



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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December 18, 2023

5:00 PM

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 December 4th, 2023, meeting minutes and bills.
7. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, and special events permits.
 - c. Check replacements.
 - d. City of Wing Letter of concurrence.
8. County Planning Director Flanagan:
 - a. Permit Fee waiver request.
 - b. Public Hearing on OHV Ordinance.
9. States Attorney Lawyer:
 - a. Attorney recruitment and retention.
10. County Engineer Hall:
 - a. Petition to vacate section line.
 - b. Fund transfer.
11. HR Director Binder:
 - a. Holiday Policy.
 - b. Weed control Officer position update and alternate Job Description.
 - c. Update on the Finance Positions.

12. Commissioner Munson:

- a. Burleigh County Equestrian Center.

13. Auditor/Treasurer Splonskowski:

- a. Consideration of applications for Auxiliary Boards.

14. Other business.

15. Adjourn.

The next regularly scheduled Commission meeting will be on January 3rd, 2024.

Mark Splonskowski

Burleigh County Auditor/Treasurer



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December 4, 2023

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

COUNTY COMMISSION

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Approval of Agenda.
4. Public comment (excluding public hearing items.)
5. Consideration and approval of the November 20nd, 2023, meeting minutes and bills.
6. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, and special events permits.
 - c. <https://youtu.be/shhiA7xJeJg> Commissioner Schwab's meeting with City and County staff about the Renaissance Zone.
7. County Engineer Hall:
 - a. PUBLIC HEARING for SAD #76 Falconer Estates.
 - b. Maintenance certification.
8. Daniel Nairn:
 - a. Renaissance Zone letter of intent.
9. Shandra Ziemann-Bolinske
 - a. County extension update.
10. Human Service Zone Director Chelsea Flory:
 - a. Vehicle procurement.
11. Julie Lawyer:
 - a. Attorney recruitment and retention.
12. County Election Coordinator Lisa Hart:

a. 2024 Precincts and Polling Locations.

13. Adjourn.

The next regularly scheduled Commission meeting will be on December 18th, 2023.

Mark Splonskowski

Burleigh County Auditor/Treasurer/Tax



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Burleigh County Commission Agenda

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

November 29, 2023

NOTICE OF SPECIAL MEETING

12:30 PM

1. Meeting called to order by Chairman of the Board.
1. Executive session under North Dakota Century Code 44-04-19.1 and 44-04-19.2 for attorney consultation and negotiation relating to pending litigation case "King, et. al. vs. Burleigh County".
2. Reconvene in open session
3. Adjourn

Mark Splonskowski
Burleigh County Auditor/Treasurer



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November 20, 2023

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

COUNTY COMMISSION

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Approval of agenda.
4. Public comment (excluding public hearing items.)
5. Consideration and approval of the November 1st, 2023, meeting minutes and bills.
6. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, and special events permits.
7. County Engineer Hall:
 - a. Developer Waiver Request.
8. States Attorney Lawyer:
 - a. Opioid settlement funds.
9. County Planner Flanagan:
 - a. Aberle Park 4th subdivision.
 - b. Riverbend subdivision.
 - c. CLH Acres final subdivision.
10. Emergency Manager Senger:
 - a. Emmons County Joint powers agreement.
 - b. Sheriff's Dept. vehicle rotation.
11. Sherriff Leben:
 - a. Crossroads Tavern update.
 - b. Back the Blue Program.

- c. Part time nurse positions.

12. Commissioner Bitner:

Provident building Discussion.

- a. Blinds for office space.
- b. RFP Discussion.
- c. Building name discussion.

13. Auditor/Treasurer Splonskowski

- a. Outstanding checks.
- b. Auxiliary Board applications.

14. Other Business:

15. Adjourn.

The next regularly scheduled Commission meeting will be on December 4th, 2023.

Mark Splonskowski

Burleigh County Auditor/Treasurer/Tax



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November 1, 2023

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

COUNTY COMMISSION

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Approval of Agenda.
4. Public comment (excluding public hearing items.)
5. Consideration and approval of the October 5th special meeting minutes, and October 16th, 2023, meeting minutes and bills.
6. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, and special events permits.
7. Daniel Nairn:
 - a. Renaissance Zone program.
8. HR Director Binder:
 - a. Finance Department update.
9. County Engineer Hall:
 - a. Bids for motor graders.
10. Comm. Munson:
 - a. Home rule charter update.
11. Other Business:
12. Adjourn.

The next regularly scheduled Commission meeting will be on November 20th, 2023.

