

**BURLEIGH COUNTY PARK BOARD
MEETING MINUTES
December 19, 2022**

5:00 p.m.

Chairperson Matthews called the Burleigh County Park Board meeting to order.

A roll call of members; Commissioners, Herman, Woodcox, Munson, Bitner, Schwab, Behm, and Chairperson Matthews present.

Motion by Comm. Bitner, 2nd by Comm. Munson to approve the November 2, 2022, meeting minutes and bills as presented. All members present voted "AYE." Motion carried.

Bismarck Parks and Recreation District Operation Director Mayer informed the commission that the contract for mowing of Burleigh County Parks expired at the end of the mowing season this year. A call for bids was sent out for a two-year contract for 2023 and 2024 mowing season with the option of renewing for a third year (2025).

Mayer stated that one quote was received from Midwest Lawn, LLC for \$1,188.00 for the monthly rate, which would be \$5,940.00 per season. Midwest Lawn, LLC has had the contract in the past and had done a good job and recommended approving the quote.

Motion by Comm. Schwab, 2nd by Comm. Behm to accept the quote from Midwest Lawn, LLC for \$1,188.00 for the monthly rate, which would be \$5,940.00 per season for a two-year contract for 2023 and 2024 mowing season with the option of renewing for a third year (2025). All members present voted "AYE." Motion carried.

Meeting adjourned.

Leo Vetter, Auditor/Treasurer

Becky Matthews, Chairperson

**BURLEIGH COUNTY PARK BOARD
MEETING MINUTES
November 2, 2022**

5:00 p.m.

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

A roll call of members; Commissioners, Herman, Bitner, Matthews, Armstrong, Behm, and Chairman Peluso present, Commissioner Jones absent.

Motion by Comm. Bitner, 2nd by Comm. Armstrong to approve the October 3, 2022, meeting minutes and bills as presented. All members present voted "AYE." Motion carried.

County Engineer Hall presented a map drafted by the County Highway GIS Department of the Missouri Valley Complex showing ownership and leases along with all the agreements. Hall stated that he intends to hand the map out again at the first of the year for the new commissioners to view.

Bismarck Parks and Recreation District Operation Director Mayer gave an update on the boat ramps and repairs indicating everything is minimal and general maintenance.

Mayer mentioned the rental amount of the gardens at the Missouri Valley Complex is less than the City of Bismarck gardens and felt they should be consistent with both and asked the commission their thoughts. Motion by Comm. Behm, 2nd by Comm. Matthews to set the rental price for the gardens at the Missouri Valley Complex to coincide with the rental price of the City of Bismarck gardens. All members present voted "AYE." Motion carried.

Mayer informed the Commission that the mowing contract of the County Parks is expiring at the end of the year and explained that it has been a two-year agreement with a third-year renewal option and was wondering if they would like to change the agreement to shorter or longer terms. Motion by Comm. Bitner, 2nd by Comm. Armstrong to remain with the current mowing agreement term length being a two-year with a third-year renewal option. All members present voted "AYE." Motion carried.

Mayer brought up the Memorial Policy that was created by Bismarck Parks and Recreation for the County and asked the commission what they wanted to make changes or move forward with the policy. Motion by Comm. Matthews, 2nd by Comm. Behm to accept the Memorial Policy created by Bismarck Parks and Recreation for the County. All members present voted "AYE." Motion carried.

Meeting adjourned.

Leo Vetter, Auditor/Treasurer

Jim Peluso, Chairman

**BURLEIGH COUNTY PARK BOARD
MEETING MINUTES
October 3, 2022**

5:00 p.m.

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

A roll call of members; Commissioners, Herman, Bitner, Matthews, Jones, Armstrong, Behm, and Chairman Peluso present.

Motion by Comm. Jones, 2nd by Comm. Armstrong to approve the September 7, 2022, meeting minutes and bills as presented. All members present voted "AYE." Motion carried.

Bismarck Parks and Recreation District Operation Director Mayer gave an update on the boat docks indicating that the one at Keifel Boat Ramp will be pulled out this week with others to follow. Chairman Peluso asked that they hold off with some if they can and make it easier for the fishing boats to be launched into the water. Mayer discussed the possibility of dredging some of the boat ramps. no action was taken.

Commissioner Jones stated that the County Highway Department is creating a map of the Missouri Valley Complex showing the entities or organizations that are under current contract with the City Parks and Recreation or Burleigh County and will have it available for the next County Park Board Meeting.

Meeting adjourned.

Leo Vetter, Auditor/Treasurer

Jim Peluso, Chairman

**BURLEIGH COUNTY PARK BOARD
MEETING MINUTES
September 7, 2022**

5:00 p.m.

