



West Fargo City Commission Meeting
Monday October 3, 2016
Commission Chambers 5:30 PM

The West Fargo City Commission met on Monday October 3, 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 the Proposed Nitschke Addition (Agenda Item #3), and the City of West Fargo Amended Personnel Manual (Agenda Item #7) will be removed from the Regular Agenda, and the City Administrator Report (Agenda Item #10) will be moved up on the agenda prior to the Executive Session. 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 September 19, 2016. No opposition. Motion carried.

The Commission reviewed Building Permits #812-884, and the Building Activity Report dated October 3, 2016.

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

- a. Bills
- b. Payroll Checklist
- c. Appointment of Eric Odegaard to the Urban Forestry Committee.
- d. Findings, Conclusion and Decision Regarding the Special Assessment Policy.
- e. Review Assessment District for Storm Improvement District No. 4058, Hayden Heights Addition Drainage – Create Assessment District, and Authorize Engineer to Prepare Engineer's Report.

No opposition. Motion carried.

Planning and Community Development Director Larry Weil appeared before the Commission regarding the Proposed West Fargo 7th Addition. A public hearing was held. There was no public comment, and the hearing was closed. After brief discussion, Commissioner Thorstad moved and Commissioner Hanson seconded to place on first reading the Proposed West Fargo 7th Addition, Replat of Block 1 and Lots 1&2, Block 2 of West Fargo 3rd Addition and Subdivision and Rezoning from Agricultural to P: Public Facilities and M: Heavy Industrial, Rezoning from Agricultural to M: Heavy Industrial Lot 5, Block 2 of West Fargo 3rd Addition,

from P: Public Facilities to M: Heavy Industrial Lot 12, Block 2 of West Fargo 3rd Addition; and from Agricultural to P: Public Facilities Lot 14, Block 2 of West Fargo 3rd Addition. No opposition. Motion carried.

City Administrator Tina Fisk appeared before the Commission in regards to the proposed 2017 budget for the City of West Fargo showing a 9.97 mills reduction with a total of 70.16 mills. A public hearing was held regarding the 2017 budget. There was no public comment, and the hearing was closed. Commissioner Simmons moved and Commissioner Hanson seconded to adopt the 2017 Budget with expenditures of \$60,969,961 and total dollars levied at \$9,851,820.75. No opposition. Motion carried.

<u>Total Budget</u>	
Fund Name	Dollars Budgeted
General Fund	14,258,075
Sanitation Fund	3,261,801
Sewer/Water Fund	10,178,880
Library Fund	1,304,501
Airport Fund	177,396
Debt Service Funds	21,267,475
Special Revenue Funds	10,521,833
Total Dollars Budgeted	60,969,961

<u>Summary of Tax Levy</u>		
Description of Funds Levied	Dollars Levied	Mills Levied
General Fund	7,452,243.75	53.07
Share of Specials	120,000.00	0.85
Fire	797,680.00	5.68
Library	1,304,501.00	9.29
Airport	177,396.00	1.26
Total Dollars Levied	9,851,820.75	70.16

Public Works Director Chris Brungardt appeared before the Commission in regards to the Sheyenne Street Interchange Alternatives. Mike Bittner with KLJ, also appeared before the Commission. A brief presentation and animations of three viable proposed alternatives were reviewed. After discussion, Commissioner Simmons moved and Commissioner Thorstad seconded to select the recommended alternative, which is the Modified Single Point Urban Interchange (MSPUI). No opposition. Motion carried.

Planning and Community Development Director Larry Weil appeared before the Commission regarding the West Fargo 4th Addition, rezoning. After discussion, Commissioner Hanson moved and Commissioner Wentz seconded to place on second reading the rezoning of West Fargo 4th Addition from A: Agricultural to P: Public Facilities and M: Heavy Industrial, and to approve final plat. No opposition. Motion carried.

Human Resource Administrator Jenna Wilm appeared before the Commission in regards to the 2017 HSA Contributions for city employees. City Administrator Tina Fisk also appeared before the Commission. It is proposed that the city contribution remain the same as 2016, but in order for the employee to receive the city contribution approved amount; the employee must match dollar for dollar of the contribution amount. After discussion, Commissioner Hanson moved and Commissioner Wentz seconded to approve the proposed HSA city contributions for 2017. No opposition. Motion carried.

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

- A meeting with the Governor will be taking place on 10/4/16 at 10:30 at City Hall to discuss stop lights, interchanges, etc.
- Commissioners are invited to attend the Main Avenue Ribbon Cutting Ceremony on 10/12/16 at 1:00 at the Main Avenue Bridge by Dan's Oil.
- For the next Commission Meeting, a special assessment district and a bond issue for \$28 million will be on the agenda.
- The assessing office has been conducting interviews for a property appraiser position.
- Interviews will be conducted soon for the communications position.

Public Works Director Chris Brungardt also appeared before the Commission with the following status updates:

- The new one-arm bandits are performing well, and the process is running smoothly.
- Any residents that are not wanting the new garbage bins can put them at the curb with a sign that indicates this, or they can drop the bins at the Sanitation Building.

Commissioner Hanson moved and Commissioner Wentz seconded to adjourn to an Executive Session in regards to an attorney-client consultation regarding a possible litigation of a construction contract claim for Improvement District No. 1279. No opposition. Meeting was adjourned.

The City Commission reconvened, and there was no vote taken during the Executive Session.

There was no correspondence.

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



Rich Mattern
President of the Board



Tina Fisk
City Auditor