Mark Splonskowski

Burleigh County Auditor/Treasurer/Tax



Bismarck City Commission & Burleigh County Commission Combined Meeting

The Bismarck City Commission and Burleigh County Commission are scheduled to meet on Tuesday, October 24, 2023, at 3:00 PM in the Tom Baker Meeting Room, City/County Office Building, 221 North Fifth Street, Bismarck, North Dakota.

Call to Order

1. Discuss Public Health Joint Powers Agreement.
[2024 Joint Powers Agreement Burleigh County.pdf](#)
2. Discuss City/County Building and Municipal Court Lease Agreements.
[2024 City County Building Lease Agreement.pdf](#)
[2024 Burleigh County Courthouse Lease Agreement.pdf](#)
3. Discuss City/County IT Services Agreement.
[2023 IT Services - Burleigh County Contract.pdf](#)

Adjourn



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October 16, 2023

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

COUNTY COMMISSION

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Approval of Agenda.
4. Public comment (excluding public hearing items.)
5. Consideration and approval of the October 2nd, 2023, meeting minutes and bills.
6. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, and special events permits.
7. County Planner Flanagan:
 - a. Lengenfelder subdivision.
8. County Sheriff Leben:
 - a. Quarterly Jail report.
 - b. Deputy Sheriff unfunded-backfill positions.
9. HR Director Binder:
 - a. Open enrollment for 2024.
 - b. Temporary stipend for position in Auditor/Treasurer office.
 - c. Adjustments for the Highway maintenance and shop maintenance workers in the Highway department.
10. County Auditor/Treasurer Splonskowski
 - a. Re-evaluation of job descriptions for the finance department.
 - b. Unclaimed property.

- c. Consideration of changing collection process for 911 fees.
11. Bismarck Rural Fire Chief Dustin Theurer
 - a. Bismarck Rural Fire Department station 2 ARPA fund request.
 12. Commissioner Bitner:
 - a. Electrical bid for Provident Building.
 13. County engineer Hall:
 - a. Township maintenance agreement.
 - b. Joint Powers agreement.
 14. Commissioner Schwab:
 - a. Weed board discussion.
 15. Kevin Seher:
 - a. Baldwin resident property concerns.
 16. Executive session under NDCC 44-04-19.2 for contract negotiation.
 17. Other Business:

 18. Adjourn.

The next regularly scheduled Commission meeting will be on November 1st, 2023.

Mark Splonskowski
Burleigh County Auditor/Treasurer/Tax



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

Unorganized Townships

Burleigh County Commission Special Meeting Notice/Agenda

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



October 5, 2023

3:00 PM

COUNTY COMMISSION

1. Meeting called to order by Chairman of the Board.
2. Roll call of members.
3. Consultation services for the finance position.
4. Re-evaluation of job descriptions for finance department.
5. Adjourn.

Mark Splonskowski

Burleigh County Auditor/Treasurer/Tax



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October 2, 2023

5:00 PM *Invocation and Pledge of Allegiance presented 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 21st, 2023, meeting minutes and bills.
4. Dave Mayer:
 - a. County Docks update.

COUNTY COMMISSION

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Approval of Agenda.
4. Public Comment (excluding public hearing items.)
5. Consideration and approval of the September 13, 20, and 25, 2023 meeting minutes and bills.
6. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, and special events permits.
 - c. Access permit.
7. Public hearing concerning objections to the minimum sales prices as determined for the annual tax sale (November 21, 2023)
8. Commissioner Munson:
 - a. Missouri Valley Complex.
 - b. Review of land appraisal for proposed multi-purpose ag facility.

9. County HR Director Pam Binder:
 - a. Finance Department discussion.
 - b. NDCER public safety defined benefit retirement plan.
10. Planning Director Flanigan:
 - a. Zoning change.
 - b. Horseshoe Flats subdivision.
11. County Engineer Hall:
 - a. 71st Ave NE Roundabout.
 - b. Authorization to advertise for bids.
 - c. Annual fee schedule.
 - d. Developer waiver request.
 - e. Falconer Estates.
 - f. 2nd Approach permit, Finley.
 - g. 2nd approach permit, Rauhauser.
12. Commissioner Schwab:
 - a. Weed board discussion.
13. Commissioner Bitner:
 - a. Architect RFP for Provident Building.
14. Auditor Splonskowski:
 - a. Public Health Contract.
 - b. City I.T Contract.
15. Other Business:
16. Adjourn.

