374	2091
14 0210 : MOORHEAD CITY W-4 P-13	2402	232	2066
City of Moorhead Total:	24619	3378	21313

Detail of Election Results
City of Moorhead
Tuesday, November 5, 2024 State General Election

Office Title: Council Member Ward 1 (Moorhead)

Precinct	NP Nicole Mattson	NP Matt Gilbertson	WI WRITE-IN
14 0155 : MOORHEAD CITY W-1 P-1	321	620	3
14 0157 : MOORHEAD CITY W-1 P-2	766	818	6
14 0160 : MOORHEAD CITY W-1 P-3	1087	681	11
Total:	2174	2119	20

Office Title: Council Member Ward 2 (Moorhead)

Precinct	NP Emily Moore	NP Kassandra Sofferman	NP Benjamin Hammer	WI WRITE-IN
14 0165 : MOORHEAD CITY W-2 P-4	550	224	430	4
14 0170 : MOORHEAD CITY W-2 P-5	1021	344	589	8
14 0175 : MOORHEAD CITY W-2 P-6	223	76	144	2
14 0180 : MOORHEAD CITY W-2 P-7	345	91	238	3
Total:	2139	735	1401	17

Office Title: Council Member Ward 3 (Moorhead)

Precinct	NP Lisa Borgen	NP Noelle Harden	WI WRITE-IN
14 0185 : MOORHEAD CITY W-3 P-8	711	724	10
14 0190 : MOORHEAD CITY W-3 P-9	868	518	11
14 0195 : MOORHEAD CITY W-3 P-10	1232	504	7

Detail of Election Results
City of Moorhead
Tuesday, November 5, 2024 State General Election

Office Title: Council Member Ward 3 (Moorhead)			
Total:	2811	1746	28

Office Title: Council Member Ward 4 (Moorhead)			
Precinct	NP Zak Amin	NP Sebastian McDougall	WI WRITE-IN
14 0200 : MOORHEAD CITY W-4 P-11	258	393	5
14 0205 : MOORHEAD CITY W-4 P-12	788	861	13
14 0210 : MOORHEAD CITY W-4 P-13	590	1067	6
Total:	1636	2321	24

We, the legally constituted county canvassing board, certify that we have herein specified the names of the persons receiving votes and the number of votes received by each office voted on, and have specified the number of votes for and against each question voted on, at the State General Election held on Tuesday, November 5, 2024

As appears by the returns of the election precincts voting in this election, duly returned to, filed, opened, and canvassed, and now remaining on file in the office of the City of Moorhead Clerk. Witness our official signature at _____ in _____ County this _____ day of _____, 2024.

Member of canvassing board	_____
Member of canvassing board	_____
Member of canvassing board	_____
Member of canvassing board	_____
Member of canvassing board	_____
Member of canvassing board	_____
Member of canvassing board	_____

State of Minnesota
City of Moorhead

I, _____, Clerk of the City of Moorhead do hereby certify the within and foregoing _____ pages to be a full and correct copy of the original abstract and return of the votes cast in the City of Moorhead State General Election held on Tuesday, November 5, 2024.

Witness my hand and official seal of office this _____ day of _____, 2024.

RESOLUTION

Resolution to Canvass the Results of the November 5, 2024 General Election

WHEREAS, a City Election was held on Tuesday, November 5, 2024 to vote for Council Member for Wards 1, 2, 3 and 4 for a four-year term; and

WHEREAS, the official returns of the judges of the elected were presented and said returns were duly examined, approved, and placed on file in the office of the City Clerk.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that it is hereby found, determined, and declared that the General Election held in and for the City of Moorhead on Tuesday, November 5, 2024 was in all respects duly held and the returns thereof have been duly canvassed, the votes cast at said election were:

WARD 1 – For the Office of City Council – Four Year Term

Candidate	# of Votes
Nicole Mattson	2,174
Matt Gilbertson	2,119
Write Ins	20

WARD 2 – For the Office of City Council – Four Year Term

Candidate	# of Votes
Emily Moore	2,139
Kassandra Sofferman	735
Benjamin Hammer	1,401
Write Ins	17

