



The West Fargo City Commission met on Tuesday, September 8, 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 advised that Games of Chance for West Fargo Sheyenne Mustang Boosters Post Prom/Post Grad Raffle to be held September 11, 2015 to October 10, 2015, at West Fargo Sheyenne High School Stadium, Resolution Approving Contract and Contractor's Bond in Sewer, Water, Storm and Street Improvement District No. 1279 – Phase II and Resolution Approving Contract and Contractor's Bond in Street Improvement District No. 2236 – Phase I are to be added to the Consent Agenda. Commissioner Thorstad moved and Commissioner Wentz seconded to approve the Order of Agenda with the three additions to the Consent Agenda. No opposition. Motion carried.

Commissioner Wentz moved and Commissioner Simmons seconded to approve the Minutes of August 17, 2015 and the Budget Meeting Minutes of August 17, 2015. No opposition. Motion carried.

The Commission reviewed Building Permits #704 - 771, the Building Department Activity Report dated September 8, 2015 and the Building Department Monthly Comparison Report for August 2014/August 2015.

There were no Commissioner Committee Reports.

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

Bills

Games of Chance: Holy Cross Catholic Church for Bingo/Raffle to be held October 18, 2015 at Trinity Elementary School

Games of Chance: West Fargo Sheyenne Mustang Boosters for Raffle to be held 9/1/15 to 8/31/16 at West Fargo Public School

Games of Chance: Ducks Unlimited Fargo Chapter for Raffle to be held 9/17/15 at Speedway Event Center

Games of Chance: Packer Backers for Raffle, Calendar Raffle, Sports Pool from 8/24/15 to 6/30/16 at West Fargo High School

Games of Chance: West Fargo Sheyenne Mustang Boosters Post Prom/Post Grad Raffle to be held 9/11/15 to 10/10/15 at West Fargo Sheyenne High School Stadium

Resolution Approving Contract and Contractor's Bond in Sewer, Water, Storm and Street Improvement District No. 1279 – Phase II

Resolution Approving Contract and Contractor's Bond in Street Improvement District No. 2236 – Phase I

No opposition. Motion carried.

City Attorney Sarah Wear appeared before the Commission on Ordinance No. 1043 relating to Bench Sign Franchise and advised there were no changes since First Reading. Commissioner Hanson moved and Commissioner Wentz seconded to place Ordinance No. 1043 on Second Reading. Commissioners Mattern, Simmons, Hanson and Wentz voting aye. Commissioner Thorstad abstained from voting. Motion carried.

Planning and Community Development Director Larry Weil appeared before the Commission on the Boulevard Courtesy Bench Franchise Bids. After discussion, Commissioner Simmons moved and Commissioner Hanson seconded to award the bid for Boulevard Courtesy Bench Franchise to Indigo Signworks as follows and as recommended by Planning and Community Development Director Larry Weil:

Year 1 - \$180.00 per year, per bench = \$3600.00

Year 2 - \$185.00 per year, per bench = \$3700.00

Year 3 - \$190.00 per year per bench = \$3800.00

Year 4 - \$195.00 per year, per bench = \$3900.00

Year 5 - \$200.00 per year, per bench = \$4000.00

Commissioners Mattern, Simmons, Hanson and Wentz voting aye. Commissioner Thorstad abstained from voting. Motion carried.

City Attorney Sarah Wear appeared before the Commission on Ordinance No. 1037 relating to Alcoholic Beverages, advising this would be updating the City Code in line with new State law requirements. Director of Economic Development and Community Services Matt Marshall and Police Chief Michael Reitan also appeared before the Commission. After discussion, Commissioner Thorstad moved and Commissioner Simmons seconded to place Ordinance No. 1037 on First Reading. No opposition. Motion carried.

Planning and Community Development Director Larry Weil appeared before the Commission on Center at 7th Second Addition, a replat, and advised that the conditions listed in the Staff Report have been satisfied. Commissioner Thorstad moved and Commissioner Wentz seconded to approve the Final Plat of Center at 7th Second Addition. No opposition. Motion carried.

City Attorney Sarah Wear appeared before the Commission on Maple Ridge at The Preserve Third Addition Petition for Vacation. A public hearing was held. There was no public comment and the hearing was closed. After discussion, Commissioner Hanson moved and Commissioner Wentz seconded to adopt the Resolution regarding the Petition for Vacation. No opposition. Motion carried.