Mark Splonskowski
Burleigh County Auditor/Treasurer/Tax

Next scheduled Commission meeting is October 16th, 2023.



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Burleigh County Commission Special Meeting Notice/Agenda



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

September 25th, 2023

8:00 AM COUNTY COMMISSION

1. Meeting called to order by Chairman of the Board.
2. Roll call of members.
3. Auditor/Treasurer Splonskowski will present the request for clarification on the following items voted upon at the County's final budget hearing.
 - a. Highway dept.
 - b. Boat ramps.
4. Adjourn

Mark Splonskowski
Burleigh County Auditor/Treasurer



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September 20, 2023

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

COUNTY COMMISSION

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Approval of Agenda.
4. Public comment (restricted to items on the agenda excluding public hearing items.)
5. Consideration and approval of the September 6, 2023, meeting minutes and bills.
6. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, and special events permits.
 - c. 2nd Access permit.
7. Sherriff Leben:
 - a. Traffic Safety Grant.
8. Commissioner Schwab:
 - a. Equine center discussion.
9. Bismarck/Burleigh Public Health Discussion.
10. Auditor/Treasurer Splonskowski:
 - a. Establishment of minimum sales prices for property acquired by the County through tax deed proceedings (non-payment of real estate taxes).
 - b. Approval of 2024 meeting calendar.
11. 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, 2024. 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.

12. Open **PUBLIC HEARING** regarding **Final 2024 Budget**

- Motion to approve appropriate (maximum) levies for the Unorganized Townships.
- Motion to Adopt 2024 Final Budget & appropriate 2023 mill levies.

13. Adjourn.

The next regularly scheduled Commission meeting will be on October 2nd

Mark Splonskowski

Burleigh County Auditor/Treasurer/Tax



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September 13, 2023

1:00 PM

COUNTY COMMISSION

1. Swear in of Steve Bakken to County Commission
2. Meeting called to order by Chairman of the Board.
3. Election of Chairman and Vice Chairman of the Board and portfolio assignments.
4. Roll call of members.
5. Discussion of 2024 budget.
6. Adjourn.

Mark Splonskowski

Burleigh County Auditor/Treasurer



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September 6, 2023

5:00 PM *Invocation by Chaplain*

COUNTY COMMISSION

1. Meeting called to order.
2. Election of Chairman of the board and Vice Chairman of the board if applicable.
3. Roll call of members.
4. Approval of agenda.
5. Consideration and approval of the August 21, 2023, meeting minutes and bills.
6. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, and special events permits.
7. Chelsea Flory:
 - a. Zone Board reappointment.
8. City of Bismarck Mayor Michael Schmitz:
 - a. Bismarck Burleigh Public Health.
9. Daniel Nairn:
 - a. Renaissance Zone Program
10. Marcus Hall:
 - a. Falconer Estates Subdivision
 - b. County Highway 10 load restrictions.
 - c. 2023 Highway fund balance.
 - d. ARPA funds allocations.
11. Kelly Leben:
 - a. ATV update
12. Commissioner Munson:

- a. Equine Center discussion.
13. Commissioner Woodcox:
- a. Budget discussion.
14. Discussion on filling vacant Commission position.
15. Other Business:
16. Adjourn.

Mark Splonskowski
Burleigh County Auditor/Treasurer



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August 21, 2023

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 of the July 19, 2023, meeting minutes and bills.
4. Discussion of City Recreation line item in budget.
5. Discussion of Equine Center.

COUNTY COMMISSION

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Approval of Agenda.
4. Public Comment. (Restricted to items on the agenda not including public hearing items.)
5. Consideration and approval of the August 7, 2023, meeting minutes and bills.
6. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, and special events permits.
 - c. Check replacements.
7. Justin Schulz:
 - a. 2022 audit results.
8. Mitch Flanagan:
 - a. Public Hearing on draft OHV Ordinance.

- b. Appeal of permit denial for Sherri Fisher.
- c. Appeal of permit denial for Cam Knutson

9. City of Lincoln Mayor Keli Berglund:

- a. Clarification on the 66th St Bridge project.

10. Marcus Hall:

- a. Apple Creek Speed Limit

11. Justin Schulz:

- a. Capital Improvement Plan Policy.

