

1. Call to Order: Mayor Cecil Johnson called the meeting to order at 7:01 a.m.

2. Roll Call: Council Members Present: Dave Owings, Joe Olson, Kimberly Savageau, and Justin Schreiber; City Clerk Wendy Affield; Police Chief Justin Vogel; City Attorney Ken Norman; Administrative Assistant Heather Johnson.

As Per Sign in Sheet: Tracy Tollefson, Alyssa Hewson, Randall Henriksen, and Jean Mahlum.

3. Motion to Approve Consent Agenda – A motion to approve the consent agenda was made by Kimberly Savageau, seconded by Justin Schreiber. All in favor.
Motion Carried.

- a. **9/23/20 Preliminary Budget Review Minutes**
- b. **9/23/20 Public Hearing Minutes – Proposed Vacating Utility Easements – Fuchs Sanitation**
- c. **9/23/20 Public Hearing Minutes – Proposed Declaring Hazardous Property – 418 2nd Street SE**
- d. **9/23/20 Council Minutes**
- e. **Approve Resolution of Payments**
 - **Accept Annie Mettert as our New Part-time Police Officer**
 - **Accept Southview Special Assessment Draw Down on the Letter of Credit for \$109,412.00**

4. Any Additions to the Agenda

- **Discussion on Stockwood Road – Randall Henriksen**
- **MIDCO Project – Joe Olson**

5. Motion to Approve the Agenda – A motion to approve the agenda was made by Joe Olson, seconded by Dave Owings. All in favor.
Motion Carried.

6. New Business

a. Project for Painting Utility Boxes – Jean Mahlum – Mahlum provided Council with an information packet she prepared, and thanked Affield for putting some example photos in the agenda packet. She said the reason she wanted to approach Council first, is she is hoping to get approval for a project she has been excited for since 2017. At that time, she was in Alberta, Canada and had seen utility boxes in the City which were wrapped in unique designs. After seeing these, she did some research and found in the United States, these projects were first started in 2014 and the first one in Minnesota was in the City of Edina in 2015. Mahlum said as of today, there have only been forty-nine (49) cities that have applied for grants for this type of project. She explained the artwork is done on “wraps” like you see for advertisements on buses and trucks. Until January 2021, she said there are two hundred eighty-four (284)

grants available. She was able to talk with a representative from the MN Arts Council who was instrumental in bringing this project to Moorhead. She said Moorhead High School has these wraps on their utility boxes, compliments of Century Link. Mahlum said she received a call from Century Link and was told of their interest in helping fund the project. She said the initial step is to start applying for grants, and to gauge interest by the Council. Mayor Johnson asked which boxes around town would she like to see covered with these wraps? Mahlum thought a good place to start would be the utility boxes which are visible along Highway 10? She feels this would be a nice diversion from the standard view of buildings people normally see as they drive through town. She said Arvig and Xcel are also willing to donate to the project. Mayor Johnson said he recently spoke with a representative from Midco, who is also looking for advertising options in town, and so perhaps Mahlum can reach out to him? Mahlum agreed and also wanted to mention there is a local artist by the name of McKenzie Gieseke interested in collaborating on the project. Mayor Johnson asked who would be taking care of maintaining the wraps if they get damaged? Mahlum said this is something she is still researching and working on. In her research though, she said she has discovered statistics showing these artistic wraps have deterred vandalism. Olson asked if the utility boxes are permanently painted? Mahlum said no, the actual artwork is painted onto the wraps. She said the local company with the most reasonable price for this is Custom Graphics in Fargo, who would apply the art to the wraps. She said the wraps are weather-resistant and scratch-proof on the surface. Affield asked if the wrap was damaged, could it be removed? Mahlum said yes. Mayor Johnson asked Mahlum how far she is in the process? Mahlum said she is juggling three (3) different grant applications which are due by January 30th, 2021. Once this deadline has passed, response to the application would not be until July of 2021, then if approved the project would need to begin within one month. Mayor Johnson asked Mahlum when would you need to know if Council approves the project? Mahlum said sometime by July 30th, 2021. Mayor Johnson asked if Council wished to approve the project right away, or have Mahlum come back to another meeting with more information? Savageau asked if the City owns the utility boxes, or if permission will have to be granted from the utility companies first? Mayor Johnson said he does not think the City has ownership of them. Mahlum said she already contacted Xcel and Arvig. Savageau said she might also want to contact Red River Valley Electric Coop as they do the electric services for the southern portion of the City. Mahlum said she was not aware, and will contact them also. Olson asked if Mahlum would need an official letter from the City as part of the grant application process? Mahlum said yes, it will definitely help. Savageau said she personally likes the idea, and is in support of the project. Owings agreed, and said he wants one for the "big, green box" in his yard. Mayor Johnson said he would like to see this project move forward too, and asked for a motion. A motion to have resident Jean Mahlum continue her work on the Utility Box Art Wrapping project was made by Joe Olson, seconded by Kimberly Savageau. All in favor. Motion Carried.

b. Approve Resolution 2020-14 – A Resolution Authorizing Order to Abate a Hazardous Building at 418 2nd Street SE – A motion to approve Resolution 2020-14 was made by Kimberly Savageau, seconded by Joe Olson. All in favor. Motion Carried.

