



West Fargo City Commission Meeting
Monday, May 1, 2023
Commission Chambers 5:30 PM

The West Fargo City Commission met on Monday, May 1, 2023, at 5:30 p.m. Those present were Commissioners Bernie Dardis, Brad Olson, Roben Anderson, Mark Simmons, and Mandy George who was present via Zoom. President of the Board Bernie Dardis called the meeting to order at 5:30 p.m.

Commissioner Olson moved and Commissioner Anderson seconded to approve the order of the agenda as distributed with the movement of consent agenda item d. Alcohol Consumption at the Red River Market in West Fargo, ND on May 13, 2023 from 10 a.m. to 2 p.m. (Pages 42-43), being moved to the regular agenda. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Commissioner Olson moved and Commissioner Simmons seconded to approve the minutes from April 17, 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 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 10-34)
- b. Improvement District No. 2270 – Traffic Signal at 9th St W and 32nd Ave W
 - Authorize Notice to Proceed; and Adopt Resolution Approving Contract and Contractor's Bond (Pages 35-38)
- c. Right-of-Way Permitting
 - Authorize Engineering to lift Right-of-Way season shutdown and Approve draft letter to be sent to registered contractors (Pages 39-41)
- d. Alcohol Consumption at the Red River Market in West Fargo, ND on May 13, 2023 from 10 a.m. to 2 p.m. (Pages 42-43)
- e. Gaming Site Authorization from July 1, 2023 to June 30, 2024 for Metro Sports Foundation: Games to be conducted: Pull Tab Dispensing Device and Electronic Pull Tab Device at Gimmies located at 635 32nd Ave S #144, West Fargo, ND 58078. Games to be conducted: Pull Tab Jar, Electronic Pull Tab Jar, Twenty-One and Paddlewheel Table located at Brewtus Brickhouse at 635 32nd Ave S #108, West Fargo, ND 58078 (Pages 44-47)
- f. Gaming Site Authorization from July 1, 2023 to June 30, 2024 for West Fargo Rural Fire Department: Games to be conducted: Bingo, Pull Tab Jar, Pull Tab Dispensing Device, Electronic Pull Tab Device, Sports Pool, Twenty-One and Poker at West Fargo Speedway located at 680 Main Ave W, West Fargo, ND 58078. Games to be conducted: Bingo, Raffles, Pull Tab Jar, Pull Tab Dispensing Device, Electronic Pull Tab Device, Sports Pool and Twenty-One



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located at Silver Dollar Bar & Flying Pig at 221 Sheyenne St, West Fargo, ND 58078 (Pages 48-49)

- g. Gaming Site Authorization for North Dakota Association for the Disabled, Inc. Games to be conducted: Bingo, Raffles, Pull Tab Jar, Pull Tab Dispensing Device, Electronic Pull Tab Device, Sports Pool, Twenty-One, Poker and Paddlewheel Table at the Bordertown Bar & Grill at 807 Main Ave E, West Fargo, ND 58078 (Pages 50-52)
- h. Gaming Site Authorization from July 1, 2023 to June 30, 2024 for Arc Upper Valley. Games to be conducted: Bingo, Raffles, Pull Tab Dispensing Device and Electronic Pull Tab Device at The Piggy BBQ at 816 24th Ave #118 (Pages 53-55)
- i. Games of Chance for Veterans Warrior Foundation. Games to be conducted: Raffle at the West Fargo VFW at 444 Sheyenne St, West Fargo, ND 58078 (Page 56)
- j. Gaming Site Authorization from July 1, 2023 to June 30, 2024 for Arthur W Jones Post 7564 VFW of the U.S. Inc. Games to be conducted: Bingo, Raffles, Pull Tab Jar, Electronic Pull Tab Device, Seal Board, Prize Board, Sports Pool, Twenty-One and Paddlewheels with Tickets at Arthur W. Jones Post 7564 VFW at 444 Sheyenne St #1, West Fargo, ND 58078 (Page 57)
- k. Gaming Site Authorization from July 17, 2023 to July 25, 2023 for Metro Sports Foundation. Games to be conducted: Poker at DoubleTree at 825 E Beaton Dr, West Fargo, ND 58078 (Pages 58-59)
- l. Games of Chance for Cystic Fibrosis Association of ND. Games to be conducted: Raffle on June 24, 2023 at Hooligans at 107 W Main Ave, Ste 150, West Fargo, ND 58078 (Page 60)

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

The Local Board of Equalization Agenda was opened and closed at 5:35 PM. Commissioner Olson moved and Commissioner Simmons seconded to approve the minutes from April 11 & 17, 2023 as presented. 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 a Public Hearing and First Reading of Zoning Ordinance amendments to Title IV of the City Ordinances pertaining to site plan review. Following discussion, Commissioner Simmons moved and Commissioner Olson seconded to approve the First Reading of 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.