12. Comm. Woodcox:

- a. Budget discussion

13. Other Business.

14. Adjourn.

Mark Splonskowski

Burleigh County Auditor/Treasurer/Tax



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August 7, 2023

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. Approval of Agenda.
4. Consideration and approval of the July 19, and July 20, 2023 special meeting minutes and bills.
5. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, special events and access permits and check replacements.
6. Marcus Hall:
 - a. Public Hearing on petition to vacate section line.
 - b. Township road mileage.
 - c. Developer waiver request.
 - d. American Rescue Plan
7. Mitch Flanagan:
 - a. Klings Subdivision final plat.
 - b. Amendments to articles 12 and 33 Burleigh County Zoning Ordinance.
8. Commissioner Munson:
 - a. Missouri Valley Fairground.
9. Commissioner Woodcox:
 - a. Budget Discussions

10. Chair Matthews:

- a. Discussion on Provident building project.
- b. Designation of delegate to the Annual NDACo Conference.

11. Other Business:

12. Adjourn.

Mark Spłonski

Burleigh County Auditor/Treasurer/Tax



Burleigh County Commission Special Meeting Agenda



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July 20, 2023

4:00 PM

1. Meeting called to order by Chairman of the Board.
2. Funding options for the 66th Street Railroad overpass.
3. Adjourn.

Mark Splonskowski
Burleigh County Auditor/Treasurer



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July 19, 2023

8:30 A.M *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 5th, 2022, meeting minutes and bills.
4. Update on Steckel Landing grant application.
5. Other Business:
6. Adjourn.

COUNTY COMMISSION

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Approval of Agenda.
4. Public Comment. (Restricted to items on the agenda not including public hearing items.)
5. Consideration and approval of the July 5, 2023, meeting minutes and bills.
6. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, and special events permits.
 - c. Access permits.
7. Daniel Nairn.
 - a. Update on Renaissance Zone Program
8. County Planning Director Mitch Flanagan:
 - a. Zoning authority for Glenview Township.

- b. Aberle Park Subdivision.
- c. OHV Ordinance.

9. Chair Matthews:

- a. Update on OHV ordinance.

10. Commissioner Munson

- a. Consideration of remaining applicants for the Home Rule Charter Committee.

11. Human Resources Director Pam Binder

- a. County Finance Director Position.

12. Marcus Hall.

- a. American Rescue Plan

13. County Deputy Finance Director Justin Schulz.

- a. County bidding policy.

14. County Auditor/Treasurer Mark Splonskowski

- a. Lawsuit update.
- b. Bismarck Tire parking lot sale review.
- c. City/County leases.

15. Deputy Finance Director Justin Schulz:

- a. Preliminary budget review.
- b. Motion to adopt preliminary budget and call for final budget hearing September 20, 2023.

16. Julie Lawyer.

- a. Letter to the States Attorney General

17. Other Business:

18. Adjourn.

Meeting will begin at 8:30 AM July 19, 2023 and will run until adjourned or 2:50 PM at the



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latest. If needed the Commission will recess and reconvene at 8:30 AM July 20, 2023

Mark Splonskowski

Burleigh County Auditor/Treasurer/Tax



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July 5, 2023

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. Approval of Agenda.
4. Public comment (restricted to items on the agenda excluding public hearing items.)
5. Consideration and approval of the June 19, 2023, meeting minutes and bills.
6. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, special events permits, and fireworks permit.
 - c. Applications for access permits.
7. Mitch Flanagan:
 - a. Public Hearing on Proposed Resolution to amend Articles 12 and 33.
 - b. Public Service Commission Resolution.
8. Marcus Hall:
 - a. Request to relinquish right of way.
 - b. Developer Waiver request.
 - c. American Rescue Plan.
9. Justin Schulz
 - a. Burleigh County Bidding Policy.
10. Mark Splonskowski:
 - a. Courthouse and City /County Building Leases.
11. Other Business:
12. Adjourn.

Mark Splonskowski

Burleigh County Auditor/Treasurer/Tax



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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June 19, 2023

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. Approval of Agenda.
4. Consideration and approval of the June 5, 2023, meeting minutes and bills.
5. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, and special events permits.
6. Chair Matthews:
 - a. Provident Building Remodel.
 - b. Burleigh County Board of Health Schools update.
 - c. Haven Hills Community
7. Commissioner Schwab:
 - a. Update on CO2 pipeline.
8. Commissioner Bitner
 - a. Reconsideration of 3rd access permit.
9. Marcus Hall:
 - a. 2nd approach permit.
 - b. 71st roundabout.
 - c. Request to relinquish unused platted right of way.
 - d. Selection of Houston Engineering for Hydrology and Hydraulics design.
10. Julie Lawyer:
 - a. Vacation of Easement for a Public Road

