



The West Fargo City Commission met on Tuesday, September 2, 2014, at 5:30 P.M. Those present were Rich Mattern, Mark Simmons, Mike Thorstad, Duane Hanson and Mark Wentz. The meeting was called to order by Rich Mattern, President of the Board.

The Pledge of Allegiance was recited.

Commissioner Mattern stated that Item h of the Consent Agenda should be amended to Public Hearing on October 6, 2014, a Non-Agenda Item should be added to the Regular Agenda requesting a Special Meeting with Public Hearing on September 29, 2014, and Doug Buehre has asked to address the Commission. Commissioner Thorstad moved and Commissioner Wentz seconded to approve the Order of Agenda as amended. No opposition. Motion carried.

Commissioner Simmons moved and Commissioner Thorstad seconded to approve the Minutes of August 18, 2014. No opposition. Motion carried.

The Commission reviewed Building Permits #617 – 665, the Building Department Activity Report dated September 2, 2014, and the Building Department Monthly Comparison Report for August 2013/August 2014.

There were no Commissioner Committee Reports.

The Auditor's Reports for July 2014 were received by the Commission.

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

Bills

Contract with Centre Inc.

Games of Chance: West Fargo Amvets Post #8 for Raffle to be held November 1, 2014 to June 30, 2014

Games of Chance: West Fargo Sheyenne Mustang Boosters for Raffle to be held September 1, 2014 to August 31, 2015 at West Fargo Public School Buildings

Games of Chance: Vicki Meyer Benefit for Raffle to be held October 3, 2014 at West Fargo VFW

Gaming Site Authorization: West Fargo Hockey Association at Cambria Suites

Resolution Approving Contract and Contractor's Bond in Sewer, Water, Storm and Street Improvement District No. 1271

Public Hearing October 6, 2014 at 5:45 PM for Liquor License Application for The District Waterhouse and Kitchen Inc. at 3179 Bluestem Drive, West Fargo, ND and a Background Check

Sewer, Water, Storm and Street Improvement District No. 1273 - Main Avenue (Interstate 94 to Sheyenne River): Approve Plans and Specifications and authorize ND Department of Transportation to Advertise for Bids

Storm Improvement District No. 4051 (Goldenwood Pond Expansion): Create Assessment District, authorize Engineer to prepare Engineer's Report, Approve Engineer's Report, authorize preparation of Plans and Specifications, approve Plans and Specifications and authorize Advertisement for Bids with bid opening on September 18, 2014

No opposition. Motion carried.

Doug Buehre of 506 4<sup>th</sup> Avenue NW appeared before the Commission regarding the burned building in his neighborhood and when the rubble will be removed. City Engineer Kevin Bucholz advised that a permit has been issued for removal of the rubble this week and he will follow up with them on 9/3/14. Mr. Buehre also asked if the City could ask the railroad to back off 250 yards from where they normally park and if they would consider No Whistle Zones for 7<sup>th</sup>, 9<sup>th</sup> and 12<sup>th</sup> Streets.

Fran Heitkamp of H & S Contracting, Inc. appeared before the Commission on their Offer to Purchase Real Estate (Parcel Number 53000009016000 – Recorded Acres: 32.62) for 15 acres at \$10,000 per acre, or a total of \$150,000.00 and \$7,500 per acre on the remaining 17.62 acres for a total of \$132,150.00 and a Grand Total of \$282,150.00. City Auditor Jim Brownlee also appeared before the Commission and advised that if the City Commission was considering the sale of the property, it would have to be advertised in the paper for competitive bids or a realtor would need to list the property on the market. City Auditor Jim Brownlee also advised that City Staff is recommending that the City keep the land since there is a need for it. After discussion, Commissioner Hanson moved and Commissioner Thorstad seconded to deny the request to purchase the land at this time. No opposition. Motion carried.

Director of Economic Development and Community Services Matt Marshall appeared before the Commission on the Renaissance Project Application from CMC DBA Wayne Transports, Inc. for new construction of maintenance and office building and parking lot in The Yards 2<sup>nd</sup> Addition (Lot 2 and Lot 3, Block 1). After discussion, Commissioner Simmons moved and Commissioner Wentz seconded to approve the Renaissance Zone Project application as recommended by Staff. No opposition. Motion carried.

