

Lincoln, Ft. Rice, Riverview, Burnt Creek, Lyman and Phoenix  
Unorganized Townships  
**BURLEIGH COUNTY COMMISSION**  
**MEETING AGENDA**  
December 19, 2016  
BAKER MEETING ROOM  
CITY\COUNTY OFFICE BUILDING

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

**BURLEIGH COUNTY PARK BOARD**

- 1) Approval of Minutes of November meeting,
- 2) Approval of Bills,
- 3) Comm. Jones regarding Complex Master Plan update,
- 4) Park / Boat Ramp Report(s),
- 5) Authorize the advertisement of bids for park equipment,
- 6) Other Business,
- 7) Adjourn.

**BURLEIGH COUNTY COMMISSION MEETING**

- 1) Call to order, approval of the November meeting minutes, vouchers, journal vouchers, and filing fee reports.
- 2) PUBLIC HEARING** on petition for a lot split of Lot 4, Towne and Country Estates.
- 3) Court Administrator Wunderlich regarding Court Facilities Improvement Grant.
- 4) Jeff Ubl, Ubl Design Group, regarding selection process for Construction Manager at Risk (CMAR) and advertisement of Request for Qualifications for CMAR for remodeling the existing detention center for the Sheriff's Dept. and State's Attorney's Offices.
- 5) Sheriff Heinert regarding monthly jail and construction reports; and consideration of contract with Walworth County, South Dakota for prisoner housing.
- 6) Kelsey Sheldon, NDSU Extension Burleigh County to introduce new Ag and Natural Resources Agent Bruce Schmidt; and presentation of 2016 Master Gardner/Horticulture Program report.
- 7) County Building Official/Director Ziegler regarding continued discussion on County Planning/Zoning Commission.
- 8) Emergency Manager Senger regarding consideration of Emergency Management Joint Powers Agreement extension with Emmons County and Mutual Aid Agreement with Bis-Man Transit System.
- 9) Consideration of BOARD APPOINTMENTS (see attached).

10) Consent Agenda: Abatements; Lost Instrument Surety Bond to replace check #;  
Raffle/bingo permit applications.

11) Other business.

12) Adjourn.

Sincerely,

*Kevin J. Glatt*  
Burleigh County Auditor/Treasurer

Lincoln, Ft. Rice, Riverview, Burnt Creek, Lyman and Phoenix  
Unorganized Townships  
BURLEIGH COUNTY PARK BOARD  
BURLEIGH COUNTY COMMISSION  
MEETING AGENDAS  
December 5, 2016  
BAKER MEETING ROOM  
CITY\COUNTY OFFICE BUILDING

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

**BURLEIGH COUNTY PARK BOARD**

- 1) Approval of Minutes of November meeting,
- 2) Approval of Bills,
- 3) Comm. Jones regarding Complex Master Plan update,
- 4) Park / Boat Ramp Report(s),
- 5) Other Business,
- 6) Adjourn.

**BURLEIGH COUNTY COMMISSION MEETING**

- 1) Call to order, approval of the November meeting minutes, vouchers, journal vouchers, and filing fee reports.
- 2) Jeff Ubl, Ubl Design Group, regarding selection process for Construction Manager at Risk (CMAR) and advertisement of Request for Qualifications for CMAR for remodeling the existing detention center for the Sheriff's Dept. and State's Attorney's Offices.
- 3) Sheriff Heinert regarding monthly jail and construction reports.
- 4) County Building Official/Director Ziegler regarding continued discussion on County Planning/Zoning Commission.
- 5) Consideration of BOARD APPOINTMENTS.
- 6) Consent Agenda: Abatements; Lost Instrument Surety Bond; Raffle/bingo permits, etc.
- 7) Other business.
- 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**  
**NOVEMBER 21, 2016**  
**BAKER MEETING ROOM**  
**CITY\COUNTY OFFICE BUILDING**

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

- 1) Call to order, approval of the bills.
- 2) Greg Runge, Attorney at Law - Indigent Civil Commitment Contract attorney, regarding presentation of analysis of the 2015 involuntary commitment work.
- 3) Landon Niemiller, Land Development Technician Swenson, Hagen & Co., regarding acceptance of right of way within and adjacent to Sandy River Place Subdivision.
- 4) Building Official Ziegler regarding consideration of lot split within Haadem Subdivision.
- 5) County Engineer Hall regarding consideration of bids for two (2) new motor graders.
- 6) Sheriff Heinert regarding establishment of a special fund and accept donations for the expansion and operation of the dog program.
- 7) Discussion regarding election of Sheriff Heinert to the ND State House of Representatives (Bitner).
- 8) Discussion regarding County Planning/Zoning Commission (Bitner).
- 9) Consideration of BOARD APPOINTMENTS (see attached).
- 10) Consent Agenda:
  - a) Abatements,
  - b) Lost Instrument Surety Bond to replace chk#; Raffle/bingo permit application(s);  
Liquor license applications; Second Approach permit application.
  - c) Consideration of quit claim deed for former tax sale parcel.
- 11) Other business.
- 12) Adjourn.

Sincerely,  
*Kevin J. Glatt*  
Burleigh County Auditor/Treasurer

Lincoln, Ft. Rice, Riverview, Burnt Creek, Lyman and Phoenix  
Unorganized Townships  
BURLEIGH COUNTY PARK BOARD  
BURLEIGH COUNTY COMMISSION  
MEETING AGENDAS  
NOVEMBER 2, 2016  
BAKER MEETING ROOM  
CITY\COUNTY OFFICE BUILDING

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**NOON**

*Invocation by Crisis Care Chaplain*

**BURLEIGH COUNTY PARK BOARD**

- 1) Approval of Minutes of October meeting,
- 2) Approval of Bills,
- 3) Wendy Van Dunye regarding Complex Master Plan update,
- 4) Park / Boat Ramp Report(s),
- 5) Mitchell Lake joint powers agreement,
- 6) Other Business,
- 7) Adjourn.

