



West Fargo City Commission Meeting
Monday, March 6, 2023
Commission Chambers 5:30 PM

The West Fargo City Commission met on Monday, March 6, 2023, at 5:30 p.m. Those present were Commissioners Bernie Dardis, Brad Olson, Roben Anderson, Mandy George, and Mark Simmons, 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 George 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 Anderson seconded to approve the minutes from February 21, 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 George seconded to approve the consent agenda as presented.

- a. Bills (Pages 9-25)
- b. Resolution Modifying Water Rates (Page 26)
- c. Care Resource Connection - Consulting Agreement (Dan Fuller, Fire Chief) (Pages 27-30)
- d. Gaming Site Authorization for Devils Lake American Legion #24. Games to be conducted: Poker on March 24 - 26, 2023 at DoubleTree by Hilton at 825 E Beaton Dr (Pages 31-32)
- e. Games of Chance for CCRI Inc. Games to be conducted: Raffle on March 18, 2023 at Veterans Memorial Arena at 1201 7th Ave E (Page 33)

Commissioners George, Olson, Simmons, and Dardis voted aye. Commissioner Anderson voted nay, the motion was declared carried.

Aaron Nelson, Planning and Zoning Director appeared before the Commission for the Public Hearing and First Reading of Title IV zoning ordinance amendment regarding daycare uses. The Public Hearing was opened and closed with no one present to speak on the item. Following discussion, Commissioner George moved and Commissioner Simmons seconded to approve the First Reading of Title IV zoning ordinance amendment regarding daycare uses. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.



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Mandy George, Commissioner brought for approval of the First Reading of Ordinance 1220 in regards to 13-1522 Trucks Prohibited on Certain Streets - Truck Routes Established - Maps and Signs Required. Dustin Scott, Assistant City Administrator and Officer Wesley Booth spoke in detail on the item. Following discussion, Commissioner George moved and Commissioner Anderson seconded to approve the First Reading of Ordinance 1220 in regards to 13-1522 Trucks Prohibited on Certain Streets - Truck Routes Established - Maps and Signs Required. 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 changes and implementation of our F.R.O.G. Pretreatment Program Policy (Fats,Rags,Oils,Grease). Following discussion, Commissioner Olson moved and Commissioner George seconded to approve changes and implementation of our F.R.O.G. Pretreatment Program Policy (Fats,Rags,Oils,Grease). Commissioners George, Olson, Simmons, and Dardis voted aye. Commissioner Anderson voted nay, the motion was declared carried.

Matt Andvik, Public Works Director appeared before the Commission to request approval of the bulk purchase of 2023 water meters. Following discussion, Commissioner Olson moved and Commissioner Simmons seconded to approve the bulk purchase of 2023 water meters. 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 purchasing a replacement salt/sand truck. Following discussion, Commissioner George moved and Commissioner Anderson seconded to approve the purchase of salt/sand truck. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Mark Simmons, Commissioner brought for approval a P3 development in conjunction with WF Public Schools; authorize publication of request for proposals. Following discussion, Commissioner Simmons moved and Commissioner Olson seconded to approve a P3 development in conjunction with WF Public Schools; authorize publication of request for proposals. 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 Economic Development Advisory Committee positions; approve two nominees for open EDAC positions. Following discussion, Commissioner Simmons moved and Commissioner Anderson seconded to approve the two nominees of Jeff Volk and Nicholas Killoran to the Economic Development Advisory Committee. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.



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Dustin Roberts, IT Director appeared before the Commission to request approval of the Infrastructure Remediation; approval of requested funds. Following discussion, Commissioner Olson moved and Commissioner George seconded to approve the Infrastructure Remediation; approval of requested funds. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Dan Fuller, Fire Chief appeared before the Commission for an informational presentation of the FEMA SAFER Grant Application. Commissioner Simmons moved and Commissioner Olson seconded to approve moving forward with the FEMA SAFER Grant Application. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Dan Fuller, Fire Chief appeared before the Commission to request approval of the Ride Up Pay Policy for the Fire Department. Following discussion, Commissioner Simmons moved and Commissioner Anderson seconded to approve the Ride Up Pay Policy for the Fire Department. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Dan Fuller, Fire Chief appeared before the Commission to request approval of the Window Treatment Acceptance Fire HQ; approve the order for window treatments from CE Contract. Following discussion, Commissioner Olson moved and Commissioner Simmons seconded to approve the Window Treatment Acceptance Fire HQ; approve the order for window treatments from CE Contract. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Mark Simmons, Commissioner brought forth the request to have two Commissioners on the hiring committee of Department Heads. Following discussion, Commissioner Simmons moved and Commissioner George seconded to approve the request to have two Commissioners on the hiring committee of Department Heads that are both not primary and secondary portfolio holders with two Commission members being appointed by the Commission President. Commissioners George, Anderson, Simmons, and Dardis voted aye. Commissioner Olson voted nay, the motion was declared carried.

Mark Simmons, Commissioner brought forth the request to reinstate performance reviews. Following discussion, Commissioner Simmons moved and Commissioner George seconded to approve the request to reinstate performance reviews; direct staff to prepare an amendment to the employee manual and bring it back to Commission for review by the second meeting in April (April 17, 2023). Commissioners George, Anderson, and Simmons voted aye. Commissioners Dardis and Olson voted nay, the motion was declared carried.



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In regards to the Administrator's Report, Tina Fisk, City Administrator appeared before the Commission:

1. Matt Andvik, Public Works Director appeared before the Commission with the request to approve purchasing Sanitation trucks in the 2023 budget that are available now, previously approved to order the trucks with the anticipation of not getting them until 2024. Following discussion, Commissioner Simmons moved and Commissioner Olson seconded to approve the budget adjustment of purchasing the available Sanitation trucks in the 2023 budget. No Commissioners present voted nay, the motion was declared carried.

In regards to correspondence, there was a thank you from the Giving Hearts Foundation.

There were no 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 6:54 p.m.

Following adjournment, a gentleman appeared before the Commission requesting further discussion on the revision in regards to the truck route ordinance. Commission President Dardis recommended he speak with the Traffic Enforcement Officer within the Police Department for further discussion.

A blue ink signature of Bernie Dardis.
Bernie Dardis, Commission PresidentA black ink signature of Dustin T. Scott.
Dustin T. Scott, Assistant City Administrator