



The West Fargo City Commission met on Monday, March 16, 2015, 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 “Approve Agreement on Materials ordering with Moorhead Public Service” is to be added to the Consent Agenda. Commissioner Simmons moved and Commissioner Hanson seconded to approve the Order of Agenda with the addition to the Consent Agenda. No opposition. Motion carried.

Commissioner Wentz moved and Commissioner Thorstad seconded to approve the Minutes of March 2, 2015. No opposition. Motion carried.

The Commission reviewed Building Permits #49 - 71 and the Building Department Activity Report dated March 16, 2015.

There were no Commissioner Committee Reports.

The Auditor’s Reports for February 2015 were received by the Commission.

There were no Department Reports.

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

Bills

Games of Chance: Sandhill Archers Inc. for Raffle to be held April 23, 2015 at West Fargo VFW Post 7564

Games of Chance: Mac Tools for Raffle to be held June 3-4, 2015, at West Fargo Veterans Arena

Games of Chance: M & J Softball for Raffle to be held April 11-25, 2015 at M & J Saloon

Games of Chance: South Elementary PTA FOR Raffle to be held April 24, 2015 at South Elementary

Resolution Approving Contract and Contractor's Bond for Comprehensive Well Supply Improvements Contract E – Electrical and Controls

Public Hearing April 6, 2015 at 5:45 PM for rezoning of Westport Beach South Addition from Agricultural to One and Two Family Dwellings

Public Hearing April 6, 2015 at 5:45 PM for rezoning of Tri-Star 1st Addition (Christianson 3rd) from Agricultural to Planned Unit Development and Commercial Office Park

Name change of the Infinity Windows plant to Integrity Windows as it relates to the PILOT agreement

Storm Improvement District No. 4054 (Regional Storm Lift (SM 68): Create Assessment District and authorize Engineer to prepare Engineer's Report

Sewer, Water, Storm and Street Improvement District No. 1285 (Eaglewood 4th Addition): Approve Engineer's Report and authorize preparation of Plans and Specifications

Extension of PILOT and New Industry Exemptions for 2015

Agreement on Materials ordering with Moorhead Public Service

No opposition. Motion carried.

Bill Christian, Executive Director of the Fargo-Moorhead Metropolitan Council of Governments, appeared before the Commission to give an update on what FM Metropolitan Council of Governments is doing and that as a planning agency, they will assist the city in any way that they can.

City Auditor Jim Brownlee appeared before the Commission on Proposal Approval PA-07 with YHR Partners Architecture Planning for the following:

Rock for dewatering and pipe bedding stabilization - \$2,252 and Sewer Service Connection - \$3,203 for a Total of \$5,455.00 (Gast Construction)

Provide sheet piling @ perimeter of building - \$118,539.35 (Gast Construction)

Soils correction in SW corner due to slumping sand at sump pit - \$25,160.62 (Gast Construction)

Ryan Fleming, Project Manager for Gast Construction, and Julie Rokke of YHR Partners, appeared before the Commission. After discussion, Commissioner Simmons moved and Commissioner Hanson seconded to approve PA-07. No opposition. Motion carried.

IT Director James Anderson was asked to provide at the next meeting an overview of the plans for the new Commission Room.

Finance Director Tina Fisk appeared before the Commission on the furniture proposals for the new and remodeled portions of City Hall/Police Department from Brown and Saenger, Christiansons and KI (Tom Healey & Associates). After discussion, Commissioner Thorstad moved and Commissioner Wentz seconded to approve the proposals of \$80,794.85 from Brown & Saenger, \$109,799.73 from Christiansons and \$51,873.12 from KI, for a total of \$242,467.70 as recommended by Staff. No opposition. Motion carried.

Senior Planner Tim Solberg appeared before the Commission on the Site Plan Review for proposed building located in the Interstate Corridor District located on Lots 11-16, Block 3 of Butler's 8th Addition, West Fargo, ND and advised that the Planning and Zoning Commission approved the request on the condition that staff reviews the lots to the south regarding landscaping requirements for those businesses. Public Works Director Chris Brungardt appeared before the Commission regarding pavement of 26th Street and advised there no plans right now to pave it. After discussion, Commissioner Hanson moved and Commissioner Thorstad seconded to approve the Site Plan as recommended by Staff. No opposition. Motion carried.

Planning and Community Development Director Larry Weil appeared before the Commission on the rezoning of North Pond at the Preserve 6th Addition from Agricultural and Public Facilities to Commercial Office Park, the Land Use Plan Amendment from Low Density Residential to Office Park and approval of the Preserve Final Park Dedication Agreement. Attorney Dan Bueide of the Bueide Law Firm appeared before the Commission on behalf of the owners, Rusty Goose Development. After discussion, Commissioner Simmons moved and Commissioner Hanson seconded to approve Second Reading of the rezoning of North Pond at the Preserve 6th Addition from Agricultural and Public Facilities to Commercial Office Park, to approve the Land Use Plan Amendment from Low Density Residential to Office Park and to adopt the Resolution to approve the Preserve Final Park Dedication Agreement, as recommended by Staff. No opposition. Motion carried.

