



West Fargo City Commission Meeting
Monday, July 10, 2023
Commission Chambers 5:00 PM

The West Fargo City Commission met on Monday, July 10, 2023, at 5:00 p.m. Those present were Commissioners Bernie Dardis, Brad Olson, Roben Anderson, Mark Simmons and Mandy George.

The Public Comment portion of the meeting opened at 5:00 p.m. Three West Fargo residents came forward to speak during this time. Following the Public Comment portion, the meeting was called for a recess until 5:30 p.m., when the regular portion of the meeting was to be called to order.

The meeting was called back to order at 5:30 p.m. The pledge of allegiance was recited.

Commissioner Olson moved and Commissioner Anderson seconded to approve the order of the agenda as distributed. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Commissioner Simmons moved and Commissioner Olson seconded to approve the minutes from June 19, 2023, as presented. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

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

Commissioner Simmons moved and Commissioner Olson seconded to approve the consent agenda as presented:

- a. Bills
- b. Project No. 2273 – Intersection Modifications and Traffic Signal Improvement at 23rd Ave S and Bluestem Dr
 - Approve Plans and Specifications; and Direct Advertisement for Bids
- c. Master Service Agreement with HDR
 - Approve Master Service Agreement (MSA) with HDR
- d. Games of Chance for United Way of Cass Clay. Games to be conducted: Raffle Board at Light Consulting - Fiesta 4 Impact Fundraiser for United Way

Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Melanie Schacher, a resident of West Fargo, appeared before the Commission regarding 2023 fireworks. Denis Otterness, Police Chief and Dan Fuller, Fire Chief appeared before the Commission to give a report of the complaints regarding the fireworks. No action was taken.

Denis Otterness, Police Chief appeared before the Commission for a Body-Worn Camera Program update and to request approval to move forward with the purchase of equipment to support Motorola Solutions/WatchGuard Body-Worn Camera Program. Following discussion, Commissioner Simmons moved and Commissioner Olson seconded to approve the purchase of equipment to support Motorola Solutions/WatchGuard Body-Worn Camera Program. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.



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Mike Amundson, Executive Director of West Fargo Events appeared before the Commission to give a presentation regarding West Fargo Events – Event Recap. No action was taken.

Commissioner Simmons brought forward the selection of the P3 developer for the West Fargo Sports Arena P3 Project. Following discussion, Commissioner Simmons moved and Commissioner Olson seconded to approve the selection of EPIC for the P3 developer for the West Fargo Sports Arena P3 Project. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Casey Sanders-Berglund, Economic Development Manager appeared before the Commission requesting approval of the parking agreement with the Olson Family Properties. Following discussion, Commissioner Simmons moved and Commissioner George seconded to approve the parking agreement with Olson Family Properties. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Casey Sanders-Berglund, Economic Development Manager appeared before the Commission requesting approval of the Enterprise Grant for GreenHouse Business Center. Following discussion, Commissioner Olson moved and Commissioner Simmons seconded to approve the Enterprise Grant for GreenHouse Business Center. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Dustin Scott, Assistant City Administrator and Pierre Freeman, Emergency Manager appeared before the Commission to request approval to move forward with the property acquisitions with FEMA Hazard Mitigation Grant; authorize (4) purchase agreements. Following discussion, Commissioner Commissioner George moved and Commissioner Anderson seconded to approve the FEMA Hazard Mitigation Grant; authorize (4) purchase agreements. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Dan Hanson, City Engineer appeared before the Commission to request Designation of Master Construction Co., Inc. as a Non-Responsible Bidder for Roadway and Underground Utility Projects; approve Resolution Declaring Master Construction Co., Inc. as a Non-Responsible Bidder for Roadway and Underground Utility Projects. Following discussion, Commissioner Simmons moved and Commissioner Anderson seconded to approve Designation of Master Construction Co., Inc. as a Non-Responsible Bidder for Roadway and Underground Utility Projects; approve Resolution Declaring Master Construction Co., Inc. as a Non-Responsible Bidder for Roadway and Underground Utility Projects. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.



