



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 |
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May 6, 2024

5:00 PM

Invocation and Pledge of Allegiance presented by Chaplain.

COUNTY PARK BOARD

1. Meeting called to order.
2. Roll call of members
3. Approval of October 2, 2023, minutes, and March 18, 2024, minutes and bills.
4. Driscoll Park.
5. Kimball Bottoms.
6. Kniefel Boat ramp.
7. Other Business.
8. Adjourn.

COUNTY COMMISSION

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 April 15, 2024, meeting minutes and bills.
5. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, and special events permits.
 - c. Second access permits.

6. County Engineer Hall:
 - a. **PUBLIC HEARING** on petition to vacate section line.
7. County Planning Director Flanagan:
 - a. Baker Subdivision final plat.
 - b. **PUBLIC HEARING** on amendment to the Burleigh County Zoning Ordinance.
8. County Sheriff Leben:
 - a. Retirement Release of Law enforcement K-9.
 - b. Burleigh East Renovation Project.
9. Finance Director Jacobs:
 - a. County Jail maintenance fund.
 - b. Burleigh/Morton County Detention Center bond update.
 - c. Budget Committee/hearings.
10. States Attorney Lawyer:
 - a. Request to convert an Attorney I position into an Investigator position.
11. Comm. Munson:
 - a. Request for funding for the Lewis and Clark Development group.
 - b. Missouri Valley Complex Committee request.
12. Chairman Bitner:
 - a. ETA Stormwater drainage.
 - b. Carbon Capture utilization and storage, Pipeline update.
13. Auditor/Treasurer Splonskowski:
 - a. Bids for the Missouri Valley Complex farmland.
14. Other Business.
15. Adjourn.

BURLEIGH COUNTY WEED BOARD.

1. Meeting called to order.
2. Roll call of members.
3. Approval of the January 17th, 2024, meeting minutes.
4. Discussion on weed officer position and contracted applicator services.
5. Other business.

6. Adjourn.

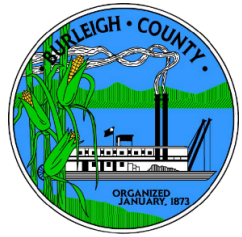
7. The next regularly scheduled Commission meeting will be on May 20th, 2024.

Mark Splonskowski

Burleigh County Auditor/Treasurer



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April 15, 2024

5:00 PM

COUNTY COMMISSION

Invocation and Pledge of Allegiance presented by Chaplain.

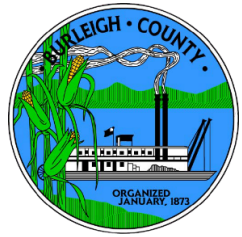
1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Approval of agenda.
4. Consideration and approval of the April 1, 2024, meeting minutes and bills.
5. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, gaming site authorization and special events permits.
 - c. Resolution authorizing County Auditor/Treasurer to make payment upon demand for invoices for appointed County Coroner.
6. Lewis and Clark Development Group Executive Director Brent Ekstrom.
7. Sheriff Leben:
 - a. Detention Center report.
8. Comm. Munson:
 - a. Bismarck Burleigh Public Health.
9. Auditor/Treasurer Splonskowski:
 - a. Missouri Valley Complex lease.
10. Other Business
11. Adjourn.

The next regularly scheduled Commission meeting will be on May 6th, 2024.

Mark Splonskowski
Burleigh County Auditor/Treasurer



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April 1, 2024

5:00 PM

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 18, 2024, meeting minutes and bills and the February 27, 2024, special meeting minutes.
5. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, gaming site authorization and special events permits.
6. Telecommunications Week Proclamation.
7. County Human Resources Director Binder:
 - a. Employee Turnover report.
 - b. RFP – Draft for Timekeeping, Payroll and HRIS System.
 - c. Salary variance request.
8. County Finance Director Jacobs:
 - a. Update on Detention Center sales Tax.
 - b. 2023 Year-end budget variance and General Fund balance update.
9. County Engineer Hall:
 - a. County Highway 10 mill and overlay project concurrence letter.

- b. Petition to vacate section line.
- c. Award of bids for chip seal projects.
- d. Award of bids for Special Assessment District #76.
- e. Approve selection of consultant firm for Hwy 10 mill and overlay.

10. County Sheriff Leben:

- a. Traffic safety grant.
- b. Update on Detention Center Lawsuit.

11. Comm. Munson:

- a. Home Rule Charter measure discussion.

<https://www.youtube.com/watch?v=A4UDOIQJV0Y>

12. Auditor/Treasurer Splonskowski:

- a. Missouri Valley Complex land lease discussion.

13. Other Business

14. Adjourn.

The next regularly scheduled Commission meeting will be on April 15th, 2024.

Mark Splonskowski

Burleigh County Auditor/Treasurer



Lincoln, Fort Rice, Riverview, Florence Lake, Burnt Creek, Canfield, Lyman, & Phoenix
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Burleigh County Commission and Park Board Meeting Agenda

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

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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. Commissioner 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



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March 4, 2024

5:00 PM

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 February 21, 2024, meeting minutes and bills.
5. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, and special events permits.
 - c. Painted Woods Township Service Agreement.
6. County Planning Director Flanagan:
 - a. Special use permit.
7. County HR Director Binder:
 - a. Travel Reimbursement Policy
 - b. Electronic Communication Devices & Internet Usage Policy
 - c. Weed Control Officer Job Description and Update
8. Deputy Auditor/Treasurer Caya:
 - a. Applications for Bismarck Planning and Zoning Commission.
9. County Engineer Hall
 - a. Vacate Section Line – Public Hearing
10. Other Business
11. Adjourn.

