



MEETING OF THE BISMARCK-BURLEIGH COMMISSIONS COMMITTEE

6/2/2026 - MINUTES

AGENDA

1. Call to Order

Mayor Schmitz called the meeting to order at 5:00 PM. Those present included Bismarck City Administrator Jason Tomanek, Bismarck City Mayor Mike Schmitz, and Burleigh County Commissioner Steve Bakken. Burleigh County Auditor Mark Splonskowski was absent.

2. [Public Comment](#)

No public comment was received.

3. Approval of Meeting Minutes

Commissioner Bakken moved to approve the minutes as presented and Administrator Tomanek seconded. Upon a roll call vote, all voted aye. M/C.

4. Burleigh County Emergency Management Building Lease Agreement

The Committee discussed the Burleigh County Emergency Management Building Lease Agreement, focusing on the complexities involving the joint lease shared by the City of Bismarck, Burleigh County, and the City of Mandan. State's Attorney Julie Lawyer reported receiving updated information, including reference to a 2004 Joint Powers Agreement (JPA) that outlines the budget split to be 65% to Bismarck and 35% to Burleigh County. Discussion continued from the last meeting on property ownership, including items that were purchased through federal grants under Burleigh county, and how the property will be divided as Burleigh County Emergency Management vacates the building. Attorney Lawyer noted that the lease agreement makes all parties jointly and severally liable. This raises concerns about potential financial obligations when Burleigh County exits the agreement. Attorney Lawyer and City Attorney Julie Mees will review the JPA and discuss the terms that are unclear at this time. Staff will work together to clarify responsibilities and propose recommendations prior to the July Committee meeting, calling for a special meeting if necessary. It was the consensus of the group to resolve the matter promptly due to the upcoming budget process and Burleigh County Emergency Management's imminent move-out from leased space.

5. 2027 Budget

A. Public Health

The Public Health budget request for 2027 reflects a minor increase of less than 1% overall, resulting in roughly a \$4,000 rise in Burleigh County's share. Burleigh County noted that the 25% contribution of the total Public Health budget will remain unchanged for 2027.

B. Burleigh/Morton Detention Center

The budget for the Burleigh/Morton Detention Center was not available for review but is expected to be available in the next few days. Burleigh County staff will forward the information to City staff.

C. City/County 1st Floor Lease Agreement

Burleigh County intends to continue its lease at the City/County Building through the end of 2027. City staff indicated the current rental rate would not change for 2027.

D. Burleigh County Courthouse Lease Agreement

Burleigh County staff indicated the current rental rate for the Municipal Courtroom would not change for 2027.

E. IT Services Agreement

Mary Senger indicated that she worked with City IT Director Tandra Kraft on a contract that will be amended to reflect a reduction in Burleigh County devices on the network.

6. Other Business

- A. Commissioner Bakken offered information on the primary election on June 9, 2026.

ADJOURN

There being no further business to discuss, the meeting was adjourned at 5:21 PM.



MEETING OF THE BISMARCK-BURLEIGH COMMISSIONS COMMITTEE

4/7/2026 - MINUTES

AGENDA

1. Call to Order

Mayor Schmitz called the meeting to order at 4:00 PM. Those present included Bismarck City Administrator Jason Tomanek, Bismarck City Mayor Mike Schmitz, Burleigh County Auditor Mark Splonskowski. Burleigh County Commissioner Steve Bakken attended the meeting via Teams.

2. [Public Comment](#)

No public comment was received.

3. Consider approval of minutes

Auditor Splonskowski moved to approve the minutes as presented and Commissioner Bakken seconded. Upon a roll call vote, all voted aye. M/C.

4. Update on Provident Building Renovation Project

Mary Senger, Burleigh County Emergency Manager, reported that the renovations at the Provident Building are on schedule, and that the County will need to continue the first floor lease and IT contract for one more year through December 2027. The estimated project completion date is the end of 2027.

5. Public Health 2027 Budget Discussion

Mayor Schmitz opened discussion of the Public Health budget for 2027. Commissioner Bakken indicated that he did not foresee a change in the County's contribution of 25% for 2027, but noted that he could not speak for the Burleigh County Commission. Renae Moch, Bismarck-Burleigh Public Health Director, indicated that she is able to proceed with budget preparations knowing the percent the County will be contributing.

6. Burleigh County Emergency Management Building Lease Agreement

Mary Senger, Burleigh County Emergency Manager, explained to the Committee that Burleigh County Emergency Management plans to leave the DCN facility and move to the Provident Building as floors are finished with construction. Ms. Senger indicated that the County intends to leave all equipment and technology that is not portable, but take portable furnishings to the new County EOC.

Gary Stockert, City of Bismarck Emergency Manager, presented information that he coordinated securing the Homeland Security grant funds that were used to purchase the portable items such as chairs, tables, and whiteboards, that the County intends to remove from the facility. Mr. Stockert provided documentation that explained his involvement, and asserts that referring to the items as County property is misleading. Mr. Stockert explained that Debbie LaCombe, the North Dakota State Grant Manager, had set up the pass-through grant through a previously established Burleigh County grant, rather than create a new record exclusively for the City of Bismarck. This decision resulted in an inaccurate representation of which organization originally performed the work to procure the items needed to establish the shared Emergency Operations Center space.

