



West Fargo City Commission Meeting
West Fargo City Hall Commission Chambers
800 4th Ave E, West Fargo, 58078
Monday, October 2, 2023 5:30 PM

Meeting Items

A. Call to Order

Denis Otterness, Police Chief appeared before the Commission for the Regular Agenda items:

1. Swearing in of four new officers:

Officer Troy Casperson, Officer Sarahanne "Sari" Skwiera,
Officer Bryce Masset, and Officer Lee Mewes

2. Promotion of Sergeant Travis Johnson

B. Pledge of Allegiance

The pledge of Allegiance was recited.

C. Roll Call

Commissioners Mandy George – present; Mark Simmons – present; Bernie Dardis – present; Brad Olson – present; Roben Anderson – present

D. Approve Order of Agenda

Commissioner Simmons moved and Commissioner Anderson seconded to approve the order of the agenda with the amendment that consent agenda items b and c were moved to the regular agenda as 9a and 9 b. Commissioners George, Dardis, Anderson, Olson, and Simmons voted aye. No Commissioners present voted nay, the motion was declared carried by a 5:0 vote.

E. Approval of Minutes -- September 18, 2023

Commissioner Olson moved and Commissioner George seconded to approve the minutes of September 18, 2023. Commissioners George, Dardis, Anderson, Olson, and Simmons voted aye. No Commissioners present voted nay, the motion was declared carried by a 5:0 vote.

F. Building Permits

Commissioner Olson moved and Commissioner Anderson seconded to approve the building permits as distributed. Commissioners George, Dardis, Anderson, Olson, and Simmons voted aye. No Commissioners present voted nay, the motion was declared carried by a 5:0 vote.

Consent Agenda - Approve the Following:

a. Bills

b. District No. 2276 – Roundabout at 9th St W and 52nd Ave W

• Authorize Resolution of Necessity

This item was moved to the regular agenda as item 9a.



West Fargo City Commission Meeting
West Fargo City Hall Commission Chambers
800 4th Ave E, West Fargo, 58078
Monday, October 2, 2023 5:30 PM

c. District No. 2280 – Roundabout at 23rd Ave E and 6th St E

• Authorize Resolution of Necessity

This item was moved to the regular agenda as item 9b.

d. Games of Chance for Holy Cross Catholic Wild Game. Games to be conducted:

Calendar Raffle from January 1, 2024 through January 31, 2024 at Holy Cross Catholic Church at 2711 7th St E, West Fargo, ND

e. Games of Chance for Legacy Elementary PTA. Games to be conducted: Bingo on October 27, 2023 at Legacy Elementary at 5150 9th St W, West Fargo, ND

f. Games of Chance for The American Legion Department of North Dakota. Games to be conducted: Raffle on February 16, 2024 at The American Legion Department of North Dakota at 405 Main Ave West, Suite 4A, West Fargo, ND

Commissioner George moved and Commissioner Olson seconded to approve the consent agenda with the amendment that consent agenda items b and c were moved to the regular agenda as 9a and 9 b. Commissioners George, Dardis, Anderson, Olson, and Simmons voted aye. No Commissioners present voted nay, the motion was declared carried by a 5:0 vote.

Regular Agenda

1. Swearing in of four new officers:

**Officer Troy Casperson, Officer Sarahanne "Sari" Skwiera,
Officer Bryce Masset, and Officer Lee Mewes**

2. Promotion of Sergeant Travis Johnson

3. Public Comment

There was no one present or signed up to speak during the Public Comment period of the meeting.

4. Appointment of Dustin Scott, City Administrator

Commissioner Simmons moved and Commissioner George seconded to approve the appointment of Dustin Scott as the City Administrator. Commissioners George, Dardis, Anderson, Olson, and Simmons voted aye. No Commissioners present voted nay, the motion was declared by a 5:0 vote.

5. 2024 Final Budget Approval -- Dustin Scott, Assistant City Administrator

Commissioner Olson moved and Commissioner Simmons seconded to approve the 2024 Final Budget. Commissioners George, Dardis, Anderson, Olson, and Simmons voted aye. No Commissioners present voted nay, the motion was declared by a 5:0 vote.



