



**CITY COUNCIL
MEETING AGENDA
OCTOBER 27, 2025 AT 5:30 PM
HJEMKOMST CENTER AUDITORIUM - 202 1ST AVE N.**

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 by the Moorhead City Code, Minnesota State Statutes, and parliamentary procedure.

1. Call to Order/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

- A. Presentation: Dr. Tim Downs, President, Minnesota State University Moorhead
- B. Proclamation: Hindu Heritage Month

6. Approve Minutes

- A. October 14, 2025 Meeting Minutes

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

8. *Mayor and Council Appointments

9. Public Hearings (5:45 pm)

10. Community Development Department

- A. *Resolution to Approve MnDOT Limited Use Permit (LUP # 1401-0024) for existing Municipal Identification Entrance Sign within Trunk Highway Right-of-Way

11. Economic Development

12. Engineering Department

- A. *Resolution to Approve Grant Agreement and Task Order for the Stormwater Resilience Improvement Project, Phase 1 (Eng. No. 26-05-01)

13. Fire Department

14. Moorhead Public Service

- A. *Resolution to Award Bids for 2026 Electrical Materials
- B. *Resolution to Award Bid for 2025/2026 Tree Trimming
- 15. Parks and Recreation Department
- 16. Police Department
- 17. Public Works
- 18. Administration
 - A. *Resolution to Approve an Addendum to the Cooperative Services Agreement for the Clay County Resource Recovery Center
- 19. Mayor and Council Reports
- 20. City Manager Reports
- 21. Executive Session
- 22. New Business
- 23. Adjourn

Upon request, accommodations for individuals with disabilities, language barriers, or other needs to allow participation in city meetings will be provided. To arrange assistance, call the City Clerk office at 218.299.5166 (voice) or 711 (TDD/TTY). Visit our website at www.moorheadmn.gov

**OFFICIAL PROCLAMATION
CITY OF MOORHEAD, STATE OF MINNESOTA**

WHEREAS: *Hinduism is the third most practiced religion in the world with over 50,000 believers in the State of Minnesota; and*

WHEREAS: *Hindu culture has a rich history, tradition, and values that are the origin of inspiration, guidance, and strength for Hindus; and*

WHEREAS: *Several joyous occasions like Holi, Navaratri, and Diwali facilitates gatherings, celebrations, and worship; and*

WHEREAS: *The Hindu community contributes positively to the economy and prosperity of the City of Moorhead and the greater Red River Valley calling it home, and to the State of Minnesota and The United States of America; and*

WHEREAS: *Hindus proactively participate to enhance the multicultural ethos of the City of Moorhead as a product of their continuing teachings, celebrations, and cuisines; and*

WHEREAS: *It is important to be thankful and appreciative of the positive impacts the Hindu Culture has had on the City of Moorhead; and*

WHEREAS: *The first place of worship outside the home for local Hindus in the Red River Valley is located in the City of Moorhead; and*

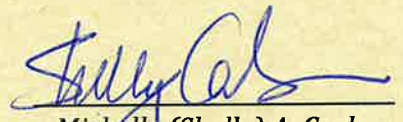
WHEREAS: *The City of Moorhead has an important role to recognize and support Hindu leaders within the community to further enhance the culture.*

NOW, THEREFORE, I, Shelly Carlson, Mayor of the City of Moorhead, do hereby proclaim the month of October 2025 as:

HINDU HERITAGE MONTH IN MOORHEAD

IN WITNESS WHEREOF, I have set my hand and caused the Official Seal of the City of Moorhead to be affixed this 17th Day of October 2025.




Michelle (Shelly) A. Carlson
Mayor of Moorhead



**MINUTES OF THE CITY COUNCIL
HJEMKOMST CENTER AUDITORIUM - 202 1ST AVE N.
October 14, 2025 - 5:30 PM**

1. Call to Order/Roll Call

Roll call of the members was made as follows:

Present (8): Ryan Nelson, Nicole Mattson, Heather Nesemeier, Emily Moore, Deb White, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson

Absent (1): Shelly Carlson

2. Pledge of Allegiance

3. Agenda Amendments

4. Consent Agenda

Motion to Approve made by Heather Nesemeier and seconded by Sebastian McDougall.
For 8: Ryan Nelson, Nicole Mattson, Heather Nesemeier, Emily Moore, Deb White, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson

Against 0: None

Abstain/Recuse 0: None

Motion Passed

5. Recognitions/Presentations

A. MoorHeart Recognition: Amy Riccio

Governmental Affairs Director Lisa Bode presented the MoorHeart award to Amy Riccio for her commitment and work with students and families experiencing homelessness.

