



**West Fargo City Commission Meeting
Tuesday, September 8, 2020
Commission Chambers 5:30 PM**

The West Fargo City Commission met on Tuesday, September 8, 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 amendments. Item i was added to the Consent agenda. Agenda item number seven was moved to nine-a as agenda items seven and nine are tied together. Commissioner Simmons moved and Commissioner George seconded to approve the Order of Agenda as presented. No opposition. Motion carried.

Commissioner Gjerdevig moved and Commissioner Olson seconded to approve the minutes of August 17, 2020 as presented. No opposition. Motion carried.

The Commission reviewed the Building Department Activity Report dated September 4, 2020 and Building Permits #543-618. Commissioner Olson moved and Commissioner Gjerdevig seconded to approve the Building Permits as presented. No opposition. Motion carried.

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

- a. Bills
- b. Approve leave policy updates for the employee handbook.
- c. Games of Chance for the NDSU Ducks Unlimited. Games to be conducted: Bingo and Raffle on 9-22-2020 at the Speedway Event Center at 680 Main Ave West.
- d. Games of Chance for the American Legion Department of ND. Games to be conducted: Raffle on 1-25-2021 at The American Legion Department of ND Headquarters at 405 West Main Ave, Suite 4A.
- e. Games of Chance for the Interested Parents of Packatahnas. Games to be conducted: Calendar Raffle on 10-1-2020 through 11-30-2020 at Chris Ranum's at 1462 7th St E.
- f. Games of Chance for the West Fargo Sheyenne High School Mustang Booster Club. Games to be conducted: Raffle on 9-8-2020 through 6-1-2021 at the West Fargo Sheyenne High School at 800 40th Ave E.
- g. Approve Plans and Specifications; *AND* Authorize Bid Advertisement for construction of Sewer, Water, Storm, and Street Improvement District No. 1332.
- h. Appointment of Nicole Steen-Dutton to the Economic Development Advisory Committee
- i. Approval of public liquor consumption for 2020 WEST FEST

No opposition. Motion carried.



**West Fargo City Commission Meeting
Tuesday, September 8, 2020
Commission Chambers 5:30 PM**

Denis Otterness was sworn in as the new Police Chief of West Fargo by Bernie Dardis, Commission President. Bernie also expressed his gratitude and thanks to Assistant Chief Jerry Boyer for all of his work of filling in as Interim Chief of Police.

Tim Solberg, Planning and Zoning Director for the City of West Fargo appeared before the Commission with agenda item number two, to hold the 5:30 pm PUBLIC HEARING and First Reading: Rezoning of Lots 11-12, 19-20 & 22-31, Block 1; Lots 2-22, Block 2 and all of Block 3 of Burlington Addition and all of Burlington 4th Addition, City of West Fargo, North Dakota from Planned Unit Development to R-1A Single Family Dwelling and R-1 One and Two Family Dwelling Districts. Following discussion, Commissioner George moved to approve the first reading and Commissioner Gjerdevig seconded. No opposition. Motion carried.

Tim Solberg, Planning and Zoning Director for the City of West Fargo, appeared before the Commission to discuss agenda item three, the Westview 4th Addition – PUD Amendment and Final Plat Approval. Following discussion, Commissioner Simmons moved to approve the PUD Amendment and Final Plat Approval and Commissioner George seconded. No opposition. Motion carried.

Agenda item number four of a Public Hearing for 2021 Budget after 6:00 pm on Tuesday, September 8, 2020 was presented later on as it was not 6:00 pm.

Doug Geeslin of Nordick Group Inc. appeared before the Commission with agenda item five, to ask for approval for the creation of Sewer, Water, Storm and Street Improvement District No. 1334; Approve the Engineer's Report; Approve the Plans and Specs; Authorize Bid Advertisement. Todd Larson, came forward to express that he is in favor of this item going through. Following discussion, Commissioner George moved to approve the request the creation of Sewer, Water, Storm and Street Improvement District No. 1334; Approve the Engineer's Report; Approve the Plans and Specs; Authorize Bid Advertisement and Commissioner Olson seconded. No opposition. Motion carried.

Dan Fuller, Fire Chief appeared before the Commission with agenda item six to request for purchase of land, located at 1201 10th Ave E. West Fargo, ND. Following discussion, Commissioner Simmons moved to approve the purchase of the land located at 1201 10th Ave E. West Fargo, ND and Commissioner Olson seconded. No opposition. Motion carried.

