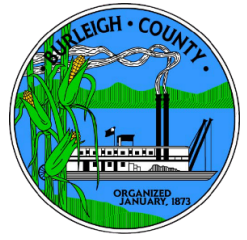




Lincoln, Fort Rice, Riverview, Florence Lake, Burnt Creek, Canfield, Lyman, & Phoenix  
Unorganized Townships



## Burleigh County Commission Meeting Agenda

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

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

**June 15<sup>th</sup>, 2026**

**5:00 P.M.**

*Invocation and Pledge of Allegiance presented by Chaplain.*

### **COUNTY PARK BOARD**

1. Meeting called to order.
2. Roll call of members.
3. Approval of Agenda.
4. Consideration of May 4, 2026, meeting minutes. (Pg. 3)
5. **PUBLIC COMMENT.** *Restricted to Burleigh County residents and landowners.*
6. Commissioner Munson:
  - a. Reorganization of the Burleigh County Park Board.
7. Other Business.
8. Adjourn.

### **COUNTY COMMISSION**

1. Meeting called to order.
2. Roll call of members.
3. Approval of Agenda.
4. Consideration of June 1<sup>st</sup>, 2026, meeting minutes and bills and June 5<sup>th</sup> special meeting minutes. (Pg. 17)
5. **PUBLIC COMMENT.** *Restricted to Burleigh County residents and landowners.*
6. Consent Agenda: (Pg. 22)
  - a. Abatements.
  - b. Special event permits.
  - c. Liquor Licenses.
  - d. Capital Electric MOU.
7. Commissioner Bakken:
  - a. Funatix update.

8. J. Daniel Schwartz, President/CEO Nexus Planning and Consulting:
  - a. UMary MOU. (Pg. 83)
  
9. County Engineer Schriock: (Pg. 90)
  - a. Cruz Subdivision ROW Acceptance.
  - b. Township Mileage Certification.
  - c. Moffit Road Mill & Overlay Project.
  
10. Commissioner Munson: (Pg. 103)
  - a. Budget questions.
  
11. Other Business.
  
12. Adjourn.

The next regularly scheduled Commission meeting will be on July 6, 2026.

*Mark Splonskowski*  
Burleigh County Auditor

**COUNTY  
PARK  
BOARD**

**BURLEIGH COUNTY PARK BOARD  
MEETING MINUTES  
MAY 4<sup>TH</sup>, 2026**

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

Chairman Bitner called the Burleigh County Park Board meeting to order.

Rollcall of the members: Commissioners Steve Bakken, Errol Behm, Jeffery Herman, Wayne Munson, Steve Schwab, Jerry Woodcox, and Chairman Brian Bitner were present.

Motion by Comm. Bakken, 2<sup>nd</sup> by Comm. Munson to approve the agenda with adding an item after item seven regarding boat ramp dredging bids. Commissioners Bakken, Behm, Herman, Munson, Schwab, Woodcox, and Chairman Bitner voted 'AYE'. ***Motion carried.***

Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Bakken to approve the April 20<sup>th</sup>, 2026 meeting minutes. Commissioners Bakken, Behm, Herman, Munson, Schwab, Woodcox, and Chairman Bitner voted 'AYE'. ***Motion carried.***

Chairman Bitner opened the meeting to public comment.

- No public comment was heard.

Chairman Bitner closed the public comment segment.

Commissioner Munson addressed the item on the agenda regarding the campgrounds but redirected it to a discussion on staffing for a County Parks employee. Comm. Munson stated that Human Resources was going to extend an offer to a candidate today, May 4<sup>th</sup>, 2026. The employee, if hired, would likely work from early June through the end of July. He stated that Human Resources is developing a hybrid job description combining County Highway and Park responsibilities. Comm. Munson said that he and Comm. Schwab would be conducting interviews at some point for the full-time hybrid position. He stated that he had a person volunteer to monitor the Kneifel campground, without compensation, who would check campsites daily, monitor length of stay compliance, and report any issues to Comm. Munson or law enforcement. Discussion was had and the consensus was to move forward pending a discussion with Human Resources Director Binder on liability issues.

Commissioner Munson started a discussion on bids to clean the vault toilets at the County parks. He said that the bids were very expensive and suggested a couple cleanings until a temporary employee is hired. The Commission discussed the expense and requested Interim Finance Director Schmidt to look into budgetary options for the expense. Chair Bitner requested this item be placed on the agenda for the next meeting. Discussion was had. Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Bakken to approve two cleanings of the vault toilets by an outside vendor prior to the hiring of a seasonal employee. Commissioners Bakken, Behm, Herman, Munson, Schwab, Woodcox, and Chairman Bitner voted 'AYE'. ***Motion carried.***

Commissioner Munson presented a request for authorization from the Board to approve the bids for dredging the boat ramps if the bid comes in under \$10,000 per ramp. Motion by Comm. Bakken, 2<sup>nd</sup> by Comm. Behm to authorize Comm. Munson to approve the bids for dredging if they are under \$10,000 per boat ramp. Commissioners Bakken, Behm, Herman, Munson, Schwab, Woodcox, and Chairman Bitner voted 'AYE'.  
***Motion carried.***

No other business was heard.

Meeting adjourned.

**5:15 PM**

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Mark Splonskowski, Auditor

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Brian Bitner, Chairman

DRAFT

Addenda item for the June 15, 2026 Meeting

Action Requested: As the county continues to grow, we need to look at a new plan for the County Park Board.

Description: As I look at the County Park Board, I see many opportunities to change and grow.

- 1) I recommend that we combine the Park Board and the Missouri Valley Complex portfolios into one
- 2) I recommend creating a Park Board with 5 at large commissioners and 2 elected County Commissioners.
- 3) The Missouri Valley Complex will report directly to the Park Board, rather than the County Commission.
- 4) A Park Manager will need to be hired to run the operations of the combined Park operation.

I have prepared the 2027 budget accordingly

Action needed: I would only request that we place this information in your hands during the June meeting with a follow up meeting in July to approve or deny with recommendations.

# Strategic Reorganization of the Burleigh County Park District: A Comprehensive Governance and Operational Transition Plan

The administrative evolution of the Burleigh County Park District represents a seminal shift in the regional management of public recreational assets. The Bismarck Parks and Recreation District (BPRD) acted as the primary operational agent for Burleigh County's park inventory through a series of cooperative agreements and joint powers frameworks. However, the formal decision by the BPRD Board of Park Commissioners on November 20, 2025, not to renew the management agreement with the Burleigh County Commission has fundamentally altered the landscape of local governance. <sup>1</sup> This conclusion of service, effective at the end of the 2025 calendar year, encompasses the management of all county boat ramps, county - owned parks, and the significant Missouri Valley Complex. <sup>1</sup> Consequently, the Burleigh County Commission is now tasked with the standalone reorganization of its park district, a process that necessitates a rigorous adherence to the North Dakota Century Code (NDCC), a strategic realignment of fiscal resources, and the establishment of an independent administrative infrastructure.

The necessity of this reorganization is punctuated by the termination of the joint powers agreement regarding the riverfront mill levy, an action initiated per Burleigh County's direction and finalized by the BPRD in December 2025<sup>2</sup>. This move signifies a broader trend toward administrative autonomy, allowing the county to tailor its recreational offerings to the specific needs of its constituency. The transition requires a sophisticated understanding of the legal authorities granted under NDCC Chapter 11-28 and 1128.1, as well as the practical challenges of maintaining complex river access sites and specialized recreation areas like Kimball Bottoms.

## Statutory Architecture and Governance Framework

The reorganization must first be anchored in the legal mandates provided by North Dakota law. NDCC Section 11-28-01 dictates the composition of the board of county park commissioners. The Burleigh County Park Board is structured as a seven-member body, integrating five elected county commissioners with two "lay" members who must be resident citizens of the county. <sup>4</sup> This hybrid structure is designed to ensure that the policy -making body remains directly accountable to the electorate through the commissioners while benefiting from the specialized focus and community perspective of the appointed residents.

Under Section 11-28-02, the terms for these appointed members are fixed at three years, with a requirement that vacancies be filled by the board of county commissioners as soon as practicable.<sup>4</sup> The internal organization of the board is equally regulated; within twenty days of appointment or personnel changes, the board must select a chairman and establish a meeting schedule.<sup>4</sup> In Burleigh County, these meetings are typically held in conjunction with regular County Commission sessions at 5:00 PM on an as-needed basis in the Tom Baker Meeting Room.<sup>6</sup>

Park Board recommended changes for 2027.

Change the membership make up of 2 County Commissioners and 5 public members at large. Missouri Valley Complex committee to become a sub committee of the Park Board.

### Mandatory Roles of County Officials

A critical element of the reorganization is the statutory integration of existing county offices into the park district’s administrative function. This ensures fiscal and legal oversight without the immediate need for a parallel bureaucracy.

County Official	Statutory Role in Park District	Legal Authority
County Auditor	Serves as Secretary of the Park Board	NDCC 11-28-03 <sup>4</sup>
County Treasurer	Serves as Treasurer and Custodian of Funds	NDCC 11-28-03 <sup>4</sup>
State’s Attorney	Acts as Legal Adviser and Prosecutor/Defender	NDCC 11-28-03 <sup>4</sup>
County Commission	Appointing authority for lay members and mill levy oversight	NDCC 11-28-01, 11-28-06 <sup>4</sup>

The requirement that park funds be maintained in a separate account by the county treasurer is a fundamental safeguard.<sup>4</sup> As the county transitions away from BPRD management, it must ensure that all previously shared revenues, are correctly accounted for and transferred into

this dedicated county fund.<sup>2</sup> This separation of funds prevents the diversion of park resources for general county purposes and maintains the transparency required for public audit.

## Comprehensive Asset Inventory and Site -Specific Considerations

The Burleigh County park system is characterized by its focus on Missouri River access and large-scale rural recreation. This inventory is distinct from the neighborhood -park model of the city, requiring different maintenance equipment and expertise.

### Boat Ramp and River Access Facilities

The county's boat ramps are arguably its most vital and labor-intensive assets. These facilities provide the primary public conduit to the Missouri River and Lake Oahe for residents and visitors.

- **Kniefel Landing (Burnt Boat):** Located near the Bismarck city limits, this site is a high-traffic river access point. Recent discussions have focused on the maintenance and operation of its fish cleaning station and the ongoing need for dredging to ensure navigability.<sup>8</sup>
- **Kimball Bottoms (The Desert):** This 400-acre site is a complex multi-use area featuring off-road vehicle (ORV) trails, primitive camping, and shoreline fishing.<sup>10</sup> Management of this site requires coordination with the US Army Corps of Engineers (USACE), as it operates under federal shoreline management policies.<sup>11</sup>
- **McLean Bottoms (Rifle Range):** Another significant river access point, often used by hunters and recreational boaters. Its proximity to other county and state lands necessitates clear boundary management.<sup>6</sup>
- **Steckel Park (Wilton):** Serves the northern portion of the county, providing essential water access for residents near the Wilton area.<sup>6</sup>

### Dedicated Parks and Specialized Complexes

- **Driscoll Sibley Park:** A historic and community-oriented park that hosted a time capsule reveal in 2024, highlighting its role as a repository of local heritage.<sup>13</sup> It features camping and picnic shelters that require seasonal staff for reservation management and cleaning.<sup>6</sup>
- **Missouri Valley Complex:** A versatile facility that includes community gardens and space for large-scale events like the Central Dakota Card Show.<sup>2</sup> The 2017 Master Plan for this complex remains the guiding document for its future development.<sup>6</sup>
- **Mitchell Lake (Wing):** Provides water-based recreation in the eastern part of the county,

requiring monitoring of water quality and habitat preservation. <sup>6</sup>

- **Swenson Park:** Outdoor recreation area located at 62nd Ave. SE in Lincoln, ND, just east of the Bismarck area

## Administrative and Personnel Infrastructure

Transitioning away from BPRD means the county can no longer rely on the city's specialized parks staff, from horticulturists to maintenance mechanics.

Future needs within the Park District will require a staff:

2026: Temporary Park Maintenance Tech (through July of 2026)

2026 / 2027: Hybrid Park Maintenance / Highway

2027:

Park District manager

Hybrid Park/Highway

2028: Addition of Full time Park Maintenance Tech

## Regulatory Ordinances and Public Safety

One of the most immediate requirements of the reorganization is the adoption of a comprehensive set of park ordinances. Previously, BPRD ordinances were enforced by both park staff and the Burleigh County Sheriff.<sup>30</sup> The county must now draft its own rules that reflect the specific needs of its properties.

### Key Areas for New Ordinances

- **Animal Control:** Current BPRD rules require animals to be on a leash no longer than six feet and mandate the cleanup of excrement.<sup>31</sup> The county should adopt similar standards, particularly for high-density areas like Driscoll Sibley Park and McDowell Dam.<sup>10</sup>
- **Firearms and Projectiles:** BPRD generally prohibited the discharge of firearms in parks, with narrow exceptions for archery ranges or special deer reduction licenses.<sup>30</sup> Burleigh County's rural parks, such as McLean Bottoms, are often adjacent to hunting areas, requiring more nuanced ordinances that balance recreational safety with traditional land uses.<sup>6</sup>
- **Camping and Length of Stay:** To prevent semi-permanent residency in primitive areas like Kimball Bottoms, the county should maintain the 14-day limit within any 30-day period.<sup>6</sup>
- **Off-Highway Vehicles (OHVs):** The management of Kimball Bottoms (The Desert) is predicated on the regulation of OHVs. The county has already begun drafting a new OHV ordinance to address enforcement and signage.<sup>24</sup>

## Strategic Implementation Checklist for the Burleigh County Commission

This reorganization should be approached in four distinct phases, ensuring legal, financial, and operational readiness.

### Phase 1: Institutional Foundation (Months 1 -3)

The focus of this phase is the formal establishment of the board and the legal framework.

- **Formal Resolution of Reorganization:** The Commission should pass a resolution citing NDCC 11-28 to officially assume all management duties previously delegated to BPRD.<sup>1</sup>
- **Board Member Orientation:** Conduct training for the two lay members on their fiduciary duties and the open meeting laws under NDCC 44-04-20.<sup>4</sup>
- **Bylaw Adoption:** Establish regular meeting dates that do not conflict with other major county boards, ensuring the Auditor can fulfill the role of Secretary.<sup>4</sup>
- **Ordinance Drafting:** Task the State's Attorney with drafting a unified set of county park

ordinances, incorporating necessary OHV and river-access regulations.<sup>24</sup>

- **Separate Account Activation:** Confirm the Treasurer has established the dedicated Park District Fund and that any trailing revenues from BPRD are deposited there.<sup>2</sup>

## Phase 2: Administrative and Staffing Setup (Months 3 -6)

This phase builds the internal capacity to manage the parks.

- **Finalize Staffing Plan:** Adopt the job descriptions for the Park District Manager Park Maintenance Technician.<sup>9</sup>
- **Equipment Acquisition:** Identify and purchase essential maintenance equipment. The 2026 preliminary budget includes the sale and purchase of equipment like Pickups, trailer, and Lawn mowers through the Highway Department, which may be shared with the Park District.<sup>25</sup>
- **NDIRF Enrollment:** Complete the comprehensive liability and hazard survey for all county park sites to ensure uninterrupted insurance coverage.<sup>26</sup>
- **Service Contract RFPs:** Issue bids for specialized services that the county may not yet have the capacity to perform, such as septic pumping for vault toilets or large -scale mowing.<sup>33</sup>

## Phase 3: Operational Transition and Site Management (Months 6 -9)

This phase involves the physical takeover of the properties.

- **Lease/Permit Transfer:** Work with the USACE to ensure all management permits for Kimball Bottoms and other federal -interfaced lands are in the county's name.<sup>10</sup>
- **Facility Safety Audit:** Conduct a baseline inspection of all docks, ramps, and playground equipment to establish a prioritized maintenance schedule.<sup>26</sup>

## Phase 4: Long-term Strategic Planning (Months 9 -12+)

The final phase looks toward the sustainable future of the district.

- **Mill Levy Evaluation:** Based on actual operational data from the first six months, determine the necessary mill levy for the 2027 fiscal year to maintain service levels without relying on reserves.<sup>4</sup>
- **Master Plan Update:** Re-evaluate the 2017 Missouri Valley Complex Master Plan to ensure it aligns with the county's independent vision.<sup>6</sup>
- **Grant Pipeline Development:** Establish a recurring schedule for applying for state grants like the Park District Facility Renovation Grant.<sup>34</sup>
- **Community Engagement:** Initiate a regular series of public forums to solicit input on the direction of the county parks, ensuring the "lay" members act as a conduit for resident feedback.<sup>4</sup>

## **Inter -Departmental and Inter -Agency Cooperation**

The success of a standalone county park district in a region with a lean administrative tradition relies heavily on cooperation. The reorganization should not seek to replicate BPRD's urban model but rather to forge a "Burleigh Model" that utilizes existing county strengths.

### **The Role of the Water Resource District**

The Burleigh County Water Resource District is a crucial partner. Its jurisdictional boundaries match those of the county, and it already possesses regulatory authority over dams and watercourses.<sup>15</sup> At McDowell Dam, the BCWRD has been the lead agency for major projects like the supplemental water supply from Apple Creek.<sup>14</sup> The Park District should view the BCWRD not just as a landlord at McDowell Dam, but as a technical partner for all water-based recreation sites.

### **Cooperation with the Highway Department**

The Highway Department is the county's most well-resourced operational entity. Its role in addressing Apple Creek erosion near Sibley Drive demonstrates its capacity for emergency infrastructure repair.<sup>35</sup> By formalizing a relationship where the Highway Department provides heavy equipment and engineering expertise for park roads and boat ramps, the Park District can remain "lean" while ensuring professional-grade maintenance.

### **Law Enforcement and the Sheriff's Office**

With the cessation of BPRD enforcement, the Burleigh County Sheriff's Department becomes the primary law enforcement agency for the parks. The Commission should consider a dedicated "Parks Patrol" during peak season, particularly to manage the ORV activity at Kimball Bottoms.<sup>10</sup> This requires a clear understanding of the park ordinances and the police powers granted under NDCC 11-28.1-01.<sup>3</sup>

## The Future of the Missouri Valley Complex

The Missouri Valley Complex serves as the headquarters for several county functions and remains a focal point of the reorganization. The recent decision to approve the management of community gardens for 2026 as requested by the county suggests that this site will remain a hub of public-private partnership.<sup>2</sup>

The master planning committee for this complex includes representatives from the County Commission, the Park Board, and BPRD leadership, alongside stakeholders like the ND Game and Fish and the Junior/High School Rodeo.<sup>6</sup> As the reorganization progresses, the county must ensure that these partnerships are preserved, even as the administrative lead shifts. The ongoing discussion regarding special assessments for Midwest Drive highlights the complexities of urban infrastructure development at the edge of the county's jurisdiction.<sup>37</sup>

## Strategic Insights into Regional Recreation Trends

The decision to reorganize occurs at a time of shifting recreational preferences. Data from McDowell Dam indicates a significant increase in vehicle traffic, with over 58,000 vehicles entering in 2020.<sup>14</sup> This surge in outdoor activity, likely spurred by post-pandemic shifts in leisure behavior, places additional strain on primitive county facilities that were not designed for high-frequency use.

The "Desert" (Kimball Bottoms) similarly faces pressures from specialized recreation like OHV use. The county's ability to manage these high-impact uses through zoning, ordinances, and physical site improvements will determine the long-term viability of these areas. The feasibility study for Kimball Bottoms discussed in late 2025 will be a foundational document for the new Park Board as they balance access with environmental stewardship.<sup>8</sup>

## Conclusion: A Vision for an Autonomous Burleigh County Park District

The transition of the Burleigh County Park District from a city -managed adjunct to an independent county entity is a complex but necessary undertaking. By adhering to the statutory requirements of NDCC 11 -28, the county ensures a governance structure that is both legally sound and democratically accountable. The use of reserve funds in the 2026 budget provides a fiscal cushion, allowing the board to build its administrative and maintenance capacity without immediate tax increases.

