



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

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

The Pledge of Allegiance was recited.

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

Commissioner Olson moved and Commissioner Gjerdevig seconded to approve the minutes of June 22, 2020 as presented. No opposition. Motion carried.

Commissioner George moved and Commissioner Gjerdevig seconded to approve the minutes of July 6, 2020 as presented. No opposition. Motion carried.

The Commission reviewed the Building Department Activity Report dated July 20, 2020 and Building Permits #383-441. Commissioner Olson moved and Commissioner Gjerdevig seconded to approve the Building Permits as presented. No opposition. Motion carried.

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

- a. Bills
- b. Approval of public liquor consumption for 2020 West Fargo Street Fair
- c. Approval of public liquor consumption during August and September Cruise Nights
- d. West Fargo Mutual Aid
- e. Approval to Hold First Reading and Public Hearing on the Zoning Ordinance Amendments regarding Sections 4-434 DMU: Downtown Mixed Use and 4-435 EMU: Entertainment Mixed Use District at 5:30 pm on August 3, 2020

No opposition. Motion carried.

Commissioner Gjerdevig brought back the discussion of the Workforce Academy with NDSCS. After discussion, Commissioner Simmons motioned to approve \$500,000, Commissioner and commissioner George seconded. A roll call vote was taken as follows: Commissioner George-Yes, Commissioner Olson-No, Commissioner Dardis-No, Commissioner Simmons-Yes, Commissioner Gjerdevig-No. No motion was on the table and no dollar amount commit.

Commission President Dardis motioned and Commissioner Olson seconded to approve \$600,000. Another roll call vote was taken for \$600,000 with contingencies that \$5 million from the US Department of Congress Grant be approved. Commissioner George-Yes, Commissioner Olson-Yes, Commissioner Dardis-Yes, Commissioner Simmons-No, Commissioner Gjerdevig-Yes.



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Tina Fisk, City Administrator for the City of West Fargo, appeared before the Commission to give the recommendation for appointment of West Fargo Chief of Police, Denis Otterness. Commissioner Gjerdevig moved and Commissioner Olson seconded to accept the recommendation. Commissioner George opposed. Motion carried.

Matt Andvik, West Fargo Public Works Director, appeared before the Commission to give the First Reading of Changes to Sump Pump Ordinance 1160. Matt proposed an annual fee to all homeowners for sump pumps. There would be an annual fee, set by a commission resolution, charged to the residents monthly. Homeowners who do not have a sump pump or connection would be able to fill out a form and return it to opt out to the fee. Commissioner Olson made a motion and Commissioner Gjerdevig to approve the first reading and bring it back for a second reading. Commissioner Simmons opposed. Motion carries.

Dustin Scott, City Engineer for the City of West Fargo, appeared before the Commission to review information and documents for the creation of an improvement district, designated as "Sewer, Water, Storm and Street Improvement District No. 1332" and to review Engineer's Report for "Sewer, Water, Storm and Street Improvement District No. 1332. He had asked to approve the creation of "Sewer, Water, Storm and Street Improvement District No. 1332 (pursuant to N.D.C.C 40-22-08 &40-22-09). He also asked to direct Engineer to prepare the Engineer's Report for "Sewer, Water, Storm and Street Improvement District No. 1332" (pursuant to N.D.C.C 40-22-10). As well as approve the Engineer's Report and direct the Engineer to prepare detailed plans and specifications for the construction of "Sewer, Water, Storm and Street Improvement District No. 1332" (pursuant to N.D.C.C. 40-22-11). Commissioner Simmons motioned to approve and Commissioner Olson seconded to approve the request of the developer and approve the Engineering Report. Commissioner George opposed. Motion carried.

Dustin Scott, City Engineer for the City of West Fargo, appeared before the Commission to ask for approval of Plans and Specifications for construction of Sewer, Water, Storm, and Street Improvements for District No. 1331. As well as authorizing advertisement of bid documents for construction of Sewer, Water, Storm, and Street Improvements for District No. 1331. Commissioner Olson motioned and Commissioner Gjerdevig seconded for approval. Commissioner George opposed. Motion carried.

Dustin Scott, City Engineer for the City of West Fargo, appeared before the Commission to review and discuss the Drain 45 Multi-Use Path - Phase One and notice of grant for Phase Two. He asked for direction from the Commission on how to proceed with Phase One and Phase Two. Commissioner Gjerdevig motioned and Commissioner Olson seconded to move forward with Phase One. Motion carried. Commissioner Olson motioned and Commissioner Gjerdevig seconded to move forward with Phase Two. Commissioner Simmons opposed. Motion carried.



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Dustin Scott, City Engineer for the City of West Fargo, appeared before the Commission to ask for approval of the contract with Key Contracting for constructing the final portion of Sewer, Water, and Storm Improvement District No. 1289. Commissioner Gjerdevig motioned and Commissioner Olson seconded to move forward. No opposition. Motion carried.