11. HR Director Pam Binder:
 - a. County Finance Director Position.
 - b. Highway Maintenance Worker II Additional FTE

12. County Planning Director Mitch Flanagan:
 - a. Proposed Resolution

13. Sherrif Kelly Leben:
 - a. Crossroads Tavern Liquor License.
 - b. Request to accept Donation from Fraternal Order of Eagles #2237

14. Brian Ritter:
 - a. Chamber EDC Update.

15. County Auditor/Treasurer Mark Splonskowski:
 - a. City/County Building 1st floor lease.

16. Other Business

17. Adjourn.

Mark Splonskowski
Burleigh County Auditor/Treasurer/Tax



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June 5, 2023

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 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 1, 2023, meeting minutes and bills.
4. Update on County boat ramps.
5. Other Business:
6. 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 May 15, 2023, meeting minutes and bills.
5. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, and special events permits.
 - c. Request for 2nd access permit
6. County Engineer Marcus Hall:
 - a. Developer Waiver Request
 - b. Parker Kilde 3rd Approach Permits.
 - c. Public Hearing for Vacation of Easement for Public Road
7. County Sherrif Kelly Leben:
 - a. Asset Forfeiture Funding Request.
 - a.1 Mobile Data Terminals
 - a.2 Video/Audio Redaction Software and Equipment
 - b. Burleigh County Asset Forfeiture Fund and Procedure
 - c. Country Financial Donation
 - d. Quarterly Jail report
8. County Planning Director Mitch Flanagan:
 - a. Appeal of Permit Denial.
 - b. Resolution to Amend Article 12 and 33.
9. Commissioner Munson:
 - a. Consideration of Applicants for the Home Rule Charter Committee.
 - b. Missouri Valley Complex Committee
 - c. Ag and Equestrian Center
10. Commissioner Bitner:
 - a. Provident Building update.
11. County Auditor/ Treasurer Mark Splonskowski:
 - a. Update on potential sale of Bismarck Tire Parking Lot.
12. Deputy Finance Director Justin Schulz:
 - a. County Involvement Budget.
13. Chair Matthews:

- a. Appointment of a Commissioner to the Lewis and Clark Regional Development Council.

14. County HR Director Pam Binder:

- a. Burleigh County Health Insurance Plan.

15. Other Business:

16. Adjourn.

Mark Splonskowski

Burleigh County Auditor/Treasurer/Tax



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



Burleigh County Commission Agenda

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

May 16, 2023

NOTICE OF SPECIAL MEETING

11:00 AM

1. Open and convene session
2. Executive session under North Dakota Century Code 44-04-19.1 and 44-04-19.2 for attorney consultation and negotiation relating to pending litigation case “King, et. al. vs. Burleigh County”.
3. Reconvene in open session
4. Adjourn

Mark Splonskowski
Burleigh County Auditor/Treasurer



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



Burleigh County Commission Meeting Agenda

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May 15, 2023

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. Approval of Agenda.
4. Consideration and approval of the April 24th Special meeting minutes, May 1, 2023, meeting minutes and bills.
5. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, and special events permits.
6. Aquatic Nuisance resolution.
7. Request premium money for 4-H Achievement Days
8. Request of support for the 4th of July Symphony Spectacular.
9. Marcus Hall:
 - a. Approve the selection of an engineering consultant firm for the Preliminary and Design Engineering of Bridge #08-115-37.0.0 Project, and the removal of Bridge #08-133-44.0
 - b. Review the City of Wilton's request for additional American Rescue Plan Funds
 - c. Accept platted right of way.
10. H.R. Director Pam Binder:
 - a. Closure of the NDPERS Plan to future employees.
 - b. County Administrator job description.
 - c. Commission meeting memo.

11. Comm. Woodcox:

a. Missouri Valley Complex discussion.

12. Chair Matthews:

a. Bismarck Tire parking lot discussion.

b. Bismarck- Burleigh Public Health Discussion.

13. Comm. Munson:

a. Lease rate evaluation.

14. Other Business:

15. Adjourn.

Mark Splonskowski

Burleigh County Auditor/Treasurer/Tax



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

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May 1, 2023

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 3, 2023, meeting minutes and bills.
4. Update on access audit.
5. Other Business:
6. 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 17, 2023, meeting minutes and bills.
5. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, and special events permits.
6. Public hearing on Essentia Health Bond request.
7. County Engineer Marcus Hall:
 - a. Accept platted right of way shown on Norb's Subdivision.
 - b. Authorize the proper County Officials to enter into a contract with the low bidder for Township Gravel Hauling.

