

**BURLEIGH COUNTY PARK BOARD  
MEETING MINUTES  
January 7, 2008**

6:50 PM

The Burleigh County Park Board convened with all members present.

Motion by Comm. Woodcox, 2nd by Comm. Peluso, to approve the December 2007 meeting minutes as presented. All members voted "AYE." Motion carried.

Comm. Woodcox reported that he has reviewed the monthly vouchers and recommends approval.

Motion by Comm. Woodcox, 2nd by Comm. Schonert, to approve payment of the vouchers, journal vouchers, and filing fee reports as recommended. All members voted "AYE." Motion carried.

Comm. Wahl presented additional expenses for the work completed at Kniefel Landing and recommended payment of \$3,000 to Prairie View Landscaping for additional work done at Kniefel Landing.

Motion by Comm. Peluso, 2nd by Comm. Wahl, to approve the expenditure of \$3,000 to Prairie View Landscaping for additional expenses for the work completed at Kniefel Landing. All members voted "AYE." Motion carried.

Auditor\Treasurer Glatt reported that he has contacted Lee Brown, the 2007 County Park Maintenance Contractor, who has agreed to extend the contract for the cleanup & mowing of the Steckel, Burnt Boat\Kniefel Landing, Swenson, Kimball & McLean Park areas for 2008 at a cost of \$3,000 per month. Glatt noted that consideration must be given to the increase in size/area of the contract along with increased service needs for the Kniefel Ramp and the trail addition at Swenson Park along with the increase in gas and wages

Motion by Comm. Woodcox, 2nd by Comm. Schonert, to approve the County Parks Maintenance Agreement renewal with Lee Brown for \$3,000 per month for the months of April – October, 2008. All members present voted "AYE." Motion carried.

The Board then reviewed a job description for the proposed "Park Ranger" position. No action was taken.

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

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Kevin J. Glatt, Auditor/Treasurer

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Marlan "Hawk" Haakenson,  
Chairman

**BURLEIGH COUNTY PARK BOARD  
MEETING MINUTES  
February 4, 2008**

6:50 PM

The Burleigh County Park Board convened with all members present.

Motion by Comm. Armstrong, 2nd by Comm. Haakenson, to approve the January 2008 meeting minutes as presented. All members voted "AYE." Motion carried.

Chairman Woodcox reported that he has reviewed the monthly vouchers and recommends approval.

Motion by Comm. Haakenson, 2nd by Comm. Schonert, to approve payment of the bills. All members voted "AYE." Motion carried.

The Board then discussed creating a "Park Ranger" position.

The Board debated whether the park ranger should be a full-time or part-time position; be a county employee or contract employee; have salary and benefit considerations; along with available equipment, duties and reporting responsibilities. Discussion included whether the position would be responsible for management of the Missouri Valley Complex (fairgrounds). The Board reviewed the job description as developed by the county human resources department and noted \$15,000 has been budgeted for salary.

Motion by Comm. Haakenson, 2<sup>nd</sup> by Comm. Schonert, to hire a part-time Park Ranger position which includes management of the Missouri Valley Complex (fairgrounds) on a contract basis with the understanding that this position can become full time, should the Board deem necessary with the salary to be negotiated within the \$15,000 budgeted. All members voted "AYE." Motion carried.

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

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Kevin J. Glatt, Auditor/Treasurer

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Jerry Woodcox,  
Chairman

**BURLEIGH COUNTY PARK BOARD  
MEETING MINUTES  
February 20, 2008**

5:00 PM

The Burleigh County Park Board convened with all members present.

Comm. Haakenson reported that he has reviewed the monthly vouchers and recommends approval.

Motion by Comm. Haakenson, 2<sup>nd</sup> by Comm. Armstrong, to approve payment of the bills. All members voted "AYE." Motion carried.

Motion by Comm. Haakenson, 2<sup>nd</sup> by Comm. Wahl, to reconsider the motion of February 4, 2008 to hire a part-time Park Ranger on a contract basis. All members voted "AYE." Motion carried.

Comm. Haakenson stated that after conferring with HR Director Gall and Auditor/Treasurer Glatt he thinks a salaried employee would be better than a contract employee. Haakenson noted the advantages of a salaried employee are detailed in an attached memo and recommended the hiring of an hourly/temporary employee rather than a contract employee.

Motion by Comm. Haakenson, 2<sup>nd</sup> by Comm. Wahl, to authorize the hiring of a salaried County Park Ranger under the guidelines specified by the Gall\Glatt memo. All members voted "AYE" except Comm. Schonert. Motion carried.

Comm. Haakenson then presented a Memorandum of Understanding between the Burleigh County Park Board and the Burleigh County Water Resource District (WRD) regarding County Park Board use of equipment at the McDowell Dam Recreation Area. Haakenson noted the Memo of Understanding was just completed by the State's Attorney's Office. Haakenson stated he recently attended a WRD Board meeting to discuss this issue with the Water Resource District requesting a formal agreement with the County Park Board.