The reorganization plan outlined here provides a roadmap for the Commission to navigate the legal, financial, and operational challenges of this transition. By focusing on its unique river-based assets, leveraging the strengths of existing county departments like the Highway and Water Resource Districts, and establishing clear, enforceable ordinances, Burleigh County can create a park system that serves as a vital resource for its citizens. The move toward autonomy is not just a separation from the city district but an opportunity to refine and elevate the county's commitment to its rural heritage and the natural beauty of the Missouri River valley.

This reorganization marks the beginning of a new chapter in Burleigh County governance—one where the stewardship of public lands is held directly by those elected to lead the county, supported by a professional staff and a dedicated citizenry. The success of this model will serve as a testament to the county's ability to adapt to changing administrative realities while maintaining its core values of fiscal responsibility and service to the public. Through the careful execution of this plan, the Burleigh County Park District is poised to become a premier example of modern, effective county -level park management in the state of North Dakota.

**COUNTY**

**COMMISSION**

**BURLEIGH COUNTY COMMISSION  
MEETING MINUTES  
JUNE 1<sup>ST</sup>, 2026**

**3:35 PM**

The Burleigh County Commission convened pursuant to law as the County Board of Equalization.

Chairman Bitner called the Board of Equalization to order.

Roll call of the members: Commissioners Wayne Munson, Jerry Woodcox, and Chairman Brian Bitner present. Commissioner Steve Schwab arrived later in the meeting and Commissioner Steve Bakken was absent.

County Tax Equalization Director Al Vietmeier presented a summary of the 2026 Burleigh County Equalization Report.

Appeals submitted by Timothy and Lynell Thueson, NETREIT Bismarck LLC, Cass Oil Co, Schwan Family Partnership, Belfield Access Terminal LLC, Leslie Cole, and Andrew Schmidt & Ermuun have been received and are under review.

County residents Jeff Hinz, Christine Blowers, Kurt Kessler, Marella Krein, Kevin Miller, Bonnie Dahl, and Tony Wilson requested assistance from the Tax Equalization Office to review their property and make adjustments as necessary.

**4:37 PM**

Chair Bitner adjourned the County Board of Equalization and convened as the Board of Equalization for the Unorganized Townships.

Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Woodcox to approve the assessments of the Unorganized Townships or otherwise noted in the minutes. Commissioners Munson, Schwab, Woodcox, and Chairman Bitner voted 'AYE'. ***Motion carried.***

Chairman Bitner adjourned the Board of Equalization for the Unorganized Townships and reconvened as the County Board of Equalization.

**4:38 PM**

Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Schwab to approve Agricultural Land values to implement North Dakota State Tax Department recommendation on the average value per acre. Commissioners Munson, Schwab, and Chairman Bitner voted 'AYE'. Commissioner Woodcox voted 'NAY'. ***Motion carried.***

Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Woodcox to approve the assessments of the Cities of Bismarck, Regan, Wing, South Wilton, and Lincoln or otherwise noted in the minutes. Commissioners Munson, Schwab, Woodcox, and Chairman Bitner voted 'AYE'. **Motion carried.**

Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Woodcox to approve the assessments of the Organized and Unorganized Townships or otherwise noted in the minutes. Commissioners Munson, Schwab, Woodcox, and Chairman Bitner voted 'AYE'. **Motion carried.**

Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Woodcox to approve application for property tax exemption for improvements to commercial and residential buildings (NDCC § 57-02.2) as recommended by County Tax Equalization Director Allan Vietmeier or otherwise noted in the minutes. Commissioners Munson, Schwab, Woodcox, and Chairman Bitner voted 'AYE'. **Motion carried.**

Motion by Comm. Woodcox, 2<sup>nd</sup> by Comm. Schwab to approve and accept the 2026 real property assessments as equalized, to authorize the County Tax Director to make corrections to property values in Burleigh County as needed, and further to adjourn sine die or otherwise noted in the minutes. Commissioners Munson, Schwab, Woodcox, and Chairman Bitner voted 'AYE'. **Motion carried.**

Meeting Adjourned.

**4:40 PM**

**5:03 PM** *Invocation by Chaplain and Pledge of Allegiance*

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

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

Motion by Comm. Bakken, 2<sup>nd</sup> by Comm. Munson to approve the agenda. Commissioners Bakken, Munson, Schwab, Woodcox, and Chairman Bitner voted 'AYE'. **Motion carried.**

Motion by Comm. Bakken, 2<sup>nd</sup> by Comm. Munson to approve the May 18<sup>th</sup>, 2026 meeting minutes and the bills. Commissioners Bakken, Munson, Schwab, Woodcox, and Chairman Bitner voted 'AYE'. **Motion carried.**

Chairman Bitner opened the meeting to public comment.

- County Residents Tom Fettig and Kim Fettig spoke.

Chairman Bitner closed the public comment segment.

Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Bakken to approve the Kristopher Nicholson, Donn Lang, Jack Langan, Brian Mehlhoff, Henry & Mary Decoteau, Karen Koster, Shelly Martel, and Benita Repnow abatements and the rest of the consent agenda in its entirety. Commissioners Bakken, Munson, Schwab, Woodcox, and Chairman Bitner voted 'AYE'. **Motion carried.**

Burleigh County Extension Agent Kelsey Deckert presented an update of programming and introduced the new Agriculture & Natural Resource Agent Seth Boechler who provided some personal history.

County resident Ben Gehrig requested consideration of a zoning text amendment to prohibit new data centers. County residents Terry Effertz, Rachel Heidel, Dustin Gawrylow, Gale Becker, Donald Vollar, Travis Jensen, Chris Freeman, Jan Wangler, Any Buntrock, Michael Berg, and Lanny Kenner spoke on the subject. Discussion was had. No action was taken.

County resident Ben Gehrig requested consideration of an ordinance to prohibit and remove Flock safety cameras. Discussion was had. No action was taken.

County State's Attorney Julie Lawyer presented information on new job descriptions and reclassifications. Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Bakken to approve the new job descriptions for Legal Assistant / Restitution Clerk and Legal Assistant II / Restitution Backup and approve the reclassifications of Legal Assistant I to Legal Assistant II / Restitution Clerk and Legal Assistant II to Legal Assistant II / Restitution Backup with the modification of salary to pay grade 5 / step 12 and to approve the reclassification of Investigator to pay grade 8. Commissioners Bakken, Munson, Schwab, Woodcox, and Chairman Bitner voted 'AYE'. **Motion carried.**

County Planning Director Mitch Flannagan presented a request for approval of a final plat. Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Bakken to approve the final plat of the Ponderosa Riverside Village 8<sup>th</sup> Subdivision. Commissioners Bakken, Munson, Schwab, Woodcox, and Chairman Bitner voted 'AYE'. **Motion carried.**

Director Flannagan presented a variance request. Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Bakken to approve the 12' variance for 3727 E. Regent Drive. Commissioners Bakken, Munson, Schwab, Woodcox, and Chairman Bitner voted 'AYE'. **Motion carried.**

Director Flannagan presented a resolution for the modification of a non-access line. Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Bakken to allow Chairman Bitner to recuse himself due to a conflict of interest. Commissioners Bakken, Munson, Schwab, and Woodcox voted 'AYE'. **Motion carried.** Chairman Bitner handed this item to Vice-Chairman Bakken to address. Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Schwab to approve Resolution 26-002 to modify the South Non-Access control line at Apple Meadows 3<sup>rd</sup> Block 1 Lot 14 reducing it from 100 feet to 60 feet. Commissioners Bakken, Munson, Schwab, and Woodcox voted 'AYE'. **Motion carried.** Motion by Comm. Bakken, 2<sup>nd</sup> by Comm. Munson to return control back to Chairman Bitner. Commissioners Bakken, Munson, and Schwab voted 'AYE'. Commissioner Woodcox voted 'NAY'. **Motion carried.**

Other Business:

- Commissioner Bakken spoke about the upcoming Bismarck / Burleigh Commission and items that will be on the agenda.

Meeting Adjourned.

**6:59 PM**

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Mark Splonskowski,  
County Auditor

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Brian Bitner,  
Chairman

DRAFT

**BURLEIGH COUNTY COMMISSION  
SPECIAL MEETING MINUTES  
JUNE 5, 2026**

**10:00 AM**

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

Roll call of the members: Commissioners Steve Bakken, Wayne Munson, Steve Schwab, Jerry Woodcox, and Chairman Brian Bitner.

Motion by Commissioner Schwab and second by Commissioner Munson to approve the special event permit. Commissioners Bakken, Munson, Schwab, Woodcox, and Chairman Bitner voted 'AYE'. **Motion carried.**

Meeting adjourned at 10:01 AM

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Mark Splonskowski  
County Auditor

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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
26-242	Alan Henning	2025	Sturgis Block: 26 Lots: 13-14	50% Homestead Credit	\$ 194,100	\$ 97,050
26-243	Alan Henning	2024	Sturgis Block: 26 Lots: 13-14	50% Homestead Credit	\$ 181,600	\$ 90,800
26-244	Douglas Morris	2025	Vision Heights Block: 2 Lot 6 & West 10' of Lot 7	50% Homestead Credit	\$ 241,200	\$ 141,200
26-245	Pamela Jimison	2024	Fisher Block: 41 Lot 6 & North 17' of Lot 7	50% Homestead Credit	\$ 186,900	\$ 93,450
26-246	John & Betty Baepple	2024	Meadow Valley Block: 3 Lot 3	50% Homestead Credit	\$ 308,800	\$ 108,800
26-249	Thomas Hayes	2024	2004 HIGHLAND 76 X 28	Mobile Home unlivable	\$ 90,972	\$ -
26-250	Thomas Hayes	2025	2004 HIGHLAND 76 X 28	Mobile Home unlivable	\$ 90,972	\$ -
26-251	Dan Ensz	2024	Flannery & Wetherby Block: 341 Lot 15 Less West 20' for Alley	100% Homestead Credit	\$ 173,900	\$ -
26-252	Charlotte Hohbein	2024	Young & Binford's Block: 1 N 13' of Lot 18 all Lot 19 & S 17' of Lot 20 and W 1/2 of Closed Alley	100% Homestead Credit	\$ 226,400	\$ 26,400
26-253	Marvin & Marian Hochhalte	2024	Park hill (Aud lots) Block: 6 East 1/2 of East 1/2 of South 199.5' of North 217.5' of Aud lot 6	100% Homestead Credit	\$ 220,800	\$ 20,800
26-254	David Gaugler	2025	Replat of Calkins Block: 8 Lot 9 & 10' vacated alley adjacent	50% Homestead Credit	\$ 247,100	\$ 147,100
26-255	Deloris Page	2025	Register's 2nd Block: 3 & S 5' of Lot 4	50% Homestead Credit	\$ 245,300	\$ 145,300
26-256	James & Audrey Kostelecky	2025	Homan Acres 3rd Block: 30 Lot 14	50% Homestead Credit	\$ 286,700	\$ 186,700
26-257	Vaughn Chesrown	2025	North Hills 1st Block: 6 Lot 2 Except East 2' & East 4' of lot 1	100% Homestead Credit	\$ 221,500	\$ 21,500
26-258	Linda Houston	2025	Replat L10 B1 North Hills 1st Block: 1 Lot 1 Fox Hill Condominiums Unit 7 & Garage Unit G-7	100% Homestead Credit	\$ 91,500	\$ -
26-259	Lloyd & Brenda Hultberg	2024	Replat of North Hills 12th Block: 2 Lot 11	50% Homestead Credit	\$ 431,100	\$ 331,100
26-260	Luella Richter	2024	North Hills 15th Block: 3 Lot 4A 4100 Coleman Street Condominium Association Unit 3	100% Homestead Credit	\$ 269,300	\$ 69,300
26-261	Angela Gallagher	2024	East View Block: 5 Lot 5	50% Homestead Credit	\$ 222,700	\$ 122,700
26-262	Clyde & Lezie Grosz	2024	Cottonwood Lake 8th Block: 1 Lot 6 991 Santa Fe Ave Condominium Assoc Unit 4 Garage Unit 4	50% Homestead Credit	\$ 229,700	\$ 129,700
26-263	Debra Hausauer	2024	Pebble Creek 5th Block: 1 Lot 5 Less that PT Taken for Auditor's Lot C & E 2930 Iowa Lane Condo Assoc Unit 3 & Garage Unit 3	50% Homestead Credit	\$ 201,600	\$ 101,600
26-264	Phyllis Schumacher	2025	Promontory Point II Block: 3 Lot 1	50% Homestead Credit	\$ 494,400	\$ 394,400
26-265	Arvin & Patricia Kilen	2025	Flannery & Wetherby Block: 46 E 100' of Lots 1-2 & E 100' of N 1/2 of Lot 3	100% Homestead Credit	\$ 198,600	\$ -
26-266	Ronald & Sally Perry	2024	Park Hill (Aud lots) Block: 2 Beg 1050.8' East of SW Cor of NE 1/4 of Sec 5 & 248.9' North of Said PT, TH West 65' North 150' East 65' South 150' to Beg	100% Homestead Credit	\$ 247,400	\$ 47,400
26-267	Ernie & Ruth Jesz	2025	Park Hill 2nd Block: 9 Lot 7	50% Homestead Credit	\$ 330,800	\$ 23,800
26-268	Bonnie Repnow	2024	Haight & Little's Block: 1 N 3.49' Lot 20 All Lots 21-22 & S 14.01' Lot 23 Williamsburg Condominium Assoc Unit 3 Building 1925	50% Homestead Credit	\$ 189,100	\$ 94,550
26-269	James Fritz	2024	Casey's 1st Block: 3 All Lot 11 Esc 6' on N to SW Cor	100% Homestead Credit	\$ 275,500	\$ 75,500
26-270	Doris Falconer	2025	Replat of Calkins Block: 1 lots 3-6 Capitol View Estates Unit 10 & Parking Space 20 & Undivided interest in Common Area	100% Homestead Credit	\$ 122,100	\$ -
26-271	Ralph & Ruth Boyer	2025	Replat Homan Acres Block: 12 Lots 20-21 Northbrook Condominiums Unit 10	100% Homestead Credit	\$ 107,500	\$ -
26-272	Christina Dosch	2024	Replat Homan Acres Block: 13 Lot F of Lot 1 Washington Court Condominiums building 2121 unit 4 & Garage 1	100% Homestead Credit	\$ 117,600	\$ -
26-273	Neil Regstad	2024	Grandview Heights Block: 1 Lots 4-5 & Lot A of Lot 6 Grandviwe Arms Condominium Unit 1	50% Homestead Credit	\$ 110,900	\$ 55,450
26-274	Harold & Bonnie Holtz	2024	Replat PT North Hills 10th Block: 4 Lot 3B of Lot 3	50% Homestead Credit	\$ 300,100	\$ 200,100
26-275	Lawrence & Astrid Senger	2024	North Hills 13th Block: 1 Lot 7	100% Homestead Credit	\$ 233,700	\$ 33,700
26-276	Jolene Schoch	2024	East View Block: 3 of lot 6 & N6' of Lot 5 East View Townhouses Unit 9 Tract N	50% Homestead Credit	\$ 161,300	\$ 80,650
26-277	Shirley & Cleon Hoggarth	2025	East View Block: 6 Lot 17	50% Homestead Credit	\$ 320,900	\$ 220,900
26-278	Edward & Margaret Pinks	2025	High Meadows 2nd Block: 2 Lot 13	50% Homestead Credit	\$ 502,200	\$ 402,200
26-279	Gary & Nancy Fuchs	2024	Gateway Commons Block: 1 Auditor's Lot C of lot 20 Sheraton Condominiums III Unit 206	50% Homestead Credit	\$ 203,700	\$ 103,700
26-280	Robert & Deborah Dolajak	2024	Pebble Creek Addition Block: 8 Lot 9	50% Homestead Credit	\$ 439,600	\$ 339,600
26-281	Harley & Mavis Routledge	2025	Sonnet Heights Subdivision 2nd Replat Block: 1 Lot 9A	50% Homestead Credit	\$ 256,600	\$ 156,600

May 30, 2026

To: Burleigh County Auditor and Burleigh County

From: Driscoll Betterment Club - Scott Whitman, President

Subject: Driscoll's Annual 4<sup>th</sup> of July Fireworks Display Permit Application

Date of Event: July 4<sup>th</sup>, 2026

Time: At dark, after sunset

Location: Driscoll, ND

The Driscoll Betterment Club (a non-profit organization) has once again hired J & J Professional Fireworks of Bismarck to put on the annual 4<sup>th</sup> of July Celebration on July 4<sup>th</sup>, 2026.

Driscoll is located on the eastern edge of Burleigh County, 32 miles east of Bismarck. This will be the 43<sup>rd</sup> Annual 4<sup>th</sup> of July Celebration for this small community. It is a proud tradition of Driscoll to host this annual celebration, a day of fun filled activities for the entire family including kid's games, bingo, food vendors and parade ending with a street dance and a spectacular fireworks display.

The Driscoll Betterment Club is requesting approval from Burleigh County for the professional fireworks display if a burn ban is put into place at that time.

The Sterling Fire Department will be in Driscoll and on standby during and following the fireworks display. The Burleigh County Sheriff's department will be notified as time approaches and security will be hired for the event.

A map of the fireworks display area is included and will be roped off from the public.

Thank you in advance for your consideration!

# Fireworks Display Permit Application (cont.)

Description of Event/Display	Driscoll's Annual 4th of July Celebration		
Job Value	\$ 4,500.00	Display Date	7-4-26
Display Address	39th Ave SE Driscoll ND 58532		
Name of Pyrotechnics Contractor	J & J Fireworks - Jerry Keller		

## Applicant, Owner, Contractor, and Pyrotechnic Information

**NOTE:** The applicant's email address will be the primary contact during application, review, and inspection processes.

