



**West Fargo City Commission Meeting
Monday, January 20, 2020
Commission Chambers 5:30 PM**

The West Fargo City Commission met on Monday, January 20, 2020, at 5:30 pm. Those present were Bernie Dardis, Eric Gjerdevig, Brad Olson, Mark Simmons, and Mike Thorstad. The President of the Board Bernie Dardis called the meeting to order.

The Pledge of Allegiance was recited.

Commissioner Gjerdevig moved and Commissioner Olson seconded to approve the Order of Agenda as presented. No opposition. Motion carried.

Commissioner Olson moved and Commissioner Simmons seconded to approve the minutes of January 6, 2020 as presented. No opposition. Motion carried.

The Commission reviewed the Building Department Activity Report dated January 20, 2020 and Building Permits #1-13. Commissioner Gjerdevig moved and Commissioner Simmons seconded to approve the Building Permits as presented. No opposition. Motion carried.

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

- a. Bills
- b. Gaming Site Authorization for Fargo West Rotary. Games to be conducted: Raffle on 5/9/2020 at Fargo Harley Davidson, 701 Christianson Drive
- c. Games of Chance for Fargo Ducks Unlimited. Games to be conducted: Raffle on 2/6/2020 at Speedway Event Center, 680 Main Avenue West
- d. Games of Chance for the West Fargo Lions Club. Games to be conducted: Raffle from 2/2/2020 to 8/2/2020 at the Silver Dollar Bar, 221 Sheyenne Street
- e. Final Plat Approval of The Wilds 17th Addition, a Replat
- f. Schedule a 5:30pm Public Hearing on the Rezoning from R-R: Rural Residential District to C: Light Commercial at 225 40th Avenue West on Monday, February 3, 2020
- g. Schedule a 5:30pm Public Hearing on The Wilds 18th Addition, a Replat and Rezoning from R-2: Limited Multiple Dwellings to R-1SM: Mixed One & Two Family Dwellings on Monday, February 3, 2020
- h. Resolution Directing Assessments to be Levied
 - a. Sewer, Water, Storm and Street Improvement District Numbers 1305, 1314, 1315, 1318, and 1319
 - b. Street Improvement District Numbers 2240, 2241, 2243, 2244, 2251, and 2253
 - c. Infrastructure Replacement District No. 3002
 - d. Storm Sewer Improvement District No. 4064
 - e. Storm Improvement District No. 4065

In regards to Consent Agenda Item 'h,' City Attorney John Shockley stated that approving the resolution is just the first step in the special assessment process, which



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allows the Special Assessment Committee to convene and begin the process, with notices of Public Hearings to be posted in the newspaper. Mr. Shockley also stated that approving the resolution is not levying any assessments; it is simply convening the Special Assessment Committee.

There was no opposition. Motion carried.

Planning & Zoning Director Tim Solberg appeared before the Commission for a 5:30pm Public Hearing and First Reading on the Sandhills 4th Addition, a Replat and Rezoning. The Public Hearing was opened. There was no public comment. The Public Hearing was closed. After discussion, Commissioner Simmons moved and Commissioner Gjerdevig seconded to approve the First Reading on the Sandhills 4th Addition a Replat and Rezoning with the six recommendations listed in the staff report. No opposition. Motion carried.

Planning & Zoning Director Tim Solberg appeared before the Commission for a 5:30pm Public Hearing and Second Reading of the Replacement of the Official Zoning Map. The Public Hearing was opened. City of West Fargo resident Delight Swingen, 115 32nd Avenue East, spoke in opposition of the proposed changes. There was no other Public Comment. The Public Hearing was closed. After discussion, Commissioner Simmons moved and Commissioner Olson seconded to approve the Second Reading of the Replacement of the Official Zoning Map. No opposition. Motion carried.

