



West Fargo City Commission Meeting
Monday August 29, 2016
Commission Chambers 5:30 PM

The West Fargo City Commission met on Monday August 29, 2016, at 5:30 pm. Those present were Rich Mattern, Duane Hanson, Mark Simmons, Mark Wentz and Mike Thorstad. President of the Board Rich Mattern called the meeting to order.

The Pledge of Allegiance was recited.

Commissioner Mattern advised that a proposed Resolution Directing Assessments to be Levied for Sewer, Water, Storm and Street Improvement District Nos. 1276, 1284, 1288, 1291, 2233, 4055, and 4056 has been added to the Consent Agenda. Commissioner Wentz moved and Commissioner Hanson seconded to approve the Order of Agenda, with the added Resolution to the Consent Agenda. No opposition. Motion carried.

Commissioner Simmons moved and Commissioner Hanson seconded to approve the minutes of August 15, 2016, and the Budget Meeting Minutes of August 15, 2016. No opposition. Motion carried.

The Commission reviewed Building Permits #682-706 and the Building Activity Report dated August 29, 2016.

Commissioner Hanson moved and Commissioner Thorstad seconded to approve the following items from the Consent Agenda:

- Bills
- Payroll Checklist
- Games of Chance for West Fargo Educational Foundation. Games Conducted: Raffle on 9/1/16 to 12/31/16, at Leidel Education Center, 207 Main Avenue W.
- Games of Chance for Ayr Rifle Sportsman's Club. Games Conducted: Raffle on 9/15/16, at Red River Regional Marksmanship Club, 640 16th Street NE.
- Proposed Resolution Directing Assessments to be Levied for Sewer, Water, Storm and Street Improvement District Nos. 1276, 1284, 1288, 1291, 2233, 4055, and 4056.

No opposition. Motion carried.

Lee Dobrinz with JLG Architects appeared before the Commission to give a presentation regarding the West Fargo Hockey Arena, and to address concerns regarding the building design; mainly the west side design. After the presentation and discussion, a motion was not made. This was a presentation for feedback, and the public hearing and motion will take place at the next Commission Meeting.

Finance Director Aaron Mitchell appeared before the Commission for approval of the 2015 Year-End Financial Statements as prepared by the ND State Auditor. After review and discussion, Commissioner Hanson moved and Commissioner Wentz seconded to approve the 2015 Year-End Financial Statements as prepared by the ND State Auditor. No opposition. Motion carried.

City Administrator Tina Fisk and Human Resources Administrator Jenna Wilm appeared before the Commission to seek approval of the posting and hiring of a Communications Specialist position. The position will be a grade 48, with a salary range of approximately \$49,000-\$75,000. After discussion, Commissioner Simmons moved and Commissioner Hanson seconded to approve the posting and hiring of a Communications Specialist position. No opposition. Motion carried.

City Administrator Tina Fisk appeared before the Commission for the approval of the 2017 Preliminary Budget. Commissioner Mattern expressed his thanks to the City Administrator Tina Fisk, staff and department heads for their work on the 2017 Budget. A discussion was held in regards to HSA contributions for 2017, and it was decided that contribution scenarios will be created and brought back to the Commission for review and approval. The 2017 Preliminary Budget reflects a decrease of 9.92 mills. Commissioner Simmons moved and Commissioner Hanson seconded to approve the 2017 Preliminary Budget for \$60,719,961 and to set the Public Hearing for October 3, 2016, at 5:30 pm. No opposition. Motion carried.

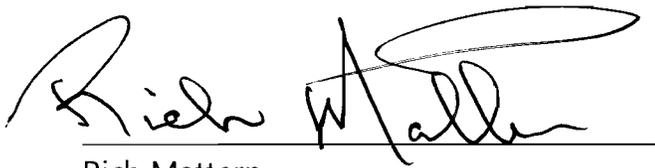
Public Works Director Chris Brungardt appeared before the Commission to seek approval of a Memorandum of Agreement from the NDDOT for Sheyenne Street. The approval authorizes the funding portion of the project only. The design portion will be coming in the spring. After discussion, Commissioner Thorstad moved and Commissioner Wentz seconded to approve the Memorandum of Agreement from the NDDOT for Sheyenne Street. No opposition. Motion carried.

City Engineer Dustin Scott appeared before the Commission to seek approval to award the contract for Sewer, Water, Storm and Street Improvement District No 1293, the Wilds 8th Addition to Dakota Underground Company, Inc. contingent of final plat approval. The bid is \$1,548,900.55. After discussion, Commissioner Hanson moved and Commissioner Wentz seconded to approve the contract award to Dakota Underground Company, Inc. contingent of final plat approval.

City Administrator Tina Fisk appeared before the Commission to invite the Commission to an awards ceremony for the police officers involved in the hotel incident. The ceremony will take place on September 6, 2016, at 6:00 pm.

There was no correspondence.

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

A handwritten signature in black ink, appearing to read "Rich Mattern", written over a horizontal line.

Rich Mattern
President of the Board

A handwritten signature in black ink, appearing to read "Tina Fisk", written over a horizontal line.

Tina Fisk
City Auditor