- c. Authorize the proper County officials to submit application for reimbursement from the State Snow Removal Assistance Program.
 - d. City of Wilton ARPA funds request
 - e. Authorize the proper County Officials to enter into contract with low bidder for Hay Creek, Gibbs, Riverview Townships, and County roadway chip seal contracts.
8. Review of Bismarck Planning and Zoning board member applicants.
9. Re-appointment of County Coroner and Deputy Coroners.
10. Deputy County Finance Director Just Schulz:
- a. Update the approval of ARPA Funds for the Provident Building.
 - b. Department Head recommendations
11. Commissioner Munson
- a. Evaluating lease rates with Bismarck
 - b. Create a home rule charter Committee to work on possible Increase/swap of sales tax revenue.
12. Other Business:
13. Adjourn.

Mark Splonskowski
Burleigh County Auditor/Treasurer/Tax



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

Unorganized Townships

Burleigh County Commission Special Meeting Notice/Agenda



First Floor Meeting Room, City/County Office Building, 221 N 5th St, Bismarck

April 24th, 2023

3:00 PM COUNTY COMMISSION

1. Meeting called to order by Chairman of the Board.
2. Roll call of members.
3. County Deputy Finance Director Schulz will be conducting a County finance workshop, the following items will be discussed.
 - A. Fairgrounds
 - B. Provident Building
 - C. Professional Building Parking Lot
 - D. Bismarck Tire Parking Lot
 - E. Sheriff Dept Shop (Old Hwy Dept)

 - F. Wells Fargo Lot
 - G. 0.5 cent sales tax
 - H. Investment Review
 - I. \$7M ARPA fund allocation
 - J. County Administrator
 - K. Public Information Officer
 - L. New Building General Plan and Budget
 - M. \$400,000 ARPA Interest Income - Transfer to the General Fund?
 - N. Long-Term Commitment from the State on Social Services Lease
 - O. Challenges and Opportunities - Annual Plan
 - P. 2024 Budget Priorities
4. Adjourn.

Mark Splonskowski
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 5th St, Bismarck

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April 17, 2023

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. Approval of Agenda.
4. Consideration and approval of the April 3, 2023, meeting minutes and bills.
5. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, and special events permits.
6. HR Director Pam Binder:
 - a. Job Classification process policy
 - b. Auditor/Treasurer/Tax Equalization Department job analysis and Department Review Project.
7. County Planning Director Flanagan:
 - a. Public hearing on proposed lot modification.
 - b. Consideration of Ordinance and official statement letter to the Public Service Commission.
8. Major Gary Schaffer:
 - a. Approval to re-classify one 24/7 Coordinator position from grade 6- 24/7 Coordinator to grade 7-Deputy Sherrif.
9. PUBLIC HEARING –
SAD # 75 – Towne and Country Estates and Morgan Country Estates Subdivision
 - o *Motion to confirm and certify special assessments (with amendments as needed)*
10. County Deputy Finance Director Schulz:
 - a. Approval of Burleigh County Finance Manual.

11. Chair Matthews:

- a. Approval of 2024 lease of the first floor of the City/County Building.
- b. Update on the Bismarck/Burleigh County meetings.
- c. Discussion on a timeline for a potential off-road vehicle ordinance.

12. Other Business:

13. Adjourn.

Mark Splonskowski

Burleigh County Auditor/Treasurer/Tax



Lincoln, Fort Rice, Riverview, Florence Lake, Burnt Creek, Canfield, Lyman, & Phoenix
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April 3, 2023

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 6, 2023, 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. Approval of Agenda.
4. Consideration and approval of the March 20, 2023, meeting minutes and bills.
5. Consent Agenda:
 - a. Abatements.
 - b. Appoint Mike Heim to a 6-year term for the Special Assessment Commission.
 - c. Applications for licenses, raffles, and special events permits.
6. CenCom Communications Director Dannenfelzer:
 - a. National Public Safety Telecommunications Week.
7. Essentia Health Preliminary Resolution requesting a Public Hearing.
8. County Deputy Finance Director Schulz:
 - a. Introduce Finance Manual.
9. County Sheriff Leben:
 - a. 2022/2023 North Dakota Department of Transportation Traffic Safety Grant.
10. County Engineer Hall:

a. Award of Bids – Re-Bid.

11. County Planning Director Flannigan:

a. Resolution of Moratorium for Hazardous Liquid Pipelines within Burleigh County.

