



West Fargo City Commission Meeting
Monday, June 19, 2023
Commission Chambers 5:00 PM

The West Fargo City Commission met on Monday, June 19, 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 was opened at 5:00 p.m. There was no one present to speak. The public comment portion of the meeting was closed at 5:06 p.m.

The meeting was called back to order at 5:30 p.m.

The Pledge of Allegiance was recited.

Commissioner Olson moved and Commissioner Simmons 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 Olson moved and Commissioner George seconded to approve the minutes from June 5, 2023 as presented. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

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

- a. Bills
- b. Approve price increase for the sale of Rip Rap
- c. A23-14 Shiloh 2nd Addition, a Conditional Use Permit for increased and illuminated signage for institutional identification in a residential district for a church
- d. A23-18 Sterling Industrial Park 1st Addition, an access request onto a minor arterial street
- e. A23-19 Selberg's 2nd Subdivision, a Conditional Use Permit for Accessory Building greater than 1,000 sf
- f. Airport Authority Bylaws
- g. MOA with West Fargo Public Schools for the '23-'24 school year

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

Bernie Dardis, Commission President brought forth the Cargill Inc. Repayment Agreement; approve Cargill, Inc. Repayment Agreement. Following discussion, Commissioner Simmons moved and Commissioner Olson seconded to approve the Cargill Inc. Repayment Agreement. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.



West Fargo City Commission Meeting
Monday, June 19, 2023
Commission Chambers 5:00 PM

Denis Otterness, Police Chief appeared before the Commission for the approval of the second reading of City Ordinance revision of 1-07-03 Sale of Abandoned or Unclaimed Personal Property. Following discussion, Commissioner Olson moved and Commissioner Anderson seconded to approve the second reading of City Ordinance revision of 1-07-03 Sale of Abandoned or Unclaimed Personal Property). Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Ellen Rossow, Communications Specialist for the West Fargo Public Library presented the 2022 West Fargo Public Library Annual Report to the Commission. No action was taken.

Matt Andvik, Public Works Director appeared before the Commission to request approval of the purchase of 2021 budgeted Roll Off Truck. Following discussion, Commissioner Olson moved and Commissioner George seconded to approve the purchase of 2021 budgeted Roll Off Truck. 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 Improvement District No. 1337 (The Wilds 21st – Phase 2); approve Change Order No. 3 No. 4. Following discussion, Commissioner Simmons moved and Commissioner Olson seconded to approve Improvement District No. 1337 (The Wilds 21st – Phase 2); approve Change Order No. 3 No. 4. 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 Project No. 1346 – Sanitary Sewer Access Improvements; approve Plans and Specifications and Authorize Advertisement for Bids. Following discussion, Commissioner Simmons moved and Commissioner Anderson seconded to approve Project No. 1346 – Sanitary Sewer Access Improvements; approve Plans and Specifications and Authorize Advertisement for Bids. 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 ADA Transition Plan; approve and adopt the ADA Transition Plan. Following discussion, Commissioner Olson moved and Commissioner George seconded to approve ADA Transition Plan; approve and adopt the ADA Transition Plan. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motions were declared carried.

Dan Hanson, City Engineer appeared before the Commission to request approval of the Driveway Request for Reasonable Accommodations for 241 3rd Ave E, West Fargo; approve request for Reasonable Accommodations. Following discussion, Commissioner Simmons moved and Commissioner Anderson seconded to approve Driveway Request for Reasonable Accommodations for 241 3rd Ave E, West Fargo; approve request for Reasonable Accommodations. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.



West Fargo City Commission Meeting
Monday, June 19, 2023
Commission Chambers 5:00 PM

Dan Hanson, City Engineer appeared before the Commission to request approval of the Carbon Reduction Program (CRP) Grant Acceptance; update along with the acceptance of the CRP Grant. Following discussion, Commissioner Olson moved and Commissioner George seconded to approve Carbon Reduction Program (CRP) Grant Acceptance; update along with the acceptance of the CRP Grant. 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 the Vehicle Purchase for Engineering Department Fleet; approve both Ford Escape's to be traded in for a new Engineering Fleet Vehicle. Following discussion, Commissioner Simmons moved and Commissioner Anderson seconded to approve Vehicle Purchase for Engineering Department Fleet; approve both Ford Escape's to be traded in for a new Engineering Fleet Vehicle. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

John Shockley, City Attorney appeared before the Commission to request approval of the Resolution Setting Permit Fees Schedule Relating to International Fire Code. Following discussion, Commissioner Simmons moved and Commissioner Olson seconded to approve the Resolution Setting Permit Fees Schedule Relating to International Fire Code. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

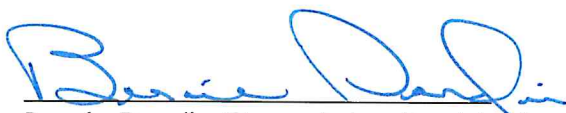
Roben Anderson, Commissioner brought forth the discussion of water loss benchmarking. David Withee, a resident of West Fargo appeared before the Commission to speak on the item. No action was taken.

In regard to the Administrator's Report, Dustin Scott, Assistant City Administrator appeared before the Commission:

- a. Introduction of Heide Delorme, new Finance Director for the City of West Fargo
- b. Finance contract with AE2S was to come to an end the end of June 2023.
Commissioner Simmons moved and Commissioner Olson seconded to approve the 90-day extension with the contract. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.
- c. Update on HR Manager position interviews
- d. Update on hiring Library Director

There was no correspondence or non-agenda items.

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 7:14 p.m.



Bernie Dardis, Commission President



Dustin T. Scott, Assistant City Administrator