Norman said he would like to quickly point out two things within the resolution. One would be the order at the bottom which needs to be signed by the Mayor, as this document will be personally served upon Sarah Peterson, who is the owner of the property. A second copy will also be served to Darrell Sjothun, who has personal property assets scattered about the property. Once served, this will start the official twenty (20) day deadline. Norman said if they do not respond within this time, the order will go into default judgement with the court. Owings asked to clarify if things will move forward to the next step in twenty (20) days? Norman said yes.

c. Approve Resolution 2020-16 – A Resolution Appointing Election Judges for the 2020 United States Presidential Election– A motion to approve Resolution 2020-15 was made by Justin Schreiber, seconded by Dave Owings. All in favor.
Motion Carried.

d. Approve Installing a Stop Sign at 2nd Street & Andrews Avenue Heading East – Mayor Johnson said he viewed the area yesterday, and noticed trucks do not speed if they are heading west, but when heading east they are definitely speeding. He said there are currently only two (2) stop signs at this intersection. Vogel said his department has received complaints of speeding, so he and his officers have monitored the intersection more between 4:00 pm and 5:00 pm. He has determined an additional stop sign would not prevent accidents, but would be more for trying to slow traffic down. Savageau said in the past, 2nd Street did not continue on to the east, but with Stockwood Business Addition, there is now heavy truck traffic going through. She said it is odd there would be a stop sign for heading west, but not one for heading east. Vogel agreed and said it would make more sense just to remove the stop sign on Andrews Avenue heading south and place it on 2nd Street for traffic heading east. He said he does not see a purpose for having a 3-way stop at this intersection. Council agreed. A motion to move the stop sign from Andrews Avenue heading south to 2nd Street heading east was made by Justin Schreiber, seconded by Dave Owings. All in favor.
Motion Carried.

Savageau asked if there could be a stop sign with flashing lights installed, to notify traffic of the change? Vogel said he would have to look into this, but in the meantime they can do extra patrols until people get used to the switch. Savageau suggested even an orange flag would suffice. Vogel agreed.

e. Approve Bids from Fargo Cabinets, Inc. and Home Heating & Plumbing for Installation of a New Water Testing Sink and Cabinetry Set Up in the Water Treatment Plant – Affield said the current cabinets in the building are rusty, stained, and unsanitary, and A. Olson does not use them for doing water sample testing for this reason. She said the cabinets and installation would be paid for out of the Water fund. The cabinets would have stainless steel legs, which will help with the humidity in the building. A motion to approve both bids was made by Kimberly Savageau, seconded by Joe Olson. All in favor.
Motion Carried.

f. Approve Bid from Magnum Electric Over Dakota Electric for Installing LED Lighting at the Water Treatment Plant – A motion to approve the Magnum Electric bid was made by Dave Owings, seconded by Justin Schreiber. All in favor.
Motion Carried.

7. Time to Discuss Additions to the Agenda

a. Stockwood Road Discussion – Randall Henriksen – Henriksen said he was present today to talk about his intention to build on the lot he owns to the east of his shop in Stockwood. He is hoping to have the City Engineer design the remaining portion of the road to connect to 110th Street, so that he will have an accurate elevation to go by. He said if the City is not going to put in the street right away, he would like permission to do the water and sewer portion himself and be excluded from the special assessments for this portion, and the City can then finish the rest. Norman said a proposal would need to be drawn up first, but said this expertise lies with the City Engineer. Henriksen agreed, and said this is why he would like Carlson to get started as this project will certainly take some time. Affield said Carlson is currently in the process of getting a price for the road to be extended so it matches the existing, we already received a price to have it gravel. She clarified the special assessments Henriksen is currently paying is for the pond and lift station, not the sewer and water. Those would be assessed when they are

actually put in, she said. Henriksen agreed, but said the value of his property is dependent upon sewer and water too, even though they are not currently there. He is not so much concerned about the taxes, but definitely wants to see this project get started sooner rather than later, specifically the water and sewer. Affield said she will contact Carlson about it today. Savageau said she is a little bit concerned about what the specials will actually be, since the road will not be residential, but instead it needs to be built to sustain heavy commercial traffic. Affield said she can get a meeting set up with Henriksen and Carlson to go over the details. Norman also said Carlson will determine who and which lots will benefit from the road project, which is where the specials come from. Henriksen said he agrees, this needs to be engineered, as he wants to see it done correctly, and also so he can know what elevation to use for his next building. Vogel said he has noticed where the heavy trucks come down Andrews Avenue, and the intersection is starting to dip. He said it will be a benefit to the whole area to get the Stockwood road finished. Norman reminded Council again the benefit assessment needs to be carefully considered when improvements like these are implemented. Council agreed the numbers need to be looked at closer, and will follow up more with Carlson and get back to Henriksen.