### Applicant Information

Name Driscoll Betterment Club / [REDACTED]  
Address [REDACTED]  
City Driscoll State ND Zip 58532  
Phone [REDACTED] Email [REDACTED]

### Owner Information

Name Alvin Fried  
Address [REDACTED]  
City Driscoll State ND Zip 58532  
Phone [REDACTED] Email N/A

### Contractor Information

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_ Email \_\_\_\_\_

# Fireworks Display Permit Application (cont.)

## Pyrotechnician Information

Name Jerry Keller  
Address 723 N 9th St  
City Bismarck State ND Zip 58501  
Phone 406-478-3750 Email Jkeller58501@yahoo.com

## Pyrotechnician Business Information

Name J & J Fireworks  
Address 3408 Thunderbird Lane  
City Bismarck State ND Zip 58503  
Phone 406-478-3750 Email Jkeller58501@yahoo.com

## Submittal

Driscoll Betterment Club 5/31/26  
Applicant Name - [REDACTED] Date Submitted

\_\_\_\_\_  
Burleigh County Auditor Date Received

Fee Received  Yes  No Date Received \_\_\_\_\_

## Approval

\_\_\_\_\_  
ND Fire Marshal Date

\_\_\_\_\_  
Burleigh County Chairperson Date

ACORD

**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)  
5/29/2026

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

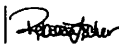
<b>PRODUCER</b> Bowerman Insurance Agency PO Box 288  Steele ND 58482	<b>CONTACT NAME:</b> Rebecca Fischer <b>PHONE (A/C No. Ext):</b> 701-475-2340 <b>FAX (A/C No.):</b> 701-475-2499 <b>E-MAIL ADDRESS:</b> insurance.services@bowermaninsurance.com													
	<table border="1"> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A: Concorde</td> <td></td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Concorde		INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:
INSURER(S) AFFORDING COVERAGE	NAIC #													
INSURER A: Concorde														
INSURER B:														
INSURER C:														
INSURER D:														
INSURER E:														
INSURER F:														

**COVERAGES**      **CERTIFICATE NUMBER:** 20260529083628367      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. \*LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. LIMITS SHOWN ARE INCLUSIVE OF AMOUNTS REQUESTED BY THE CERTIFICATE HOLDER AND MAY NOT REFLECT POLICY LIMIT AMOUNTS IN EXCESS OF THOSE REQUESTED. \*Not Applicable in WY

INSR LTR	TYPE OF INSURANCE	ADDL. SUBR. (INSR. / RVD)	POLICY NUMBER	POLICY EFF. (MM/DD/YYYY)	POLICY EXP. (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		NBP3550402	9/6/2025	9/6/2026	EACH OCCURRENCE \$ 1,000,000
						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
						MED EXP (Any one person) \$ 5,000
						PERSONAL & ADV INJURY \$
						GENERAL AGGREGATE \$
						PRODUCTS - COMP/OP AGG \$
						\$
	<b>AUTOMOBILE LIABILITY</b>					COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					BODILY INJURY (Per person) \$
						BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (Per accident) \$
						\$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE					EACH OCCURRENCE \$
						AGGREGATE \$
						\$
	<input type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N <input type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below					PER STATUTE    OTH-ER
						E.L. EACH ACCIDENT \$
						E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

<b>CERTIFICATE HOLDER</b> [Blank]	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

Roped off fireworks area in Red

- Driscoll, MD

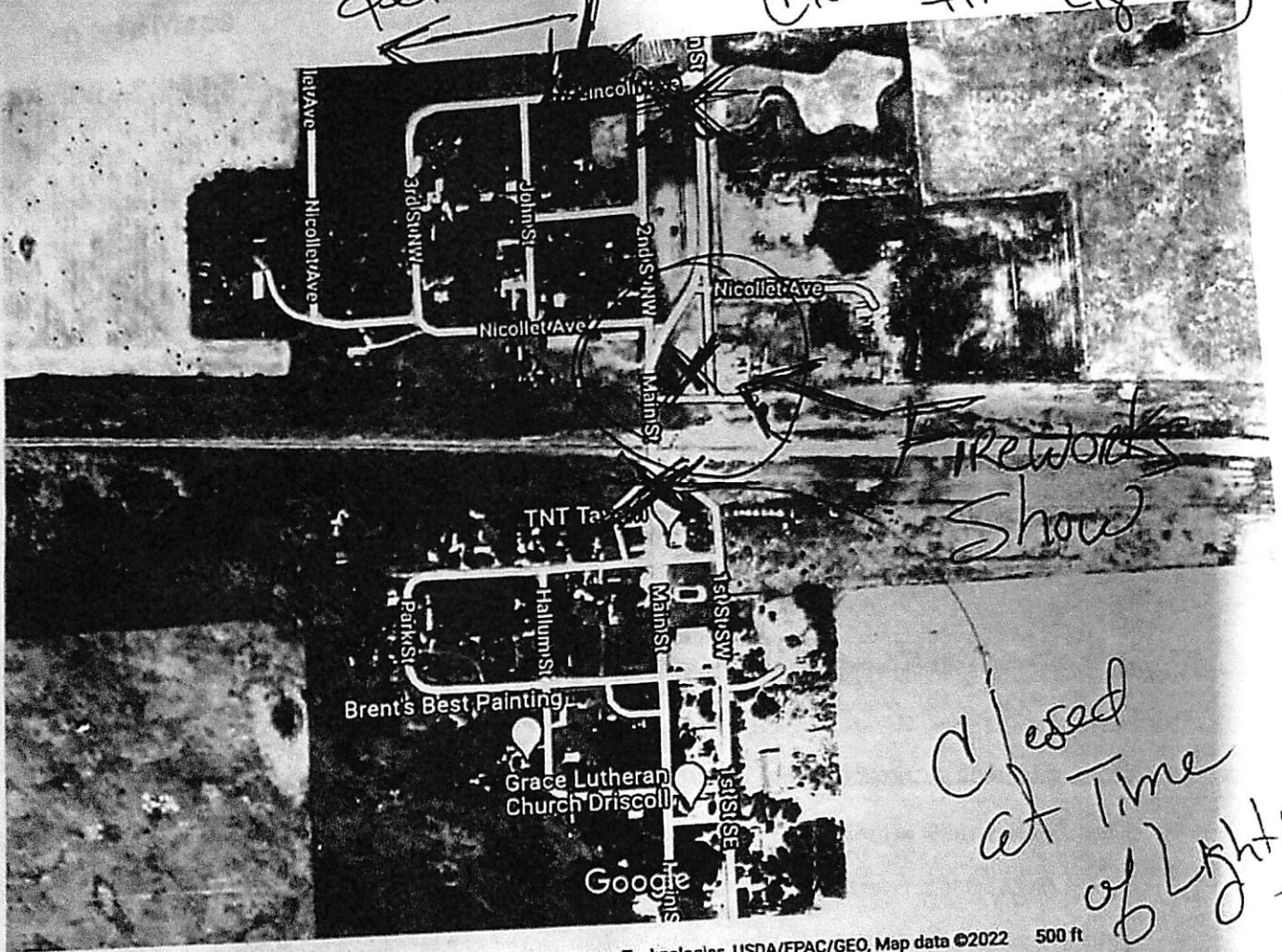


5/30/22, 8:57 PM

Google Maps

*above*

*closed at time of lighting*



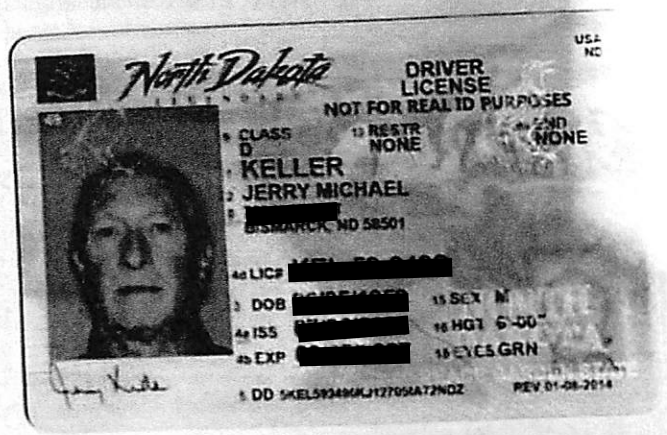
*Fireworks Show*

*closed at time of lighting*

Imagery ©2022 CNES / Airbus, Maxar Technologies, USDA/FPAC/GEO, Map data ©2022 500 ft

*AKES*

- 3" shells*
- 5" shells*
- 6" shells*
- 8" shells*



<https://www.google.com/maps/@46.844751,-100.1382329,873m/data=!3m1!1e3>

# *Premier Pyrotechnics, Inc.*


certifies to all that

## *Jerry Keller*

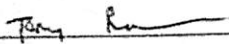
*Has successfully completed a course in NFPA -1123  
and has fulfilled the requirements to be qualified as*

## *Pyrotechnician*

*April 24, 2004 under the Training Board seal.*

  
\_\_\_\_\_  
Matt Sucliffe - Lead Instructor



  
\_\_\_\_\_  
Tony Ramberg - Area Coordinator

# Federal Explosives License/Permit (18 U.S.C. Chapter 40)

ATF Form 5400.14/5400.15 Part I  
Revised September 2011

In accordance with the provisions of Title XI, Organized Crime Control Act of 1970, and the regulations issued thereunder (27 CFR Part 555), you may engage in the activity specified in this license or permit within the limitations of Chapter 40, Title 18, United States Code and the regulations issued thereunder, until the expiration date shown. **THIS LICENSE IS NOT TRANSFERABLE UNDER 27 CFR 555.53.** See "WARNINGS" and "NOTICES" on reverse.

Direct ATF Correspondence To	ATF - Chief, FELC 244 Needy Road Martinsburg, WV 25405-9431	License/Permit Number	[REDACTED]
Chief, Federal Explosives Licensing Center (FELC)	<i>Mama Howard</i>	Expiration Date	<b>August 1, 2027</b>
Name <b>J &amp; J FIREWORKS</b>			

Premises Address (Changes? Notify the FELC at least 10 days before the move.)  
**3408 THUNDERBIRD LANE  
 BISMARCK, ND 58503-**

Type of License or Permit  
**53-DEALER OF EXPLOSIVES**

**Purchasing Certification Statement**  
 The licensee or permittee named above shall use a copy of this license or permit to assist a transferor of explosives to verify the identity and the licensed status of the licensee or permittee as provided by 27 CFR Part 555. The signature on each copy must be an original signature. A faxed, scanned or e-mailed copy of the license or permit with a signature intended to be an original signature is acceptable. The signature must be that of the Federal Explosives Licensee (FEL) or a responsible person of the FEL. I certify that this is a true copy of a license or permit issued to the licensee or permittee named above to engage in the business or operations specified above under "Type of License or Permit."

**Mailing Address (Changes? Notify the FELC of any changes.)**  
 J & J FIREWORKS LLP  
 J & J FIREWORKS  
 3408 THUNDERBIRD LANE  
 BISMARCK, ND 58503-

Licensee/Permittee Responsible Person Signature	Position/Title
<i>James Keller</i>	<i>Owner</i>
Printed Name	Date
<b>James Keller</b>	<b>11/1/2025</b>

Previous Edition is Obsolete | J & J FIREWORKS LLP 3408 THUNDERBIRD LANE BISMARCK ND 58503-110125 August 1, 2027 53-DEALER OF EXPLOSIVES | ATF Form 5400.14/5400.15 Part I Revised September 2011

### Federal Explosives License (FEL) Customer Service Information

Federal Explosives Licensing Center (FELC) 244 Needy Road Martinsburg, WV 25405-9431	Toll-free Telephone Number: (877) 283-3352 Fax Number: (304) 616-4401 E-mail: FELC@atf.gov	ATF Homepage: <a href="http://www.atf.gov">www.atf.gov</a>
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**Change of Address (27 CFR 555.54(a)(1)).** Licensees or permittees may during the term of their current license or permit remove their business or operations to a new location at which they intend regularly to carry on such business or operations. The licensee or permittee is required to give notification of the new location of the business or operations not less than 10 days prior to such removal with the Chief, Federal Explosives Licensing Center. The license or permit will be valid for the remainder of the term of the original license or permit. (The Chief, FELC, shall, if the licensee or permittee is not qualified, refer the request for amended license or permit to the Director of Industry Operations for denial in accordance with § 555.54.)

**Right of Succession (27 CFR 555.59).** (a) Certain persons other than the licensee or permittee may secure the right to carry on the same explosive materials business or operations at the same address shown on, and for the remainder of the term of, a current license or permit. Such persons are: (1) The surviving spouse or child, or executor, administrator, or other legal representative of a deceased licensee or permittee; and (2) A receiver or trustee in bankruptcy, or an assignee for benefit of creditors. (b) In order to secure the right provided by this section, the person or persons continuing the business or operations shall furnish the license or permit for that business or operations for endorsement of such succession to the Chief, FELC, within 30 days from the date on which the successor begins to carry on the business or operations.

(Continued on reverse side)

**Cut Here ✂**

**Federal Explosives License/Permit (FEL) Information Card**

License/Permit Name: **J & J FIREWORKS LLP**

Business Name: **J & J FIREWORKS**

License/Permit Number: [REDACTED]

License/Permit Type: **53-DEALER OF EXPLOSIVES**

Expiration: **August 1, 2027**

Please Note: Not Valid for the Sale or Other Disposition of Explosives.

APPLICATION FOR LIQUOR LICENSE

Name of Applicant Crossroads Bar Operator Classification of License D

Primary Contact [Redacted] Phone [Redacted]

Address 1205 Northstar Drive Date of Birth/Incorporation 08-16-24  
Bismarck, ND 58503

Is this a renewal of liquor license? Yes  No

If yes, give date of original application August 16, 2024

Check one of the following to indicate who is applying for the license:

- 1. A physical resident and citizen of the State of North Dakota; or
- 2. A domestic private corporation organized under the laws of the State of North Dakota with primary place of business in Burleigh County; or
- 3. A co-partnership, all members of which are over 21 years of age and residents and citizens of North Dakota.

Answer the number below (1, 2 or 3) which corresponds to the number checked above:

1. Name of applicant \_\_\_\_\_  
 Residence \_\_\_\_\_  
 Post Office Address \_\_\_\_\_

2. List name, residence and post office address of all holding one or more percent of capital stock in Domestic, Private Corporation:

Name	Residence	P.O. Address	Percent
[Redacted]	[Redacted]	[Redacted]	50%
[Redacted]	[Redacted]	[Redacted]	25%
[Redacted]	[Redacted]	[Redacted]	25%

3. List name, residence and post office address of all co-partners:

Name	Residence	P.O. Address	Percent
<u>Same as above</u>			



The following two items shall accompany this application:

1. The receipt from the County Treasurer indicating that the prescribed fee for the license has been deposited with the County Treasurer.
2. A statement from the County Treasurer indicating that all property taxes and special assessments of the applicant(s) have been paid.

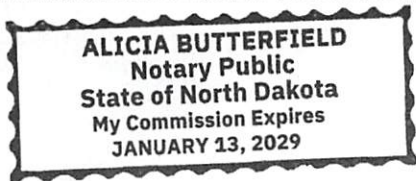
I hereby agree and consent that authorized officers or representatives of the County may enter the premises licensed at any time to inspect the same and records of the business, and hereby waive any and all rights under the Constitution of the United States or State of North Dakota, relative to searches and seizures without issuance or use of a search warrant, and agree that I will not claim such immunities, and that such search, inspection and seizure may be made at any time without a warrant.

I also agree that should any of the information contained in this application change within the period of the license, if granted, that I will inform County officials immediately and furnish such details as may be requested by such officials concerning any such changes. I also agree that, should there be a change in ownership during the period of the license, prior approval of the Board of County Commissioners is required.

I further agree that any misrepresentation, false statement or omission in this application shall be grounds for rejection of said application or for revocation or suspension of any license granted.

Ryan Street  
 Signature of Applicant

Subscribed and sworn to before me this 21<sup>st</sup> day of May, 2026



Alicia Butterfield  
 Notary Public

Recommend application be approved \_\_\_\_\_ denied \_\_\_\_\_

Reasons for negative recommendation \_\_\_\_\_

\_\_\_\_\_  
County Auditor

APPLICATION FOR LIQUOR LICENSE  
TOWNSHIP BOARD APPROVAL

To: Burling County Auditor

We, the Township Board of Hay Creek approve the  
(Name of Township)

application for a Type D Retail Liquor License for

Crossroads Bar & Grill  
(Name of Establishment)

owned by Crossroads Bar Operators, LLC  
(Licensee) (Address)

[Signature]  
Chairman

[Signature]  
Member

[Signature]  
Member

ATTEST

[Signature] 10-4-2024  
(Township Clerk)

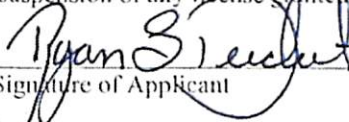
The following two items shall accompany this application:

1. The receipt from the County Treasurer indicating that the prescribed fee for the license has been deposited with the County Treasurer.
2. A statement from the County Treasurer indicating that all property taxes and special assessments of the applicant(s) have been paid.

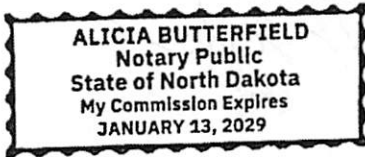
I hereby agree and consent that authorized officers or representatives of the County may enter the premises licensed at any time to inspect the same and records of the business, and hereby waive any and all rights under the Constitution of the United States or State of North Dakota, relative to searches and seizures without issuance or use of a search warrant, and agree that I will not claim such immunities, and that such search, inspection and seizure may be made at any time without a warrant.


I also agree that should any of the information contained in this application change within the period of the license, if granted, that I will inform County officials immediately and furnish such details as may be requested by such officials concerning any such changes. I also agree that, should there be a change in ownership during the period of the license, prior approval of the Board of County Commissioners is required.

I further agree that any misrepresentation, false statement or omission in this application shall be grounds for rejection of said application or for revocation or suspension of any license granted.

  
\_\_\_\_\_  
Signature of Applicant

Subscribed and sworn to before me this 21<sup>st</sup> day of May, 2026



  
\_\_\_\_\_  
Notary Public

Recommend application be approved \_\_\_\_\_ denied \_\_\_\_\_

Reasons for negative recommendation

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
County Auditor

---

**RE: Crossroads Bar annual liquor license**

---

From Kelly Leben <kleben@burleighsd.com>  
Date Tue 6/9/2026 9:00 AM  
To Berger, Diane <berger.diane@nd.gov>

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

Good to go!

KL

---

**From:** Berger, Diane <berger.diane@nd.gov>  
**Sent:** Friday, June 5, 2026 1:24 PM  
**To:** Kelly Leben <kleben@burleighsd.com>  
**Subject:** Crossroads Bar annual liquor license

Kelly, here is the annual liquor license application for Crossroads Bar . Please review.  
Thank You!

*Diane Berger*

Administrative Assistant-Accounts Receivable  
Treasurer's Office  
Burleigh County  
701-712-6213 Ext.708  
[berger.diane@nd.gov](mailto:berger.diane@nd.gov)



26-012

APPLICATION FOR LIQUOR LICENSE

Name of Applicant Hawktree, Inc. Classification of License Type D

Primary Contact [REDACTED] Phone [REDACTED]

Address 3400 Burnt Creek Loop, Bismarck, ND 58503 Date of Birth/Incorporation 9/5/1996

Is this a renewal of liquor license? Yes X No \_\_\_\_\_

If yes, give date of original application 7/20/1997

Check one of the following to indicate who is applying for the license:

- 1. A physical resident and citizen of the State of North Dakota; or
- X   2. A domestic private corporation organized under the laws of the State of North Dakota with primary place of business in Burleigh County; or
- 3. A co-partnership, all members of which are over 21 years of age and residents and citizens of North Dakota.

Answer the number below (1, 2 or 3) which corresponds to the number checked above:

1. Name of applicant \_\_\_\_\_

Residence \_\_\_\_\_

Post Office Address \_\_\_\_\_

2. List name, residence and post office address of all holding one or more percent of capital stock in Domestic, Private Corporation:

Name	Residence	P.O. Address	Percent
------	-----------	--------------	---------

See Attached List

3. List name, residence and post office address of all co-partners:

Name	Residence	P.O. Address	Percent
------	-----------	--------------	---------

4. List the name and residence of anyone having a financial interest in the proposed enterprise:

Name	Residence	P. O. Address
------	-----------	---------------

See Attached List

Date and type of any prior or present liquor business:

Current Type D license held 7/1/2025- 6/30/2026.

Exact legal description of proposed enterprise:

Addition Name: The Ridge at Hawktree; TWN:139; RNG:81; BLK:01; LOT 17 & 44; Burleigh Co.  
Addition Name: The Ridge at Hawktree; TWN:140; RNG:81; BLK:01; LOT 45; Burleigh Co.

Does building meet all state and local sanitation and safety requirements? Yes  No

Have you ever had a liquor license revoked or rejected by any authority? Yes  No

If yes, give date and details:

Have you ever been convicted of the violation of any local, state or Federal law regarding liquor:

Yes  No

If yes, give date and details:

Have you ever been charged with or convicted of any crime in this state (do not include minor traffic violations), or any other state, or under any Federal Law? Yes  No

If yes, give date and details:

List three business references, including one bank, and state briefly the nature and extent of business relations with each:

1. Bremer Bank - lender 701-258-8005
2. Acushnet Co. - vendor of golf merchandise 800-225-8500
3. Callaway - vendor of golf merchandise 760-931-1771

The following two items shall accompany this application:

1. The receipt from the County Treasurer indicating that the prescribed fee for the license has been deposited with the County Treasurer.
2. A statement from the County Treasurer indicating that all property taxes and special assessments of the applicant(s) have been paid.