B. Promotion & Swearing-In of New Members of the Moorhead Police Department

Police Chief Chris Helmick recognized Lieutenant John Laddie Bata who is promoted to the rank of Captain in the Moorhead Police Department as well as a new Police Officer Caden Barta. Mayor Pro-Tem Chuck Hendrickson conducted a swearing-in.

C. Proclamation: Hispanic Heritage Month

Council member Ryan Nelson read the Hispanic Heritage Month proclamation.

6. Approve Minutes

A. September 22, 2025 Meeting Minutes

Motion to Approve made by Nicole Mattson and seconded by Emily Moore.

For 8: Ryan Nelson, Nicole Mattson, Heather Nesemeier, Emily Moore, Deb White, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson

Against 0: None

Abstain/Recuse 0: None

Motion Passed

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

A Moorhead resident addressed the City Council about mold in an apartment building. Council member Mattson requested follow-up be provided to the City Council.

8. *Mayor and Council Appointments

A. *Resolution for Appointments to Boards and Committees

9. Public Hearings (5:45 pm)

A. Public Hearing to Consider Adoption of Special Assessments for Public Improvements for Various Construction Projects

Motion to Open Public Hearing made by Heather Nesemeier and seconded by Ryan Nelson.

For 8: Ryan Nelson, Nicole Mattson, Heather Nesemeier, Emily Moore, Deb White, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson

Against 0: None

Abstain/Recuse 0: None

Motion Passed

City Engineer Tom Trowbridge presented proposed special assessments for public improvements and construction projects.

Motion to Close Public Hearing made by Heather Nesemeier and seconded by Deb White. For 8: Ryan Nelson, Nicole Mattson, Heather Nesemeier, Emily Moore, Deb White, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson

Against 0: None

Abstain/Recuse 0: None

Motion Passed

B. Resolution for Adoption of Special Assessments for Public Improvements for Various Construction Projects

Motion to Approve made by Heather Nesemeier and seconded by Lisa Borgen.

For 8: Ryan Nelson, Nicole Mattson, Heather Nesemeier, Emily Moore, Deb White, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson

Against 0: None

Abstain/Recuse 0: None

Motion Passed

10. Community Development Department

A. *Second Reading of Ordinance 2025-09: An Ordinance to Amend the Official Zoning Map Rezoning Downtown MU-3 Parcels and to Amend and Reenact Title 10, Chapter 15, Mixed Use, Chapter 18, Use Regulations and Chapter 20, Parking

B. *Resolution to Approve Title & Summary for Ordinance 2025-09

C. *Resolution to Approve Conditional Use Permit for Auto Sales at 1335 Center Ave

D. *Resolution to Approve Conditional Use Permit for Dynamic Display Sign at 3505 8th St S

E. *Resolution to Approve Preliminary and Final Plat for Christiansons First Addition

- F. *Resolution to Approve Grant Agreement with PartnerSHIP 4 Health and Related Budget Adjustment #25-030 for Benches along the River Corridor Trail

11. Economic Development

12. Engineering Department

- A. *Resolution to Waive Municipal Consent for the Trunk Highway / 75 Project SP1406-76 (Eng. No. 27-02-03)
- B. *Resolution to Approve Amendment #1 to Task Order 23-01 with WSB for 2nd Ave N Area Underground Utility & Street Improvements (Eng. No. 23-A2-04)
- C. *Resolution to Approve Quotes for Hauling and Disposal of Contaminated Soil – Moorhead Center Mall Redevelopment Street & Utility Improvements (Eng. No. 24-A6-02)

