



West Fargo City Commission Meeting
Monday, July 18, 2022
Commission Chambers 5:30 PM

The West Fargo City Commission met on Monday, July 18, 2022, at 5:30 pm. Those present were Commissioners Bernie Dardis, Brad Olson, Mark Simmons, Mandy George and Roben Anderson. President of the Board Bernie Dardis called the meeting to order at 5:30 PM.

The Pledge of Allegiance was recited.

Commissioner Olson moved and Commissioner Anderson seconded to approve the order of the agenda as distributed. No opposition. Motion carried.

Commissioner George moved and Commissioner Simmons seconded to approve the minutes of June 20, 2022 as distributed. No opposition. Motion carried.

Commissioner Simmons moved and Commissioner Anderson seconded to approve the Building Permit Reports as distributed. No opposition. Motion carried.

Commissioner Olson moved and Commissioner Anderson seconded to approve the following items from the Consent Agenda:

- a. Bills (Pages 11-18)
- b. Site Plan Review in the CO-I: Interstate Corridor Overlay District located at 455 Christianson Drive West (Lot 6, Block 1 of Christianson 1st Addition) (Pages 19-26)
- c. Site Plan Review in the CO: Corridor Overlay Plan Review at 779 32nd Ave W (Lot 4, Block 1 of Eagle Run Plaza 12th Addition), City of West Fargo North Dakota (Pages 27-35)
- d. Informational West Fargo Planning Needs Assessment (Pages 36-37)
- e. Final Approval of Southdale 5th Addition (Pages 38-43)
- f. Financial Dashboard as of May 31, 2022 (Pages 44-45)
- g. Improvement District No. 1339 – Stockyards 1st Addition (Pages 46-52)
 - Approve Plans and Specifications, and Authorize Advertisement for Bid
- h. Project No. 2262 – Concrete Pavement Repair (Pages 53-60)
 - Approve Plans and Specifications, and Authorize Advertisement for Bid
- i. Project No. 2263 – Traffic Signal Installation (9th St E and 10th Ave E) (Pages 61-69)
 - Approve Plans and Specifications, and Authorize Advertisement for Bid
- j. Games of Chance for Nativity Knights of Columbus for Raffle on September 24, 2022 at Speedway Event Center at 680 Main Ave W (Pages 70-71)
- k. Gaming Site Authorization for Horse Race North Dakota for Raffles and Poker from July 20, 2022 to July 25, 2022 at DoubleTree by Hilton at 825 E Beaton Dr (Pages 72-73)
- l. Games of Chance for West Fargo Sheyenne High School Mustang Booster Club for Raffle on August 26, 2022, September 16, 2022, October 7, 2022, and October 20, 2022 at West Fargo Sheyenne High School at 800 40th Avenue East (Page 74)
- m. Games of Chance for the American Legion Department of North Dakota for Raffle on September 12, 2022 at The American Legion Department of North Dakota Headquarters at 405 West Main Avenue Suite 4A (Page 75)
- n. Games of Chance for STOMP for Raffle from August 15-19, 2022 and August 22-26, 2022 at Brewtus Brickhouse at 635 32nd Ave E #108 (Page 76)
- o. Games of Chance for Town Hall Bar at Town Hall Bar at 103 Main Avenue (Page 77)



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p. Oath of Office for Appointed Positions

q. West Fargo Fire Department Supplemental Agreement (Pages 78-79)

No opposition. Motion carried.

Denis Otterness appeared before the Commission to introduce the West Fargo Police Department's comfort canine, Bella with SRO Pearson. No action was taken.

Kim Manuel and Mark Thiede from RLE appeared before the Commission to present the forensic needs assessment. Denis Otterness, Police Chief appeared before the Commission to discuss the results and how they would affect the Police Department. Tina Fisk, City Administrator appeared before the Commission requesting to approve an exploratory committee to look into the Police Department needs assessment. Following discussion, Commissioner George moved and Commissioner Simmons seconded to approve the exploratory committee for the Police Department needs assessment. No opposition. Motion carried. Commission President Dardis moved and Commissioner Simmons seconded to approve placing Commissioner George and Olson on the exploratory committee. No opposition. Motion carried.

Jim Larson, Finance Director and John Hagen from EideBailly appeared before the Commission to present the City of West Fargo 2021 financial statements and audit. Following discussion, Commissioner Olson moved and Commissioner Anderson seconded to approve the presentation of the City of West Fargo 2021 Financial Statements and Audit. No opposition. Motion carried.

Jim Larson, Finance Director appeared before the Commission for approval of the First Reading of Ordinance 1213 (Investments). Following discussion, Commissioner Simmons moved and Commissioner Anderson seconded to approve the First Reading of Ordinance 1213 (Investments). No opposition. Motion carried.

John Shockley, City Attorney appeared before the Commission for approval of the Dickey Rural Services, Inc. (a.k.a. Read iTech) - Fiber Optic Data Franchise (Ordinance 1211). Following discussion, Commissioner Olson moved and Commissioner George seconded to approve the Dickey Rural Services, Inc. (a.k.a. Read iTech) - Fiber Optic Data Franchise (Ordinance 1211). No opposition. Motion carried.

