



The West Fargo City Commission met on Monday, April 7, 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 advised that Games of Chance for Altrusa International of Fargo, ND for Raffle to be held April 26, 2014 at 713 2<sup>nd</sup> St E, West Fargo, ND, is to be added to the Consent Agenda. Commissioner Simmons moved and Commissioner Thorstad seconded to approve the Order of Agenda with the addition to the Consent Agenda. No opposition. Motion carried.

Commissioner Wentz moved and Commissioner Hanson seconded to approve the Minutes of March 31, 2014. No opposition. Motion carried.

The Commission reviewed Building Permits # 83 - 105, the Building Department Activity Report dated April 7, 2014, and the Building Department Monthly Comparison Report for March 2013/March 2014.

There were no Commissioner Committee Reports.

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

**Bills**

Budget amendment for Sewer and Water Capital Assets from \$42,100 to \$107,100 to allow for the purchase of a new excavator

Sewer, Water, Storm and Street Improvement District No. 1275 (Goldenwood 5<sup>th</sup> Addition – Phase II): Approve Plans and Specifications and authorize Advertisement for Bids with bid opening on May 1, 2014

Sewer, Water, Storm and Street Improvement District No. 1276 (Christianson 2<sup>nd</sup> Addition): Approve Engineer's Report, authorize City Engineer to prepare Plans and Specifications, approve Plans and Specifications and authorize Advertisement for Bids with bid opening on May 15, 2014

Sewer, Water, Storm and Street Improvement District No. 1268 (River's Bend at The Preserve 2<sup>nd</sup> Addition): Approve Plans and Specifications and authorize Advertisement for Bids with bid opening on May 1, 2014

Sewer, Water, Storm and Street Improvement District No. 1279 (12<sup>th</sup> Avenue North Utilities): Create Assessment District and authorize Engineer to prepare Engineer's Report

Sewer, Water, Storm and Street Improvement District No. 1278 (Oak Ridge 6<sup>th</sup> Addition): Create Assessment District and authorize Engineer to prepare Engineer's Report

Games of Chance: Altrusa International of Fargo, ND for Raffle to be held April 26, 2014 at 713 2<sup>nd</sup> Street East, West Fargo, ND.

No opposition. Motion carried.

Kevin Rod of 407 11<sup>th</sup> Avenue NW, West Fargo, ND, appeared before the Commission to request that the City Commission authorize the City Attorney to draft an ordinance that would hold a landlord or absentee owner responsible for evicting a tenant that is disrupting or harassing the neighborhood. Mr. Rod presented a petition to the City Commission. Assistant Chief Michael Reitan and City Attorney John Shockley appeared before the Commission. Karen Bender of 409 11<sup>th</sup> Ave NW and Sandy Nelson of Brookwood Mobile Home Park also appeared before the Commission. After discussion, the City Commission agreed that Assistant Chief Michael Reitan should move forward with contacting the homeowner and expressing the concerns of the Police Department and neighborhood and City Attorney John Shockley should also look into this to see if there is anything further that the City can do on this matter.

City Attorney John Shockley appeared before the City Commission to review the Official Ballot for the Vote on City Sales and Use Tax Ordinance General Election, June 10, 2014. This was for informational purposes only and no action was taken by the Commission.

City Attorney John Shockley appeared before the City Commission on Ordinance No. 981 relating to Appointive Officers and City Employees which is a change to a draft ordinance based upon discussion at a previous meeting. After discussion, Commissioner Thorstad moved and Commissioner Wentz seconded to place Ordinance No. 981 on First Reading. No opposition. Motion carried.

Senior Planner Tim Solberg appeared before the Commission on Maple Ridge at the Preserve 4<sup>th</sup> Addition rezoning from Rural Residential and Rural Estate District to Planned Unit Development. Commissioner Simmons moved and Commissioner Hanson seconded to place on Second Reading Ordinance No. 1000 for the rezoning of Maple Ridge at the Preserve 4<sup>th</sup> Addition and approve the Final Plat of Maple Ridge at the Preserve 4<sup>th</sup> Addition subject to the recommendations of Staff and the condition that the hammerhead be increased in length per recommendations from the City Fire Department. No opposition. Motion carried.

Director of Economic Development and Community Services Matt Marshall appeared before the Commission on the Renaissance Zone Application for Perry Leier – Leier Investments DBA Superior Steam Cleaning & Restoration (345 11<sup>th</sup> Street West). Director of Economic Development and Community Services Matt Marshall advised that the Economic Development Advisory Committee had two concerns: Landscaping Plan and Parking Plan. After discussion, Commissioner Wentz moved and Commissioner Hanson seconded to approve the Renaissance Zone application with the conditions there is an approved landscaping plan by Planning & Zoning and an approved parking plan. No opposition. Motion carried.

Director of Economic Development and Community Services Matt Marshall appeared before the Commission on the Façade Grant request for Farmers Union Oil Company DBA Petro Serve USA (1722 West Main Avenue, West Fargo, ND) and provided a drawing of the building. After discussion, Commissioner Hanson moved and Commissioner Simmons seconded to approve the Façade Grant. No opposition. Motion carried.

Assistant City Engineer Dustin Scott appeared before the Commission on Water Improvement District No. 1274 (Well #7 Replacement (WL#16)) and recommended to award the contract for Water Improvement District No. 1274 to Thein Well for their bid Part A and Part B of \$286,631.00. After discussion, Commissioner Hanson moved and Commissioner Wentz seconded to award the contract for Water Improvement District No. 1274 as recommended by Assistant City Engineer Dustin Scott. No opposition. Motion carried.

Assistant City Engineer Dustin Scott appeared before the Commission on Sewer, Water, Storm and Street Improvement District No. 1261 (Butler's 8<sup>th</sup> Addition) and recommended to award the bid to Dakota Underground for their bid of \$2,092,630.00. After discussion, Commissioner Simmons moved and Commissioner Thorstad seconded to award the contract for Sewer, Water, Storm and Street Improvement District No. 1261 as recommended by Assistant City Engineer Dustin Scott. No opposition. Motion carried.

There were no Non-Agenda items.

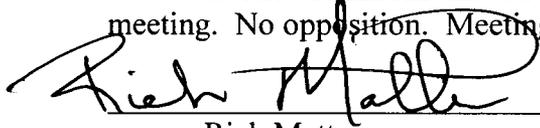
City Auditor James Brownlee gave the following report:

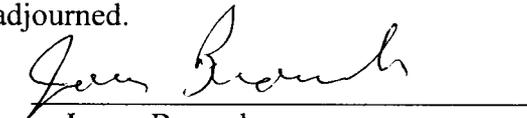
Fire Chief Roy Schatschneider appeared before the Commission to review the Insurance Services Office report and stated that the City's ranking improved from Class 5 to Class 4 which will reflect a 2 – 12% reduction in premium for all commercial buildings in the City.

Staff is putting together a brochure with information on the Sample Ballot and explanation that will be mailed with all the water bills

There was no correspondence.

Commissioner Simmons moved and Commissioner Wentz 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