



**West Fargo City Commission Meeting  
Monday, June 1, 2020  
Virtual Meeting via Zoom 5:30 PM**

The West Fargo City Commission met on Monday, June 1, 2020, at 5:30 pm. Those present via Zoom virtual meeting were Commissioners Bernie Dardis, Brad Olson, Eric Gjerdevig and Mike Thorstad. Commissioner Mark Simmons was not in attendance. The President of the Board Bernie Dardis called the meeting to order.

The Pledge of Allegiance was recited.

Commissioner Dardis requested changes to the Consent Agenda to include item i., Gaming Site Authorization for the West Fargo Rural Fire Department, gaming site located at Bar Nine. Regular Agenda item number 3 regarding the Renaissance Zone Renewal is a public hearing. Commissioner Gjerdevig moved and Commissioner Olson seconded to approve the Order of Agenda with proposed changes. No opposition. Motion carried.

Commissioner Olson moved and Commissioner Thorstad seconded to approve the minutes of May 18, 2020 as presented. No opposition. Motion carried.

The Commission reviewed the Building Department Activity and Monthly Comparison Reports dated June 1, 2020 and Building Permits #216-279. 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. Gaming Site Authorization for the Boys and Girls Club of the Red River Valley. Games to be conducted: Raffles, Pull Tab Jar, Electronic Pull Tab Device, Twenty-One, Poker, Calcuttas and Paddlewheels with Tickets at The Work Zone Bar, 701 E Main Avenue.
- c. Gaming Site Authorization for West Fargo Events. Games to be conducted: Raffles, Pull Tab Jar, Pull Tab Dispensing Device, Electronic Pull Tab Device, Twenty-One, Poker, Calcuttas, Paddlewheels with Tickets and Paddlewheel Table at Bar Down, 3100 Sheyenne Street.
- d. Gaming Site Authorization for the Metro Sports Foundation. Games to be conducted: Pull Tab Jar, Electronic Pull Tab Device, Prize Board, Twenty-One, Poker and Paddlewheel Table at Brewtus Brickhouse, 635 32nd Avenue S., Suite 108.
- e. Proposed Resolution Approving Contract and Contractor's Bond in Sewer, Water, Storm and Street Improvement District No. 1329.
- f. Final Plat Approval of River's Bend at the Preserve 6th Addition with conditions listed in staff report.
- g. Gaming Site Authorization for Team Makers Club, Inc. Games to be conducted: Raffles, Electronic 50/50 Raffle, Pull Tab Jar, Electronic Pull Tab Device, Sports Pool, Twenty-One, and Poker at Bar Code, 835 23rd Avenue E #207.
- h. Gaming Site Authorization for Team Makers Club, Inc. Games to be conducted: Raffles, Pull Tab Dispensing Device and Poker at Ole and Lena's Pizzeria, 3330 Sheyenne Street.



- i. Gaming Site Authorization for the West Fargo Rural Fire Department. Games to be conducted: Bingo, Raffles, Pull Tab Jar, Pull Tab Dispensing Device, Electronic Pull Tab Device, Twenty-One, and Poker at Bar Nine, 1405 Prairie Parkway.

No opposition. Motion carried.

John Shockley, City Attorney, appeared before the Commission to discuss liquor sales for restaurants and bars with take-out orders. A motion is needed from the Commission to extend the moratorium, or it will expire tonight. If the Commission requests this to be a permanent situation, it will require an ordinance change. After discussion, Commissioner Gjerdevig moved and Commission Thorstad seconded to extend the moratorium for an additional 90 days. No opposition. Motion carried.

Lance Johnson, with EPIC, appeared before the Commission to report on the Daktronics video board. Mr. Johnson stated that after testing, it was found that the board is dimming down and operationally working as planned. Commissioner Dardis requested that Ms. Tina Fisk, City Administrator, follow up with a response to the party questioning the functionality. Ms. Fisk confirmed she would send a letter this week. This is an informational item and a motion is not needed.

Lauren Orchard, Economic Development Director, appeared before the Commission to discuss the Renaissance Zone Renewal. The application is submitted every 5 years and is currently up for renewal with a due date of June 6, 2020. Ms. Orchard stated there has been no public comment submitted as of yet. Commissioner Dardis opened the public hearing for public comment. After hearing no public comments, Commissioner Dardis closed the public hearing and resumed discussion. Commissioner Gjerdevig moved and Commissioner Olson seconded to continue the program and submit a renewal application. No opposition. Motion carried.

