



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

The West Fargo City Commission met on Monday, January 17, 2011, at 5:30 P.M. Those present were Rich Mattern, Mark Simmons, Lou Bennett and Mike Thorstad. Absent was Duane Hanson. The meeting was called to order by Rich Mattern, President of the Board.

The Pledge of Allegiance was recited.

Commissioner Mattern stated that a Games of Chance application for the Julie Kottsick ALS Jamboree is to be added to the Consent Agenda. Commissioner Simmons moved and Commissioner Bennett seconded to approve the Order of Agenda with the addition to the Consent Agenda. No opposition. Motion carried.

Commissioner Bennett moved and Commissioner Thorstad seconded to approve the Minutes of January 3, 2011. No opposition. Motion carried.

The Commission reviewed Building Permits #1 - 8 along with the Building Department Activity Report dated January 17, 2011.

There were no Commissioner Committee Reports.

There were no Auditor's Reports.

The Sanitation Department Report for December 2010 and the Sanitation Department Report Total Year 2010 were received by the Commission.

City Auditor James Brownlee reported that Staff had met with Ernie Brookins on January 10, 2011, regarding the structure at 213 Brookwood F Street. The City has agreed to give up 3-4 feet of City Right-of-Way in order for Mr. Brookins to get a Building Permit. The Notice of Violation will be in effect until Mr. Brookins applies and receives a Building Permit and as soon as he gets the building up to code, the City will withdraw the Notice of Violation. City Attorney Brian Neugebauer appeared before the Commission. The City Commission agreed that City Attorney Brian Neugebauer should start the procedure to vacate part of that easement.

Commissioner Simmons moved and Commissioner Bennett seconded to approve the following items on the Consent Agenda.

Bills

Gaming Site Authorization: RMEF MinnDak Inc (Rocky Mountain Elk Foundation) – Fargo/Moorhead Chapter at Legends Event Center

Games of Chance: West Fargo Exchange Club for Raffle to be held April 15, 2011 at the Legends Bar and Grill

Games of Chance: Tim Seitz Benefit for Raffle to be held February 26, 2011 at the West Fargo VFW Post 7564

Sewer and Water Improvement District No. 1225 (South Pond at the Preserve First Addition): Approve Engineer's Report and authorize City Engineer to prepare Plans and Specifications

Public Hearing January 31, 2011 at 5:45 PM – South Pond at The Preserve 2nd Addition rezoning from Agricultural to Single Family, Mixed One and Two-Family Dwelling, Limited Multiple Dwellings, Light Commercial and Planned Unit Development

Games of Chance: Julie Kottsick ALS Jamboree for Raffle to be held April 3, 2011 at Spitfire Bar & Grill

No opposition. Motion carried.

City Assessor Wanda Wilcox appeared before the Commission on the application from Scott Steffes of Steffes Auctioneers for a "Property Tax Exemption for Improvements to Commercial & Residential Buildings" for the former Fargo Tractor building that was purchased at 2000 Main Avenue East, and recommended a Five Year Exemption on the new value added from the remodeling. After discussion, Commissioner Simmons moved and Commissioner Bennett seconded to grant the five year exemption on the new value only for a five year period starting in 2011 as recommended by City Assessor Wanda Wilcox. No opposition. Motion carried.

City Auditor James Brownlee appeared before the Commission for approval of a 20% local match in the amount of \$11,070.00 for the Senior Citizens Bus and recommended using funds from the General Fund Reserve Contingency line item. After discussion, Commissioner Bennett moved and Commissioner Thorstad seconded to approve the local match of \$11,070.00 for the Senior Citizens Bus. No opposition. Motion carried.

City Auditor James Brownlee appeared before the Commission on the new procedure for approving Contract Change Orders and advised that any Change Order over \$10,000 or over 5% of the project cost will be reviewed by the portfolio holders for the Street Department and Sewer and Water Department before the Change Order is forwarded to the City Commission for final approval. City Attorney Brian Neugebauer also appeared before the Commission.

The Commission then reviewed the Change Orders for Sewer and Water Improvement District No. 1214 (North Central Forcemain Replacement) and Sewer Improvement District No. 1213 (8th Street West/2nd Avenue West Sanitary Improvements). Commissioner Simmons moved and Commissioner Bennett seconded to approve the Change Orders for these two projects. No opposition. Motion carried.

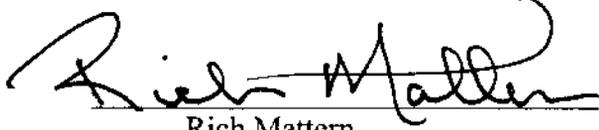
Senior Planner Steven Zimmer appeared before the Commission on Eagle Run 19th Addition, a replat, and advised that the Planning and Zoning Commission recommended approval with the four Staff recommendations. Commissioner Simmons moved and Commissioner Thorstad seconded to approve the Final Plat of Eagle Run 19th Addition subject to all conditions listed in the Staff Report. No opposition. Motion carried.

Senior Planner Steven Zimmer appeared before the Commission on the request from CMT Transportation for a Conditional Use Permit for a trucking company located at 975 Armour Street NW and advised that the Planning & Zoning Commission recommended approval. After discussion, Commissioner Simmons moved and Commissioner Bennett seconded to approve the Conditional Use Permit as recommended by Staff. No opposition. Motion carried.

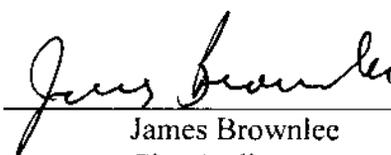
Commissioner Mattern stated that he has asked City Auditor James Brownlee and Staff to put together a packet of some of the legislative bills and give a summary of each one at the next meeting.

There was no correspondence.

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



Rich Mattern
President of the Board



James Brownlee
City Auditor