



West Fargo City Commission Meeting
West Fargo City Hall Commission Chambers
800 4th Ave E, West Fargo, 58078
Monday, May 6, 2024 5:30 PM

Meeting Items

A. Call to Order

The West Fargo City Commission meeting was held in the in the City of West Fargo Commission Chambers on Monday, May 6, 2024.

B. Pledge of Allegiance

The Pledge of Allegiance was recited.

C. Roll Call

Commissioner Mandy George – present; Commissioner Mark Simmons – present; 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 Anderson moved and Commissioner George 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 -- April 15, 2024

Commissioner Olson moved and Commissioner Anderson seconded to approve the minutes of April 15, 2024. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

F. Building Permits

Commissioner George moved and Commissioner Anderson seconded to approve the building permit report as presented, with the exception of 240224. 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 West Fargo USS Swim Team at Hulbert Aquatic Center
- c. Games Site Authorization for Prairie Public Broadcasting, Inc. at Wurst Bier Hall
- d. Gaming Site Authorization for NDSU Team Makers Club, Inc. at Town Hall
- e. Games of Chance for West Fargo Sheyenne High School Mustangs
- f. (7) Gaming Site Authorizations for West Fargo Hockey Association at Rookies Sports Bar & Grill, Traditions, Hooligans, Top Shelf Tavern, Pubwest, Blarney Stone Pub, M&J Saloon
- g. Games of Chance for Rosees for Ella Ride at Hooligans
- h. Project No. 1348 – Sanitary Sewer Rehabilitation (Core Area – Alleys and Rear Yards)
 - Adopt Resolution Approving Contract and Contractors Bond and Authorize Notice to Proceed
- 15. Project No. 1349 – Sanitary Lift Station System Rehabilitation (SA 11, 30, 31, and 36)
 - Adopt Resolution Approving Contract and Contractor's Bond and Authorize Notice to Proceed
- j. Improvement District No. 6059 – 2024 Sidewalk Improvements
 - Adopt Resolution Approving Contract and Contractor's Bond and Authorize

Commissioner Olson moved and Commissioner Simmons 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.



West Fargo City Commission Meeting
West Fargo City Hall Commission Chambers
800 4th Ave E, West Fargo, 58078
Monday, May 6, 2024 5:30 PM

Regular Agenda

15. 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 this time.

2. Public Hearing – A24-7 Zoning Ordinance Amendment to Title IV regarding Nonconformities Approval of First Reading of Ordinance – Aaron Nelson, Planning Director

Commissioner Simmons moved and Commissioner George seconded to approve the A24-7 Zoning Ordinance Amendment to Title IV regarding Nonconformities Approval of First Reading of Ordinance. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

3. Public Hearing – A24-8 Zoning Ordinance Amendment to Title IV regarding Temporary Signs

Approval of First Reading of Ordinance – Aaron Nelson, Planning Director

Commissioner Olson moved to approve A24-8 Zoning Ordinance Amendment to Title IV regarding Temporary Signs, the motion failed due to a lack of a second.

4. West Fargo Public Library Annual Report – Jenna Kahly, Library Director **2023 West Fargo Public Library Annual Report.pdf (westfargond.gov)**

This was an informational item, no action was taken.

5. Improvement District No. 1345 – Sandhill’s 6th Addition – Dan Hanson, City Engineer

• Accept Bid and Award Contract

Commissioner Olson moved and Commissioner Simmons seconded to approve Improvement District No. 1345 – Sandhill’s 6th Addition; accept Bid and award Contract to Dakota Underground. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

6. Transportation Management Center – Dan Hanson, City Engineer

• Approve Memorandum of Understanding

Commissioner George moved and Commissioner Anderson seconded to approve Transportation Management Center; approve Memorandum of Understanding. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

7. Traffic Signal Software Upgrade – Dan Hanson, City Engineer

• Approve Traffic Signal Management Software Purchase

Commissioner Simmons moved and Commissioner Olson seconded to approve the Traffic Signal Software Upgrade; approve Traffic Signal Management Software Purchase. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

8. 2024 Street Lighting Improvements – Phase 1: LED Streetlight Conversion Equipment Purchase – Dan Hanson, City Engineer

• Create Project No. 2285 – Phase I, Approve Purchase of LED Street Light Equipment

Commissioner George moved and Commissioner Simmons seconded to approve 2024 Street Lighting Improvements – Phase 1: LED Streetlight Conversion Equipment Purchase; Create Project No. 2285 – Phase I, Approve Purchase of LED Street Light Equipment. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.



West Fargo City Commission Meeting
West Fargo City Hall Commission Chambers
800 4th Ave E, West Fargo, 58078
Monday, May 6, 2024 5:30 PM

9. 40th Avenue Roadway Improvements – Dan Hanson, City Engineer

- **Accept Petition for Improvements and Direct Engineer to prepare a Preliminary Improvement Work Agreement**

Commissioner George moved and Commissioner Anderson seconded to approve 40th Avenue Roadway Improvements; Accept Petition for Improvements and Direct Engineer to prepare a Preliminary Improvement Work Agreement. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

10. Fit-up Commission Chambers at New City Hall Location – Dustin Scott, City Administrator

Commissioner Olson moved and Commissioner Simmons seconded to approve the Fit-up Commission Chambers at New City Hall Location. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

11. Two agreements with Eide Bailly – Dustin Scott, City Administrator

- **2023 Audit (Hourly not to exceed \$53,000)**
- **GASB Assistance (Hourly not to exceed \$25,000)**

Commissioner Olson moved and Commissioner George seconded to approve the two agreements with Eide Bailly – 2023 Audit (Hourly not to exceed \$53,000) and GASB Assistance (Hourly not to exceed \$25,000). Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

12. Department Head Hiring Policy – Commissioner Simmons

- **Introduce for Reconsideration, Repeal Current Policy**

Commissioner Simmons moved and Commissioner Olson seconded to approve:

When hiring department heads, the City Administrator or their designee may engage up to two City Commissioners. Consideration will be given to involve either the Commissioner holding that department portfolio or the Commissioner who holds the secondary portfolio but not both. The second Commissioner involved will be chosen from those that remain. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

13. City Administrator's Report – Dustin Scott, City Administrator

14. Correspondence

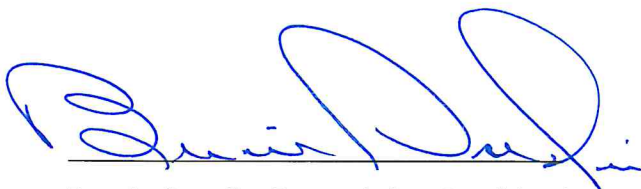
There were no correspondence.

15. Non-Agenda Items

The Building Permits were brought back for clarification. Commissioner Simmons moved and Commissioner George seconded to approve the Building Permits as presented with the amendment to address of permit 240224. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

16. Adjourn

Commissioner Simmons moved and Commissioner Olson seconded to adjourn. The meeting was adjourned at 7:31 PM.



Bernie Dardis, Commission President



Dustin T. Scott, City Administrator