Ms. LaCombe let the Committee know the federal rules for equipment purchased with grant funds and explained that ownership can be transferred between government entities.

Auditor Splonskowski suggested exploring ways the City and County could negotiate a trade agreement for items both sides agree were County purchases.

Commissioner Bakken noted that the initial meeting with Administrator Tomanek was to begin negotiation and the intent would be to find an agreeable solution for both sides. Commissioner Bakken noted that the attorneys from both the City and the County need to meet to negotiate on how to divide the items.

Administrator Tomanek explained that the item was added to the agenda so that transparency could be maintained between the City and County on the topic.

Mayor Schmitz raised concerns about removing portable equipment that the current facility still needs to operate and emphasized following the legal requirements tied to the grants. Mayor Schmitz recommended finding a balanced solution between the City and County.

The general consensus of the group is to have the City and County attorneys engage in discussion to find a resolution.

7. Other Business

Commissioner Bakken let the Committee know that Burleigh County is discussing issues related to UTV use causing damage on public and private property throughout the County. The County is working on a long-term resolution with the State of North Dakota and a private riding club to develop a formal trail system funded by the State. He would like to start discussions with the City as some of the trails would need connections through or near City limits, and would like to work with the City to determine suitable routes.

8. Adjourn

There being no further business to discuss, the meeting was adjourned at 4:26 PM.



MEETING OF THE BISMARCK-BURLEIGH COMMISSIONS COMMITTEE

3/3/2026 - MINUTES

AGENDA

1. Call to Order

Mayor Schmitz called the meeting to order at 5:00 PM. Those present included Bismarck City Administrator Jason Tomanek, Bismarck City Mayor Mike Schmitz, Burleigh County Auditor Mark Splonskowski, and Burleigh County Commissioner Wayne Munson.

2. [Public Comment](#)

No public comment was received.

3. Consider Approval of Minutes

Auditor Splonskowski moved to approve the minutes as presented and Administrator Tomanek seconded. Upon a roll call vote, all voted aye. M/C.

4. Missouri Valley Complex Discussion

Daniel Nairn, City Planning Director, provided a presentation on the drafted Joint Powers Agreement between the City of Bismarck and Burleigh County for the Missouri Valley Complex property owned by Burleigh County. Director Nairn explained that the purpose of the agreement is to allow Burleigh County greater flexibility and jurisdiction over development within the area while the property remains within the City of Bismarck and continues to receive City services such as police, fire, water and sewer. He stated that under the agreement, the County would assume primary responsibility for zoning, land use, permitting, road construction and maintenance, and related enforcement, while the City would retain authority over certain functions including floodplain management, aspects of stormwater regulation, and industrial pretreatment to protect the municipal sewer system. Director Nairn noted that coordination between the two entities would be required in several areas, with provisions for City concurrence to ensure compliance with engineering and infrastructure standards, particularly where County-managed improvements connect to City systems. Director Nairn closed by reviewing the provisions related to the term and termination of the agreement, stating that it would automatically renew in then year increments unless terminated.

Mayor Schmitz expressed a desire to systematically review the "powers and duties" section to ensure alignment between City and County perspectives. He emphasized the importance of identifying potential concerns from the City side before moving forward.

Mayor Schmitz asked for clarification regarding the three-party concurrence process for subdivision plats, along with concern about whether City approval of plats within City limits is legally required. Mayor Schmitz also noted that differences in fire code and building code requirements could present challenges. Mayor Schmitz supported providing the County with flexibility while ensuring proper coordination and clarity.

Commissioner Munson expressed that he was looking at the proposal from the County's perspective, expressing caution about potential added responsibilities like enforcing City building codes. Commissioner Munson stated that he is comfortable with the City maintaining control over essential services such as fire, water, sewer, and police, but is cautious about expanding obligations beyond those areas. Commissioner Munson believes that Burleigh County would have a role similar to a developer and should manage its own infrastructure, including roads and utilities.

Administrator Tomanek highlighted key legal and structural issues, including what occurs when land is sold to private owners, whether jurisdiction should automatically revert to the City, and the implications if the agreement is terminated.

Overall discussion highlighted key concerns regarding differences between City and County codes, utility and infrastructure responsibilities, jurisdictional changes tied to land ownership, and the legal structure of the agreement. There was general consensus that the County could assume greater control over the development while the City would maintain authority over essential services. Emphasis was placed on close staff coordination and legal clarity. Next steps will be to have both entities review and refine details of the agreement with legal teams, ensuring proper agreement structure, aiming for finalization and approval within the targeted March timeline.

- [JPA Draft Missouri Valley Complex](#)

5. Other Business

6. Adjourn

There being no further business, the meeting was adjourned at 5:31 PM.