**BURLEIGH COUNTY COMMISSION MEETING**

- 1) Call to order, approval of the October meeting minutes, vouchers, journal vouchers, and filing fee reports.
- 2) Sheriff Heinert
  - a) Monthly Jail Report,
  - b) Monthly Jail Construction Update,
  - c) Request to pay two exempt staff for overtime spent on the DAPL Protest,
- 3) Consent Agenda:
  - a) Abatements,
  - b) Second approach permit request,
  - c) d) Raffle/Bingo permit authorization(s); Lost instrument surety bonds.
- 4) Other Business.
  - a) Consideration of 2017 Commission Meeting schedule.
- 5) Adjourn.

*Kevin J. Glatt*  
Burleigh County Auditor/Treasurer

# BURLEIGH COUNTY COMMISSION

LINCOLN, Ft. RICE, BURNT CREEK, RIVERVIEW,  
PHOENIX, & LYMAN UNORGANIZED TOWNSHIPS

## MEETING AGENDA

OCTOBER 17, 2016

TOM BAKER MEETING ROOM

CITY\COUNTY BUILDING

221 N 5<sup>TH</sup> ST

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

1) Call to order, approval of the bills.

**PUBLIC HEARING** regarding objections to the minimum sales prices as determined for the annual tax sale (November 15, 2016).

2) Mike Manstrom, Dougherty & Co., and Scott D. Wegner, Arntson Stewart Wegner PC, regarding results of bond sale for financing of SAD#59 and approval of bond resolutions.

~~3) Jeff Ubl, Ubl Design Group, regarding selection of Construction Manager at Risk for the remodeling of the existing detention center for the Sheriff's Dept. and State's Attorney.~~

4) Harvey Trapp, Tom Carlson, and Tom Holzer regarding flooding damage to their homes in August.

5) County Engineer Hall:

- a) Consideration of road maintenance agreements with the organized and unorganized townships,
- b) Consideration of Developer's Waiver Request related to roads and access into a proposed development in the SW $\frac{1}{4}$ NW  $\frac{1}{4}$ , Section 24, Hay Creek Township

6) Sheriff Heinert:

- a) Consideration of Mutual Aid Agreement with the City of Bismarck,
- b) Consideration of contract with ND Dept. of Transportation for law enforcement services (overtime) for Traffic Safety Programs in the amount of \$ 22,406.

8) Other Business:

- a)
- b) Consideration of reimbursement resolution for SAD #60 Skyline Estates paving project,

9) Consent Agenda:

- a) Abatements,
- c) Raffle\Bingo permit(s), Lost Instrument Surety Bonds,
- d) 2<sup>nd</sup> approach permits:

10) Adjourn.

Sincerely,

*Kevin J. Glatt*  
Burleigh County Auditor/Treasurer

# BURLEIGH COUNTY COMMISSION

LINCOLN, Ft. RICE, BURNT CREEK, RIVERVIEW,  
PHOENIX, & LYMAN UNORGANIZED TOWNSHIPS

## MEETING AGENDA

OCTOBER 3, 2016

TOM BAKER MEETING ROOM

CITY\COUNTY BUILDING

221 N 5<sup>th</sup> St

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**5:00 PM**     *Invocation by Crisis Care Chaplain*

### **BURLEIGH COUNTY PARK BOARD**

- 1) Approval of September meeting minutes and bills,
- 2) Kimball Bottoms improvements,
- 3) Boat Ramp Report(s),
- 4) Discussion related to Mitchell Lake and Driscoll Sibley Parks,
- 5) Other Business,
- 6) Adjourn.

### **BURLEIGH COUNTY COMMISSION**

- 1) Call to order, approval of the September meeting minutes, vouchers, journal vouchers, and filing fee reports.
- 2) Kelvin Hullet, Bank of ND, to present information regarding BND economic development programing.
- 3) County Engineer Hall:
  - a) Consideration of 2017 Highway Department fee schedule,
  - b) Authorize advertisement of bids for two (2) new motor graders,
  - c) Acceptance of right of way within and adjacent to Woodland 3<sup>rd</sup> Subdivision.
- 4) Jeff Ubl, Ubl Design Group, regarding selection of Construction Manager at Risk for the remodeling of the existing detention center for the Sheriff's Dept. and State's Attorney.
- 5) Sheriff Heinert regarding jail report and new Detention Center update.
- 6) Consent Agenda:
  - a) Abatements,
  - b) Authorization to cancel outstanding checks written prior to July 2015 with funds sent to State Land Dept. Unclaimed Property Division.
  - c) Raffle/Bingo permit authorization(s); lost instrument surety bonds, 2<sup>nd</sup> approach permit(s)
- 7) Other Business:
- 8) Adjourn.

Sincerely,  
*Kevin J. Glatt*  
Burleigh County Auditor/Treasurer

# BURLEIGH COUNTY COMMISSION

LINCOLN, Ft. RICE, BURNT CREEK, RIVERVIEW,  
PHOENIX, & LYMAN UNORGANIZED TOWNSHIPS

## MEETING AGENDA

SEPTEMBER 22, 2016

TOM BAKER MEETING ROOM

CITY\COUNTY BUILDING

221 N 5<sup>TH</sup> ST

**5:00 PM**

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Invocation by Crisis Care Chaplain

1) Call to Order and approval of bills.

