



West Fargo City Commission Meeting
Monday November 7, 2016
Commission Chambers 5:30 PM

The West Fargo City Commission met on Monday November 7, 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 Regular Agenda; a Resolution Setting a Fee for Taxicab Applications, and Pierre Freeman Emergency Management Coordinator/Code Enforcement Officer would like to address the Commission. Commissioner Hanson moved and Commissioner Wentz seconded to approve the order of agenda, with the proposed changes. No opposition. Motion carried.

Commissioner Wentz moved and Commissioner Thorstad seconded to approve the minutes of October 31, 2016. No opposition. Motion carried.

The Commission reviewed Building Permits #965-971, the Building Department Activity Report dated November 7, 2016, and the Building Department Monthly Comparison Report for October, 2015 and October, 2016.

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

1. Games of Chance for Sheyenne Post Prom Post Grad. Games Conducted: Raffle on 11/7/16 to 1/10/17, at Sheyenne High School, 800 40th Avenue E.
2. Review Engineer's Report for Sewer Improvement Project No. 1299, Lift Station SA13 Rehabilitation; Review Plans & Specs for Sewer Improvement Project No. 1299, Lift Station SA13 Rehabilitation.

No opposition. Motion carried.

Public Works Director Chris Brungardt appeared before the Commission to provide an update on the Sheyenne Diversion River Mitigation Improvements. This project is sponsored by the SE Cass Water Resource District. The intent is to allow water into the protected area to freshen stagnant water in the river channel during periods when the gates on the West Fargo Diversion are closed and there is minimal runoff inside the protected area. After discussion, there was no motion before the Commission.

City Administrator Tina Fisk and City Attorney John Shockley appeared before the Commission regarding a Resolution Setting a Fee for Taxicab Applications. The proposed fee will be \$200.00. After discussion, Commissioner Thorstad moved and Commissioner Wentz seconded to approve the proposed resolution.

Public Works Director Chris Brungardt, Director of Economic Development and Community Services Matt Marshall introduced Pierre Freeman Emergency Management Coordinator/Code Enforcement Officer. Pierre Freeman addressed the Commission regarding his role, and provided insights to his processes. After discussion, Commissioner Hanson recommended that Pierre provide a quarterly update before the Commission, and to submit a status report on violations and complaints he is finding throughout the city. There was no motion before the Commission.

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

- The Police Department conducted a public survey. The results will be forwarded to the Commission, and any questions can be directed to Chief Mike Reitan.
- There will be a Commissioner Retreat at the Element Hotel tomorrow, November 8th, beginning at 5:00 pm and scheduled to end at 8:00 pm. The discussion is in regards to the Comprehensive Plan, and the group is excited to meet with the Commission.
- The Community Kick-Off Event is taking place Thursday, November 10th, for the Comprehensive Plan, at the Cambria Inn.

There was no correspondence.

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



Rich Mattern
President of the Board



Tina Fisk
City Auditor