The next regularly scheduled Commission meeting will be on March 18th, 2024.

Mark Splonskowski, Burleigh County Auditor/Treasurer



Lincoln, Fort Rice, Riverview, Florence Lake, Burnt Creek, Canfield, Lyman, & Phoenix
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Burleigh County Commission Special Meeting Agenda

February 27, 2024

6:00 PM

The Burleigh County Commission and the Morton County Commission are scheduled to meet on February 27th, 2024, at 6:00 P.M in the Morton County Courthouse Commission Room located at 210 2nd AVE NW Mandan, ND.

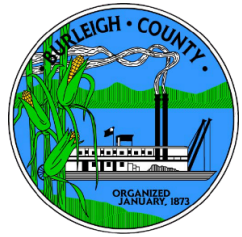
Call to Order.

1. Discuss the Burleigh/Morton Detention Center sales tax.

Mark Splonskowski
Burleigh County Auditor/Treasurer/Tax



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February 21, 2024

5:00 PM

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 February 5, 2024, meeting minutes and bills.
5. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, and special events permits.
 - c. Morton County MOU.
 - d. City Abatement.
6. County Tax Director Allan Vietmeier:
 - a. State tax credit.
7. Assistant County engineer Daniel Schriock:
 - a. Developer Waiver Request.
8. States Attorney Lawyer:
 - a. Public Service Commission order.
9. Auditor/Treasurer Splonskowski:
 - a. Funds transfer request.
10. Other Business
11. Adjourn.

The next regularly scheduled Commission meeting will be on March 4th, 2024.

Mark Splonskowski
Burleigh County Auditor/Treasurer



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February 5, 2024

5:00 PM

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 January 17, 2024, meeting minutes and bills.
5. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, and special events permits.
 - c. Check Replacement.
 - d. Second access permit
6. County Engineer Hall:
 - a. **PUBLIC HEARING:** Petition to vacate section line.
 - b. Authorization to advertise for bids.
 - c. Petition to vacate section line.
 - d. Award of bids.
7. County Planning Director Flanagan:
 - a. Appeal of special use permit application.
 - b. FEMA Letter of final determination.
8. County Finance Director Jacobs:
 - a. Detention Center sales tax update.
9. Commissioner Munson:
 - a. Home Rule Charter ballot language.
 - b. Request for Easement across Missouri Valley Complex for city sewer.
 - c. Missouri Valley Complex Committee.
10. Chairman Bitner:
 - a. Provident Building RFP award.

11. Election Coordinator Hart:

a. Election worker update.

12. Other Business

13. Adjourn.

The next regularly scheduled Commission meeting will be on February 21st, 2024.

Mark Splonskowski

Burleigh County Auditor/Treasurer



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January 17, 2024

5:00 PM

COUNTY WEED BOARD

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Review of Rod Backman weed bill.
4. Discussion about future meetings location and recording.
5. Other Business.
6. Adjourn.

COUNTY COMMISSION

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Invocation and Pledge of Allegiance presented by Chaplain.
4. Approval of Agenda.
5. Public comment (excluding public hearing items.)
6. Consideration and approval of the January 3rd, 2024, meeting minutes and bills.
7. Consent Agenda:
 - a. Abatements.
 - b. Resolution authorizing County Auditor/Treasurer to make payment upon demand for all invoices and claims for utility services, gas, fuel, and oil (per Bill Payment Policy).
 - c. Designation of depositories.
 - d. Applications for licenses, raffles, and special events permits.
 - e. Check replacement.
 - f. Second Access permit request.
8. Assignment of portfolios.

9. County Engineer Hall:

- a. PUBLIC HEARING on petition to vacate section line.
- b. 2024 Project priority list.

10. Commissioner Schwab:

- a. State Property Tax credit.

11. Daniel Schwartz:

- a. MOU between Burleigh County and the University of Mary.

12. Sherrif Leben:

- a. Quarterly Report.

13. Chairman Bitner:

- a. Official appointment of Leigh Jacobs as County Finance Director.
- b. Provident Building RFP for steam coil piping replacement.
- c. Election status update.

14. Comm. Munson:

- a. Fair Board discussion.

15. Other Business.

Adjourn.

The next regularly scheduled Commission meeting will be on February 5th, 2024.

Mark Splonskowski

Burleigh County Auditor/Treasurer/Tax



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January 3, 2024

5:00 PM

COUNTY COMMISSION

1. Meeting called to order, board reorganization (election of chair & vice-chair) and assignment of portfolios.
2. Roll call of members.
3. Invocation and Pledge of Allegiance presented by Chaplain.
4. Approval of Agenda.
5. Public comment (excluding public hearing items.)
6. Consideration and approval of the December 18th, 2023, meeting minutes and bills.
7. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, and special events permits.
8. County planner Flanagan:
 - a. Braunagel Subdivision.
 - b. Apple Creek Township Joint Powers Agreement.
9. County Engineer Hall:
 - a. Petition to vacate section line.
 - b. Authorization to advertise for bids.
 - c. Authorization to advertise for bids, Highway 10 project.
 - d. Engineering services for the Hwy 10 project.
 - e. 2024 Project Priority list.
 - f. Developer Waiver Request.
10. Commissioner Munson:

a. Equine and Ag Center discussion.

11. Elections Coordinator Hart:

a. Precinct split update.

12. Auditor/Treasurer Splonskowski:

a. Update on interest earnings and department unused funds.

b. Consideration of Auxiliary board applications.

c. Rod Backman Weed bill.

13. Other Business

14. Adjourn.

The next regularly scheduled Commission meeting will be on January 17th, 2024.

Mark Splonskowski

Burleigh County Auditor/Treasurer