13. Fire Department

14. Moorhead Public Service

- A. *Resolution to Approve Amendments to Firm Electric Service and Consolidated Facility Arrangement Contracts with WAPA and Revisions to Interconnection and Tie Line(s) Contract with Southwest Power Pool

15. Parks and Recreation Department

- A. *Resolution to Approve Grant Agreement with the Minnesota Historical Society for the Hjemkomst Rope Replacement Project

16. Police Department

17. Public Works

- A. *Resolution to Approve an Agreement with MinnKota Recycling for the Processing and Marketing of Recyclable Materials
- B. *Resolution to Approve Snow Removal Services Vendors List

18. Administration

- A. *Resolution to Approve Lease Agreement with the Lake Agassiz Regional Library

19. Mayor and Council Reports

Council Member Nesemeier thanked all who participated in Indigenous Peoples Day events. Council member Nesemeier recognized Moorhead's new police officers as well as Chief Chris Helmick. Council Member Nesemeier shared information on the Take Back Jack program. She stated the Historical and Cultural Society of Clay County offers free admission to the museum at the Hjemkomst Center on Tuesdays

and upcoming events in Moorhead include the Pumpkin Pick-Up Party, Farmers Market, and Global Market.

Council Member White thanked Mr. Solis and Ms. Anderson for inviting her to speak with their grade 3 students about serving in public office. Council Member White thanked the Human Rights Commission, Indigenous Association, Representative Heather Keeler, and everyone who helped with Indigenous Peoples Day. Council member White attended a ribbon cutting for the Dilworth Fire Station. She added a Conversation with Council Members event is scheduled at the Moorhead Career Academy on October 15 at 6:30 p.m.

Council Member Hendrickson participated in the 200 years of Norwegian immigration event at the Sons of Norway.

20. City Manager Reports

City Manager Mahli stated Clay County Public Health received a one-time settlement payment from the Minnesota Pollution Control Agency to benefit health and wellbeing in Moorhead. A series of public engagement events are being hosted in November. For more information people should check the website claycountymn.gov.

21. Executive Session

22. New Business

23. Adjourn

Meeting adjourned at 06:07 PM.

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

October 27, 2025

SUBJECT:

Resolution to Approve MnDOT Limited Use Permit (LUP # 1401-0024) for existing Municipal Identification Entrance Sign within Trunk Highway Right-of-Way

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to approve a Limited Use Permit for an existing Municipal Identification Entrance Sign within the Trunk Highway 10 right-of-way.

BACKGROUND/KEY POINTS:

There is an existing City of Moorhead entrance sign at Trunk Highway 10 and 34th Street. The current Limited Use Permit is expiring, the City requested continued use of the right-of-way, and MnDOT is agreeable with the Limited Use Permit.

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
Kristie Leshovsky, Community Development Director
Paul Fiechtner, Public Works Director

Attachments: Draft Resolution

RESOLUTION

Resolution to Approve MnDOT Limited Use Permit (LUP # 1401-0024) for existing Municipal Identification Entrance Sign within Trunk Highway Right-of-Way

WHEREAS, the City of Moorhead has an existing entrance sign along Truck Highway No. 10 near 34th Street; and

WHEREAS, the City of Moorhead wishes to enter into Limited Use Permit No. 1401-0024 with the State of Minnesota, Department of Transportation for the following purposes: to provide for maintenance and use by the City of Moorhead upon, along and adjacent to Trunk Highway No. 10 and the limits of which are defined in said Limited Use Permit.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the Mayor and City Manager are authorized and directed to execute Limited Use Permit 1401-0024 and its amendments to provide for maintenance and use by the City of Moorhead upon, along and adjacent to Trunk Highway No. 10 and the limits of which are defined in said Limited Use Permit.

PASSED: October 27, 2025 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

October 27, 2025

SUBJECT:

Resolution to Approve Grant Agreement and Task Order for the Stormwater Resilience Improvement Project, Phase 1 (Eng. No. 26-05-01)

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to approve a grant agreement with the State of Minnesota through the Minnesota Pollution Control Agency (MPCA) and a Task Order with Houston Engineering Inc. (HEI) for the Stormwater Resilience Improvement Project.

