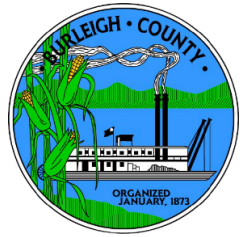




Lincoln, Fort Rice, Riverview, Florence Lake, Burnt Creek, Canfield, Lyman, & Phoenix
Unorganized Townships



Burleigh County Commission Meeting Agenda

Tom Baker Meeting Room, City/County Office Building, 221 N 5th 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)

March 18, 2024

5:00 PM

COUNTY PARK BOARD

1. Meeting called to order.
2. Roll call of members
3. Kimball Bottoms cleaning station.
4. Kimball Bottoms dredging.

COUNTY COMMISSION

Invocation and Pledge of Allegiance presented by Chaplain.

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Approval of Agenda.
4. Consideration and approval of the March 4, 2024, meeting minutes and bills.
5. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, and special events permits.
6. County Engineer Hall:
 - a. Award of grazing land bids.
 - b. Award of gravel hauling bid.
 - c. Award of pavement marking bid.
 - d. Award of dust control bid.
 - e. Award of gravel crushing bid.
7. Finance Director Jacobs:
 - a. Detention Center Sales Tax Bond update.

8. Comm. Munson:
 - a. Home Rule Charter Ballot Language.
 - b. Missouri Valley Complex committee applications.
9. Election Coordinator, Lisa Hart
 - a. Appointment of Election Inspectors
 - b. Resolution regarding County Employee Poll Workers
10. Auditor/Treasurer Splonskowski
 - a. Fill position in the Bismarck Planning Commission.
11. Other Business
12. Adjourn.

The next regularly scheduled Commission meeting will be on April 1st , 2024.

Mark Splonskowski
Burleigh County Auditor/Treasurer/Tax

**COUNTY
PARK
BOARD**

Addenda item for March 18th, 2024 Park Board Meeting

Action Requested: None

Description: Dave Mayer will lead us through the concerns at Kimball Bottoms Boat Ramp. We have sent in the application to the US Army Corps of Engineers so we are ready if we need to dredge at the boat ramp this year.

If Dredging is required, we will send out a RFP for the work and bring those results of that bid for approval of the expenditures.

Addenda item for March 18th, 2024 Park Board Meeting

Description:

The North Dakota Game and Fish Department is interested in installing a CD3 (waterless cleaning device) near the Kniefel boat ramp to assist boat operators in getting their vessels clean, drained, and dried. We understand that this area is known for getting vegetation stuck on trailers and hopefully something like this would help alleviate concerns. These CD3 systems are solar powered, have a weed grabber tool, brush, wet/dry vacuum, and air hose. They also have lights so they can be operated in the dark.

The Department would procure, install, and maintain the unit. We are asking for assisting picking out a location (and of course permission to install the unit in the first place).



(Cd3 unit at North Forks ramp by the Red River)

Action: Move to approve that we assist the North Dakota Game and Fish Department in locating the appropriate placement of the CD3 /waterless cleaning device at Kniefel Boat Ramp and permit them to perform the installation of the unit at the Boat Ramp.

1. Approximate area of dredging, Depth to vary depending on distance from waters edge. Estimated between zero and three feet deep. It's estimated the area will be trapezoid shaped as shown below, 30' wide on the shore side, extending into the water approximately 40' and ending at about 50' wide in the water. It is planned that excavated material will be loaded directly in a truck and hauled to the approved site.



Disposal location is an area identified in the Kimball Bottoms OHV Area to the south of the dredging location. Location selected by local USACE representative.

2. Parcel ID: 51-137-80-76-05-120

Tax Parcel Description: RAYMAR Block 05 L1-12

Section 14 137N 80W Burleigh County

3. Sediment removal only taking place, no plans required.





COUNTY

COMMISSION

**BURLEIGH COUNTY COMMISSION
MEETING
MARCH 4TH, 2024**

5:00 PM *Invocation by Chaplain and Pledge of Allegiance*

The Chaplain invited everyone to the Mayor’s Prayer Breakfast on May 16th at the Radisson in Bismarck starting with breakfast at 7:15am. The speaker is Vern Dosch. Tickets can be purchased on Eventbrite.

Chairman Bitner called the regular meeting of the Burleigh County Commission to order.

Roll call of the members: Commissioners Woodcox, Schwab, Bakken, and Chairman Bitner were present. Absent was Comm. Munson.

Motion by Comm. Bakken, 2nd by Comm. Schwab to approve the meeting agenda. All members present voted “AYE”. Motion carried.

Motion by Comm. Woodcox, 2nd by Comm. Bakken to approve the February 21st, 2024, meeting minutes and bills. All members present voted, “AYE”. Motion carried.

The following abatements were presented for the Board’s consideration; a complete copy of which are on file and available for inspection in the office of the Burleigh County Auditor/Treasurer.

Owner	Tax Year	Legal Description	Credit Type	Current MV	Reduced MV
Melina Rios Rivera & Kiara Aponte	2023	E 50' of Lots 8-11, Block 16, Governor Pierce	Error in property description	\$244,100	\$222,900
Melinda K Teske	2022	1980 Bonnavilla 28' x 48', #08A10171	100% Homestead Credit	\$14,472	\$0
Melinda K Teske	2023	1980 Bonnavilla 28' x 48', #08A10171	100% Homestead Credit	\$15,278	\$0
Melinda K Teske	2024	1980 Bonnavilla 28' x 48', #08A10171	100% Homestead Credit	\$15,278	\$0
Thomas Jenö	2024	1971 Rollohome 14 x 60, #GA040014	Mobile home demolished late 2023	\$7,550	\$0
Jesse Weber	2024	1974 Blair 14 x 56, #S90862	Mobile home demolished late 2023	\$6,213	\$0
Chuck & Mary Vetter	2024	1998 Schult 16 x 76, #R280469	50% Homestead Credit	\$36,675	\$18,338

Gerald Goldade	2022	Lot 1, Block 2, Countryside Estates	100% Homestead Credit	\$253,700	\$128,700
Gerald Goldade	2023	Lot 1, Block 2, Countryside Estates	100% Homestead Credit	\$271,700	\$71,700
Carole Koester	2023	Block 14, Wachter's 2nd, Lots 9-12 & W 10.2' of Lot 13 Pinecrest Condominium Unit 116	100% Homestead Credit	\$105,800	\$0
Delaney McCormick	2022	2012 Schult 30 x 76, #364454	100% Homestead Credit	\$129,010	\$4,010
Delaney McCormick	2023	2012 Schult 30 x 76, #364454	100% Homestead Credit	\$139,612	\$0
Delaney McCormick	2024	2012 Schult 30 x 76, #364454	100% Homestead Credit	\$139,612	\$0
Donna A Schmidt	2023	Lot 20, Block 20, Meadow Valley 4th	100% Homestead Credit	\$103,600	\$0
Marlinda Bender	2023	Lot 2, Block 9, Wachter's 7th Addition	50% Homestead Credit	\$282,400	\$182,400
Toni J Daede	2023	Lot 4, Block 2, Northridge	50% Homestead Credit	\$211,900	\$111,900
Daniel Taszarek	2022	Block 17, Wachter's 2nd, S 76' of Lot 2 all Lot 3 & N 34' of Lot 4 South Aires Condo Unit 18	80% Homestead Credit	\$106,900	\$21,380
Alicia Ann Fischer	2023	Lot 3, Block 1, Calgary Count Addition	100% Homestead Credit	\$302,500	\$102,500
Marcia Schuler	2022	Lot 11, Block 1, Edgewood Village 5th	10% Homestead Credit	\$343,600	\$331,089
Marcia Schuler	2023	Lot 11, Block 1, Edgewood Village 5th	100% Homestead Credit	\$367,700	\$167,700
Julie Taylor	2023	28 x 60 2012 Schults, # RED364354MN	100% Disabled Veteran	\$101,556	\$0
Philip Axt	2023	Section 27, Painted Woods Township, Lot A NW 1/4 less S 59.15' (.613 AC to -410)	50% Disabled Veteran	\$530,900	\$440,900
Lucy Dahner	2024	1980 Detroit 14 x 67, #044D0515441A	100% Homestead Credit	\$9,341	\$0

