



**West Fargo City Commission Meeting
Monday, August 5, 2019
Commission Chambers 5:30 P.M.**

The West Fargo City Commission met on Monday August 5, 2019, 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 Gjerdevig seconded to approve the minutes of July 15, 2019. No opposition. Motion carried.

The Commission reviewed the Building Department Activity Report and Monthly Comparison Reports dated August 5, 2019 and Building Permits #386-448. Commissioner Olson moved and Commissioner Gjerdevig 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. Games of Chance for Blessed Sacrament Catholic Church. Games to be conducted: Bingo, Raffle, Calendar Raffle from 8/6/19 to 6/30/20 at Blessed Sacrament Catholic Church 210 5 Ave W.
- c. Games of Chance for El Zagal Motor Patrol. Games to be conducted: Raffle from 8/10/19 to 10/26/19 at Speedway, 680 Main Ave W.
- d. Valley Water Rescue – Financial Agreement
- e. Revised Lights on 32 Plaza Agreement

No opposition. Motion carried.

West Fargo Fire Chief Dan Fuller appeared before the Commission and was presented with the Executive Fire Officer Certification.

City of West Fargo resident Almir Jupic and Public Works Director Chris Brungardt appeared before the Commission for a discussion on the Burlington Drive Retention Pond. After discussion, no action was requested of the Commission; Mr. Jupic will continue to be in contact with Public Works Director Chris Brungardt for follow up.



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FM MetroCog representative Joni Giese appeared before the Commission for an FM Diversion Recreation Plan Presentation. No action was requested of the Commission.

Human Resources Director Jenna Wilm and Dale Carnegie Representative Bethany Berkeley appeared before the Commission to provide an overview of the Leadership Training that all supervisors participated in. No action was requested of the Commission.

Human Resources Director Jenna Wilm and Finance Director Jim Larson appeared before the Commission for a new Payroll Software Platform discussion. After discussion, Commissioner Simmons moved and Commissioner Thorstad seconded to approve the new payroll software for implementation in January 2020, contingent upon the commissioners receiving more detailed information before signing a contract. No opposition. Motion carried.

City Attorney John Shockley appeared before the Commission for a First Reading of Ordinance No. 1140, Gas Franchises. After discussion, Commissioner Olson moved and Commissioner Simmons seconded to approve the First Reading. No opposition. Motion carried.

City Attorney John Shockley appeared before the Commission for a First Reading of Ordinance No. 1143, Gas Franchises. After discussion, Commissioner Simmons moved and Commissioner Gjerdevig seconded to approve the First Reading. No opposition. Motion carried.

City Attorney John Shockley appeared before the Commission for a First Reading of Ordinance No. 1142, Legislative Updates. After discussion, Commissioner Gjerdevig moved and Commissioner Olson seconded to approve the First Reading. No opposition. Motion carried.

Finance Director Jim Larson and City Administrator Tina Fisk appeared before the Commission for the 2020 Budget Presentation. After discussion, Commissioner Simmons moved and Commissioner Olson seconded to approve the preliminary 2020 Budget as presented. No opposition. Motion carried.

Director of Planning & Zoning Tim Solberg appeared before the Commission for a Final Plat Approval of Woodland Estates 2nd Subdivision, a Replat. After discussion, Commissioner Simmons moved and Commissioner Gjerdevig seconded to approve the Final Plat as presented. No opposition. Motion carried.

City Engineer Dustin Scott appeared before the Commission to Review the Bid Results and Engineer's Statement of Cost for Water Improvement Project No. 1312 (Ph. 2). After discussion, Commissioner Simmons moved and Commissioner Gjerdevig seconded to award the contract to KPH for \$1,523,497. No opposition. Motion carried.



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City Engineer Dustin Scott appeared before the Commission to Review the Petition for Improvements, Approve the Creation of and Review the Engineer's Report for Sewer, Water, Storm and Street Improvement District No. 1325. After discussion, Commissioner

Gjerdevig moved and Commissioner Simmons seconded to approve the creation of District 1325, and to direct the Engineer to prepare the Engineer's Report and Prepare Plans & Specifications. No opposition. Motion carried.

City Engineer Dustin Scott appeared before the Commission to provide an update on construction projects. No action was requested of the Commission.

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

- a. Night to Unite 8/6 at 5:30pm at Elmwood
- b. First meeting in September
 - i. 9/2 is Labor Day
 - ii. Move to 9/3?
 1. YES – consensus
 - iii. Annual NDLC meeting in September
 1. Sept 19-21
 2. Hotel rooms are booked, please see Courtney to register
 - iv. 8/13 at 10am Grace Gardens ribbon cutting celebration
 - v. Jeremiah Program invitation
 1. Holiday inn on 10/18

City Attorney John Shockley appeared before the Commission regarding correspondence regarding bond issuance for 2019. There was a consensus on moving forward with the process.

There were no other non-agenda items.

At 7:22pm, Commissioner Olson moved and Commissioner Simmons seconded to close the regular City Commission meeting and move into *Executive Session pursuant to NDCC § 44-04-19.1 (9) to receive update from NDRIF attorney regarding Vanyo, et. al. v. City of West Fargo – NDRIF Claim #ND-51259-18*. No opposition. Motion carried.

At 8:05pm, Commissioner Dardis reopened the regular City Commission meeting. No action was taken regarding the Executive Session.

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



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Bernie Dardis *Tina Fisk*

Bernie Dardis, Commission President

Tina Fisk, City Administrator