BACKGROUND/KEY POINTS:

In 2022, the City received a grant from the MPCA to evaluate climate resilience strategies to reduce risk to private and public structures, critical infrastructure, sanitary and storm sewer systems, transportation systems and community spaces. Under this grant, a previously developed model of the City's storm sewer system was used to conduct a risk assessment, identify vulnerable locations, and potential improvements within the study area. The full resilience study report is located on the City's website at [City of Moorhead : Moorhead Climate Change Resilience Study](#)

In 2024, the MPCA solicited applications for grant funding to support the implementation of construction projects identified in resilience studies. The City Council authorized an application to construct phase 1 of a multiple phase project. Phase 1 (see the attached map) consists of upgrading various existing storm sewers that are currently undersized (including associated street reconstruction) and constructing a dry retention pond. Dry retention ponds temporarily retain stormwater in response to rain events (i.e. there is no permanent water pool).

In May 2025, the City received notice of a grant award of \$5,000,000. This is the maximum award under this competitive solicitation. The grant funding is anticipated to cover the full cost of construction. A local match of at least 10% is required for the grant. This match will be provided in design and construction administration services.

The City will partner with Minnesota State University Moorhead (MSUM) to construct the pond on an existing parking lot. Staff will coordinate with MSUM to investigate educational and aesthetic opportunities compatible with pond operations. An agreement with MSUM to utilize the parking lot will be placed on a future City Council agenda.

HEI has extensive technical expertise related to stormwater systems, provided assistance in developing the climate resilience study, and provided assistance in the development of the implementation grant application. Staff requested that HEI provide a proposed scope of work to complete design and construction administration for the project.

FINANCIAL CONSIDERATIONS:

The total estimated cost for the project is \$7,250,000 and includes construction (proposed grant for \$5,000,000), design and construction administration services (proposed HEI task order for \$724,500), geotechnical services, other miscellaneous expenses, and the cost of acquiring property rights from MSUM for access to the parking lot site. The project, including proposed funding sources, is identified in the 2026-2030 City Capital Improvement Plan. The City's local



City Council Communication

October 27, 2025

match and other local costs will be funded through the Stormwater Utility. There will be no special assessments for this project.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager

Robert A. Zimmerman, Engineering Director

Andrea J. Crabtree Naves, Utilities Engineer

Attachments: Project Area Map

ANTICIPATED PROJECT FUNDING MAP

EXHIBIT C

FEDERAL PROTECT GRANT APPLICATION

MPCA STORMWATER RESILIENCE IMPLEMENTATION GRANT APPLICATION

Legend

- Proposed MPCA Grant Storm Sewer
- Future Storm Sewer
- Existing Storm Sewer
- Proposed MPCA Grant Pond
- Future Rain Garden
- Future Underground Retention
- Inundation With Proposed Improvements
- Inundation Without Proposed Improvements
- Project Study Area

South Improvement Area Moorhead Climate Resiliency Study 10-Year, 24-Hr Inundation Comparison

Scale: 1 inch = 325 feet	Drawn by: JPE	Checked by: MPL	Project No: 6019-0138	Date: 10/15/2025	Sheet: 1 of 1
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HOUSTON
engineering, inc.

RESOLUTION

Resolution to Approve Grant Agreement and Task Order for the Stormwater Resilience Improvement Project, Phase 1 (Eng. No. 26-05-01)

WHEREAS, the City of Moorhead will enter into a FY25 stormwater implementation grant with the State of Minnesota through the Minnesota Pollution Control Agency for the construction of the Stormwater Resilience Improvement Project, Phase 1; and

WHEREAS, the project includes upgrading various undersized storm sewers and the construction of a dry retention pond; and

WHEREAS, under the grant agreement, the State will provide \$5,000,000.00 for construction of the project; and

WHEREAS, the City will provide a local match of at least 10% in design and construction administration services; and

WHEREAS, Houston Engineering Inc has prepared a proposed scope of work for a task order under the Master Services Agreement to provide design and construction administration services at an estimated cost of \$724,500.

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

1. The Mayor and City Manager are authorized to execute the grant agreement with the State of Minnesota and any amendments to the grant agreement necessary to complete the project.
2. The City Manager is authorized to execute a task order, and any amendments that may be necessary, to Houston Engineering Inc for design and construction administration services.