Henriksen also wanted to make note of how the Midco crews in town are making a mess of the City ditches, and do not appear to be making any repairs. He said some of the ruts he has seen would be very difficult for City maintenance workers to mow over. Mayor Johnson said this was the exact discussion yesterday with the Midco representative who made a visit to City Hall. Midco said they will get more involved in the maintenance portion of the project. Affield said they have been informed there are two different contractors working for Midco, and one is better than the other in terms of maintenance. Owings said Justin Forde is the Government Relations person for Midco, and he is very aware of the issue.

b. MIDCO Repair Work – Joe Olson – Olson said he too has noticed Midco crews are tearing up grass and running up on the sidewalks with their trucks, and wanted to address the issue. He said he has received complaints of the work trucks blocking the alleyways, and residents are not able to get out. Savageau asked if the City is implementing the Right-of-Way permits which were created for this very reason? Affield said yes, and Midco has already paid for their permit. Vogel said residents can call his department as well, and they will go and have the trucks moved out of the way.

8. Old Business/Unfinished Business

a. Discuss Purchasing Extension Piece for Bobcat Blower (SB240) – Owings said after discussion with the Maintenance employees, they recommend purchasing this attachment as it is able to lift the snow higher for blowing into the back end of the trucks. He feels this tool would be essential no matter if the City decides to keep the Skid-Steer or purchase the Toolcat. Affield noted the City already has the blower, this is just an extension. Olson agreed, and said he can see this coming in very handy along Highway 10 and the path on Parke Avenue. A motion to approve the purchase of the Bobcat blower attachment was made by Dave Owings, seconded by Kimberly Savageau. All in favor. Motion Carried.

b. Tabled Item Discussion: Trading S595 T4 Bobcat Skid-Steer for the Product Quotation #HMM-22926-5600 Bobcat Utility Work Machine and a Dirt Bucket Attachment – Mayor Johnson began by saying his opinion concerning this Toolcat is that it is an expensive toy, as it does not extend high enough to reach the bucket of a snow plow in order to dump snow. Owings pointed out that all of the current, existing equipment being used for the Bobcat can also be used by the Toolcat, as all accessories are interchangeable. Henriksen said neither vehicle will be able to reach a plow truck. Owings said he had A. Olson take a photo of the City's red tractor which does extend high enough for the plow truck. Savageau said since the City has gone over on the lease-hours of the Bobcat, is the trade-in value now six thousand dollars (\$6,000) annually? Affield said it is somewhere between five-and-six

thousand (\$5,000-\$6,000). Savageau said then the option to continue what we have been doing would end up costing the City more in the long run? Owings said yes, and the lease hours may end up increasing. He said the Toolcat would be purchased outright and not traded yearly. Savageau asked what the lifespan is of a Toolcat? Owings said he would estimate about six (6) years, depending upon use. He said he understands the plow truck issue, but in his eyes the Toolcat would be utilized all-year round, especially for snow removal, whereas the Skid-Steer was mainly used in the winter. He feels this particular machine would be a better fit for the City, and used for far more duties. Olson said he has done a lot of research on the Toolcat for his personal job, and his opinion is that it is a far better machine for what the City needs than the Skid-Steer. He also noted they will be gaining more sidewalk space to maintain as the City grows, and his experience is that it is difficult to turn and maneuver Skid-Steers on a narrow sidewalk. Owings said where he works it sits on a large campus, and the maintenance department went with a Toolcat over the Skid-Steer. Henriksen agreed the Toolcat will certainly provide far more uses to the City and can be used all year. He also made the point stating a Skid-Steer is not a machine you would drive across town if you had to, whereas the Toolcat you would. Savageau said the Toolcat will be a better City vehicle, rather than a random pickup truck driving in the coulee. She also feels there will be more parks in the future, and this will come in handy for park maintenance. Savageau asked to clarify that in addition to trading in the Skid-Steer there would be escrow funds to help pay for the Toolcat? Affield stated, it is broken down on the last sheet in the agenda packet and the 2021 maintenance escrow amount would be removed from the budget. A motion to approve trading in the S595 Skid-Steer and purchase the 5600 Bobcat Utility Work Machine and dirt bucket attachment was made by Kimberly Savageau, seconded by Joe Olson. All in favor.
Motion Carried.

