



Lincoln, Fort Rice, Riverview, Florence Lake, Burnt Creek, Canfield, Lyman, & Phoenix  
Unorganized Townships



## Burleigh County Commission Meeting Agenda

Tom Baker Meeting Room, City/County Office Building, 221 N 5<sup>th</sup> St, Bismarck

Attend in Person | Watch live on Government Access Channels 2 or 602 | Listen to Radio Access 102.5 FM |  
Stream on [freetv.org](https://www.freetv.org) or [Dakota Media Access Facebook Live](https://www.facebook.com/DakotaMediaAccess) | Replay later from [freetv.org](https://www.freetv.org)

December 19, 2022

**5:00 PM** *Invocation by Chaplain*

### COUNTY PARK BOARD

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Consideration and approval of the November 2, 2022, meeting minutes and bills.
4. Bismarck Parks and Recreation District Operations Director David Mayer:
  - a. County Parks mowing contracts.
5. Other Business:
6. Adjourn.

### COUNTY COMMISSION

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Consideration and approval of the December 5, 2022, meeting minutes and bills.
4. Consent Agenda:
  - a. Abatements.
  - b. Applications for licenses, raffles, and special events permits.
  - c. Checks to be cancelled.
5. County Highway Engineer Hall:
  - a. Petition to vacate Section Line.
  - b. Accepting Platted Right-of-way.
6. Bismarck Mandan Chamber/EDC President Brian Ritter with an update.
7. HR Director Binder:
  - a. Holiday Policy.
8. Discuss/entertain an additional accountant in the Auditor/Treasurer's Office.

9. Reappoint Bismarck Planning Commission – one (1) five (5) year term.
10. Revisit portfolio assignments.
11. Home Rule Charter Discussion.
12. Other Business:
13. Adjourn.

*Leo Vetter*

Burleigh County Auditor/Treasurer



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December 5, 2022

### 5:00 PM *Invocation by Chaplain*

*South Central Judicial District Presiding Judge Romanick to administer Oath of Office for newly elected Commissioners and other elected officials.*

1. Meeting called to order, board reorganization (election of chair and vice-chair), assignment of portfolios, etc.
2. Roll call of members.
3. Consideration and approval of the November 21, 2022, meeting minutes and bills.
4. Consent Agenda:
  - a. Abatements.
  - b. Applications for licenses, raffles, and special events permits.
  - c. Cancel taxes or special assessments of property sold at tax sale.
5. Swenson, Hagen, & Company P.C. Technician Landon Niemiller:
  - a. Acceptance of the 66<sup>th</sup> St. NE right-of-way.
6. Board Appointments:
  - Bismarck Planning Commission – one (1) five (5) year term.
  - County Housing Authority – one (1) five (5) year term.
  - Human Service Zone Board – one (1) three (3) year term.
  - Water Resource District – two (2) three (3) year terms.
  - Noxious Weed Control Board – one (1) four (4) year term.
7. County Engineer Hall:
  - a. Authorization to accept an overrun in the consultant agreement for the Design Engineering of Bridges on our 66<sup>th</sup> Street SE Railroad Overpass project.
8. County Finance.
9. Bismarck Mandan Chamber/EDC President Brian Ritter with an update.
10. Other Business:
11. Adjourn.

*Leo Vetter*

Burleigh County Auditor/Treasurer



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November 21, 2022

### **5:00 PM** *Invocation by Chaplain*

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Consideration and approval of the November 2, 2022, Special meeting; Regular meeting minutes and bills.
4. Consent Agenda:
  - a. Abatements.
  - b. Applications for licenses, raffles, and special events permits.
  - c. Second access permit for Peter Hoerner.

### **PUBLIC HEARINGS – Resolution of a Subdivision Modification.**

5. County Planning/Zoning Director Flanagan:
  - a. Glenview Township Request to Reacquire Zoning Powers.
6. JLG Provident Building:
  - a. Survey approval.
7. NDSU Extension update.
8. County Engineer Hall:
  - a. 2<sup>nd</sup> and 3<sup>rd</sup> approach permits.
9. Correction on 2023 Burleigh County Commission meeting schedule:
  - a. Change January 2<sup>nd</sup> meeting to January 4<sup>th</sup>. (January 2<sup>nd</sup> is a County Holiday)
10. Finance Department Discussion.
11. County Highway Accountant Schulz:
  - a. ARPA Audit Report.
12. Home Rule Charter recap.
13. County Election Manager White, Election recap.
14. Other Business:



15. Adjourn.

*Leo Vetter*

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November 2, 2022

**5:00 PM** *Invocation by Chaplain*

### COUNTY PARK BOARD

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Consideration and approval of the October 3, 2022, meeting minutes and bills.
4. County Engineer Hall:
  - a. Present Missouri Valley Complex map.
5. Bismarck Parks and Recreation District Operations Director David Mayer:
  - a. Repairs.
  - b. Boat ramps.
  - c. Community gardens.
  - d. Service contract for mowing.
  - e. Boat and Swenson Park on contract.
6. Other Business:
7. Adjourn.