Linda Brunner	2024	1980 Sharlo 14 x 66, #7882	100% Homestead Credit	\$9,164	\$0
Paul A & Helen M Senger	2023	Lot 3, Block 3, High Meadows 2nd	50% Homestead Credit	\$346,000	\$246,000
Marilyn J Miller	2023	Block 6, Lincoln, beg on W Ln 295' S & 125' E of NW cor E 75' N 95' W 75' to beg #13802	100% Homestead Credit	\$215,400	\$15,400
Scott A & Brenda L Kilber	2023	Tract B, Block 3, East View	100% Homestead Credit	\$248,000	\$148,000
Anna Vogel	2023	Lot 6, Block 7, Sasse	100% Homestead Credit	\$181,600	\$0
Ronald Fischer Etal -Mathilda Fischer-	2023	Lot 17, Block 4, Morningside Heights	100% Homestead Credit	\$225,200	\$25,200
Claudette A Doppler	2023	Lot 8, Block 4, Eastview	50% Homestead Credit	\$207,500	\$107,500
Leeila M Bina	2023	Lot 8, Block 3, Meadow Valley	50% Homestead Credit	\$280,200	\$180,200
Rebecca Christensen	2023	Block 2, Pebble Creek 9th, Lot 5 3515 N 19th St Condo Assoc Unit 3	50% Homestead Credit	\$198,400	\$99,200
Deborah Dobler	2023	Block 4, Pebble Creek, Lot 3, Block 4 Pebble Creek & Lot 2 less S 25.80', Block 1, Pebble Creek 5th 2004 Oregon Dr Condo Assoc Unit 1, Garage 1	50% Homestead Credit	\$179,600	\$89,800
Diane Haan	2023	Lot 2AR of Lot 2, Block 1, Replat pt North Hills 10th	50% Homestead Credit	\$300,500	\$200,500
Ralph J Halter	2023	Lot 34, Block 2, Southland Addition	50% Homestead Credit	\$412,700	\$312,700
Michael R & Carol L Heyd	2023	Lot 4, Block 5, Parkview	50% Homestead Credit	\$211,900	\$111,900
Doris E Nordgaard	2023	Block 1, Haight & Little's, S 6.25' of Lot 3, Lots 4-5, & N 11.26' of Lot 6 Williamsburg Condo Assoc Unit 2 Building 1934	100% Homestead Credit	\$177,000	\$0
David & Wanda Schnase	2023	S 8' of Lot 7 & all Lot 8, Block 7, Replat Homan Acres	50% Homestead Credit	\$285,700	\$185,700
Albert & Kathryn Mettler	2023	Lot 6 & Lot E of Lot 2, Block 1, K & L's 4th Addition	50% Homestead Credit	\$383,600	\$283,600

Dallus L Hochhalter	2023	Lot 10, Block 4, Rolling Meadows	50% Homestead Credit	\$255,700	\$155,700
Carol Thompson	2022	S 10' of Lot 1, all Lots 2-4, E 100' of Lot 5, Block 8, Rolling Hills 1st	100% Homestead Credit	\$138,900	\$13,900
Susan Wagner	2024	2014 Dutch Champion 76 x 16	Moved to McLean County for year	\$70,042	\$0
Herbert & Charlotte Ebel	2023	Lot 3, Block 1, Northwood Estates Replat	100% Homestead Credit	\$402,100	\$202,100
Jacob Scheett	2024	1968 Marlette 52x20 VIN # 80388A&B	Fire	\$9,427	\$0
Lynn Mosher	2022	Lots 11-12 & North 4 FT of Lot 13, Block 39, Fisher Addition	20% Homestead Credit	\$189,100	\$164,100
Lynn Mosher	2023	Lots 11-12 & North 4 FT of Lot 13, Block 39, Fisher Addition	100% Homestead Credit	\$212,000	\$12,000
Fred Hanson	2023	Lot 18 except the Northwesterly 13 FT, Block 28, Wachter's 3rd Addition	50% Homestead Credit	\$272,100	\$172,100
Bernice Schuh	2023	Lot 2 & that part of Lot 4, Block 1, Eastbluff Village 2nd Addition	50% Homestead Credit	\$386,100	\$286,100
Clifford & Bonnie Stone	2023	Lot 2, Block 2, East Ridge Second Subdivision	50% Homestead Credit	\$414,200	\$314,200
Greg & Tracey Runyon	2024	2002 Atlantic 56x27	100% Homestead Credit	\$60,329	\$0

Motion by Comm. Bakken, 2nd by Comm. Woodcox to approve the Melina Rios Rivera & Kiara Aponte, Melinda K. Teske (3), Thomas Jenó, Jesse Weber, Chuck & Mary Vetter, Gerald Goldade (2), Carole Koester, Delaney McCormick (3), Donna A. Schmidt, Marlinda Bender, Toni J. Daede, Daniel Tazsarek, Alicia Ann Fischer, Marcia Schuler (2), Julie Taylor, Philip Axt, Lucy Dahner, Linda Brunner, Paul A. & Helen M. Senger, Marilyn J. Miller, Scott A. & Brenda L. Kilber, Anna Vogel, Ronald Fischer Etal -Mathilda Fischer, Claudette A. Doppler, Leeila M. Bina, Rebecca Christensen, Deborah Dobler, Diane Haan, Ralph J. Halter, Michael R. & Carol L. Heyd, Doris E. Nordgaard, David & Wanda Schnase, Albert & Kathryn Mettler, Dallus L. Hochhalter, Carol Thompson, Susan Wagner, Herbert & Charlotte Ebel, Jacob Scheett, Lynn Mosher (2), Fred Hanson, Bernice Schuh, Clifford & Bonnie Stone, and the Greg & Tracey Runyon abatements plus the remainder of the consent agenda in its entirety. All members present voted "AYE". Motion carried.

County Planning Director, Mitch Flanagan presented a request for a Special Use Permit for a Retail Exempt Meat Market in Baldwin based on a Feb. 14th Public Hearing that was held for owners, Leon & Susan Bauer. Mr. Flanagan stated there was no opposition from anyone in regard to this permit. All the oversight on this business would be from the State with quarterly inspections. Planning & Zoning will be responsible

to issue the building permits for the building, the septic system, and mechanical/electrical. There was no one present who wished to speak on this item. Motion by Comm. Bakken, 2nd by Comm. Schwab to approve this request. All members present voted "AYE". Motion carried.

County Human Resources Director Pam Binder presented a discussion on the County Travel Reimbursement Policy which was updated and combined our Mileage Reimbursement Policy, Travel Reimbursement Policy, Travel Expense Account Policy, and Travel Voucher Policy. Motion by Comm. Bakken, 2nd by Comm. Schwab to approve. All members present voted "AYE". Motion carried. Ms. Binder then presented an update on the County Communication Devices & Internet Usage Policy. This was also updated and combined from the Computer Usage Policy, Wireless Communication Device Policy, and Social Media Policy and given a new name with updated language. Motion by Comm. Bakken, 2nd by Comm. Schwab to approve with a few typographical changes. All members present voted "AYE". Motion carried. Ms. Binder then shared the Weed Control Officer Job Description and Update. The county did employ a Weed Control Officer for one week, but he got another job offer and resigned. The position was reposted with an updated job description, and a new Weed Control Officer was hired with the tentative start date being Mar. 25th.

Deputy Auditor/Treasurer Brandi Caya presented four applications that were received for the Bismarck Planning and Zoning Commission. Chairman Bitner stated that two of the applicants and one current member of the board live very close to him and in an effort to have the members of the board more dispersed within the ETA suggested choosing from the other two applicants for better representation. Motion by Comm. Bakken, 2nd by Comm. Woodcox to appoint Lora Wilson and Sheldon Sivak to the Bismarck Planning and Zoning Commission. All members present voted "AYE". Motion carried.

