



West Fargo City Commission Meeting  
Monday October 17, 2016  
Commission Chambers 5:30 PM

The West Fargo City Commission met on Monday October 17, 2016, at 5:30 pm. Those present were Rich Mattern, Duane Hanson, Mark Simmons, Mark Wentz and Mike Thorstad. The President of the Board Rich Mattern called the meeting to order.

The Pledge of Allegiance was recited.

Commissioner Mattern advised that two items will be added to the Consent Agenda; Games of Chance Application for Shiloh Lodge, and the NDDOT Cost Participation, and Maintenance Agreement. There will also be two items added to the Regular Agenda; Proposed Commission Meeting on October 31, 2016, and a Remodel Project on 13<sup>th</sup> Avenue. Commissioner Hanson moved and Commissioner Wentz seconded to approve the order of agenda, with the proposed changes. No opposition. Motion carried.

Commissioner Simmons moved and Commissioner Thorstad seconded to approve the minutes of October 3, 2016. No opposition. Motion carried.

The Commission reviewed Building Permits #885-916, and the Building Activity Report dated October 17, 2016.

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

- a. Bills
- b. Games of Chance for M&J Softball. Games Conducted: Raffle on 10/22/16, at M&J Saloon, 817 Main Avenue W.
- c. Games of Chance for Shiloh Lodge #1. Games Conducted: Raffle on 11/6/16 – 5/6/17, at the VFW, 308 Sheyenne Street.
- d. NDDOT Cost Participation, and Maintenance Agreement.

No opposition. Motion carried.

City Administrator Tina Fisk appeared before the Commission in regards to the new retail on premise liquor and beer license for TruBlu Social Club LLC, at 925 19<sup>th</sup> Avenue E. A public hearing was held, and there was no public comment. It was recommended that no vote take place at this time, and to table this item until a later date. There have been some layout recommendations given to the owner, and that is currently being updated. Commissioner Simmons moved, and Commissioner Hanson seconded to table the vote. No opposition. Motion carried.

Brian Arret of Valley Senior Services appeared before the Commission in regards to purchasing a van for the senior citizens, through Valley Senior Services. The request is for \$22,527. Director of Finance Aaron Mitchell and City Administrator Tina Fisk also appeared before the Commission. There are funds available through the contingency line item, which can be used to purchase the van. After discussion, Commissioner Hanson moved and Commissioner Simmons seconded to approve the purchase using the contingency line item funds. No opposition. Motion carried.

Dan Farnsworth of the FM Metro COG appeared before the Commission in regards to the final Downtown Sheyenne Street Corridor Study. Public Works Director Chris Brungardt and Frank Lenzmeier of 720 10 ½ Avenue W, also appeared before the Commission. A presentation was given. After discussion, Commissioner Wentz moved and Commissioner Simmons seconded to pass the resolution. No opposition. Motion carried.

Director of Economic Development and Community Services Matt Marshall appeared before the Commission regarding a proposed separate Ground Lease from the P3 Agreement for the Sheyenne Plaza. After discussion, Commissioner Simmons moved and Commissioner Hanson seconded to approve a separate Ground Lease document from the P3 Agreement. No opposition. Motion carried.

City Attorney John Shockley appeared before the Commission regarding the first reading of an amendment to Ordinance 1071. The amendment will make the ordinance consistent with State law. After discussion, Commissioner Hanson moved and Commissioner Thorstad seconded to approve the first reading of Ordinance 1071. No opposition. Motion carried.

Planning and Community Development Director Larry Weil appeared before the Commission regarding a request for access onto a collector street. After discussion, Commissioner Simmons moved and Commissioner Wentz seconded to approve the access subject to conditions listed in the staff report. No opposition. Motion carried.

City Administrator Tina Fisk appeared before the Commission regarding a proposed Commission Meeting to be held on October 31, 2016. Agenda items to include a Special Assessment District, and a bond issue for \$28 million. Commissioner Hanson moved and Commissioner Simmons seconded to approve a Commission Meeting for 10/31/16, at 5:30 pm.

Scott Brand of the Brudvik Law Office appeared before the Commission regarding a remodel project taking place at 730 13<sup>th</sup> Avenue E. Project has halted, due to the remodel has moved from an interior project to the exterior, and the current permit does not cover exterior work.

After discussion, the Commission had nothing before them to vote on, but strongly advised Mr. Brand to get a permit before any further work is completed.

Commissioner Mattern welcomed members of Boy Scout Troop 232 to the Commission Meeting.

City Administrator Tina Fisk appeared before the Commission in regards to the administrator report, and shared the following:

- There will be a meeting in Bismarck tomorrow morning to present the Sheyenne Street Overpass decisions and recommendations to the NDDOT.
- A committee has been formed to work on the city website upgrades.
- The communications position interviews will begin this week.
- Open enrollment planning and performance appraisal changes are underway.
- On November 8<sup>th</sup>, the Comprehensive Plan Team will be onsite and would like to plan a Commission retreat, for up to 3 hours, to discuss topics.

There was no correspondence.

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

  
Rich Mattern  
President of the Board

  
Tina Fisk  
City Auditor