2) Jeff Ubl, Ubl Design Group, regarding the remodeling of the existing detention center for the Sheriff's Dept. and State's Attorney.

- Motion to accept proposal to move forward on the renovation of the current jail facility including approval of detailed drawings for preparation of bid documents;
- Motion to establish fee for architectural services;
- Motion to authorize Construction Manager at Risk project delivery method per state law.

3) Auditor/Treasurer Glatt regarding establishment of minimum sales prices for property acquired by the county through tax deed proceedings (nonpayment of real estate taxes).

4) CONSENT AGENDA:

- a) Abatements,
- b) 2<sup>nd</sup> approach permit application:
- c) Liquor license:
- d) Lost Instrument Surety Bond to replace checks #: 103245 (\$335.52); 103915 (\$363.48); 104601 (\$167.76).
- e) Raffle\Bingo permit applications\gaming site authorizations:

5) Other Business.

- a) Appointment of Delegate to ND State Fair Association Annual Meeting,

**6:00 P.M.**

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, 2017. 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.

6) Open **PUBLIC HEARING** regarding **Final 2017 Budget**

- Motion to approve appropriate (maximum) levies for the Unorganized Townships.
- Motion to Adopt 2017 Final Budget & appropriate 2016 mill levies.

7) Approval of Agreements for the Joint Exercise of Governmental Powers with the City of Bismarck relating to contracts for Nursing & Public Health Services and Police Youth Bureau.

8) Approval of contract with the Centre, Inc., for Community Service & Misdemeanor Probation services funding (part of Detention Center budget).

9) Approval of contract with the Mountain Plains Youth Services (Youthworks) for the provision of Attendant Care and Emergency Shelter Care Services funding (part of Social Services and Detention Center budgets).

10) Adjourn.

Sincerely,

*Kevin J. Glatt*  
Burleigh County Auditor/Treasurer

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

Unorganized Townships

**BURLEIGH COUNTY COMMISSION  
BURLEIGH COUNTY PARK BOARD  
MEETING AGENDA  
SEPTEMBER 7, 2016  
BAKER MEETING ROOM  
CITY\COUNTY OFFICE BUILDING**

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**5:00 P.M.**

Invocation - Law Enforcement Chaplain

**County Park Board**

- 1) Approval of Minutes of August 2016 meeting,
- 2) Approval of Bills,
- 3) Boat Ramp/Park/Complex reports,
- 4) Other Business,
  - Authorize McLean Bottoms parking lot repair,
  - Approval of agreement with NDG&F for maintenance of new McLean Bottoms comfort station.
- 5) Adjourn.

**Burleigh County Commission**

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

**PUBLIC HEARING:**

- SAD#58 – Skyline Estates Subdivision
  - *Motion to confirm and certify special assessments (with amendments as needed).*

2) Consideration of anhydrous ammonia facility license for Central Dakota Frontier Cooperative (formerly known as Alliance AG).

3) County Engineer Hall:

- a) Acceptance of right of way – Koch Creek Commercial Subdivision,
- b) Ron Aberle regarding waiver of road construction requirements within Aberle Park 2<sup>nd</sup> Subdivision,
- c) Special Assessment Screening Committee report on SAD#60 High Plains Country Estates Subdivisions – action to declare a Resolution of Necessity and call for public hearing,
- c) Petitioners waiver request regarding special assessment process – Metro Industrial Park Subdivision,

4) Sheriff Heinert regarding jail report and new Detention Center update.

5) Jeff Ubl, Ubl Design Group, regarding proposal for the Courthouse (jail section) renovation.

6) CONSENT AGENDA:

- a) Abatements:
- b) Raffle permit applications/Gaming Site Authorization:
- c) Liquor License renewals/SE license applications:
- d) Lost instrument surety bonds: ck#
- e) 2nd approach permit application(s):
  - o Whispering Pines LLP – 600 SE 48<sup>th</sup> Ave.,
  - o Michael & Pamela Hoffman – 3112 Boundary Rd.,
  - o Jesse McEvers & Tracy Mitzel – 800 Parker Ranch Rd.

7) Other Business:

8) Adjourn.

Sincerely,

*Kevin J. Glatt*

Burleigh County Auditor/Treasurer

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

**BURLEIGH COUNTY COMMISSION**  
**BURLEIGH COUNTY PARK BOARD**

*Special BUDGET MEETING AGENDA*

*Monday - AUGUST 22, 2016*

*TOM BAKER MEETING ROOM*

*CITY/COUNTY BUILDING*

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**12:00 NOON**

1) Call to Order.

2) Brent Ekstrom, Executive Director Lewis & Clark Regional Development Council, regarding membership benefits and dues.

**3) Continued Budget Review.**

4) Motion to adopt preliminary budget and call for final budget hearing.

5) Adjourn.

Sincerely,

*Kevin J. Glatt*

Burleigh County Auditor/Treasurer

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

**BURLEIGH COUNTY COMMISSION**  
**BURLEIGH COUNTY PARK BOARD**

*BUDGET MEETING AGENDA*  
*WEDNESDAY-AUGUST 17, 2016*  
*TOM BAKER MEETING ROOM*  
*CITY/COUNTY BUILDING*

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**8:30 A.M.**

1) Call to Order & Approval of bills.