County Engineer Marcus Hall presented a petition to vacate a section line on the Common Line of 11 and 14 in the Peaceful Valley Subdivision. The County Commission began a Public Hearing to determine the public benefit of vacating this section line and ascertain any damages that are caused by discontinuing this roadway. Mark Isaacs with Independent Land Surveying & Engineering provided the commissioners with the original survey plat map of the area and shared that they would be providing an access easement to be used by the owner of an irrigation pump down by the river. The pump is permitted by the Corps of Engineers who uses the trail to inspect the pump. Mr. Isaacs stated that the access easement would be to the benefit of the Corps and owners of the land that it goes through as well as the owners to the north that have the pump. The public benefit according to Mr. Isaacs would be that it would be a way to preserve the historic value of buildings on the land and would give better access to the river. Attorney, Arlen Ruff stated that this would also give some finality to the Small's who have lived there for four generations and would keep their property marketable and on the tax rolls. The Public Hearing was then closed. Motion by Comm. Woodcox, 2nd by Comm. Bakken to approve the request to vacate this section line and move it down the trail. Commissioners Woodcox, Baken, and Chairman Bitner voted "AYE". Comm. Schwab voted "NAY". Motion carried.

Meeting Adjourned.

Mark Splonskowski, County Auditor/Treasurer

Brian Bitner, Chairman

The following list of abatements and settlement of taxes is forwarded for action to the Burleigh County Commission:

Abate #	Owner	Tax Year	Legal Description	Credit Type	Current MV	Reduced MV
24-094	LaSalle Shopping Center LLC	2022	Lot 1, Block 1, Hay Creek Commercial Add	True and full value exceeds market value		City denied abatement
24-095	LaSalle Shopping Center LLC	2023	Lot 1, Block 1, Hay Creek Commercial Add	True and full value exceeds market value		City denied abatement
24-096	LaSalle Shopping Center LLC	2022	Lot 1, Block 2, Hay Creek Commercial Add	True and full value exceeds market value	\$32,858,600	\$26,624,800
24-097	LaSalle Shopping Center LLC	2023	Lot 1, Block 2, Hay Creek Commercial Add	True and full value exceeds market value	\$35,815,900	\$27,979,500
24-318	Joyal & Joel Meyer	2022	Lot 1, Block 2, Sunnyview Acres 9th	50% Disabled Veteran	\$408,500	\$318,500
24-319	Joyal & Joel Meyer	2023	Lot 1, Block 2, Sunnyview Acres 9th	50% Disabled Veteran	\$434,000	\$344,000
24-399	Trent & Rachel Coleman	2023	Lot 12, Block 6, Wachter's 6th	50% Disabled Veteran	\$293,100	\$203,100
24-400	Dawson Brost & Megan Krebs	2023	Lot 24, Block 6, Gateway Addition	100% Disabled Veteran	\$364,700	\$274,700
24-414	Jessica Lawler	2023	Lots 1-2, Block 1, River Heights Addition	100% Disabled Veteran	\$204,100	\$24,100
24-415	Trent & Rachel Coleman	2022	Lot 12, Block 6, Wachter's 6th Addition	50% Disabled Veteran	\$286,300	\$196,300
24-416	Dana Clairmont	2023	Lot 4, Block 21, Morningside Heights Addition	50% Disabled Veteran	\$203,400	\$113,400
24-417	Laura & Marc Knutson	2022	Lot 5, Block 3, Boulder Ridge 3rd Addition	Error in property description	\$436,100	\$398,800
24-418	Laura & Marc Knutson	2023	Lot 5, Block 3, Boulder Ridge 3rd Addition	Error in property description	\$494,600	\$457,300
24-426	Gayler L & Sharon D Korsmo	2023	W 70' of Lots 13-16, Block 34, Fisher's Addition	100% Homestead Credit	\$224,300	\$24,300
24-427	Karla Kilen	2023	Block 5, North Hills 3rd, all Lots 1 & 25 and W pt. of Lot 24 that contains 3494 sq ft North Estevan Condos unit 102	50% Homestead Credit	\$210,300	\$110,300
24-428	Walter Reisenauer Jr	2023	Lot 1, Block 2, Prairie Place	100% Homestead Credit	\$524,500	\$324,500

24-429	Deanna & Robert Wahl	2023	Lot 7, Block 3, Apple Valley	100% Homestead Credit	\$205,500	\$5,500
24-430	Patricia Walbert	2023	All Lots 6-7 & N 1/2 of Lot 8, Block 43, Flannery & Wetherby	100% Homestead Credit	\$195,800	\$0
24-431	Joseph Jr & Mary Vetter	2023	Block 3, Cottonwood Lake 5th, Lot 2 875 San Angelo Dr Condo Assoc Unit 2 & Garage 2	100% Homestead Credit	\$28,700	\$0
24-432	Eileen R Elhard Nicole Hanson & Jillian	2023	Lot 9, Block 1, Bar D Estates	50% Homestead Credit	\$236,600	\$136,600
24-433	Lapoint	2024	1972 Blair House 66 x 14, VIN # N/A	Moved to landfill 2023	\$7,096	\$0
24-435	Don & Marcella Lammert	2023	Block 11, Moffit Township, Part of Lot 1 beg @ pt 690' S of NE cor L1 th S 261.6', NWLY 159', N 309.6', E40', S 110', E 100' to pt of beg	50% Homestead Credit	\$75,400	\$37,700
24-436	Darcy Jo Frantz	2023	2006 Friendship 28 x 64, # MY0628896AB	Moved out of state Aug 2023	\$99,008	\$0
24-437	Corinne Trusty	2023	Block 13, Replat Homan Acres, Lot D of Lot 1 Washington Court Condominiums Building 2026 Unit 5 Garage 11	100% Homestead Credit	\$110,800	\$0
24-438	Robert E Krieger	2023	Lot 8, Block 4, Valley View Terrace	50% Homestead Credit	\$245,900	\$145,900
24-439	Vera Donaldson	2023	Lot 11, Block 30, Wachter's 3rd	50% Homestead Credit	\$286,200	\$186,200
24-440	Judene Julson	2023	Lot 11, Block 1, Ridgefield 2nd Add	50% Homestead Credit	\$256,900	\$156,900
24-441	Grace Lauinger Anthony W & Lucille	2023	Lot 26, Block 1, Huntington Cottages 1st Addition	50% Homestead Credit	\$416,200	\$316,200
24-442	Goldade	2023	Lot 3, Block 21, Jennings's 4th	50% Homestead Credit	\$262,300	\$162,300
24-443	Mary Laduke	2023	Block 20, Casey's 4th, N 12' of Lot 14 & S 59' of Lot 15	50% Homestead Credit	\$220,500	\$120,500

24-447	Stephanie Reidy	2023	Lots 13-14, Block 79, William's Survey Lot 19A of Lot 19, Block 1, Huntington	100% Homestead Credit	\$355,000	\$155,000
24-448	Linda Black	2023	Cottages 1st Addition Block 1, Sonnet Heights Subdivision 4th replat, Lot 7 Lasalle Acres Homeowners	50% Homestead Credit	\$354,800	\$254,800
24-449	George & Carol Behrens	2023	Assoc Inc Unit 2 Bldg 4	50% Homestead Credit	\$167,300	\$83,650
24-450	Mark D & Nancy S Berger	2023	Lot 65, Block 2, Sonnet Hgts Subdiv 1st Rep	50% Homestead Credit	\$395,500	\$295,500
24-451	Darcel A Hochhalter	2022	Block 11, Gateway Addition, Lot 3 less W 2', all Lot 4 & W 2' of Lot 5 Lambton Heights Condo Unit 1 garage 1 Building 900	40% Homestead Credit	\$168,800	\$118,800
24-452	Darcel A Hochhalter	2023	Block 11, Gateway Addition, Lot 3 less W 2', all Lot 4 & W 2' of Lot 5 Lambton Heights Condo Unit 1 garage 1 Building 900	50% Homestead Credit	\$186,800	\$93,400
24-453	Gary & Madonna Wald	2023	Lot 6, Block 3, Southbay 5th Add Lot 22, Block 1, Kamrose Crossing Addition	100% Homestead Credit	\$512,600	\$312,600
24-454	Marlys Heidrich	2023	2nd Replat	50% Homestead Credit	\$243,700	\$143,700
24-457	Michael John Super	2023	Block 8, McKenzie's, W 18' of Lot 11 all Lot 12 E 23' of Lot 13	100% Homestead Credit	\$210,500	\$10,500
24-458	Jerry & Katherine Branson	2023	Block 1, Koch Addition, Lot 5 3812 Koch Dr Condo Assoc unit 2 & garage unit 2	100% Homestead Credit	\$240,400	\$40,400
24-459	Becky L Vandal	2022	Block 26, Governor Pierce, Lots 20-22 & S 10.5' VAC Ave A	40% Homestead Credit	\$233,200	\$183,200
24-460	Becky L Vandal	2023	Block 26, Governor Pierce, Lots 20-22 & S 10.5' VAC Ave A	100% Homestead Credit	\$232,800	\$32,800

ITEM

6



BURLEIGH COUNTY HIGHWAY DEPARTMENT

8100 43RD AVENUE NE
BISMARCK, ND 58503
701-204-7748
FAX 701-204-7749
www.burleighco.com

Request for Burleigh County Board Action

DATE: March 18, 2024

TO: Mark Splonskowski
County Auditor

FROM: Marcus J. Hall
County Engineer

RE: Award of Bids

Please include this item on the next Burleigh County Board agenda.