### COUNTY COMMISSION

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Consideration and approval of the October 17, 2022, meeting minutes and bills.
4. Consent Agenda:
  - a. Abatements.
  - b. Applications for licenses, raffles, and special events permits.
  - c. Second access permit for Todd Sutton.
5. County Highway Engineer Hall:
  - a. Federal Highway Safety Improvement Program Grant.

6. Appointment of City Mayor Mike Schmitz to the County Planning Commission.
7. Water Board.
8. County Planning Director Flanagan:
  - a. Jason Malsam appeal to the Planning Commission zoning decision.
9. County Finance Director Grenz:
  - a. Unorganized Township funding.
  - b. 2021 Final Audit Report.
10. 2023 Joint Powers Agreement for Provision of Public Health Services.
11. Consideration of the 2023 County Commission Meeting Schedule.
12. #LightToUnite.
13. Other Business:
14. Adjourn.

*Leo Vetter*

Burleigh County Auditor/Treasurer



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October 17, 2022

### 5:00 PM *Invocation by Chaplain*

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Consideration and approval of the October 3, 2022, meeting minutes and bills.
4. Consent Agenda:
  - a. Abatements.
  - b. Applications for licenses, raffles, and special events permits.
5. County Election Manager White:
  - a. Home Rule charter and Election update.
6. Appointment of North Dakota State Fair Delegates.
7. Bismarck Veterans' Memorial Public Library's property taxes in fiscal years 2021 and 2022 discussion.
8. County Engineer Hall:
  - a. Maintenance Agreement between the County Highway Department and both organized and unorganized Townships.
  - b. Authorization to enter into design agreements for Phase 1 of the 66<sup>th</sup> Street NE and I94 Interchange Project.
9. Buildings and Grounds:
  - a. Parking lot discussion.
  - b. Court House trees.
10. County Planning Director Flanagan:
  - a. Recommendation of the Old 10 Final Plat.
  - b. Recommendation of the St. Hildegard Final Plat.
  - c. ~~Zoning change R-1 to A for Lot 4, Block 1 of the Goehring Subdivision.~~
11. County HR Director Binder:
  - a. Burleigh County Health Insurance Plan update on 2023 Renewal.
  - b. Open Enrollment for 2023.

12. County Sheriff Leben:
  - a. Burleigh-Morton County Detention Report.
  - b. Boiler Repair Project for Burleigh-Morton Detention Center.
13. County Finance Director Grenz:
  - a. Unorganized Township funding.
14. Provident Building Remodel audio/visual discussion for the Commission Room.
15. ~~Joey Borracci with Summit Carbon Solutions.~~
16. Other Business:
17. Adjourn.

*Leo Vetter*

Burleigh County Auditor/Treasurer



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October 3, 2022

**5:00 PM** *Invocation by Chaplain*

### **COUNTY PARK BOARD**

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Consideration and approval of the September 7, 2022, meeting minutes and bills.
4. Other Business:
5. Adjourn.

### **COUNTY COMMISSION**

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Consideration and approval of the September 21, 2022, meeting minutes and bills.
4. Consent Agenda:
  - a. Abatements.
  - b. Applications for licenses, raffles, and special events permits.
  - c. Second access permit for Eric and Lisa Martel.
  - d. Checks to be cancelled.

### **PUBLIC HEARINGS – Concerning objections to the minimum sales prices as determined for the annual tax sale (November 15, 2022).**

5. Water Board.
6. Appointment of North Dakota State Fair Delegates.
7. State's Attorney Lawyer:
  - a. File Clerk/Legal secretary position.
8. Approval of contract with the Centre, Inc., for Community Service & Misdemeanor Probation services.

9. Approval of Agreements for the Joint Exercise of Government Powers with the City of Bismarck relating to Police Youth Bureau Contract.

10. County Sheriff Leben:

- a. 2022/2023 North Dakota Department of Transportation Traffic Safety Grant.

11. Emergency Manager Senger:

- a. Approval of Award for New Burleigh County Website.

12. County Engineer Hall:

- a. Missouri Valley Complex discussion on RFP for Equestrian Center.
- b. Maintenance Agreement between the County Highway Department and both organized and unorganized Townships.
- c. Maintenance Certification.
- d. Authorization to seek design services from a consultant engineering firm on the 71<sup>st</sup> Ave NE and Centennial Road roundabout project.
- e. Annual Fee Schedule.
- f. Award of Bids.

