



West Fargo City Commission Meeting
West Fargo City Hall Commission Chambers
800 4th Ave E, West Fargo, 58078
Monday, December 16, 2024 5:30 PM

Meeting Items

A. Call to Order

The West Fargo City Commission meeting was held in the City of West Fargo Commission Chambers on Monday, December 16, 2024.

B. Pledge of Allegiance

The Pledge of Allegiance was recited.

C. Roll Call

Commissioner Rory Jorgensen – present; Commissioner Amy Zundel – 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 Jorgensen seconded to approve the order of agenda. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve the order of agenda, was declared carried.

E. Approval of Minutes -- December 2, 2024

Commissioner Olson moved and Commissioner Zundel seconded to approve the minutes of December 2, 2024. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve the minutes of December 2, 2024, was declared carried.

F. Building Permits

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

Consent Agenda - Approve the Following:

a. Bills

b. Improvement District No. 1345 – Sandhills 6th Addition

- Approve Relinquishment of Rights to Private Services

c. FM MetroCOG - Metropolitan Transportation Plan

- Adopt Resolution of Support

d. Improvement District No. 2265 - MOU with City of Fargo for 7th Avenue N Reconstruction

- Approve MOU with City of Fargo

e. Approve Cass Rural Water Rate Resolution

f. Memorandum of Agreement, Fargo and West Fargo Fire

- Approve the MOA with Fargo Fire



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g. Restricted Event Permit Application for Friends of Leroy Turner at DoubleTree by Hilton on January 4, 2025

h. Site Authorization for Rocky Mountain Elk Foundation DoubleTree by Hilton on February 8, 2025

i. Financial Report as of November 30, 2024

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

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)

2. Public Hearings (each item will adjourn out of regular meeting into a public hearing)
• None

3. City of West Fargo Handbook -- Sarah Gasevic, Director of Human Resources

Commissioner Olson moved and Commissioner Zundel seconded to approve the amended City of West Fargo Handbook. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve the amended City of West Fargo Handbook, was declared carried.

4. Abatement Hearing for 1280 Goldenwood Drive, West Fargo, ND

Commissioner Olson moved and Commissioner Zundel seconded to accept/uphold the West Fargo Assessor's office valuation for 2023. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to accept/uphold the West Fargo Assessor's office valuation for 2023, was declared carried.

5. Contract with City of Fargo (MATBUS) for 2025 transit service, request for contract approval -- Aaron Nelson, Director of Planning

Commissioner Zundel moved and Commissioner Anderson seconded to approve the contract with the City of Fargo (MATBUS) for 2025 transit service. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion approve Contract with City of Fargo (MATBUS) for 2025 transit service, was declared carried.

6. Review Software and Request to approve 2 Year Contact with Placer AI (Consumer Data Software Tool) -- Casey Sanders-Berglund, Director of Economic Development

Commissioner Zundel moved and Commissioner Jorgensen seconded to approve 2 Year Contact with Placer AI (Consumer Data Software Tool). Commissioners Jorgensen, Zundel, Dardis and Olson voted aye. Commissioner Anderson voted nay, the motion approve the 2 Year Contact with Placer AI (Consumer Data Software Tool), was declared carried by a 4:1 vote.

7. Request to Hire 2 Additional Custodians in 2025 -- Matt Andvik, Director of Public Works

Commissioner Olson moved and Commissioner Jorgensen seconded to approve the request to hire 2 additional custodians in 2025. Commissioners Jorgensen, Zundel, Dardis and Olson voted aye. Commissioner Anderson voted nay, the motion approve hiring 2 additional custodians in 2025, was declared carried by a 4:1 vote.

8. Improvement District No. 2290 – 2025 Public Works Mill and Overlay -- Dan Hanson, City Engineer

- **Approve Resolution Amending Boundaries of Improvement District No. 2290, Approve Engineer's Report, Authorize Resolution of Necessity; and Direct Engineer to prepare Plans and Specifications**

Commissioner Jorgensen moved and Commissioner Zundel seconded to approve Improvement District No. 2290 – 2025 Public Works Mill and Overlay; approve Resolution Amending Boundaries of Improvement District No. 2290, approve Engineer's Report, authorize Resolution of Necessity; and direct Engineer to prepare Plans and Specifications. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion approve Improvement District No. 2290 – 2025 Public Works Mill and Overlay; approve Resolution Amending Boundaries of Improvement District No. 2290, approve Engineer's Report, authorize Resolution of Necessity; and direct Engineer to prepare Plans and Specifications, was declared carried.

9. 26th Street NW BNSF Crossing – Surface Replacement -- Dan Hanson, City Engineer

- **Authorize entering into a Cost Share Agreement with BNSF**

Commissioner Zundel moved and Commissioner Olson seconded to approve 26th Street NW BNSF Crossing – Surface Replacement; authorize entering into a Cost Share Agreement with BNSF. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion approve 26th Street NW BNSF Crossing – Surface Replacement; authorize entering into a Cost Share Agreement with BNSF, was declared carried.



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10. Local Permit Application for West Fargo Parks and Recreation Foundation – Dustin Scott, City Administrator

Commissioner Olson moved and Commissioner Anderson seconded to approve Local Permit Application for West Fargo Parks and Recreation Foundation. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion approve Local Permit Application for West Fargo Parks and Recreation Foundation, was declared carried.

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

- Police Department update: Mobile Command Unit is scheduled to be here by the end of the year.
- Ribbon Cutting/Open House for Library and Commission Chambers on March 17, 2025 around 4:00 pm.
- Westwood Neighborhood meeting was to be held on Tuesday, December 17 at the West Fargo Fire Headquarters from 6 pm to 8 pm.
- City Offices will be closed December 24 & 25m, 2024 as well as January 1, 2025.

12. Correspondence

Thank you from the Career Innovation Center.

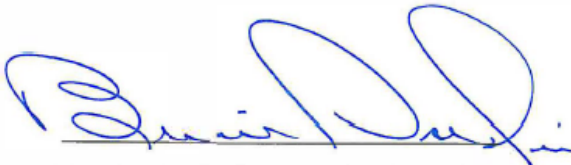
13. Non-Agenda Items

Bernie Dardis, Commission President -- The Golden Drive for homelessness was conducted, where food and clothing is collected. West Fargo Police Department won the contest in collecting the most socks.

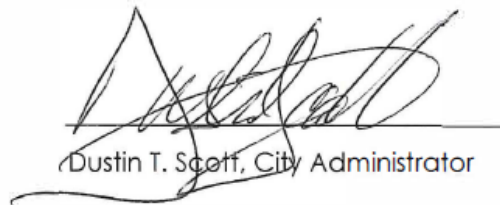
Dan Hanson, City Engineer -- Commissioner authorized to partner with Fargo and Moorhead back in May to submit for a SMART (Strengthening Mobility and Revolutionizing Transport) grant and received word we successfully received that grant through the DOT.

14. Adjourn

Commissioner Olson moved and Commissioner Zundel seconded to adjourn. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to adjourn, was declared carried.



Bernie Dardis, Commission President



Dustin T. Scott, City Administrator