9. Department Reports/Committee Reports

a. Justin Vogel, Police Chief – Vogel said he was recently contacted by the DGF Student Council about having a homecoming parade on Parke Avenue. He said they are looking at Friday, October 30th as a possible date. Vogel said he would like to accommodate them as much as possible while adhering to COVID-19 guidelines. Owings asked if a motion needs to be made yet? Vogel said the date has not been settled and the student council is still in discussions at this point. Savageau said they have not had to make a motion in the past. Vogel said he just wanted Council updated as much as possible. Affield said she had a resident inquire if trick-or-treating will be allowed this year? Vogel said it is up to individual people to decide if they want to go around the neighborhoods. He will reinforce mask-wearing and social distancing to both parade goers and trick-or-treaters. Schreiber asked if the parade was just going to be in front of the school? Tollefson said the parade would leave the high school parking lot and head north up Parke Avenue towards Highway 10. Vogel said another option would be to head south towards 12th Street, and avoid the railroad tracks. Savageau agreed, and said the first option is a pretty short route and might be hard to maintain proper distance. She said at least Parke Avenue has sidewalks on both sides for people to sit and watch.

Vogel said applications for a part-time officer were open and he has chosen an applicant by the name of Annie Mettert. He is looking forward to training her in, as this will provide some relief to the other two officers.

b. Bob Cuchna, Fire Chief – Not present.

c. Dave Owings, Maintenance/Public Works – Owings said the plow truck sale has now been finalized, and MnDOT will be loading and hauling it to the City for us as part of the deal. He said the State Certification seal and other stickers will need to be removed right away once it arrives. Affield asked to clarify if all of the attachments will be on the truck? Owings said yes. Savageau said she appreciates all of the work Owings has put in over the years to find the City a great deal on a plow truck,

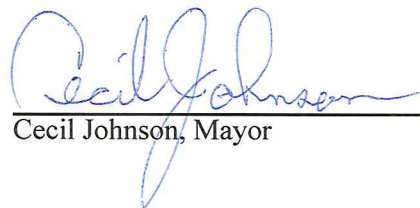
and it will be exciting to see what the City can do with it this winter. Schreiber mention he has seen an increase of vehicle traffic on the walkway between Centennial and Southview neighborhoods. He is wondering if the Maintenance department might have something to deter cars from driving on it? Owings will follow up on this.

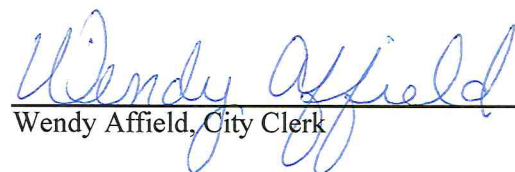
d. Wendy Affield, City Clerk – Affield said with the recent COVID-19 Committee meeting, the video conferencing room was approved for the Fire & Rescue Department. Also, the new improvements to the Council room desk was approved, as well as two (2) new computers for the Police Department squads. Affield said she has not heard back from Moland Township to see if they had received their seven thousand, five hundred seventy-five dollars (\$7,575) from the C.A.R.E.S. Act funding. Their plan is to donate it to Fire & Rescue. Affield said the City has around nine thousand dollars (\$9,000) left of their share of the funds until November 15th. She said the City is still waiting on the new toilets, plumbing and HVAC items from Home Heating & Plumbing, but should arrive within the next couple of weeks. Affield said the park grass in Southview is coming in great, but the grass from 7th Street southbound on Parke Avenue is not very good. The subcontractor will need to repair, reseed portions and spray for the weeds next spring. Schreiber asked if Affield had heard anything from Dakota Fence about the fencing they are installing in the Southview Park? Affield said she had sent an email yesterday which was read, but not responded to. Council discussed the snow fence that will need to be installed in Southview along with the flags attached to the utility boxes.

10. Open Forum - **This is the time for the General Public to address the Council regarding a City Business item that is not on the agenda. Typically, decisions will not be made at this meeting but will be referred to staff for further research. The Open Forum shall not be used to make political statements, political endorsements or for any political campaign purposes.*

11. Miscellaneous Announcements

12. Adjournment – A motion was made by Kimberly Savageau to adjourn at 8:16 a.m., seconded by Dave Owings. All in favor.
Motion Carried.


Cecil Johnson, Mayor


Wendy Affield, City Clerk


Heather Johnson, Administrative Assist.

October 7, 2020 Council Meeting Minutes