13. Zuger Kirmis & Smith PLLP Lease discussion at the Provident Building.

14. List of Burleigh County allocated ARPA funds.

15. Other Business:

16. Adjourn.

*Leo Vetter*

Burleigh County Auditor/Treasurer



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September 21, 2022

### 5:00 PM *Invocation by Chaplain*

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Consideration and approval of the September 7, 2022, meeting minutes and bills.
4. Consent Agenda:
  - a. Abatements.
  - b. Applications for licenses, raffles, and special events permits.
  - c. Second access permit for Benchmark Developments.
  - d. Stop payment on lost instrument No. 120136 and reissue payment.
5. County Engineer Hall:
  - a. Developer Waiver Request.
6. Auditor/Treasurer Leo Vetter:
  - a. Establishment of minimum sales prices for property acquired by the county through tax deed proceedings (nonpayment of real estate taxes).
7. Public Health Discussion.
8. Other Business:

### 6:00 PM

#### **Final Budget Public Hearing**

The Burleigh County Commission will conduct a PUBLIC HEARING for the purpose of discussion on the proposed budget as published & adoption of the FINAL BUDGET for the year ending on December 31, 2023. Any taxpayer who may appear shall be heard in favor of or against any proposed expenditures or tax levies. When the hearing shall be concluded, the board shall adopt such estimate as finally is determined. All taxes shall be levied in specific amounts and shall not exceed the amount specified in the published estimates.



9. Open **PUBLIC HEARING** regarding **Final 2023 Budget**

- Motion to approve appropriate (maximum) levies for the Unorganized Townships.
- Motion to Adopt 2023 Final Budget & appropriate 2022 mill levies.

10. Adjourn.

*Leo Vetter*

Burleigh County Auditor/Treasurer



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September 7, 2022

**5:00 PM** *Invocation by Chaplain*

### **COUNTY PARK BOARD**

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Consideration and approval of the August 1, 2022, meeting minutes and bills.
4. Other Business.
5. Adjourn.

### **COUNTY COMMISSION**

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Consideration and approval of the August 15, 2022, meeting minutes; August 29, 2022, Special Meeting minutes; and bills.
4. Consent Agenda:
  - a. Abatements.
  - b. Applications for licenses, raffles, and special events permits.
  - c. Stop payment on Lost check number 117754 and reissue payment.

### **PUBLIC HEARINGS – Plat Modification:**

**Heritage Reserve Subdivision, Lot 4, Block 5,  
Addressed as 12009 Acadia Drive.**

5. County Weed Board:
  - a. Select replacement member.
  - b. Approve lease agreement.
6. County Engineer Hall:
  - a. Authorization to enter into an AIA Agreement for the predesign of a County Equestrian and Ag Center.
  - b. Authorization to advertise for bids.
  - c. 2<sup>nd</sup> approach permits Stuart Rifas.
  - d. 2<sup>nd</sup> approach permits Brad Fettig.

7. Burleigh County Sheriff Leben:
  - a. Retirement and Release of Law Enforcement K-9.
  - b. Contract with NDACo for Vision Zero Coordinator.
8. Continued Budget Discussion.
9. Other Business.
10. Adjourn.

*Leo Vetter*  
Burleigh County Auditor/Treasurer



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August 15, 2022

**5:00 PM** *Invocation by Chaplain*

### COUNTY COMMISSION

1. Meeting called to order by Chairman of the Board.
2. Roll call of members.
3. Consideration and approval of the August 1, 2022, meeting minutes and bills.
4. Consent Agenda:
  - a. Abatements.
  - b. Applications for licenses, raffles, and special events permits.
5. Weed Board.
6. County Engineer Hall:
  - a. Accepting Platted Right of Way.
  - b. Double Chip Seal on Subdivision Roadways.
7. County Finance Director Grenz with continued budget discussion.
8. Designation of the County's delegate at the 2022 NDACO Conference.
9. Letter of support from County for EDA Place Making Grant Opportunity.
10. Home Rule Charter update.
11. Vision Zero Regional Coordinator Theresa Liebsch.
12. Other Business.
13. Adjourn.

*Leo Vetter*

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August 1, 2022

**5:00 PM** *Invocation by Chaplain*

### **COUNTY PARK BOARD**

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Consideration and approval of the July 6, 2022, meeting minutes and bills.
4. Kimball Bottoms Rec area.
5. MDU and Kniefel Boat ramp.
6. Memorial Trees and /or Benches Policy.
7. Other Business.
8. Adjourn.

### **COUNTY COMMISSION**

1. Meeting called to order by Chairman of the Board.
2. Roll call of members.
3. Consideration and approval of the July 20, 2022, meeting minutes and bills.
4. Consent Agenda:
  - a. Abatements.
  - b. Applications for licenses, raffles, and special events permits.
  - c. Second access permit for Brandon Kramer
  - d. Second access permit for Brian Cassidy.

### **PUBLIC HEARINGS – lot modification to Goehring Subdivision.**

5. City of Bismarck Senior Planner Daniel Nairn Comprehensive plan update.
6. County Engineer Hall:
  - a. Authorization to seek various design services from several consultant engineering firms on the 66<sup>th</sup> Street I94 Interchange.

7. County Superintendent of Schools Brandt Dick:
  - a. Approve Linda MacDonald and Dawn Aberle each to a (3) year terms to the County School Reorganization Committee.
  
8. County Sheriff Leben:
  - a. Approve the 2022 Justice Assistance Grant between Burleigh County and the City of Bismarck.
  
9. County HR Director Binder:
  - a. Sick Leave.
  - b. Family Medical Leave Act.
  - c. Other Leave.
  - d. Annual Leave.
  