West Fargo City Commission Meeting
West Fargo City Hall Commission Chambers
800 4th Ave E, West Fargo, 58078
Monday, October 2, 2023 5:30 PM

**6. Qualley & Associates by EXP Realty Enterprise Grant -- Casey Sanders-Berglund,
Economic Development Director**

Commissioner Olson moved and Commissioner Anderson seconded to approve the Qualley & Associates by EXP Realty Enterprise Grant. Commissioners George, Dardis, Anderson, Olson, and Simmons voted aye. No Commissioners present voted nay, the motion was declared by a 5:0 vote.

**7. Second Reading & Final Approval – A23-23 Zoning Ordinance Amendment to Title IV of
the City Ordinances pertaining to wall graphics signs -- Aaron Nelson, Planning Director**

Commissioner George moved and Commissioner Simmons seconded to approve the Second Reading & Final Approval – A23-23 Zoning Ordinance Amendment to Title IV of the City Ordinances pertaining to wall graphics signs. Commissioners George, Dardis, Anderson, Olson, and Simmons voted aye. No Commissioners present voted nay, the motion was declared by a 5:0 vote.

8. Presentation of the Sanitation Study (informational) -- Matt Andvik, Public Works Director
Full pack for the West Fargo Sanitation Utility Rate and Operations Study linked here:

<https://www.westfargond.gov/DocumentCenter/View/9110/West-Fargo-Sanitation-Utility-Rate-and-Operations-Study>

No action was taken, this was an informational only item.

9. Update on the Lagoon Decommissioning -- Matt Andvik, Public Works Director

No action was taken, this was an informational only item.

Items adding into the regular agenda from the consent agenda:

9a. District No. 2276 – Roundabout at 9th St W and 52nd Ave W

• Authorize Resolution of Necessity

Commissioner Olson moved and Commissioner Simmons seconded to approve District No. 2276 – Roundabout at 9th St W and 52nd Ave W; Authorize Resolution of Necessity. Commissioners Dardis, Olson, and Simmons voted aye. Commissioners George and Anderson voted nay, the motion was declared carried by a 3:2 vote.

9b. District No. 2280 – Roundabout at 23rd Ave E and 6th St E

• Authorize Resolution of Necessity

Commissioner Olson moved and Commissioner Simmons seconded to approve District No. 2280 – Roundabout at 23rd Ave E and 6th St E; Authorize Resolution of Necessity. Commissioners George, Dardis, Anderson, Olson, and Simmons voted aye. No Commissioners present voted nay, the motion was declared carried by a 5:0 vote.



West Fargo City Commission Meeting
West Fargo City Hall Commission Chambers
800 4th Ave E, West Fargo, 58078
Monday, October 2, 2023 5:30 PM

10. Meadowridge Development Mill and Overlay -- Dan Hanson, City Engineer

- **Create Improvement District No. 2281 and Direct Engineer to prepare an Engineer's Report**

Commissioner George moved and Commissioner Anderson seconded to approve the Meadowridge Development Mill and Overlay; Create Improvement District No. 2281 and Direct Engineer to prepare an Engineer's Report. Commissioners George, Dardis, Anderson, Olson, and Simmons voted aye. No Commissioners present voted nay, the motion was declared carried by a 5:0 vote.

11. City Administrator's Report -- Dustin Scott, acting City Administrator

- **Update on 2022 Audit**

No action was taken, this was an informational only item.

- **Update on Police Chief position (TBD)**

Commissioner Olson moved and Commissioner Simmons seconded to approve Peter Nielsen as the Chief of Police for the City of West Fargo. Commissioners George, Dardis, Anderson, Olson, and Simmons voted aye. No Commissioners present voted nay, the motion was declared carried by a 5:0 vote

12. Correspondence

There wasn't any correspondence.

13. Non-Agenda Items

There wasn't any non-agenda items.

14. Adjourn

Commissioner Olson moved and Commissioner Simmons seconded to adjourn.
Commissioner Commissioners George, Dardis, Anderson, Olson, and Simmons voted aye.
No Commissioners present voted nay, the motion was declared carried by a 5:0 vote.

Bernie Dardis, Commission President

Dustin T. Scott, City Administrator