Planning & Zoning Director Tim Solberg appeared before the Commission for a Review of Off-premise sign within the EMU: Entertainment Mixed Use District. City of West Fargo resident Delight Swingen, 115 32nd Avenue East, appeared before the Commission to ask questions about the proposed sign. After discussion, Commissioner Simmons moved and Commissioner Olson seconded to approve the Off-premise sign within the EMU: Entertainment Mixed Use District. Commissioner Simmons, Olson and Gjerdevig voted in favor. Commissioners Dardis and Thorstad abstained. Motion carried.

Planner Malachi Petersen appeared before the Commission to Review the Planned Unit Development Amendment at 1360 Prairie Parkway. After discussion, Commissioner Olson moved and Commissioner Gjerdevig seconded to approve the Planned Unit Development Amendment as presented. No opposition. Motion carried.

City Attorney John Shockley appeared before the Commission for the Second Reading for Ordinance No. 1146, Bench Sign Franchise. After discussion, Commissioner Olson moved and Commissioner Simmons seconded to approve the Second Reading of Ordinance No. 1146, Bench Sign Franchise. Commissioners Simmons, Olson and Gjerdevig voted in favor. Commissioner Dardis and Commissioner Thorstad abstained. Motion carried.

Finance Director Jim Larson appeared before the Commission for a Presentation of the 2018 Audit Report. No action was requested of the Commission.



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City Engineer Dustin Scott appeared before the Commission to Review the Engineer's Report for Sewer, Water, Storm, and Street Improvement District No. 1329. After discussion, Commissioner Simmons moved and Commissioner Gjerdevig seconded to approve the Engineer's Report as presented and to direct the Engineer to prepare plans and specifications. No opposition. Motion carried.

City Engineer Dustin Scott appeared before the Commission to review the NDDOT Bridge Inspection and Load Rating Services Agreement. After discussion, Commissioner Gjerdevig moved and Commissioner Olson seconded to approve the Agreement as presented. No opposition. Motion carried.

There were no construction updates.

City Administrator Tina Fisk appeared before the Commission and provided the following for the City Administrator Report:

- a. City Attorney John Shockley
 - i. Update on upcoming projects
 - ii. New loan for 1% interest
 - iii. 10mil-75mil
 - iv. Transportation projects
 - vi. Can't use for Sheyenne project
 - vii. Commissioner Dardis asked if staff has been designated to look into it and Tina replied that staff is already working on it
- b. Tina
 - i. Staff has been meeting and working on an outline for special assessment guidelines
 - i. Will explain process of meetings and notices to public
 - ii. All Special Assessment Committee meetings will be recorded
 - iii. Letter to residents for process
 1. Where to go to stay informed
 2. Dates/times of meetings
 - iv. Final policies/procedures will come to Commission for approval
 - ii. Update on Snow Removal
 - i. Matt Andvik
 1. PW Director
 - a. Contractors widening streets 1/6-1/16
 - b. Working w/ Public Works trucks to clear south end of town
 - c. 10+ hour days
 - d. 17th Ave coming into West Fargo from Fargo, can tell where the line is as you get into West Fargo
 - e. Four snow dump sites

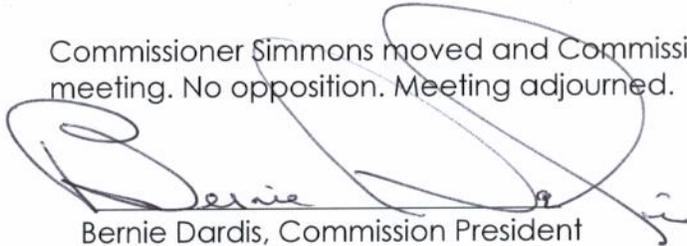


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West Fargo resident Frank Lenzmeier appeared before the Commission to present correspondence from the West Fargo Senior Group.

Fire Inspector John Neeb appeared before the Commission to provide a brief update on the Adopt a Hydrant program.

Commissioner Simmons moved and Commissioner Olson seconded to adjourn the meeting. No opposition. Meeting adjourned.



Bernie Dardis, Commission President



Tina Fisk, City Administrator