10. County Finance Director:
  - a. Contract for Superintendent Services.
  - b. Verizon Tower Lease.
  - c. Budget discussion.
  
11. Motion to adopt preliminary budget and call for final budget hearing September 21, 2022.
  
12. Other Business.
  
13. Adjourn.

*Leo Vetter*

Burleigh County Auditor/Treasurer



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**July 20, 2022**

**8:30 AM** *Invocation by Chaplain*

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Consideration and approval of the July 6, 2022, meeting minutes and bills.
4. Consent Agenda:
  - a. Abatements.
  - b. Applications for licenses, raffles, and special events permits.
5. Lewis & Clark Development Group Executive Director Brent Ekstrom annual update.
6. County Sheriff Leben:
  - a. Monthly jail report.
  - b. Vision Zero Discussion.
  - c. Youthworks Contract.
7. County Planning Director Flanagan:
  - a. Provide information on the FEMA Risk Map Update.
  - b. Consideration for Regulating Development Associated with the Preliminary Risk Map.
8. Verizon Tower Lease.
9. County Engineer Hall:
  - a. Developer Waiver Request.
10. County Election Manager White:
  - a. Discuss Express Vote machines.
  - b. Home Rule Charter update.
11. County Human Service Zone Director Flory update.
12. *Budget Review* – Finance Director Grenz, overview of submitted budgets. *Burleigh County Dept. Heads, Elected Officials and others are reminded that attendance at this hearing(s) is at your discretion.*
13. Motion to adopt preliminary budget and call for final budget hearing September 21, 2022.
14. Other Business.
15. Adjourn.

**Meeting will begin at 8:30 AM July 20, 2022 and will run until adjourned or 2:50 PM at the latest.**

**If needed the Commission will recess and reconvene at 8:30 AM July 21, 2022**

*Leo Vetter*

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**July 6, 2022**

**5:00 PM** *Invocation by Chaplain*

### **COUNTY PARK BOARD**

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Consideration and approval of the June 20, 2022, meeting minutes and bills.
4. Bismarck Parks and Recreation District Operation Director David Mayer:
  - a. MVC garden plots.
  - b. Kimball Bottoms Recreation Area inspection.
5. Other Business.
6. Adjourn.

### **COUNTY COMMISSION**

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Consideration and approval of the June 20, 2022, meeting minutes and bills.
4. Consent Agenda:
  - a. Abatements.
  - b. Applications for licenses, raffles, and special events permits.
  - c. Second access permit for Ed Zimmer.

### **Public Hearings:**

#### **SAD # 74 – Olive Tree Subdivision.**

- *Motion to confirm and certify special assessments (with amendments as needed).*
5. Bismarck Parks and Recreation District Operation Director David Mayer:
    - a. NDDOT Grant for trails.
  6. County HR Director Binder follow up reclassification of Emergency Manager Director.
  7. County Finance Director Grenz with a budget update.
  8. Other Business.
  9. Adjourn.

*Leo Vetter*

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**June 20, 2022**

**5:00 PM** *Invocation by Chaplain*

### **COUNTY PARK BOARD**

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Consideration and approval of the May 16, 2022, meeting minutes and bills.
4. Missouri Valley Complex.
5. Misty Waters Homeowners Association.
6. Other Business.
7. Adjourn.

### **COUNTY COMMISSION**

1. Meeting called to order by Chairman of the Board.
2. Roll call of members.
3. Consideration and approval of the June 6, 2022, meeting minutes and bills.
4. Consent Agenda:
  - a. Abatements.
  - b. Applications for licenses, raffles, and special events permits.
5. Burleigh County Veterans Service Officer Landis update.
6. Provident Building update.
7. National Register of Historic Places for the Provident Building.
8. Burleigh County Planning Director:
  - a. The Ranch Final Subdivision Replat.
  - b. Hohbein Zoning Change.
  - c. Hohbein Final Subdivision Replat.
9. Hay Lease.
10. Other Business.
11. Adjourn.

*Leo Vetter*

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June 6, 2022

**3:00 PM**

### COUNTY BOARD OF EQUALIZATION

The Board shall meet during the first ten (10) days in June to equalize and correct the assessment rolls. The Board of Equalization may change the valuation and assessments of any real property upon the rolls, by increasing or diminishing the assessed value of thereof. The Board shall be responsible and just to render uniform taxation.

- A. The Board shall sit as the Township Board of Equalization for the Unorganized Townships.
- B. The Board shall then review the assessments of the cities of Bismarck, Lincoln, Regan, South Wilton, and Wing.
- C. The Board shall then review the assessments of all Organized and Unorganized Townships.
- D. Other Business.
- E. Adjourn.

**5:00 PM** *Invocation by Chaplain*

### COUNTY COMMISSION

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Consideration and approval of the May 18, 2022, meeting minutes and bills.
4. Consent Agenda:
  - a. Abatements.
  - b. Applications for licenses, raffles, and special events permits.
  - c. Second access permit for Brandon Hodny.

