



Bismarck-Burleigh Commissions Committee

3/10/2023 - Minutes

Call to Order.

Mayor Schmitz called the meeting to order at 9:00 AM. Committee members present were City of Bismarck Mayor Schmitz, Burleigh County Commission Chair Becky Matthews, Burleigh County Auditor Leo Vetter, and City Administrator Keith Hunke.

Future Meeting Dates.

1. Consider approval of minutes of March 10, 2023, meeting.

Mayor Schmitz called for approval of the minutes from the March 3, 2023, meeting.

Chair Matthews motioned to approve the minutes from the March 3, 2023, meeting as presented, and Administrator Hunke seconded. Upon a roll call vote, all voted aye. M/C.

2. Consider review of updated of Senior Center- Memorandum of Understanding (MOU).

The committee discussed revisions to the Memorandum of Understanding (MOU) between the City of Bismarck as the building owner and the Burleigh County Senior Center as the tenant/operator. The consensus of the group was to table the item until more information is available from the States Attorney regarding value-added updates to the insurance policy carried by Burleigh County Senior Center.

3. Consider review of updated City/County Building Lease Agreement.

Chair Matthews motioned to take the 2024 Lease agreement between the City of Bismarck and Burleigh County for space in the City-County Office Building to the respective commissions for review, and Administrator Hunke seconded. Upon a roll call vote, all voted aye. M/C.

4. Consider review of Prisoner Care Agreement.

Sheriff Leben provided an overview of the current Sheriff's Department budget, the ownership and operations of the Burleigh-Morton Detention Center (BMDC), and the costs associated with operating the jail. The general consensus of the Committee is for Sheriff Leben to provide additional information to help clarify and define the process of billing between the Burleigh County Sheriff's Department and the City of Bismarck Police

Department to include the determination of the rate structure, shelter care expenses, revenue sources, and an exhibit of current rates for the various entities utilizing the BMDC.

5. Consider review of Public Health Joint Powers Agreement.
6. Consider alternate date for April 7, 2023 due to Good Friday holiday and discuss meeting topics.

The committee will meet on March 31, 2023.

7. Consider meeting topics for April 21, 2023 meeting.
8. Other business.

Adjourn.

There being no further items to discuss the meeting adjourned at 10:15 AM.

DRAFT