ACTION REQUESTED:

Authorize the proper County officials to accept the high bid for 2024 grazing rights.

BACKGROUND:

On January 3, 2024 the County Board authorized the County Auditor and the County Engineer to advertise for bids for the 2024 grazing rights on Section 9, T141N, R76W. Bids were opened on March 11, 2024 and the following bids were received:

Fettig Cattle Company	\$21,000.00
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RECOMMENDATION:

It is recommended that the Burleigh County Board adopt the attached proposed resolution.

PROPOSED RESOLUTION:

THEREFORE BE IT RESOLVED: That the Burleigh County Board hereby accepts the following high bid from Fettig Cattle Company for \$21,000.00 for the 2024 grazing rights on Section 9, T141N, R76W, and authorize the proper County officials to enter into a contract with said bidder.



BURLEIGH COUNTY HIGHWAY DEPARTMENT

8100 43RD AVENUE NE
BISMARCK, ND 58503
701-204-7748
FAX 701-204-7749
www.burleighco.com

Request for County Board Action

DATE: March 18, 2024
TO: Mark Splonskowski
County Auditor
FROM: Marcus J. Hall
County Engineer
RE: Award of Bids

Please place the following item on the next Burleigh County Board agenda.

ACTION REQUESTED:

Authorize the proper County officials to enter into a contract with the low bidder for Township Gravel Hauling.

BACKGROUND:

On January 3, 2024 the County Board authorized the County Auditor and the County Engineer to advertise for bids for Township Gravel Hauling. Bids were opened on March 11, 2024 and the following bids were received:

Hauling of Gravel:

Wm. D. Scepaniak Inc.	\$352,000.00
Circle C Enterprises	\$415,250.00
Engineers Estimate:	\$380,000.00
Budgeted Amount:	\$382,000.00

RECOMMENDATION:

It is recommended the Board adopt the attached proposed resolution.

PROPOSED RESOLUTION:

THEREFORE, BE IT RESOLVED: That the County Board accepts the following low bid from Wm. D. Scepaniak Inc. of \$352,000.00 for Township Gravel Hauling and authorize the proper County officials to enter into a contract with said bidder.



BURLEIGH COUNTY HIGHWAY DEPARTMENT

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BISMARCK, ND 58503
701-204-7748
FAX 701-204-7749
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Request for County Board Action

DATE: March 18, 2024

TO: Mark Splonskowski
County Auditor

FROM: Marcus J. Hall
County Engineer

RE: Award of Bids

Please place the following item on the next Burleigh County Board agenda.

ACTION REQUESTED:

Authorize the proper County officials to enter into a contract with the low bidder for painted pavement markings.

BACKGROUND:

On January 3, 2024, the County Board authorized the County Auditor and the County Engineer to advertise for bids for painted pavement markings. Bids were opened on March 11, 2024 and the following bids were received:

Traffic Safety Services, Inc.	\$262,716.92
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Engineers Estimate:	\$263,880.00
Budgeted Amount:	\$290,000.00

RECOMMENDATION:

It is recommended the Board adopt the attached proposed resolution.

PROPOSED RESOLUTION:

THEREFORE BE IT RESOLVED: That the County Board hereby accepts the painted pavement markings low bid from Traffic Safety Services, Inc. for \$262,716.92 and authorize the proper County officials to enter into contracts with said bidder.



BURLEIGH COUNTY HIGHWAY DEPARTMENT

8100 43RD AVENUE NE
BISMARCK, ND 58503
701-204-7748
FAX 701-204-7749
www.burleighco.com

Request for County Board Action

DATE: March 18, 2024

TO: Mark Splonskowski
County Auditor

FROM: Marcus J. Hall
County Engineer

RE: Award of Bids

Please place the following item on the next Burleigh County Board agenda.

ACTION REQUESTED:

Authorize the proper County officials to enter into a contract with the low bidder for Dust Control.

BACKGROUND:

On January 3, 2024, the County Board authorized the County Auditor and the County Engineer to advertise for supplying and applying Magnesium Chloride. Bids were opened on March 11, 2024 and the following bids were received:

Dustbusters Enterprises Inc.	\$109,200.00
Envirotech Services, LLC	\$124,800.00

Engineers Estimate:	\$98,500.00
Budgeted Amount:	\$140,000.00

RECOMMENDATION:

It is recommended the Board adopt the attached proposed resolution.

PROPOSED RESOLUTION:

THEREFORE BE IT RESOLVED: That the County Board hereby accepts the supplying and applying Magnesium Chloride low bid from Dustbusters Enterprises Inc for \$109,200.00 and authorize the proper County officials to enter into contracts with said bidder.



BURLEIGH COUNTY HIGHWAY DEPARTMENT

8100 43RD AVENUE NE
BISMARCK, ND 58503
701-204-7748
FAX 701-204-7749
www.burleighco.com

Request for County Board Action

DATE: March 18, 2024

TO: Mark Splonskowski
County Auditor

FROM: Marcus J. Hall
County Engineer

RE: Award of Bids

Please place the following item on the next Burleigh County Board agenda.

ACTION REQUESTED:

Authorize the proper County officials to enter into a contract with the low bidder for Crushing of Gravel.

BACKGROUND:

On January 3, 2024 the County Board authorized the County Auditor and the County Engineer to advertise for bids for Crushing of Gravel. Bids were opened on March 11, 2024 and the following bids were received:

Crushing of Gravel:

Central Specialties Inc.	\$829,401.00
Knife River Corporation	\$1,157,618.05
Sundre Sand & Gravel	\$1,307,500.00

Engineers Estimate:	\$695,000.00
Budgeted Amount:	\$758,701.00

RECOMMENDATION:

It is recommended the Board adopt the attached proposed resolution.

PROPOSED RESOLUTION:

THEREFORE, BE IT RESOLVED: That the County Board accepts the following low bid from Central Specialties Inc. of \$829,401.00 for Crushing of Gravel and authorize the proper County officials to enter into a contract with said bidder.

ITEM

7

Debt Service Schedule						
From Bank of North Dakota						
Pay #	Date	Interest	Principal	Total Payment	Balance	
1	5/1/2021	477,786	-	477,786	53,120,000	PAID
2	11/1/2021	480,455	3,200,000	3,680,455	49,920,000	PAID
3	5/1/2022	470,055	-	470,055	49,920,000	PAID
4	11/1/2022	470,055	3,155,000	3,625,055	46,765,000	PAID
5	5/1/2023	457,435	-	457,435	46,765,000	PAID
6	11/1/2023	457,435	3,115,000	3,572,435	43,650,000	PAID
7	5/1/2024	441,860	-	441,860	43,650,000	<-Outstanding Principal
8	11/1/2024	441,860	3,145,000	3,586,860	40,505,000	
9	5/1/2025	423,776	-	423,776	40,505,000	
10	11/1/2025	423,776	4,175,000	4,598,776	36,330,000	<Earliest Payoff
11	5/1/2026	396,639	-	396,639	36,330,000	
12	11/1/2026	396,639	4,225,000	4,621,639	32,105,000	
13	5/1/2027	364,951	-	364,951	32,105,000	
14	11/1/2027	364,951	4,290,000	4,654,951	27,815,000	
15	5/1/2028	328,486	-	328,486	27,815,000	
16	11/1/2028	328,486	4,365,000	4,693,486	23,450,000	
17	5/1/2029	283,745	-	283,745	23,450,000	
18	11/1/2029	283,745	4,455,000	4,738,745	18,995,000	
19	5/1/2030	234,740	-	234,740	18,995,000	
20	11/1/2030	234,740	4,550,000	4,784,740	14,445,000	
21	5/1/2031	182,415	-	182,415	14,445,000	
22	11/1/2031	182,415	4,655,000	4,837,415	9,790,000	
23	5/1/2032	126,046	-	126,046	9,790,000	
24	11/1/2032	126,046	9,790,000	9,916,046	-	
Total		8,378,538	53,120,000	61,498,538		

Total cash payments for payoff 11/1/2025:

\$45,381,272.50

We do not need the entire \$45,381,272.50 to defease the bond

- We can place cash into an escrow account and invest in guaranteed return investments and we will get credited with the future interest, i.e.:
- If we invest \$100 today at 10% interest, we will get credited with \$110 today, provided the cash is in an escrow account

Per Colliers, we need an estimated \$42,339,603.23 for the escrow account in order to consider the bond defeased and cancel the sales tax.