12. Other Business:

13. Adjourn.

Mark Splonskowski

Burleigh County Auditor/Treasurer/Tax



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

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March 20, 2023

5:00 PM *Invocation by Chaplain*

South Central Judicial District Presiding Judge Romanick to administer Oath of Office for newly elected Auditor/Treasurer.

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 March 6, 2023, Commission Meeting minutes and bills; March 3, 2023, County Highway Workshop Meeting minutes; March 8, 2023, Special Meeting minutes.
5. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, and special events permits.
6. Burleigh County Tax Assessor Vietmeier Tax Abatements:
 - a. Weishan Jin, 800 S. 3rd Street.
7. Colliers Resolution approving 2023 Bonds.
8. Deputy Finance Director Schulz:
 - a. 2022-year end budget adjustments.
 - b. 2022 year-end General Fund balance update.
 - c. 2023 Budget update.
9. Public Health 2022-year end update.
10. County Engineer Hall:
 - a. Accepting Platted Right of Way.
 - b. Approve the selection of an engineering consultant firm for the Construction Engineering of Bridge #08-117-05.0 Project.
 - c. Award of Bids.

- d. Authorization to accept an overrun in the consultant agreement for the Design Engineering of Bridges o our 66th Street SE Railroad Overpass.
- e. Authorization to enter into an AIA Agreement for the predesign of a County Equestrian and Ag Center.
- f. Utility Permit.

11. County Planning Director Flanagan:

- a. Special Use Permit.

12. County HR Director Binder:

- a. Resolution for support of SB 2239 & opposition of HB 1040.

13. County Sheriff Leben:

- a. Covid Mitigation Grant.

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 Special Meeting Notice/Agenda



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

March 8, 2023

1:00 PM COUNTY COMMISSION

1. Meeting called to order by Chairman of the Board.
2. Roll call of members.
3. Executive Session to discuss King et al v. Burleigh County under N.D.C.C § 44-04-17.1.
4. Adjourn.

Leo Vetter
Burleigh County Auditor/Treasurer



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

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March 6, 2023

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 December 19, 2022, meeting minutes and bills.
4. Revisit ADA Audit prepared by ACT Services.
5. Other Business:
6. 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 February 23, 2023, meeting minutes and bills.
5. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, and special events permits.
6. County Planning Director Flanagan:
 - a. Review the amended Health Statement.

PUBLIC HEARINGS – Ordinance concerning Hazardous Liquid Pipelines.

7. Review Glenview Township draft zoning plan and MOA.
8. Discussion to post the Agenda Packet to the Burleigh County website prior to the meeting.
9. Discussion to have Statement from Burleigh County Commission to the PSC.
10. Other Business:

11. Adjourn.

Leo Vetter

Burleigh County Auditor/Treasurer



Lincoln, Fort Rice, Riverview, Florence Lake, Burnt Creek, Canfield, Lyman, & Phoenix
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February 23, 2023

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. Approval of Agenda.
4. Consideration and approval of the February 6, 2023, meeting minutes and bills.
5. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, and special events permits.
 - c. Second access permit for Corey Hendricks.
6. Jaden Deckert with Soil Conservation introduction of himself and his position.
7. Health Officer's Opinion Regarding Threat to Public Health, Welfare and Life Safety of CO2 pipeline.
8. State's Attorney Lawyer:
 - a. Opinion on a conflict in roles and duties serving as County Auditor and City Commissioner.
9. A copy of the SCS Carbon Transport LLC Application is on file for review in the County Auditor's Office.
10. Pipeline follow up with State's Attorney Lawyer and Building Director Flanagan.
11. County Planning Director Flanagan:
 - a. Recommendation of Zoning Change for Country Hill 3rd Subdivision.
 - b. Recommendation of the Country Hills 3rd Subdivision Plat.
12. County Engineer Hall:
 - a. Award of bids; Township Gravel Hauling.
 - b. Award of bids; Crushing of Gravel.

- c. Award of bids; Furnishing Concrete and Metal Culverts.
- d. Award of bids; painted pavement markings.
- e. Award of bids; Dust Control.
- f. Award of bids; mill and overlay of Apple Creek Roadway from the City Limits to the west limit of the 66th Street SE Railroad Overpass project.
- g. Authorization to accept an overrun in the consultant agreement for the Design Engineering of Bridges on our 66th Street SE Railroad Overpass project.
- h. Award of bids; mill and overlay of 93rd Street NE from Highway 10 to the entrance of McDowell Dam Recreational area.
- i. Award of bids; widening and paving of 71st Avenue NE from Aleutian Drive to 80th Street.
- j. Authorization to accept an overrun in the consultant agreement for the Design Engineering of Bridges on our 66th Street SE Railroad Overpass project.
- k. Update to the 66th Street NE I94 Interchange Project.