Senior Planner Tim Solberg appeared before the Commission on the rezoning of Odegaard Preserve Subdivision from Agricultural to Rural Residential in order to build a single family home on the existing farmstead and advised that the Planning & Zoning Commission recommended approval. A public hearing was held. There was no public comment and the hearing was closed. After discussion, Commissioner Simmons moved and Commissioner Hanson seconded to place on First Reading the rezoning of Odegaard Preserve Subdivision from Agricultural to Rural Residential subject to the conditions listed in the Staff Report. No opposition. Motion carried.

Planning and Community Development Director Larry Weil appeared before the Commission on the Zoning Ordinance Amendment to create a Heavy Commercial and Light Industrial Zoning District and advised that the Planning & Zoning Commission recommended approval of the proposed changes. A public hearing was held. There was no public comment and the hearing as closed. Commissioner Hanson moved and Commissioner Wentz seconded to place the Zoning Ordinance Amendment on First Reading subject to the conditions listed in the Staff Report. No opposition. Motion carried.

Director of Economic Development and Community Services Matt Marshall appeared before the Commission on the proposed changes to the Renaissance Zone Guidelines and advised that the Economic Development Advisory Committee recommended approval. After discussion, Commissioner Simmons moved and Commissioner Wentz seconded to approve the proposed changes to the Renaissance Zone Guidelines as presented by Director of Economic Development and Community Services Matt Marshall. No opposition. Motion carried.

Public Works Director Chris Brungardt appeared before the Commission on the West Fargo Public Works Equipment Storage RFQ. City Auditor Tina Fisk also appeared before the Commission regarding funding for the buildings. After discussion, Commissioner Simmons moved and Commissioner Hanson seconded to award the contract to Morton Buildings for their bid amount of \$1,353,087 as recommended by Public Works Director Brungardt. No opposition. Motion carried.

Assistant City Engineer Dustin Scott appeared before the Commission on Storm Improvement District No. 4056 – Phase I (Meadowridge Storm Lift Station (SM29) Improvements). Commissioner Wentz moved and Commissioner Simmons seconded to award the contract for Storm Improvement District No. 4056 – Phase I to Key Contracting Inc., for their bid amount of \$494,230.00 as recommended by the City Engineer. No opposition. Motion carried.

Public Works Director Chris Brungardt appeared before the Commission to review a change order to increase pavement width on Sheyenne Street at the 26th Street West intersection at an estimated cost of \$270,000 and advised that Staff has recommended to proceed with the work. Assistant City Engineer Dustin Scott also appeared before the Commission and advised there is a completion date of November 1, 2015 within this change order. A discussion was held on speed limits for that area and Police Chief Michael Reitan advised that he would not have a problem reducing the limit to 35 mph. After discussion, Commissioner Simmons moved and Commissioner Wentz seconded to approve the Change Order for Improvement District No. 2233 Phase II to have Northern Improvement Company construct this work by November 1, 2015. No opposition. Motion carried.

City Auditor Tina Fisk appeared before the Commission on the 2016 Budget for the City of West Fargo which reflects a decrease of 4.70 mills. Commissioner Mattern expressed his thanks to City Auditor Tina Fisk, Staff and Department Heads for their work on the 2016 Budget. After discussion, Commissioner Hanson moved and Commissioner Thorstad seconded to approve the 2016 Preliminary Budget of \$52,194,959.00 and to set the Public Hearing for September 21, 2015 a 6:00 PM. No opposition. Motion carried.

City Auditor Tina Fisk appeared before the Commission to review the 2014 Audit Report and advised that there were no misstatements or corrections found during the audit. After review and discussion, Commissioner Simmons moved and Commissioner Wentz seconded to accept the 2014 Audit Report as presented. No opposition. Motion carried.

There were no Non-Agenda items.

City Administrator Tina Fisk gave the following report:

A Sales Tax Usage Report for 2016 was provided to each Commissioner.
(Public Works Director Chris Brungardt also appeared before the
Commission.)

Provided an update on the New Building progress

Ohnstad Twichell would like to know if Commissioners want their Ordinance
Books updated by paper copy or to review the ordinances electronically.
(Commissioners are to let Tina know their preference)

Water project with Fargo will begin June 2016

Cruise Night is 9/17/15

West Fest is 9/19/15

Commissioner Mattern advised that Marlene Batterberry has invited Commissioners
to attend the Senior Group that meets at Faith Lutheran Church in order to share
information.

There was no other Correspondence.

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



Rich Mattern
President of the Board



Tina Fisk
City Auditor