

**BURLEIGH COUNTY PARK BOARD
MEETING MINUTES
NOVEMBER 16, 2020**

5:00 p.m.

Commissioner Woodcox called the Burleigh County Park Board meeting to order.

A roll call was taken with Commissioners Woodcox, Peluso, Jones, Bitner, Armstrong, Behm, and Dethloff Present.

Motion by Comm. Peluso, 2nd by Comm. Bitner to approve the October 19, 2020 meeting minutes and vouchers as presented. All members present voted "AYE." Motion carried.

Commissioner Jones discussed the silt conditions of the Kniefel boat landing and the costs of removal at \$25,390. Additionally, the cost to haul it from Kniefel to Missouri Valley Complex by the Burleigh County Highway Department is \$32,919. Comm. Jones stated that the permit that we have is good until August 2021 but does not allow us to do any removal from April 15 to June 15 because of spawning activity in the river.

Commissioner Behm visited the site and said it appears that the channel to Misty Waters is passable. Behm wondered if the public could access the river using the marina dock until we are able to remove the silt. Commissioner Peluso said he can assure the park board that using the marina ramp was not going to happen. Peluso stated that they charge for the private use of their ramp and also that you cannot get through the sand at the end of the inlet. Peluso also wonders why the highway department is not able to complete the task for the cost of fuel considering the fact that we already own the equipment and it is for the good of Burleigh County. Peluso said he also thinks the \$25,390 is also to high considering that the marina users will benefit from us completing the work.

Motion by Comm. Behm, 2nd by Comm. Peluso to wait till spring to see what the water level of the river is and then deal with the silt removal if needed. Discussion: Peluso stated we may not be able to remove it before April and would anticipate higher cost if the sand need to be removed from water rather than dry land. Comm. Dethloff asked if it possible to contact the Corp of Engineers and ask for an increase on the river flows to help with this issue. Woodcox stated that discussions with the Corp of Engineers will likely go no place. Peluso asked Chairman Woodcox if they could instruct the highway department to haul the product for the cost of fuel. Comm. Jones stated that we could possibly do that work but we must consider the cost of wear and tear and insurance on the equipment. Behm voted "AYE", Armstrong, Jones, Peluso, Bitner, Woodcox and Dethloff voted "NAY"; motion failed.

Motion by Comm. Peluso, 2nd by Comm. Armstrong to accept the bid of \$25,390 to remove the silt this fall and negotiate with the highway depart the hauling fee at a rate set at the cost of fuel. Bitner, Peluso, Armstrong, Woodcox, Behm, and Dethloff voted "AYE", Jones voted "NAY"; motion carried.

Commissioner Bitner asked if there was a way to study the flows of the river in this area to help it assist us with future issues in this area by adjusting the flows. Commissioner Jones said it is something that could be looked but would likely cost an additional \$10,000 to \$15,000. No action was taken on this matter.

On a motion made, seconded and carried the Park Board adjourned

Allan Vietmeier, Auditor/Treasurer

Jerry Woodcox, Chairman

**BURLEIGH COUNTY PARK BOARD
MEETING MINUTES
October 19, 2020**

5:00 p.m.

Commissioner Woodcox called the Burleigh County Park Board meeting to order.

A roll call was taken with Commissioners Woodcox, Peluso, Jones, Bitner, Armstrong, Behm, and Dethloff Present.

Motion by Comm. Bitner, 2nd by Comm. Armstrong to approve the September 16, 2020 meeting minutes and vouchers as presented. All members present voted "AYE." Motion carried.

Tony from the Bismarck Park District gave an update on the boat ramps. Tony stated that Mclean and Kimbell Bottoms boat ramps are unusable and that Kniefel is low and that the ramp cannot be pushed in any further. Steckel boat landing is usable and the new shelter up there has been completed. The fish cleaning station has been winterized at Kniefel had been winterized for the season and the leaves at the campground has been mulched up and ready for the winter. The gardens at the Missouri Valley Complex have all been tilled and are ready for the winter.

Motion by Comm. Jones, 2nd by Comm. Peluso to approve the curb cut and new driveway to the motocross track off of Midwest Drive. All members present voted "AYE." Motion carried.