2) CONSENT AGENDA:

- a) Abatements,
- b) 2<sup>nd</sup> approach permit application: Dustin & Nicolle Grant - 628 Sunflower Dr.  
Lot 2, Block 2 Harvest Grove 1<sup>st</sup> Subdivision.
- c) SE Liquor License application: Burnt Creek Club (August 18, 2016)
- d) Lost instrument surety bond to replace check #100429(\$65).

3) Other business.

**4) Budget Review** – Clyde Thompson, Finance Director, 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 may be necessary.*

5) Motion to adopt preliminary budget and call for final budget hearing.

6) Adjourn.

*Please note: THURSDAY August 18 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, Lyman and Phoenix

Unorganized Townships

**BURLEIGH COUNTY COMMISSION  
BURLEIGH COUNTY PARK BOARD  
MEETING AGENDA  
AUGUST 1, 2016  
BAKER MEETING ROOM  
CITY\COUNTY OFFICE BUILDING**

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**5:00 P.M.**

Invocation - Law Enforcement Chaplain

**COUNTY PARK BOARD**

- 1) Approval of Minutes of July 2016 meeting.
- 2) Approval of Bills.
- 3) Boat Ramp/Park reports.
- 4) Missouri Valley Complex report:
  - Consideration of master plan contract.
- 5) Consideration of 2017 Park Board budget.
- 6) Other Business.
- 7) Adjourn.

**Burleigh County Commission**

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

**PUBLIC HEARINGS:**

- Regarding proposed MIDA Bond Issuance for the University of Mary to issue Education Facilities Revenue Bonds not exceeding \$35Million for financing construction, equipment, renovation, and expansion of residence hall, athletics & wellness center, campus center, student apartments, classrooms, conference rooms, offices, and other related facilities on the U of Mary campus.
- Regarding developers petition to split a Lot 13, Block 6, a twenty (20) acre lot within The Ranch Subdivision, into three (3) lots of 6+ acres more or less.

2) County Engineer Hall regarding:

- a) Authorize the return of unused right of way along 57th Avenue NW.

3) Dave Patience, Swenson Hagen Co., regarding acceptance of additional right of way easements adjacent to Aberle Park 2<sup>nd</sup> Subdivision.

4) Sheriff Heinert:

- a) Monthly Detention Center Report,
- b) Burleigh/Morton Detention Center Construction Update.

5) Other Business.

6) CONSENT AGENDA:

- a) Abatements,
- b) Authorize call for public hearing for Special Assessment District # 58,
- c) Raffle permit applications/gaming site authorization: Grace Lutheran Church Women
- d) SE license applications: Flash's Place (8/27) Wedding Dance @ Albert Kuntz Farm.
- e) Lost instrument surety bonds:
- f) Authorization to publish Weed Cutting Notice,
- g) 2<sup>nd</sup> approach permit applications:

7) Adjourn.

Sincerely,

*Kevin J. Glatt*

Burleigh County Auditor/Treasurer

**NEXT MEETING -- AUGUST 17 -- 8:30AM**

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

**BURLEIGH COUNTY COMMISSION**  
**BURLEIGH COUNTY PARK BOARD**  
**MEETING AGENDA**  
**JULY 18, 2016**  
**BAKER MEETING ROOM**  
**CITY/COUNTY OFFICE BUILDING**

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**5:00 P.M.**

Invocation - Law Enforcement Chaplain

- 1) Call to order, approval of the bills.
- 2) Alan Anderson, Commerce Commissioner ND Department of Commerce, regarding explanation of extension of City of Bismarck Renaissance Zone Program.
- 3) Kip Kovar, District Engineer Garrison Diversion Conservancy District, to provide a presentation on the Red River Valley Water Supply Project and its impact on Burleigh County lands.
- 4) Steve Bain, Bain Insurance, renewal of county liability insurance policy.
- 5) HR Director Terras:
  - a) Consideration of classification for the Behavioral Health Specialist position in Detention Center,
  - b) Consideration of amendments to the credit card policy manual and Chapter 12: Section 17: In and Out of State Travel Policy.
- 6) Other Business:
- 7) CONSENT AGENDA:
  - a) Abatements,
  - b) Raffle\Bingo permit applications/Lost instrument surety bonds:
  - c) Liquor License renewals/SE license applications:
  - d) Request for a 2<sup>nd</sup> approach permit:
- 8) Adjourn.

Sincerely,

*Kevin J. Glatt*

Burleigh County Auditor/Treasurer

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

**BURLEIGH COUNTY COMMISSION  
BURLEIGH COUNTY PARK BOARD  
MEETING AGENDA  
JULY 6, 2016  
BAKER MEETING ROOM  
CITY\COUNTY OFFICE BUILDING**

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**5:00 P.M.**

Invocation - Law Enforcement Chaplain

**COUNTY PARK BOARD**

- 1) Approval of Minutes of June 2016 meeting,
- 2) Approval of Bills,
- 3) Boat Ramp/Park reports,
  - a) chip seal, fencing, storm cleanup requests.
- 4) Missouri Valley Complex report,
- 5) Other Business,
  - Update on master plan for Missouri Valley Complex,
  - Discussion on sale/transfer of dump trailer from County Park Board to Burleigh County Highway Dept.
- 6) Adjourn.

**Burleigh County Commission**

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

**PUBLIC HEARING:** regarding the proposed issuance of tax-exempt Colorado Health Facilities Authority Revenue Bonds for the purposes of financing and/or refinancing the cost of the acquisition by Catholic Health Initiatives of certain health care and related facilities of St. Alexius Medical Center and its subsidiaries and as well as costs of constructing, renovating and equipping those facilities.

