



West Fargo City Commission Meeting
Monday August 1, 2016
Commission Chambers 5:30 PM

The West Fargo City Commission met on Monday, August 1, 2016 at 5:30 pm. Those present were Rich Mattern, Duane Hanson, Mark Simmons, Mark Wentz and Mike Thorstad. Rich Mattern, the President of the Board, called the meeting to order.

The Pledge of Allegiance was recited.

Commissioner Mattern advised that an additional Games of Chance Application for the Yvonne Ohnstad Benefit, to be held on August 27, 2016, at the VFW in West Fargo is to be added to the Consent Agenda. Commissioner Hanson moved and Commissioner Wentz seconded to approve the Order of Agenda, with the added application. No opposition. Motion carried.

Commissioner Thorstad moved and Commissioner Simmons seconded to approve the Minutes of July 18, 2016, and the Budget Meeting Minutes of July 18, 2016. No opposition. Motion carried.

The Commission reviewed Building Permits #536-649, the Building Department Activity Reports dated July 18, 2016 & August 1, 2016, and the Building Department Monthly Comparison Report for July 2015/July 2016.

There were no Commission Committee Reports.

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

- Bills
- Games of Chance for Haley's Hope, Inc. Games Conducted: Raffle and Sports Pool on 7/28/16, at Holy Cross Catholic Church, 1150 Prairie Parkway.
- Games of Chance for Stomp. Games Conducted: Raffle and Calendar Raffle on 5/1/16 to 4/30/17, at Sheyenne High School, 800 40th Avenue E.
- Games of Chance for West Fargo Sheyenne Mustang Boosters. Games Conducted: Raffle on 9/1/16 to 8/31/17, at Sheyenne High School 800 40th Avenue E.
- Gaming Site Authorization: West Fargo Hockey Association at Brewtus' Brickhouse, 635 32nd Ave E, Suite 104.
- Gaming Site Authorization: Mule Deer Foundation at Cambria Hotels, 825 E Beaton Drive.
- Resolution Approving Contract and Contractor's Bond in Storm Improvement District No. 4057.



West Fargo City Commission Meeting
Monday August 1, 2016
Commission Chambers 5:30 PM

- Sewer, Water, Storm and Street Improvement District No. 1293 (Wilds 8th Addition) – Approve Plans & Specs and Authorize Ad for Bids
- Street Improvement District No. 2243 9th Street E & 13th Avenue E Intersection (2017 T.I.P) – Approve Engineer’s Report and Authorize Preparation of Plans & Specs
- Games of Chance for Yvonne Ohnstad Benefit. A raffle will be conducted on 8/27/16, at the West Fargo VFW.

No opposition. Motion carried.

City Attorney John Shockley appeared before the Commission on the Assessment Lists for the following Districts:

- Sewer, Water, Storm and Street Improvement Districts No. 1271, 1278, 1281, 1282, 1285, and 1286
- Water and Street Improvement District No. 1266
- Street Improvement Districts No. 2219, 2232, 2237 and 2238

A public hearing was held. Larry Lampl of 876 Homestead Court, West Fargo, appeared before the Commission, with a question in regards to payment and the due date. City Administrator Tina Fisk addressed the question. There were no further comments. The hearing was closed. City Attorney John Shockley stated there were no protests brought to the Special Assessment Commission, and the Special Assessment Commission approved the list. After discussion, Commissioner Thorstad moved and Commissioner Simmons seconded to approve the assessment lists as recommended by the Special Assessment Commission. No opposition. Motion carried.

City Administrator Tina Fisk appeared before the Commission for approval of the change of ownership for the Bordertown Bar and Grill. There were no issues with the background check, and Tina Fisk recommends to transfer ownership to Paulann Leigh Haakenson. After discussion, Commissioner Hanson motioned and Commissioner Wentz seconded to approve the change of ownership for the Bordertown Bar and Grill. No opposition. Motion carried.

A discussion was held on the City Commission Meeting for Monday September 5, 2016. Planning and Community Development Director Larry Weil and Senior Planner Tim Solberg appeared before the Commission. After discussion, Commissioner Simmons moved and Commissioner Wentz seconded to not have a Commission Meeting the first half of the month. No opposition. Motion carried.



West Fargo City Commission Meeting
Monday August 1, 2016
Commission Chambers 5:30 PM

West Fargo resident, Troy Hefta of 663 20 1/2 Avenue E, appeared before the Commission regarding concerns about the landscape buffer ordinances for Bobcat. Mr. Hefta presented the biggest concern is the walking path proposed in the landscape plan, and the removal of trees that act as a buffer between the commercial property and the residential properties. After discussion, Senior Planner Tim Solberg will contact Bobcat to follow up on their final landscaping plans and provide the final plans to the Commission.

Senior Planner Tim Solberg appeared before the Commission to seek final plat approval for Nelson Acres 5th Addition. Questions were asked in regards to moving the retention pond. City Engineer Dustin Scott appeared before the Commission. After discussion, Commissioner Mark Simmons moved and Commissioner Duane Hanson seconded to approve the final plat for Nelson Acres 5th Addition. No opposition. Motion carried.

There were no Non-Agenda items.

City Administrator Tina Fisk appeared before the Commission and presented the following items:

- Follow up to liquor licensing: All applications that had a due date of August 1, 2016, have resolved licensing issues. There are 9 remaining applications with a due date of August 31, 2016, that are yet to be resolved. Police Chief Mike Reitan also appeared before the Commission and addressed any questions.
- The software purchased to assist the Building Inspections and city staff has had some issues. A meeting will happen on Friday with the software company to discuss and solve these concerns.
- Streamlining of processes is going on to focus on fleet and general purchasing.
- Building Inspections and Code Enforcement are working together to sort through what departments are responsible for addressing which issues.
- Working on mobile home ordinances
- Nite to Unite and luncheon are taking place on Tuesday August 2, 2016
- 4th Avenue and Sheyenne Street Demo Ceremony is taking place on Tuesday August 2, 2016
- Rustad Open House on Thursday August 11, 2016

There was no correspondence.



West Fargo City Commission Meeting
Monday August 1, 2016
Commission Chambers 5:30 PM

Commissioner Duane Hanson moved and Commissioner Wentz seconded to adjourn the meeting. No opposition. Motion carried.

The Budget Meeting followed.

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