



**CITY COUNCIL  
MEETING MINUTES  
JUNE 26, 2023 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  
Council Member: Heather Nesemeier  
Council Member: Laura Caroon  
Council Member: Deb White  
Council Member: Steve Lindaas  
Council Member: Larry Seljevold  
Mayor: Shelly Carlson

Absent: Council Member: Chuck Hendrickson

2. Pledge of Allegiance

3. Agenda Amendments

4. Consent Agenda

**Motion to Approve made by Heather Nesemeier and seconded by Steve Lindaas**

Motion Passed

For: 7; Nelson, Gilbertson, Nesemeier, Caroon, White, Lindaas, Seljevold

Against: 0;

Abstain/Recuse: 0;

Absent: 1; Hendrickson

5. Recognitions - Presentations

A. Presentation: 2022 Annual Comprehensive Financial Report and Audit, Eide Bailly LLP

Finance Director Jenica Flanagan shared brief a summary of the City of Moorhead's 2022 Audit and Annual Comprehensive Financial Report. Due to audio issues Jamie Fay from Eide Bailly was unable to speak and the formal presentation was moved to the July 10 City Council Meeting.

B. Recognition: Minnesota GreenStep Cities

Sustainability Coordinator Crystal Rayamajhi provided background on the Minnesota GreenStep Cities program, Moorhead's recognition as a Step 5 GreenStep City during the League of MN Cities' Annual Conference in Duluth on June 22, and sustainability programs and initiatives in Moorhead.

6. Approve Minutes

A. June 12, 2023 Meeting Minutes

**Motion to Approve June 12, 2023 Meeting Minutes made by Laura Caroon and seconded by Larry Seljevold**

Motion Passed

For: 7; Nelson, Gilbertson, Nesemeier, Caroon, White, Lindaas, Seljevold

Against: 0;

Abstain/Recuse: 0;

Absent: 1; Hendrickson

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

Moorhead resident Leah Simmons shared concerns about accessibility for people with disabilities at Green Goods, a medical cannabis dispensary in Moorhead.

8. Mayor and Council Appointments

A. Ward 4 City Council Member Resignation

Council member Steve Lindaas announced he accepted a AAAS Science and Technology Policy Fellowship and will be working at the US Department of Energy in Washington DC starting September 1 2023. As a result Council member Lindaas submitted his resignation to the Moorhead City Council effective August 31 2023 and thanked residents and the community for the opportunity to serve.

B. Accept Resignation of Ward 4 Council Member

**Motion to Approve Accept Resignation of Ward 4 Council Member made by Heather Nesemeier and seconded by Laura Caroon**

Motion Passed

For: 7; Nelson, Gilbertson, Nesemeier, Caroon, White, Lindaas, Seljevold

Against: 0;

Abstain/Recuse: 0;

Absent: 1; Hendrickson

C. Declare Ward 4 City Council seat Vacant

**Motion to Approve Declare Ward 4 City Council seat Vacant made by Larry Seljevold and seconded by Ryan Nelson**

Motion Passed

For: 7; Nelson, Gilbertson, Nesemeier, Caroon, White, Lindaas, Seljevold

Against: 0;

Abstain/Recuse: 0;

Absent: 1; Hendrickson

**Motion to Authorize City Staff to Advertise the Ward 4 Vacancy Pursuant to the City Charter and Prepare a Timeline for the Appointment of a new Council Member to the Vacant Position made by Heather Nesemeier and seconded by Laura Caroon**

Motion Passed

For: 7; Nelson, Gilbertson, Nesemeier, Caroon, White, Lindaas, Seljevold

Against: 0;

Abstain/Recuse: 0;

Absent: 1; Hendrickson

City Attorney John Shockley presented options to fill the Ward 4 vacancy and the process as informed by the City Charter to fill the open City Council seat.

- D. \*Resolution for Appointment to Boards and Commissions
- 9. Public Hearings (5:45 pm)
- 10. Engineering Department
  - A. \*Resolution to Approve Budget Adjustment and Award Bid for the 2023 Wastewater Treatment Facility Roof Replacement Project (Eng. No. 23-06-03)
  - B. \*Resolution to Approve Agreement #1054033 with MnDOT for Traffic Control Signal System Operations and Maintenance
- 11. Community Development Department
  - A. \*Resolution to Award Bid - Taxiway Project at the Moorhead Municipal Airport Florence Klingensmith Field
  - B. \*Resolution to Approve Agreement with Mead and Hunt for Construction Administration and Close Out Services - Taxiway Project
  - C. \*Resolution to Approve Grant Agreements with State of MN and US Federal Aviation Administration - Taxiway Project
  - D. \*Resolution to Approve Agreement with Mead and Hunt - Phase I Automated Weather Observing System (AWOS) Relocation at Moorhead Municipal Airport Florence Klingensmith Field
- 12. Administration
  - A. Resolution to Receive the 2022 Annual Comprehensive Financial Report (ACFR)  
  