2) Scott Wegner, Arntson Stewart Wegner PC, regarding authorization to call for a public hearing regarding a MIDA Bond Issuance for the University of Mary to issue Education Facilities Revenue Bonds in an amount not exceeding \$45Million for financing the construction, equipping, renovation and expansion of a residence hall, an athletics & wellness center, a campus center, student apartments, and classrooms, conference rooms, offices and functionally related and subordinate facilities on the U of Mary campus.

3) Communications Director Dannenfelzer regarding amendment to Central Dakota 9-1-1 Authority and Central Dakota Communications Center (CenCom) Joint Powers Agreement to allocate 5% of the retained 9-1-1 taxes to the CenCom annual operating budget.

4) Engineer Hall:

- a) Review and direct project selection for highway construction projects,
- b) Consideration of agreement with ND Game & Fish Dept. to blade and gravel existing roads and trails in the Oahe WMA (100% reimbursement).
- c) Consideration of Developer Waiver Request not to pave two (2) miles of 34th St NW and one (1) mile of 123rd Ave NW.

5) Sheriff Heinert:

- a) Monthly Detention Center Report,
- b) Burleigh/Morton Detention Center Construction Update,
- c) Consideration of JAG Grant acceptance in conjunction with City of Bismarck Police Department.

6) Other Business:

- a) Consideration of motion to transfer oversight of the Missouri Valley Complex property to the County Park Board with the intent that all decisions regarding the property be made by the County Park Board
- b) Appointment of Mayor Seminary & Comm. Marquart to Burleigh County Planning Commission.

7) CONSENT AGENDA:

- a) Abatements,
- b) Review & approval of security pledges,
- c) Raffle/Bingo permit applications/site authorization: Marauder Boosters.
- d) Lost instrument surety bonds:
- e) 2<sup>nd</sup> approach permit application of Roger & Sharon Grendahl (Lot 8, Block 2, Country Hills 2<sup>nd</sup>).

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

**JUNE 20, 2016**

TOM BAKER MEETING ROOM  
CITY\COUNTY OFFICE BUILDING

221 N 5<sup>th</sup> St., Bismarck

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**5:00 P.M.**

Invocation – Crisis Care Chaplin

- 1) Approval of bills.
- 2) Bismarck Mandan Orchestral Association regarding funding request for annual 4th of July Concert.
- 3) Engineer Hall:
  - a) 2nd approach permit request of Verizon Wireless,
  - b) Consideration of bids for Hay Creek Township seal coat project.
- 4) County Building Official/Director Ziegler:
  - a) Consideration of zoning change and final plat of Aberle Park 2<sup>nd</sup> Subdivision.
- 5) CONSENT AGENDA:
  - a) Abatements,
  - b) Liquor licenses: Renewal:  
Special Event License:
  - c) Lost Instrument Surety Bond to replace check #:
  - d) Raffle\Bingo permit applications\gaming site authorizations:
- 6) Other Business.
  - a) plat ratification for the Light of Christ Addition.
- 7) Adjourn.

Sincerely,

*Kevin J. Glatt*

Burleigh County Auditor/Treasurer

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

**BURLEIGH COUNTY COMMISSION**

**BURLEIGH COUNTY PARK BOARD**

MEETING AGENDA

JUNE 6, 2016

TOM BAKER MEETING ROOM  
CITY\COUNTY OFFICE BUILDING  
221 N 5<sup>th</sup> 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.

**5:00 P.M.**

*Invocation by Crisis Care Chaplain*

**BURLEIGH COUNTY PARK BOARD**

- a) Approval of May meeting minutes,
- b) Approval of bills,
- c) Parks/Boat Ramp reports – Commissioner Jones / Greg Smith BPRD, Mitchell Lake update
- d) Comm. Jones regarding Missouri Valley Complex report,
- e) Other Business,
- f) Adjourn.

**REGULAR COUNTY COMMISSION MEETING:**

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

**PUBLIC HEARING** regarding the proposed Grand Forks County issuance of revenue bonds (MIDA Bonds) for the purpose of refinancing a two-story building containing the Western Plains residential center and related facilities located at 1227 N 35th St, Bismarck, ND and paying the costs of issuing the Bonds. The Project will be owned and operated by Dakota Boys and Girls Ranch Foundation, a ND nonprofit corporation with the amount of the proposed bond issue(s) not to exceed \$875,000.

2) HR Director Terras regarding consideration of “Weapons on Premises” policy.

3) Finance Director / Accountant Thompson regarding 2017 budget items related to salaries and benefits.

4) Barb Knutson, Burleigh County Township Officers Association, regarding county purchase of Annual Township Ledger Report software for Burleigh County Townships.

5) Sheriff Heinert:

- a) Monthly Detention Center Report,
- b) New Detention Center Construction Update,

6) Consent Agenda:

- a) Abatements,
- b) 2<sup>nd</sup> approach permit application of Jeffery Ellingson (S $\frac{1}{2}$ N $\frac{1}{2}$ SW $\frac{1}{4}$ , Section 23, Burnt Creek Twp.),
- c) Raffle\Bingo permit applications\gaming site authorizations: UND Alumni Association (raffle), BisMan Convention & Visitors Bureau (site authorization @ Burnt Creek Club),
- d) Liquor license renewals: Rolling Plains Adventures (C & S),
- e) Special Events Liquor License application: TnT Tavern – 4<sup>th</sup> of July Dance – Driscoll.
- f) Lost Instrument Surety Bond to replace check #,

7) Other Business:

- a) Appointment of replacement of Chairman on the County Canvass Board.