Matt Andvik, Public Works Director appeared before the Commission for approval of the agreement with Burian and Associates, to write and submit a BRIC grant for a redundant lift station. Following discussion, Commissioner Simmons moved and Commissioner George seconded to approve the agreement with Burian and Associates, to write and submit a BRIC grant for a redundant lift station. No opposition. Motion carried.

Malachi Petersen, City Planner appeared before the Commission for final approval of Conditional Use Permit for an accessory structure greater than 1,600 square feet Nelson Acres. Following discussion, Commissioner George moved and Commissioner Anderson seconded to approve the Conditional Use Permit for an accessory structure greater than 1,600 square feet Nelson Acres. No opposition. Motion carried.



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Malachi Petersen, City Planner appeared before the Commission for final approval of 5-Year Renaissance Zone Project in the Restad Industrial Park. Following discussion, Commissioner Simmons moved and Commissioner Anderson seconded to approve the 5-Year Renaissance Zone Project in the Restad Industrial Park. Commissioner Olson opposed. Motion carried.

Jodi Kallias of SheyWest Garden Center appeared before the Commission for final approval of 5-Year Renaissance Zone Project in the Restad Industrial Park. Following discussion, Commissioner Simmons moved and Commissioner Olson seconded to table the request for an access easement at SheyWest Garden Center. No opposition. Motion carried.

Dan Hanson, City Engineer appeared before the Commission for approval of Project No. 1316.2 – Northside Regional Sanitary Sewer Collector; approve Change Order No. 1. Following discussion, Commissioner Simmons moved and Commissioner George seconded to approve Project No. 1316.2 – Northside Regional Sanitary Sewer Collector; approve Change Order No. 1. No opposition, which includes change order No. 1 and 2. No opposition. Motion carried.

Dan Hanson, City Engineer appeared before the Commission for approval of Project No. 1340 – Sanitary Sewer System Rehabilitation, Replacement, and Incidentals; accept Bid and award Contract. Following discussion, Commissioner Olson moved and Commissioner Anderson seconded to approve Project No. 1340 – Sanitary Sewer System Rehabilitation, Replacement, and Incidentals; accept Bid and award Contract. No opposition. Motion carried.

Dan Hanson, City Engineer appeared before the Commission for approval of Concrete Pavement Repair Project - 9th St E; create Project No. 2266, approve Engineer's Report; and direct Engineer to prepare Plans and Specifications. Following discussion, Commissioner Olson moved and Commissioner Anderson seconded to approve Concrete Pavement Repair Project - 9th St E; create Project No. 2266, approve Engineer's Report; and direct Engineer to prepare Plans and Specifications. No opposition. Motion carried.

Dan Hanson, City Engineer appeared before the Commission for approval of Pavement Rehabilitation Project - 7th Ave NE (9th St to City Limits) and 9th St NW (Main Avenue to Drain 21); create Project No. 2267, approve Engineer's Report; and direct Engineer to prepare Plans and Specifications. Following discussion, Commissioner Anderson moved and Commissioner Simmons seconded to approve Pavement Rehabilitation Project - 7th Ave NE (9th St to City Limits) and 9th St NW (Main Avenue to Drain 21); create Project No. 2267, approve Engineer's Report; and direct Engineer to prepare Plans and Specifications. No opposition. Motion carried.

John Shockley, City Attorney appeared before the Commission for approval of the Second Reading of Ordinance 1212 - Liquor Control Board. Following discussion, Commissioner Olson moved and Commissioner George seconded to approve the Second Reading of Ordinance 1212 - Liquor Control Board. No opposition. Motion carried.



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John Shockley, City Attorney appeared before the Commission for approval of the West Fargo Refunding Improvement Bond 2022A. Mike Manstrom presented the information. Following discussion, Commissioner Simmons moved and Commissioner Olson seconded to approve the West Fargo Refunding Improvement Bond 2022A Board. No opposition. Motion carried.

Tina Fisk, City Administrator City Administrator Report:

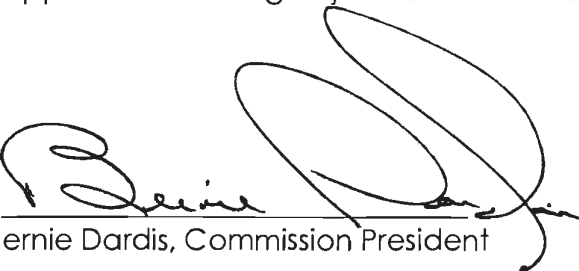
- A. 2023 Budget Adjustment Discussion -
- ~~B. Fencing by City Hall update~~ (This item was removed from the agenda.)
- C. IT Proposals for Services
- D. Jim Larson's last meeting
- E. Introduction of Economic Development Manager – Casey Sanders

There were no correspondence.

There were no non-agenda items from Commissioners or City staff.

A citizen of West Fargo brought forth her concerns in regards to an issue within the area.

Commissioner Simmons moved and Commissioner Olson seconded to adjourn the meeting. No opposition. Meeting adjourned at 8:18 PM.



Bernie Dardis, Commission President



Tina Fisk, City Administrator