**Motion to Approve Resolution to Receive the 2022 Annual Comprehensive Financial Report (ACFR) made by Ryan Nelson and seconded by Steve Lindaas**  
Motion Passed  
For: 7; Nelson, Gilbertson, Nesemeier, Caroon, White, Lindaas, Seljevold  
Against: 0  
Abstain/Recuse: 0  
Absent: 1; Hendrickson
  - B. \*Second Reading of Ordinance 2023-07 Relating to Administrative Procedures for Utility Service Disconnection Due to Nonpayment of Municipal Services
  - C. \*Resolution to Approve Title & Summary of Ordinance No. 2023-07 Relating to Administrative Procedures for Utility Service Disconnection Due to Nonpayment of Municipal Services
  - D. \*Resolution to Approve Off-Site Gambling Permit to Moorhead Youth Hockey Association on August 14, 2023
  - E. \*Resolution to Authorize Contract with the City of Fargo for Support Equipment and Vehicle Leases for Transit Purposes
  - F. \*Resolution Authorizing the City Manager and Mayor to approve the Memorandum of Agreement

between the City and International Association of Firefighters (IAFF), Local Union 1323 (Fire Fighters and Fire Captains) Regarding Compensation for Sick Leave Upon Separation from Employment

13. Mayor and Council Reports

Council member Heather Nesemeier encouraged residents to attend two community events on Wednesday June 28, Coffee with a Food Commissioner at the Rourke and an open house to gather insight on the Community Center Regional Library at the Moorhead Public Library. Council member Nesemeier also mentioned an open board seat on the Clay County Housing and Redevelopment Authority and asked residents to consider applying.

Council member Deb White recognized the first region-wide Juneteenth commemoration and celebration in the FM area in June and thanked everyone for the efforts to make the event a success. Council member White mentioned an event called Conversation with Ward 3 Council Members is scheduled on July 11 at Gooseberry Park in the small shelter.

Council member Ryan Nelson mentioned Safe City Nights at City parks across Moorhead throughout summer months and thanked all who attend and participate.

Mayor Shelly Carlson spoke of her participation at a Friends of the Children event and her attendance at the River Point Senior Living Center for the Alzheimer's Longest Day of the Year program. Mayor Carlson shared that she and Parks Director Holly Heitkamp had an opportunity to promote the inclusive playground on the North Dakota Today Show. Mayor Carlson also spoke about offering a welcome at the Nordic Culture Clubs Scandinavian Fest opening ceremony and her attendance at a Red Hawks baseball game for FM Military Appreciation Night. Mayor Carlson also provided an update on progress underway with the FM Diversion Project.

14. City Manager Reports

City Manager Dan Mahli shared sympathy with the family, friends, neighborhood and emergency responders in wake of the tragic single shooting that took place in Moorhead on June 23.

15. Executive Session

- A. Executive session pursuant to Minnesota Statute § 13D.05, subd. 3(a) for the purpose of conducting the City Manager's annual performance evaluation

**Motion to Enter Closed Session Executive session pursuant to Minnesota Statute § 13D.05, subd. 3(a) for the purpose of conducting the City Manager's annual performance evaluation made by Steve Lindaas and seconded by Laura Caroon**

Motion Passed

For: 7; Nelson, Gilbertson, Nesemeier, Caroon, White, Lindaas, Seljevoid

Against: 0

Abstain/Recuse: 0

Absent: 1; Hendrickson

**Motion to Exit Closed Session at 7:49pm made by Steve Lindaas and seconded by Laura Caroon**

Motion Passed

For: 7; Nelson, Gilbertson, Nesemeier, Caroon, White, Lindaas, Seljevoid

Against: 0

Abstain/Recuse: 0  
Absent: 1; Hendrickson

16. New Business

**Motion to Authorize City Manager to Coordinate with the Planning and Zoning Commission to Review Sustainability & Resiliency Opportunities and Goals and Report to the City Council with a Draft Support and Communication Framework by August 28<sup>th</sup> or Such Additional Time as Needed by City Staff made by Steve Lindaas and seconded by Heather Nesemeier**

Motion Passed

For: 6; Nelson, Nesemeier, Caroon, White, Lindaas, Seljevoll

Against: 1; Gilbertson

Abstain/Recuse: 0

Absent: 1; Hendrickson

Council member Steve Lindaas motioned for the City Manager to work with the Planning Commission and staff to review sustainability & resiliency opportunities and goals in Moorhead and report to the City Council with a draft support framework by August 28, 2023, with the ability to extend if needed.

17. Adjourn

Meeting adjourned at 7:58pm

APPROVED BY:



Michelle (Shelly) A. Carlson  
Mayor

ATTEST:



Christina Rust  
City Clerk

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