Jim Larson, Finance Director and Tina Fisk, City Administrator brought forward agenda item four of a Public Hearing for 2021 Budget after 6:00 pm on Tuesday, September 8, 2020. Steve Marquart, who lives at 725 15th Ave E in West Fargo, came forward to speak on the item. Dan Loegering who is on the Airport Board also came forward to speak on the item. Following discussion, Commissioner Olson moved to approve the item and Commissioner George seconded. No opposition. Motion carried.



**West Fargo City Commission Meeting
Tuesday, September 8, 2020
Commission Chambers 5:30 PM**

Agenda item number seven was moved to 9A.

Matt Andvik, Public Works Director appeared before the Commission with agenda item eight to ask for approval of the creation of new Snow Emergency Routes. Following discussion, Commissioner Gjerdevig moved to approve the new Snow Emergency Routes and Commissioner Olson seconded. No opposition. Motion carried.

Dustin Scott, City Engineer appeared before the Commission with agenda item nine to Authorize Contract for Project No. 2259 – Concrete Pavement. Following discussion, Commissioner Simmons moved to approve to go out and negotiate the price for the contract and Commissioner George seconded. No opposition. Motion carried.

John Shockley, City Attorney appeared before the Commission with agenda item seven that was moved to 9A. Following discussion, Commissioner Simmons moved to approve the second reading and Commissioner Gjerdevig seconded. No opposition. Motion carried.

Dustin Scott, City Engineer appeared before the Commission with agenda item ten to Award Contract for "Sewer, Water, Storm and Street Improvement District No. 1331" to Dakota Underground. Following discussion, Commissioner Gjerdevig moved to approve to award the contract to Dakota Underground and Commissioner Olson seconded. No opposition. Motion carried.

Dustin Scott, City Engineer appeared before the Commission with agenda item eleven to approve Task Order No. 34-1 for consulting services relating to *Improvement District No. 1332 – Westview 4th Addition*. Following discussion, Commissioner Simmons moved to approve the Task Order No. 34-1 for consulting services relating to *Improvement District No. 1332 – Westview 4th Addition* and Commissioner Olson seconded. No opposition. Motion carried.

Tina Fisk, City Administrator appeared before the Commission with agenda item twelve to explain the plan to use 2020 professional development funds for IDI assessments. Following discussion, Commissioner Gjerdevig moved to approve the use of 2020 professional development funds for IDI assessments and Commissioner George seconded. No opposition. Motion carried.

Dustin Scott, City Engineer appeared before the Commission to discuss the Engineer's Report, there was nothing to report. Matt Andvik, Public Works Director came forth to discuss the paving at the 1st Ave E alley in the mobile home park. No action required.



**West Fargo City Commission Meeting
Tuesday, September 8, 2020
Commission Chambers 5:30 PM**

Tina Fisk, City Administrator appeared before the Commission with agenda item number fourteen and provided the following for the City Administrator Report:

- a. Matt Andvik, Public Works Director introduced Logan Jacobson, Sanitation Manager who took over for Tom Clark who moved to the Fire Department. Logan Jacobson spoke on the Samaritan Award for outstanding service in the community and life saving procedures.
- b. Tina Fisk reminded the Commission that the North Dakota League of Cities Annual Conference is being held virtually, September 24th and 25th.
- c. Chamber Business Training is holding a panel on developing a resilient workforce, Wednesday September 9th, where Tina will be one of the five panelists.
- d. John Shockley, City Attorney spoke on the upcoming Review Process for Improvements and Contracts

Bernie Dardis, Commission President temporarily adjourned the meeting in order to hold the Closed Executive session pursuant to N.D.C.C. § 44-04-19.1 (9) to provide negotiating direction to the City Attorney regarding a potential settlement offer in the case of City of WF vs. Engebretson, et al, 09-2018-CV-02943. This session took place at 7:19 PM in the West Fargo Room located within City Hall next to the Commission Chambers.

Bernie Dardis, Commission President reconvened the meeting at 7:37 PM.

There were a few correspondences:

- a. 2-3 emails from individuals on the WF Airport on the fact that they enjoy the use of the airport
- b. Congratulations about being the best city in North Dakota
- c. Information on County Budget Hearing and when that will take place
- d. Department of Commerce on the Grace Garden Loan

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