



**West Fargo City Commission Meeting
Monday, December 19, 2022
Commission Chambers 5:30 PM**

The West Fargo City Commission met on Monday, December 19, 2022, at 5:30 p.m. Those present were Commissioners Bernie Dardis, Brad Olson, Mark Simmons, Roben Anderson and Mandy George, who was present via Zoom. No Commissioners were absent. President of the Board Bernie Dardis called the meeting to order at 5:30 p.m.

Commissioner Anderson moved and Commissioner Olson 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 December 5, 2022 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 Permit Reports 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 Simmons seconded to approve the consent agenda as presented.

- a. Bills (Pages 8-16)
- b. Approval of agreement for EDA Public Space Initiative – Placemaking Planning Grant Award (Pages 17-22)
- c. West Fargo 2023 Hourly I&C Support Services Agreement (Pages 23-29)
- d. 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 Bordertown Bar & Grill at 807 Main Ave E from January 1 - June 30, 2023 (Pages 30-31)
- e. Gaming Site Authorization for Horse Race North Dakota. Games to be conducted: Raffles and Poker at DoubleTree at 825 E Beaton Dr from January 20-22, 2023 (Pages 32-33)
- f. Gaming Site Authorization for Minndak RMEF Inc. Games to be conducted: Raffles and Poker at DoubleTree at 825 E Beaton Dr on March 18, 2023 (Pages 34-35)
- g. Games of Chance for Cowboy Up Ride Against Cancer. Games to be conducted: Raffle at Doubletree at 825 E Beaton Dr on January 7, 2023 (Page 36)
- h. Games of Chance for Red River Infinity Volleyball. Games to be conducted: Raffle at Rustad Recreation Center at 601 26th Ave E on July 7, 2023 (Page 37)
- i. Games of Chance for Cowboy Up Ride Against Cancer. Games to be conducted: Poker at West Fargo Conference Center at 825 E Beaton Dr on January 7, 2023 (Page 38)
- j. Games of Chance for St. John Paul II Catholic Schools. Games to be conducted: Raffle Board at Trinity Elementary School at 2811 7th St E on January 29, 2023 (Page 39)



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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 three additional members to the Economic Development Advisory Committee. Following discussion, Commissioner Simmons moved and Commissioner Anderson approved the request of three additional members to the Economic Development Advisory Committee, the three would be chosen and brought back to Commission for consideration. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Tina Fisk, City Administrator appeared before the Commission, in place of Grant Larson, Fargo Cass Public Health Director of Environmental Health, for the first reading of Ordinance No. 1217 relating to Extermination of Insects and Vermin. Following discussion, Commissioner Olson moved and Commissioner Anderson seconded to approve the first reading of Ordinance No. 1217 relating to Extermination of Insects and Vermin. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Cole Swingen, Assistant Transit Director at MATBUS appeared before the Commission, in place of Julie Bommelman, Fargo Transit Director for approval of an agreement with City of Fargo for MATBUS Transit Services. Following discussion, Commissioner Olson moved and Commissioner George seconded to approve the agreement with City of Fargo for MATBUS Transit Services as presented. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Aaron Nelson, Planning Director appeared before the Commission for a request to initiate the Downtown Master Plan project and authorize staff to issue an RFP for the project. Following discussion, Commissioner Olson moved and Commissioner Dardis seconded to approve initiating the Downtown Master Plan project and authorize an additional \$80,000 if needed to complete the study with an RFP. Commissioners Anderson, Olson, and Dardis voted aye. Commissioners Simmons and George voted nay, the motion was declared carried on a 3:2 vote.

Matt Andvik, Public Works Director appeared before the Commission to give an update on the lagoon decommissioning. This was informational only; no action was taken.

Mark Simmons, Commissioner brought forth the City of West Fargo Logo. Following discussion Commissioner Simmons moved and Commissioner Anderson seconded to adopt option C of the three logo choices given (A, B, C). Commissioners George, Anderson, and Simmons voted aye. Commissioners Olson and Dardis voted nay, the motion was declared carried on a 3:2 vote.



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Dan Hanson, City Engineer appeared before the Commission for approval of the 2261 – 2023 Asphalt Mill and Overlay (Various Neighborhoods); direct Engineer to prepare Report. Following discussion, Commissioner Olson moved and Commissioner Simmons seconded to approve 2261 – 2023 Asphalt Mill and Overlay (Various Neighborhoods); direct Engineer to prepare Report. 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 for an approval of Improvement District No. 2271 – 7th Ave NW & 5th St Ct NW; initiate Public Hearing for the recently approved Resolution Declaring Work Necessary, approve Task Order for "Basic Services" and direct engineer to prepare Plans and Specifications. Following discussion, Commissioner Olson moved and Commissioner Simmons seconded to approve Improvement District No. 2271 – 7th Ave NW & 5th St Ct NW. A Public Hearing was held where no sufficient protests were filed for the recently approved Resolution Declaring Work Necessary, approve Task Order for "Basic Services" and direct engineer to prepare Plans and Specifications. Commissioners George, Olson, Simmons, and Dardis voted aye. Commissioner Anderson voted nay, the motion was declared carried on a 4:1 vote.

Dan Hanson, City Engineer appeared before the Commission for approval of 2275 – 26th Ave W – 5th St NW to Sheyenne St (Roadway Reconstruction and Incidentals); accept Petition for Improvements and approve the Preliminary Improvement Work Agreement. Following discussion, Commissioner Simmons moved and Commissioner George seconded to approve 2275 – 26th Ave W – 5th St NW to Sheyenne St (Roadway Reconstruction and Incidentals); accept Petition for Improvements and approve the Preliminary Improvement Work Agreement. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioner present voted nay, the motion was declared carried.

Dan Hanson, City Engineer appeared before the Commission for approval of Project No. 4068 – Storm Lift Station (SM-54) & Force Main Rehabilitation; approve Task Order No. 65-1 for Basic Services. Following discussion, Commissioner Olson moved and Commissioner Anderson seconded to approve Project No. 4068 – Storm Lift Station (SM-54) & Force Main Rehabilitation; approve Task Order No. 65-1 for Basic Services. 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, Tina Fisk, City Administrator appeared before the Commission:

1. City offices will be closed Friday, December 23, Monday, December 26 and Monday, January 2
2. Request to appoint two Commissioners to the RRRDC Authority Board: following a consensus Commissioner agreed to appoint Commissioner Dardis and Commissioner Simmons

Correspondence were passed out to each Commissioner.



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In regards to non-agenda, Commission President Dardis called on Denis Otterness, Police Chief to speak in regards to the celebration of Greg Warren's retirement that occurred that past Friday.

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 8:05 p.m.

A handwritten signature in black ink, appearing to read "Bernie Dardis", written over a horizontal line.

Bernie Dardis, Commission President

A handwritten signature in blue ink, appearing to read "Tina Fisk", written over a horizontal line.

Tina Fisk, City Administrator