13. Other Business:

14. Adjourn.

Leo Vetter

Burleigh County Auditor/Treasurer



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

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February 6, 2023

5:00 PM *Invocation by Chaplain*

1. Meeting called to order by the Chairman of the Board.
2. Roll call of members.
3. Approval of the agenda, consideration and approval of the January 18, 2023 meeting minutes and bills.
4. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, and special events permits.

PUBLIC HEARINGS – Vacate Section Line.

County Commission convenes as the County Board of Health

1. Mitch Flanagan:
 - a. Consideration of a Public Health Statement Due to Risk of Exposure to Hazardous Liquid Gas

Reconvene as Burleigh County Commission

PUBLIC HEARINGS – Ordinance concerning Hazardous Liquid Pipelines.

5. Amend Budget for the new Accountant position and discuss Finance Director posting.
6. Review Financial information shared on January 13, 2023.
7. County Engineer Hall:
 - a. Developer Waiver Request
 - b. Authorization to seek design services from consultant engineering firms on the 66th Street NE I94 Interchange
 - c. 2nd and 3rd Approach Permits
8. Commissioner Munson:
 - a. Revisit the subject to create a City of Bismarck and Burleigh County Special Committee
 - b. Close the contract with JLG for work performed at the Provident Building

9. Commissioner Schwab:

a. NDSU Extension – Burleigh County Agent Performance Reviews

10. Other Business:

11. Adjourn.

Leo Vetter

Burleigh County Auditor/Treasurer



Lincoln, Fort Rice, Riverview, Florence Lake, Burnt Creek, Canfield, Lyman, & Phoenix
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January 18, 2023

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 January 4, 2023, meeting minutes, January 13, 2023, Special meeting minutes and bills.
4. Consent Agenda:
 - a. Abatements.
 - b. Applications for licenses, raffles, and special events permits.
 - c. Stop payment on lost instrument No. 124322, 124456 and reissue payment.
5. Dana Brandenburg requesting permission to pile snow on County property near the Detention Center.
6. County Engineer Hall:
 - a. Authorization to advertise for bids.
 - b. Emergency Funds.
 - c. Authorization to seek a consultant engineering firm to design the reconstruction of 08-115-37.0, 08-126-40.0 and 08-117-43.0.
 - d. Authorization to seek a consultant engineering firm to perform construction engineering services for the reconstruction of Bridges 08-117-05.0.
 - e. McLean County Cost Share Project.
 - f. Award of Bids.
7. Bismarck Parks and Recreation District Operations Director David Mayer:
 - a. NDDOT Grant for trails.
8. County Sheriff Leben:
 - a. Jail report.
9. County HR Director Binder:
 - a. Job classification overview.

10. Revisit additional accountant in the Auditor/Treasurer's Office.
11. Commissioner Matthews:
 - a. Request to create the City of Bismarck-Burleigh County Special Committee.
 - b. Discussion of meeting protocol, procedures, during meetings and possible public comment on agenda.
12. County State's Attorney lawyer:
 - a. Home Rule Charter/Ordinance procedures.
 - b. Ordinance for the regulation of Land Use when Transporting Hazardous Liquid through a Hazardous Liquid Pipeline.
13. County Planning Director Flanagan:
 - a. Proposed Resolution.
14. Provident Building Renovation update:
 - a. Review design updates.
 - b. Review budget/estimate.
15. Other Business:
16. 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

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January 4, 2023

5:00 PM *Invocation by Chaplain*

1. Meeting called to order, board reorganization (election of chair & vice-chair), assignment of portfolios, etc.
2. Roll call of members.
3. Consideration and approval of the December 19, 2022, meeting minutes and bills.
4. 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.
5. Reappoint Bismarck Planning Commission – one (1) five (5) year term.
6. County Planning Director Flanagan:
 - a. Discussions for Draft Ordinance for the Regulation of Land Use When Transporting Hazardous Liquid through a Hazardous Liquid Pipeline.
7. County Emergency Management Director Senger:
 - a. 2023 Memorandum of Understanding with Rough Rider Snowmobile Association.
 - b. 2023 Joint Powers Agreement with Emmons County.
8. County Engineer Hall:
 - a. Authorization to advertise for bids.
9. Other Business:
10. Adjourn.

Leo Vetter

Burleigh County Auditor/Treasurer