



Jim Brownlee, CPA, City Administrator  
Sharon Schacher, City Finance Director  
Dorinda Anderson, Business Development Director

The West Fargo City Commission met on Monday, November 15, 2010 at 5:30 P.M. Those present were Rich Mattern, Lou Bennett, Mike Thorstad and Duane Hanson. Absent was Mark Simmons. The meeting was called to order by Rich Mattern, President of the Board.

The Pledge of Allegiance was recited.

Commissioner Mattern welcomed Troop 232 sponsored by the VFW who are working on their Citizenship in Community Merit Badge.

Commissioner Mattern advised that Item No. 4 of the Regular Agenda, Continued Public Hearing for rezoning of Lot 2, Block 3 of Eagle Run 8<sup>th</sup> Addition, is to be pulled from the Agenda. Commissioner Hanson moved and Commissioner Bennett seconded to approve the Order of Agenda with the removal of Item No. 4. No opposition. Motion carried.

Commissioner Bennett moved and Commissioner Hanson seconded to approve the Minutes of November 1, 2010. No opposition. Motion carried.

The Commission reviewed Building Permits #588 - 620 along with the Building Department Activity Report dated November 15, 2010.

There were no Commissioner Committee Reports.

The Auditor's Reports for October 2010 were received by the Commission.

The Sanitation Department Report for October 2010 was received by the Commission.

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

Bills

Recommendation from Public Works Director Barry Johnson to repair Transfer Station Building – Legacy Steel Buildings for \$41,229.00

Drain #45 Improvements: Authorize City 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 December 2, 2010

No opposition. Motion carried.

The City Commission was adjourned at this time and convened as the Board of Adjustments.

Building Administrator Mark Housh appeared before the Commission on the appeal from Peter and Wanda Hettwer for the violation of their fence at 1610 Maple Place, West Fargo, ND. Peter Hettwer appeared before the Commission to request that this appeal be delayed in order to have a full City Commission present for voting. The City Commission agreed to grant the request by Peter Hettwer to postpone this matter until the November 29, 2010 City Commission Meeting.

Senior Planner Steven Zimmer appeared before the Commission on the request from Gary Hornbacher for a variance to reduce the rear yard setback from 30 feet to 10 feet for a Detached Accessory Building at 217 47<sup>th</sup> Avenue East and advised that the Planning and Zoning Commission recommended to deny this variance based on the fact that it does not meet the variance criteria. Gary Hornbacher appeared before the Commission. Terry Cookman of 4614 2<sup>nd</sup> Street East appeared before the Commission to protest the variance. After discussion, Commissioner Hanson moved and Commissioner Bennett seconded to deny the variance. No opposition. Motion carried.

The Board of Adjustments was adjourned at this time and the City Commission reconvened.

City Attorney Brian Neugebauer appeared before the Commission on Ordinance No. 874 relating to Liability for Services, Water Rates and Charges and Garbage Collection Fees. Commissioner Bennett moved and Commissioner Thorstad seconded to place Ordinance No. 874 on Second Reading. No opposition. Motion carried.

Planning Director Larry Weil appeared before the Commission on the Sheyenne Street/Main Avenue Framework Study Update on the revitalization of downtown and advised that the cost to award the contract for the project may exceed the budget amount for 2011 by \$4,000 to \$8,000 depending on local business commitments to offset the additional cost. Joe Nigg, Community Development Planner for FM Council of Governments, and City Auditor James Brownlee also appeared before the Commission. After discussion, Commissioner Bennett moved and Commissioner Thorstad seconded to move forward in awarding the contract. No opposition. Motion carried.

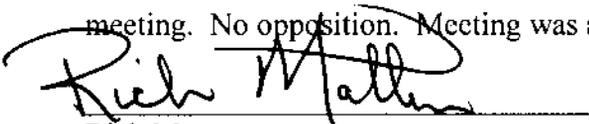
Commissioner Mattern advised that Commissioner Bennett's term on the Cass County Planning Commission is expiring on December 31, 2010, and the City Commission needs to appoint a West Fargo representative for a one year term. Commissioner Hanson moved and Commissioner Thorstad seconded to reappoint Commissioner Lou Bennett for 2011. No opposition. Motion carried.

City Engineer Kevin Bucholz appeared before the Commission on Storm Sewer Improvement District No. 4047 to approve Advertisement for Bids to dig the South Pond at The Preserve yet this year with bid opening on December 2, 2010. After discussion, Commissioner Hanson moved and Commissioner Thorstad seconded to approve Advertisement for Bids with bid opening on December 2, 2010. No opposition. Motion carried.

There was no correspondence.

Commissioner Mattern announced that Agenda items for the November 29, 2010 Meeting are due by Wednesday noon on November 24<sup>th</sup>. Commissioner Mattern also announced that the Tree Lighting Ceremony will be held December 6, 2010 at 6:00 PM.

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

  
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Rich Mattern  
President of the Board

  
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James Brownlee  
City Auditor