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

May 16, 2016

BAKER MEETING ROOM

CITY\COUNTY OFFICE BUILDING

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

- 1) Call to order, approval of bills.
- 2) Deputy Auditor/Tax Equalization Director Vietmeier:
  - a) Abatements,
  - b) Update on Township Equalization and upcoming County Equalization.
- 3) City of Bismarck Design & Construction Engineer Asst. Linda Oster regarding granting of storm sewer & construction easements at Missouri Valley Complex.
- 4) Social Service Director Kim Osadchuk and Angela Lang regarding report on newly created eligibility trainer position.
- 5) Bismarck Veterans Memorial Public Library Director Christine Kujawa to present update on activities at the Library.
- 6) Bismarck Mandan Development Association President / CEO Brian Ritter regarding update on activities of BMDA.
- 7) County Engineer Hall:
  - a) 2<sup>nd</sup> approach permit request of Verizon Wireless,
  - b) Development pavement waiver request for Huchler Park Subdivision.
- 8) Arnold Schieve regarding issues concerning his property.
- 9) Barb Knutson, Burleigh County Township Officers Association, regarding county purchase of Annual Township Ledger Report software for Burleigh County Townships.
- 10) Comm. Jones regarding 2016 budgets including employee salaries and benefits.
- 11) County Building Official/Director Ziegler:
  - a) Zoning change and final consideration of Small Subdivision,
  - b) Zoning change and final consideration of Aberle Park 2nd Subdivision,
  - c) Permit report.

12) Other business:

a) Auxiliary Board appointment:

- Social Service Board (1)

b) Appointment of Voting Representative at Capital Electric Annual Meeting.

13) Consent Agenda:

a) 2<sup>nd</sup> approach permit request of Cole Stevens (Lot 1, Block 1, Twin Buttes Sub),

b) Raffle permit application(s) / site authorization (s),

c) Liquor License renewals.

14) Adjourn.

Sincerely,

*Kevin J. Glatt*

Burleigh County Auditor/Treasurer

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

**BURLEIGH COUNTY COMMISSION**  
**BURLEIGH COUNTY PARK BOARD**  
**MEETING AGENDA**  
**MAY 2, 2016**  
**BAKER MEETING ROOM**  
**CITY\COUNTY OFFICE BUILDING**

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**5:00 P.M.**

Invocation – Crisis Care Chaplain

**COUNTY PARK BOARD**

- 1) Approval of Minutes of April 2016 meeting,
- 2) Approval of Bills,
- 3) Parks/Boat Ramp reports – Commissioner Jones / Greg Smith BPRD,
- 4) County Engineer Hall regarding improvements to Missouri Valley Complex parking lots,
- 5) Comm. Jones regarding Missouri Valley Complex report,
- 6) Other Business,
- 7) Adjourn.

**Burleigh County Commission**

- 1) Call to order, approval of the April meeting minutes, vouchers, journal vouchers, and filing fee reports.
- 2) Scott Wegner, Arntson Stewart Wegner PC, regarding resolution to call for a public hearing relating to a MIDA Bond Issuance for the Dakota Boys and Girls Ranch (action to call for public hearing).
- 3) The County Commission will convene as County Board of Health to receive the following from Bismarck-Burleigh Public Health Director – Renae Moch:
  - Presentation of the Community Health Improvement Plan,
  - Presentation & approval of:
    - a. Quality Improvement Plan
    - b. Bismarck-Burleigh Public Health's Strategic Plan 2016-2018
- 4) County Engineer Hall:
  - a) Authorization to advertise for bids for the Hay Creek Township Chip Seal Package,
  - b) Consideration of bids for the Lincoln Road Phase 2 project,
  - c) Consideration of bids for SAD #59 – Spiritwood Estates Subdivision project,
  - d) County Engineer Hall regarding improvements to Missouri Valley Complex parking lots.
- 5) Sheriff Heinert:
  - a) Monthly Detention Center Report,
  - b) New Detention Center Construction Update,
  - c) Consider contract with Ubl Design for remodeling of the current jail upon completion of the new jail facility,
  - d) Credit card policy regarding sales tax.

6) Other business:

a) Abatements,

b) Board appointments:

- Social Service Board (1)
- School District Reorganization Committee (2)

c) Consider Resolution regarding County Employee Poll Workers.

7) CONSENT AGENDA:

b) Bingo\Raffle Permits: United Tribes Technical College; Gaming Site Authorization:

b) Liquor License applications: Bullets & More (Capital City Gun Club),

c) Lost instrument surety bonds to replace checks # and #

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**

**APRIL 18, 2016**

**BAKER MEETING ROOM**

**CITY\COUNTY OFFICE BUILDING**

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

- 1) Call to order, approval of bills.
- 2) County Building Official/Director Ziegler regarding consideration of service agreement with the City of Wilton.
- 3) Deputy Auditor/Tax Equalization Director Vietmeier – update on Township Equalization.
- 4) Auditor/Treasurer Glatt – update on enhancements to county web site in area of property tax information and financial transparency.
- 5) Other business:
  - a) Upcoming auxiliary board appointments:
    - School District Reorganization Committee (2)
    - Social Service Board (1)
- 6) Consent Agenda:
  - a) Abatements,
  - b) Raffle permit application(s) St. Hildegard's Church.
- 7) Adjourn.

