



The West Fargo City Commission met on Monday, September 17, 2012, at 5:30 P.M. Those present were Rich Mattern, Mark Simmons, Mike Thorstad and Duane Hanson. The meeting was called to order by Rich Mattern, President of the Board.

The Pledge of Allegiance was recited.

Commissioner Mattern advised that Resolution approving Contract and Contractor's Bond in Sewer, Water, Storm and Street Improvement District No. 1242 is to be added to the Consent Agenda and Resolution Amending Acceptance of Bid and Directing Execution of Contract for Sewer, Water, Storm and Street Improvement District No. 1243, Resolution Approving Contract and Contractor's Bond in Sewer, Water, Storm and Street Improvement District No. 1243 and a request for a Building Permit from Robert Hayden at 3902 County Road 17 N, West Fargo, ND will be discussed under Non-Agenda. Commissioner Thorstad moved and Commissioner Hanson seconded to approve the Order of Agenda with the additions as noted. No opposition. Motion carried.

Commissioner Simmons moved and Commissioner Thorstad seconded to approve the Minutes of September 4, 2012. No opposition. Motion carried.

The Commission reviewed Building Permits #621 - 646 along with the Building Department Activity Report dated September 17, 2012.

Mayor Mattern thanked all the volunteers and Staff who made West Fest a very successful event.

The Auditor's Reports for August 2012 were received by the Commission.

There were no Department Reports.

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

Bills

Games of Chance: Association of Recovering Motorcyclists for Raffle to be held August 1, 2012 to October 31, 2012

Contract and Contractor's Bond in Sewer, Water, Storm and Street Improvement District No. 1242

No opposition. Motion carried.

Senior Planner Steven Zimmer appeared before the Commission on a request from Tory Nissen of 323 30th Avenue Northwest for a building permit to start construction on an outbuilding prior to approval of the Conditional Use Permit. After discussion, Commissioner Simmons moved and Commissioner Hanson seconded to approve the request for a Building Permit as recommended by Staff to start construction on accessory building prior to approval of the Conditional Use Permit with the understanding that the applicant proceeds at his own risk. No opposition. Motion carried.

Senior Planner Steven Zimmer appeared before the Commission on the request from Faith Lutheran Church to install a right-in-right-out access on 40th Avenue East for the future site of Faith Lutheran Church on Lot 20, Block 3, Westview First Addition. City Engineer Kevin Bucholz and Assistant Public Works Director Chris Brungardt also appeared before the Commission. After discussion, Commissioner Simmons moved and Commissioner Hanson seconded to approve the request as recommended by Staff. No opposition. Motion carried.

Assistant City Attorney Chris McShane appeared before the Commission on Street Improvement District No. 2216 and advised that there were no protests. City Engineer Kevin Bucholz stated this is the Veterans Boulevard area – 32nd to 40th Avenue. A public hearing was held. There was no public comment and the hearing was closed. Commissioner Simmons moved and Commissioner Thorstad seconded to adopt the Resolution Determining that no Protests were Filed on Improvement in Street Improvement District No. 2216. No opposition. Motion carried.

Director of Economic Development and Community Services Mark Vaux appeared before the Commission on the first Façade Grant/Loan application from Off the Wall Advertising at 322 Sheyenne Street, West Fargo, ND. Vaux stated that the Economic Development Advisory Committee agreed that parking lot repairs would be allowed as long as they are in conjunction with building improvements and façade improvements with the cap for parking lot repairs at 10% of the total project cost. Director of Economic Development and Community Services Mark Vaux advised that the Economic Development Advisory Committee recommended approval of the facade grant/loan application from Off The Wall Advertising for not more than the program cap of \$20,000.00. After discussion, Commissioner Hanson moved and Commissioner Thorstad seconded to approve the façade application as recommended by the Economic Development Advisory Committee for not more than the program cap of \$20,000.00. No opposition. Motion carried.

Planning Director Larry Weil appeared before the Commission on the request for a Planned Unit Development Amendment for Multiple Family Development on Lot 2, Block 1 of Burlington 6th Addition and stated the Planning & Zoning Commission recommended approval subject to the five conditions in the Staff Report. Commissioner Hanson moved and Commissioner Thorstad seconded to approve the Planned Unit Development Amendment subject to the conditions listed in the Staff Report. No opposition. Motion carried.

Public Works Director Barry Johnson appeared before the Commission to review construction proposals for West Fargo Public Works Buildings and to recommend award of the building projects to Morton Buildings for \$79,646.00 for the Public Works Sanitation Offices and for \$369,847.00 for the Public Works Equipment Storage Structure. Public Works Director Barry Johnson's memo of September 17, 2012 along with pictures were provided to the Commissioners. After discussion, Commissioner Hanson moved and Commissioner Thorstad seconded to award the bids to Morton Buildings as recommended by Public Works Director Barry Johnson. No opposition. Motion carried.

A discussion was held on the October 29, 2012 City Commission Meeting. Planning Director Larry Weil appeared before the Commission. Commissioner Simmons moved and Commissioner Hanson seconded that no meeting will be held on October 29, 2012. No opposition. Motion carried.

Assistant City Attorney Chris McShane appeared before the Commission on Sewer, Water, Storm and Street Improvement District No. 1243 (Shadow Creek 3rd Addition) and provided a Resolution Amending Acceptance of Bid and Directing Execution of Contract which amends the contractor's name from Ryan Contractors to Ryan Development Inc. Commissioner Simmons moved and Commissioner Hanson seconded to adopt the Resolution Amending Acceptance of Bid and Directing Execution of Contract. No opposition. Motion carried.

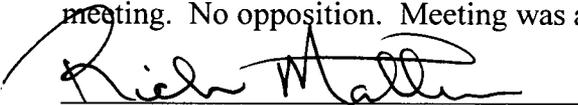
Commissioner Hanson then moved and Commissioner Thorstad seconded to adopt the Resolution Approving Contract and Contractor's Bond in Sewer, Water, Storm and Street Improvement District No.1243. No opposition. Motion carried.

Senior Planner Steven Zimmer appeared before the Commission on the request from Robert Hayden of 3902 County Road 17 N, West Fargo, ND, for a building permit to start construction on an accessory building prior to approval of the Conditional Use Permit. After discussion, Commissioner Simmons moved and Commissioner Hanson seconded to allow the building permit to be issued prior to the Conditional Use Permit process completed under the understanding that the applicant proceeds at his own risk. No opposition. Motion carried.

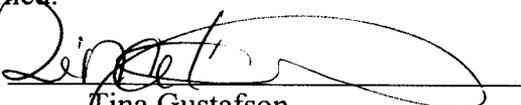
There was no report from the City Administrator.

There was no correspondence.

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



Rich Mattern
President of the Board



Tina Gustafson
Deputy City Auditor