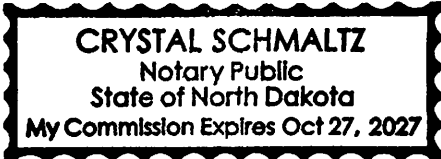
I hereby agree and consent that authorized officers or representatives of the County may enter the premises licensed at any time to inspect the same and records of the business, and hereby waive any and all rights under the Constitution of the United States or State of North Dakota, relative to searches and seizures without issuance or use of a search warrant, and agree that I will not claim such immunities, and that such search, inspection and seizure may be made at any time without a warrant.

I also agree that should any of the information contained in this application change within the period of the license, if granted, that I will inform County officials immediately and furnish such details as may be requested by such officials concerning any such changes. I also agree that, should there be a change in ownership during the period of the license, prior approval of the Board of County Commissioners is required.

I further agree that any misrepresentation, false statement or omission in this application shall be grounds for rejection of said application or for revocation or suspension of any license granted.

Thomas Ault, Secretary  
Signature of Applicant

Subscribed and sworn to before me this 14th day of May, 2026



Crystal Schmalz  
Notary Public  
5/14/2026

Recommend application be approved \_\_\_\_\_ denied \_\_\_\_\_

Reasons for negative recommendation  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
County Auditor

**APPLICATION FOR LIQUOR LICENSE  
TOWNSHIP BOARD APPROVAL**

To: Burleigh County Auditor

We, the Township Board of Hay Creek approve the  
(Name of Township)

application for a Type D Retail Liquor License for

Hawktree Golf Club

(Name of Establishment)

owned by Hawktree, Inc.  
(Licensee)

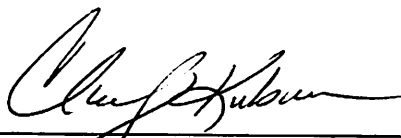
3400 Burnt Creek Loop, Bismarck, ND 58503  
(Address)

  
Chairman

  
Member

  
Member

ATTEST

 6-4-2026  
(Township Clerk)

---

RE: Hawktree Inc annual liquor license

---

From Kelly Leben <kleben@burleighsd.com>  
Date Thu 6/4/2026 2:30 PM  
To Berger, Diane <berger.diane@nd.gov>

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

Good to go!

---

**From:** Berger, Diane <berger.diane@nd.gov>  
**Sent:** Thursday, June 4, 2026 12:46 PM  
**To:** Kelly Leben <kleben@burleighsd.com>  
**Subject:** Hawktree Inc annual liquor license

Attached is the annual liquor license application for Hawktree Inc. Please review.

Thank you!

*Diane Berger*

Administrative Assistant-Accounts Receivable  
Treasurer's Office  
Burleigh County  
701-712-6213 Ext.708  
[berger.diane@nd.gov](mailto:berger.diane@nd.gov)



APPLICATION FOR LIQUOR LICENSE

Name of Applicant Nicholson Enterprises LLC Classification of License D

Primary Contact [Redacted] Phone [Redacted]

Address [Redacted] ND Date of Birth/Incorporation 5-24-2006  
Birth of LLC

Is this a renewal of liquor license? Yes  No

If yes, give date of original application 6-7-2000

Check one of the following to indicate who is applying for the license:

- 1. A physical resident and citizen of the State of North Dakota; or
- 2. A domestic private corporation organized under the laws of the State of North Dakota with primary place of business in Burleigh County; or
- 3. A co-partnership, all members of which are over 21 years of age and residents and citizens of North Dakota.

Answer the number below (1, 2 or 3) which corresponds to the number checked above:

1. Name of applicant [Redacted]

Residence [Redacted]

Post Office Address [Redacted]

2. List name, residence and post office address of all holding one or more percent of capital stock in Domestic, Private Corporation:

Name	Residence	P.O. Address	Percent
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3. List name, residence and post office address of all co-partners:

Name	Residence	P.O. Address	Percent
------	-----------	--------------	---------

4. List the name and residence of anyone having a financial interest in the proposed enterprise:

Name	Residence	P. O. Address
------	-----------	---------------

Date and type of any prior or present liquor business:

Sterling Bar June 2<sup>nd</sup> 2003  
Darnells Restaurant Aug. 30<sup>th</sup> 2002  
Nicholson Tavern Jan. 2007

Exact legal description of proposed enterprise:

Block 1460 + 17 Moffitt Townsite

Does building meet all state and local sanitation and safety requirements? Yes  No

Have you ever had a liquor license revoked or rejected by any authority? Yes  No

If yes, give date and details:

Have you ever been convicted of the violation of any local, state or Federal law regarding liquor:

Yes  No

If yes, give date and details:

Have you ever been charged with or convicted of any crime in this state (do not include minor traffic violations), or any other state, or under any Federal Law? Yes  No

If yes, give date and details:

List three business references, including one bank, and state briefly the nature and extent of business relations with each:

1. Bank of Hazelton checking & Loan
2. Jerome Distributing Purchasing
3. Doll Distributing Purchasing

The following two items shall accompany this application:

1. The receipt from the County Treasurer indicating that the prescribed fee for the license has been deposited with the County Treasurer.
2. A statement from the County Treasurer indicating that all property taxes and special assessments of the applicant(s) have been paid.

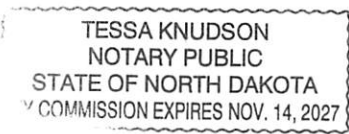
I hereby agree and consent that authorized officers or representatives of the County may enter the premises licensed at any time to inspect the same and records of the business, and hereby waive any and all rights under the Constitution of the United States or State of North Dakota, relative to searches and seizures without issuance or use of a search warrant, and agree that I will not claim such immunities, and that such search, inspection and seizure may be made at any time without a warrant.

I also agree that should any of the information contained in this application change within the period of the license, if granted, that I will inform County officials immediately and furnish such details as may be requested by such officials concerning any such changes. I also agree that, should there be a change in ownership during the period of the license, prior approval of the Board of County Commissioners is required.

I further agree that any misrepresentation, false statement or omission in this application shall be grounds for rejection of said application or for revocation or suspension of any license granted.

Darnell Nicholson  
 Signature of Applicant

Subscribed and sworn to before me this 29<sup>th</sup> day of May, 2026



Tessa Knudson  
 Notary Public  
[Signature]

Recommend application be approved \_\_\_\_\_ denied \_\_\_\_\_

Reasons for negative recommendation  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 County Auditor

APPLICATION FOR LIQUOR LICENSE  
TOWNSHIP BOARD APPROVAL

To: Burleigh County Auditor

We, the Township Board of Long Lake approve the  
(Name of Township)

application for a Type D Retail Liquor License for

Moffit Bar  
(Name of Establishment) 114 Service Avenue  
owned by Nicholson Enterprises LLC Sterling, ND 58572  
(Licensee) (Address)

Frank Curvell  
Chairman

Charles Schnellbach  
Member

Jim Ruz  
Member

ATTEST

Pam Towne  
(Township Clerk)

---

**RE: Annual liquor license- Nicholson Enterprises, LLC**

---

From Kelly Leben <kleben@burleighsd.com>

Date Tue 6/9/2026 10:01 AM

To Berger, Diane <berger.diane@nd.gov>

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Sorry I thought I sent this. Good to go!

---

**From:** Berger, Diane <berger.diane@nd.gov>

**Sent:** Friday, May 29, 2026 2:10 PM

**To:** Kelly Leben <kleben@burleighsd.com>

**Subject:** Annual liquor license- Nicholson Enterprises, LLC

Annual liquor license application for Nicholson Enterprises LLC... please review.  
Thank you!

*Diane Berger*

Administrative Assistant-Accounts Receivable  
Treasurer's Office  
Burleigh County  
701-712-6213 Ext.708  
[berger.diane@nd.gov](mailto:berger.diane@nd.gov)



26-014

APPLICATION FOR LIQUOR LICENSE

Name of Applicant Misty Waters Marina Classification of License D

Primary Contact [Redacted] Phone [Redacted]

Address 5800 Burnt Creek Loop Date of Birth/Incorporation 9/1999

Is this a renewal of liquor license? Yes X No \_\_\_\_\_

If yes, give date of original application 2007

Check one of the following to indicate who is applying for the license:

- \_\_\_\_\_ 1. A physical resident and citizen of the State of North Dakota; or
- ✓ 2. A domestic private corporation organized under the laws of the State of North Dakota with primary place of business in Burleigh County; or
- \_\_\_\_\_ 3. A co-partnership, all members of which are over 21 years of age and residents and citizens of North Dakota.

Answer the number below (1, 2 or 3) which corresponds to the number checked above:

1. Name of applicant \_\_\_\_\_

Residence \_\_\_\_\_

Post Office Address \_\_\_\_\_

2. List name, residence and post office address of all holding one or more percent of capital stock in Domestic, Private Corporation:

Name	Residence	P.O. Address	Percent
[Redacted]	[Redacted]	[Redacted]	91.25

3. List name, residence and post office address of all co-partners:

Name	Residence	P.O. Address	Percent
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4. List the name and residence of anyone having a financial interest in the proposed enterprise:

Name	Residence	P. O. Address
------	-----------	---------------

Date and type of any prior or present liquor business:

Exact legal description of proposed enterprise: *Misty Water TNN:139 RNB 81 BLK:01*  
*Misty Waters Block 01 LOT 2*

Does building meet all state and local sanitation and safety requirements? Yes  No

Have you ever had a liquor license revoked or rejected by any authority? Yes  No   
If yes, give date and details:

Have you ever been convicted of the violation of any local, state or Federal law regarding liquor:  
Yes  No   
If yes, give date and details:

Have you ever been charged with or convicted of any crime in this state (do not include minor traffic violations), or any other state, or under any Federal Law? Yes  No   
If yes, give date and details:

List three business references, including one bank, and state briefly the nature and extent of business relations with each:

1. *Security First Bank - Banking*
2. *Kramer Agency - Insurance Co*
3. *Farstad Oil - Fuel Supplier*


The following two items shall accompany this application:

1. The receipt from the County Treasurer indicating that the prescribed fee for the license has been deposited with the County Treasurer.
2. A statement from the County Treasurer indicating that all property taxes and special assessments of the applicant(s) have been paid.

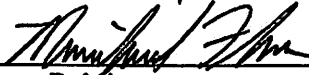
I hereby agree and consent that authorized officers or representatives of the County may enter the premises licensed at any time to inspect the same and records of the business, and hereby waive any and all rights under the Constitution of the United States or State of North Dakota, relative to searches and seizures without issuance or use of a search warrant, and agree that I will not claim such immunities, and that such search, inspection and seizure may be made at any time without a warrant.

I also agree that should any of the information contained in this application change within the period of the license, if granted, that I will inform County officials immediately and furnish such details as may be requested by such officials concerning any such changes. I also agree that, should there be a change in ownership during the period of the license, prior approval of the Board of County Commissioners is required.

I further agree that any misrepresentation, false statement or omission in this application shall be grounds for rejection of said application or for revocation or suspension of any license granted.

  
 \_\_\_\_\_  
 Signature of Applicant

Subscribed and sworn to before me this 19<sup>th</sup> day of MAY, 2026

  
 \_\_\_\_\_  
 Notary Public

Recommend application be approved \_\_\_\_\_ denied \_\_\_\_\_

Reasons for negative recommendation  
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
 County Auditor

APPLICATION FOR LIQUOR LICENSE  
TOWNSHIP BOARD APPROVAL

To: Burleigh County Auditor

We, the Township Board of Hay Creek Township approve the  
(Name of Township)

application for a Type D Retail Liquor License for

Misty Waters Marina LLC  
(Name of Establishment)

5800 Burnt Creek Loop, Bismarck, ND 58503  
(Address of Establishment)

owned by River City Sports 3751 East Rosser Ave. Bismarck ND 58501  
(Licensee) (Address)

Ben Felts  
Chairman

Jeff Eschinger  
Member

Jay Haily  
Member

ATTEST

Clay Kubice  
(Township Clerk)

06-4-2024  
(Date)

---

RE: Misty Waters Marina

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From Kelly Leben <kleben@burleighsd.com>  
Date Thu 6/4/2026 2:08 PM  
To Berger, Diane <berger.diane@nd.gov>

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

Good to go!

KL

---

**From:** Berger, Diane <berger.diane@nd.gov>  
**Sent:** Thursday, June 4, 2026 12:48 PM  
**To:** Kelly Leben <kleben@burleighsd.com>  
**Subject:** Misty Waters Marina

Attached is the annual liquor license application for Misty Waters Marina. Please review.

Thank you!

*Diane Berger*

Administrative Assistant-Accounts Receivable  
Treasurer's Office  
Burleigh County  
701-712-6213 Ext.708  
[berger.diane@nd.gov](mailto:berger.diane@nd.gov)



APPLICATION FOR LIQUOR LICENSE

Name of Applicant FLASH'S PLACE LLC Classification of License D \$1,100.00

Primary Contact [redacted] Phone [redacted]

Address [redacted] Date of Birth/Incorporation 6-2012

Is this a renewal of liquor license? Yes X No \_\_\_\_\_

If yes, give date of original application 6-2012

Check one of the following to indicate who is applying for the license:

- X 1. A physical resident and citizen of the State of North Dakota; or
- \_\_\_\_\_ 2. A domestic private corporation organized under the laws of the State of North Dakota with primary place of business in Burleigh County; or
- \_\_\_\_\_ 3. A co-partnership, all members of which are over 21 years of age and residents and citizens of North Dakota.

Answer the number below (1, 2 or 3) which corresponds to the number checked above:

1. Name of applicant [redacted]  
 Residence [redacted]  
 Post Office Address \_\_\_\_\_

2. List name, residence and post office address of all holding one or more percent of capital stock in Domestic, Private Corporation:

Name	Residence	P.O. Address	Percent
[redacted]	[redacted]	<u>Sterling ND</u>	<u>100%</u>

3. List name, residence and post office address of all co-partners:

Name	Residence	P.O. Address	Percent
------	-----------	--------------	---------

4. List the name and residence of anyone having a financial interest in the proposed enterprise:

Name	Residence	P. O. Address
------	-----------	---------------

Date and type of any prior or present liquor business:

*Renewal*

Exact legal description of proposed enterprise:

Does building meet all state and local sanitation and safety requirements? Yes  No

Have you ever had a liquor license revoked or rejected by any authority? Yes  No   
If yes, give date and details:

Have you ever been convicted of the violation of any local, state or Federal law regarding liquor:  
Yes  No   
If yes, give date and details:

Have you ever been charged with or convicted of any crime in this state (do not include minor traffic violations), or any other state, or under any Federal Law? Yes  No   
If yes, give date and details:

List three business references, including one bank, and state briefly the nature and extent of business relations with each:

- |                                       |                    |                      |
|---------------------------------------|--------------------|----------------------|
| 1. <i>Bravera Bank</i>                | <i>Bismarck ND</i> | <i>Business Bank</i> |
| 2. <i>Johnson Bros</i>                | <i>Fargo ND</i>    | <i>Liquor Vendor</i> |
| 3. <i>Doll Dist</i><br><i>Medidas</i> | <i>Bismarck</i>    | <i>Beer Vendor</i>   |

The following two items shall accompany this application:

1. The receipt from the County Treasurer indicating that the prescribed fee for the license has been deposited with the County Treasurer.
2. A statement from the County Treasurer indicating that all property taxes and special assessments of the applicant(s) have been paid.

I hereby agree and consent that authorized officers or representatives of the County may enter the premises licensed at any time to inspect the same and records of the business, and hereby waive any and all rights under the Constitution of the United States or State of North Dakota, relative to searches and seizures without issuance or use of a search warrant, and agree that I will not claim such immunities, and that such search, inspection and seizure may be made at any time without a warrant.

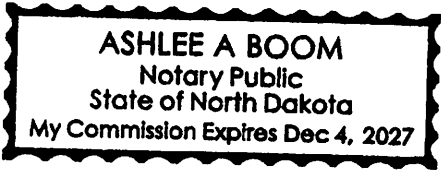
I also agree that should any of the information contained in this application change within the period of the license, if granted, that I will inform County officials immediately and furnish such details as may be requested by such officials concerning any such changes. I also agree that, should there be a change in ownership during the period of the license, prior approval of the Board of County Commissioners is required.

I further agree that any misrepresentation, false statement or omission in this application shall be grounds for rejection of said application or for revocation or suspension of any license granted.

Wendelene Thoms  
Signature of Applicant

Subscribed and sworn to before me this 1st day of June, 2026

Ashlee A Boom  
Notary Public



Recommend application be approved \_\_\_\_\_ denied \_\_\_\_\_

Reasons for negative recommendation  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
County Auditor

APPLICATION FOR LIQUOR LICENSE  
TOWNSHIP BOARD APPROVAL

To: Burleigh County Auditor

We, the Township Board of Sterling approve the  
(Name of Township)

application for a Type D Retail Liquor License for

FLASH'S PLACE LLC  
(Name of Establishment)

owned by Wendelyn Krowe 1501 Hwy 83 NE Sterling ND  
(Licensee) (Address) 58577

[Signature]  
Chairman  
[Signature]  
Member  
[Signature]  
Member

ATTEST

Lisa Wilson  
(Township Clerk)

---

RE: Flash's Place Annual liquor license renewal

---

From Kelly Leben <kleben@burleighsd.com>  
Date Tue 6/2/2026 8:14 AM  
To Berger, Diane <berger.diane@nd.gov>

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

This is good to go!

KL

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**From:** Berger, Diane <berger.diane@nd.gov>  
**Sent:** Monday, June 1, 2026 2:51 PM  
**To:** Kelly Leben <kleben@burleighsd.com>  
**Subject:** Flash's Place Annual liquor license renewal

Please review the attached annual liquor license application for Flash's Place.  
Thank you.

*Diane Berger*

Administrative Assistant-Accounts Receivable  
Treasurer's Office  
Burleigh County  
701-712-6213 Ext.708  
[berger.diane@nd.gov](mailto:berger.diane@nd.gov)





**LOCAL PERMIT OR RESTRICTED EVENT PERMIT**  
 NORTH DAKOTA OFFICE OF ATTORNEY GENERAL  
 GAMING DIVISION  
 SFN 17926 (8-2025)

Permit Number  
**26-015**

Permit Type (check one)  
 Local Permit       Restricted Event Permit\*

Games Authorized  
 Bingo     Raffle     Raffle Board     Calendar Raffle     Sports Pool     Poker\*     Twenty-One\*     Paddlewheels\*  
 Raffle by a Political or Legislative District Party

\*See Instruction 2 (f) on Page 2. Poker, Twenty-One, and Paddlewheels may be conducted Only with a Restricted Event Permit. Only one permit per year.  
**LOCAL PERMIT RAFFLES MAY NOT BE CONDUCTED ONLINE AND CREDIT CARDS MAY NOT BE USED FOR WAGERS**

**ORGANIZATION INFO**

Name of Organization or Group <b>MHA Recovery Foundation</b>		Dates Authorized (Read Instruction 2) <b>08/20/2026</b>	
Organization or Group Contact Person [REDACTED]	E-mail [REDACTED]	Telephone Number [REDACTED]	
Mailing Address <b>520 N 5th St.</b>	City <b>Bismarck</b>	State <b>ND</b>	ZIP Code <b>58504</b>

**SITE INFO**

Site Name <b>Hawktree Golf Club</b>		County <b>Burleigh</b>	
Site Address <b>3400 Burnt Creek Loop</b>	City <b>Bismarck</b>	State <b>ND</b>	ZIP Code <b>58503</b>

If the city or county is placing restrictions on the permit, please explain

Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle - 10/30, 11/30, 12/31, etc.)  
**08/20/2026 - one time drawing**

**Permits must be issued prior to the 1st event date.**

Local governing bodies please see the instructions on the backside of this form on how to complete the permit. Be certain to provide the organization or group with the "Information Required to be Preprinted on a Standard Raffle Ticket" found on the backside of this forms if a raffle is being conducted. If a "Restricted Event Permit" is being issued, either provide organization or group with SFN 52880 "Report on a Restricted Event Permit" or make them aware that the report must be filed with the city or county and the Office of Attorney General within 30 days after the event. Before approving a site location, ensure compliance with the gaming law below

Before approving a local permit or restricted event permit the local governing body should review North Dakota Century Code 53-06.1-03(3)(a) which states:

3. A licensed organization or organization that has a permit shall conduct games as follows:
  - a. Only one licensed organization or organization that has a permit may conduct games at an authorized site on a day, except that a raffle may be conducted for a special occasion by another licensed organization or organization that has a permit when one of these conditions is met:
    - (1) When the area for the raffle is physically separated from the area where games are conducted by the regular organization.
    - (2) Upon request of the regular organization and with the approval of the alcoholic beverage establishment, the regular organization's license or permit is suspended for that specific time of day by the Attorney General.