Commissioner Jones and Chairman Woodcox met with some potential buyers of the north east corner of the complex property located at the corner of Highway 10 and Midwest Drive. Commissioner Jones stated that Black Rhino Airsoft also approached her about the potential of leasing approximately 20 acres of the complex by the 4 wheeler track for their airsoft events.

On a motion made, seconded and carried the Park Board adjourned

Allan Vietmeier, Auditor/Treasurer

Jerry Woodcox, Chairman

**BURLEIGH COUNTY PARK BOARD
MEETING MINUTES
September 16, 2020**

5:00 p.m.

Commissioner Woodcox called the Burleigh County Park Board meeting to order.

A roll call was taken with Commissioners Woodcox, Peluso, Jones, Bitner, Armstrong, Behm, and Dethloff Present.

Motion by Comm. Jones, 2nd by Comm. Peluso to approve the August 17 and September 2, 2020 meeting minutes and vouchers as presented. All members present voted "AYE." Motion carried.

Comm. Jones stated that she is looking for input on what the county's plan is to the future development of the Missouri Valley Complex land. Comm. Behm asked if there was covenants on the property as it sits. Comm. Woodcox stated that we have had some interest by people wanting to purchase land for development.

Comm. Peluso stated that he has always been in favor of selling the property along the edges but feels that any money that we receive should be put towards a specific project. Comm. Peluso continued that he thinks we need to do something like an all-purpose facility that can be used for a multitude of events. Comm Jones said she would like to sit down with Bismarck Parks and Rec Board and see what type of project they can come up with for the site and come back to the commission at a later date.

Comm. Behm said that he would like some input from the citizens to see if there is a desire for this type of project at this time. Comm. Woodcox stated that we had done a study in the past and the commission was surprised with the prices that the project as proposed at. Therefore, they put the project on hold at that time. Comm. Bitner said he has always supported a multi-use facility but wants to be sure that we know how it is going to cashflow and who is going operate the facility. Bitner agrees that it was a sticker shock and feels that the prices were extremely high for the type of facility that is being proposed.

Dave Meyer with Bismarck Parks and Rec gave a boat ramp update on the usability of the 4 functioning ramps. Meyer stated that they have started preliminary talks with the Corp of Engineers and Game and Fish is monitoring the sheet piling at McLean Bottoms and will see the status in the spring of the year.

On a motion made, seconded and carried the Park Board adjourned

Allan Vietmeier, Auditor/Treasurer

Jerry Woodcox, Chairman

**BURLEIGH COUNTY PARK BOARD
MEETING MINUTES
August 17, 2020**

5:00 p.m.

Commissioner Woodcox called the Burleigh County Park Board meeting to order.

A roll call was taken with Commissioners Woodcox, Peluso, Jones, Bitner, Behm, and Dethloff Present. Commissioners Armstrong absent.

Motion by Comm. Jones, 2nd by Comm. Behm to approve the July 20, 2020 meeting minutes and vouchers as presented. All members present voted "AYE." Motion carried.

Dave Meyer Bismarck Parks and Rec appeared to give a boat ramp report.

Meyer stated that McLean Bottoms has some extensive erosion behind the sheet piling but ND Game and Fish are working with the original contractor to determine the best solution. Meyer stated that we should hold off on the paving of the parking lot at this time.

Meyer continued with Kimbell Bottoms report. Meyer stated that the dredging permit was received from the Corp of Engineers but the initial estimate to complete the work was between \$40,000 and \$50,000. It is approximately 1,200 cubic yards of material that needs to be removed. Meyer stated that they have the specifications ready to send out on August 18, 2020 for a quote opening date of September 1, 2020. Comm. Woodcox stated that we have \$29,000 budgeted for this work. Therefore, we would need to amend the budget by \$21,000 at the end of the year. Comm. Peluso asked if this was the cost just for the dredging. Meyer stated that it includes the cost of hauling the material to an approved off-site disposal site. Comm. Behm asked if this was for the removal of the material on the concrete ramp itself. Meyer stated that is for the entire project completion. After further discussion the following motion was made.

Motion by Comm. Jones, 2nd by Comm. Peluso, to go out for bids for the dredging and have discussions with the Corp of Engineers about using the sand to improve the area adjacent to the ramp. This will to be discussed at the September 2, 2020 meeting before making the final decision. All members present voted "AYE." Motion carried.

