

BURLEIGH COUNTY PARK BOARD  
MEETING MINUTES  
DECEMBER 1<sup>st</sup>, 2025

**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. Munson, 2<sup>nd</sup> by Comm. Bakken to approve the agenda. 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 October 6<sup>th</sup>, 2025 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 comment was heard.

Chairman Bitner closed the public comment segment.

Commissioner Munson stated that the Bismarck Parks & Recreation District voted at their last meeting on November 20<sup>th</sup>, 2025 to not renew the management agreement with the County which will end on December 31<sup>st</sup>, 2025. Discussion was had regarding plans for the County parks going forward. Bismarck Parks & Recreation Operations Director David Mayer spoke on the subject and stated that he would work with Comm. Munson on what needs to be done for the transfer of information.

No other business was presented.

Meeting adjourned.

**5:18 PM**

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Mark Splonskowski, Auditor

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Brian Bitner, Chairman

BURLEIGH COUNTY PARK BOARD  
MEETING MINUTES  
OCTOBER 6<sup>TH</sup>, 2025

**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. 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 September 15<sup>th</sup>, 2025 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 comment was heard.

Chairman Bitner closed the public comment segment.

Commissioner Munson started a discussion on the Kimball Bottoms feasibility study. Comm. Munson stated that the options are to either give it back and reclaim it or to make the required improvements which would both cost similar amounts. Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Bakken to proceed with the permitting and grant process. Nicolas Cullen from Houston Engineering provided information on the subject. Commissioners Bakken, Behm, Herman, Munson, Schwab, Woodcox, and Chairman Bitner voted 'AYE'. ***Motion carried.***

No other business was presented.

Meeting adjourned.

**5:10 PM**

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Mark Splonskowski, Auditor

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Brian Bitner, Chairman

BURLEIGH COUNTY PARK BOARD  
MEETING MINUTES  
SEPTEMBER 15<sup>th</sup>, 2025

**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 Bakken, Behm, Herman, Munson, Schwab, Woodcox, and Chairman Bitner were present.

Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Bakken to approve the agenda. 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 July 21<sup>st</sup>, 2025 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 comment was heard.

Chairman Bitner closed the public comment segment.

Nicolas Cullen from Houston Engineering presented the results of a feasibility study done on Kimball Bottoms boat ramp. Chairman Bitner requested this item be placed on the next agenda.

No other business was presented.

Meeting adjourned.

**5:17 PM**

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Mark Splonskowski, Auditor/Treasurer

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Brian Bitner, Chairman

BURLEIGH COUNTY PARK BOARD  
MEETING MINUTES  
JULY 21<sup>st</sup>, 2025

**8:30 AM Invocation by Chaplain and Pledge of Allegiance**

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

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

Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Woodcox to approve the agenda. 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 July 7<sup>th</sup>, 2025 meeting minutes. Commissioners Munson, Schwab, Woodcox, and Chairman Bitner voted 'AYE'. ***Motion carried.***

Bismarck Parks & Recreation Operations Director David Mayer stated that three quotes had been received for the concrete work at the Steckel boat ramp with Axis Concrete being the lowest bidder. Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Woodcox to accept the low bid of Axis Concrete at \$25,490 for the concrete work at Steckel boat ramp. Commissioners Munson, Schwab, Woodcox, and Chairman Bitner voted 'AYE'. ***Motion carried.***

Director Mayer presented an update on the placement of the ADA loading ramp to be donated by Wheelchairs and Walleyes at Kriefel boat ramp. Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Woodcox to approve the location of placement for the ADA loading ramp at Kriefel boat ramp. Commissioners Munson, Schwab, Woodcox, and Chairman Bitner voted 'AYE'. ***Motion carried.***

In other business:

- Director Mayer stated that the vault toilet has been installed at Steckel boat ramp. He said that the park district would be putting in an accessible fire pit and some trees themselves.

Meeting adjourned.