PASSED: October 27, 2025 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

October 27, 2025

SUBJECT:

Resolution to Award Bids for 2026 Electrical Materials

RECOMMENDATION:

The Moorhead Public Service Commission respectfully requests the Mayor and City Council award the bids for 2026 electrical materials to the lowest, qualified bidders meeting the specifications, as shown on the attached bid tabulation sheet.

BACKGROUND/KEY POINTS:

Moorhead Public Service (MPS) received bids from five suppliers at the bid opening on October 8, 2025. One bid was returned unopened as it was received after the bid opening. All of the bids that MPS received were on time and met the requirements of the specifications. The delivery times for wire and transformers varied among manufacturers; however, all delivery times were reasonable.

The prices for certain materials are showing some signs of stability. Transformer manufacturing continues to suffer from supply chain issues and market volatility; however, bid pricing came in below staff's estimated prices for the first time in years. The recommended list of materials to be awarded has been revised based on the factors of need, pricing, and lead times. Materials that are not being awarded are shown in strikethrough in the table below. The overall pricing for 2026 electrical materials is \$544,214.90, which is 39 percent lower than the estimated amount of \$887,900.00.

MATERIAL DESCRIPTION	QTY.	ESTIMATED COST	LOW BIDDER RESULT
1/0 Primary 15 kV Primary (20 reels)	54,000'	\$194,400.00	\$173,880.00
250 MCM Triplex Secondary (15 reels)	15,000'	\$70,500.00	\$37,200.00
4/0 AWG Triplex Secondary (15 reels)	15,000'	\$49,500.00	\$27,024.90
Transformer — Padmount Single-Phase — 50 KVA	25	\$150,000.00	\$119,375.00
Transformer — Padmount Three-Phase 277/480 — 750 KVA	1	\$60,000.00	\$35,470.00
Transformer — Padmount Three-Phase 277/480 — 1,000 KVA	1	\$70,000.00	\$38,500.00
Transformer — Padmount Three-Phase 277/480 — 1,500 KVA	2	\$300,000.00	\$87,690.00
600 Amp Padmount Switch — 2x2	5	\$102,500.00	\$103,350.00
600 Amp Padmount Switch — 3x1	2	\$41,000.00	\$41,100.00
TOTAL		\$887,900.00	\$544,214.90

The cable prices are subject to metals escalation/de-escalation. As a result, the actual price that will be paid for the cable may vary based on pricing of the metals at the time of manufacture.

Attached is the transformer bid evaluation sheet that MPS staff uses to evaluate the total life-cycle owning cost. The low bid is the sum of the initial bid price, plus the expected cost of buying power to supply the internal losses of the transformers. This results in a more efficient transformer and keeps MPS' distribution system losses low. Bid Item #4 (50 kVA, Single-Phase Padmount Transformer)



City Council Communication

October 27, 2025

was not awarded, as staff sought clarification on potential market volatility and anticipated lead times for potential future needs.

These materials become part of the capital projects for replacements, transformers, extensions, and upgrades of MPS' distribution system. MPS has done its best to weather the supply chain issues over the past few years, and the outlook is promising that the issues will subside over the next few years and pricing will continue to stabilize.

Some of the known major projects for 2026 are:

- Southside Fire Station Overhead-to-Underground Conversion
- Sharps 1st Addition Overhead-to-Underground Conversion
- Woodlawn Lift Station Conversion
- Partridge Creek Subdivision
- Prairie Parkway 2 Subdivision

FINANCIAL CONSIDERATIONS:

Although there is no cost to the City of Moorhead (directly), the total cost to the Moorhead Public Service Commission for 2026 Electrical Materials is \$544,214.90.

