



West Fargo City Commission Meeting
West Fargo City Hall Commission Chambers
2515 6th St E, West Fargo 58078
Monday, May 19, 2025 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, May 19, 2025.

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 Anderson 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 -- May 5, 2025

Commissioner Olson moved and Commissioner Zundel seconded to approve the minutes for May 5, 2025. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve the minutes of May 5, 2025, 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.



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Consent Agenda - Approve the Following:

- a. Bills**
- b. Assessments to be Levied (1337, 1339, 2270, and 2271)**
 - **Adopt Resolutions to Direct Assessments to be Levied**
- c. Improvement District No. 1353 – Dakota Medical Foundation Development**
 - **Approve Plans and Specifications and Direct Ad for Bids**
- d. Site Authorization for West Fargo Rural Fire Department**
- e. West Fargo Hockey Association Site Authorizations**
 - **Blarney Stone Pub**
 - **Hooligans**
 - **M&J Saloon**
 - **MacKenzie River**
 - **Pubwest**
 - **Rookies Sports Bar & Grill**
 - **Saloon 95**
 - **Top Shelf Tavern**
- f. Site Authorization for North Dakota Association for the Disabled Inc at Bordertown**
- g. Financial Report as of April 30, 2025**

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)



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2. Public Hearings (each item will adjourn out of regular meeting into a public hearing)

• Renaissance Zone Program Extension -- Casey Sanders-Berglund, Director of Economic Development

The Public Hearing for Renaissance Zone Program Extension was held. Commissioner Zundel moved and Commissioner Olson seconded to approve the Renaissance Zone Program Extension. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve the Renaissance Zone Program Extension, was declared carried.

3. Approval of Benefits Broker Contract -- Sarah Gasevic, Director of Human Resources

Commissioner Zundel moved and Commissioner Olson seconded to approve the Benefits Broker Contract with MarshMcLennan Agency, starting on June 1, 2025. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve the Benefits Broker Contract with MarshMcLennan Agency, starting on June 1, 2025, was declared carried.

4. Park District would like commission approval to pursue/enter into a contract for HR/Payroll services -- Sarah Gasevic, Director of Human Resources

Commissioner Jorgensen moved and Commissioner Anderson seconded to approve pursuing a contract for HR/Payroll services with the West Fargo Park District. Commissioner Zundel abstained; Commissioners Jorgensen, Dardis, Olson and Anderson voted aye, 4:0:1 vote, the motion to pursue a contract for HR/Payroll services with the West Fargo Park District, was declared carried.

5. Public Works Annual Report -- Matt Andvik, Director of Public Works

This item was informational only.



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6. Project No. 2279 – 9th Street E / Veterans Boulevard Pedestrian Safety Improvements

-- Dan Hanson, City Engineer

• Approve Task Order with Bolton & Menk

Commissioner Olson moved and Commissioner Andeson seconded to approve Project No. 2279 – 9th Street E / Veterans Boulevard Pedestrian Safety Improvements; approve Task Order with Bolton & Menk. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve the Renaissance Zone Program Extension, was declared carried.

7. Improvement District No. 2294 – 6th St and 23rd Ave E Intersection Improvements

-- Dan Hanson, City Engineer

• Authorize Resolution of Necessity and Approve Task Order with Bolton & Menk

Commissioner Olson moved and Commissioner Zundel seconded to approve Improvement District No. 2294 – 6th St and 23rd Ave E Intersection Improvements; Authorize Resolution of Necessity and Approve Task Order with Bolton & Menk. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve the Improvement District No. 2294 – 6th St and 23rd Ave E Intersection Improvements; Authorize Resolution of Necessity and Approve Task Order with Bolton & Menk was declared carried.

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

• Accept Bid and Award Contract

Commissioner Anderson moved and Commissioner Zundel seconded to approve Improvement District No. 2290 – 2025 Public Works Mill & Overlay; Accept Bid and Award Contract. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve the Improvement District No. 2290 – 2025 Public Works Mill & Overlay; Accept Bid and Award Contract was declared carried.



9. 8th Street W Multi-Use Path -- Dan Hanson, City Engineer

- **Create Project No. 6063, Direct and Approve the Engineer's Report, Direct Engineer to prepare Plans and Specifications; and Approve Letter Agreement**

Commissioner Jorgensen moved and Commissioner Olson seconded to approve 8th Street W Multi-Use Path; Create Project No. 6063, Direct and Approve the Engineer's Report, Direct Engineer to prepare Plans and Specifications; and Approve Letter Agreement. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve the 8th Street W Multi-Use Path; Create Project No. 6063, Direct and Approve the Engineer's Report, Direct Engineer to prepare Plans and Specifications; and Approve Letter Agreement, was declared carried.

10. Appointment of Jerry Wallace as the City Engineer -- Dan Hanson, Sr. Director of Community & Development Services

- **Appoint Jerry Wallace as the new City Engineer**

Commissioner Anderson moved and Commissioner Jorgensen seconded to approve the appointment of Jerry Wallace as the City Engineer. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve the appointment of Jerry Wallace as the City Engineer, was declared carried.

11. Ordinance 1256 relating to Storage Locker Habitation -- Katie Schmidt, Ohnstad Twichell

Commissioner Zundel moved and Commissioner Anderson seconded to approve the first reading of Ordinance 1256 relating to Storage Locker Habitation. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve the first reading of Ordinance 1256 relating to Storage Locker Habitation, was declared carried.

12. Closed execution session pursuant to N.D.C.C. § 44-04-18.4(5) for purposes of discussing economic development records and information

The West Fargo City Commission went into a closed execution session pursuant to N.D.C.C. § 44-04-18.4(5) for purposes of discussing economic development records and information at 6:16 pm in the West Fargo Room. The West Fargo City Commission reconvened at 7:10 pm in the Commission Chambers.

Commissioner Jorgensen moved and Commissioner Olson seconded to authorize Staff to pursue negotiations regarding an Economic Development project.

Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to authorize Staff to pursue negotiations regarding an Economic Development project, was declared carried.

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

- Utility billing software update
- Budget process update
- Memorial Day – offices are closed
- Growth Area Master Plan on Wednesday evening

14. Correspondence

There was no correspondence.

15. Non-Agenda Items

There were no non-agenda items.

16. Adjourn

Commissioner Anderson moved and Commissioner Olson seconded to adjourn.

Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners voted nay, the motion to adjourn was declared carried. The meeting was adjourned at 7:15 pm.



Bernie Dardis, Commission President



Dustin T. Scott, City Administrator