**8:38 AM**

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Mark Splonskowski, Auditor/Treasurer

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Brian Bitner, Chairman

BURLEIGH COUNTY PARK BOARD  
MEETING MINUTES  
JULY 7<sup>TH</sup>, 2025

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

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

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

Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Bakken to approve the agenda. All members present voted 'AYE'. ***Motion carried.***

Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Bakken to approve the June 16<sup>th</sup>, 2025 meeting minutes with corrections. All members present voted 'AYE'. ***Motion carried.***

Wheelchairs & Walleyes President Jeff Gooss gave a presentation on a wheelchair ramp and lift structure to allow individuals with adaptive needs a way to enjoy boating and fishing. A majority of the cost is covered through donations of services. Gooss said that all they need from the County is access to a location to put the ramp/lift. Comm. Munson stated that Wheelchairs and Walleyes offered to donate one of their ramps to the County to be placed at one of the County's boat ramp facilities. The value of the ADA ramp/lift is approximately \$150,000. Comm. Munson suggested that the ramp be placed at the Kriefel Boat ramp. Motion made by Comm. Munson, 2<sup>nd</sup> by Comm. Bakken to accept the donation of the ADA ramp/lift from Wheelchairs & Walleyes. All members present voted 'AYE'. ***Motion carried.*** Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Bakken to allow the portfolio holder, Bismarck Parks & Recreation, and Wheelchairs & Walleyes to work together to select the site for the ADA ramp/lift at the Kriefel Boat. Discussion was had. All members present voted 'AYE'. ***Motion carried.***

Burleigh County resident Travis Jensen brought to the attention of the Commission a registered sex offender living at the Kriefel Boat ramp campground. Jensen requested the Commission and the Park Board review the County's homelessness encampment policies. Comm. Munson gave an update on the tent at the campground and discussed removal of the encampment. Comments from States Attorney Julie Lawyer and County Sheriff Kelly Leban were heard. Discussion was had.

Bismarck Park District Director Dave Meyer provided an update on all the boat ramps. The dredging has been completed at Kimball Bottoms and Kriefel boat ramps. Meyer stated that most of the cleanup from the storms the area had received in the last couple weeks was done. He also spoke on the previous topic of camping at the boat ramps.

Meeting adjourned.

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Mark Splonskowski, Auditor/Treasurer

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Brian Bitner, Chairman

BURLEIGH COUNTY PARK BOARD  
MEETING MINUTES  
JUNE 16<sup>TH</sup>, 2025

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

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

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

Motion by Comm. Bakken, 2<sup>nd</sup> by Comm. Munson to approve the agenda. All members present voted 'AYE'. ***Motion carried.***

Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Bakken to approve the May 19<sup>th</sup>, 2025 meeting minutes with corrections. All members present voted 'AYE'. ***Motion carried.***

Commissioner Munson stated that bids for the vault toilet and sidewalks for Steckel boat ramp were opened last week. He said the bid for the concrete work came in three times higher than the engineer's estimate and recommended the Commission reject the bid and put it out for re-bid. Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Bakken to reject the only bid received for the sidewalk and handicapped parking pad and to put it out for re-bid. All members present voted 'AYE'. ***Motion carried.*** Munson recommended approval of the replacement of the vault toilet by Boom Concrete for \$15,064. He the price received from Boom was half of the other bids for the project due to the company doing many projects across the State. Motion by Comm. Bakken, 2<sup>nd</sup> by Comm. Behm to approve Boom Concrete's bid of \$15,064 for the replacement of the vault toilet. All members present voted 'AYE'. ***Motion carried.***

Meeting adjourned.

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Mark Splonskowski, Auditor/Treasurer

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Brian Bitner, Chairman

**BURLEIGH COUNTY PARK BOARD  
MEETING MINUTES  
APRIL 7<sup>th</sup>, 2025**

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

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

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

Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Bakken to approve the agenda. All members present voted 'AYE'. Motion carried.

Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Bakken to approve the October 21<sup>st</sup>, 2024 meeting minutes. All members present voted 'AYE'. Motion carried.

Bismarck Parks & Recreation Director Dave Mayer stated that the 404 permits had been obtained for both the Kimball Bottoms and Kneifel boat ramps and that he was here to request authorization to obtain bids for dredging. Discussion of possible locations to dispose of the dredging waste was had. Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Bakken to approve the request to obtain bids for the dredging of the Kimble Bottoms and Kneifel boat ramps. All members present voted 'AYE'. Motion carried.

Director Mayer started a discussion about the old Kimball Bottoms boat ramp and a possible rebuild of that ramp. The Army Corp of Engineers had asked Mayer what was going to be done with the ramp. Mayer is looking into the possible designs of a new ramp and will report back to the Commission at a later date.

Meeting adjourned.

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Mark Splonskowski, Auditor/Treasurer

Brian Bitner, Chairman