Dustin Scott, City Engineer for the City of West Fargo, appeared before the Commission to ask for approval for the proposal for Automated Pavement Survey citywide from ARA for \$74,500.00. Commissioner Gjerdevig motioned and Commissioner Olson seconded to move forward. Commissioner George and Commissioner Simmons opposed. Motion carried.

City Attorney John Shockley appeared before the Commission to review the first reading of the West Fargo Fire Department Ordinance No. 1153 – Fire Ordinance Amendment. Fire Chief, Dan Fuller appeared as well to discuss the Ordinance in further detail. After discussion, Commissioner Gjerdevig motioned and Commissioner George seconded to approve the first reading. No opposition. Motion carried.

City Attorney John Shockley appeared before the Commission to review the resolution providing for the Issuance of Taxable Gross Revenue Bonds (Parameters Resolution). Jim Larson, Finance Director of the City of West Fargo, and Mike Manstrom appeared to discuss further details and parameters on the item. After discussion, Commissioner George motioned and Commissioner Gjerdevig seconded the approval. No opposition. Motion carried.

Tina Fisk, City Administrator for the City of West Fargo, appeared before the Commission to discuss a recommendation for the Events that would take place at the Lights Plaza that are 500 attendees or more. After discussion, Commissioner Simmons motioned and Commissioner Gjerdevig seconded the approval of the recommendation. Commissioner Olson opposed. Motion carried.

Lauren Orchard, Economic Development Director for the City of West Fargo, appeared before the Commission to discuss the revision of EDAC Organizational Guidelines. After discussion, Commissioner Simmons motioned and Commissioner Gjerdevig seconded the approval of the revision. Motion carried.

Carissa Hansen, Library Director for the City of West Fargo, appeared before the Commission to discuss the West Fargo Public Library 2019 Annual Report. No action required.



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Tim Solberg, Planning and Zoning Director for the City of West Fargo appeared before the Commission to discuss the second reading of Sandhills 4th Addition, Rezoning from A: Agricultural to LI: Light Industrial (Ordinance #1159). Commissioner Olson motioned and Commissioner Gjerdevig seconded to approve the second reading. No opposition. Motion carried.

Tim Solberg, Planning and Zoning Director for the City of West Fargo, appeared before the Commission to hold a Public Hearing for Partial Vacation of Park Property on Elmwood Court Addition and Final Plat Approval based on conditions listed in the staff report. 408 and 320 19th Avenue West (Lots 63 & 64, Block 2 of Elmwood Court Addition). Barb Erbstoesser, Executive Director of the West Fargo Park District, appeared to discuss the item in further detail. After discussion, Commissioner Olson moved and Commissioner Simmons seconded the approval. Commissioner George opposed. Motion carried.

Tim Solberg, Planning and Zoning Director for the City of West Fargo, appeared before the Commission to hold Second Reading on the Rezoning and Final Plat Approval based on conditions listed in the staff report. Sandhills 5th Addition, a Replat and Rezoning from A: Agricultural to LI: Light Industrial. After discussion, Commissioner Olson motioned and Commissioner Gjerdevig seconded to approve the second reading. No opposition. Motion carried.

Tim Solberg, Planning and Zoning Director for the City of West Fargo, appeared before the Commission to discuss the approval of the Conditional Use Permit subject to the condition listed in the staff report. Located at 501 26th Avenue East (Lot 2, Block 7 of South Pond at the Preserve 1st Addition), City of West Fargo, North Dakota. After discussion, Commissioner Gjerdevig motioned and Commissioner George seconded to approve. No opposition. Motion carried.

Tim Solberg, Planning and Zoning Director for the City of West Fargo, appeared before the Commission to discuss the approval of the Conditional Use Permit subject to the condition listed in the staff report. Located at 1215 19th Avenue East (Lot 2, Block 1 of Burlington Addition, City of West Fargo, North Dakota. After discussion, Commissioner George motioned and Commissioner Simmons seconded to approve. No opposition. Motion carried.

Melissa Richard, Director of Communications, appeared before the Commission to discuss approval of hiring West Fargo Events to coordinate large, City of West Fargo community events for the remainder of 2020. After discussion, Commissioner Simmons motioned and Commissioner Gjerdevig seconded to approve. Commissioner Dardis opposed. Motion carried.



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Dustin Scott, City Engineer for the City of West Fargo, appeared and just asked if there were any question about construction updates.

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

- a. Door to door Census workers will start to follow up starting August 30th on addresses that did not respond to the Census.

There was no correspondence.

There were no non-agenda items.

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



Bernie Dardis, Commission President



Tina Fisk, City Administrator