Planning and Community Development Director Larry Weil appeared before the Commission on the Amended Zoning Map. After discussion, Commissioner Thorstad moved and Commissioner Wentz seconded to place on Second Reading Ordinance No. 1031 to adopt the Official Zoning Map of the City of West Fargo, North Dakota, and amend and reenact Section 4-302 and Section 4-0107 of the Revised Ordinances of 1990 of the City of West Fargo, No opposition. Motion carried.

Director of Economic Development and Community Services Matt Marshall appeared before the Commission on the Façade application for Westgo Square at 405 Main Ave #1D, West Fargo, ND, for upgrades to the exterior of the building and advised that the Economic Development Advisory Committee recommended approval of the Façade Application. Commissioner Hanson moved and Commissioner Wentz seconded to approve the Façade application for Westgo Square. No opposition. Motion carried.

Director of Economic Development and Community Services Matt Marshall appeared before the Commission on the Renaissance Zone application from Midcontinent Communications for a 15,000 square foot addition and remodel at 50 22nd Street East, West Fargo, ND, and advised that the Economic Development Advisory Committee recommended approval of the Renaissance Zone application. Justin Forde from Midcontinent Communications appeared before the Commission. After discussion, Commissioner Simmons moved and Commissioner Wentz seconded to approve the Renaissance Zone application. No opposition. Motion carried.

Public Works Director Chris Brungardt and Director of Economic Development and Community Services Matt Marshall appeared before the Commission on the request from the Downtown Business Association to amend the Sheyenne Corridor Study project limits to Main Avenue. Todd Zabel of the Downtown Business Association, Todd Berning, developer from West Fargo, Mike Bittner of the Downtown Design Review Advisory Board, and Attorney Dan Bueide appeared before the Commission. After discussion, Commissioner Simmons moved and Commissioner Hanson seconded to amend the Sheyenne Corridor Study project limits to Main Avenue. No opposition. Motion carried.

Public Works Director Chris Brungardt and Program Coordinator Chad Zander appeared before the Commission to review the updated Over-dimensional Policy and updates to Roadway class and weight limits. After discussion, Commissioner Thorstad moved and Commissioner Wentz seconded to approve the Over-dimensional Policy and updates to Roadway class and weight limits as recommended by Staff. No opposition. Motion carried.

Public Works Director Chris Brungardt and Program Coordinator Chad Zander appeared before the Commission to review the 2015 West Fargo Forestry Plan which was approved by the Urban Forestry Committee and forwarded to the City Commission for approval. Commissioner Wentz moved and Commissioner Simmons seconded to approve the 2015 West Fargo Forestry Plan as presented by Staff. No opposition. Motion carried.

Sandra Hannahs, Director of the West Fargo Public Library, appeared before the Commission to review the West Fargo Public Library's new strategic plan for 2015-2019 and the resulting proposal for a new library facility. Ms. Hannahs stated there were three requests: approve a ballot measure for project funding, purchase a building site and visit the library. Police Chief Michael Reitan appeared before the Commission on behalf of the Senior Program. City Auditor Jim Brownlee also appeared before the Commission regarding funding for any project. After discussion, Commissioner Hanson suggested that this request be brought back to the Commission at the April meeting with more cost information, availability of the property and remodel information.

Assistant City Engineer Dustin Scott appeared before the Commission on Sewer, Water, Storm and Street Improvement District No. 1282 (Brooks Harbor 4th Addition) and recommended to award the contract to KPH, Inc. for their bid amount of \$3,424,681.52. Commissioner Wentz moved and Commissioner Thorstad seconded to award the contract for Sewer, Water, Storm and Street Improvement District No. 1282 to KPH, Inc. in the amount of \$3,424,681.52, on the condition that the plat meet final approval and the developers agreement is signed and received by the City, as recommended by the City Engineer. No opposition. Motion carried.

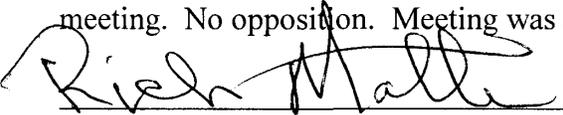
There were no Non-Agenda items.

City Administrator James Brownlee gave the following report:

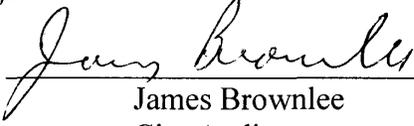
- Board of Equalization meeting will be held Tuesday, April 14, 2015 at 5:30 PM
- FM Convention and Visitors Bureau will be holding their annual awards meeting at Cambria Suites on March 19, 2015 from 11:30 AM to 1:00 PM
- Diversion Authority meeting March 24, 2015 at Liberty Middle School
- No City Commission meeting will be held on March 30, 2015
- He will be on vacation starting March 24th
- Finance Director Tina Fisk gave an update on the new Police Building construction

There was no correspondence.

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



Rich Mattern
President of the Board



James Brownlee
City Auditor