### Public Hearings:

#### SAD # 73 – County Creek 1<sup>st</sup> – 5<sup>th</sup> Subdivision.

- *Motion to confirm and certify special assessments (with amendments as needed).*

#### SAD # 74 – Olive Tree Subdivision.

- *Motion to confirm and certify special assessments (with amendments as needed).*

5. Burleigh County Election Manager White:
  - a. Primary Election Update.
6. Blaise Boyle with the University of Mary asking for permission to do artwork to the County Bridge in Hwy 1804 and Apple Creek.
7. Bismarck Mandan Symphony Orchestra.
8. Renaissance Zone Program:
  - a. City of Bismarck Community Development.
  - b. Shawn Kessel with the Commerce Department.
9. Weed Board Update.
10. Burleigh County Sheriff Leben:
  - a. Forfeiture Funds.
11. Joey Borracci with Summit Carbon Solutions update.
12. Burleigh County Engineer Hall:
  - a. Award of Bids.
  - b. Township Mileage Certification.
  - c. American Rescue Plan.
13. RFPs for the National Register of Historic Places for Provident Building.
  - a. Emily Sakariassen, Northern Plains Heritage Foundation.
  - b. Lorna Meidinger, National Register Coordinator for the State Historical Society.
  - c. Discussion of Nomination Process.
14. Other Business.
15. Adjourn.

*Leo Vetter*

Burleigh County Auditor/Treasurer



Lincoln, Fort Rice, Riverview, Florence Lake, Burnt Creek, Canfield, Lyman, & Phoenix

Unorganized Townships

## Burleigh County Commission Meeting Agenda

Tom Baker Meeting Room, City/County Office Building, 221 N 5<sup>th</sup> St, Bismarck



Attend in Person | Watch live on Government Access Channels 2 or 602 | Listen to Radio Access 102.5 FM | Stream on [freetv.org](https://www.freetv.org) or [Dakota Media Access Facebook Live](https://www.facebook.com/DakotaMediaAccess) | Replay later from [freetv.org](https://www.freetv.org)

May 16, 2022

**5:00 PM** *Invocation by Chaplain*

### **COUNTY PARK BOARD**

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Consideration and approval of the April 18, 2022, meeting minutes and bills.
4. Kneifel Boat Ramp and Diving Team.
5. Bismarck Parks and Recreation District Operation Director David Mayer.
6. Other Business.
7. Adjourn.

### **COUNTY COMMISSION**

1. Meeting called to order by Chairman of the Board.
2. Roll call of members.
3. Consideration and approval of the May 2, 2022, meeting minutes and bills.
4. Consent Agenda:
  - a. Abatements.
  - b. Applications for licenses, raffles, and special events permits.
  - c. Second access permit for Natasha Rowe.

### **PUBLIC HEARINGS – Vacate roadway in Burleigh, ND.**

5. Provident Building Chiller Replacement Bids.
6. HR Director Binder:
  - a. Discipline Policy.
  - b. RFP Response Policy.
  - c. Health Insurance Plan Report.

7. Burleigh County State's Attorney Lawyer:
  - a. Discuss the issues hiring attorneys and the need to revisit the salary grade.
8. Burleigh County Finance Director Grenz Budget discussion.
9. Burleigh County Planning and Zoning Director Flanagan:
  - a. Deyle Subdivision Final Plat.
  - b. Patten Subdivision Final Plat.
  - c. Benitez-Solis Subdivision Zoning Change.
  - d. Benitez-Solis Subdivision Final Plat.
10. Burleigh County Engineer Hall:
  - a. Missouri Valley Complex.
11. Burleigh County 150<sup>th</sup> Anniversary discussion.
12. Other Business.
13. Adjourn.

*Leo Vetter*

Burleigh County Auditor/Treasurer



Lincoln, Fort Rice, Riverview, Florence Lake, Burnt Creek, Canfield, Lyman, & Phoenix  
Unorganized Townships



## Burleigh County Commission Meeting Agenda

Tom Baker Meeting Room, City/County Office Building, 221 N 5<sup>th</sup> St, Bismarck

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May 2, 2022

### **5:00 PM** *Invocation by Chaplain*

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Consideration and approval of the April 18, 2022, meeting minutes and bills.
4. Consent Agenda:
  - a. Abatements.
  - b. Applications for licenses, raffles, and special events permits.

### **PUBLIC HEARINGS – Vacating Roadway (Section 29, T142 N, R76W) in Burleigh, ND.**

5. Burleigh County Engineer Hall:
  - a. Award of Bids – Chip Seal Projects.
  - b. Award of Bids – Hauling of Gravel.
  - c. Award of Bids – Widening and paving of 71<sup>st</sup> Avenue NE.
6. Provident Building Phase I agreement with JLG Architects.
7. Weed Board.
8. Burleigh County Finance Director Grenz:
  - a. Budget Discussion.
9. Red River Water Supply Project.
10. Summit Carbon Solutions Pipeline concerned landowners.
11. Other Business.
12. Adjourn.

