



**West Fargo City Commission Meeting
Monday, August 17, 2020
Commission Chambers 5:30 PM**

The West Fargo City Commission met on Monday, August 17, 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.

Commission President Dardis made note that there were a few changes to the agenda. Item number six had been pulled from the agenda as they were unable to attend. There was also no Public Hearing regarding the Nordick Group Inc as that was withdrawn from the agenda. Commissioner Gjerdevig moved and Commissioner Olson seconded to approve the Order of Agenda as presented. No opposition. Motion carried.

Commissioner Simmons moved and Commissioner George seconded to approve the minutes of August 3, 2020 as presented. No opposition. Motion carried.

The Commission reviewed the Building Department Activity Report dated August 14, 2020 and Building Permits #501-542. Commissioner Olson moved and Commissioner Gjerdevig 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 with the amendment that on page 18 it should say September 8th instead of August 8th :

- a. Bills
- b. Appoint Mike Thorstad to the Planning Commission to fulfill the term of Jana Reinke which will expire April 2021
- c. Rezoning from PUD: Planned Unit Development to R-1A: Single Family Dwelling District and R-1: One & Two Family Dwellings. Schedule a public hearing on the Rezoning at 5:30 pm on Tuesday, September 8, 2020.
- d. Resolution Creating Sewer and Water Project No. 1327 and Resolution Directing Engineer to Prepare Report.
- e. Resolution Creating Sewer Improvement Project No. 1316 and Resolution Directing Engineer to Prepare Report.
- f. Amended Resolution Directing Assessments to be Levied - District No. 1305
- g. Amended Resolution Directing Assessments to be Levied - District No. 2243
- h. Approve Plans and Specifications; AND Authorize Bid Advertisement for construction of *Project No. 1316*.
- i. Resolution Authorizing Sale Of Lot – Portion of Lot 3, Block 1, Koppang Addition
- j. Quarterly Pledge of Assets as of June 30, 2020
- k. Approval to purchase through asset forfeiture account for holsters



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- I. Games of Chance for the Veterans Dakota Southeast Chapter of Pheasants Forever. Games to be conducted: Raffle the first Tuesday of each month from 1/5/2021 to 12/7/2021 at Speedway located at 680 Main Ave West, West Fargo.
- m. Games of Chance for the Veterans Warrior Foundation Inc. Games to be conducted: Raffle on 10-25-2020 at the Holy Cross Catholic Church located at 2711 7th St East, West Fargo.

No opposition. Motion carried.

Tim Solberg, Planning and Zoning Director for the City of West Fargo appeared before the Commission to hold the Second Reading on the Zoning Ordinance Amendment to Sections 4-434 DMU: Downtown Mixed Use and 4-435 EMU: Entertainment Mixed Use District. No changes were made from the first reading. Commissioner Simmons motioned and Commissioner Olson 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 a Conditional Use Permit Allowing for a Home Occupation (Hair Salon) With Customers Coming to the Site at 911 Mulberry Ln. Following 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 Conditional Permit Allowing for Accessory Building Greater than 1,000 ft² in a Residential District located at 4709 3rd Street East. At their August 11, 2020 meeting, the Planning and Zoning Commission denied the conditional use permit based on public comments. Commissioner Simmons moved and Commissioner Gjerdevig seconded to have the Conditional Use Permit returned to Planning and Zoning Commission for their review with the amended criteria. No opposition. Motion carried.

Tim Solberg, Planning and Zoning Director for the City of West Fargo, appeared before the Commission to discuss the consideration of Text Amendment to A District standards to include within the conditionally permitted uses of 4-421.3 for the "Seasonal sale of retail goods" and consider a conditional use permit for construction of a warehouse and seasonal sale of retail goods. Brad Schmitz an owner of Black Powder Fireworks came forward to speak on the item. Neil Thompson the property owner at A20-25 came forth to speak on the item. Kevin Brennan an owner of Black Powder Fireworks also came forward to speak on the item. Commissioner George moved and Commissioner Gjerdevig seconded to have A20-24 be the site that the City Commission would consider. No opposition. Motion carried.



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Doug Geeslin of Nordick Group Inc. appeared before the Commission to ask for approval of a petition for improvement of 9th Ave NE between 5th St NE and 7th St NE. Following discussion, Commissioner Simmons moved and Commissioner Olson seconded to direct the staff to evaluate the assessment boundary. No opposition. Motion carried.

Agenda item six regarding the discussion about the Loberg/Hokoum area being developed was pulled from the agenda.

Dan Fuller, Fire Chief appeared before the Commission to hold Second Reading on Ordinance No. 1153 – Modification of Fire Code and Organization and Regulations of Fire Department. There were no changes between the first and second reading. Commissioner Simmons moved and Commissioner Gjerdevig seconded to approve the second reading. No opposition. Motion carried.

John Shockley, City Attorney appeared before the Commission to hold the Second Reading on Ordinance No. 1162 – Mobility Impaired Parking. There were no changes in between the first and second reading. Commissioner Olson motioned and Commissioner Gjerdevig seconded to approve the second reading. No opposition. Motion carried.

Melissa Richard, Communications Director appeared before the Commission to review the recommendation for Intercultural Development Inventory assessment of employees and formation of a community inclusion working group to develop a community inclusion plan. Commissioner Gjerdevig moved and Commissioner Olson seconded to approve the \$3,200 expenditure for the Inclusion Working Group Coordinator. No opposition. Motion carried.

Tina Fisk, City Administrator opened up the discussion on the West Fargo Airport Levy. Robbie Grande, West Fargo Airport Manager and Matt Retka, West Fargo Airport Secretary and David Gust of Harwood, ND came forward to discuss the item. Discussion was had and there was no action required.

Dustin Scott, City Engineer reported to the Commission that the gates had to be shut. Discussion was had and there was no action required.

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

- a. Change in the Code Red System effective September 1st and will be replaced with Cass Clay Alerts. Residents should sign up for alerts.
- b. Review Committee will meet on the 2nd and 4th Tuesday of the month. Preview Committee will meet on the 1st and 3rd Tuesday of the month.
- c. HR is keeping up with the staff for the needs and accommodations for staff with the school start.
- d. Economic Development Committee will meet the first Tuesday of the month at 3:30 PM



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There was one correspondence from the Minnesota State University in regards to the Arts Partnership.

There were one non-agenda item from Bernie Dardis, Commission President to remind and encourage everyone to complete the 2020 Census.

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



Bernie Dardis, Commission President



Tina Fisk, City Administrator