Local governing bodies should also review North Dakota Administrative Code 99-01.3-01-05 (Permits) for the administrative rules governing permits. These rules may be viewed on the North Dakota Attorney General's website at <https://attorneygeneral.nd.gov/licensing-and-gaming/gaming/gaming-laws-rules-and-publications>

**CITY OR COUNTY CONTACT PERSON**

Printed Name of City or County Official <b>Mark Splonskowski</b>	Title of City or County Official <b>Burleigh County Auditor</b>	Telephone Number <b>701-712-2887</b>	E-mail Address <b>msplonskowski@nd.gov</b>
Signature of City or County Official		Date	Issuing Governing Body <input type="checkbox"/> City <input type="checkbox"/> County

**City or County must submit a copy of the permit above to the Office of Attorney General within 14 days of issuance.**



**APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT**  
 NORTH DAKOTA OFFICE OF ATTORNEY GENERAL  
 GAMING DIVISION  
 SFN 9338 (8-2025)

Applying for (check one)  
 Local Permit       Restricted Event Permit\*

Games to be conducted       Raffle by a Political or Legislative District Party

Bingo     Raffle     Raffle Board     Calendar Raffle     Sports Pool     Poker\*     Twenty-One\*     Paddlewheels\*

\*See Instruction 2 (f) on Page 2. Poker, Twenty-One, and Paddlewheels may be conducted Only with a Restricted Event Permit. Only one permit per year.  
**LOCAL PERMIT RAFFLES MAY NOT BE CONDUCTED ONLINE AND CREDIT CARDS MAY NOT BE USED FOR WAGERS**

**ORGANIZATION INFO**

Name of Organization or Group <b>MHA Recovery Foundation</b>		Dates of Activity (Does not include dates for the sales of tickets) <b>08/20/2026</b>	
Organization or Group Contact Person [REDACTED]	E-mail c [REDACTED]	Telephone Number 9 [REDACTED]	
Business Address <b>525 N 9th st</b>	City <b>Bismarck</b>	State <b>ND</b>	ZIP Code <b>58504</b>
Mailing Address (if different)	City	State	ZIP Code

**SITE INFO**

Site Name <b>Hawktree Golf Club</b>	County <b>Burleigh</b>
Site Physical Address <b>3400 Burnt Creek Loop</b>	City <b>Bismarck</b>
	State <b>ND</b>
	ZIP Code <b>58503</b>

Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle - 10/30, 11/30, 12/31, etc.)  
**Annual golf scramble to raise money. 2026 event will be 08/20/2026**

**PRIZE / AWARD INFO (If More Prizes, Attach An Additional Sheet)**

Game Type	Description of Prize	Exact Retail Value of Prize
<b>Raffle</b>	<b>2026 Onward 2 passenger golf cart</b>	<b>\$10,099</b>
	<b>Total</b> (limit \$50,000 per year)	<b>\$</b>

**ADDITIONAL REQUIRED INFORMATION**

Intended Uses of Gaming Proceeds  
**Charitable giving to tribal members in recovery programming**

Does the organization presently have a state gaming license? (If yes, the organization is not eligible for a local permit or restricted event permit and should call the Office of Attorney General at 1-800-326-9240)  
 Yes     No

Has the organization or group received a restricted event permit from any city or county for the fiscal year July 1 - June 30 (if yes, the organization or group does not qualify for a local permit or restricted event permit)  
 Yes     No

Has the organization or group received a local permit from an city or county for the fiscal year July 1 - June 30 (if yes, indicate the total retail value of all prizes previously awarded)  
 No     Yes - Total Retail Value: [REDACTED] (This amount is part of the total prize limit for \$50,000 per fiscal year)

Is the organization or group a state political party or legislative district party? (If yes, the organization or group may only conduct a raffle and must complete SFN 52880 "Report on a Restricted Event Permit" within 30 days of the event. Net proceeds may be for political purposes.)  
 Yes     No

Printed Name of Organization Group's Permit Organizer [REDACTED]	Telephone Number (9 [REDACTED])	E-mail Address [REDACTED]
Signature of Organization Group's Permit Organizer 	Title <b>Founder</b>	Date <b>05/21/2026</b>

# MHA Recovery Foundation Benefit Golf Scramble

Thu, Aug 20 | Hawktree Golf Club

This Benefit Golf Scramble is a fundraising event supporting the vital work of MHA Recovery Foundation. This event brings together local businesses, community leaders, and supporters for a day of connection, visibility, and purpose while making a meaningful impact in our community.



MHA Recovery Foundation

[Home](#) [About Us](#) [Events](#) [Plans & Pricing](#) [Portfolio](#)



## Time & Location

Aug 20, 2026, 9:00 AM – 4:00 PM

Hawktree Golf Club, 3400 Burnt Creek Loop, Bismarck, ND 58503, USA

## About the event

We invite you to partner with MHA Recovery Foundation on August 20, 2026, as a sponsor for our upcoming Benefit Golf Scramble at Hawktree Golf Club.

This event brings together tribal leadership, healthcare partners, local businesses, and community members for a day of connection, visibility, and meaningful impact.

Proceeds from this event directly strengthen recovery programming, workforce development initiatives, and critical support services that are not fully reimbursed through traditional funding sources.

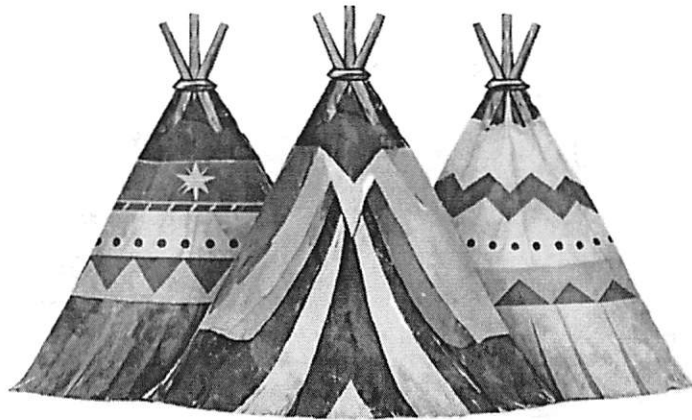
Your sponsorship is more than event visibility; it is an investment in stronger families, workforce stability, and long-term community wellness.

We would be honored to discuss how your organization can partner with us in this important effort.



## Share this event

f X in



**MHA RECOVERY**  
— FOUNDATION —

ALL ITEMS REQUIRED FOR THIS PERMIT  
HAVE BEEN MET

THESE ITEMS ARE ON FILE AND CAN BE  
SEEN UPON REQUEST

ORGANIZATION/CLUB MHA Recovery Foundation  
PERMIT 26-015  
DATE 6/9/2026

APPLICATION FOR LIQUOR LICENSE

Name of Applicant Black Lag Brewery, LLC Classification of License BB #350

Primary Contact [Redacted] Phone [Redacted]

Address [Redacted] <sup>58572</sup> Date of Birth/Incorporation 2018

Is this a renewal of liquor license? Yes  No

If yes, give date of original application 2018

Check one of the following to indicate who is applying for the license:

- 1. A physical resident and citizen of the State of North Dakota; or
- 2. A domestic private corporation organized under the laws of the State of North Dakota with primary place of business in Burleigh County; or
- 3. A co-partnership, all members of which are over 21 years of age and residents and citizens of North Dakota.

Answer the number below (1, 2 or 3) which corresponds to the number checked above:

1. Name of applicant \_\_\_\_\_

Residence \_\_\_\_\_

Post Office Address \_\_\_\_\_

2. List name, residence and post office address of all holding one or more percent of capital stock in Domestic, Private Corporation:

Name	Residence	P.O. Address	Percent
[Redacted]	[Redacted]	McKenzie, ND 58572	100

3. List name, residence and post office address of all co-partners:

Name	Residence	P.O. Address	Percent
------	-----------	--------------	---------

4. List the name and residence of anyone having a financial interest in the proposed enterprise:

Name	Residence	P. O. Address
------	-----------	---------------

Date and type of any prior or present liquor business:

Exact legal description of proposed enterprise:


Does building meet all state and local sanitation and safety requirements? Yes  No

Have you ever had a liquor license revoked or rejected by any authority? Yes  No   
If yes, give date and details:

Have you ever been convicted of the violation of any local, state or Federal law regarding liquor:  
Yes  No   
If yes, give date and details:

Have you ever been charged with or convicted of any crime in this state (do not include minor traffic violations), or any other state, or under any Federal Law? Yes  No   
If yes, give date and details:

List three business references, including one bank, and state briefly the nature and extent of business relations with each:

1. First International Bank - Jeff Ewing - Business of loan
2. American Beer Equipment - Matt Johns - Equip Manufacturer
3.  Father (landlord)

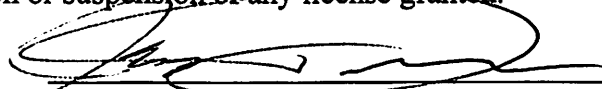
The following two items shall accompany this application:

1. The receipt from the County Treasurer indicating that the prescribed fee for the license has been deposited with the County Treasurer.
2. A statement from the County Treasurer indicating that all property taxes and special assessments of the applicant(s) have been paid.

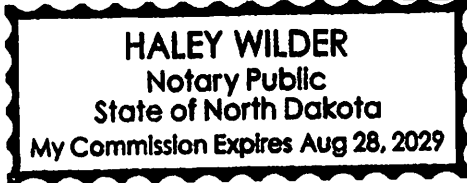
I hereby agree and consent that authorized officers or representatives of the County may enter the premises licensed at any time to inspect the same and records of the business, and hereby waive any and all rights under the Constitution of the United States or State of North Dakota, relative to searches and seizures without issuance or use of a search warrant, and agree that I will not claim such immunities, and that such search, inspection and seizure may be made at any time without a warrant.

I also agree that should any of the information contained in this application change within the period of the license, if granted, that I will inform County officials immediately and furnish such details as may be requested by such officials concerning any such changes. I also agree that, should there be a change in ownership during the period of the license, prior approval of the Board of County Commissioners is required.

I further agree that any misrepresentation, false statement or omission in this application shall be grounds for rejection of said application or for revocation or suspension of any license granted.

  
 \_\_\_\_\_  
 Signature of Applicant

Subscribed and sworn to before me this 1 day of June, 2026



Haley Wilder  
 \_\_\_\_\_  
 Notary Public

Recommend application be approved \_\_\_\_\_ denied \_\_\_\_\_

Reasons for negative recommendation

\_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 County Auditor

APPLICATION FOR LIQUOR LICENSE  
TOWNSHIP BOARD APPROVAL

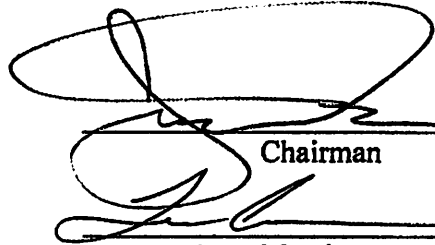
To: Burleigh County Auditor

We, the Township Board of Logan approve the  
(Name of Township)

application for a Type BB Retail Liquor License for

Black Leg Brewery  
(Name of Establishment)

owned by Jay Down 24750 62<sup>nd</sup> AVE SE McKenzie ND 58572  
(Licensee) (Address)

  
Chairman

  
Member  
Member

ATTEST

Correne Deaton  
(Township Clerk)

---

**RE: Black Leg Brewery**

---

From Kelly Leben <kleben@burleighsd.com>  
Date Mon 6/1/2026 3:54 PM  
To Berger, Diane <berger.diane@nd.gov>

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

This is good to go!

KL

---

**From:** Berger, Diane <berger.diane@nd.gov>  
**Sent:** Monday, June 1, 2026 3:13 PM  
**To:** Kelly Leben <kleben@burleighsd.com>  
**Subject:** Black Leg Brewery

Please review the attached annual liquor license application for Black Leg Brewery.  
Thank you.

*Diane Berger*

Administrative Assistant-Accounts Receivable  
Treasurer's Office  
Burleigh County  
701-712-6213 Ext.708  
[berger.diane@nd.gov](mailto:berger.diane@nd.gov)





**LOCAL PERMIT OR RESTRICTED EVENT PERMIT**  
**NORTH DAKOTA OFFICE OF ATTORNEY GENERAL**  
**GAMING DIVISION**  
 SFN 17926 (8-2025)

Permit Number  
**26-016**

Permit Type (check one)  
 Local Permit       Restricted Event Permit\*

Games Authorized  
 Bingo     Raffle     Raffle Board     Calendar Raffle     Sports Pool     Poker\*     Twenty-One\*     Paddlewheels\*

\*See Instruction 2 (f) on Page 2. Poker, Twenty-One, and Paddlewheels may be conducted Only with a Restricted Event Permit. Only one permit per year.  
**LOCAL PERMIT RAFFLES MAY NOT BE CONDUCTED ONLINE AND CREDIT CARDS MAY NOT BE USED FOR WAGERS**

**ORGANIZATION INFO**

Name of Organization or Group <b>DRISCOLL BETTERMENT CLUB</b>		Dates Authorized (Read Instruction 2) <b>7/4/2026</b>	
Organization or Group Contact Person [REDACTED]	E-mail [REDACTED]	Telephone Number [REDACTED]	
Mailing Address [REDACTED]	City <b>DRISCOLL</b>	State <b>ND</b>	ZIP Code <b>58532</b>

**SITE INFO**

Site Name <b>DRISCOLL BETTERMENT CLUB SHELTER</b>		County <b>BURLEIGH</b>	
Site Address <b>MAIN STREET</b>	City <b>DRISCOLL</b>	State <b>ND</b>	ZIP Code <b>58532</b>

If the city or county is placing restrictions on the permit, please explain

Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle - 10/30, 11/30, 12/31, etc.)

**7/4/2026- ONE TIME EVENT**

**Permits must be issued prior to the 1st event date.**

Local governing bodies please see the instructions on the backside of this form on how to complete the permit. Be certain to provide the organization or group with the "Information Required to be Preprinted on a Standard Raffle Ticket" found on the backside of this forms if a raffle is being conducted. If a "Restricted Event Permit" is being issued, either provide organization or group with SFN 52880 "Report on a Restricted Event Permit" or make them aware that the report must be filed with the city or county and the Office of Attorney General within 30 days after the event. Before approving a site location, ensure compliance with the gaming law below

Before approving a local permit or restricted event permit the local governing body should review North Dakota Century Code 53-06.1-03(3)(a) which states:

3. A licensed organization or organization that has a permit shall conduct games as follows:
- a. Only one licensed organization or organization that has a permit may conduct games at an authorized site on a day, except that a raffle may be conducted for a special occasion by another licensed organization or organization that has a permit when one of these conditions is met:
    - (1) When the area for the raffle is physically separated from the area where games are conducted by the regular organization.
    - (2) Upon request of the regular organization and with the approval of the alcoholic beverage establishment, the regular organization's license or permit is suspended for that specific time of day by the Attorney General.

Local governing bodies should also review North Dakota Administrative Code 99-01.3-01-05 (Permits) for the administrative rules governing permits. These rules may be viewed on the North Dakota Attorney General's website at <https://attorneygeneral.nd.gov/licensing-and-gaming/gaming/gaming-laws-rules-and-publications>

**CITY OR COUNTY CONTACT PERSON**

Printed Name of City or County Official Mark Splonskowski	Title of City or County Official Burleigh County Auditor	Telephone Number 701-712-2887	E-mail Address msplonskowski@nd.gov
Signature of City or County Official		Date	Issuing Governing Body <input type="checkbox"/> City <input type="checkbox"/> County

**City or County must submit a copy of the permit above to the Office of Attorney General within 14 days of issuance.**



**APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT**  
**NORTH DAKOTA OFFICE OF ATTORNEY GENERAL**  
**GAMING DIVISION**  
 SFN 9338 (8-2025)

Applying for (check one)

Local Permit       Restricted Event Permit\*

Games to be conducted

Bingo     Raffle     Raffle Board     Calendar Raffle     Sports Pool     Poker\*     Twenty-One\*     Paddlewheels\*

\*See Instruction 2 (f) on Page 2. Poker, Twenty-One, and Paddlewheels may be conducted Only with a Restricted Event Permit. Only one permit per year.  
**LOCAL PERMIT RAFFLES MAY NOT BE CONDUCTED ONLINE AND CREDIT CARDS MAY NOT BE USED FOR WAGERS**

**ORGANIZATION INFO**

Name of Organization or Group: Driscoll Betterment Club      Dates of Activity (Does not include dates for the sales of tickets): 7-4-26

Organization or Group Contact Person: [Redacted]      E-mail: [Redacted]      Telephone Number: [Redacted]

Business Address: 2413 Hwy 10 W      City: Driscoll      State: ND      ZIP Code: 58532

Mailing Address (if different): [Redacted]      City: Driscoll      State: ND      ZIP Code: 58532

**SITE INFO**

Site Name: Driscoll Betterment Club Shelter      County: Burleigh

Site Physical Address: Main Street      City: Driscoll      State: ND      ZIP Code: 58532

Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle - 10/30, 11/30, 12/31, etc.)