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Dan Hanson, City Engineer appeared before the Commission to request approval of Sandhills 6th Addition; create Improvement District No. 1345, Approve Engineer's Report, Direct Engineer to prepare both a Task Order for "Basic Services" along with Plans and Specifications; and Approve Resolution of Necessity. Following discussion, Commissioner Olson moved and Commissioner Olson seconded to Sandhills 6th Addition; create Improvement District No. 1345, Approve Engineer's Report, Direct Engineer to prepare both a Task Order for "Basic Services" along with Plans and Specifications; and Approve Resolution of Necessity. The City was to reach out to the Hazers and Archery Club, one more time to make them aware of this Project. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. Commissioner George voted nay, the motion was declared carried.

Dan Hanson, City Engineer appeared before the Commission to request approval of the Manhole Rehabilitation Project; create Project No. 1347 and Award Contract. Following discussion, Commissioner Olson moved and Commissioner Anderson seconded to approve the Manhole Rehabilitation Project; create Project No. 1347 and Award Contract. Commissioners Anderson, Olson, Simmons, and Dardis voted aye. Commissioner George voted nay, the motions were declared carried. Commissioners Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Dan Hanson, City Engineer appeared before the Commission to request approval of Project No. 2261 – 2023 Mill and Overlay Project; approve Task Order No. 69-2 for "Basic Services" and Direct Engineer to prepare Plans and Specifications. Following discussion, Commissioner Simmons moved and Commissioner Olson seconded to approve Project No. 2261 – 2023 Mill and Overlay Project; approve Task Order No. 69-2 for "Basic Services" and Direct Engineer to prepare Plans and Specifications. The City will continue to look for other funding sources for these types of improvements. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. Commissioner George voted nay, the motion was declared carried.

Dan Hanson, City Engineer appeared before the Commission to request approval of Project No. 9038 – Bank Stabilization (622 Morrison St); Project Update and Award of Contracts. Following discussion, Commissioner Simmons moved and Commissioner Anderson seconded to approve Project No. 9038 – Bank Stabilization (622 Morrison St); Project Update and Award of Contracts. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Dan Hanson, City Engineer appeared before the Commission to request approval of Sheyenne Street Bike Lane; approve addition of bike lane. Following discussion, Commissioner Anderson moved and Commissioner George seconded to restripe as currently configured, with no additions, the Sheyenne Street Bike Lane. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners voted nay, the motion was declared carried.

Sarah Wear, Assistant City Attorney appeared before the Commission to request approval of First Reading of Ordinance 1233 - Legislative Updates. Following discussion Commissioner Olson moved and Commissioner Simmons seconded to approve First Reading of Ordinance 1233 - Legislative Updates. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners voted nay, the motion was declared carried.



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Bernie Dardis, Commission President brought forth an update on Commission Portfolios; Change of Secondary Portfolio for Commissioner Brad Olson from Finance to Police and Fire; and Change of Secondary Portfolio for Commissioner Mandy George from Police and Fire to Finance. Following discussion, Commissioner Simmons moved and Commission Anderson seconded to Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners voted nay, the motion was declared carried.

Regarding the Administrator's Report, Dustin Scott, Assistant City Administrator appeared before the Commission to give City staffing updates. Mr. Scott also gave a brief update on the Preliminary Budget schedule and updates going forward.

Regarding correspondence, there was one piece passed out to each of the Commissioners.

Regarding non-agenda, Bernie Dardis, Commission President brought for the happenings with Finance HR and payroll. No action was taken.

Commissioner Simmons moved and Commissioner Olson seconded to adjourn the meeting. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the meeting adjourned at 8:15 p.m.

A blue ink signature of Bernie Dardis, written in a cursive style.

Bernie Dardis, Commission President

A blue ink signature of Dustin T. Scott, written in a cursive style.

Dustin T. Scott, Assistant City Administrator