



West Fargo City Commission Meeting
West Fargo City Hall Commission Chambers
800 4th Ave E, West Fargo, 58078
Monday, August 5, 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, August 5, 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 Jorgensen moved and Commissioner Zundel seconded to approve the order of agenda. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

E. Approval of Minutes -- July 15, 2024

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

F. Building Permits

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



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Consent Agenda - Approve the Following:

- a. **Bills**
- b. **Games of Chance for Toppers Custom Car Club**
- c. **Games of Chance for The American Legion Department of ND**
- d. **Games of Chance for Holy Cross Catholic Church**
- e. **Site Authorization for West Fargo Hockey Association**
- f. **Improvement District No. 1345 – Sandhills 6th Addition**
 - **Approve Easement on Lot 1, Block 2 of Sandhills 3rd Addition**
- g. **Project No. 9040 – Lighting Standard Improvements – HSP to LED (Citywide)**
 - **Adopt Resolution Approving Contract and Contractor's Bond and Authorize Notice to Proceed**

Commissioner Olson moved and Commissioner Anderson seconded to approve the consent agenda as presented. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion 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)

There was one member from the public that spoke during this time.



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2. A24-19 Zoning Ordinance Amendments to Title IV relating to Planned Unit Developments (PUDs) -- Aaron Nelson, Planning Director

• Approval of Second Reading of Ordinance

Commissioner Olson moved and Commissioner Zundel seconded to approve A24-19 Zoning Ordinance Amendments to Title IV relating to Planned Unit Developments (PUDs); approval of Second Reading of Ordinance. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

3. Amendment to Recordkeeping Services Agreement & Trust or Custodial Agreement: Float Compensation Disclosure -- Sarah Gasevic, Director of Human Resources

Commissioner Jorgensen moved and Commissioner Zundel seconded to approve the Amendment to Recordkeeping Services Agreement & Trust or Custodial Agreement: Float Compensation Disclosure. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

4. Enterprise Grant for Shoppes on Sheyenne -- Casey Sanders-Berglund, Director of Economic Development

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

5. Growth Initiative Fund Support Request -- Casey Sanders-Berglund, Director of Economic Development

Commissioner Olson moved and Commissioner Zundel seconded to approve the Growth Initiative Fund Support Request. Commissioners Jorgensen, Zundel, Olson and Anderson voted aye. Commissioner Dardis voted nay, the motion was declared carried.



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6. Overbilling/Underbilling Policy -- Matt Andvik, Public Works Director

- **Approve Overbilling/Underbilling Policy**

Commissioner Olson moved and Commissioner Jorgensen seconded to approve the Overbilling/Underbilling Policy; approve Overbilling/Underbilling Policy.

Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

7. Capital Improvement Plan (CIP) -- Dan Hanson, City Engineer

- **Adopt the 2024 CIP**

Commissioner Zundel moved and Commissioner Anderson seconded to approve the Capital Improvement Plan (CIP); adopt the 2024 CIP. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

8. Northside Sanitary Sewer Collector Rehabilitation – Phase 3 -- Dan Hanson, City Engineer

- **Create Project No. 1316.3 and Direct Engineer to prepare an Engineer's Report**

Commissioner Olson moved and Commissioner Zundel seconded to approve Northside Sanitary Sewer Collector Rehabilitation – Phase 3; create Project No. 1316.3 and Direct Engineer to prepare an Engineer's Report. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

**9. Project No. 2265 – 9th Street NE and 7th Ave NE Reconstruction
-- Dan Hanson, City Engineer**

- **Approve Task Order No. 3-5 for Design Services**

Commissioner Zundel moved and Commissioner Olson seconded to approve Project No. 2265 – 9th Street NE and 7th Ave NE Reconstruction; approve Task Order No. 3-5 for Design Services. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.



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10. Review and Request of Approval of the 2025 Preliminary Budget

-- Dustin Scott, City Administrator

Commissioner Olson moved and Commissioner Jorgensen seconded to set budget hearing date of September 16, 5:30 pm. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

Commissioner Olson moved and no Commissioner seconded to approve with 4% COLA and 5.2 mill increase. Motion failed due to lack of a second.

Commissioner Dardis moved and Commissioner Zundel seconded to approve the 2025 preliminary budget with the COLA capped at 4% and 0.8 mill increase for the Library with the deficit to come from the reserve accounts. Commissioners Jorgensen, Zundel, Dardis and Olson voted aye. Commissioner Anderson voted nay, the motion carried on a 4:1 vote.

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

Finance Director position update.

August 16th, Friday interviews

2023 Audit update.

August 19th Commission meeting

Police Department remodel update.

12. Correspondence

13. Non-Agenda Items

Commissioner Zundel – AIRBNB rules and regulations?

Aaron Nelson, Planning Director to have an update.

14. Adjourn

Commissioner Anderson moved and Commissioner Olson seconded to adjourn. The meeting was adjourned at 754 PM. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.



Bernie Dardis, Commission President



Dustin T. Scott, City Administrator