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

A roll call of members; Commissioners, Herman, Bitner, Matthews, Jones, Armstrong, Behm, and Chairman Peluso present.

Motion by Comm. Jones, 2nd by Comm. Armstrong to approve the August 1, 2022, meeting minutes and bills as presented. All members present voted "AYE." Motion carried.

Commissioner Jones presented the Draft Memorial Policy for the County Park Board that was received from Bismarck Parks and Recreation District Operation Director Mayer and suggested to have State's Attorney Lawyer review before any decisions are made to accept or reject the policy. The commissioners agreed to have the draft reviewed.

Commissioner Jones gave an update on the work being done with the transmission lines conductor replacements crossing the Missouri River at the Kneifel Boat Ramp area, and said it is going well and near completion.

Commissioner Jones discussed signage at the Fair Grounds Complex and was wondering what would be allowed for placement of signs since the current sign is not working. Bismarck Parks and Recreation District Operation Director Mayer told the commission that the City of Bismarck is working or has completed an ordinance on placement of signs. Commissioner Jones said she would contact the city and get more information on the ordinance they may have for further discussion on signage placement at another meeting.

Meeting adjourned.

Leo Vetter, Auditor/Treasurer

Jim Peluso, Chairman

**BURLEIGH COUNTY PARK BOARD
MEETING MINUTES
August 1, 2022**

5:00 p.m.

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

A roll call of members; Commissioners, Behm, Armstrong, Jones, Matthews, Bitner, Herman, and Chairman Peluso present.

Motion by Comm. Armstrong, 2nd by Comm. Jones to approve the July 6, 2022, meeting minutes and bills as presented. All members present voted "AYE." Motion carried.

Bismarck Parks and Recreation District Operation Director Mayer gave an update on the Kimball Bottoms Rec Area indicating small repairs and cleanup was done, everything is in good shape.

MDU Transmission Engineer Daniel Albrecht appeared before the Commission and informed them that the transmission lines crossing the Missouri River at Kneifel Boat Ramp will need to have the conductors replaced forcing closure of the boat ramp on August 22nd through August 25th. Also, the half the parking lot area will be closed from August 25th through mid-October. The boat ramp will be closed again on October 13th through October 22nd to restring the conductor. County Engineer Hall stated that they will be working jointly with MDU with mobile messaging signs for the public. Albrecht mentioned they will be working with the North Dakota Game and Fish Department with water traffic safety.

Bismarck Parks and Recreation District Operation Director Mayer explained to the commission that he has been approached by individual asking if it was allowed to have a bench placed or a tree planted someplace in the county parks as a memorial for someone. Mayer shared the Bismarck Parks and Recreation District Memorial Donation Policy with the commission explaining how it works with the city parks along with areas of concern. Mayer stated that he could streamline the city policy for the county and bring it back to them at a future date. After discussion the commission agreed to have Mayer streamline the policy for future discussion.

Meeting adjourned.

Leo Vetter, Auditor/Treasurer

Jim Peluso, Chairman

**BURLEIGH COUNTY PARK BOARD
MEETING MINUTES
July 6, 2022**

5:00 p.m.

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

A roll call of members; Commissioners, Behm, Armstrong, Herman, Jones, and Chairman Peluso present, Commissioner Bitner and Matthews absent.

Motion by Comm. Bitner, 2nd by Comm. Jones to approve the June 20, 2022, meeting minutes and bills as presented. All members present voted "AYE." Motion carried.

Bismarck Parks and Recreation District Operation Director Mayer informed the commission that he had been approached by a gardener at the Missouri Valley Complex Community Gardens and asked to be able to garden the remaining 6 plots of the 138 total that were not rented to provide produce to the local food banks at no charge, her plan is to plant potatoes to harvest and donate when they are ready.

Motion by Comm. Jones, 2nd by Comm. Behm to approve the request from Mayer to allow a gardener to garden the remaining 6 plots of the 138 total that were not rented to provide produce to the local food banks at no charge, her plan is to plant potatoes to harvest and donate when they are ready. All members present voted "AYE." Motion carried.

Commissioner Jones mentioned the Department of the Army Corps of Engineers has scheduled the annual compliance inspection of the Kimball Bottoms Recreation Area at 10:00 a.m., July 20, 2022, and said whoever would like to meet for the inspection is welcome and that she plans to be there.

Meeting adjourned.

Leo Vetter, Auditor/Treasurer

Jim Peluso, Chairman

**BURLEIGH COUNTY PARK BOARD
MEETING MINUTES
June 20, 2022**

5:00 p.m.

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

A roll call of members; Commissioners, Behm, Armstrong, Bitner, Jones, and Chairman Peluso present, Commissioner Herman and Matthews absent.