Total cash available in BND as of 12/31/2023:

BANK OF NORTH DAKOTA BALANCE as of 12/31/2023				
BURLEIGH				
Account	Description	Cost Basis	Accrued Interest 12/31/2023	Total Cost + Interest
Surplus	US Treasury Bill	\$ 7,000,000.00	\$ 156,048.00	\$ 7,156,048.00
Surplus	US Treasury Bill	3,800,000.00	53,388.00	3,853,388.00
Surplus	US Treasury Note	3,879,750.00	96,340.67	3,976,090.67
Surplus	US Treasury Note	3,916,937.50	117,615.67	4,034,553.17
Surplus	US Treasury Note	3,920,218.75	98,543.00	4,018,761.75
Surplus	US Treasury Note	1,171,960.94	21,570.32	1,193,531.26
Surplus	CASH	1,047,324.19		1,047,324.19
Revenue	CASH	182.08		182.08
Debt Service	CASH	1,993,733.11		1,993,733.11
		<u>\$ 26,730,106.57</u>	<u>\$ 543,505.66</u>	<u>\$ 27,273,612.23</u>
MORTON				
Account	Description	Cost Basis	Accrued Interest 12/31/2023	Total Cost + Interest
Surplus	US Treasury Bill	2,600,000.00	36,529.00	2,636,529.00
Surplus	CASH	1,612,302.92		1,612,302.92
Revenue	CASH	6.73		6.73
Debt Service	CASH	399,133.13		399,133.13
		<u>\$ 4,611,442.78</u>	<u>\$ 36,529.00</u>	<u>\$ 4,647,971.78</u>
RESERVE (Shared)				
	Description	Cost Basis	Accrued Interest 12/31/2023	Total Cost + Interest
Reserve	US Treasury Bill	2,163,227.57	39,514.95	
Reserve	US Treasury Bill	2,800,000.00	37,500.00	2,837,500.00
		<u>4,963,227.57</u>	<u>77,014.95</u>	<u>5,040,242.52</u>

Burleigh total: \$27,273,612.23

Morton total: \$4,647,971.78

Reserve (Shared account): \$5,040,242.52

Combined: \$36,961,826.53 as of 12/31/2023

Account Activity as of 3/12/2024

	BURLEIGH	MORTON
Cash, 12/31/2023	\$ 3,388,700.23	\$ 1,663,981.93
Cost basis of investments, 12/31/2023	23,688,867.19	2,600,000.00
Subtotal	27,077,567.42	4,263,981.93
Accrued Interest on Treasuries	<u>543,505.66</u>	<u>36,529.00</u>
Balance 12/31/2023	<u>27,621,073.08</u>	<u>4,300,510.93</u>
Nov 2023 Sales Tax Revenue, Jan 2024	700,759.27	127,606.44
Interest Revenue, Jan 2024	93,074.22	11,981.67
Dec 2023 Sales Tax Revenue, Feb 2024	1,405,633.01	248,832.50
Interest Revenue, Feb 2024	93,074.22	11,981.67
	<u>29,913,613.80</u>	<u>4,700,913.21</u>
Subtotal		34,614,527.01
Cost Basis of Reserve Fund		4,963,227.57
Accrued Interest on Reserve Fund		<u>121,772.43</u>
Balance 2/29/2024		<u>\$ 39,699,527.01</u>

Total Cash & Investments available 3/12/2024:

Burleigh: \$29,931,613.80

Morton: \$4,700,913.21

Reserve (Shared account): \$5,085,000.00

Total: \$39,699,527.01

Cash needed for escrow account/bond defeasance:

We calculated Burleigh and Morton's share of the escrow as follows:

Estimated amount needed to defease per Colliers: \$42,339,603.23

Less Reserve fund (shared): (\$ 5,085,000.00)

Total: \$37,254,603.23

Of the total amount remaining, we estimated Burleigh and Morton's share using the historical % of sales taxes collected as follows:

Burleigh: 83.32%

Morton: 16.68%

Burleigh: ($\$37,254,603.23 * 83.32\%$) = \$31,040,535.41

Morton: ($\$37,254,603.23 * 16.68\%$) = \$6,214,067.82

Burleigh and Morton Repayment Differences:

- Morton County continues to pay on their renovation bond, therefore they have relatively less sales taxes to contribute to the surplus account
- Burleigh repaid our renovation bond and we have been putting relatively more sales taxes into our surplus account
- Consequently Burleigh has relatively more cash available for BMDC bond payoff and is on track to pay off sooner than Morton
- **HOWEVER, we cannot “turn off” the sales tax until all of the funds necessary – both Burleigh and Morton – are in escrow**

This creates a timing difference

	BURLEIGH	MORTON
Balance 3/12/2024 (cash basis)	\$ 29,913,613.80	\$ 4,700,913.21
Defeasance	<u>31,040,535.41</u>	<u>6,214,067.82</u>
Amount needed to defease as of 3/12/2024, net of Reserve fund	<u>\$ 1,126,921.61</u>	<u>\$ 1,513,154.61</u>

Receipt Month	Collection Quarter	Collection Month	Burleigh Sales Tax	Morton Sales Tax		BURLEIGH Amount needed to defease, Burleigh	MORTON Amount needed to defease, Morton
1/23/2024	Q4	11/30/2023	\$ 700,759.27	\$ 127,606.44	<-Received Jan 2024		
2/22/2024	Q4	12/31/2023	1,405,633.01	248,832.50	<-Received Feb 2024	\$ 1,126,921.61	\$ 1,513,154.61
3/21/2024	Q1	1/31/2024	922,938.59	158,318.59	Actual	203,983.02	1,354,836.02
4/24/2024	Q1	2/28/2024	739,956.36	139,878.38	ESTIMATE	(535,973.34)	1,214,957.65
5/19/2024	Q1	3/31/2024	688,155.85	132,196.41	ESTIMATE	(1,224,129.19)	1,082,761.24
6/22/2024	Q2	4/30/2024	1,066,011.06	185,829.63	ESTIMATE		896,931.60
7/24/2024	Q2	5/31/2024	987,741.14	175,329.29	ESTIMATE		721,602.31
8/21/2024	Q2	6/30/2024	1,095,716.25	218,445.94	ESTIMATE		503,156.38
9/22/2024	Q3	7/31/2024	1,021,130.79	200,682.44	ESTIMATE		302,473.93
10/20/2024	Q3	8/31/2024	716,756.35	159,377.07	ESTIMATE		143,096.87
11/22/2024	Q3	9/30/2024	1,366,765.51	235,014.56	ESTIMATE		(91,917.69)

Based on prior collections, we estimate Burleigh is on track to collect enough cash for escrow by April 24, 2024 and Morton by November 22, 2024.

Option #1

Loan money to the escrow fund before March 29, 2024.