Kniefel boat ramp is still in good operations and the silt appears to be stable with the current flows of the river. Therefore at this time there is no recommendation to improve it at this time.

Steckel boat ramp shelter is awaiting the contractor to the time line of pacing the new shelter. Completion date of this project is October 15, 2020.

Missouri Valley Complex seems to be working well.

Comm. Jones has been contacted from people looking to purchase some of the property at the complex. Jones requested that by the next regular park board meeting we have a plan with what to tell these people.

On a motion made, seconded and carried the Park Board adjourned

Allan Vietmeier, Auditor/Treasurer

Jerry Woodcox, Chairman

**BURLEIGH COUNTY PARK BOARD
MEETING MINUTES
July 20, 2020**

8:30 AM

Chairman Woodcox called the regular meeting of the Burleigh County Park Board to order and asked Auditor/Treasurer/Tax Equalization Director Vietmeier for a roll call of the members; Comm. Jones, Comm. Armstrong via phone, and Comm. Woodcox present. Comm. Bitner, Comm. Peluso, Mr. Errol Behm, and Mrs. Julie Dethloff, absent. As there was not a quorum present, Chairman Woodcox closed the meeting.

12:00 PM

The meeting was reconvened at 12:00 with Comm. Peluso in attendance.

Comm. Armstrong stated he has reviewed the minutes and bills and motions for approval and seconded by Comm. Jones.

Dave Mayer gave a boat ramp update. He states that the four that are open are in good working order. Kimball Bottoms is not able to be used and is still waiting for an approval from the Corps of Engineers. Mayer informed that there is an increase in garbage in the area – people dumping in County dumpsters.

The Park Board received (4) quotes from local contractors on the Stickle Boat Landing picnic shelter. Mayer recommends approving and moving forward with the quote from BC6 Builders in the amount of \$20787.00. The plan is the park district will move the shelter to save in costs. This project is planned and budgeted for and a grant was approved through Garrison Conservancy District Grant at 75/25 cost match. Project was budgeted for \$24,000 and is at \$20,000. Motion to approve the project as presented, Comm. Jones and seconded by Comm. Peluso. All members present voted "AYE." Motion carried.

Mayer gave a Complex update noting the soil had some foreign materials in it that was not noticed at the time of completion. After an event, foreign materials were noticed and the contractor was contacted to go through the dirt again. At this time, they feel everything has been cleaned up by tilling it numerous times. The arena will not be used until August. Mayer will continue to monitor it. There is also an electrical issue to bird nesting, it is being fixed. A break-in occurred, a door being kicked, but no other damage was noted.

On a motion made, seconded and carried the Park Board adjourned

Allan Vietmeier, Auditor/Treasurer

Jerry Woodcox, Chairman

**BURLEIGH COUNTY PARK BOARD
MEETING MINUTES
June 15, 2020**

5:00 p.m.

The Burleigh County Park Board convened with the following members present: Errol Behm, Julie Dethloff, and County Chairman Woodcox, and Commissioners Jones, Peluso, and Armstrong, via phone. Commissioner Bitner was absent.

Chairman Woodcox called the meeting to order.

Chairman Woodcox introduced and welcomed Julie Dethloff as a new member on the Park Board. Dethloff will serve the remainder of the unexpired term of Elroy Haadem, who passed away in March.

Motion by to Comm. Peluso, 2nd by Comm. Jones to approve the May 18, 2020 meeting minutes and approval of bills. All members present voted 'Aye', motion carried.

Dave Mayer, Bismarck Parks and Recreation, gave a report on the boat ramps in Burleigh County. There have been issues at Kimball Bottoms, Kniefel, and MacLean Bottoms. Kniefel remains open and although silting in, is still useable and MacLean Bottoms has been cleaned out and is open. Due to high water, silting, and sand, Kimball bottoms has not been useable all year and it has not been dredged. A determination on how to proceed will come after the Corps of Engineers reviews the 404 permits that were submitted in May.

The County received a grant from Garrison Conservancy District to replace an existing shelter at Steckel Boat Landing. Mayer stated he is working on specs and will have information for the Board at the July 20, 2020 meeting.