Voting Requirements: Majority of Quorum

Submitted By:

Dan Mahli, City Manager
Travis L. Schmidt, General Manager
Adam Benhardt, Construction Manager

Attachments: Bid Tabulation Sheet
Transformer Bid Evaluation Sheet



**Bid Tabulation Sheet
for
2026 Electrical Materials**

October 8, 2025, at 3:00 pm

		54,000'	15,000	15,000	25	1	1
BIDDER	BID BOND OR CASHIER'S CHECK	BID ITEM #1: 1/0 AWG, 15 kv Dist. Cable, 220 mil Insulation (20 reels) Price/Foot	BID ITEM #2: 250-3/0-250AWG, 600 Volt Underground Service Cable (Pratt) Price/Foot	BID ITEM #3: 4/0-2/0-4/0AWG, 600 Volt Underground Service Cable (Sweetbriar) Price/Foot	BID ITEM #4:* 50 kVA, Single- Phase Padmount Transformer, 12.47/7.2 Volt Primary, 240/120- Volt Secondary Price Each	BID ITEM #5: 750 kVA, Three- Phase Padmount Transformer, 12.47/7.2 Volt Primary, 480Y/277 Volt Secondary Price Each	BID ITEM #6: 1000 kVA, Three- Phase Padmount Transformer, 12.47/7.2 Volt Primary, 480Y/277 Volt Secondary Price Each
Border States Industries, Inc.	B.B.	\$ 175,675.50	\$ 39,547.80	\$ 30,043.80	\$ 86,040.50	\$ 36,585.99	\$ 41,263.80
Border States Industries, Inc. (Alternate)		\$ -	\$ -	\$ 28,526.40	\$ -----	\$ -	\$ -
Graybar Electric Company, Inc.	B.B.	\$ 210,060.00	\$ 39,473.70	\$ 31,421.10	\$ 150,194.50	\$ 36,733.07	\$ 42,597.95
JT Services of Minnesota	Check	\$ -	\$ -	\$ -	\$ -----	\$ -	\$ -
RESCO	B.B.	\$ 188,437.32	\$ 41,220.90	\$ 27,024.90	\$ 119,375.00	\$ 35,470.00	\$ 38,500.00
Stuart C. Irby Company	B.B.	\$ 173,880.00	\$ 37,200.00	\$ 27,900.00	\$ -----	\$ -	\$ -

*Bid Item #4 was not awarded, as staff sought clarification on market volatility and lead times for future needs.



**Bid Tabulation Sheet
for
2026 Electrical Materials
October 8, 2025, at 3:00 pm**

	2	5	2
<u>BIDDER</u>	BID ITEM #7: 1500 kVA, Three-Phase Padmount Transformer, 12.47/7.2 Volt Primary, 480Y/277 Volt Secondary Price Each	BID ITEM #8: Two-Way 600 Amp Padmount Switches with Two Fusible Load Taps (include fuse-end fittings) Price Each	BID ITEM #9: Three-Way 600 Amp Padmount Switches with One Fusible Load Tap (include fuse-end fittings) Price Each
Border States Industries, Inc.	\$ 114,854.22	\$ 124,467.30	\$ 50,750.26
Border States Industries, Inc. (Alternate)	\$ -	\$ -	\$ -
Graybar Electric Company, Inc.	\$ 160,780.88	\$ -	\$ -
JT Services of Minnesota	\$ -	\$ 128,425.00	\$ 49,040.00
RESCO	\$ 87,690.00	\$ 128,625.00	\$ 49,560.00
Stuart C. Irby Company	\$ -	\$ 103,350.00	\$ 41,100.00

**Moorhead Public Service
Transformer Bid Evaluation
October 8, 2025**

NO LOAD LOSS COST/KW = \$7,600.00		Item #4 50 KVA Pad	Item #5 750 KVA Pad	Item #6 1000 KVA Pad
LOAD LOSS COST/KW = \$5,750.00		1 Phase	3 Phase	3 Phase
		12,470/7,200	12,470/7,200	12,470/7,200
		240/120	480Y/277	480Y/277
<u>Vendor</u>	<u>Manufacturer</u>	<u>25</u>	<u>1</u>	<u>1</u>
BSE	Eaton Cooper	\$3,441.62	\$36,585.99	\$41,263.80
RESCO	ERMCO	\$4,775.00	\$35,470.00	\$38,500.00
Stuart Irby				
Wesco				
WEG Transformer				
NO LOAD LOSS SHEET				
BSE	Eaton Cooper	125	1,138	1,371
RESCO	ERMCO	51	1,095	1,522
Stuart Irby				
Wesco				
WEG Transformer				
LOAD LOSS SHEET				
BSE	Eaton Cooper	501	5,468	6,720
RESCO	ERMCO	324	4,157	5,524
Stuart Irby				
Wesco				
WEG Transformer				
LOSS ADJUSTED BIDS				
BSE	Eaton Cooper	\$7,272.37	\$76,675.79	\$90,323.40
RESCO	ERMCO	\$7,025.60	\$67,694.75	\$81,830.20
Stuart Irby				
Wesco		\$0.00		
WEG Transformer				
LOWEST LIFE CYCLE COST Per Unit		\$0.00	\$67,694.75	\$81,830.20
\$160,010.50 Total Initial Cost		\$86,040.50	\$35,470.00	\$38,500.00
LEAD TIME		14-16 Weeks	14-16 Weeks	14-16 Weeks