Sales Tax Receipts, Historical

Receipt Quarter	Receipt Month	Collection Quarter	Collection Month	Burleigh Sales Tax	Morton Sales Tax	BURLEIGH <i>Amount needed to defease, Burleigh</i>	MORTON <i>Amount needed to defease, Morton</i>
Q1	1/23/2024	Q4	11/30/2023	\$ 700,759.27	\$ 127,606.44		
Q1	2/22/2024	Q4	12/31/2023	1,405,633.01	248,832.50	\$ 1,126,921.61	\$ 1,513,154.61
Q1	3/21/2024	Q1	1/31/2024	922,938.59	158,318.59	203,983.02	1,354,836.02
Notify Tax Dept. at the end of Q1; sales tax discontinued end of Q2							
Amount Needed To Escrow =====>							\$ 1,558,819.04
Q2	4/24/2024	Q1	2/28/2024	739,956.36	139,878.38	(535,973.34)	1,214,957.65
Q2	5/19/2024	Q1	3/31/2024	688,155.85	132,196.41	(1,224,129.19)	1,082,761.24
Q2	6/22/2024	Q2	4/30/2024	1,066,011.06	185,829.63	(2,290,140.25)	896,931.60
Q3	7/24/2024	Q2	5/31/2024	987,741.14	175,329.29	(3,277,881.39)	721,602.31
Q3	8/21/2024	Q2	6/30/2024	1,095,716.25	218,445.94	(4,373,597.64)	503,156.38
Excess collections:						\$ 4,373,597.64	

Comments: This option will require an escrow of approximately \$203,983 from Burleigh and \$1,354,836 from Morton. We would escrow funds by March 29, 2024 and notify the Tax Department by the same day. The sales tax would end on June 30, 2024. Excess collections would total approximately \$4,373,598.

Option #2

Wait until Burleigh cash collected

Sales Tax Receipts, Historical							BURLEIGH	MORTON
Receipt Quarter	Receipt Month	Collection Quarter	Collection Month	Burleigh Sales Tax	Morton Sales Tax	Amount needed to defease, Burleigh	Amount needed to defease, Morton	
Q1	1/23/2024	Q4	11/30/2023	\$ 700,759.27	\$ 127,606.44			
Q1	2/22/2024	Q4	12/31/2023	1,405,633.01	248,832.50	\$ 1,126,921.61	\$ 1,513,154.61	
Q1	3/21/2024	Q1	1/31/2024	922,938.59	158,318.59	203,983.02	1,354,836.02	
Q2	4/24/2024	Q1	2/28/2024	739,956.36	139,878.38	(535,973.34)	1,214,957.65	
Q2	5/19/2024	Q1	3/31/2024	688,155.85	132,196.41	(1,224,129.19)	1,082,761.24	
Q2	6/22/2024	Q2	4/30/2024	1,066,011.06	185,829.63	(2,290,140.25)	896,931.60	
Notify Tax Dept. at the end of Q2; sales tax discontinued end of Q3								
Morton would need to escrow this amount under option #2=====>							\$	896,931.60
Q3	7/24/2024	Q2	5/31/2024	987,741.14	175,329.29	(3,277,881.39)	721,602.31	
Q3	8/21/2024	Q2	6/30/2024	1,095,716.25	218,445.94	(4,373,597.64)	503,156.38	
Q3	9/22/2024	Q3	7/31/2024	1,021,130.79	200,682.44	(5,394,728.43)	302,473.93	
Q4	10/20/2024	Q3	8/31/2024	716,756.35	159,377.07	(6,111,484.78)	143,096.87	
Q4	11/22/2024	Q3	9/30/2024	1,366,765.51	235,014.56	(7,478,250.29)	(91,917.69)	
Excess collections:						\$	7,478,250.29	

Comments: By the end of Q2, Burleigh will collect enough cash to defease our share of the bond. Morton would require an escrow of \$896,932. We could notify the Tax Department at the end of Q2 and sales taxes would continue through Q3. This would result in an overcollection amount of approximately \$7,478,250.

Option #3

Wait until all cash is collected

Sales Tax Receipts, Historical								BURLEIGH	MORTON
Receipt Quarter	Receipt Month	Collection Quarter	Collection Month	Burleigh Sales Tax	Morton Sales Tax			Amount needed to defease, Burleigh	Amount needed to defease, Morton
Q1	1/23/2024	Q4	11/30/2023	\$ 700,759.27	\$ 127,606.44				
Q1	2/22/2024	Q4	12/31/2023	1,405,633.01	248,832.50			\$ 1,126,921.61	\$ 1,513,154.61
Q1	3/21/2024	Q1	1/31/2024	922,938.59	158,318.59			203,983.02	1,354,836.02
Q2	4/24/2024	Q1	2/28/2024	739,956.36	139,878.38			(535,973.34)	1,214,957.65
Q2	5/19/2024	Q1	3/31/2024	688,155.85	132,196.41			(1,224,129.19)	1,082,761.24
Q2	6/22/2024	Q2	4/30/2024	1,066,011.06	185,829.63			(2,290,140.25)	896,931.60
Q3	7/24/2024	Q2	5/31/2024	987,741.14	175,329.29			(3,277,881.39)	721,602.31
Q3	8/21/2024	Q2	6/30/2024	1,095,716.25	218,445.94			(4,373,597.64)	503,156.38
Q3	9/22/2024	Q3	7/31/2024	1,021,130.79	200,682.44			(5,394,728.43)	302,473.93
Q4	10/20/2024	Q3	8/31/2024	716,756.35	159,377.07			(6,111,484.78)	143,096.87
Q4	11/22/2024	Q3	9/30/2024	1,366,765.51	235,014.56			(7,478,250.29)	(91,917.69)
Q4	12/21/2024	Q4	10/31/2024	950,487.81	181,875.96			(8,428,738.10)	(273,793.65)

Notify Tax Dept. at the end of Q4; sales tax discontinued end of Q1 2025

Q1	1/21/2025	Q4	11/30/2024	700,759.27	141,784.93			(9,129,497.37)	(415,578.58)
Q1	2/21/2025	Q4	12/31/2024	1,405,633.01	276,480.56			(10,535,130.38)	(692,059.14)
Q2	3/21/2025	Q1	1/31/2025	778,510.89	140,575.62			(11,313,641.27)	(832,634.76)
Q2	4/24/2025	Q1	2/28/2025	739,956.36	155,420.42			(12,053,597.63)	(988,055.18)
Q2	5/19/2025	Q1	3/31/2025	688,155.85	146,884.90			(12,741,753.48)	(1,134,940.08)

Excess collections:

\$ 12,741,753.48

Comments: By the end of Q4, Morton should have enough cash to defease their share of the bond. At this point, we would notify the Tax Department and sales tax collections would cease at the end of Q1 2025. This would result in an overcollection of approximately \$12,741,753.

Excess funds collected can be used by the Commission for any lawful purpose. See email from bond counsel, below.

RE: Question on surplus Burleigh sales tax collections



Scott Wegner [redacted]
To: Jacobs, Leigh
Cc: Splonskowski, Mark D.

☺ Reply Reply All Forward 📧 ⋮

Sun 3/10/2024 11:01 AM

You don't often get email from swegner@aswbondlaw.com. [Learn why this is important](#)

***** CAUTION: This email originated from an outside source. Do not click links or open attachments unless you know they are safe. *****

Leigh,

The funds can be used for any lawful purpose. There was talk at the time we did the initial financing that the excess might be used for detention center operations or future improvements, but that was just discussion.

Scott D. Wegner
Arntson Stewart Wegner PC
[redacted]

From: Jacobs, Leigh <ljacobs@nd.gov>
Sent: Friday, March 8, 2024 5:21 PM
To: Scott Wegner [redacted]
Cc: Splonskowski, Mark D. [redacted]
Subject: Question on surplus Burleigh sales tax collections

Good evening Scott,

One of our commissioners is asking the following question: What restrictions (if any) are on "over collected" sales taxes? I.e., sales taxes collected after we notify the tax department/wait for the sales tax to shut off.

Thank you

Leigh Jacobs, CPA
Finance Director
Burleigh County
316 N. 5th St
Bismarck, ND 58501
[redacted]

ITEM

8

**BURLEIGH COUNTY
AUXILIARY BOARD
APPLICATION FORM**

Name: Kay LaCoe

Address: 1590 66th St SE Bismarck, ND 5850

Home Phone: _____ Work: Cell:

Email:

Board or Commission on which you prefer to serve:
Missouri Valley Complex Committee

List below the skills or qualifications you could bring to this Board or Commission:

I possess more than 20 years of special event planning experience including orchestrating and coordinating with multiple vendors, stakeholders, and governing bodies. I have earned a Master's Degree in Organizational Leadership and hold an executive position with a non-profit trade association where I continually juggle and manage varying interests and involvement. I am a certified meeting facilitator and pragmatic leader who seeks consensus and fosters an inclusive environment aiming to meet everyone's needs.

If you have any special interest or reason for serving on this Board or Commission, please explain below.