Motion by Comm. Bitner, 2nd by Comm. Jones to approve the May 16, 2022, meeting minutes and bills as presented. All members present voted "AYE." Motion carried.

David Mayer with Bismarck Parks and Recreation gave a boat ramp update stating that they are in decent shape and working fine, and the repairs at the Kneifel Boat ramp fish cleaning station are complete.

The garden plots at the Missouri Valley Complex are going well and there are 4 more available. David also mentioned someone painted some unwanted art on a building at the Complex and it has been cleaned up.

The Commissioners discussed the possibility of a corn maze happening east of Buckstop Junction by a private individual.

Commissioner Jones mentioned that she was approached by the Misty Waters Homeowners Association and was asked if the county would take over the ownership of the land adjacent to both sides of the canal and requested that since Commissioner Bitner handles the real estate portfolio he handles the request from the association. Although no motion was made it was agreed that Commissioner Bitner would deal with the request.

Meeting adjourned.

Leo Vetter, Auditor/Treasurer

Jim Peluso, Chairman

**BURLEIGH COUNTY PARK BOARD
MEETING MINUTES
May 16, 2022**

5:00 p.m.

Madam Chairman Jones called the Burleigh County Park Board meeting to order.

A roll call of members; Commissioners, Behm, Armstrong, Bitner, Matthews, Jones, and Chairman Peluso present, Commissioner Herman absent.

Motion by Comm. Jones, 2nd by Comm. Matthews to approve the April 18, 2022, meeting minutes and bills as presented. All members present voted "AYE." Motion carried.

Commissioner Jones expressed her concerns with rebar sticking out of the concrete below the water at Kneifel Boat Ramp and suggested using a drone to video under water and then view it at the next meeting to decide what to do to fix the concern. Commissioner Bitner was in favor of having a diving team cut off any exposed rebar now rather than waiting. After discussion the commission directed Commissioner Jones to contact a dive team and have them cut off any exposed rebar on the Kneifel boat ramp, no motions were made.

Commissioner Jones informed the commission that there has been an increase in vandalism at Kneifel Boat Ramp area including the restrooms and fish station. Additional cameras have been set to monitor the situation. All other boat ramps are doing well and busy, except McClean Boat Ramp which will be closed indefinitely.

Meeting adjourned.

Leo Vetter, Auditor/Treasurer

Jim Peluso, Chairman

**BURLEIGH COUNTY PARK BOARD
MEETING MINUTES
April 18, 2022**

5:00 p.m.

Madam Chairman Jones called the Burleigh County Park Board meeting to order.

A roll call of members; Commissioners, Herman, Behm, Armstrong, Bitner, Matthews, Jones, and Chairman Peluso present.

Motion by Comm. Jones, 2nd by Comm. Matthews to approve the March 7, 2022, meeting minutes and bills as presented. All members present voted "AYE." Motion carried.

Commissioner Jones informed the Commission that in conjunction with the North Dakota Department of Transportation, Apex Engineering Group will be completing field data collection activities for a proposed roadway improvement project along ND 14 from Sterling to Wing and that they may be entering upon property to collect data.

Bismarck Parks and Recreation District Operation Director David Mayer explained to the Commission there will be some interior improvements to the Arena such as repainting walls and other work and the exterior plans have always been that when the building was donated to the Park District the Burleigh County 4-H hoped to build a playground near the building and through multiple grants and donations Bismarck Parks and Recreation District (BPRD) is now able to make that possible.

Meeting adjourned.

Leo Vetter, Auditor/Treasurer

Jim Peluso, Chairman

**BURLEIGH COUNTY PARK BOARD
MEETING MINUTES
March 7, 2022**

5:00 p.m.

Madam Chairman Jones called the Burleigh County Park Board meeting to order.

A roll call of members; Commissioners, Herman, Matthews, Behm, Jones, Bitner, Armstrong, and Chairman Peluso present.

Chairman Peluso welcomed new board member Jeffery Herman.

Motion by Comm. Jones, 2nd by Comm. Armstrong to approve the October 18, 2021, meeting minutes and bills as presented. All members present voted "AYE." Motion carried.

Commissioner Jones mentioned the gardens at the Complex are 50% leased, and the Park Board is working on a location for a playground at the Complex. Rice Lake is on Highway 14, and would like a plan for the Dam, which the County doesn't have, and since the Lake has been managed by the State Game and Fish Dept. since the 60's the information has been forwarded to them. With recent legal changes the Water Resource Department is now asking for plans on all Dams.

Meeting adjourned.

Leo Vetter, Auditor/Treasurer

Jim Peluso, Chairman