



West Fargo City Commission Meeting
Monday, May 15, 2023
Commission Chambers 5:00 PM

The West Fargo City Commission met on Monday, May 1, 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. Four 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.

Denis Otterness, Police Chief appeared before the Commission for a swearing in of Officers Parker Borg and Jeff Boyer.

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 May 1, 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 Simmons moved and Commissioner Anderson seconded to approve the consent agenda as presented with the removal of item d to be placed as regular agenda item 10.5.

- a. Bills (Pages 11-58)
- b. Improvement District No. 2271 – 7th Ave NW and 5th St Ct NW
 - Authorize Notice to Proceed; and Adopt Resolution Approving Contract and Contractor's Bond (Pages 59-62)
- c. Games of Chance for Dan Dahlstrom Benefit. Games to be conducted: Raffle on June 10, 2023 at Town Hall Bar at 103 Main Ave, West Fargo, ND 58078 (Page 63)
- d. Gaming Site Authorization for Team Makers Club, Inc. Games to be conducted: Pull Tab Jar, Pull Tab Dispensing Device and Electronic Pull Tab Device from July 1, 2023 to June 30, 2024 at Town Hall at 103 Main Ave W, West Fargo, ND 58078 (Pages 64-66)
- e. Gaming Site Authorizations for Prairie Public Broadcasting. Games to be conducted: Bingo, Raffles, Pull Tab Jar, Pull Tab Dispensing Device, Electronic Pull Tab Device, Prize Board, Twenty-One and Poker at Three Lyons LLC at 675 13th Ave E, West Fargo, ND 58078; Bingo, Raffles, Pull Tab Dispensing Device, Electronic Pull Tab Device at Wurst Bier Hall at 3179 Bluestem Dr West Fargo, ND 58078 (Pages 67-72)

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



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Mark Housh, Inspections Administrator appeared before the Commission for the approval of the first reading of Ordinances No. 1224 through 1231 (Code Amendments). Following discussion, Commissioner Olson moved and Commissioner Simmons seconded to approve the first reading of Ordinances No. 1224 through 1231 (Code Amendments). 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 for the approval of the Economic Development Advisory Committee Volunteer Nominee for Member -At- Large position. Following discussion, Commissioner Anderson moved and Commissioner Simmons seconded to approve Carin Reisch for the Economic Development Advisory Committee Volunteer Nominee for Member -At- Large position. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Lisa Sankey, Planner appeared before the Commission for the second reading and final approval – Zoning Ordinance Amendments to Title IV of the City Ordinances pertaining to site plan review. Following discussion, Commissioner Olson moved and Commissioner George seconded to approve the second reading and final approval – Zoning Ordinance Amendments to Title IV of the City Ordinances pertaining to site plan review. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Matt Andvik, Public Works Director appeared before the Commission to request approval of the Public Works Asphalt Overlays (Various Locations); create Project No. 2277, approve Engineer's Report and direct Engineer to prepare Plans and Specifications. Following discussion, Commissioner Olson moved and Commissioner George seconded to approve the request for approval of the Public Works Asphalt Overlays (Various Locations); create Project No. 2277, approve Engineer's Report and direct Engineer to prepare Plans and Specifications. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Matt Andvik, Public Works Director appeared before the Commission to request approval of the MOU between City of West Fargo and WF Parks Dept.; approve the MOU for Charleswood Community Orchard. Following discussion, Commissioner Anderson moved and Commissioner George seconded to approve the MOU between City of West Fargo and WF Parks Dept.; approve the MOU for Charleswood Community Orchard. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Dustin Scott, Assistant City Administrator appeared before the Commission for consideration draft Purchasing Policy. Following discussion, Commissioner Simmons moved and Commissioner George seconded to approve the draft Purchasing Policy. 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 the Citywide Centerline Striping Project; create Project No. 2278, approve Engineer's Report and award Project to Contractor. Following discussion, Commissioner Olson moved and Commissioner George seconded to approve the Citywide Centerline Striping Project; create Project No. 2278, approve Engineer's Report and award Project to Contractor. 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 9034 – Core Area Capital Improvement Planning; approve Task Order No. 67. Following discussion, Commissioner Olson moved and Commissioner Simmons seconded to approve the Project No 9034 – Core Area Capital Improvement Planning; approve Task Order No. 67. 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 Traffic Signal Upgrades – Citywide; approve Purchase of Equipment. Following discussion, Commissioner Simmons moved and Commissioner Olson seconded to approve Traffic Signal Upgrades – Citywide; approve Purchase of Equipment. 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 application for Lead Service Line Inventory Assistance (LSLI); approve Resolution Authorizing filing of an application with NDDEQ for assistance performing a lead service line inventory in compliance with the Lead and Copper Rule Revisions. Following discussion, Commissioner George moved and Commissioner Anderson seconded to approve the application for Lead Service Line Inventory Assistance (LSLI); approve Resolution Authorizing filing of an application with NDDEQ for assistance performing a lead service line inventory in compliance with the Lead and Copper Rule Revisions. 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 second reading of Ordinance No. 1223 – Collection of Garbage Fees. Following discussion, Commissioner Simmons moved and Commissioner George seconded to approve the second reading of Ordinance No. 1223 – Collection of Garbage Fees. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

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

- a. Finance Director Hiring update
- b. July 3rd meeting (Holiday week) Commissioners agreed to have the City Commission meetings move from the 1st and 3rd Mondays of July to the 2nd and 4th Monday (July 10th and July 24th)



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In regards to correspondence, Commission President Dardis gave recognition to the Public Works Department, City Forester Chad Zander and Public Works Director Matt Andvik on being part of the Tree City USA.

There were no non-agenda items.

Commissioner Simmons moved and Commissioner Olson seconded to adjourn the meeting. Commissioners Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the meeting adjourned at 7:16 p.m.

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

Bernie Dardis, Commission President

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

Dustin T. Scott, Assistant City Administrator