*Leo Vetter*

Burleigh County Auditor/Treasurer



Lincoln, Fort Rice, Riverview, Florence Lake, Burnt Creek, Canfield, Lyman, & Phoenix  
Unorganized Townships



## Burleigh County Commission Meeting Agenda

Tom Baker Meeting Room, City/County Office Building, 221 N 5<sup>th</sup> St, Bismarck

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April 18, 2022

**5:00 PM** *Invocation by Chaplain*

### **COUNTY PARK BOARD**

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Consideration and approval of the March 7, 2022, meeting minutes and bills.
4. Rice Lake/ND Highway 14.
5. 4-H Building Playground.
6. Other Business.
7. Adjourn.

### **COUNTY COMMISSION**

1. Meeting called to order by Chairman of the Board.
2. Roll call of members.
3. Consideration and approval of the April 4, 2022, meeting minutes and bills.
4. Consent Agenda:
  - a. Abatements.
  - b. Applications for licenses, raffles, and special events permits.
  - c. Second access permit for Joseph Stecher.
5. Burleigh County Election Manager White:
  - a. Election Security Update.
  - b. Appointment of Election Inspectors Resolution.
6. Bismarck Mandan Chamber EDC President Brian Ritter.
7. City of Bismarck Senior Planner Nairn:
  - a. Renaissance Zone Program.
8. Burleigh County Library/Bookmobile.
9. Burleigh County HR Director Binder:
  - a. Discipline Policy.

10. Burleigh County Sheriff Leben:
  - a. Detention report April 2022.
11. Burleigh County Engineer Hall:
  - a. Federal Infrastructure Grant.
  - b. Petition to Vacate Roadway.
12. Public Health Director Renae Moch:
  - a. Presentation of 2021 Annual Report.
  - b. Presentation of 2022-2024 BBPH Strategic Plan.
13. Other Business.
14. Adjourn.

*Leo Vetter*  
Burleigh County Auditor/Treasurer





Lincoln, Fort Rice, Riverview, Florence Lake, Burnt Creek, Canfield, Lyman, & Phoenix  
Unorganized Townships



## Burleigh County Commission Meeting Agenda

Tom Baker Meeting Room, City/County Office Building, 221 N 5<sup>th</sup> St, Bismarck

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April 4, 2022

### 5:00 PM *Invocation by Chaplain*

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Consideration and approval of the March 21, 2022, meeting minutes and bills.
4. Consent Agenda:
  - a. Abatements.
  - b. Applications for licenses, raffles, and special events permits.
5. Colliers Securities LLC Vice President Mike Manstrom:
  - a. Bond Sale Resolutions (SAD #73 & 74).
6. Burleigh County Finance Director Grenz:
  - a. Burleigh County Superintendent of Schools.
  - b. Janitorial Services for the 1<sup>st</sup> floor of City/County Office Building.
  - c. McLean Bottom Boat Loading Lights.
7. Burleigh County Engineer Hall:
  - a. Authorization to advertise for bids – 71<sup>st</sup> Avenue NE Silver Widening project.
  - b. Authorization to advertise for bids – 93<sup>rd</sup> Street NE mill and overlay project.
  - c. 2<sup>nd</sup> and 3<sup>rd</sup> Approach Permits.
  - d. Authorization to enter into design agreements for Phase 1 of the River Road Roundabout Project.
8. Burleigh County HR Director Binder:
  - a. RFP – Broker Services for Life, Dental & Vision Insurances.
  - b. Discipline Policy.
9. Burleigh County Emergency Manager Senger:
  - a. Approval of Burleigh County Fireworks Permit Form.
10. Review and possible selection of Architect Firm for the Provident Building.
11. Other Business.
12. Adjourn.

*Leo Vetter*

Burleigh County Auditor/Treasurer



Lincoln, Fort Rice, Riverview, Florence Lake, Burnt Creek, Canfield, Lyman, & Phoenix  
Unorganized Townships



## Burleigh County Commission Meeting Agenda

Tom Baker Meeting Room, City/County Office Building, 221 N 5<sup>th</sup> St, Bismarck

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March 21, 2022

### **5:00 PM** *Invocation by Chaplain*

1. Meeting called to order by Chairman of the Board.
2. Roll call of members.
3. Consideration and approval of the March 7, 2022, meeting minutes and bills.
4. Consent Agenda:
  - a. Abatements.
  - b. Applications for licenses, raffles, and special events permits.
5. Burleigh County Building Director Flanagan:
  - a. Recommendations from the Planning Commission.
6. Burleigh County Housing Board annual report.
7. Gary Reile abandoned cemeteries mowing agreement.
8. Burleigh County Engineer Hall:
  - a. Second access permit for David Mische.
  - b. Authorization to enter into design agreements for Phase 2 of the 66<sup>th</sup> Street SE Railroad Overpass Project.
  - c. Authorization to enter into an engineering consultant agreement for the design of Bridge 08-117-05.0.
  - d. Award of Bids – painted pavement markings.
  - e. Award of Bids – crushing of gravel.
  - f. Award of Bids – furnishing concrete and metal culverts.
  - g. Award of Bids – dust control.
  - h. Award of Bids – Township gravel hauling.
  - i. Award of Bids – SAD #75 and 89<sup>th</sup> Ave. SE.
  - j. Petition to Vacate Roadway.
  - k. Developer Waiver Request.
9. Other Business.
10. Adjourn.

