

Item #12: Sandbag & Emergency Measure Deployment Policy adopted May 28, 2013. The Council Communication and Resolution follow.

**City of Moorhead
City Council Meeting
Meeting Minutes
May 28, 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 May 28, 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	Present

City Council Meeting

1. [Call to Order and Roll Call](#)
2. [Pledge of Allegiance](#)
3. [Approve Minutes](#)

Motion to Approve made by Brenda Elmer and seconded by Nancy Otto
Motion to Approve Minutes for May 13, 2013 City Council Meeting; May 20, 2013 Committee of the Whole Meeting; and May 21, 2013 City Council Retreat.

Motion Passed
For: 8

- A. [May 13, 2013 City Council Meeting](#)
- B. [May 20, 2013 Committee of the Whole Meeting](#)
- C. [May 21, 2013 City Council Retreat](#)
4. [Citizens Addressing the Council \(Time Reserved: 15 Minutes\)](#)
Minutes: No citizens addressed the Mayor and City Council.
5. [Agenda Amendments](#)
Minutes: No agenda amendments were made.

6. [Consent Agenda](#)

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

Motion to Approve made by Nancy Otto and seconded by Luther Stueland
Motion to Approve Consent Agenda as Amended

Motion Passed
For: 8

Minutes: Item numbers 11, 13, 16, and 17 were pulled from the Consent Agenda.

7. Mayor and Council Appointments

Minutes: No appointments at this time.

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

8. [Public Hearing Regarding the Request of Mill Creek Inc. for Property Tax Exemption](#)

Minutes: Public Hearing opened at 6:30 p.m.

Michael Redlinger, City Manager, gave a brief overview of the request.

Public Hearing closed at 6:34 p.m.

A. [Resolution to Approve Property Tax Exemption for Mill Creek Inc.](#)

Motion to Approve made by Steve Gehrtz and seconded by Mike Hulett
Motion to Approve Resolution to Approve Property Tax Exemption for Mill Creek Inc.

Motion Passed **Resolution 2013-0528-1**
For: 8

Community Services Department

9. [*Resolution Authorizing Advertising Trade Agreements for MATBUS Vehicles with the Red River Zoo and RadioFM Media](#)
Resolution 2013-0528-A

Engineering - Wastewater Treatment

10. [*Resolution to Approve Various Actions for Turn Lane Modifications at 34th St. & 12th Ave. South. Eng. No. 13-A2-2](#)

A. [*Resolution to Receive Petitions & Order Engineer's Report](#)
Resolution 2013-0528-B

B. [*Resolution to Approve Special Assessment Agreement](#)
Resolution 2013-0528-C

C. [*Resolution to Receive Engineer's Report and Order Plans & Specifications](#)
Resolution 2013-0528-D

- D. [*Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids](#)
Resolution 2013-0528-E

11. [*Resolution to Revise the City's Municipal State Aid Street System](#)

Motion to Approve made by Luther Stueland and seconded by Nancy Otto
Motion to Approve Resolution to Revise the City's Municipal State Aid Street System

Motion Passed **Resolution 2013-0528-2 & Resolution 2013-0528-3**
For: 8

Minutes: Bob Zimmerman, City Engineer, and Tom Trowbridge, Assistant City Engineer, explained the proposed revision to the City's Municipal State Aid Street System.

12. [Resolution to Establish City Policy for Sandbag & Emergency Measure Deployment During Flood Events](#)

Motion to Approve made by Mike Hulett and seconded by Luther Stueland
Motion to Approve Resolution to Establish City Policy for Sandbag & Emergency Measure Deployment During Flood Events

Motion Passed **Resolution 2013-0528-4**
For: 6; Against: 2 - Brenda Elmer, Mark Hintermeyer

Minutes: Michael Redlinger, City Manager, and Bob Zimmerman, City Attorney, explained the Sandbags/Emergency Measures Policy in detail.