Sincerely,

*Kevin J. Glatt*

Burleigh County Auditor/Treasurer

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

## BURLEIGH COUNTY COMMISSION

### Burleigh County Park Board

#### MEETING AGENDA

APRIL 4, 2016

BAKER MEETING ROOM

CITY\COUNTY OFFICE BUILDING

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

#### **BURLEIGH COUNTY PARK BOARD**

- 1) Approval of March 7, 2016, meeting minutes,
- 2) Approval of Bills,
- 3) Boat Ramp/Park/Complex updates (see attached),
- 4) Other business,
- 5) Adjourn.

#### **BURLEIGH COUNTY COMMISSION**

- 1) Call to order, approval of the March minutes, vouchers, journal vouchers, and filing fee reports.
- 2) Rachel Drewlow Transportation Planner Bismarck-Mandan Metropolitan Planning Organization and Joel Quanbeck, KLJ, regarding BurleighGrowth2015 Final Report.
- 3) Arnie Schieve regarding issues concerning his property.
- 4) County Engineer Hall:
  - a) Consider developer waiver request for a proposed residential subdivision along McDonald Road from State Highway 1804 (Section 28, Lincoln Township)
  - b) Consider pavement waiver request of Central Power Electric Cooperative for a portion of 71st Ave NW to access their 71st Avenue Substation
  - c) Consider Township Road Mileage Certification.
- 5) Tammy Terras regarding consideration of Reclassification of 24/7 Program Administrative Asst. II position to Administrative Asst. III within the Sheriff's department.
- 6) Sheriff Heinert:
  - a) Monthly jail report,
  - b) Monthly Jail Construction update.
  - c) Consideration of contract with Heartview Foundation, in reference to Federal Grant received for Mental Illness in Jails.
- 7) Consideration of request from City of Bismarck for resolution of support for a five (5) year extension of the Bismarck Renaissance Zone.
- 8) Other business.

9) Consent Agenda:

- a) Abatements,
- b) Lost Instrument Surety Bond to replace ck#102285 (\$3,642,36),
- c) Gaming Site Authorization; AMVETS at Apple Creek Country Club;  
Rocky Mountain Elk Foundation at Capital City Sporting Clays,
- d) National Public Safety Telecommunications Week Proclamation.

10) Adjourn.

Sincerely,

*Kevin J. Glatt*

Burleigh County Auditor/Treasurer

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

## BURLEIGH COUNTY COMMISSION

Burleigh County Park Board

MEETING AGENDA

MARCH 21, 2016

BAKER MEETING ROOM

CITY\COUNTY OFFICE BUILDING

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

1) Call to order, approval of bills.

**Public Hearing** regarding a petition to vacate the existing roadway located in the SE¼SE¼NE¼, Section 19, Lincoln Township.

2) Rachel Drewlow Transportation Planner Bismarck-Mandan Metropolitan Planning Organization and Joel Quanbeck, KLJ, regarding BurleighGrowth2015 Final Report.

3) Burleigh County Water Resource District regarding report on activities.

4) Bismarck/Burleigh Public Health Director Moch, regarding report on Public Health activities.

5) Building Official-Director Ziegler regarding consideration of amendments to Article 23 and 24 of the Burleigh County Zoning Ordinance.

6) County Engineer Hall regarding consideration of the following:

- a) Bids for 2016 centerline & edge line stripping,
- b) Bids for gravel crushing,
- c) Bids for concrete & metal culverts,
- d) NDDOT Rail Safety Program Agreement.

7) Consent Agenda –

- a) Abatements, Lost Instrument Surety Bond / Raffle permit application(s) - Site Authorizations, Special Event Liquor License, 2<sup>nd</sup> approach permits.

8) Other business.

9) Adjourn.

Sincerely,

*Kevin J. Glatt*

Burleigh County Auditor/Treasurer

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

## BURLEIGH COUNTY COMMISSION

Burleigh County Park Board

MEETING AGENDA

MARCH 7, 2016

BAKER MEETING ROOM

CITY\COUNTY OFFICE BUILDING

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

### **BURLEIGH COUNTY PARK BOARD**

- 1) Introduction of new members,
- 2) Approval of November 2, 2015 meeting minutes,
- 3) Approval of Bills,
- 4) Report from Bismarck Park & Rec District regarding park management, boat ramp reports, etc.
- 5) Consideration of Missouri Valley Complex AG land lease,
- 6) Consideration of lease with Bismarck MotoCross Association,
- 7) Other business,
- 8) Adjourn.

- 1) Call to order, approval of the February meeting minutes, vouchers, journal vouchers, and filing fee reports.
- 2) Dave Patience, Swenson, Hagen & Co, regarding acceptance of right of way for Sentinel Road within University of Mary Second Subdivision.
- 3) County Engineer Hall:
  - a) Consideration of Developer Waiver request,
  - b) Consideration of bids for township gravel hauling,
  - c) Consideration of bids for dust control,
  - d) Consideration of bids for 2016 grazing rights (Sec 9, T141N, R76W),
  - e) Consideration of bids for Haying Lease (3 locations),
  - f) Consider authorization to advertise bids for paving of 57th Ave NW.
- 4) Sheriff Heinert:
  - a) Monthly jail report,
  - b) Monthly Jail Construction update.
- 5) Finance Director Thompson regarding 2015 budget amendments.
- 6) Comm. Jones regarding report on InterGovernmental Committee and The Chamber Commerce Gov't Affairs Committee.
- 7) Other business:
  - a) Consider resignation from School District Reorganization Committee and appointment of replacement,
  - b) Consideration of bids for ballot printing.

8) Consent Agenda – Abatements, 2nd approach permit (Cody Igoe), Lost Instrument Surety Bonds to replace check# 101309 (\$391.44) and 101597 (\$845.97), Bingo/Raffle permit applications, site authorizations, Special Event Liquor License,.