July 4th, 2026 - following parade 8pm

**PRIZE / AWARD INFO (If More Prizes, Attach An Additional Sheet)**

Game Type	Description of Prize	Exact Retail Value of Prize
Button - drawing - gift cards	\$250, \$150, \$75 x 2, \$50 x 2	total \$ 650.00
50/50 raffle	undetermined, estimated \$25 x 2	\$100.00
	amount	
Total (limit \$50,000 per year)		\$ 750.00

**ADDITIONAL REQUIRED INFORMATION**

Intended Uses of Gaming Proceeds: 4th of July fireworks / event celebration

Does the organization presently have a state gaming license? (If yes, the organization is not eligible for a local permit or restricted event permit and should call the Office of Attorney General at 1-800-326-9240)

Yes     No

Has the organization or group received a restricted event permit from any city or county for the fiscal year July 1 - June 30 (If yes, the organization or group does not qualify for a local permit or restricted event permit)

Yes     No

Has the organization or group received a local permit from an city or county for the fiscal year July 1 - June 30 (If yes, indicate the total retail value of all prizes previously awarded)

No     Yes - Total Retail Value: [ ] (This amount is part of the total prize limit for \$50,000 per fiscal year)

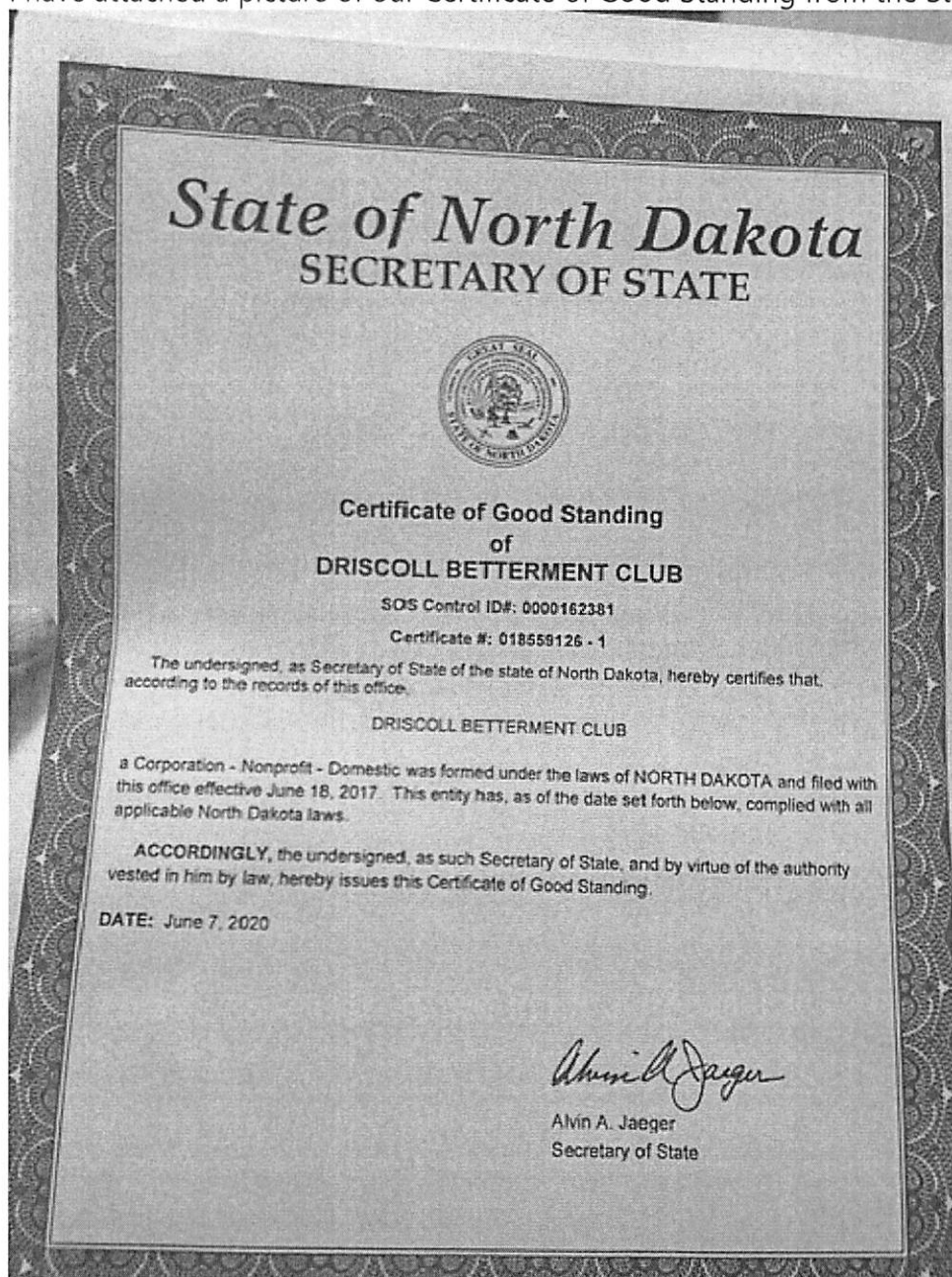
Is the organization or group a state political party or legislative district party? (If yes, the organization or group may only conduct a raffle and must complete SFN 52880 "Report on a Restricted Event Permit" within 30 days of the event. Net proceeds may be for political purposes.)

Yes     No

Printed Name of Organization Group's Permit Organizer: [Redacted]      Telephone Number: [Redacted]      E-mail Address: [Redacted]

Signature of Organization Group's Permit Organizer: [Redacted]      Title: Member/Volunteer      Date: 5/30/26

I have attached a picture of our Certificate of Good Standing from the State of North Dakota issued in



2020 though our club has

been in existence much longer. Please let me know if this is acceptable.

As for the raffle, on May 15th we held an informal meeting open to the community to discuss a number of topics related to our annual 4th of July Celebration.

The button drawing was discussed and a design was chosen. We set the number of buttons to order of 300 and set the price of \$5 per button to purchase. A variety of gift cards will be purchased for prizes and the drawing to be held immediately following the parade.

The 50/50 raffle is dependent on interested participants and may or may not be held.

We will be holding our regular monthly meeting this Friday, June 5th and will continue to discuss other topics related to the celebration.

Please let me know if notes from the informal meeting is acceptable or if we need to approve the raffle in our upcoming club meeting.

Thank you,  
Vickie Barth

Sent from my iPhone

On Jun 3, 2026, at 1:41 PM, Berger, Diane <[berger.diane@nd.gov](mailto:berger.diane@nd.gov)> wrote:

Hi Vickie! One of the requirements of the raffle permit is to submit a copy of your club meeting minutes authorizing the raffle. Can you please email that to me along with a club charter or something proving your club has been in existence for two years or more.

Thank you!

Diane Berger  
Administrative Assistant-Accounts Receivable  
Treasurer's Office  
Burleigh County  
701-712-6213 Ext.708  
[berger.diane@nd.gov](mailto:berger.diane@nd.gov)

ALL ITEMS REQUIRED FOR THIS PERMIT  
HAVE BEEN MET

THESE ITEMS ARE ON FILE AND CAN BE  
SEEN UPON REQUEST

ORGANIZATION/CLUB Driscoll Betterment Club  
PERMIT 26-016  
DATE 6/9/2024



**LOCAL PERMIT OR RESTRICTED EVENT PERMIT**  
**NORTH DAKOTA OFFICE OF ATTORNEY GENERAL**  
**GAMING DIVISION**  
 SFN 17926 (8-2025)

Permit Number  
**26-017**

Permit Type (check one)  
 Local Permit       Restricted Event Permit\*

Games Authorized  
 Bingo     Raffle     Raffle Board     Calendar Raffle     Sports Pool     Poker\*     Twenty-One\*     Paddlewheels\*

\*See Instruction 2 (f) on Page 2. Poker, Twenty-One, and Paddlewheels may be conducted Only with a Restricted Event Permit. Only one permit per year.  
**LOCAL PERMIT RAFFLES MAY NOT BE CONDUCTED ONLINE AND CREDIT CARDS MAY NOT BE USED FOR WAGERS**

**ORGANIZATION INFO**

Name of Organization or Group <b>DRISCOLL WILDLIFE CLUB</b>		Dates Authorized (Read Instruction 2) <b>11/07/2026</b>	
Organization or Group Contact Person [REDACTED]	E-mail [REDACTED]	Telephone Number [REDACTED]	
Mailing Address [REDACTED]	City <b>Driscoll</b>	State <b>ND</b>	ZIP Code <b>58532</b>

**SITE INFO**

Site Name <b>TNT Tavern</b>		County <b>Burleigh</b>	
Site Address <b>31 Main St.</b>	City <b>Driscoll</b>	State <b>ND</b>	ZIP Code <b>58532</b>
If the city or county is placing restrictions on the permit, please explain			
Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle - 10/30, 11/30, 12/31, etc.)			
<b>One time drawing - 11/07/2026</b>			

**Permits must be issued prior to the 1st event date.**

Local governing bodies please see the instructions on the backside of this form on how to complete the permit. Be certain to provide the organization or group with the "Information Required to be Preprinted on a Standard Raffle Ticket" found on the backside of this forms if a raffle is being conducted. If a "Restricted Event Permit" is being issued, either provide organization or group with SFN 52880 "Report on a Restricted Event Permit" or make them aware that the report must be filed with the city or county and the Office of Attorney General within 30 days after the event. Before approving a site location, ensure compliance with the gaming law below

Before approving a local permit or restricted event permit the local governing body should review North Dakota Century Code 53-06.1-03(3)(a) which states:

3. A licensed organization or organization that has a permit shall conduct games as follows:

a. Only one licensed organization or organization that has a permit may conduct games at an authorized site on a day, except that a raffle may be conducted for a special occasion by another licensed organization or organization that has a permit when one of these conditions is met:

(1) When the area for the raffle is physically separated from the area where games are conducted by the regular organization.

(2) Upon request of the regular organization and with the approval of the alcoholic beverage establishment, the regular organization's license or permit is suspended for that specific time of day by the Attorney General.

Local governing bodies should also review North Dakota Administrative Code 99-01.3-01-05 (Permits) for the administrative rules governing permits. These rules may be viewed on the North Dakota Attorney General's website at <https://attorneygeneral.nd.gov/licensing-and-gaming/gaming/gaming-laws-rules-and-publications>

**CITY OR COUNTY CONTACT PERSON**

Printed Name of City or County Official <b>Mark Splonskowski</b>	Title of City or County Official <b>Burleigh County Auditor</b>	Telephone Number <b>701-712-2887</b>	E-mail Address <b>msplonskowski@nd.gov</b>
Signature of City or County Official		Date	Issuing Governing Body <input type="checkbox"/> City <input type="checkbox"/> County

**City or County must submit a copy of the permit above to the Office of Attorney General within 14 days of issuance.**



# APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT

NORTH DAKOTA OFFICE OF ATTORNEY GENERAL

GAMING DIVISION

SFN 9338 (8-2025)

Applying for (check one)

Local Permit       Restricted Event Permit\*

Games to be conducted       Raffle by a Political or Legislative District Party

Bingo     Raffle     Raffle Board     Calendar Raffle     Sports Pool     Poker\*     Twenty-One\*     Paddlewheels\*

\*See Instruction 2 (f) on Page 2. Poker, Twenty-One, and Paddlewheels may be conducted Only with a Restricted Event Permit. Only one permit per year.

**LOCAL PERMIT RAFFLES MAY NOT BE CONDUCTED ONLINE AND CREDIT CARDS MAY NOT BE USED FOR WAGERS**

### ORGANIZATION INFO

Name of Organization or Group <b>Driscoll Wildlife Club</b>		Dates of Activity (Does not include dates for the sales of tickets) <b>11/7/2024</b>	
Organization or Group Contact Person [REDACTED]	E-mail [REDACTED]	Telephone Number 7 [REDACTED]	
Business Address [REDACTED]	City <b>Driscoll</b>	State <b>Nd</b>	ZIP Code <b>58532</b>
Mailing Address (if different)	City	State	ZIP Code

### SITE INFO

Site Name <b>TNT Tavern</b>	County <b>Burleigh</b>
Site Physical Address <b>31 Main st</b>	City <b>Driscoll</b>
	State <b>Nd</b>
	ZIP Code <b>58532</b>
Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle - 10/30, 11/30, 12/31, etc.) <b>Saturday November 7th 7pm</b>	

### PRIZE / AWARD INFO (If More Prizes, Attach An Additional Sheet)

Game Type	Description of Prize	Exact Retail Value of Prize
	<b>See Attached</b>	
Total (limit \$50,000 per year)		\$

### ADDITIONAL REQUIRED INFORMATION

Intended Uses of Gaming Proceeds  
**Proceeds to go to purchasing hen pheasants for release**

Does the organization presently have a state gaming license? (If yes, the organization is not eligible for a local permit or restricted event permit and should call the Office of Attorney General at 1-800-326-9240)  
 Yes     No

Has the organization or group received a restricted event permit from any city or county for the fiscal year July 1 - June 30 (If yes, the organization or group does not qualify for a local permit or restricted event permit)  
 Yes     No

Has the organization or group received a local permit from an city or county for the fiscal year July 1 - June 30 (If yes, indicate the total retail value of all prizes previously awarded)  
 No     Yes - Total Retail Value: [ ] (This amount is part of the total prize limit for \$50,000 per fiscal year)

Is the organization or group a state political party or legislative district party? (If yes, the organization or group may only conduct a raffle and must complete SFN 52880 "Report on a Restricted Event Permit" within 30 days of the event. Net proceeds may be for political purposes.)  
 Yes     No

Printed Name of Organization Group's Permit Organizer [REDACTED]	Telephone Number [REDACTED]	E-mail Address [REDACTED]
Signature of Organization Group's Permit Organizer <b>Mi [Signature]</b>	Title <b>President</b>	Date <b>6-10-26</b>

**MANDAN SPORTING GOODS**  
 206 4TH AVE NW  
 MANDAN, ND 58554  
 Phone Number 1-701-751-1026  
 Website: www.MandanSportingGoods.com  
 Email: msg@midconetwork.com

**Bill To:**

Mr. TOBY LARRY FISHER  
 2131 36TH STREET SE  
 DRISCOLL, ND 58532

Item Name	Item Description	Attribute	Size	Orig Price	Disc % Type	Qty	Price	Ext Price Tax
ATI ATIGAX5567ML60 Alpha Maxx	ATI ATIGAX5567ML60 Alpha Maxx 5.56x45mm 60+1 7.50" Black Threaded Barrel, Polymer M-LOK Handguard, Black Polymer Stock			\$449.99	11.11% Comp	1	\$400.00	\$400.00 T
Winchester Repeating Arms	Winchester Repeating Arms 524200102 Ranger Full Size 22 LR 15+1 20.50" Matte Black Sporter Barrel, Drilled & Tapped Black Anodized Matte Black Aluminum Receiver, Satin Walnut Fixed Straight Stock			\$469.99	9.57% Comp	1	\$425.00	\$425.00 T
LIPSEY'S EXCLUSIVE TAILOR	LIPSEY'S EXCLUSIVE TAURUS G3C 9MM			\$349.99	14.28% Comp	1	\$300.00	\$300.00 T
IMPALA PLUS CARBON 28" BRL	IMPALA PLUS CARBON 28" BRL			\$579.99	13.79% Comp	1	\$500.00	\$500.00 T
Ruger 32039 10/22 250th Anniversary	Ruger 32039 10/22 250th Anniversary 22 LR 10+1 18.50" Satin Stainless Threaded Barrel, Engraved Satin Stainless Steel Receiver w/Picatinny Rail, Liberty Blue w/Red & White Splatter Ruger Modular System Synthetic Stock			\$519.99	8.65% Comp	1	\$475.00	\$475.00 T
Ruger 56931 American II 250th Anniversary	Ruger 56931 American II 250th Anniversary 308 Win 3+1 20" Gun Metal Gray Cerakote Spiral Fluted Threaded Barrel, Alloy Steel Receiver w/Picatinny Rail, Liberty Blue w/Red & White Splatter Adj Comb Synthetic Stock			\$674.99	7.41% Comp	1	\$625.00	\$625.00 T
Winchester Guns 535218289	Winchester Guns 535218289 70 Super Grade 6.5 Creedmoor 5+1 22" Gloss AAA Maple Blued Right Hand			\$1,799.99	8.33% Comp	1	\$1,650.00	\$1,650.00 T

Subtotal: \$4,375.00  
 Local Sales Tax 8.25 % Tax: + \$360.94  
**RECEIPT TOTAL: \$4,735.94**

Account: \$4,735.94

**Signature** \_\_\_\_\_

I agree to pay above amount according to card issuer agreement (merchant agreement if credit voucher).

ALL ITEMS REQUIRED FOR THIS PERMIT  
HAVE BEEN MET

THESE ITEMS ARE ON FILE AND CAN BE  
SEEN UPON REQUEST

ORGANIZATION/CLUB Driscoll Wildlife Club  
PERMIT 26-017  
DATE 6/9/2026



**LOCAL PERMIT OR RESTRICTED EVENT PERMIT**  
 NORTH DAKOTA OFFICE OF ATTORNEY GENERAL  
 GAMING DIVISION  
 SFN 17926 (8-2025)

Permit Number  
**26-018**

Permit Type (check one)  
 Local Permit       Restricted Event Permit\*

Games Authorized  
 Bingo     Raffle     Raffle Board     Calendar Raffle     Sports Pool     Poker\*     Twenty-One\*     Paddlewheels\*  
 Raffle by a Political or Legislative District Party

\*See Instruction 2 (f) on Page 2. Poker, Twenty-One, and Paddlewheels may be conducted Only with a Restricted Event Permit. Only one permit per year.  
**LOCAL PERMIT RAFFLES MAY NOT BE CONDUCTED ONLINE AND CREDIT CARDS MAY NOT BE USED FOR WAGERS**

**ORGANIZATION INFO**

Name of Organization or Group <b>CONSOLIDATED ELECTRICAL DISTRIBUTORS</b>		Dates Authorized (Read Instruction 2) <b>07/30/2026</b>	
Organization or Group Contact Person [REDACTED]	E-mail [REDACTED]	Telephone Number 7[REDACTED]	
Mailing Address [REDACTED]	City <b>Bismarck</b>	State <b>ND</b>	ZIP Code <b>58501</b>

**SITE INFO**

Site Name <b>Apple Creek Country Club</b>		County <b>Burleigh</b>	
Site Address <b>8921 Hwy 10</b>	City <b>Bismarck</b>	State <b>ND</b>	ZIP Code <b>58501</b>
If the city or county is placing restrictions on the permit, please explain			
Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle - 10/30, 11/30, 12/31, etc.)  <b>One time raffle drawing - 7/30/2026</b>			

**Permits must be issued prior to the 1st event date.**

Local governing bodies please see the instructions on the backside of this form on how to complete the permit. Be certain to provide the organization or group with the "Information Required to be Preprinted on a Standard Raffle Ticket" found on the backside of this forms if a raffle is being conducted. If a "Restricted Event Permit" is being issued, either provide organization or group with SFN 52880 "Report on a Restricted Event Permit" or make them aware that the report must be filed with the city or county and the Office of Attorney General within 30 days after the event. Before approving a site location, ensure compliance with the gaming law below

Before approving a local permit or restricted event permit the local governing body should review North Dakota Century Code 53-06.1-03(3)(a) which states:

3. A licensed organization or organization that has a permit shall conduct games as follows:
- a. Only one licensed organization or organization that has a permit may conduct games at an authorized site on a day, except that a raffle may be conducted for a special occasion by another licensed organization or organization that has a permit when one of these conditions is met:
    - (1) When the area for the raffle is physically separated from the area where games are conducted by the regular organization.
    - (2) Upon request of the regular organization and with the approval of the alcoholic beverage establishment, the regular organization's license or permit is suspended for that specific time of day by the Attorney General.