The 4H Complex soil replacement project should be completed by the end of June. There is an event scheduled in early July and Mayer anticipates the complex should be ready before then. Comm. Jones informed that she is working with the Bismarck Parks and Rec Department on placing speed signs on the grounds going up to the public gardens and motocross as well as marking areas not appropriate for overnight use.

On a motion made, seconded and carried the Park Board adjourned

Allan Vietmeier, Auditor/Treasurer

Jerry Woodcox, Chairman

**BURLEIGH COUNTY PARK BOARD
MEETING MINUTES
May 18, 2020**

5:00 PM.

Commissioner Jones called the Burleigh County Park Board meeting to order.

A roll call was taken with Commissioners Peluso, Bitner, Armstrong, Jones, Behm, and Dethloff present. Commissioner Woodcox absent.

Motion by Comm. Bitner, 2nd by Comm. Peluso to approve the April 20, 2020 meeting minutes and vouchers as presented. All members present voted "AYE." Motion carried.

Dave Mayer Bismarck Parks and Recreation appeared and provided an update on the silt removal at McLean Bottoms boat ramp. Mayer stated that the silt removal project is complete as of today and the boat ramp is open for operations. Mayer continued that the removal of the silt at Kimball Bottoms and Kneifel Landing will have to wait until the nesting and spawning seasons are complete.

On a motion made, seconded and carried the Park Board adjourned

Allan Vietmeier, Auditor/Treasurer

Jerry Woodcox, Chairman

BURLEIGH COUNTY PARK BOARD
MEETING MINUTES
April 20, 2020

5:00 PM.

Commissioner Woodcox called the Burleigh County Park Board meeting to order.

A roll call was taken with Commissioners Woodcox, Peluso, Jones and Armstrong Present. Commissioners Bitner and Behm absent.

Motion by Comm. Jones, 2nd by Comm. Armstrong to approve the March 16, 2020 meeting minutes and vouchers as presented. All members present voted "AYE." Motion carried.

Dave Meyer with Bismarck Parks and Recreation appeared and gave an update on the costs to remove and replace the dirt in the Missouri Valley Complex rodeo arena. Estimated costs to complete the work ranged from \$38,250 to \$58,280. It is the park districts recommendation is to go with the low bidder. Motion by Comm. Jones, 2nd by Comm. Armstrong to accept the low bid not to exceed \$38,250 to remove and replace the arena dirt and the Missouri Valley Complex and that the money to come from the complex fund. Comm. Jones asked Dave Meyer what the time line is for the completion of the work. Meyer stated that the specifications require that the contractor complete the work by the end of June, 2020. There is a provision that states they cannot begin the work before May 31 if the work cannot be completed by May 31. Jones, Armstrong, and Peluso voted "AYE", Woodcox voted "NAY". Motion carried.

Dave Meyer Continued with a request from the Central Dakota Rodeo Club to cost share the purchase of a new arena drag for the rodeo arena. Ryan Riehl requested that the rodeo club is comfortable paying 1/3rd of the cost of the \$7,000 drag and it will be available to all of the users of the drag for future events. Motion by Comm. Jones, 2nd By Comm. Armstrong to purchase an arena drag on a 2/3 Burleigh County 1/3 Central Dakota Rodeo Club cost share of \$7,000 from the Missouri Valley Complex reserve fund. All members present voted "AYE." Motion carried.

Dave Meyer stated that all boat ramps except Kimbell Bottoms are open. Meyer stated that he will begin the application process for 404 permits with the Corp of Engineers for dredging at some of the county boat ramps. Meyer continued with a citizen request for camping and if the areas are open for camping. He feels that the Burleigh County Park board should take a stance on camping. Bismarck Parks and Recreation is comfortable managing the camping if the board chooses to take the stance that camping is open. Motion by Comm. Jones, 2nd by Comm. Armstrong to allow the camping to remain open as normal with additional signage giving guidance related COVID-19 guidelines as outlined by the State of North Dakota. All members present voted "AYE." Motion carried.

Comm. Jones brought to the attention of the other commissioners regarding people using and parking at the Missouri Valley Complex in unauthorized locations. Bismarck Parks and Recreation will put up some signage addressing these issues.