I am especially interested in this Committee because I am a lifelong supporter of activities and organizations that support and promote youth involvement and experiences that get them outside and into the world, such as 4-H and motocross. I am a former 4Her and gave back to the organization as a volunteer leader for more than a decade. Additionally, I co-organized the first-ever Applefest held at Bucktop Junction so that event and location also hold a special place in my heart.

Principal Occupation/Source of Income (check one)

- | | | | |
|-------------------------------------|------------------------------------|---|--|
| <input type="checkbox"/> Farmer | <input type="checkbox"/> Military | <input type="checkbox"/> Investor/Retired | <input type="checkbox"/> Clerical & Sales |
| <input type="checkbox"/> Laborer | <input type="checkbox"/> Craftsman | <input type="checkbox"/> Business Owner | <input checked="" type="checkbox"/> Professional |
| <input type="checkbox"/> Government | <input type="checkbox"/> Student | <input type="checkbox"/> Other | |

List the name of each business or trust that is NOT the principal source of income, in which you have a financial interest:

None

List below the associations or institutions with which you are closely associated, or serve as a director or officer:

Lignite Energy Council, Lignite Energy Foundation, North Dakota Mounted Shooting Association

Signature: Kay LaCoe Date: 02/13/2024

Please return application to: Burleigh County Auditor/Treasurer - PO Box 5518 - Bismarck ND 58506

OFFICE USE ONLY

Date Appointed by Commission _____

Term Start Date _____


Term End Date _____

Oath Returned _____

BURLEIGH COUNTY
AUXILIARY BOARD
APPLICATION FORM

Name: STEVEN M. NEU

Address: 919 N 1ST STREET, BISMARCK, ND. 58501

Home Phone: _____ Work: _____ Cell: 

Email: 

Board or Commission on which you prefer to serve:
Missouri Valley Complex Committee

List below the skills or qualifications you could bring to this Board or Commission:

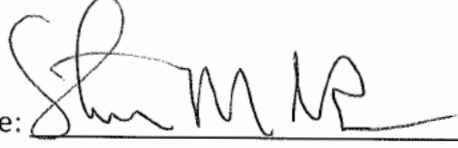
35 year resident of Burleigh Co. Service and Leadership position on multiple boards locally & nationally. CVB, Chamber Committees, NDRPA, NDIRE

If you have any special interest or reason for serving on this Board or Commission, please explain below.
To assist in the continued development of MVCC & The Complex in the interest of the community

- Principal Occupation/Source of Income (check one)
- | | | | |
|-------------------------------------|------------------------------------|--|---|
| <input type="checkbox"/> Farmer | <input type="checkbox"/> Military | <input type="checkbox"/> Investor/Retired | <input type="checkbox"/> Clerical & Sales |
| <input type="checkbox"/> Laborer | <input type="checkbox"/> Craftsman | <input type="checkbox"/> Business Owner | <input type="checkbox"/> Professional |
| <input type="checkbox"/> Government | <input type="checkbox"/> Student | <input checked="" type="checkbox"/> Other <u>retired</u> | |

List the name of each business or trust that is NOT the principal source of income, in which you have a financial interest: NONE

List below the associations or institutions with which you are closely associated, or serve as a director or officer: NONE

Signature:  Date: 2-21-2024


Please return application to: Burleigh County Auditor/Treasurer - PO Box 5518 - Bismarck ND 58506

OFFICE USE ONLY
Date Appointed by Commission _____
Term Start Date _____
Term End Date _____
Oath Returned _____

**BURLEIGH COUNTY
AUXILIARY BOARD
APPLICATION FORM**

Name: Dustin Gawrylow

Address: 1007 N. 13th Street #3 - Bismarck, ND 58501

Home Phone: _____ Work: _____ Cell: 

Email: 

Board or Commission on which you prefer to serve: Missouri Valley Complex Committee

List below the skills or qualifications you could bring to this Board or Commission:

Served on the 2023 & 2022 Burleigh Home Rule Commission, served on the Bismarck Special Assessment Taskforce (2017-2022), and the Bismarck Renaissance Zone Authority (2019-Present).

If you have any special interest or reason for serving on this Board or Commission, please explain below.

Only a general interest to ensure proper oversight and governance for the citizens of Burleigh County and Bismarck.


Principal Occupation/Source of Income (check one)

- | | | | |
|-------------------------------------|------------------------------------|---|--|
| <input type="checkbox"/> Farmer | <input type="checkbox"/> Military | <input type="checkbox"/> Investor/Retired | <input type="checkbox"/> Clerical & Sales |
| <input type="checkbox"/> Laborer | <input type="checkbox"/> Craftsman | <input type="checkbox"/> Business Owner | <input checked="" type="checkbox"/> Professional |
| <input type="checkbox"/> Government | <input type="checkbox"/> Student | <input type="checkbox"/> Other | |

List the name of each business or trust that is NOT the principal source of income, in which you have a financial interest: Policy Matters, LLC, Freedom Caucus State Network

List below the associations or institutions with which you are closely associated, or serve as a director or officer:

Managing Director - North Dakota Watchdog Network
Legislative Director - South Dakota Freedom Caucus

Signature:  Date: 2/17/2024

Please return application to: Burleigh County Auditor/Treasurer - PO Box 5518 - Bismarck ND 58506

OFFICE USE ONLY

Date Appointed by Commission _____

Term Start Date _____

Term End Date _____

Oath Returned _____

BURLEIGH COUNTY
AUXILIARY BOARD
APPLICATION FORM

Name: WAYNE MARTINEZ

Address: 7257 123 RD NE

Home Phone: [REDACTED] Work: — Cell: [REDACTED]

Email: [REDACTED]

Board or Commission on which you prefer to serve: MV Complex Committee

List below the skills or qualifications you could bring to this Board or Commission:

County Recorder

PAST CHAIRMAN of MISSOURI VALLEY FAIR BOARD
BUCK SHOP COUNCILOR (BROTHER)

If you have any special interest or reason for serving on this Board or Commission, please explain below.

PAST EXPERIENCE i COMPLEX

Principal Occupation/Source of Income (check one) Retired

- | | | | |
|--|------------------------------------|---|---|
| <input checked="" type="checkbox"/> Farmer | <input type="checkbox"/> Military | <input type="checkbox"/> Investor/Retired | <input type="checkbox"/> Clerical & Sales |
| <input type="checkbox"/> Laborer | <input type="checkbox"/> Craftsman | <input type="checkbox"/> Business Owner | <input type="checkbox"/> Professional |
| <input type="checkbox"/> Government | <input type="checkbox"/> Student | <input type="checkbox"/> Other | |

List the name of each business or trust that is NOT the principal source of income, in which you have a financial interest: NONE

List below the associations or institutions with which you are closely associated, or serve as a director or officer: TOWNSHIP BOARD NAUGHTON

BUCK SHOP JUNIOR

Signature: Wayne Martinez Date: 3-12-24

Please return application to: Burleigh County Auditor/Treasurer - PO Box 5518 - Bismarck ND 58506

OFFICE USE ONLY

Date Appointed by Commission _____

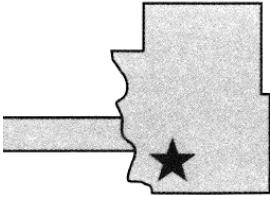
Term Start Date _____

Term End Date _____

Oath Returned _____

ITEM

9



Request for County Board Action

DATE: March 18th, 2024
TO: County Commission
FROM: Lisa Hart, Elections Coordinator
RE: Appointment of Election Inspectors

ACTION REQUESTED:

Approve the appointment of election inspectors for the 2024 election cycle per NDCC 16.1-05-01.

BACKGROUND:

Currently, under state law, the Board of County Commissioners, in cooperation with the county auditor, shall appoint the inspectors of the election for all polling locations within Burleigh County by 40 days preceding the election. Each election board must be comprised of at least one election inspector per polling location within the county. The election inspector supervises the conduct of the election and ensures that all election workers are performing their duties. Additionally, the inspector and judges verify the results of the election and return the election results and associated ballots to the county auditor at the close of polls.

The Burleigh County Auditor and Elections Coordinator are committed to providing a positive voting experience to all voters within Burleigh County while simultaneously upholding the security and integrity of elections. The enclosed list of election inspectors ensures Burleigh County's success for the upcoming elections.

