



The West Fargo City Commission met on Monday, July 18, 2016, at 5:30 P.M. Those present were Rich Mattern, Mark Simmons, Mike Thorstad, Duane Hanson and Mark Wentz. The meeting was called to order by Rich Mattern, President of the Board.

The Pledge of Allegiance was recited.

Commissioner Mattern advised that the following are to be added to the Consent Agenda: Gaming Site Authorization for Red River Regional Marksmanship Center at the Red River Regional Marksmanship Center at 640 16<sup>th</sup> St NE, West Fargo, ND, and Background check for change of ownership at Bordertown Bar and Grill. Commissioner Wentz moved and Commissioner Thorstad seconded to approve the Order of Agenda with the additions to the Consent Agenda. No opposition. Motion carried.

Commissioner Hanson moved and Commissioner Wentz seconded to approve the Minutes of July 6, 2016. No opposition. Motion carried.

There were no Building Permits for review.

There were no Commissioner Committee Reports.

The Auditor's Reports for June 2016 were received by the Commission.

There were no Department Reports.

Commissioner Wentz moved and Commissioner Hanson seconded to approve the following items on the Consent Agenda:

Bills

Purchase of roll off style truck with brine system and box

Street Improvement District No. 2243 (9<sup>th</sup> St E & 13<sup>th</sup> Ave E Intersection (2017 T.I.P.)): Create Assessment District and authorize Engineer to prepare Engineer's Report

Street Improvement Project No. 2242 (Emergency Vehicle Preemption (2016 T.I.P.)): Approve Plans and Specifications and authorize NDDOT to Advertise for Bids

Sewer, Water, Storm and Street Improvement District No. 1293 (The Wilds 8<sup>th</sup> Addition): Approve Engineer's Report and authorize preparation of Plans and Specifications

Resolution Amending Ordinance No. 1053

Gaming Site Authorization for Red River Regional Marksmanship Center at Red River Regional Marksmanship Center, 640 16<sup>th</sup> Street NE, West Fargo, ND

Background check for new ownership at Bordertown Bar & Grill

No opposition. Motion carried.

Jerry Weippert of 1820 6<sup>th</sup> Street West, West Fargo, ND appeared before the Commission regarding the Fireworks Ordinance and asked that the City Commission ban fireworks in the City. Police Chief Michael Reitan also appeared before the Commission. There was no action taken. Commissioner Thorstad provided correspondence he had received regarding fireworks.

City Auditor Tina Fisk appeared before the Commission on the Retail On and Off Liquor and Beer License at 635 32<sup>nd</sup> Avenue East for Brickhouse Tavern, LLC, reviewed the background check from the West Fargo Police Department and recommended approval of the license for Brickhouse Tavern, LLC. A public hearing was held. There was no public comment and the hearing was closed. Commissioner Wentz moved and Commissioner Hanson seconded to approve the Retail On and Off Liquor and Beer License at 635 32<sup>nd</sup> Avenue East for Brickhouse Tavern, LLC. No opposition. Motion carried.

Director of Economic Development and Community Services Matt Marshall appeared before the Commission on the P3 Agreement for Phase 2 of the Sheyenne Street Redevelopment Project and advised that the Economic Development Advisory Committee recommended approval of the P3 Agreement for Phase 2. A public hearing was held. There was no public comment and the hearing was closed. Commissioner Hanson moved and Commissioner Simmons seconded to approve the P3 Agreement for Phase 2 of the Sheyenne Street Redevelopment Project. No opposition. Motion carried.

Planning and Community Development Director Larry Weil appeared before the Commission on the Zoning Ordinance Amendment to 4-452 Off-Street Parking and Loading Regulations. Commissioner Thorstad moved and Commissioner Wentz seconded to place the Zoning Ordinance Amendment on Second Reading. No opposition. Motion carried.

Senior Planner Tim Solberg appeared before the Commission on a request from Lance Peltier for a Conditional Use Permit for oversized accessory building at 314 31<sup>st</sup> Avenue NW, West Fargo, ND and advised that the Planning & Zoning Commission recommended approval subject to the conditions listed in the Staff Report. After discussion, Commissioner Wentz moved and Commissioner Hanson seconded to approve the Conditional Use Permit subject to the conditions listed in the Staff Report. No opposition. Motion carried.

Planning and Community Development Director Larry Weil appeared before the Commission on the request from Sky Digital/Ness Auto Sales for a Conditional Use Permit to allow for an off-premise digital sign at 2248 Main Avenue East, West Fargo, ND and advised that the Planning & Zoning Commission recommended approval subject to the five conditions listed in the Staff Report. Mark Fossaa, representing Sky Digital, appeared before the Commission. After discussion, Commissioner Hanson moved and Commissioner Wentz seconded to approve the Conditional Use Permit subject to the conditions listed in the Staff Report. Commissioners Mattern, Simmons, Hanson and Wentz voting aye. Commissioner Thorstad abstained from voting. Motion carried.

City Engineer Dustin Scott appeared before the Commission on Street Improvement District No. 2240 (8<sup>th</sup> Avenue NW & 26<sup>th</sup> Street NW – Paving). Commissioner Wentz moved and Commissioner Thorstad seconded to award the contract for Street Improvement District No. 2240 to Paras Contracting, Inc. for their bid amount of \$3,103,659.80 as recommended by the City Engineer. No opposition. Motion carried.

City Engineer Dustin Scott appeared before the Commission on a building permit comment letter from the Engineering Department for the proposed Burger King site along Veterans Boulevard & 26<sup>th</sup> Avenue East requesting a building permit prior to the utilities and common driveway being installed. After discussion, Commissioner Hanson moved and Commissioner Wentz seconded to authorize a building permit upon other Staff review and with the contingency that city utilities and the private driveway within the access/utility easement are installed (per city requirements) prior to a Certificate of Occupancy being issued by the City Building Administration. No opposition. Motion carried.

City Engineer Dustin Scott appeared before the Commission on the city's existing Salt Storage Building which is scheduled to be demolished to make room for the new water tower and advised that Public Works is proposing a fabric membrane structure as a replacement facility to be located near their headquarters at 810 12<sup>th</sup> Avenue NW, West Fargo, ND. Public Works Director Chris Brungardt and Planning and Community Development Director Larry Weil also appeared before the Commission. After discussion, Commissioner Simmons moved and Commissioner Hanson seconded to authorize Staff to Advertise a Request for Qualifications for design and construction services of a Fabric Membrane Salt Storage Facility. No opposition. Motion carried.

Commissioner Mattern advised that Staff has interviewed with four different companies to update the Comprehensive Plan.

Commissioner Mattern also advised that the City is considering hiring a Social Media Person and this will be in the 2017 budget, and recommended starting a Job Description and advertisement.

City Administrator Tina Fisk gave the following report:

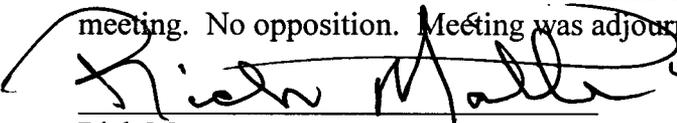
The Commission Room is live with new cable TV channel (new software)

New Form added to Building Permits (Weed Management Plan)

Public Works Director Chris Brungardt and City Auditor Tina Fisk will be in Bismarck on Thursday, July 21<sup>st</sup> to meet with the Transportation Committee to discuss funding

There was no correspondence.

Commissioner Wentz moved and Commissioner Hanson seconded to adjourn the meeting. No opposition. Meeting was adjourned.

  
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Rich Mattern  
President of the Board

  
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Tina Fisk  
City Auditor