



West Fargo City Commission Meeting
Monday, March 16, 2020
Commission Chambers 5:30 PM

The West Fargo City Commission met on Monday, March 16, 2020, at 5:30 pm. Those present were Bernie Dardis, Brad Olson, Mark Simmons, Eric Gjerdevig, and Mike Thorstad. The President of the Board Bernie Dardis called the meeting to order.

Preston of Boy Scout Troop 637 led the Pledge of Allegiance.

Commissioner Gjerdevig moved and Commissioner Olson seconded to approve the Order of Agenda as presented with the addition of Regular Agenda Item 1a: Emergency Declaration for COVID-19. No opposition. Motion carried.

Commissioner Olson moved and Commissioner Thorstad seconded to approve the minutes of March 2, 2020 as presented. No opposition. Motion carried.

The Commission reviewed the Building Department Activity Report dated March 16, 2020 and Building Permits #63-81. Commissioner Gjerdevig moved and Commissioner Olson seconded to approve the Building Permits as presented. No opposition. Motion carried.

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

- a. Bills
- b. Final approval of River's Bend at the Preserve 5th Addition, a combination plat
- c. Gaming Site Authorization for West Fargo Rural Fire Department, Inc. Games to be conducted: Bingo, Raffles, Pull Tab Dispensing Device, Electronic Pull Tab Device, Paddlewheels with Tickets at Boston Pizza, 1640 13th Avenue East
- d. Gaming Site Authorization for West Fargo Rural Fire Department, Inc. Games to be conducted: Bingo, Raffles, Pull Tab Jar, Pull Tab Dispensing Device, Electronic Pull Tab Device, Twenty One, and Paddlewheels with Tickets at Bordertown, 807 Main Avenue East
- e. Gaming Site Authorization for West Fargo Rural Fire Department, Inc. Games to be conducted: Bingo, Raffles, Pull Tab Jar, Pull Tab Dispensing Device, Electronic Pull Tab Device, Twenty One, and Paddlewheels with Tickets at Silver Dollar, 221 Sheyenne Street
- f. Games of Chance for Stacy Hennum. Games to be conducted: Raffle on 4/4/2020 at the West Fargo VFW, 444 Sheyenne Street
- g. Application for Appropriation from Civil Asset Forfeiture Fund
- h. Project Agreement for Habitat for Humanity Project at 1410 11th Street West
- i. Property Tax Incentive Agreement for The Housing Authority of Cass County
- j. 2020 Neighborhood Revitalization Program Guidelines
- k. Pioneer Place 2nd Addition

No opposition. Motion carried.



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Commissioner Dardis opened Regular Agenda Item 1A, the Emergency Declaration for COVID-19. Commissioner Gjerdevig moved and Commissioner Simmons seconded to approve the Emergency Declaration for COVID-19 as presented. No opposition. Motion carried.

Planner Malachi Petersen appeared before the Commission to review a Renaissance Zone application for Quality Boneless Beef Co Inc. After discussion, Commissioner Olson moved and Commissioner Gjerdevig seconded to approve the application as presented. No opposition. Motion carried.

Planner Malachi Petersen appeared before the Commission to review Renaissance Zone applications for the Restad Industrial Park. After discussion, three motions were made by the Commission. Commissioner Gjerdevig moved and Commissioner Olson seconded to approve the Renaissance Zone application for RDA Inc. No opposition. Motion carried. Commissioner Olson moved and Commissioner Simmons seconded to approve the Renaissance Zone application for Krog Transport LLC. No opposition. Motion carried. Commissioner Simmons moved and Commissioner Gjerdevig seconded to approve the Renaissance Zone application for F6 Transport LLC. No opposition. Motion carried.

Planner Malachi Petersen appeared before the Commission to review the Enterprise Grant application for HollyWould Beauty Suites. After discussion, Commissioner Gjerdevig moved and Commissioner Simmons seconded to approve the Enterprise Grant application as presented. No opposition. Motion carried.

Planning & Zoning Director Tim Solberg appeared before the Commission for a Second Reading of Zoning Ordinance Amendments to Section 4-460. After discussion, Commissioner Simmons moved and Commissioner Gjerdevig seconded to approve the Second Reading as presented. No opposition. Motion carried.

City Attorney John Shockley appeared before the Commission for a First Reading of Ordinance No. 1155. After discussion, Commissioner Simmons moved and Commissioner Gjerdevig seconded to approve the First Reading as presented. No opposition. Motion carried.

City Attorney John Shockley appeared before the Commission for a Resolution Providing for Partial Redemption of the Temporary Refunding Improvement Bonds of 2018. After discussion, Commissioner Simmons moved and Commissioner Gjerdevig seconded to approve the resolution as presented. No opposition. Motion carried.



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Finance Director Jim Larson appeared before the Commission to review an Amendment to 2018-1 TIF Agreement. After discussion, Commissioner Gjerdevig moved and Commissioner Simmons seconded to approve the amendment as presented. No opposition. Motion carried.

Finance Director Jim Larson appeared before the Commission to review amendments to the 2017-1 TIF Agreement. After discussion, Commissioner Olson moved and Commissioner Thorstad seconded to table the item until the April 6, 2020 Commission meeting. No opposition. Motion carried.

City Engineer Dustin Scott appeared before the Commission for a Spring Flood Update and Discussion of RFQ for 2020 Flood Engineering Services. After discussion, Commissioner Simmons moved and Commissioner Gjerdevig seconded to approve the RFQ for 2020 Flood Engineering Services and award the contract to Moore Engineering. No opposition. Motion carried.

Library Director Carissa Hansen appeared before the Commission to review the Folkways contract for a community input project for the West Fargo Public Library. After discussion, Commissioner Gjerdevig moved and Commissioner Simmons seconded to approve the contract as presented. No opposition. Motion carried.

Planning & Zoning Director Tim Solberg, Finance Director Jim Larson and City Administrator Tina Fisk appeared before the Commission to review a proposed TIF for redevelopment project at 409 Sheyenne Street. After discussion, Commissioner Simmons moved and Commissioner Olson seconded to approve the proposal as presented. Commissioners Dardis and Gjerdevig opposed. The majority having voted in favor, the motion carried.

City Engineer Dustin Scott appeared before the Commission to provide construction updates. No action was requested.

City Administrator Tina Fisk appeared before the Commission and presented the following items for the City Administrator's Report:

- a. April's Planning & Zoning Commission meeting has been moved to 4/7/2020
- b. COVID-19 update
 - a. Meeting held today to discuss protocols
 - i. Moved to Level 2 threshold
 - b. Park district closed indoor facility
 - c. Library closed
 - d. Fire department closed buildings to public beginning today
 - e. Working offsite
 - i. IT working w/ departments who have people working offsite
 - f. Level 3 threshold has been changed to 8 confirmed cases in Cass County



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- g. Constantly communicating w/ staff and commissioners
 - 1. COVID-19 page has been added to the City website
- i. Garbage pickup not changing
 - a. Anything outside of normal garbage not bagged, will not be picked up
 - i. Must be bagged and tied

There were no non-agenda items.

There was no correspondence.

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

A handwritten signature in black ink, appearing to read "Bernie Dardis".

Bernie Dardis, Commission President

A handwritten signature in blue ink, appearing to read "Tina Fisk".

Tina Fisk, City Administrator