Dustin Scott, City Engineer, and Brent Muscha with Apex appeared before the Commission to give a presentation and final report on the 9th Street Corridor Study. An overview of improvement options with cost estimates were provided, along with recommended alternative solutions. After discussion, Commissioner Olson moved and Commissioner Gjerdevig seconded to approve the final report. No opposition. Motion carried.

Dustin Scott, City Engineer, appeared before the Commission to present a DRAFT Capital Improvement Plan (CIP). Mr. Scott provided a high-level overview of our CIP, the existing infrastructure and the state of our current infrastructure conditions. A brief explanation of the process and proposed CIP were given and included a funding discussion. This is an informational item and a motion is not needed.

Dustin Scott, City Engineer, appeared before the Commission to discuss the Engineer's Report for Sewer, Water, Storm and Street Improvement District No. 1331. After discussion, there are two motions before the Commission. Commissioner Olson moved and Commissioner Gjerdevig seconded to approve the Engineer's Report for Sewer, Water, Storm and Street Improvement District No. 1331. No opposition. Motion carried. For the second motion, Commissioner Olson moved and Commissioner Gjerdevig seconded to



direct the City Engineer to prepare a draft task order for design and construction services in accordance with the MSA between the City of West Fargo and Moore Engineering. No opposition. Motion carried.

Tina Fisk, City Administrator, appeared before the Commission to discuss vacation balance rollovers. Ms. Fisk discussed the 240-hour rollover policy with the Commission. After discussion, Commissioner Gjerdevig moved and Commissioner Olson seconded to approve the policy change as presented. No opposition. Motion carried.

Dustin Scott, City Engineer, appeared before the Commission to provide construction updates. There are a few shoulder and lane closures at the following:

1. 6<sup>th</sup> Street NW
2. 9<sup>th</sup> Street NE
3. 15<sup>th</sup> Street N
4. 40<sup>th</sup> Avenue commercial site, installing a new driveway and should be cleared by the end of this week.
5. Majority of road work is not overly impacting the public

No action requested.

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

1. The Saturday protest caused an emergency declaration to be put in place for 7 days. To extend the declaration beyond the 7 days, the Commission would need to approve the extension. The Commission agreed to let it lapse.
2. Jim Larson and Tracy Johnson, with the Finance Department, have been holding preliminary budget meetings with staff, and things are moving along well.
3. Revising the COVID Return to Work Plan.
4. Effective today, all staff will be tested for COVID. The Police Department and Fire Department already have a staff testing policy in place, and are looking into anti-body testing to be done.
5. Vendors for the street fair are being compiled.
6. Police Chief interviews have been pushed out a couple weeks, due to recent events.
7. Special assessment process will begin with committee meetings in late June

Tina Fisk, City Administrator, stated there was no correspondence to share with the Commission.

Commissioner Olson had a non-agenda item, when will the Commission meet face-to-face again. Ms. Fisk stated the next Commission Meeting would be a face-to-face meeting.

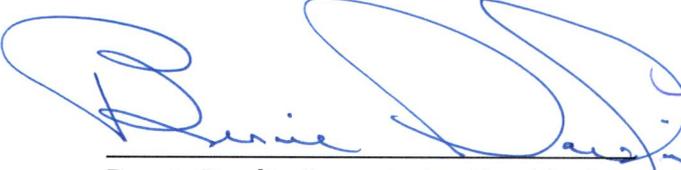


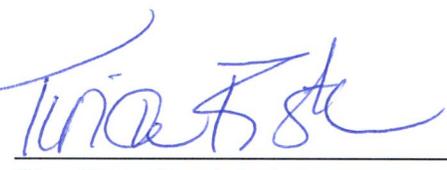
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Commissioner Dardis had a few items to share:

1. Mr. Dardis will be traveling to Grand Forks and attending Officer Holte's funeral.
2. Drive-up testing is being done at Legacy Middle School.
3. Mr. Dardis wanted to express his thanks and express how proud he is of the front line at the protest. Our officers showed extreme professionalism and restraint, fantastic job to all involved. Thank you.
4. Red River Valley COVID Task Force continues to meet and expresses to wash hands, encourage individuals to wear masks and be vigilant and safe.

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

  
Bernie Dardis, Commission President

  
Tina Fisk, City Administrator