*Power Partners is not an approved Manufacturer

NO LOAD LOSS COST/KW = \$7,600.00 LOAD LOSS COST/KW = \$5,750.00		Item #7 1500 KVA Pad 3 Phase 12,470/7,200 480Y/277		
<u>Vendor</u>	<u>Manufacturer</u>	2		
BSE	Eaton	\$57,427.11		
RESCO	ERMCO	\$43,845.00		
Stuart Irby	Howard (Silicon)			
Wesco				
WEG Transformer				
** NO LOAD LOSS SHEET **				
BSE	Eaton	1,981		
RESCO	ERMCO	1,866		
Stuart Irby	Howard (Silicon)			
Wesco				
WEG Transformer				
*** LOAD LOSS SHEET ***				
BSE	Eaton	9,346		
DSG	WEG			
RESCO	ERMCO	10,140		
Stuart Irby	Howard (Silicon)			
Wesco				
WEG Transformer				
** LOSS ADJUSTED BIDS **				
BSE	Eaton	\$126,222.21		
DSG	WEG			
RESCO	ERMCO	\$116,331.60		
Stuart Irby	Howard (Silicon)			
Wesco				
WEG Transformer				
LOWEST LIFE CYCLE COST Per Unit		\$116,331.60		
\$87,690.00 Total Initial Cost		\$87,690.00		
** LEAD TIME **		14-16 Weeks		

*Power Partners is not an approved Manufacturer

RESOLUTION

Resolution to Approve Award Bids for 2026 Electrical Materials

WHEREAS, on October 8, 2025, bids were opened for 2026 Electrical Materials; and,

WHEREAS, Moorhead Public Service staff has evaluated the bids and submitted a Bid Tabulation Sheet with their recommendation.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead to award the bids for 2026 Electrical Materials to the lowest, qualified bidders meeting the specifications, as shown on the attached Bid Tabulation Sheet, as awarded by the Moorhead Public Service Commission on October 21, 2025.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the City Council of the City of Moorhead, Minnesota, that the City Council does hereby authorize and direct the Mayor and City Manager to execute the contracts for 2026 Electrical Materials.

PASSED: October 27, 2025, by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

October 27, 2025

SUBJECT:

Resolution to Award Bid for 2025/2026 Tree Trimming

RECOMMENDATION:

The Moorhead Public Service Commission respectfully requests the Mayor and City Council award the bid for 2025/2026 Tree Trimming to Carr's Tree Service, Inc., in the amount of \$269,300.

BACKGROUND/KEY POINTS:

Moorhead Public Service (MPS) staff sent out seven bid notification letters for tree trimming on the north side of Moorhead and posted the specifications on QuestCDN. At the bid opening on October 8, 2025, MPS staff received two bids (see attached bid tabulation sheet). The lowest, qualified bidder was Carr's Tree Service, Inc. (Carr's), in the amount of \$269,300, and Carr's successfully passed the Contractor Safety Pre-Qualification Checklist.

One-half of the tree trimming is expected to occur in 2025, with the remainder of the tree trimming scheduled for 2026. The tree trimming work is to be completed by the end of March 2026. The 2025 Electric Division's operations budget includes approximately \$136,850 for tree trimming. The remainder of the cost will be budgeted for in the 2026 Electric Division's operations budget. The last time the north side of Moorhead was trimmed was during the winter of 2023/2024 in the amount of \$250,000. The cost increase from the last time the north side was trimmed is due to an increase in labor, equipment, and fuel costs.