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Casey Sanders-Berglund, Economic Development Manager appeared before the Commission to request approval of the Enterprise Grant for Cookie Krums. Following discussion, Commissioner Simmons moved and Commissioner Anderson seconded to approve the request for approval of the Enterprise Grant for Cookie Krums. 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 to request approval of four Child Care Improvement Grants. Following discussion:

Commissioner George moved and Commissioner Simmons seconded to approve the Summit child care improvement grant. 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 YMCA School Age Centers 8 locations child care improvement grant. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Commissioner Simmons moved and Commissioner George seconded to approve the Sheyenne Learning Center child care improvement grant. 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 Creative Learning Center child care improvement grant.

Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye.

Commissioner President Dardis voted nay, the motion was declared carried.

Casey Sanders-Berglund, Economic Development Manager appeared before the Commission to request approval of fifteen Child Care Facility Improvement Grants. Commissioner Olson moved and Commissioner George seconded to approve the request for approval of the fifteen Child Care Facility Improvement Grants. 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 to request approval of the parking lot proposal with Olson Family Properties. Commissioner Simmons moved and Commissioner Olson seconded to approve the parking lot proposal with Olson Family Properties. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Pierre Freeman, Emergency Manager appeared before the Commission for the closure of the emergency declaration for flooding. Commissioner Simmons moved and Commissioner Olson seconded to approve the closure of the emergency declaration for flooding. 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 Improvement District No. 2265 – 9th St NE Reconstruction; approve Task Order No. 3-3 for "Design Services". Following discussion, Commissioner Simmons moved and Commissioner George seconded to approve the Improvement District No. 2265 – 9th St NE Reconstruction; approve Task Order No. 3-3 for "Design Services". 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. 2273 – 23rd Ave S and Bluestem Dr E (Intersection Modifications and Traffic Signal Improvement); approve Task Order No. 1 for "Basic Services". Following discussion, Commissioner Olson moved and Commissioner Anderson seconded to approve the Project No. 2273 – 23rd Ave S and Bluestem Dr E (Intersection Modifications and Traffic Signal Improvement); approve Task Order No. 1 for "Basic Services". 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 Sanitary Sewer Access Improvement; create Project No. 1346, approve Engineer's Report; and direct Engineer to prepare both a Task Order for "Basic Services" and Plans and Specifications. Following discussion, Commissioner Simmons moved and Commissioner Anderson seconded to approve the Sanitary Sewer Access Improvement; create Project No. 1346, Approve Engineer's Report; and direct Engineer to prepare both a Task Order for "Basic Services" and Plans and Specifications. 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 Sandhill's 6th Addition (proposed Improvement District No. 1345); accept Petition for Improvements and Preliminary Work Agreements from developers; and authorize preliminary engineering. Following discussion, Commissioner Simmons moved and Commissioner Anderson seconded to approve the Sandhill's 6th Addition (proposed Improvement District No. 1345); accept Petition for Improvements and Preliminary Work Agreements from developers; and authorize preliminary engineering. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Consent agenda item d. Alcohol Consumption at the Red River Market in West Fargo, ND on May 13, 2023 from 10 a.m. to 2 p.m., was moved from the consent agenda to the regular agenda as item 10.5. There was no action on the item.



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John Shockley, City Attorney and Dustin Scott, Assistant City Administrator City appeared before the Commission with requests in regards to Administrator and Department Head positions:

- a. Request to approve contract with Baker Tilly to assist with hiring of City Administrator
Following discussion, Commissioner Olson moved and Commissioner Simmons seconded for approve the contract with Baker Tilly to assist with hiring of City Administrator. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.
- b. Commission President appointment of (2) commissioners for vacant Department Head positions
Following discussion, Commissioner Simmons moved and Commissioner Anderson seconded to approve Commission President appointment of (2) commissioners for vacant Department Head positions. 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 discussion on public comment format at Commission meetings. Following discussion, Commissioner Simmons moved and Commissioner Anderson seconded to approve the public comment format at Commission meetings. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

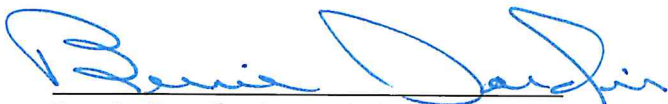
In regards to the Administrator's Report, Dustin Scott, Assistant City Administrator appeared before the Commission:

- a. Moving forward to schedule interviews to hire a Finance IT and HR Director

In regards to correspondence, Commissioner Dardis requested Casey Sanders-Berglund, Economic Development Manager to meet with the group that is putting on the Civic Event. Bernie Dardis also wanted to recognize Kathi Schwan of West Fargo has been named the new state president of AARP in North Dakota. Roben Anderson wanted to remind everyone of the Arbor Day Event happening at City Hall on May 12th.

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 7:40 p.m.



Bernie Dardis, Commission President



Dustin T. Scott, Assistant City Administrator