Local governing bodies should also review North Dakota Administrative Code 99-01.3-01-05 (Permits) for the administrative rules governing permits. These rules may be viewed on the North Dakota Attorney General's website at <https://attorneygeneral.nd.gov/licensing-and-gaming/gaming/gaming-laws-rules-and-publications>

**CITY OR COUNTY CONTACT PERSON**

Printed Name of City or County Official <b>Mark Splonskowski</b>	Title of City or County Official <b>Burleigh County Auditor</b>	Telephone Number <b>701-712-2887</b>	E-mail Address <b>msplonskowski@nd.gov</b>
Signature of City or County Official		Date	Issuing Governing Body <input type="checkbox"/> City <input type="checkbox"/> County

**City or County must submit a copy of the permit above to the Office of Attorney General within 14 days of issuance.**



**APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT**  
 NORTH DAKOTA OFFICE OF ATTORNEY GENERAL  
 GAMING DIVISION  
 SFN 9338 (8-2025)

Applying for (check one)  
 Local Permit       Restricted Event Permit\*

Games to be conducted       Raffle by a Political or Legislative District Party

Bingo     Raffle     Raffle Board     Calendar Raffle     Sports Pool     Poker\*     Twenty-One\*     Paddlewheels\*

\*See Instruction 2 (f) on Page 2. Poker, Twenty-One, and Paddlewheels may be conducted Only with a Restricted Event Permit. Only one permit per year.  
**LOCAL PERMIT RAFFLES MAY NOT BE CONDUCTED ONLINE AND CREDIT CARDS MAY NOT BE USED FOR WAGERS**

**ORGANIZATION INFO**

Name of Organization or Group <i>Consolidated Electrical Distributors</i>		Dates of Activity (Does not include dates for the sales of tickets) <i>7/30/2026</i>	
Organization or Group Contact Person [REDACTED]	E-mail [REDACTED]	Telephone Number [REDACTED]	
Business Address <i>3131 East Broadway Ave</i>	City <i>Bismarck</i>	State <i>ND</i>	ZIP Code <i>58501</i>
Mailing Address (if different)	City	State	ZIP Code

**SITE INFO**

Site Name <i>Apple Creek Country Club</i>	County <i>Burleigh</i>
Site Physical Address <i>8921 Hwy 10</i>	City <i>Bismarck</i>
	State <i>ND</i>
	ZIP Code <i>58501</i>

Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle - 10/30, 11/30, 12/31, etc.)  
*Raffle 7/30/2026*

**PRIZE / AWARD INFO (If More Prizes, Attach An Additional Sheet)**

Game Type	Description of Prize	Exact Retail Value of Prize
Raffle	Traeger	1200
Raffle	Tools	480
Raffle	Baseball Tickets	300
Total (limit \$50,000 per year)		\$

**ADDITIONAL REQUIRED INFORMATION**

Intended Uses of Gaming Proceeds  
*Gary Sinise Foundation - Provide mental wellness support for Veterans, <sup>st</sup>responder + home modification + mobile devices for injured heroes*

Does the organization presently have a state gaming license? (If yes, the organization is not eligible for a local permit or restricted event permit and should call the Office of Attorney General at 1-800-326-9240)  
 Yes     No

Has the organization or group received a restricted event permit from any city or county for the fiscal year July 1 - June 30 (If yes, the organization or group does not qualify for a local permit or restricted event permit)  
 Yes     No

Has the organization or group received a local permit from an city or county for the fiscal year July 1 - June 30 (If yes, indicate the total retail value of all prizes previously awarded)  
 No     Yes - Total Retail Value: \_\_\_\_\_ (This amount is part of the total prize limit for \$50,000 per fiscal year)

Is the organization or group a state political party or legislative district party? (If yes, the organization or group may only conduct a raffle and must complete SFN 52880 "Report on a Restricted Event Permit" within 30 days of the event. Net proceeds may be for political purposes.)  
 Yes     No

Printed Name of Organization Group's Permit Organizer [REDACTED]	Telephone Number [REDACTED]	E-mail Address [REDACTED]
Signature of Organization Group's Permit Organizer [REDACTED]	Title [REDACTED]	Date <i>6/5/2026</i>

ALL ITEMS REQUIRED FOR THIS PERMIT  
HAVE BEEN MET

THESE ITEMS ARE ON FILE AND CAN BE  
SEEN UPON REQUEST

ORGANIZATION/CLUB Consolidated Electrical Distributors  
PERMIT 26-018  
DATE 6/9/2026

APPLICATION FOR SPECIAL PERMIT TO SELL ALCOHOLIC BEVERAGES  
AT A SPECIAL EVENT AT DESIGNATED PREMISES  
"SE"

Local Fee: \$25.00

Applicant (must have county license) Wendelylee Krows

1. Name of Licensee [Redacted]

2. Name of Business FLASH'S PLACE

3. Mailing Address 1501 Hwy 83 NE Sterling

4. State Alcoholic Beverage License Number AA-026485 Local License Number(s) 21-010

6. Date(s) and Time of Special Event July 10 & 11 Wing Rodeo

7. Describe Special Event Fully Beer Garden Wing Rodeo

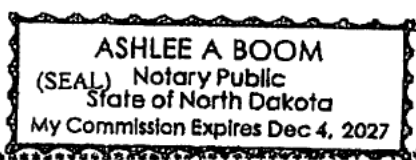
8. Indicate Premises to be Used on Reverse Side of this Application.

Dated this 5 day of June, 2026

[Redacted Signature]  
(Licensee)

BY Wendelylee Krows Owner  
(Name and title if Corporate Officer or Manager)

Subscribed and sworn to before me this 5 day of June, 2026



Ashlee A Boom

Recommendation  Approved  Denied  If denied, reason for denial: \_\_\_\_\_

[Signature]  
(Burleigh County Sheriff) (Date)

PERMIT

The above named licensee is hereby authorized to sell alcoholic beverages in accordance with law and ordinances at the premises and on the date(s) set forth in this application, subject to such rules and regulations as have been established.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
(County Auditor)

DESCRIPTION OF PREMISES

1. Are premises located within the County of Burleigh?  Yes  No

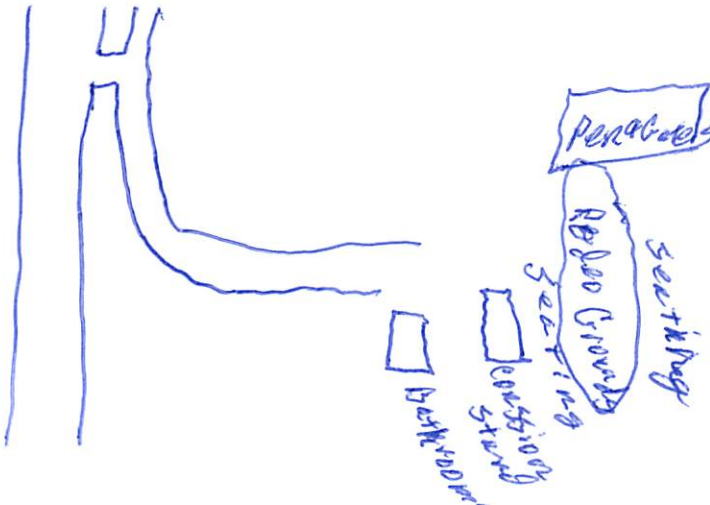
2. Address of premises:

45800 Highway 14 Wing ND 58492  
(Street Address) (City) (Zip Code)

3. Name of building where event will be held: Concession Stand Wing Rodeo

4. Do premises meet local and state requirements regarding sanitation and safety?  Yes  No

5. Draw a clear and understandable floor plan of the premises. Show all exits, bars, dining areas (if any), beverage coolers and beverage storage areas. Indicate which are solid walls, half walls, dividers, and moveable partitions. If any area is enclosed by fences or the like, explain type and height.



6. What part of the building will be used for the alcoholic beverage business (sale of beverages and consumption of beverages sold)?  All  Less than all. If less than all, fully explain and clearly indicate on the floor plan (outline with a different color):

South 1/2 of Concession Stand for sales  
consumption around Concession Stand

APPLICATION FOR LIQUOR LICENSE  
TOWNSHIP BOARD APPROVAL

To: Burleigh County Auditor

We, the Township Board of Wing approve the  
(Name of Township)

application for a Type SE Retail Liquor License for

FLASH'S PLACE  
(Name of Establishment)

owned by [REDACTED] 1401 Hwy 83NE Sterling  
(Licensee) (Address)

Darrell Osward  
Chairman

Nolan Swenson  
Member

Larry Bergquist  
Member

ATTEST

Ella Swenson  
(Township Clerk)

July 18 2011

**MEMORANDUM OF UNDERSTANDING BETWEEN BURLEIGH COUNTY AND  
CAPITAL ELECTRIC COOPERATIVE, INC.**

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1. The parties of this agreement are Burleigh County and Capital Electric Cooperative, Inc.
2. The purpose of this memorandum is to set forth the terms by which Burleigh County would be willing to act as the “Applicant” on behalf of a private entity, Capital Electric Cooperative, Inc., so they may complete and submit an application for funding under the FY 2024-2025 Building Resilient Infrastructure and Communities (BRIC) Program. Based on the Unified Hazard Mitigation Program and Policy Guide, private entities are not allowed to directly apply for federal funding through this program, and must have a local government act as the “Applicant” on their behalf.
3. This memorandum of understanding will authorize Capital Electric Cooperative, Inc. to apply for federal funding under the FY 2024-2025 BRIC Program with Burleigh County acting as the “Applicant” for their project in name only. The County will only be acting as a “Pass-Through” entity for Capital Electric Cooperative, Inc. to apply for this available grant funding. Capital Electric Cooperative, Inc. will be held liable for all costs associated with this project (federal and local), as well as all administrative tasks, project management, construction management, construction itself, environmental conditions, reimbursement requests, and project closeout. If there are any issues associated with this project that may cause a loss of federal funding, an increase in cost shares, or any legal ramifications, the County will not be held liable for these issues in any way.
4. This agreement may be modified upon the mutual consent of both parties, if needed.
5. The terms of this agreement will remain in effect until the project is either denied for funding under the FY 2024-2025 BRIC grant cycle, the project is approved and completed by Capital Electric Cooperative, Inc., or the project is deobligated for federal funding under the FY 2024-2025 BRIC Program.
6. This memorandum constitutes the entire agreement between the parties. There are no understandings, agreements, or representation, oral or written, not specified within this memorandum.
7. This contract is not effective until fully executed by both parties.

Burleigh County

Capital Electric Cooperative, Inc.

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Burleigh County Chair                      Date  
Brian D. Bitner

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General Manager/CEO                      Date

**ITEM**

**# 8**

# Building Resilient Infrastructure and Communities Program Funding Opportunity for Fiscal Years 2024-25

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Overview and eligibility requirements for FEMA's Fiscal Years (FY) 2024-25 Building Resilient Infrastructure and Communities (BRIC) Notice of Funding Opportunity (NOFO). This opportunity provides \$1 billion in grant funding for hazard mitigation projects that deliver immediate, measurable risk reduction.

## Program Purpose

The Building Resilient Infrastructure and Communities (BRIC) grant program makes federal funds available to states, local governments, Tribal Nations and territories for hazard mitigation activities. FEMA has been working for over a year to ensure that all of its programs—including the BRIC program—are administered responsibly and delivering real value to the American people. FEMA's new direction for the BRIC program includes best practices for mitigation to save lives and reduce disaster costs and have a renewed focus on infrastructure-related hazard mitigation projects.

For this funding opportunity, the BRIC program will:

- Implement **infrastructure and construction hazard mitigation projects** that reduce risk to people, property, and critical services,
- Support **adoption and enforcement of hazard resistant building codes**,
- Prioritize **infrastructure and construction projects that are ready to implement** with increased geographic distribution of hazard mitigation activities, and
- **Maximize state and local responsibility** for resilience while focusing federal resources on projects that directly support risk reduction.

The BRIC funding opportunity is published on [Grants.gov](https://www.grants.gov). The information in this fact sheet is not exhaustive. Subapplications must meet all eligibility requirements as detailed in the funding opportunity and, where applicable, align to the [Hazard Mitigation Assistance Program and Policy Guide \(HMA Guide\)](#).



# FEMA

## Application Window

The application deadlines are for the applicants only; subapplicants should consult with their state, tribal or territorial agency to confirm subapplication deadlines. Previous subapplications submitted for the initial Fiscal Year 2024 BRIC funding opportunity will not be reviewed. FEMA encourages applicants and subapplicants to review, update, and resubmit in accordance with this new funding opportunity.

- **The application period opened on March 25, 2026, and will close on July 23, 2026, at 3 p.m. ET.**
- **Apply Online:** Eligible applicants must apply using the [FEMA Grants Outcomes \(FEMA GO\)](#) management system. Applications must be received in the FEMA GO Portal by **July 23, 2026 (3 p.m. ET)**. FEMA will not consider funding applications received after this date and time.

## Available Funding

This funding opportunity provides \$1 billion in funding for the following:

- **State or Territory Allocation:** \$112 million available (up to \$2 million federal share per applicant). All 50 states, the District of Columbia, and U.S. territories may apply for this allocation.
- **Tribal Set-Aside:** \$50 million (up to \$2 million federal share per applicant). All federally recognized Tribal Nations may apply for these funds. The combined cost of the applicant's capability- and capacity-building activities under this funding category must not exceed \$2 million federal share per applicant.
- **Building Code Plus-Up:** \$56 million for states and territories (up to \$1 million federal share per applicant) and \$25 million for Tribal Nations.
- **National Competition:** \$757 million (up to \$20 million federal share per subapplication).

No single applicant may receive more than 15% of the total available funding across all available funding categories. The 15% cap will include the combined total of all funding category requests such as Management Costs, State/Territory Allocation, Tribal Set-Aside, Building Code Plus-Up and National Competition.

Total Available BRIC Funding in FY24/25: \$1 Billion					
Uses of Assistance	\$112M State/Territory Allocation	\$50M Tribal Set-Aside	\$56M State/Territory Building Code Plus-Up	\$25M Tribal Building Code Plus-Up	\$757M National Competition
Hazard Mitigation Projects	✓	✓			✓
Building Code Adoption and Enforcement	✓	✓	✓	✓	
Capability- and Capacity- Building Activities	✓	✓			
Management Costs	✓	✓	✓	✓	✓

## Eligibility

The following are eligible to apply:

- **Applicants:** States, District of Columbia, U.S. territories, federally recognized Tribal Nations (one application per applicant).
- **Subapplicants:** Local governments, communities, special districts, Tribal Nations (may submit subapplications through their state or territory).
- **Individuals, businesses, nonprofits:** Cannot apply directly; may benefit from sponsored projects.

Eligible activities include:

- **Hazard Mitigation Projects:** Cost-effective infrastructure and construction projects designed to improve resilience and public safety. **Note: Only projects with at least a conceptual design are eligible; phased projects are not eligible.**
- **Capability- and Capacity-Building Activities:** Activities directly tied to infrastructure resilience, such as hazard-resistant building code adoption or enforcement, related technical training, and project scoping for specific infrastructure projects. **Development of new and updates to Hazard Mitigation Plans are not eligible; project scoping activities must directly support a specific infrastructure project, otherwise they are not eligible for funding.**
- **Management Costs:** Financial assistance for eligible administrative and indirect costs related to hazard mitigation projects.

## Resources

*As of March 26, 2026, the U.S. Department of Homeland Security remains in a funding lapse. Some FEMA support services, such as help desks and general email resources are unavailable or responses are delayed due to lack of appropriations.*

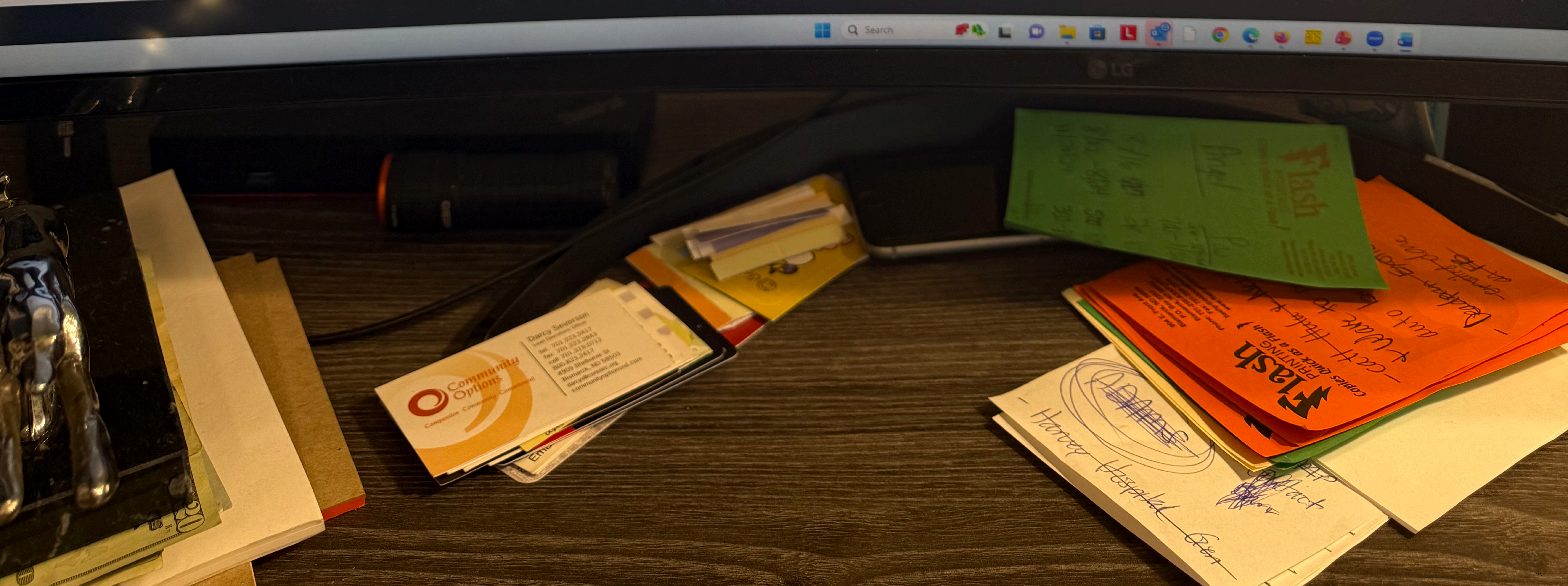
- General questions about the BRIC program can be directed to the appropriate [State Hazard Mitigation Officer \(SHMO\)](#) or [FEMA Regional Office](#).
- For FEMA GO technical support: [femago@fema.dhs.gov](mailto:femago@fema.dhs.gov) or 877-585-3242.
- For Hazard Mitigation Assistance questions: [FEMA-HMAHelpline@fema.dhs.gov](mailto:FEMA-HMAHelpline@fema.dhs.gov) or 866-222-3580.
- For questions about cost-effectiveness and FEMA's Benefit-Cost Analysis (BCA) software, contact the BC Helpline: [BCHelpline@fema.dhs.gov](mailto:BCHelpline@fema.dhs.gov).
- The Building Science Helpline is available for guidance on FEMA Building Science publications: [FEMA-BuildingScienceHelp@fema.dhs.gov](mailto:FEMA-BuildingScienceHelp@fema.dhs.gov).
- For more information about this program, visit the [Building Resilient Infrastructure and Communities](#) web page.