Police Department

13. [*Resolution Authorizing Submission of 2013 COPS Hiring Program Grant Application to the Department of Justice](#)

Motion to Approve made by Nancy Otto and seconded by Heidi Durand
Motion to Approve Resolution Authorizing Submission of 2013 COPS Hiring Program Grant Application to the Department of Justice

Motion Passed **Resolution 2013-0528-5**
For: 8

Minutes: Chief Ebinger, Police Chief, explained the grant and process.

Administration

14. [First Reading of Ordinance 2013-7: An Ordinance to Amend and Reenact Section 2-3-3 of the Moorhead Municipal Code to Include Brewer On-Sale and Off-Sale Intoxicating Liquor Licenses](#)

Motion to Approve made by Mark Altenburg and seconded by Heidi Durand
Motion to Approve First Reading of Ordinance 2013-7: An Ordinance to Amend and Reenact Section 2-3-3 of the Moorhead Municipal Code to Include Brewer On-Sale and Off-Sale Intoxicating Liquor Licenses

Motion Passed
For: 8

15. [*Resolution to Authorize the City Clerk to Approve Specific Licenses/Permits](#)
Resolution 2013-0528-F

15. *Approve Licenses-Permits
Resolution 2013-0528-G

16. [*Resolution Approving the Continuity of Government](#)

Motion to Approve made by Mark Altenburg and seconded by Heidi Durand
Motion to Approve Resolution Approving the Continuity of Government

Motion Passed **Resolution 2013-0528-6**

For: 5; Against: 3 - Luther Stueland, Brenda Elmer, Steve Gehrtz

Minutes: John Shockley, City Attorney, clarified the Continuity of Government resolution.

17. [*Resolution to Approve a Budget Adjustment for Final 2013 Flood Event Costs](#)

Motion to Approve made by Brenda Elmer and seconded by Mark Altenburg
Motion to Approve Resolution to Approve a Budget Adjustment for Final 2013 Flood Event Costs

Motion Passed **Resolution 2013-0528-7**

For: 8

Minutes: Michael Redlinger provided a revised handout and explained the modification.

18. [Mayor and Council Reports](#)

Minutes: Steve Gehrtz provided a brief update on the EDA meeting.

Council Member Altenburg provided a Lakes & Prairies meeting update and provided recent statistics on roundabouts decreasing fatalities.

Council Member Otto announced the 15th Anniversary Beautification Task Force update.

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

Minutes: Michael Redlinger, City Manager, provided a legislative report and furnished Moorhead growth and development information that was reviewed by the EDA at its May 28, 2013 meeting.

20. Executive Session (If needed)

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

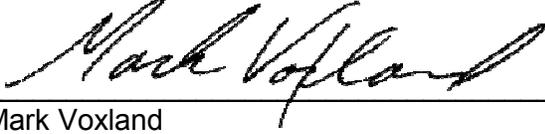
Motion to Approve made by Mike Hulett and seconded by Heidi Durand
Motion to Approve Enter Executive Session to Discuss Toll Bridge Pending Litigation

Motion None

For: 8

Meeting adjourned at 7:58 p.m.

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



Mayor and Council Communication

May 28, 2013

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SUBJECT: Resolution to Establish City Policy for Sandbag & Emergency Measure Deployment During Flood Events

RECOMMENDATION: The Mayor and City Council are asked to consider a resolution to establish City policy for sandbag and emergency measure deployment during flood events.

BACKGROUND / KEY POINTS: On May 20, 2013, the Mayor and Council discussed various issues related to the provision of sandbags and deployment of emergency measures during future flood events given the current status of flood mitigation acquisition and infrastructure projects. A copy of the May 20, 2013 Council Communication, which includes sandbag data for certain groups of properties, is attached. As additional reference, data sorted by property sandbag stage is provided below.