*Leo Vetter*

Burleigh County Auditor/Treasurer

Lincoln, Ft. Rice, Riverview, Florence Lake, Burnt Creek, Canfield, Lyman and Phoenix  
Unorganized Townships

**BURLEIGH COUNTY PARK BOARD**  
**BURLEIGH COUNTY COMMISSION**  
**MEETING AGENDA**  
**March 7, 2022**  
**TOM BAKER MEETING ROOM**  
**CITY\COUNTY OFFICE BUILDING**  
**221 N 5<sup>TH</sup> ST**

**As always, live meeting coverage is available on Government Access Channels 2 & 602HD, Radio Access 102.5 FM, or streaming on multiple platforms including FreeTV.org and Facebook LIVE.**

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**5:00 P.M.** *Invocation by Chaplain*

**COUNTY PARK BOARD**

- 1) Meeting called to order by the Chairperson of the Board.
- 2) Roll Call of members.
- 3) Consideration and approval of the October 18, 2021, meeting minutes and approval of bills.
- 4) Other Business.
- 5) Adjourn.

**COUNTY COMMISSION**

- 1) Meeting called to order by chairperson of the board.
- 2) Roll call of members.
- 3) Consideration and approval of the February 24, 2022, meeting minutes and approval of bills.
- 4) Consent Agenda:
  - a) Abatements.
  - b) Memorandum of understanding between Burleigh County and the U of Mary.
  - c) Applications for licenses, raffles, and special event permits.
- 5) Burleigh County Tax Assessor Vietmeier Tax Abatements:
  - a) Aaron Richter, 230 E Wachter Ave.
- 6) Burleigh County Election Manager White:
  - a) County Employee Poll Workers Resolution.
- 7) Burleigh County HR Director Binder:
  - a) 2021 Human Resources Report.
- 8) Burleigh County Sheriff Leben:
  - a) Executive Leadership Academy from Burleigh County Asset Forfeiture Fund.
- 9) Burleigh County Superintendent of Schools Michael Heilman retirement.
- 10) Burleigh County Finance Director Grenz:
  - a) Burleigh County Requested 2021 Budget Amendments.

- 11) Selection of final member of the Home Rule Charter Commission.
- 12) Other Business.
- 13) Adjourn.

*Leo Vetter*

Burleigh County Auditor/Treasurer

Lincoln, Ft. Rice, Riverview, Florence Lake, Burnt Creek, Canfield, Lyman and Phoenix  
Unorganized Townships

**BURLEIGH COUNTY COMMISSION  
MEETING AGENDA**

**February 24, 2022**

**TOM BAKER MEETING ROOM  
CITY/COUNTY OFFICE BUILDING  
221 N 5<sup>TH</sup> ST**

**As always, live meeting coverage is available on Government Access Channels 2 & 602HD,  
Radio Access 102.5 FM, or streaming on multiple platforms including FreeTV.org and  
Facebook LIVE.**

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**5:00 P.M. *Invocation by Chaplain***  
**COUNTY COMMISSION**

- 1) Meeting called to order by chairperson of the board.
- 2) Roll call of member.
- 3) Consideration and approval of the February 7, 2022, meeting minutes and bills.
- 4) Consent Agenda:
  - a) Abatements.
  - b) Burleigh County and Apple Creek Township Service Agreement.

**PUBLIC HEARINGS – Vacating Section Line right of way.**

- 5) NDSU Extension Agent Kelsey Dechert.
- 6) Weed Board Chairman Cory Palm.
- 7) Selection of members of the Home Rule Charter Commission.
- 8) County Engineer Hall:
  - a) Developer Waiver Request:
    - i. Craig Smith.
    - ii. Jerome Hohbein.
  - b) Developer Agreement.
  - c) Award of Bids.
  - d) Sale of Equipment.
- 9) Burleigh County Sheriff Leben:
  - a) municPay Credit Card Services.
- 10) Other Business.
- 11) Adjourn.

*Leo Vetter*  
Burleigh County Auditor/Treasurer

Lincoln, Ft. Rice, Riverview, Florence Lake, Burnt Creek, Canfield, Lyman and Phoenix  
Unorganized Townships

**BURLEIGH COUNTY COMMISSION  
MEETING AGENDA**

**February 7, 2022**

**TOM BAKER MEETING ROOM  
CITY/COUNTY OFFICE BUILDING  
221 N 5<sup>TH</sup> ST**

**As always, live meeting coverage is available on Government Access Channels 2 & 602HD,  
Radio Access 102.5 FM, or streaming on multiple platforms including FreeTV.org and  
Facebook LIVE.**

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**5:00 P.M. *Invocation by Chaplain***  
**COUNTY COMMISSION**