WARD 3 – For the Office of City Council – Four Year Term

Candidate	# of Votes
Lisa Borgen	2,811
Noelle Harden	1,746
Write Ins	28

WARD 4 – For the Office of City Council – Four Year Term

Candidate	# of Votes
Sebastian McDougall	2,321
Zak Amin	1,636
Write Ins	24

IT IS HEREBY FOUND AND DECLARED that the following candidates for office of Council elected at the November 5, 2024 General Election for the respective terms are as follows:

Council – Ward 1	4-year term	Nicole Mattson
Council – Ward 2	4-year term	Emily Moore
Council – Ward 3	4-year term	Lisa Borgen
Council – Ward 4	4-year term	Sebastian McDougall

PASSED: November 12, 2024 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

RESOLUTION

Resolution to Approve Labor Agreement and Memorandums of Understanding Between the City of Moorhead and Law Enforcement Labor Services (LELS) Local 375 Police Sergeant and Lieutenants

WHEREAS, Law Enforcement Labor Services (LELS) is the exclusive representative for certain City of Moorhead employees in Local 375, Police Sergeants and Police Lieutenants; and

WHEREAS, the current labor agreement between the City and LELS expires on December 31, 2024; and

WHEREAS, the City of Moorhead and LELS met and negotiated over the terms of the new labor agreement between the parties; and

WHEREAS, the parties reached a tentative agreement of the terms of the new labor agreement and Memorandums of Understanding; and

WHEREAS, the Public Employment Relations Act requires that the City of Moorhead execute a labor agreement and implement it in the form of a resolution.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that:

1. The Labor Agreement between City of Moorhead and LELS for January 1, 2025 through December 31, 2027 is approved.
2. The Memorandums of Understanding between City of Moorhead and LELS is approved.
3. The Mayor and City Manager shall execute the agreement and Memorandums of Understanding.
4. The City of Moorhead shall implement the agreement and Memorandums of Understanding.

PASSED: November 12, 2024 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

November 12, 2024

SUBJECT:

Resolution to Designate Environmental Review Certifying Officer for HUD Programs

RECOMMENDATION:

The Mayor and City Council are asked to designate Lisa Bode as the City's Environmental Review Certifying Officer and Tanya Kunza as the City's Environmental Officer for U.S. Department of Housing & Urban Development (HUD) programs.

BACKGROUND/KEY POINTS: As a Community Development Block Grant entitlement community, the City of Moorhead has federal environmental review responsibilities for HUD projects within the City of Moorhead. Lisa Bode and Tanya Kunza have been serving as the Environmental Review Certifying Officer and Environmental Officer respectively. HUD has requested the City Council formally designate staff to perform these duties.

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: Majority of Quorum

Submitted By:

Dan Mahli, City Manager

Lisa Bode, Governmental Affairs Director

Tanya Kunza, Community Development Program Administrator

Attachments:

RESOLUTION

Resolution to Designate Environmental Review Certifying Officer for HUD Programs

WHEREAS, the City of Moorhead receives Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD); and

WHEREAS, in compliance with federal regulation the City of Moorhead is the Responsible Entity as a recipient of CDBG funds; and

WHEREAS, the Responsible Entity is responsible for ensuring compliance with NEPA and the Federal laws and authorities have been achieved and ensuring the Environmental Review Record is complete, and

WHEREAS, under 24 CFR Part 58, regulations state that a Responsible Entity must designate a Certifying Officer and an Environmental Officer by resolution to certify the Environmental Review Records is complete.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the Governmental Affairs Director for the City of Moorhead is hereby authorized to act in the capacity as Certifying Officer and the Community Development Program Administrator is hereby authorized to act in the capacity of Environmental Officer for HUD programs.

PASSED: November 12, 2024 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk