

BURLEIGH COUNTY COMMISSION
LINCOLN, FT RICE, BURNT CREEK, RIVERVIEW, CANFIELD,
PHOENIX, & LYMAN UNORGANIZED TOWNSHIPS

MEETING AGENDA
December 16, 2019
TOM BAKER MEETING ROOM
CITY\COUNTY BUILDING
221 N 5TH ST

5:00 P.M. *Invocation by Crisis Care Chaplain*

- 1) Meeting called to order by chairman of the board.
- 2) Roll call of members.
- 3) Consideration and approval of the December 2 & 9, 2019, meeting minutes and approval of bills
- 4) ~~Fox Island homeowners regarding removal of sprinklers and piers as demanded by Burleigh County Water Resource District via certified mail.~~
- 5) Emergency Manager Senger regarding 2020 budgetary request to equip new facility.
- 6) Social Services Director Osadchuk regarding approval of Social Services 2020 Budget.
- 7) Sheriff Leban regarding drone purchase from Burleigh County Asset Forfeiture Fund
- 8) Courthouse Facility Grant
- 9) HR Director Terras:
 - a) Update on Finance Director position
 - b) Discussion regarding interim pay for positions in Auditor/Treasurer/Tax office.
- 10) Other Business:
 - a) Discussion on 1st floor conference room TV for meeting room overflow purposes.
 - b) Board Appointments:
 - Bismarck Planning Commission – one (1) five (5) year term,
 - Burleigh County Planning Commission – two (2) 4yr terms,
 - Burleigh County Housing Authority - one (1) five (5) year term,
 - Water Resource District – two (2) three (3) year terms,
 - Noxious Weed Control Board – two (2) four (4) year terms.

11) Consent Agenda:

- Abatements,
- Raffle\Bingo permit(s), Lost Instrument Surety Bond to replace check #,
- 2nd approach permit(s):
- Special Event (SE) Liquor License application(s): TNT Tavern – Driscoll 12/31/19 & 1/25/20)

12) Adjourn.

Sincerely,

Allan Vietmeier

Burleigh County Auditor/Treasurer/Tax Equalization Director

BURLEIGH COUNTY COMMISSION
SPECIAL MEETING NOTICE/AGENDA
December 9, 2019
HORIZON MIDDLE SCHOOL CAFETORIUM
500 Ash Coulee Dr
Bismarck ND

6:00 P.M.

- 1) Call to order.
- 2) Request of Lutheran Social Services of North Dakota for written consent for refugee resettlement.
- 3) Adjourn.

Sincerely,

Allan Vietmeier
Deputy Burleigh County Auditor/Treasurer/Tax Equalization Director

BURLEIGH COUNTY COMMISSION

LINCOLN, FT RICE, BURNT CREEK, RIVERVIEW, CANFIELD,
PHOENIX, & LYMAN UNORGANIZED TOWNSHIPS

MEETING AGENDA

December 2, 2019

TOM BAKER MEETING ROOM

CITY\COUNTY BUILDING

221 N 5TH ST

5:00 P.M. *Invocation by Crisis Care Chaplain*

1) Call to order.

2) Consideration and approval of the November 18, 2019, meeting minutes and vouchers (bills), journal vouchers, and filing fee reports.

PUBLIC HEARING – regarding the proposed Missouri Slope Lutheran Care Center North Campus Municipal Industrial Development Association (MIDA) Bond issuance and upon conclusion of public hearing, consideration of Resolution Approving the Issuance of MIDA Bonds.

3) Emergency Manager Senger:

- a) Memorandum of Understanding with University of Mary allowing grant application through FEMA's FY17 and FY18 Pre-Disaster Mitigation (PMD) Grant Program,
- b) Memorandum of Understanding with Cass County for mutual aid between counties,
- c) Memorandum of Agreement between the Burleigh County and Bismarck Rural Fire Department regarding Burleigh County Water Rescue/Recovery Team,
- d) Joint Powers Agreement with Emmons County for the provision of Emergency Management Services.

4) County Engineer Hall:

- a) Consider detailed plans and specifications for Special Assessment Districts #70 (Sabot's), #71 (Riverside), and #72 (Grande Prairie 4th),
- b) Authorize advertisement of bids for Special Assessment Districts #70 (Sabot's), #71 (Riverside), and #72 (Grande Prairie 4th),
- c) Consideration of change order with Central Specialties, Inc. for the completion of the McKenzie Haul Road Project.

5) HR Director Terras:

- a) Finance Director position interview panel and schedule,
- b) Discussion regarding compensation for the Auditor/Treasurer interim duties.

6) Other Business:

a) Board Appointments:

- Bismarck Planning Commission – one (1) five (5) year term,
- Burleigh County Planning Commission – two (2) 4yr terms,
- Burleigh County Housing Authority - one (1) five (5) year term,
- Water Resource District – two (2) three (3) year terms,
- Noxious Weed Control Board – two (2) four (4) year terms.

7) Consent Agenda:

- Abatements,
- Request of Lutheran Social Services of North Dakota for written consent for refugee resettlement,
- Raffle\Bingo permit(s), Lost Instrument Surety Bond to replace check #,
- 2nd approach permit(s):
- Liquor License application(s):

8) Adjourn.

Sincerely,

Kevin J. Glatt

Burleigh County Auditor/Treasurer

BURLEIGH COUNTY COMMISSION
LINCOLN, FT RICE, BURNT CREEK, RIVERVIEW, CANFIELD,
PHOENIX, & LYMAN UNORGANIZED TOWNSHIPS
MEETING AGENDA
NOVEMBER 18, 2019
TOM BAKER MEETING ROOM
CITY\COUNTY BUILDING
221 N 5TH ST

5:00 P.M. *Invocation by Crisis Care Chaplain*

- 1) Call to order.
- 2) Consideration and approval of the November 4, 2019, meeting minutes and bills.
- 3) Consent Agenda:
 - a) Abatements,
 - b) 2nd approach permits, Special Event Liquor License applications.
- 4) Other Business:
 - Board Appointments:
 - Bismarck Planning Commission – one (1) five (5) year term,
 - Burleigh County Planning Commission – two (2) 4yr terms,
 - Burleigh County Housing Authority - one (1) five (5) year term,
 - Water Resource District – two (2) three (3) year terms,
 - Noxious Weed Control Board – two (2) four (4) year terms.
- 5) Adjourn.

Sincerely,

Kevin J. Glatt
Burleigh County Auditor/Treasurer

Lincoln, Ft. Rice, Riverview, Burnt Creek, Canfield, Lyman and Phoenix
Unorganized Townships
BURLEIGH COUNTY PARK BOARD
BURLEIGH COUNTY COMMISSION
MEETING AGENDAS
NOVEMBER 4, 2019
BAKER MEETING ROOM
CITY/COUNTY OFFICE BUILDING

5:00PM

Invocation by Crisis Care Chaplain

COUNTY PARK BOARD

- 1) Approval of Minutes of October 9, 2019 meeting,
- 2) Approval of Bills,
- 3) Complex and Boat Ramp report,
 - a) complex rental rates,
 - b) complex rodeo arena surface/soils.
- 4) Other Business,
- 5) Adjourn.

COUNTY COMMISSION

- 1) Call to order.
- 2) Consideration and approval of the October 21, 2019, meeting minutes.
- 3) Consideration vouchers (bills), journal vouchers, and filing fee reports.
- 4) Brian Ritter, President Bismarck Mandan Chamber EDC, to provide the Commission with an update efforts at the Chamber EDC.
- 5) Scott Wegner, Arntson Stewart Wegner PC, regarding request for public hearing related to Missouri Slope Lutheran Care Center North Campus MIDA Bond issuance.
- 6) Deputy Auditor/Election Manager White regarding designation of precincts and voting places for the 2020 election cycle; to authorize an absentee ballot precinct; and to authorize the county auditor/treasurer to establish and operate an early vote precinct for the Primary and General Elections as necessary.
- 7) County Engineer Hall:
 - a) Consider results of bid opening for one (1) new motor grader,
 - b) Consider results of bid openings for one (1) new 3 cubic yard loader and one (1) new 4 cubic yard loader,
 - c) Update on 249th St NE (McKenzie Haul Road) and N Washington St/1804 projects,
 - d) Eric Grove, Magnum Trucking, regarding road conditions within Apple Creek Industrial Park Subdivision.

- 8) Building Official Ziegler regarding appointment of County Planning Commission member to fulfill an unexpired term.
- 9) HR Director Terras:
 - a) Review of County Administrator salary classification,
 - b) Continued discussion regarding appointment of auditor/treasurer,
 - c) Consideration of proposed Home Rule Charter amendment.
- 10) Job description for NDSU Burleigh County Extension (Jones).
- 11) Consider provision of fiscal agent responsibility for Nurturing Parenting Program (Jones/request from NDSU Extension).
- 12) Consent Agenda:
 - a) Abatements,
 - b) Raffle/Bingo permit(s)/Lost Instrument Surety Bonds/2nd Approach Permits.
- 13) Other Business.
- 14) Adjourn.

Sincerely,

Kevin J. Glatt
Burleigh County Auditor/Treasurer

BURLEIGH COUNTY COMMISSION
LINCOLN, FT RICE, BURNT CREEK, RIVERVIEW,
CANFIELD, PHOENIX, & LYMAN UNORGANIZED TOWNSHIPS
MEETING AGENDA
OCTOBER 21, 2019
TOM BAKER MEETING ROOM
CITY\COUNTY BUILDING
221 N 5TH ST

5:00 P.M. *Invocation by Crisis Care Chaplain*

- 1) Call to order.
- 2) Consideration of October 9, 2019 meeting minutes.
- 3) Consideration of bills.

PUBLIC HEARING:

- Concerning objections to the minimum sales prices as determined for the annual tax sale (November 19, 2019).
- 4) Building Official Ziegler regarding consideration of final plat of Destiny Subdivision.
 - 5) Sheriff Leben regarding ATM contract authorization for Courthouse and Detention Center.
 - 6) Consideration of updates to Joann Hetzel Memorial 4-H Building kitchen appliances.
 - 7) HR Director Terras:
 - a) Approval of proposed BCBSND Health Insurance renewal for 2020,
 - b) Discussion regarding a County Administrator position,
 - c) Discussion regarding changing Auditor/Treasurer and Recorder positions from elected to appointed offices.
 - 8) Receive information and consider process for replacement of County Auditor/Treasurer.
 - 9) County Engineer Hall regarding consideration of maintenance certification for county federal aid projects.
 - 10) Discussion regarding County Highway Dept and road conditions (Bitner).

11) Consent Agenda:

- a) Abatements,
- b) Raffle/Bingo permit(s),
- c) Lost Instrument Surety Bond to replace check #,
- d) 2nd approach permit(s).

12) Other Business.

13) Adjourn.

Sincerely,

Kevin J. Glatt
Burleigh County Auditor/Treasurer

Lincoln, Ft. Rice, Riverview, Burnt Creek, Canfield, Lyman and Phoenix
Unorganized Townships

**BURLEIGH COUNTY PARK BOARD
BURLEIGH COUNTY COMMISSION
MEETING AGENDA
OCTOBER 9, 2019
BAKER MEETING ROOM
CITY\COUNTY OFFICE BUILDING**

5:00 P.M.

Invocation - Law Enforcement Chaplain

COUNTY PARK BOARD

- 1) Approval of Minutes of September 4, 2019 meeting,
- 2) Approval of Bills,
- 3) Complex and Boat Ramp report,
- 4) Other Business,
- 5) Adjourn.

COUNTY COMMISSION

- 1) Call to order.
- 2) Consideration and approval of the September 18, 2019, meeting minutes.
- 3) Consideration of vouchers (bills), journal vouchers, and filing fee reports.

PUBLIC HEARINGS:

- Lot Modification – Lots 5 & 6, Block 5, Briardale II Subdivision,
 - Lot Modification – Lot 1, Block 0, C & L Estates Subdivision.
- 4) Jim & Karen Bonnet, 6100 62nd St NE, regarding neighbor's burn barrels and smoke and health hazard related to burning garbage.
 - 5) Sheriff Leben regarding NDDOT Traffic Safety Grant(s) for the following programs: Click It or Ticket \$3,490; Impaired Driving \$4,130; Underage Drinking \$4,130; and Distracted Driving \$3,850.
 - 6) NDSU Extension Burleigh County regarding County Agent update.
 - 7) County Engineer Hall:
 - a) Consideration of 2020 Highway Department fee schedule,
 - b) Consideration of road maintenance agreements with the organized and unorganized townships (recess as county commission and convene as township boards),
 - c) Authorize advertisement of bids for one (1) new motor grader,
 - d) Authorize advertisement of bids for one (1) new 3 cubic yard loader and one (1) new 4 cubic yard loader,
 - e) Consideration of Developers Agreement related to Whispering Ridge 2nd Subdivision.

8) State's Attorney Lawyer regarding consideration of variance to Personnel Policy Chapter 2, Section 10: Starting Salary.

9) Consent Agenda:

- a) Abatements,
- b) Authorization to cancel outstanding checks written prior to July 2018 with funds sent to State Land Dept. Unclaimed Property Division,
- c) Raffle/Bingo permit authorization(s),
- d) Lost instrument surety bonds,
- e) Second approach permit(s): Ryan Sailer, Lot 8, Block 3 (8422 Outland Rd).; and, Jaqueline Fakler, Gov't Lot 3, Section 4, Naughton Twp. (162nd Ave NE)

10) Other Business:

- a) Appointment of two (2) delegate to ND State Fair Annual Meeting,
- b) Weed Officer update.

11) Adjourn.

Sincerely,

Kevin J. Glatt

Burleigh County Auditor/Treasurer

Lincoln, Ft. Rice, Riverview, Burnt Creek, Canfield, Lyman, and Phoenix
Unorganized Townships

BURLEIGH COUNTY COMMISSION

MEETING AGENDA

SEPTEMBER 18, 2019

TOM BAKER MEETING ROOM

CITY\COUNTY BUILDING

221 N 5TH ST

5:00 PM

Invocation by Crisis Care Chaplain

- 1) Call to Order.
- 2) Consideration and approval of September 4, 2019, minutes.
- 3) Consideration and approval of bills.

PUBLIC HEARINGS

- Resolution of Necessity - Special Assessment District #70 parts of Sabot's, Eden's and Oakland Subdivisions road improvement,
 - Resolution of Necessity - Special Assessment District #71 parts of Riverside 2nd and Valcor Subdivisions road improvement,
 - Resolution of Necessity - Special Assessment District #72 part of Grande Prairie 4th Subdivision road improvement.
- 4) Kevin Seher, regarding Baldwin Townsite cleanup (Evanenko property).
 - 5) Jared Blackwood, Bain Insurance, regarding renewal of county liability insurance policy.
 - 6) Building Official Ziegler regarding consideration of final plat of Holden Subdivision.
 - 7) Engineer Hall:
 - a) Consider approval of County Federal Aid Form,
 - b) Update on Bitz approach onto County Highway 10,
 - c) Developer waiver request related to paving 2.2 miles of roadway to reach 136th Ave NE just east of Highway 83 (Destiny Subdivision),
 - d) Acceptance of right-of-way dedication within and adjacent to Morton Subdivision,
 - e) Consideration of second approach permit request of Big River Builders (Lot 36, Block 1, Misty Waters Subdivision - 6334 Dream Circle)
 - 8) Comm. Jones:
 - a) Changes to NDACo Constitution regarding NDACo Board makeup,
 - b) Consideration of State's Attorney review of all contracts.
 - 9) Auditor/Treasurer Glatt regarding establishment of minimum sales prices for property acquired by the county through tax deed proceedings (nonpayment of real estate taxes).

10) CONSENT AGENDA:

- a) Abatements,
- b) 2nd approach permit application: Dean Wolf – Block 5, Lot 5 Skyline Estates Sub (7604 Twilight Rd)
- c) Liquor license application/Lost Instrument Surety Bond to replace checks #:
- d) Raffle/Bingo/Gaming Site Authorization:

11) Other Business:

6:00 P.M.

Final Budget Public Hearing

The Burleigh County Commission will conduct a PUBLIC HEARING for the purpose of discussion on the proposed budget as published & adoption of the FINAL BUDGET for the year ending December 31, 2020. Any taxpayer who may appear shall be heard in favor of or against any proposed expenditures or tax levies. When the hearing shall have been concluded, the board shall adopt such estimate as finally is determined upon. All taxes shall be levied in specific amounts and shall not exceed the amount specified in the published estimates.

12) Open **PUBLIC HEARING** regarding **Final 2020 Budget**

- Motion to approve appropriate (maximum) levies for the Unorganized Townships.
- Motion to Adopt 2020 Final Budget & appropriate 2019 mill levies.

13) Approval of Agreements for the Joint Exercise of Governmental Powers with the City of Bismarck relating to Police Youth Bureau contract.

14) Approval of contract with the Centre, Inc., for Community Service & Misdemeanor Probation services.

15) Approval of contract with the Mountain Plains Youth Services (Youthworks) for the provision of Attendant Care and Emergency Shelter Care Services.

16) Adjourn.

Sincerely,

Kevin J. Glatt

Burleigh County Auditor/Treasurer

Lincoln, Ft. Rice, Riverview, Burnt Creek, Canfield, Lyman and Phoenix
Unorganized Townships

**BURLEIGH COUNTY PARK BOARD
BURLEIGH COUNTY COMMISSION
MEETING AGENDA
SEPTEMBER 4, 2019
BAKER MEETING ROOM
CITY\COUNTY OFFICE BUILDING**

5:00 P.M.

Invocation - Law Enforcement Chaplain

COUNTY PARK BOARD

- 1) Approval of Minutes of August 5, 2019 meeting,
- 2) Approval of Bills,
- 3) Complex and Boat Ramp report,
- 4) Other Business,
- 5) Adjourn.

COUNTY COMMISSION

- 1) Call to order.
- 2) Consideration and approval of the August 18, 2019, meeting minutes.
- 3) Consideration and approval of the bills.

PUBLIC HEARINGS:

- SAD#62 – Imperial Valley Subdivision (paving),
 - *Motion to confirm and certify special assessments (with amendments as needed),*
- SAD#63 – Crested Butte Subdivision,
 - *Motion to confirm and certify special assessments (with amendments as needed).*
- SAD#64 – Imperial Valley Subdivision (sanitary sewer),
 - *Motion to confirm and certify special assessments (with amendments as needed),*

4) Steve Saunders and Rachel Drewlow of the Metropolitan Planning Organization (MPO) regarding Transportation Improvement Program 2020 - 2023.

5) Engineer Hall:

- a) Developer waiver request related to paving 2.6 miles of roadways to reach Highway 1804 or 4 miles of roadways to reach Highway 83,
- b) Request for Board direction related to approach along County Highway 10.

6) Arnold Schieve, 11000 Apple Creek Road, regarding water on his property and road.

7) Sheriff Leben:

- a) Quarterly Detention Center report,
- b) Consideration of joint JAG grant application with City of Bismarck.

8) Other Business.

9) CONSENT AGENDA:

- a) Abatements:
- b) Raffle permit applications/Gaming Site Authorization: Liquor License renewals/SE license applications:
- c) Lost instrument surety bond to replace check#109929 (\$111.63) and check#110654 (\$147.67),
- d) 2nd approach permit application(s):

10) Adjourn.

Sincerely,

Kevin J. Glatt

Burleigh County Auditor/Treasurer

Lincoln, Ft. Rice, Riverview, Burnt Creek, Canfield, Lyman and Phoenix
Unorganized Townships

**BURLEIGH COUNTY COMMISSION
BURLEIGH COUNTY PARK BOARD
MEETING AGENDA
August 19, 2019
BAKER MEETING ROOM
CITY\COUNTY OFFICE BUILDING**

5:00 P.M.

Invocation – Crisis Care Chaplain

NOTICE IS HEREBY GIVEN, that a meeting will be held on August 19, 2019, at the hour of 5:00PM, in the Tom Baker Meeting Room, of the commissioners, all elected county officials, and those county officials serving in offices which were formerly elected at which time they shall elect, with each person present casting one vote, Burleigh County's delegate to the North Dakota Association of Counties for the 2019 & 2020 annual Association meetings.

- 1) Call to order; consideration of August 5, 2019, meeting minutes.
- 2) Consideration of the bills.
- 3) Chairman Bitner regarding a discussion related to meeting minutes.
- 4) Recognition of Burleigh County 4-H – ND State Fair competition winners.

PUBLIC HEARING

- Lot combination – Lots 1 & 2, Block 5, Country Hills Subdivision.
- 5) Reconsideration of motion to reduce Highway Dept mill levy from 3 mills to 2.5 mills which ended in tie vote on August 5, 2019.
 - 6) Continuation of 2020 Budget Review.
 - 7) Social Service Director Osadchuk regarding request for additional compensation for Administrative Asst. I for assuming supervisory duties.
 - 8) HR Director Terras:
 - a) Building Maintenance Supervisor reclassification,
 - b) Personnel Policy revision regarding Internal Candidate hiring,
 - c) Continued discussion on County Administrator job description.
 - 9) Sheriff Leben regarding HB1286 requirements related to Asset Forfeiture funds and establishment of an Asset Forfeiture Board.

10) Building Official Ziegler:

- a) Zoning change & final plat - Basaraba Subdivision,
- b) Final plat – Herrmann Subdivision.

11) Engineer Hall:

- a) Developer waiver request related to paving 2.6 miles of roadways to reach Highway 1804 or 4 miles of roadways to reach Highway 83,
- b) Jeff Simonson regarding appeal of Highway Dept denial of 2nd approach.

12) CONSENT AGENDA:

- a) Abatements,
- b) Raffle/Bingo applications / Lost instrument surety bonds to replace ck#110988 (\$104.75):
- c) Liquor License renewals/SE license applications:
- d) Request for a 2nd approach permit:

13) Other Business:

14) Adjourn.

Sincerely,

Kevin J. Glatt

Burleigh County Auditor/Treasurer

NEXT MEETINGS: September 4, 2019
September 18, 2019

Lincoln, Ft. Rice, Riverview, Burnt Creek, Canfield, Lyman and Phoenix
Unorganized Townships

**BURLEIGH COUNTY COMMISSION
BURLEIGH COUNTY PARK BOARD
MEETING AGENDA
AUGUST 5, 2019
BAKER MEETING ROOM
CITY\COUNTY OFFICE BUILDING**

5:00 P.M.

Invocation – Crisis Care Chaplain

COUNTY PARK BOARD

- 1) Approval of Minutes of July 15, 2019 meeting,
- 2) Approval of Bills,
- 3) Complex and Boat Ramp reports,
- 4) Other Business,
- 5) Adjourn.

County Commission

- 1) Call to order, approval of the July 15, 2019 meeting minutes.
- 2) Consideration vouchers (bills), journal vouchers, and filing fee reports.
- 3) Finance Director Thompson - continuation of 2020 Budget Review.
- 4) Motion to adopt preliminary budget and call for final budget hearing (9/18/19).
- 5) Sheriff Leben regarding HB1286 requirements related to Asset Forfeiture funds.
- 6) Human Resource Director Terras:
 - a) Acknowledgement of discounts received from ND Workforce Safety and Insurance,
 - b) Consider change of Employee Assistance Program provider and benefits,
 - c) Consider appointment of County Building Official/Director,
 - d) Discussion regarding County Administrator position.
- 7) Engineer Hall:
 - a) Screening Committee report for proposed Special Assessment District #71 which includes parts of Riverside 2nd and Valcor Subdivisions,
 - b) Screening Committee report for proposed Special Assessment District #72 which includes parts of part of Grand Prairie 4th Subdivision,
 - c) Consideration of acceptance of right-of-way related to Maier Subdivision.
- 8) Building Official/Director Ziegler regarding zoning change & final plat - Basaraba Subdivision.

9) Other Business:

- a) Authorize call for public hearings for Special Assessment Districts # 62, 63, & 64,
- b) Consider reimbursement resolutions related to SAD#71 & 72.
- c) Consideration of 2020 Commission Meeting schedule,

10) CONSENT AGENDA:

- a) Abatements,
- b) Lost instrument surety bonds to replace lost check: #108543 (\$25),
- c) Raffle permit applications/gaming site authorization/SE license applications:
- d) Authorization to publish Weed Cutting Notice.

11) Adjourn.

Sincerely,

Kevin J. Glatt

Burleigh County Auditor/Treasurer

Lincoln, Ft. Rice, Riverview, Burnt Creek, Canfield, Lyman and Phoenix
Unorganized Townships

BURLEIGH COUNTY COMMISSION
BURLEIGH COUNTY PARK BOARD

BUDGET MEETING AGENDA

JULY 15, 2019

TOM BAKER MEETING ROOM
CITY/COUNTY BUILDING

8:30 A.M.

COUNTY PARK BOARD

- 1) Call to Order.
 - Approval of July 1 meeting minutes,
 - Approval of bills.
- 2) Budget Review.
- 3) Other business.
- 4) Adjourn Park Board.

COUNTY COMMISSION

- 5) Call to order.
- 6) Approval of minutes of the July 1, 2019, meeting.
- 7) Approval of bills.
- 8) Building Official Ziegler:
 - Final plat - Schramm Subdivision,
 - Zoning change & final plat - Papke Subdivision,
 - Zoning change & final plat - Basaraba Subdivision,
 - Final plat – Herrmann Subdivision.
- 9) County Engineer Hall regarding appeal of Andy & Lynn Basaraba for a 3rd approach permit onto Lot 1, Block 2, Shamrock Acres 2nd Subdivision (3085 Sand Hill Rd).
- 10) Budget Review** – Finance Director Thompson, overview of submitted budgets and preliminary mill levies. *Burleigh County Dept. Heads, Elected Officials and others are reminded that attendance at this hearing(s) is at your discretion. If you feel comfortable with the budget review you had with your Commissioner, no appearance will be necessary.*
 - Appearances by outside organizations regarding 2020 funding requests,
 - Appearances by county organization regarding 2020 funding requests.

11) Motion to adopt preliminary budget and call for final budget hearing (9/18/19).

12) Other business.

13) Consent Agenda:

- a) Abatements,
- b) Liquor license,
- c) Raffle/Bingo/Charity Local/Site Authorization permit applications: Kiwanis Club of Bismarck,
Bismarck Cancer Center.
- d) Lost instrument surety bonds:
- e) 2nd approach permit applications:

14) Adjourn.

*Please note: TUESDAY **July 16th** has been set aside should more time be needed for budget reviews.*

Sincerely,

Kevin J. Glatt

Burleigh County Auditor/Treasurer

Lincoln, Ft. Rice, Riverview, Burnt Creek, Canfield, Lyman and Phoenix
Unorganized Townships

**BURLEIGH COUNTY COMMISSION
BURLEIGH COUNTY PARK BOARD
MEETING AGENDA
JULY 1, 2019
BAKER MEETING ROOM
CITY\COUNTY OFFICE BUILDING**

5:00 P.M.

Invocation – Crisis Care Chaplain

COUNTY PARK BOARD

- 1) Approval of Minutes of June 3, 2019 meeting,
- 2) Approval of Bills,
- 3) Complex and Boat Ramp report,
- 4) Other Business,
- 5) Adjourn.

Burleigh County Commission

- 1) Call to order, approval of the June 17, 2019 meeting minutes.
- 2) Consideration vouchers (bills), journal vouchers, and filing fee reports.
- 3) Scott D. Wegner, Arntson Stewart Wegner PC, regarding consideration of financing resolution authorizing the issuance of a Certificate of Indebtedness in an amount not to exceed \$7,190,000 to finance the McKenzie Haul Road.
- 4) Social Service Director Osadchuk:
 - a) Request for an additional FTE for the In-Home program,
 - b) Human Service Zone Board appointments.
- 5) Brent Ekstrom, Lewis & Clark Regional Development Council, to report on LCRDC activities and dues.
- 6) Engineer Hall:
 - a) Screening Committee report for proposed Special Assessment District #70 which includes parts of Sabot's 1st, Eden's, and Oakland Subdivisions.
- 7) State's Attorney Lawyer regarding excessive travel expenses by the Building/Planning/Zoning Dept.
- 8) Affirmation of Erosion Emergency Declaration regarding Missouri River idle speed zone.

9) Other Business:

- a) Reimbursement resolution related to SAD#70.

10) CONSENT AGENDA:

- a) Abatements,
- b) SE liquor license,
- c) Raffle/Bingo permit applications/site authorization;
- d) Lost instrument surety bonds:
- e) 2nd approach permit applications: Dion Klein, Blk 3 Lot 4, Country Hills Sub (8420 Rolling Hills Rd).

11) Adjourn.

Sincerely,

Kevin J. Glatt

Burleigh County Auditor/Treasurer

Lincoln, Ft. Rice, Riverview, Burnt Creek, Canfield, Lyman and Phoenix
Unorganized Townships

BURLEIGH COUNTY COMMISSION

MEETING AGENDA

June 17, 2019

BAKER MEETING ROOM

CITY\COUNTY OFFICE BUILDING

5:00 P.M. *Invocation by Crisis Care Chaplain*

- 1) Call to order; approval of June 3, 2019, minutes; and, bills.
 - 2) Steve Saunders Bismarck-Mandan MPO and Craig Vaughn, SRF Consulting (via phone), to present and answer questions regarding the US Highway 83 Alternatives Study.
 - 3) Social Service Director Osadchuk regarding Human Service Zone Board membership pursuant to SB2124.
 - 4) Jesse Kist, ND State Water Commission, regarding Missouri River outflows.
 - 5) County Sheriff Leben regarding ND DOCR Inmate Prioritization Plan.
 - 6) HR Director Terras:
 - a) Consider approval to enter into a training agreement with the EEOC (Equal Employment Opportunity Commission) Training Institute.
 - b) Consider approval of an Acting Sergeant - Detention Officer position.
 - c) Discussion regarding changing Auditor/Treasurer and Recorder from elected to appointed offices, and creating a County Administrator position.
 - 7) Consent Agenda:
 - a) Abatements,
 - b) 2nd approach permit request:
 - c) Raffle permit application(s): Sterling Lions; U of Mary.
 - d) Gaming site authorization:
 - e) Liquor License renewals: Apple Creek Country Club (E).
 - f) Lost Instrument Surety Bonds to replace check #.
 - 8) Other business:
 - a) Approval of contract renewal with State Tax Commissioner for administration of Burleigh County's local sales, use and gross receipts taxes (2019 – 2021 biennium),
 - b) NDCCA Standing Committees.
 - 9) Adjourn.
- Sincerely,
Kevin J. Glatt
Burleigh County Auditor/Treasurer

Lincoln, Ft. Rice, Riverview, Burnt Creek, Canfield, Lyman and Phoenix
Unorganized Townships

BURLEIGH COUNTY COMMISSION

MEETING AGENDA

JUNE 3, 2019

TOM BAKER MEETING ROOM
CITY/COUNTY OFFICE BUILDING
221 N 5th St., Bismarck

3:00 P.M.

County Board of Equalization:

The Board shall meet during the first ten (10) days of June to equalize and correct the assessment rolls. The Board of Equalization may change the valuation and assessment of any real property upon the rolls, by increasing or diminishing the assessed value of thereof. The Board shall be responsible and just to render uniform taxation.

- A) The Board shall sit as the Township Board of Equalization for the Unorganized Townships.
- B) The Board shall then review the assessments of the cities of Bismarck, Lincoln, Regan, South Wilton, and Wing.
- C) The Board shall then review the assessments of all Organized and Unorganized Townships.
- D) Other Business.
- E) Adjourn.

5:00 P.M.

Invocation by Crisis Care Chaplain

BURLEIGH COUNTY PARK BOARD

- 1) Approval of May 6, 2019 meeting minutes,
- 2) Approval of Bills,
- 3) Parks / Missouri Valley Complex Report,
- 4) Board discussion regarding 2020 budget item (replacement of Steckel picnic shelter),
- 5) Consider results of Complex farm land bids,
- 6) Consider contract revision with Hay Stack Butte 4-H for Mitchell Lake maintenance (insurance coverage),
- 7) Request for use of Kimball and McLean Boat ramps for Tumble Weed fishing tournament,
- 8) Other business,
- 9) Adjourn.

REGULAR COUNTY COMMISSION MEETING:

1) Call to order, approval of the May 20, 2019, meeting minutes, vouchers, journal vouchers, and filing fee reports.

2) Social Service Director Osadchuk regarding moving Social Service Assistant State's Attorney and Admin Asst. from the Social Service Budget to the State's Attorney's budget.

3) Burleigh County Water Resource District regarding consideration of Sibley Island Flood Control Resolution (Lincoln Township).

- 4) County Engineer Hall:
 - a) Results of bid opening for SAD#69 Hay Creek Pines,
 - b) Results of bid opening for McKenzie Haul Road Project,
 - c) Consideration of loan acceptance (\$7,190,000) from Bank of ND for funding McKenzie Haul Road Project.

- 5) Building Official Ziegler:
 - a) Request of Brian & Latasha Zuroff for a zoning change from R1– Rural Single Family Residential to a PUD – Planned Unit Development, to develop self-storage units on Parcel 2A-1 of Lot C, Block 1, Marquis Subdivision.

- 6) HR Director Terras:
 - a) Variance to annual leave policy (carry-over hours) for Social Service Dept. employee,
 - b) Variance to annual leave policy (carry-over hours) for Finance Director,
 - c) Discussion regarding reclassifying the Building Maintenance Supervisor position.

- 7) Consent Agenda:
 - a) Abatements,
 - b) 2nd approach permit applications: Randy Richter (5512 Fernwood Dr),
 - c) Raffle\Bingo permit application: NDSU Foundation & Alumni Association,
UND Foundation & Alumni Association,
Grace Lutheran Church Women,
 - d) Gaming site authorization: NoDak Sportsman’s Club (TnT Tavern Driscoll & Flash’s Place Sterling),
 - e) Liquor license renewals: Apple Creek CC (E), Hawk Tree (D), and Tri-Energy Cenex Sterling (B1)
 - f) Special Events liquor license application: Flash’s Place – Wing Rodeo June 8 & 9,
 - g) Lost Instrument Surety Bond to replace check #,

- 8) Other Business:
 - a) Authorization to call for public hearings for SADs #62, 63 & 64,
 - b) Approval of appointment of Veterans Service Officer Landis to Senator Cramer’s Veterans Advisory Board.

- 9) Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor/Treasurer

Lincoln, Ft. Rice, Riverview, Burnt Creek, Canfield, Lyman and Phoenix
Unorganized Townships

BURLEIGH COUNTY COMMISSION

BURLEIGH COUNTY PARK BOARD

MEETING AGENDA

May 20, 2019

BAKER MEETING ROOM

CITY\COUNTY OFFICE BUILDING

5:00 P.M. *Invocation by Crisis Care Chaplain*

- 1) Call to order.
- 2) Approval of May 6 and 20, 2019 meeting minutes and payment of bills.
- 3) County Engineer Hall:
 - a) Request of Crofte Township for cost share assistance for graveling 93rd St NE,
 - b) Consideration of contract for update of the Missouri Valley Complex Plat & Zoning,
 - c) Approval of township road mileage certification.
- 4) County Extension/County 4-H Council regarding programming.
- 5) Consent Agenda:
 - a) Abatements,
 - b) Authorize Social Service Dept to request Walmart foundation grant funding,
 - c) Raffle permit application(s): Capital City Gun Club (including designation as an Other Public Spirited Organization);
 - d) Liquor License renewals: Misty Waters Marina (D), Moffit Bar (D), Flash's Place (D) Apple Creek Country Club (E), HawkTree Inc. (D), Tri-Energy Coop - Sterling (B1), Nichols Enterprises (D) & (SE – Menoken Grove Abate Rally).
- 6) Other business.
- 7) Adjourn.

Sincerely,

Kevin J. Glatt

Burleigh County Auditor/Treasurer

Lincoln, Ft. Rice, Riverview, Burnt Creek, Canfield, Lyman and Phoenix
Unorganized Townships

**BURLEIGH COUNTY PARK BOARD
BURLEIGH COUNTY COMMISSION
MEETING AGENDA
MAY 6, 2019
BAKER MEETING ROOM
CITY\COUNTY OFFICE BUILDING**

5:00 P.M.

Invocation – Crisis Care Chaplain

BURLEIGH COUNTY PARK BOARD

- 1) Approval of April 15, 2019 meeting minutes,
- 2) Approval of Bills,
- 3) Park / Missouri Valley Complex Report,
- 4) Consider Complex farm land RFP/bid notice,
- 5) Rodent control at Missouri Valley Complex,
- 6) Authorize price quote solicitations for crack sealing & striping of boat ramp parking lots,
- 7) Consider contract with Hay Stack Butte 4-H for Mitchell Lake maintenance,
- 8) Consider cost share agreement with ND Game & Fish for Mitchell Lake comfort station (porta pottie),
- 9) Other business,
- 10) Adjourn.

BURLEIGH COUNTY COMMISSION

- 1) Call to order, approval of the April 15 meeting minutes; vouchers, and, filing fee reports.

PUBLIC HEARING

- Resolution of Necessity regarding Special Assessment District #69 Hay Creek Pines Subdivision road improvement.

2) Burleigh County Supt. of Schools Mike Heilman to present report on county schools and to seek confirmation of reappointment of members to the School District Reorganization Committee.

3) Social Service Director Osadchuk regarding authorization for a new Full Time Equivalent position for Adult Services position (Social Worker II) due to the increase in clients.

4) County Engineer Hall:

- a) Approval of the detailed plans and specifications and authorize the advertisement of bids for SAD #69 (Hay Creek Pines),
- b) Authorize the advertisement of bids for the McKenzie Haul Road project,
- c) Authorize transfer of unneeded right of way along 97th Ave NE (Haul Road Project),
- d) Consideration of developer waiver request related to paving of 2.5 miles of 26th St

NE,

4) County Engineer Hall:

- e) Consideration of contract for update of the Missouri Valley Complex zoning and subdivision plat,
- f) Acceptance of right of way dedication within and adjacent to Igoe's Industrial No. 3 Subdivision,
- g) Consider and award bids for Township Seal Coat Package,
- h) Consider and award bids for Special Assessment Districts #65 – 68,
- i) Authorization to sell used surplus Highway Dept equipment.

5) Sheriff Leben regarding quarterly detention center report.

6) Building Official-Director Ziegler:

- a) Consideration of Final Plat and Zoning Change for Country Ridge 3rd Subdivision,
- b) Consideration of Service Agreement with Painted Woods Township,
- c) Update on Evandenko property cleanup – Baldwin Townsite

7) Finance Director Thompson regarding consideration of 2020 budget items related to salaries and benefits.

8) Continued discussion on spraying of cankerworms in Briardale area (Chairman Bitner).

9) Consider contracting with Bond Attorney for review of bond documents and leases related to the Joanne Hetzel Memorial 4-H Building located on the Missouri Valley Complex.

10) CONSENT AGENDA:

- a) Abatements,
- b) Bingo\Raffle Permits: Driscoll Betterment Club (including designation as an Other Public Spirited Organization), Dakota Woodturners (including designation as an Other Public Spirited Organization), St. Hildegard's Catholic Church,
- c) Gaming Site Authorization: Hazelton Lions Club (Moffit Bar),
- d) Liquor License renewals: Rolling Plains Adventure (C); TnT Tavern – Driscoll (D); U of Mary (I & B2); Bullets n' More (Capital City Gun Club (B2),
- f) SE liquor license applications of the TnT Tavern LLC (July 4th of July Celebration & July 13 Wedding Dance),
- g) Lost instrument surety bond to replace check # 113492 (\$59.50),
- h) 2nd approach permit applications: Chris Bauer (5516 Centerville Ln); Ronald Maki (3001 Garnet Dr); Nick Murphy (819 Apple Ridge Rd); and, Robert Stenerson (816 Sunflower Dr).

11) Other business:

12) Adjourn.

Sincerely,

Kevin J. Glatt

Burleigh County Auditor/Treasurer

Lincoln, Ft. Rice, Riverview, Burnt Creek, Canfield, Lyman and Phoenix
Unorganized Townships

Burleigh County Park Board
BURLEIGH COUNTY COMMISSION
MEETING AGENDA
APRIL 15, 2019
BAKER MEETING ROOM
CITY\COUNTY OFFICE BUILDING

5:00 P.M. *Invocation by Crisis Care Chaplain*

BURLEIGH COUNTY PARK BOARD

- 1) Approval of March 18, 2019 meeting minutes,
- 2) Approval of Bills,
- 3) Park / Missouri Valley Complex Report:
 - Discussion regarding Complex farm land lease,
 - Request from ND High School Rodeo for cost share assistance for purchase of loading chute,
 - Discussion on tree removal at Complex.
- 4) Continued discussion regarding sale of Mitchell Lake property,
- 5) Other business,
- 6) Adjourn.

BURLEIGH COUNTY COMMISSION

- 1) Call to order, approval of minutes and bills.
- 2) HR Director Terras:
 - a) Variance to starting salary policy for State's Attorney Investigator position,
 - b) Variance to starting salary policy for State's Attorney – Attorney II position,
 - c) Variance to annual leave policy (carry-over hours) for Social Service employee.
- 3) Discussion regarding spraying of cankerworms in Briardale area (Chairman Bitner).
- 4) Other Business:
- 5) Consent Agenda: Abatements, Lost Instrument Surety Bonds to replace lost check #,
Raffle/Bingo Permits/Site Authorization/Other Public Spirited Designation – Menoken Grove 4-H;
Liquor License renewal: Gideon's Brewery (BB), South 40 Wedding Events LLC (C);
- 6) Adjourn.

Sincerely,

Kevin J. Glatt

Burleigh County Auditor/Treasurer

Lincoln, Ft. Rice, Riverview, Burnt Creek, Canfield, Lyman and Phoenix
Unorganized Townships

BURLEIGH COUNTY COMMISSION

Burleigh County Park Board

MEETING AGENDA

APRIL 1, 2019

BAKER MEETING ROOM

CITY\COUNTY OFFICE BUILDING

5:00 P.M. *Invocation by Rajan Zed – President, Universal Society of Hinduism*

1) Call to order, approval of the March 18, 2019, meeting minutes; and approval of bills.

2) Bismarck Mandan Orchestral Association regarding funding request for annual Fourth of July Concert.

3) Deputy Auditor/Tax Equalization Director Vietmeier regarding abatements for the Board's consideration.

4) County Engineer Hall:

- a) Appointment of Special Eminent Domain Hearing Board for McKenzie Haul Road,
- b) Agreement for update of Missouri Valley Complex platting & zoning.

5) Mark Swenson regarding improvements along a common lot line (Auditors Lot 6B and Lot 12 of the Missouri Valley Complex).

6) Finance Director Thompson regarding authorization to hire additional maintenance staff for Burleigh/Morton Detention Center.

7) County Extension (Comm. Jones).

8) Other business:

- a) Commissioner email,
- b) National Public Safety Telecommunications Week Proclamation,
- c) Wear Blue Day (April 5th) Proclamation.

9) Consent Agenda: Lost Instrument Surety Bonds to replace lost check, Raffle/Bingo Permits/
Site Authorization.

10) Adjourn.

Sincerely,

Kevin J. Glatt

Burleigh County Auditor/Treasurer

Lincoln, Ft. Rice, Riverview, Burnt Creek, Canfield, Lyman and Phoenix
Unorganized Townships

BURLEIGH COUNTY COMMISSION

BURLEIGH COUNTY PARK BOARD

MEETING AGENDA

MARCH 18, 2019

BAKER MEETING ROOM

CITY/COUNTY OFFICE BUILDING

5:00 P.M. *Invocation by Crisis Care Chaplain*

BURLEIGH COUNTY PARK BOARD

- 1) Call to order – new member Errol Behm,
- 2) Approval of December 17, 2018 meeting minutes,
- 3) Approval of Bills,
- 4) Park / Missouri Valley Complex Report:
 - Review county parks mowing quotes,
 - Future expenses,
- 5) Discussion regarding sale of Mitchell Lake property,
- 6) Park Rules, Regulations & Signage,
- 7) Other business,
- 8) Adjourn.

BURLEIGH COUNTY BOARD OF HEALTH

- I) Call to Order,
- II) Director's Report:
 - a) Community Health Improvement Plan (review only),
 - b) Quality Improvement Plan (approval requested),
 - c) Bismarck/Burleigh Public Health Strategy Plan (approval requested),
 - d) Update on Detox Center Status,
 - e) Update on Plan to Prevent & End Community Homelessness.
- III) Adjourn.

BURLEIGH COUNTY COMMISSION

- 1) Call to order, approval of the March 4, 2019 meeting minutes and bills.
- 2) Brian Ritter, President Bismarck Mandan Chamber EDC, update on Chamber EDC efforts and activities.
- 3) County Engineer Hall regarding consideration of the following:
 - a) Approval of detailed plans and specifications for Special Assessment Districts #65 - #68 and authorization to advertise for bids for the same,
 - b) Bids for 2019 centerline & edge line stripping,
 - c) Bids for concrete & metal culverts,
 - d) Bids for gravel crushing,
 - e) Bids for gravel hauling,

- 3) County Engineer Hall (continued):
 - f) Bids for dust control,
 - g) Bids for Wilton Shop hay lease,
 - h) Memo of Understanding between the Burleigh County and organized Townships regarding FEMA regulations,
 - i) Agreement for update of Missouri Valley Complex platting & zoning.
- 4) Finance Director Thompson regarding 2018 budget amendments.
- 5) Consent Agenda:
 - a) Abatements, Lost Instrument Surety Bond to replace check #110879, Raffle Permit / Site Authorizations, Special Event Liquor License, 2nd approach permits.
- 6) Other business:
 - a) Commissioner email,
 - b) Reimbursement resolution related to SAD#69.
- 7) Adjourn.

Sincerely,

Kevin J. Glatt
Burleigh County Auditor/Treasurer

Lincoln, Ft. Rice, Riverview, Burnt Creek, Canfield, Lyman and Phoenix
Unorganized Townships

BURLEIGH COUNTY COMMISSION

MEETING AGENDA

MARCH 4, 2019

BAKER MEETING ROOM

CITY\COUNTY OFFICE BUILDING

5:00 P.M. *Invocation by Crisis Care Chaplain*

1) Call to order; approval of the February 20, 2019, meeting minutes; and, bills.

PUBLIC HEARING regarding proposed lot modification of Lots 6 & 7, Block 5, Country Ridge First Subdivision.

2) Mike Manstrom, Dougherty & Co., regarding results of bond sale and authorization to issue bonds to finance SAD's #62 - #64 (\$815,000).

3) Library Director Kujawa and Bookmobile Librarian McDonald regarding 2018 bookmobile activity report and information on bookmobile replacement activities including solicitation of bids.

4) Engineer Hall:

- a) Consideration of Pavement Policy waiver request for a one (1) lot subdivision (Auditor's Lot G in the E½ of Section 6, Burnt Creek Township) waiving requirement to pave approximately 2,670' of 15th St NW from 149th Ave NW to the south edge of property,
- b) Screening Committee report for proposed Special Assessment Districts #69 Hay Creek Pines Subdivision.

5) HR Director Terras regarding:

- a) Consideration of State's Attorney Investigator position classification and authorization to recruit and fill position,
- b) Building Official/Director retirement and authorization of recruitment for upcoming vacancy.

6) Consent Agenda:

- a) Abatements, Lost Instrument Surety Bonds, raffle permit application(s).

7) Other Business:

- a) Commissioners email.

8) Adjourn.

Sincerely,

Kevin J. Glatt

Burleigh County Auditor/Treasurer

Lincoln, Ft. Rice, Riverview, Burnt Creek, Lyman and Phoenix
Unorganized Townships

BURLEIGH COUNTY COMMISSION

MEETING AGENDA

FEBRUARY 20, 2019

BAKER MEETING ROOM

CITY\COUNTY OFFICE BUILDING

5:00 P.M. *Invocation by Rajan Zed, President Universal Society of Hinduism*

1) Call to order

2) Approval of February 4, 2019, meeting minutes and bills.

PUBLIC HEARING regarding the issuance of Benedictine Health System refunding (MIDA) bonds in an amount not to exceed \$16,000,000.

Continuation of PUBLIC HEARINGS – Special Assessment Districts (SAD)

- Resolution of Necessity regarding SAD#66 Twin Buttes Subdivision,
- Resolution of Necessity regarding SAD#67 Vista South and part of Southridge Subdivisions,
- Resolution of Necessity regarding SAD#68 Rustic Acres Subdivision.

PUBLIC HEARING regarding proposed lot modification of Lots 6 & 7, Block 5, Country Ridge First Subdivision.

3) County Engineer Hall:

- a) Consideration of N Washington St & Highway 1804 project bid letting concurrence,
- b) Consideration of ratification of Elk Ridge Subdivision plat,

4) Watson Johnson regarding road maintenance issues in Grass Lake Township.

5) Sheriff Leben:

- a) Inmate access to legal materials,
- b) Detention Center report including annual inspection briefing.

6) HR Director Terras regarding authorization for variance to Personnel Policy Starting Salary for Social Services Department to fill an Attorney II position at Grade 13 step 9.

7) Consent Agenda:

- a) Abatements, Lost Instrument Surety Bonds; raffle permit application(s) –

8) Other Business:

- a) Board appointment: Special Assessment Commission.
- b) Appointment of county member(s) to City of Bismarck/Census Complete Count Committee.

9) Adjourn.

Sincerely,

Kevin J. Glatt
Burleigh County Auditor/Treasurer

Lincoln, Ft. Rice, Riverview, Burnt Creek, Lyman and Phoenix
Unorganized Townships

BURLEIGH COUNTY COMMISSION

MEETING AGENDA

FEBRUARY 4, 2019

BAKER MEETING ROOM

CITY\COUNTY OFFICE BUILDING

5:00 P.M. *Invocation by Crisis Care Chaplain*

- 1) Call to order, approval of the January 23, 2019, meeting minutes and bills.
- 2) Scott Wegner, Arntson, Stewart, Wegner Bond Counsel, regarding authorization to call for public hearing for the issuance of Benedictine Health System (BHS) refunding bonds.

PUBLIC HEARINGS – Special Assessment Districts (SAD)

- Resolution of Necessity regarding SAD#66 Twin Buttes Subdivision,
- Resolution of Necessity regarding SAD#67 Vista South and part of Southridge Subdivisions,
- Resolution of Necessity regarding SAD#68 Rustic Acres Subdivision.

- 3) Deputy Auditor/Tax Equalization Director Vietmeier regarding consideration of the abatements.
- 4) County Engineer Hall regarding consideration of bids for one (1) – 3 cubic yard loader.
- 5) HR Director Terras regarding:
 - a) Consideration of a variance to Personnel Policy Chapter 4, Section 5: Annual leave to allow the candidate for the Jail Nurse Supervisor to accrue at an adjusted annual leave schedule,
 - b) Authorize the States Attorney's office to fill an Attorney II position at Grade 13 step 9,
 - c) Authorize the States Attorney's increase salaries for two Assistant Attorney II positions.
- 6) Mark Swenson regarding request for county funding participation for the cost of a water and sewer connection along Lot 12, the Missouri Valley Complex.
- 7) Consent Agenda:
 - a) Lost Instrument Surety Bonds; raffle permit application(s) – U of Mary Athletic Dept.
- 8) Other Business:
 - a) Discussion regarding laptop computers for Commissioners
- 9) Adjourn.

Sincerely,

Kevin J. Glatt

Burleigh County Auditor/Treasurer

Lincoln, Ft. Rice, Riverview, Burnt Creek, Lyman and Phoenix
Unorganized Townships
BURLEIGH COUNTY COMMISSION
MEETING AGENDA
January 23, 2019
BAKER MEETING ROOM
CITY\COUNTY OFFICE BUILDING

12:00 P.M. *Invocation by Crisis Care Chaplain*

- 1) Call to order, approval of the minutes and bills.
- 2) Bismarck-Mandan Metropolitan Planning Organization (MPO) presentation of Regional Freight Study Final Report.
- 3) County Engineer Hall regarding:
 - a) 2019 road project priority list,
 - b) Consider design agreements for the 43rd Ave project,
 - c) Consider NDDOT N Washington St & Highway 1804 project agreement,
 - d) Appointment of Special Eminent Domain Hearing Board.
- 4) Sheriff Leben regarding monthly Detention Center report.
- 5) HR Director Terras regarding request to submit for classification of a new Investigator position in the State's Attorney's Office.
- 6) CONSENT AGENDA:
 - a) Abatements, Lost Instrument Surety Bonds, Raffle/Bingo Permits/Site Authorization,
 - b) Second approach permit application for Lot 16, Block 1, Brookfield Estates Subdivision.
- 7) Other Business:
 - a) Consideration of Court Services Contract,
 - b) Consideration of 2020 budget calendar,
 - c) Review of 2019 portfolio assignments,
 - d) Discussion regarding Commission email and records retention.
- 8) Adjourn.

Sincerely,

Kevin J. Glatt
Burleigh County Auditor/Treasurer

Lincoln, Ft. Rice, Riverview, Burnt Creek, Lyman and Phoenix
Unorganized Townships
BURLEIGH COUNTY COMMISSION
MEETING AGENDA
January 7, 2019
BAKER MEETING ROOM
CITY\COUNTY OFFICE BUILDING

5:00 P.M. *Invocation by Law Enforcement Chaplain*

- 1) Call to order, board reorganization (election of chair & vice-chair) and assignment of portfolios.
- 2) Approval of the December meeting minutes, vouchers, and filing fee reports.
- 3) HR Director Terras regarding recommendation regarding an employee grievance (Please note this item may require the Commission to convene an Executive Session).
- 4) County Engineer Hall:
 - a) Authorization to advertise for bids for: Painted Pavement Markings, Furnishing Concrete and Metal Culverts, Crushing of Gravel, Township Gravel Hauling, Dust Control, and Chip Seal projects,
 - b) Authorization to advertise for bids for a three (3) cubic yard front-end loader,
 - c) Authorize advertisement of bids for Haying and Grazing of County Property,
 - d) Consideration of ratification of Elk Ridge Subdivision plat,
 - e) Consider 2019 road project priority list.
- 5) Building Official Ziegler regarding PNE Wind USA, Inc., application for special use permits to develop wind energy in Morton Township.
- 6) PNE Wind USA, Inc., regarding the following requests:
 - a) Motion directing Planning & Zoning Commission allow James Small to vote on request for reconsideration of recommendation regarding the special user permits for the Burleigh Emmons Wind Farm,
 - b) Motion to direct the Planning & Zoning Commission to grant PNE's request for reconsideration and allow PNE the opportunity to file written expert testimony and other written evidence,
 - c) Motion to table the matter of PNE's application until after the reconsideration by the Planning & Zoning Commission.
- 7) CONSENT AGENDA:
 - a) Abatements,
 - b) Designation of public depositories,
 - c) Resolution authorizing County Auditor/Treasurer to make payment upon demand for all invoices and claims for utility services, gas, fuel, and oil (per Bill Payment Policy),
 - d) Lost Instrument Surety Bonds to replace lost check, Raffle\Bingo Permits\Site Authorization –

8) Other Business:

- a) Board Appointment: Bismarck Planning Commission – one (1) five (5) year term,
- b) Consideration of reimbursement resolutions for SAD #66 Twin Buttes Subdivision, #67 Vista South & part of Southridge Subdivisions, and #68 Rustic Acres Subdivision,
- c) Discussion regarding marketing/sale of Missouri Valley Complex property.

9) Adjourn.

Sincerely,

Kevin J. Glatt

Burleigh County Auditor/Treasurer