Comm. Jones discussed the need at McLean bottoms for repair of the parking area. In discussions with the Highway Department it was determined that costs to repave the lot would be \$251,000 spread over three

years. The cost to mill the material, put down fabric, and relay mixed milled material would be \$88,888 and could be completed at one time. Motion by Comm. Jones 2nd by Comm. Armstrong to go out for bids to mill, fabric, and replace milled material mix on the parking lot at McLean Bottoms using the Highway Department estimate of \$88,888. All members present voted "AYE." Motion carried.

Meeting adjourned.

Allan Vietmeier, Auditor/Treasurer

Jerry Woodcox, Chairman

**BURLEIGH COUNTY PARK BOARD
MEETING MINUTES
March 16, 2020**

5:00 PM.

The Burleigh County Park Board convened a regular meeting. A roll call was taken with Commissioners Woodcox, Peluso, Bitner, Jones, Behm, present and Commissioner Armstrong via telephone.

Commissioner Woodcox called the meeting to order.

Comm. Woodcox gave his condolences to the family of Elroy Haaden who recently passed away. Mr. Haaden was a long-time member of the committee and former Burleigh County Agent and he will be missed.

Motion by Comm. Jones, 2nd by Comm. Bitner to approve the January 6, 2020 meeting minutes and vouchers as presented. All members present voted "AYE." Motion carried.

Motion by Comm. Peluso, 2nd by Comm. Behm to approve a contract for mowing of Sibley Park (Driscoll Mowing) with Disabled American Veterans. Comm. Jones recommends extending the contract to five years with an increase in payment amount of \$50.00 per year. All members present voted "AYE." Motion carried.

Dave Meyer continued a discussion from last year on the soil at the Missouri Valley Complex. Meyer addressed previous questions about obtaining the same soil as the Event Center. Meyer stated the contractor who supplies the soil is not interested in selling their material and it does not fit the Missouri Valley Complex's needs. The scope of work includes removing dirt, putting back 50/50 sand and top soil mix, and correcting drainage. Meyer suggest putting out the work to bids and getting multiple bids for the work. The work is estimated at \$70,000 for material.

Comm. Jones stated the facility is being rented more than ever and will make it appropriate for other user groups. Behm likes the idea of putting it out for bids.

Motion by Comm. Jones, 2nd by Comm. Peluso to put soil work out for bids at the Missouri Valley Complex. All members present voted "AYE." Motion carried.

Meyer continued with an update on boat ramps. He shared that all the ice is off and where possible they will begin placing docks. Kimball Bottoms sustained damage over the winter and the dock will not be put in due to a large sand bar that formed. Additional work is needed prior to placement, possibly dredging. Comm. Jones recommended a conversation with the Corps of Engineers on the potential increase in river water levels. The Corp will have a meeting on April 6, and she feels that information is important.

Meyer continued with a grant for replacing a shelter at Steckle Boat Landing. The application is due the end of March and the Garrison Conservancy Dist. Meets in April to review grant applications. Meyer will represent the county at that meeting. Woodcox informed the commission the total cost is \$24,000 with \$6,000 from Garrison Diversion and \$18,000 from the Park District. It is an 80/20 cost share.

Motion by Comm. Jones, 2nd by Comm Peluso to approve the reconstruction of shelter at Steckle Boat Landing. All members present voted "AYE." Motion carried.

Meeting adjourned.

Allan Vietmeier, Auditor/Treasurer

Jerry Woodcox, Chairman

BURLEIGH COUNTY PARK BOARD
MEETING MINUTES
January 6, 2020

5:08 PM

The Burleigh County Park Board convened with all members present except commissioners Behm and Haadem

Chairman Woodcox called the meeting to order with the first item of business the approval of the November 4, 2019 meeting minutes.

Motion by Comm. Jones, 2nd by Comm. Armstrong, to approve November 4, 2019, meeting minutes and vouchers as presented. All members present voted "AYE." Motion carried.

Commissioner Jones stated that she wanted to correct the previous minutes that state three (3) picnic tables when the \$1500 quote was for two (2) tables.

Commissioner Jones gave an update to the damage of the electronic sign at the Burleigh County Fairground Complex. The insurance company feels that the current condition is due to regular weather-related wear and tear and will not pay any claims. Commissioner Jones states that because the sign is nearing the end of its life that we leave it as is until it requires replacement.

As there was no further business, the Board adjourned.

Allan Vietmeier, Auditor/Treasurer

Jerry Woodcox, Chairman