- 1) Meeting called to order by chairperson of the board.
- 2) Roll call of member.
- 3) Consideration and approval of the January 19, 2022, meeting minutes and bills.
- 4) Consent Agenda:
  - a) Abatements.
  - b) Applications for licenses, raffles, and special event permits.
- 5) Burleigh County Tax Assessor Vietmeier Tax Abatements:
  - a) Brutgers Equities, 1300 E. Capitol Ave,
  - b) RW Bismarck LLC, 2640 Centennial Rd.
  - c) Peterson Hospitality, LLC, 1421 Skyline Blvd.
  - d) BHI Hospitality, LLC, 3903 State St.
- 6) Renee Kipp – Council on Aging/Senior Adults Program
- 7) County Engineer Hall
  - a) Developer Waiver Request
- 8) Brian Fettig – Letters received for the request for constructing a fence on property
- 9) Commissioner Armstrong
  - a) Home Rule Charter Update
- 10) Provident Building workshop discussion.
  - a) Discuss whether the County should utilize the building for their offices.
  - b) Discuss ending agreement with Lease/Broker, Daniels Companies.
  - c) Create a renovation committee.
  - d) Discuss whether an RFQ be sent out advertising for Architects.
  - e) Discuss the usage of ARPA funds for remodeling, i.e., how much if any.
- 11) Other Business.
- 12) Adjourn.

*Leo Vetter*

Burleigh County Auditor/Treasurer

Lincoln, Ft. Rice, Riverview, Florence Lake, Burnt Creek, Canfield, Lyman and Phoenix  
Unorganized Townships

**BURLEIGH COUNTY COMMISSION  
MEETING AGENDA**

**January 19, 2022**

**TOM BAKER MEETING ROOM  
CITY/COUNTY OFFICE BUILDING  
221 N 5<sup>TH</sup> ST**

**As always, live meeting coverage is available on Government Access Channels 2 & 602HD,  
Radio Access 102.5 FM, or streaming on multiple platforms including FreeTV.org and  
Facebook LIVE.**

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**5:00 P.M. *Invocation by Chaplain***  
**COUNTY COMMISSION**

- 1) Meeting called to order by chairperson of the board.
- 2) Roll call of member.
- 3) Consideration and approval of the January 3, 2022, meeting minutes and bills.
- 4) Consent Agenda:
  - a) Abatements.
  - b) Consider the request and adopt the attached amendment to the signed Bismarck and Burleigh County 2013 Extraterritorial Jurisdiction Agreement.
- 5) Burleigh County Planning Director Flanagan:
  - a) Review of a proposed permit modifications to NDDEQ concerning a Special Use Permit for: David Barth, DB Waste LLC, 14108 NW 34<sup>th</sup> St. Bismarck, ND 58503.
- 6) Burleigh County Engineer Hall:
  - a) Authorization to seek a consultant engineering firm to design the reconstruction of bridge 08-117-05.0.
  - b) Petition to Vacate Section line.
  - c) Award of Bids.
- 7) Burleigh County Finance Director Grenz:
  - a) ARPA Final Rule.
- 8) Kevin Seher:
  - a) Discuss some type of reimbursement for Arlen Gorden for snow removal in Baldwin.
- 9) Burleigh County Sheriff Leben:
  - a) Detention report January 2022.
- 10) Burleigh County HR Director Binder:
  - a) Life Insurance Renewal issues.
- 11) ADA compliance for Burleigh Parks.
- 12) Potential Home Rule Charter Commission members should submit names to the Burleigh County Auditor by the end of the month.

13) Other Business.

14) Adjourn.

*Leo Vetter*

Burleigh County Auditor/Treasurer



Lincoln, Ft. Rice, Riverview, Florence Lake, Burnt Creek, Canfield, Lyman and Phoenix  
Unorganized Townships

**BURLEIGH COUNTY COMMISSION  
MEETING AGENDA**

**January 3, 2022**

**TOM BAKER MEETING ROOM  
CITY\COUNTY OFFICE BUILDING  
221 N 5<sup>TH</sup> ST**

**As always, live meeting coverage is available on Government Access Channels 2 & 602HD,  
Radio Access 102.5 FM, or streaming on multiple platforms including FreeTV.org and  
Facebook LIVE.**

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**5:00 P.M. *Invocation by Chaplain***  
**COUNTY COMMISSION**

- 1) Meeting called to order, board reorganization (election of chair & vice-chair).
- 2) Assignment of portfolios.
- 3) Consideration and approval of the December 20, 2021, meeting minutes and bills.
- 4) Consent Agenda:
  - a) Abatements.
  - b) Designation of public depositories.
- 5) Commissioner Matthews:
  - a) Burleigh County Human Service Zone volunteer request to update visitation room.
- 6) Provident HVAC Repairs.
- 7) County Engineer Hall:
  - a) Authorization to advertise for bids for: Painted Pavement markings, furnished Concrete and metal culverts, crushing of gravel, Township Gravel Hauling, Dust control, and Chip seal projects.
  - b) Advertise for bids for SAD #75.
- 8) Other Business.
- 9) Adjourn.

*Leo Vetter*  
Burleigh County Auditor/Treasurer