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 17, 2016

BAKER MEETING ROOM  
CITY\COUNTY OFFICE BUILDING

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

- 1) Call to order, approval of bills.
- 2) Tax Director Vietmeier:
  - a) Consideration of abatements,
  - b) Report on township assessments.
- 3) Engineer Hall:
  - a) Consider detailed plans & specifications for SAD#59 and authorize call for bids,
  - b) Consideration of authorization to call for bids for Lincoln Road Phase II,
  - c) Consideration of petition to vacate roadway and call for public hearing,
  - d) Discussion related to Highway Dept. budget shortfall.
- 4) Auditor/Treasurer Glatt:
  - a) Consideration of Reimbursement Resolution for SAD#59,
  - b) Consideration of update to Burleigh County Investment Policy.
- 5) Other business:
  - a) Discussion on FEMA program,
  - b) Authorize Human Resource Office to plan and hold 2016 County Employee Service Recognition Luncheon on April 20, 2016.
- 6) Consent Agenda:
  - a) Second approach permit applications, Lost Instrument Surety Bonds \ Raffle permit application, site authorization, Special Event Liquor License.
- 7) Adjourn.

Sincerely,

*Kevin J. Glatt*

Burleigh County Auditor/Treasurer

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

**BURLEIGH COUNTY COMMISSION**

**Burleigh County Park Board**

**MEETING AGENDA**

**MONDAY - FEBRUARY 1, 2016**

**BAKER MEETING ROOM**

**CITY\COUNTY OFFICE BUILDING**

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

- 1) Call to order, approval of the January meeting minutes, vouchers, journal vouchers, and filing fee reports.
- 2) Mike Manstrom, Dougherty & Co., and Scott D. Wegner, Arntson Stewart Wegner PC, regarding results of bond sale for financing of SAD#58 and approval of bond resolutions.
- 3) Chad Moldenhauer, regarding request to move project #20, Pave 57th Avenue NW and 15th Street NW Projects” on the 2016 Burleigh County Project Priority List from the unfunded list in order to have the two roads paved in 2016 or as soon as grading is completed.
- 4) County Engineer Hall:
  - a) Consideration of 2016 Burleigh County Project Priority List,
  - b) Request of Burleigh County Townships for county to assume additional costs of Township graveling (such as the spreading cost).
- 5) Social Service Director Osadchuk regarding pilot project with the State Human Service Dept. for the hiring & funding of an assessment position (Advanced Clinical Specialist).
- 6) Sheriff Heinert:
  - a) Monthly jail report,
  - b) Monthly Jail Construction update.
- 7) Consent Agenda:
  - a) Abatements, Lost Instrument Surety Bonds, raffle permit application(s).
- 8) Other Business:
- 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 20, 2016  
BAKER MEETING ROOM  
CITY\COUNTY OFFICE BUILDING

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

1) Call to order, approval of the bills.

**PUBLIC HEARING**

- Resolution of Necessity re: Special Assessment District #59 Spiritwood Estates Subdivision.

2) Gary Christenson, representing Hay Creek Pines Subdivision homeowners, regarding drainage issues which affect the subdivision with the hope that the drainage/high water table issues will be included in the Highway Dept. 2016 project priorities.

3) Rachel Drewlow, Transportation Planner Bismarck-Mandan Metropolitan Planning Organization, and Joel Quanbeck, KLJ as consulting engineer, regarding review and approval of the 'Policies, Goals and Objectives' Section of the County Future Land Use Plan "BurleighGrowth2015".

4) County Building Official/Director Ziegler regarding consideration of amendments to Article 33 of the Burleigh County Zoning Ordinance.

5) HR Director Terras regarding consideration of salary classification for the Extension Program Assistant position in the NDSU Extension Service Office.

6) Sheriff Heinert regarding:

- a) Consideration of contract for blood draws,
- b) Consideration of amendment to ND DOT Traffic Safety contract.

7) **CONSENT AGENDA:**

- a) Abatements, Lost Instrument Surety Bonds to replace lost check, Raffle\Bingo Permits\ Site Authorization (Driscoll Centennial Organization),
- b) Renewal of Assessment Services Contract with City of Lincoln.

8) **Other Business:**

- a) Emmons County Commission Jeff Magrum regarding his candidacy for Dist. 28 House of Representatives (Dist. 28 includes all or parts of 15 townships in SE Burleigh County).

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 4, 2016  
BAKER MEETING ROOM  
CITY\COUNTY OFFICE BUILDING

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

- 1) Call to order, board reorganization (election of chair & vice-chair), assignment of portfolios, etc.
- 2) Approval of the December meeting minutes, vouchers, journal vouchers, and filing fee reports.
- 3) Will Hutchings, Transportation Planner Bismarck-Mandan Metropolitan Planning Organization (MPO), regarding MPO application to receive Bicycle Friendly Community status from the League of American Bicyclists.
- 4) Sheriff Heinert:
  - a) Monthly jail report,
  - b) Monthly Jail Construction update.
- 5) Board Appointments (see attached).
- 6) **CONSENT AGENDA:**
  - a) Designation of public depositories, review & approval of security pledges,
  - b) 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),
  - c) Abatements, Lost Instrument Surety Bonds to replace lost check, Raffle\Bingo Permits\Site Authorization – Sterling Lions
- 7) **Other Business:**
  - a) Formal approval of contract with Gregory Runge for legal services for indigent involuntary commitments.
- 8) Adjourn.

Sincerely,      *Kevin J. Glatt*  
Burleigh County Auditor/Treasurer