MPS staff recommends awarding Bid Item #1 and Alternate Bid Item #1 to Carr's in the amount of \$269,300. MPS has had a satisfactory working relationship with Carr's since 1998. We anticipate a continued good working relationship with Carr's. The tree trimming is necessary for the continued reliability of electric service and for public safety. There is less damage to the trees when they are trimmed on a two-year cycle, compared to a three-or four-year cycle, as some utilities use.

YEAR	NORTH SIDE	SOUTH SIDE
Winter 2015-2016	\$126,571.53	
Winter 2016-2017		\$129,286.25
Winter 2017-2018	\$144,800.00	
Winter 2018-2019		\$133,895.00
Winter 2019-2020	\$193,775.00	
Winter 2020-2021		\$169,895.00
Winter 2021-2022	\$249,900.00	
Winter 2022-2023		\$229,900.00
Winter 2023-2024	\$250,000.00	
Winter 2024-2025		\$263,895.00
Winter 2025-2026	\$269,300.00	

FINANCIAL CONSIDERATIONS:

Although there is no cost to the City of Moorhead (directly), the total cost to the Moorhead Public Service Commission for 2025/2026 Tree Trimming is \$269,300.



City Council Communication

October 27, 2025

Voting Requirements: Majority of Quorum

Submitted By:

Dan Mahli, City Manager

Travis L. Schmidt, General Manager

Adam Benhardt, Construction Manager

Attachments: Bid Tabulation Sheet



**Bid Tabulation Sheet
for
Tree Trimming
2025/2026**

October 8, 2025, at 2:00 PM

BIDDER NAME	BID BOND OR CC	<u>BID ITEM #1:</u> TREE TRIMMING TOTAL PRICE	<u>ALTERNATE ITEM #1:</u> REMOVE 9 TREES TOTAL PRICE	TOTAL BID PRICE
Carr's Tree Service, Inc.	10%	\$264,900	\$4,400	\$269,300
New Age Tree Service of MN	CC	\$521,490	\$6,200	\$527,690

RESOLUTION

Resolution to Approve Award Bid for 2025/2026 Tree Trimming

WHEREAS, on October 8, 2025, bids were opened for 2025/2026 Tree Trimming; and,

WHEREAS, Moorhead Public Service staff evaluated the bid and submitted a Bid Tabulation Sheet with their recommendation; and,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead to award the bid for 2025/2026 Tree Trimming to Carr's Tree Service, Inc., in the amount of \$269,300, as awarded by the Moorhead Public Service Commission on October 21, 2025.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the City Council of the City of Moorhead, Minnesota, that the City Council does hereby authorize and direct the Mayor and City Manager to execute the contract for 2025/2026 Tree Trimming.

PASSED: October 27, 2025 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

October 27, 2025

SUBJECT:

Resolution to Approve an Addendum to the Cooperative Services Agreement for the Clay County Resource Recovery Center.

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution approving an Addendum to the Cooperative Services Agreement for the Clay County Resource Recovery Center.

BACKGROUND/KEY POINTS:

This Addendum extends the current agreement with Clay County at the Resource Recovery Center for a 3-year term. The Addendum also contains minor changes to the language related to responsibilities for custodial services and scale house staffing to clarify those responsibilities.

FINANCIAL CONSIDERATIONS:

No changes from the existing agreement.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager

Mike Rietz, Assistant City Manager

Attachments:

RESOLUTION

Resolution to Approve an Addendum to the Cooperative Services Agreement for the Clay County Resource Recovery Center

WHEREAS, the City Council of the City of Moorhead and Clay County have agreed upon terms for an addendum extending the term of the current Cooperative Services Agreement for the Clay County Resource Recovery Center for 3-years expiring December 31, 2028; and

WHEREAS, the addendum also contains minor changes to the language related to responsibilities for custodial services and scale house staffing to clarify responsibilities; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota, the Mayor and City Manager are authorized to sign the addendum.

PASSED: October 27, 2025 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk