



West Fargo City Commission Meeting
West Fargo City Hall Commission Chambers
800 4th Ave E, West Fargo, 58078
Tuesday, February 20, 2024 5:30 PM

Meeting Items

A. Call to Order

The West Fargo City Commission meeting was called to order in the West Fargo Commission Chambers at 5:30 PM on Tuesday, February 20, 2024.

B. Pledge of Allegiance

The Pledge of Allegiance was recited.

C. Roll Call

Commissioner Mandy George – present; Commissioner Mark Simmons – present via Zoom; Commissioner Bernie Dardis – present; Commissioner Brad Olson – present; Commissioner Roben Anderson – present; All Commissioners were present, there was no Commissioner absent from the meeting.

D. Approve Order of Agenda

Commissioner Olson moved and Commissioner Anderson seconded to approve the Order of Agenda. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the motion was declared carried.

E. Approval of Minutes -- February 5, 2024

Commissioner George moved and Commissioner Anderson seconded to approve the minutes from February 5, 2024. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the motion was declared carried.

F. Building Permits

Commissioner Olson moved and Commissioner George seconded to approve the building permits as presented. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the motion was declared carried.

Consent Agenda - Approve the Following:

a. Bills

b. Games of Chance for CCRI. Games to be conducted: Raffle on March 16, 2024 at Veterans Memorial Arena at 1201 7th Ave E, West Fargo, ND

c. Project No. 1348 - Sanitary Sewer Rehabilitation (Core Area Alley's and Rear Yards)

• Approve Plans and Specifications, and Authorize Advertisement for Bids

Commissioner George moved and Commissioner Olson seconded to approve the consent agenda. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the motion was declared carried.



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Regular Agenda

1. Public Comment

Members of the public will be allowed 2 minutes and 30 seconds to address the City Commission. Commissioners will not take any official action during this comment period. Please sign up no later than 12 p.m. the day of the City Commission Meeting you wish you attend. City Commission Meeting Public Comment | West Fargo, ND (westfargond.gov)

There was no one present to speak during public comment.

2. Review and Approve NW Tire Renaissance Zone Application -- Casey Sanders-Berglund

The Renaissance Zone applications for Vetter and Wald LLLP dba Northwest Tires was presented as a by Casey Sanders-Berglund. For the project purposes Vetter and Wald LLLP is the property owner and Northwest Tires will lease the future service space following the traditional model of this business throughout the state of North Dakota. The proposed expansion of service aims to demolish the existing building and build a new property valued at approximately \$4,000,000 or three and a half times the value of the current property. The project for Vetter and Wald LLLP is the property owner and this application reflects the property tax incentive. The lease holder NorthWest Tires application will reflect the pass-through benefit of the income tax portion of this program incentive. The project was proposed at 100% for the period of five years. Commissioner Olson moved and Commissioner George seconded to approve the Renaissance Zone applications for Vetter and Wald LLLP dba Northwest Tires as presented. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the motion was declared carried on a 5:0 vote.

3. Purchase of Refurbished Fire Pumper -- Dan Fuller, West Fargo Fire Chief

Commissioner Simmons moved and Commissioner Olson seconded to approve the purchase of the refurbished fire pumper. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the motion was declared carried.

4. Contract Amendment Kraus Anderson for Construction Management Services -- Dan Fuller, West Fargo Fire Chief

Commissioner Simmons moved and Commissioner Olson seconded to approve the contact with Kraus Anderson Construction. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the motion was declared carried.

5. Mutual Aid Agreement Fargo Fire -- Dan Fuller, West Fargo Fire Chief

Commissioner Olson moved and Commissioner Anderson seconded to approve the mutual aid agreement with Fargo Fire. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the motion was declared carried.



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6. Mutual Aid Agreement Horace Fire -- Dan Fuller, West Fargo Fire Chief

Commissioner George moved and Commissioner Anderson seconded to approve the mutual aid agreement with Horace Fire. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the motion was declared carried.

7. Improvement District No. 6059 – 2024 Walks (Citywide Sidewalk Improvements)

-- Dan Hanson, City Engineer

- **Approve Engineer's Report, Authorize Notice of Order to Construct Sidewalks; and Direct Engineer to prepare Plans and Specifications**

Commissioner Olson moved and Commissioner George seconded to approve Improvement District No. 6059 – 2024 Walks (Citywide Sidewalk Improvements); approve Engineer's Report, Authorize Notice of Order to Construct Sidewalks; and Direct Engineer to prepare Plans and Specifications. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the motion was declared carried.

8. 9th Street E/Veterans Boulevard (Pedestrian Safety Improvements)

-- Dan Hanson, City Engineer

- **Create Project No. 2279, Approve both an Engineer's Report and Task Order for "Basic Services"; and Direct Engineer to prepare Plans and Specifications**

Commissioner Olson moved and Commissioner Simmons seconded to approve 9th Street E/Veterans Boulevard (Pedestrian Safety Improvements); create Project No. 2279, approve both an Engineer's Report and Task Order for "Basic Services"; and direct Engineer to prepare Plans and Specifications. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the motion was declared carried.

9. Second Reading of Sanitation Ordinance Revision -- Matt Andvik, Public Works Director

Commissioner Olson moved and Commissioner George seconded to approve the second reading of Sanitation Ordinance Revision. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the motion was declared carried.

10. Second Reading of Ordinance 1243 relating to the Liquor Control Board

-- John Shockley, City Attorney

Commissioner Anderson moved and Commissioner George seconded to approve the second reading of Ordinance 1243 relating to the Liquor Control Board. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the motion was declared carried.



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11. City Administrator's Report -- Dustin Scott, City Administrator

- Update on Finance Director, Heide Delorm's last day would be Thursday
- Internal search has begun for two internal positions for Senior Directors
- Chicken ordinance update, will go to Planning and Zoning Meeting and then move on to the City Commission in the coming months
- Salary study has been making progress with a final report coming in April
- Update on WEX move, June 1st/3rd
- Casey and Sarah are working on a grant to have mother rooms put in place at the WEX building
- West Fargo Staff Chili Cook Off next Tuesday

12. Correspondence

There was no correspondence.

13. Non-Agenda Items

- Commissioner Simmons requested to bring back the rezoning of campgrounds within an Agricultural District. Commissioner Simmons moved and Commissioner George seconded to bring back the rezoning of campgrounds within an Agricultural District. Commissioners George, Simmons, Dardis and Olson, voted aye. Commissioner Anderson voted nay, the motion was declared carried on a 4:1 vote.
- Matt Andvik, Public Works Director appeared before the Commission to request approval of the expenditure of a brine truck that was in the 2024 budget. Commissioner Simmons moved and Commissioner Olson seconded to approve request of the expenditure of a brine truck that was in the 2024 budget brine truck. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the motion was declared carried.
- Dan Hanson, City Engineer came back forward stating that there was no cost share with Fargo on his previous item.

14. Adjourn

Commissioner Simmons moved and Commissioner Olson seconded to adjourn the meeting. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the meeting was adjourned at 6:32 PM.



Bernie Dardis, Commission President



Dustin T. Scott, City Administrator