## Available Funding Uses of Assistance

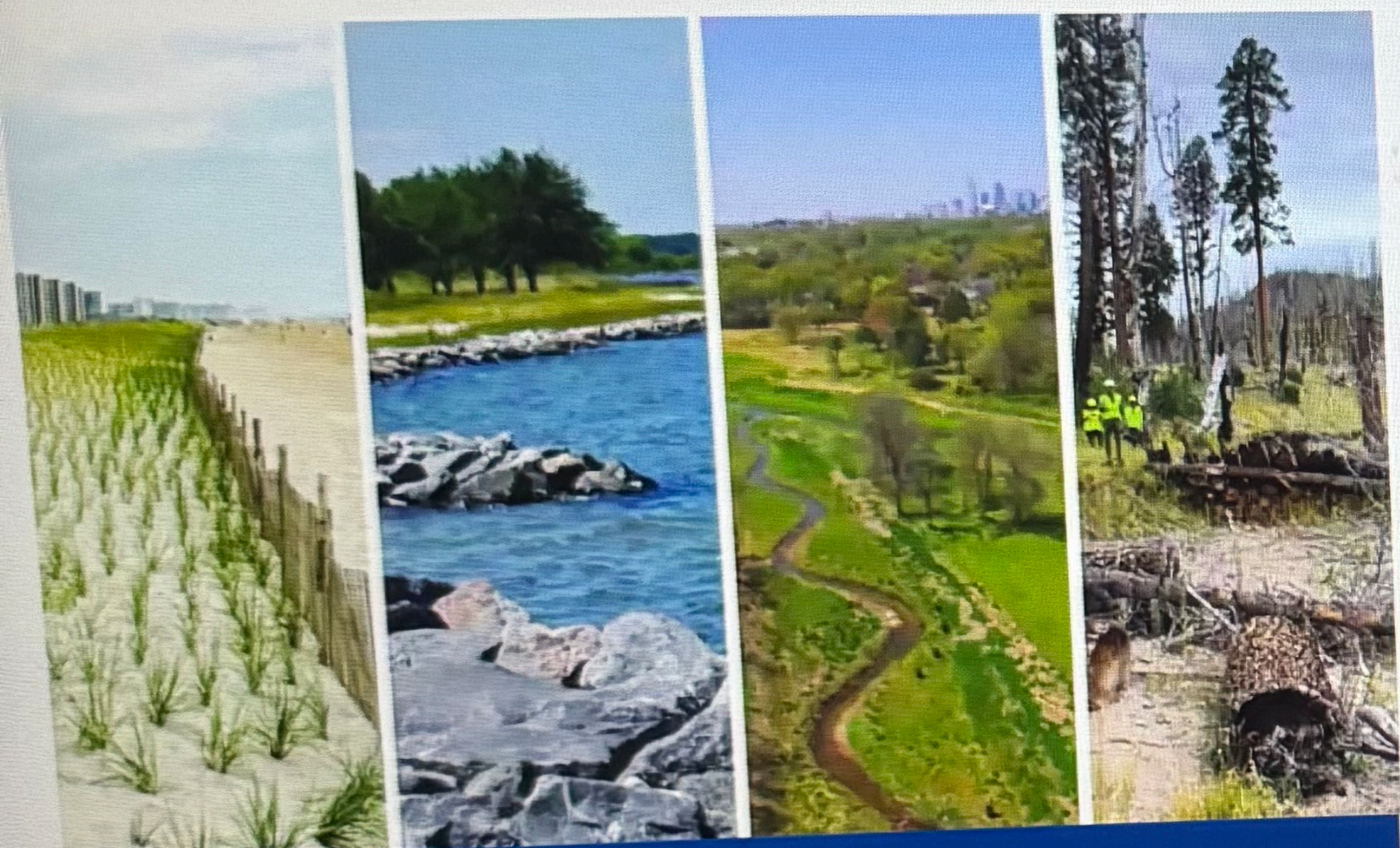
**Total Available BRIC Funding in FY24/25: \$1 Billion**

Uses of Assistance	\$112 million State/Territory Allocation	\$50 million Tribal Set-Aside	\$56 million State/Territory Building Code Plus-Up	\$25 million Tribal Building Code Plus-Up	\$757 million National Competition
Hazard Mitigation Projects	✓	✓			✓
Building Code Adoption and Enforcement	✓	✓	✓	✓	
Capability- and Capacity- Building Activities	✓	✓			
Management Costs	✓	✓	✓	✓	✓

\*No applicant may receive more than 15% of the total available funding in this NOFO  
(combined across all categories, including Management Costs)



# View Eligible Activities



## Hazard Mitigation Assistance Program and Policy Guide

Hazard Mitigation Grant Program, Hazard Mitigation Grant Program Post Fire, Building Resilient Infrastructure and Communities, and Flood Mitigation Assistance

Effective January 20, 2025  
Version 2.1

Federal Enterprise Architecture (FEA) Number: FP-206-21-0001

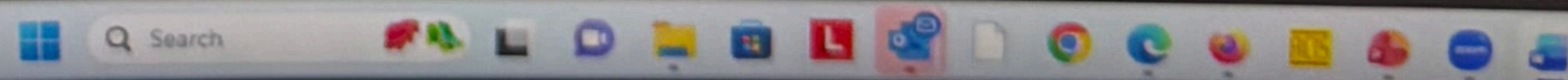


Eligible activities fall into three types: 1) hazard mitigation projects, 2) capability- and capacity-building activities, and 3) management costs.

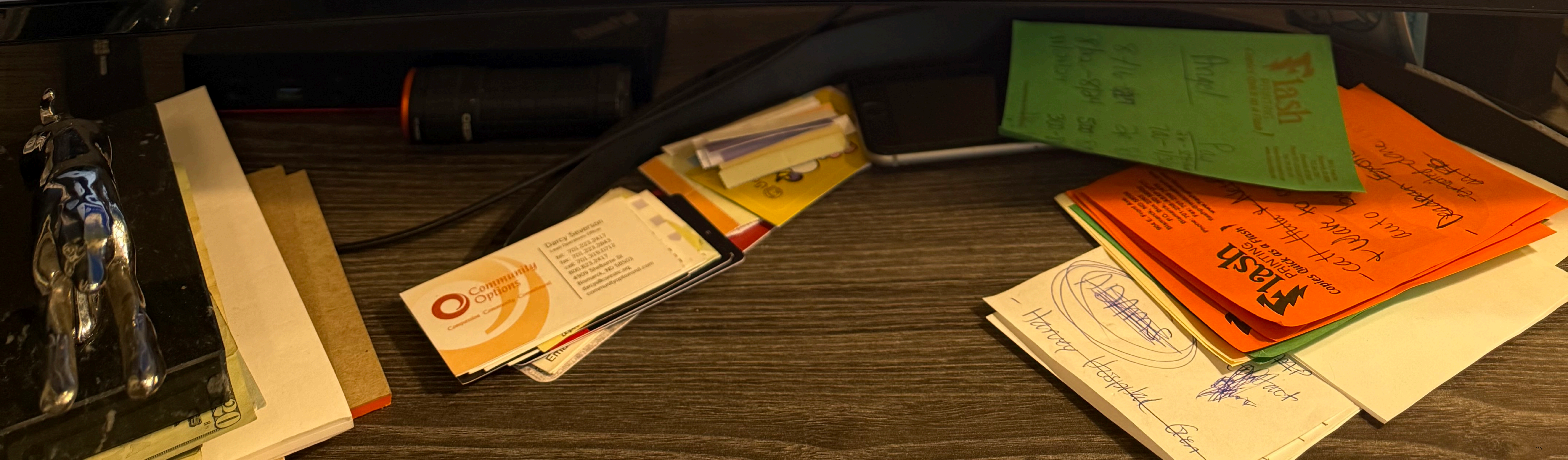
### Activities Must:

- Be cost-effective.
- Be technically feasible.
- Reduce/eliminate risk and damage from natural hazards.
- Be in conformance with the two latest published editions of relevant consensus-based codes.
- Align with the hazard mitigation plan.
- Align with Agency and Administration priorities.
- Meet all environmental and historic preservation requirements.

FEMA.GOV



57°F  
cloudy

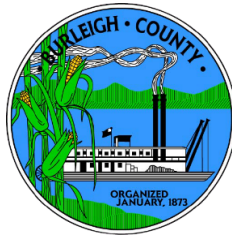


**ITEM**

**# 9**



Burleigh County Highway Department  
8100 43<sup>rd</sup> Ave NE  
Bismarck ND 58503  
701.204.7748 | burleigh.gov



## Request for County Board Action

**DATE:** May 15, 2026

**TO:** Mark Splonskowski  
County Auditor

**FROM:** Daniel Schriock  
County Engineer

**RE:** Accepting Platted Right of Way

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

**ACTION REQUESTED:**

Accept platted right of way shown on the attached Plat.

**BACKGROUND:**

Burleigh County is required to accept (on their own behalf or on the behalf of one of our Townships) Right of Way shown on Plats that are approved by the City of Bismarck, City of Lincoln or Burleigh County.

Cruz Subdivision has been approved by the City of Bismarck through their ETA process and we are requesting that the County Board accept the Right of Way that is shown on the attached plat.

**RECOMMENDATION:**

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

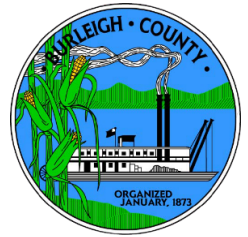
**PROPOSED RESOLUTION:**

THEREFORE, BE IT RESOLVED: That the Burleigh County Board of Commissioners do hereby accept the Right of Way shown on the Cruz Subdivision Plat.





Burleigh County Highway Department  
 8100 43<sup>rd</sup> Ave NE  
 Bismarck ND 58503  
 701.204.7748 | burleigh.gov



## Request for County Board Action

**DATE:** May 15, 2026

**TO:** Mark Splonskowski  
County Auditor

**FROM:** Daniel Schriock  
County Engineer

**RE:** Township Mileage Certification

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

**ACTION REQUESTED:**

Approve the Biennial/Amended Township Road Mileage

**BACKGROUND:**

Every year the County Board of Commissioners are required by the State of North Dakota to certify the number of township road miles in each township. The Highway Department has reviewed the County/Township roadway system and has prepared the required forms for the County Commissioner Chair’s signature. The total roadway mileage is as follows:

County Roadways:	588 miles
Organized Township Roadways:	743 miles
Un-Organized Township Roadways:	<u>157 miles</u>
Total:	1,488 miles

**RECOMMENDATION:**

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

**PROPOSED RESOLUTION:**

THEREFORE BE IT RESOLVED: That Burleigh County certifies the township road mileage breakdown and authorizes the Board Chairman to sign the required state forms.



# COUNTY TOWNSHIP ROAD MILEAGE CERTIFICATIONS

OFFICE OF STATE TREASURER  
SFN 58292 (12-2024)

Type of Certification (See Instructions)

Biennial (Effective July 1, 20 26 )

Amendment (Effective: \_\_\_\_\_)

Name of County <b>Burleigh</b>	Name of County Official Preparing Form <b>Nichole Howe</b>	Telephone Number <b>(701) 204-7748</b>	Date <b>05/14/2026</b>
-----------------------------------	---	---	---------------------------

## ORGANIZED Townships

#	A Organized Township Name	B Congressional Township and Range Number (List Only One Per Line)	C Road Miles In Each Congressional Township (Rounded to the Nearest Hundredth of a Mile)	D If the Congressional Township (Column B) is in more than one county, place an "X" in this column	E If Column D is marked List the Other County or Counties	F If the Township & Range Number in Column (B) is Repeated on this Form Place an "X" in this Column
1.	Apple Creek	138-79	50.22			
2.	Boyd	138-78	25.42			
3.	Christiana	140-76	16.47			
4.	Clear Lake	140-75	22.16			
5.	Crofte	141-79	17.37			
6.	Cromwell	141-78	15.33			
7.	Driscoll	139-75	19.51			
8.	Ecklund	142-79	37.34			
9.		142-80	11.22			X
10.	Estherville	143-78	22.72			
11.	Frances	140-78	12.42			
12.	Ghylin	142-78	16.28			
13.	Gibbs	139-79	35.64			
14.	Glenview	141-80	17.30			
15.		141-81	0.18	X	Oliver	X
16.	Grass Lake	143-79	26.46			
17.	Harriet	142-75	11.82			
18.	Hay Creek	139-80	42.08	X	Morton	
19.		139-81	15.27	X	Morton	
20.	Hazel Grove	144-75	23.18			
21.	Lein	141-75	12.11			
22.	Logan	138-77	17.15			
23.	Long Lake	137-76	14.08			
24.	McKenzie	139-77	17.58			
25.	Menoken	139-78	24.75			
26.	Missouri	137-79	14.01	X	Morton	
27.	Morton	137-77	18.38			
28.	Naughton	140-79	15.73			

**ORGANIZED Townships (continued)**

	A Organized Township Name	B Congressional Township and Range Number (List Only One Per Line)	C Road Miles In Each Congressional Township (Rounded to the Nearest Hundredth of a Mile)	D If the Congressional Township (Column B) is in more than one county, place an "X" in this column	E If Column D is marked List the Other County or Counties	F If the Township & Range Number in Column (B) is Repeated on this Form Place an "X" in this Column
29.	Painted Woods	141-81	0.23	X	Oliver	X
30.		142-80	14.47			X
31.		142-81	7.40	X	Oliver	
32.	Richmond	143-76	9.31			
33.	Rock Hill	142-77	14.17			
34.	Schrunk	144-77	4.91			
35.	Sibley Butte	140-77	10.08			
36.	Steiber	144-78	7.35			
37.	Sterling	139-76	18.17			
38.	Taft	138-76	12.61			
39.	Telfer	137-78	26.03			
40.	Thelma	138-75	7.32			
41.	Trygg	141-77	12.31			
42.	Wild Rose	137-75	8.05			
43.	Wilson	144-79	13.57			
44.	Wing	142-76	4.66			
45.						
46.						
47.						
48.						
49.						
50.						
51.						
52.						
53.						
54.						
55.						
56.						
57.						
58.						
59.						
<b>Organized Township Total</b>			<b>742.82</b>			

**UNORGANIZED Townships**

	A Congressional Township and Range Number	B Road Miles Maintained in Township (Rounded to the Nearest Hundredth of a Mile)	C If the Number in Column (A) is Also Listed in the ORGANIZED section of this form place an "X" in This column	D If the Congressional Township (Column A) is in more than one county, place an "X" in this column	E If Column D is marked List the Other County or Counties
1.	Burnt Creek 140-80	39.47			
2.	Canfield 143-77	9.86			
3.	Florence Lake 144-76	10.52			
4.	Fort Rice 137-80	9.28		X	Morton
5.	Lincoln 138-80	40.27		X	Morton
6.	Lyman 141-76	11.60			
7.	Phoenix 143-75	11.34			
8.	Riverview 140-81	24.41		X	Morton
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**UNORGANIZED Townships (continued)**

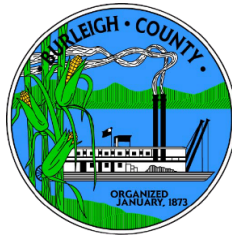
	A Congressional Township and Range Number	B Road Miles Maintained in Township (Rounded to the Nearest Hundredth of a Mile)	C If the Number in Column (A) is Also Listed in the ORGANIZED section of this form place an "X" in This column	D If the Congressional Township (Column A) is in more than one county, place an "X" in this column	E If Column D is marked List the Other County or Counties
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<b>99</b>	<b>Unorganized Township Total</b>	<b>156.75</b>			
	<b>Organized Township Total</b>	<b>742.82</b>			
	<b>Countywide Total</b>	<b>899.57</b>			

I certify this schedule is a true account of township road mileage for our county. The mileage is based on the township road definitions as contained in the North Dakota Administrative Code, Article 84-03. The Office of State Treasurer will accept an electronic signature and printed name on the form.

Signature of County Commissioner Chair	Printed Name of County Commissioner Chair Brian Bitner	Date
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### INSTRUCTIONS FOR COMPLETING SCHEDULE

1. Types of Certification: Mark the proper one for the report being sent. (Biennial or Amendment)
  - a. Biennial: Biennial certification is only sent by the County Commission to the Office of State Treasurer by July 1 of each even numbered year.
  - b. Amendment: Whenever there is a mileage change in a township between biennial certifications, an amendment certified by the County Commission must be sent to the Office of State Treasurer. The amended mileage should be computed by increasing or decreasing mile increments listed on the most recent township mileage certification (Biennial or Amended) filed with the Office of State Treasurer. Amended changes will be effective the first day of the next quarter after received by the State Treasurer's Office.
2. Reporting Requirements:
  - a. Mileage must be listed to the **nearest hundredth of a mile** for both organized and unorganized townships. If an organized township consists of more than one township and range number, mileage must be listed individually for each township and range number.
  - b. Each organized township and its mileage must be listed individually. The name as well as the township and range numbers must be put on the form.
  - c. List the township and range numbers for each of the un-organized townships individually in the Unorganized Township section above.
  - d. Countywide total line is the sum of both the organized and unorganized township total lines.
  - e. County commission chairman must sign form sent to the Office of State Treasurer. The Office of State Treasurer will accept an electronic signature and printed name on the form.



## Request for County Board Action

**DATE:** June 15, 2026

**TO:** Mark Splonskowski  
County Auditor

**FROM:** Daniel Schriock  
County Engineer

**RE:** Approve the selection of an engineering consultant firm for the Construction Engineering of Project SC-0848(004) PCN 25028 (Local Project No 0190) Moffit Road Mill & Overlay Project

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

### **ACTION REQUESTED:**

Approve the selection of Moore Engineering to perform construction engineering services for Project No. SC-0848 (Local Project No 0190) on Moffit Road

### **BACKGROUND:**

The project includes a 2-inch mill and overlay of Moffit Road from HWY 1804 to US 83. The construction engineering services will be 80% federal funds and 20% local funds.

At the April 20, 2026 County Board Meeting, the Board approved the Highway Department's request to seek construction engineering service proposals for the above referenced project. On May 19<sup>th</sup>, we opened proposals for this project. Three consulting firms submitted proposals, and after a thorough review of their proposals and interviews conducted on May 27<sup>th</sup>, the selection committee ranked Moore Engineering as the most qualified firm to perform services for this project.

The negotiation of services and fees for this project was done between the North Dakota Department of Transportation, Burleigh County Highway Department, and Moore Engineering. It is estimated that the total cost of engineering services for this project will not exceed \$243,698.60.

### **RECOMMENDATION:**

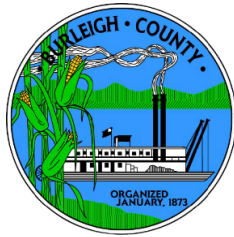
It is recommended that the County Board adopt the attached proposed resolution.

### **PROPOSED RESOLUTION:**

THEREFORE, BE IT RESOLVED: That the County Board of Commissioners approves of the selection of Moore Engineering to perform construction engineering services for



Burleigh County Highway Department  
8100 43<sup>rd</sup> Ave NE  
Bismarck ND 58503  
701.204.7748 | burleigh.gov

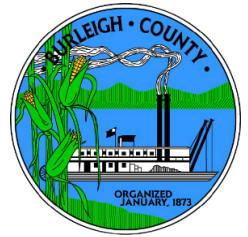


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Project No. SC-0848(004) PCN 25028 (Local Project No. 0190) 2-inch Mill and overlay on Moffit Road and allow the proper officials to enter into a contract with said firm.



Burleigh County Highway Department  
 8100 43<sup>rd</sup> Ave NE  
 Bismarck ND 58503  
 701.204.7748 | burleigh.gov



## Request for County Board Action

**DATE:** June 15, 2026

**TO:** Mark Splonskowski  
County Auditor

**FROM:** Daniel Schriock  
County Engineer

**RE:** Township Mileage Certification

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

**ACTION REQUESTED:**

Approve the Biennial/Amended Township Road Mileage

**BACKGROUND:**

Every year the County Board of Commissioners are required by the State of North Dakota to certify the number of township road miles in each township. The Highway Department has reviewed the County/Township roadway system and has prepared the required forms for the County Commissioner Chair’s signature. The total roadway mileage is as follows:

County Roadways:	588 miles
Organized Township Roadways:	743 miles
Un-Organized Township Roadways:	<u>157 miles</u>
Total:	1,488 miles

**RECOMMENDATION:**

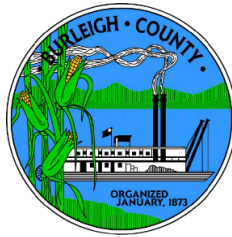
It is recommended that the Board adopt the attached proposed resolution.

**PROPOSED RESOLUTION:**

THEREFORE BE IT RESOLVED: That Burleigh County certifies the township road mileage breakdown and authorizes the Board Chairman to sign the required state forms.



Burleigh County Highway Department  
8100 43<sup>rd</sup> Ave NE  
Bismarck ND 58503  
701.204.7748 | burleigh.gov



## Request for County Board Action

**DATE:** June 15, 2026

**TO:** Mark Splonskowski  
County Auditor

**FROM:** Daniel Schriock  
County Engineer

**RE:** Accepting Platted Right of Way

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

**ACTION REQUESTED:**

Accept platted right of way shown on the attached Plat.

**BACKGROUND:**

Burleigh County is required to accept (on their own behalf or on the behalf of one of our Townships) Right of Way shown on Plats that are approved by the City of Bismarck, City of Lincoln or Burleigh County.

Cruz Subdivision has been approved by the City of Bismarck through their ETA process and we are requesting that the County Board accept the Right of Way that is shown on the attached plat.

**RECOMMENDATION:**

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

**PROPOSED RESOLUTION:**

THEREFORE, BE IT RESOLVED: That the Burleigh County Board of Commissioners do hereby accept the Right of Way shown on the Cruz Subdivision Plat.

**ITEM**

**# 10**

Addenda item for June 15<sup>th</sup>, 2026 Meeting

Action Item:  
Budget 2027

When was the consensus vote taken on the agreements with the City?

When did we decide to not have Commissioners involved in the Budget Committee?