Planning and Community Development Director Larry Weil appeared before the Commission on Charleswood River Estates 10<sup>th</sup> Addition, a replat (Lots 1-8, Block 1 of Charleswood River Estates 9<sup>th</sup> Addition). Commissioner Thorstad moved and Commissioner Hanson seconded to approve the Final Plat of Charleswood River Estates 10<sup>th</sup> Addition. No opposition. Motion carried.

City Auditor Jim Brownlee appeared before the Commission on the 2015 Budget for the City of West Fargo which reflects a decrease of 4.00 mills. After discussion, Commissioner Simmons moved and Commissioner Wentz seconded to approve the 2015 Preliminary Budget of \$52,972,628 and to set the Public Hearing for September 15, 2014 at 6:00 PM. No opposition. Motion carried. Mayor Mattern thanked City Auditor Jim Brownlee, Finance Director Tina Gustafson, Department Heads and Commissioners for their work on the budget process.

City Auditor Jim Brownlee appeared before the Commission on 911 fees. County Auditor Mike Montplaisir advised that if the County charges \$1.50 countywide, it would cover the total cost of 911 Fees. This will be on the ballot in November and if passes, the City can rescind our 911 fees by ordinance.

City Engineer Kevin Bucholz appeared before the Commission on Street Improvement District No. 2232 (4<sup>th</sup> Street East – 38<sup>th</sup> Avenue East to 40<sup>th</sup> Avenue East). Commissioner Hanson moved and Commissioner Thorstad seconded to award the contract for Street Improvement District No. 2232 to Ryan Contracting Company for their bid of \$1,109,348.20, as recommended by City Engineer Kevin Bucholz. No opposition. Motion carried.

Public Works Director Chris Brungardt appeared before the Commission on the Potable Water Supply and Demands for West Fargo and reviewed long term and short term goals and advised that Staff has discussed buying water from the City of Fargo or building the City's own surface water treatment plant. Public Works Director Brungardt also reviewed West Fargo Water Data, Peaking and Average Use, Supply vs Demand and Well Output Scenarios and advised that Staff is looking at an aggressive schedule to complete a Water Treatment Plant and hoping that the Engineering Study will be completed by the end of this year. City Engineer Kevin Bucholz also appeared before the Commission to review the Comprehensive Well Improvements Evaluation and Recommendations. City Auditor Jim Brownlee also appeared before the Commission. Commissioner Duane Hanson recommended that the City keep wells for any dry spell and treat water through a Water Treatment Plant and that Staff get after the first six items listed for Well Improvements and Replacements.

Planning and Community Development Director Larry Weil appeared before the Commission on the request for a Special Meeting with Public Hearing on September 29, 2014, for the rezoning of North Pond at the Preserve 6<sup>th</sup> Addition from Agricultural and Public Facilities to Commercial Office Park. Commissioner Simmons moved and Commissioner Thorstad seconded that a Special Meeting be held on September 29, 2014. No opposition. Motion carried.

City Auditor James Brownlee gave the following report:

Fargo Moorhead West Fargo Chamber Annual Meeting will be held on September 11, 2014 at Noon at the Holiday Inn. Commissioners are to notify the Auditor's office if tickets are needed.

West Fest Parade will be held September 20, 2014

City Staff and Commissioner Wentz held interviews for the City Assessor position and Nick Lee, Deputy City Assessor for the City of Moorhead, has been hired as of September 15, 2014 to replace City Assessor Wanda Wilcox who is retiring as of September 30, 2014.

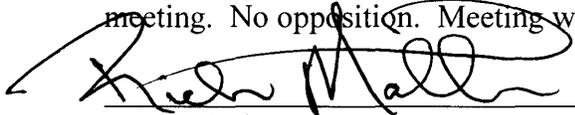
Health Insurance Meetings for the new plan as of 1/1/15 were held for City Employees

Finance Director Tina Gustafson will be giving a brief update on the progress of the new building at every meeting until the building is completed

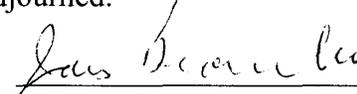
Finance Director Tina Gustafson appeared before the Commission and advised that the contractor is pouring footings, they are waiting for the sheet piling to arrive and at this point, no inspections have been done. The Commission advised that the contractors should complete the inspections.

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



James Brownlee  
City Auditor