Sandbag Stage	Number of Properties	Sandbags for 44 feet Top of Levee
<39 ft	11	145,299
39 ft	5	50,215
40 ft	13	103,937
41 ft	24	107,353
42 ft	25	52,802
>42 ft	9	3,798
Total	87	463,404

At the conclusion of the discussion, the Mayor proposed the following conceptual policy statement (subsequently clarified by staff for practical implementation as noted below) for further consideration:

When a National Weather Service deterministic forecast is issued with a predicted crest of 42.5 feet or greater, the City Council will discuss and consider providing emergency assistance in the form of empty sandbags and loose sand for neighborhoods requiring such measures.

Under this policy, off-site production with the sandbag spider machines is not practical based on the following assumptions:

- ◇ Spider machine set-up: 3 days
- ◇ Spider production rate: 80,000 sandbags per day
- ◇ Sandbags needed: 463,000
- ◇ Number of days to produce and place: 6 days
- ◇ Number of days to set-up, produce, and place (with 1 day buffer): 10 days

◇ Operational “window” from issuance of a NWS deterministic forecast to crest: 7 days
If the intent is to produce sandbags off-site with the spider machines, authorization to mobilize the spider machines (and incur the associated costs) would need to be based on a probabilistic forecast and completed before issuance of a deterministic forecast. Given current sandbag volumes, pre-event production and storage would likely not be necessary.

FINANCIAL CONSIDERATIONS: Prior to the Council meeting, staff will provide updated estimates for:

- ◇ the cost to purchase and deliver empty bags and loose sand,
- ◇ the cost to purchase bags and sand, produce filled bags off-site with the spider machines, and deliver, and
- ◇ the cost to dispose.

VOTING REQUIREMENTS: Majority of Quorum

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.

Respectfully Submitted:



Michael J. Redlinger
City Manager

Department: Engineering
Prepared by: Robert A. Zimmerman, City Engineer

Attachments: Draft Resolution
5/20/13 Council Communication



Request for Council Action

AGENDA SECTION: Engineering -- Wastewater Treatment		ORIGINATING DEPARTMENT: Engineering	MEETING DATE: 5/28/2013
ITEM NO. 12.	ITEM DESCRIPTION: Resolution to Establish City Policy for Sandbag & Emergency Measure Deployment During Flood Events		PREPARED BY: Zimmerman

DRAFT RESOLUTION

WHEREAS, the City Council has established the following flood risk management goals:

- Reduce the need to rely on outside resources for assistance.
- Reduce response time to less than seven (7) days; the typical deployment time between issuance of a National Weather Service deterministic forecast and the crest.
- Minimize risk to City finances resulting from unknown Federal and/or State financial assistance.
- Keep the community in business during flood events.

WHEREAS, the City Council wishes to establish a policy governing the deployment of sandbags, temporary clay levees, and other emergency measures deemed necessary during flood events; and

WHEREAS, a formal policy will provide property owners with information needed to plan and prepare for private property flood risk management; and

WHEREAS, a formal policy will allow the City to identify the physical and financial resources needed to prepare for flood events.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the City Council hereby establishes the following policy for deployment of emergency measures during flood events:

1. The City will deploy emergency measures to reduce the risk of flood damage to private property and public infrastructure off of the riverfront, including the construction of temporary clay levees and any other emergency measures deemed appropriate. These actions may result in riverfront properties being located on the riverward side of emergency measures. The City's flood plan will provide for deployment of these measures.
2. The City will consider purchasing and delivering empty sandbags and loose sand to riverfront neighborhoods and/or properties that require such measures for private property flood risk management when a National Weather Service deterministic forecast has been issued that predicts a crest of 42.5 feet or greater. Following the flood event, the City will provide for disposal of sandbags placed curbside or in an alternate location identified by the City.
3. To the extent possible, the City will coordinate the deployment of sandbags and other measures used for riverfront private property flood risk management with

the deployment of clay levees and any other emergency measures deemed necessary to reduce flood risk to private property and public infrastructure off of the riverfront. Deployment of emergency measures necessary to protect private property and public infrastructure off of the riverfront will take precedence should the ability to coordinate be limited by an imminent threat of flood damage.

PASSED: May 28, 2013 by the City Council of the City of Moorhead.