We have been actively seeking individuals to fill the (24) needed inspector positions and are happy to report that we have no vacancies in any of the precincts! All spots are filled!

RECOMMENDATION:

It is recommended that the Burleigh County Board of Commissioners adopt the proposed resolution.

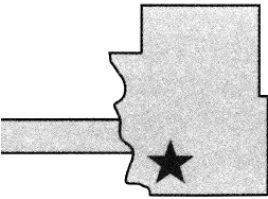
PROPOSED RESOLUTION:

THEREFORE, BE IT RESOLVED that the Burleigh County Commission approves the enclosed list of election inspectors and approves the County Auditor/Elections Coordinator to fill any vacancies that may exist for the 2024 Primary and General Elections.

POLLING PLACE	Inspector
Liberty Elementary School	Aaron Birst
5400 Onyx Dr	Jan Kouba
Bismarck, ND 58503	
Sunrise Elementary School	Ryan Repnow
3800 Nickerson Ave	
Bismarck, ND 58503	
East Auditorium (fka: The Element)	Tyler Hill
3220 N 19th Street	
Bismarck, ND 58503	
Wilton County Shop	Abigail Franklund
30300 93rd St NE	
Wilton, ND 58579	
4H Building	Shirley Ryberg
3715 E Bismarck Expressway	
Bismarck, ND 58501	
Lincoln Elementary School	Samuel Unruh
3320 McMurry Way	
Lincoln, ND 58504	
Menoken School	Darrel Glovich
514 Bismarck St N	
Menoken, ND 58558	
Wing Fire Hall	Doris Saeman
4 2nd Ave W	
Wing, ND 58494	
Sterling School	Barbara Knutson
118 McKenzie St	
Sterling, ND 58572	

UTTC	Johanna Nagel
3315 University Dr	
Bismarck, ND 58504	
Lord of Life Church	Greg Dehne
1143 N 26th St	Scott Kautzman
Bismarck, ND 58501	
Solheim Elementary School	Lynnell Heinert
1470 S Washington St	
Bismarck, ND 58504	
Bismarck Event Center	Duane Friedig
315 S 5th St	Tony Rohrich
Bismarck, ND 58504	
Grimsrud Elementary School	Donnell Preskey
716 W St Benedict Dr	
Bismarck, ND 58501	
	Barb Andrist
Good Shepherd Lutheran	Marcia Patrie
106 Osage Ave	
Bismarck, ND 58501	
Hillside Aquatic Complex	Judith Hammer
1719 E Boulevard Ave	
Bismarck, ND 58501	
Century Baptist Church	Kathy Lampman
205 Colt Ave	Cindy Kavlie
Bismarck, ND 58503	
GracePoint Church	Dave Schall
205 43rd Avenue NE	Errol Behm
Bismarck, ND 58503	

County of Burleigh



221 NORTH 5TH STREET • P.O. BOX 5518 • BISMARCK, NORTH DAKOTA 58506-5518

COUNTY EMPLOYEE POLL WORKERS RESOLUTION

WHEREAS, the Burleigh County Board of Commissioners believes in the election process and the continued operation of Election Day polling sites,

WHEREAS, the Burleigh County Board of Commissioners is supportive of the efforts of the Burleigh County Election Coordinator to provide a seamless, efficient Election Day for the voters of Burleigh County,

NOW THEREFORE, BE IT RESOLVED that the Burleigh County Board of Commissioners establishes the following guiding principles for county employees to work as poll workers at the various voting precincts for the June 11th Primary & November 5th General Elections:

- County Elected and Appointed Officials are urged/prompted to encourage their employees to serve as poll workers on Election Day
- County departments and agencies are encouraged to grant employees who are qualified, the necessary and adequate time off from employment for the purpose of working at the polls.
- County employee Poll Workers will use annual leave and will be paid an election worker stipend.

OR

- County employee Poll Workers will receive regular wages for the day and be paid an hourly poll worker stipend for hours in excess of regular hours.

This resolution is adopted solely for the June 11th, 2024 Primary and November 5th, 2024 General Elections.

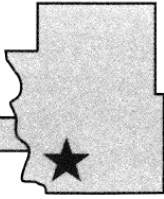
Adopted this ____ day of _____, 2024.

Mark Splonskowski, Auditor/Treasurer

Brian Bitner, Chairman

ITEM

10



Request for County Board Action

DATE: 3-18-2024

TO: Burleigh County Commission

FROM: Mark Splonskowski

ITEM: Bismarck Planning Commission

REQUEST: Appoint one person to the Bismarck City Planning Commission.

BURLEIGH COUNTY
AUXILIARY BOARD
APPLICATION FORM

Name: Lora Wilson

Address: 515 Greenfield Lane Bismarck, ND 58503

Home Phone: _____ Work: _____ Cell: _____

Email: _____

Board or Commission on which you prefer to serve:

Bismarck Planning and Zoning

List below the skills or qualifications you could bring to this Board or Commission:

I am a stay at home mom to 7 children ages 14 and under and care about the future of our city and county.

If you have any special interest or reason for serving on this Board or Commission, please explain below.

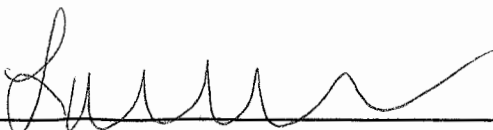
I watch the Burleigh Commission meetings and saw that you need someone to serve from the ETA.

Principal Occupation/Source of Income (check one)

- | | | | |
|-------------------------------------|------------------------------------|--|---|
| <input type="checkbox"/> Farmer | <input type="checkbox"/> Military | <input type="checkbox"/> Investor/Retired | <input type="checkbox"/> Clerical & Sales |
| <input type="checkbox"/> Laborer | <input type="checkbox"/> Craftsman | <input checked="" type="checkbox"/> Business Owner | <input type="checkbox"/> Professional |
| <input type="checkbox"/> Government | <input type="checkbox"/> Student | <input type="checkbox"/> Other | |

List the name of each business or trust that is NOT the principal source of income, in which you have a financial interest: Luigi's Ice Cream

List below the associations or institutions with which you are closely associated, or serve as a director or officer: Cathedral School PTO Vice President

Signature:  Date: 2-23-24

Please return application to: Burleigh County Auditor/Treasurer - PO Box 5518 - Bismarck ND 58506

OFFICE USE ONLY

Date Appointed by Commission _____

Term Start Date _____

Term End Date _____

Oath Returned _____

BURLEIGH COUNTY
AUXILIARY BOARD
APPLICATION FORM

Name: Sheldon A. Sivak

Address: 7115 30th Ave NE Bismarck, ND 58501

Home Phone: _____ Work: _____ Cell: _____

Email: _____

Board or Commission on which you prefer to serve:

Bismarck Planning & Zoning Commission

List below the skills or qualifications you could bring to this Board or Commission:

I've been involved in the industry (went through the planning & zoning process) on my own property.

If you have any special interest or reason for serving on this Board or Commission, please explain below.

I have lived here in Burleigh County for over 30 yrs and want to help make it a better place. I have served in the military and
Principal Occupation/Source of Income (check one) have experience in Law Enforcement.

- | | | | |
|-------------------------------------|------------------------------------|---|---|
| <input type="checkbox"/> Farmer | <input type="checkbox"/> Military | <input type="checkbox"/> Investor/Retired | <input type="checkbox"/> Clerical & Sales |
| <input type="checkbox"/> Laborer | <input type="checkbox"/> Craftsman | <input type="checkbox"/> Business Owner | <input type="checkbox"/> Professional |
| <input type="checkbox"/> Government | <input type="checkbox"/> Student | <input checked="" type="checkbox"/> Other | |

List the name of each business or trust that is NOT the principal source of income, in which you have a financial interest:

Rock Hills Storage, LLC
Rock Hills Investments, LLC

List below the associations or institutions with which you are closely associated, or serve as a director or officer:

I work closely with the Bismarck/Mandan Lacrosse Association and help out with Legacy High School Sports

Signature: [Signature] Date: 2-5-24

Please return application to: Burleigh County Auditor/Treasurer - PO Box 5518 - Bismarck ND 58506

OFFICE USE ONLY

Date Appointed by Commission _____

Term Start Date _____

Term End Date _____

Oath Returned _____

ITEM

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