Comm. Schonert, who holds the Water Resource District portfolio, stated the WRD is uncomfortable having an agreement with Bismarck Park & Rec District and a separate agreement with the County Park Board covering use of the same equipment

Comm. Peluso stated he did not think this arrangement would work. Comm. Armstrong concurred.

Comm. Wahl stated he did not see a problem with the agreement and questioned if the equipment in question is just used at McDowell Dam.

Comm. Schonert stated he believed it is just used at McDowell Dam with the Park & Rec District controlling the equipment.

Comm. Haakenson stated shared use of the equipment could save the County Park Board money.

Comm. Peluso stated that if the county is intent on getting in the park business perhaps we should start gearing up and buying equipment which would save us money in the long run.

Motion by Comm. Haakenson, 2<sup>nd</sup> by Comm. Bement, to forward the Memorandum of Understanding for the County Park Board to use equipment at the McDowell Dam Recreation Area to the Burleigh County Water Resource District. "AYE" votes: Bement, Haakenson, Wahl. "NAY" votes: Armstrong, Peluso, Schonert, Woodcox. Motion failed.

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

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Kevin J. Glatt, Auditor/Treasurer

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Jerry Woodcox,  
Chairman

**BURLEIGH COUNTY PARK BOARD  
MEETING MINUTES  
March 3, 2008**

**5:00 PM**

The Burleigh County Park Board convened with all members present except Comm. Wahl and Chairman Woodcox.

Vice-Chairman Peluso called the meeting to order with the first item of business the approval of the minutes of the last meeting.

Motion by Comm. Schonert, 2<sup>nd</sup> by Comm. Haakenson, to approve the February 2008 meeting minutes as presented. All members present voted "AYE." Motion carried.

Comm. Haakenson reported that he has reviewed the monthly vouchers and recommends approval of the same.

Motion by Comm. Haakenson, 2<sup>nd</sup> by Comm. Armstrong, to approve payment of the County Park Board vouchers. All members present voted "AYE." Motion carried.

Haakenson reported on his activities related to the Missouri Valley Complex since the last Park Board meeting. Haakenson stated he conducted a meeting of the fairground user groups to get an idea of what is needed at the facility and presented a list of requested improvements to the rodeo arena for the Board's consideration.

Don Morgan, on behalf of Jerry Doan representing the 4-H building committee and 4-H rodeo, appeared and stated the main purpose of his appearance tonight is to request funding to bring the rodeo arena up to the standards of the North Dakota High School Rodeo Association, in an effort to host a high school rodeo May 31, 2008. Morgan stated that certain minimal things must be done. Morgan estimated these minimal items to cost about \$17,900, most of which his group is trying to get donated. Morgan added the ND High School Rodeo Association needs to have a commitment that these items will be taken care of or the rodeo will be moved to Mandan. Morgan stated the needed improvements include: additional panels for the arena; pipe for arena support; water connection; loading chute and gravel area; extension of crows-nest stairs; security fence around arena bleachers; and stripping chute for roping cattle.

Morgan added bleachers and several other items such as signage, rest room facilities, sound system and new roping chute are not necessary at this time, but are considered future priorities.

Upon question Auditor\Treasurer Glatt noted the county fair fund balance was \$32,639.

Motion by Comm. Schonert, 2<sup>nd</sup> by Comm. Haakenson, to authorize the expenditure of up to \$20,000 to complete the following improvements to the rodeo arena in anticipation of the ND High School Rodeo: additional panels for the arena; pipe for arena support; water connection; loading chute and gravel area; extension of crows-nest stairs; security fence around arena bleachers; and stripping chute for roping cattle. "AYE" votes: Haakenson, Schonert, Bement, Armstrong, Peluso. "NAY" votes: None. Absent: Wahl, Woodcox. Motion carried.

Comm. Haakenson stated he expects the county will be in a position to hire a park ranger by mid-April.

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

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Kevin J. Glatt, Auditor/Treasurer

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Jerry Woodcox,  
Chairman

**BURLEIGH COUNTY PARK BOARD  
MEETING MINUTES  
April 7, 2008**

**5:00 PM**

The Burleigh County Park Board convened with all members present except Comm. Armstrong.

Chairman Woodcox called the meeting to order with the first item of business the approval of the minutes of the last meeting.

Motion by Comm. Haakenson, 2<sup>nd</sup> by Comm. Peluso, to approve the March 2008 meeting minutes as presented. All members present voted "AYE." Motion carried.

Comm. Peluso reported he reviewed the monthly vouchers and recommended approval.

Motion by Comm. Peluso, 2<sup>nd</sup> by Comm. Schonert, to approve payment of the County Park Board vouchers. All members present voted "AYE." Motion carried.

Bob Frohlich of the ND Game & Fish Dept appeared and presented a short report on the condition of the McLean Bottoms Boat Ramp. Frohlich reported that the Game & Fish Dept has funding available for improvements to the McLean boat ramp as this is a very popular fishing area that has repeatedly suffered damage from the river current. Frohlich noted that while the boat ramp is still usable, the river has been cutting away the riverbank and the adjacent riprap placed to protect the ramp. Frohlich stated that a recent survey completed by the ND Game & Fish Dept reveals a 42' deep channel running north and south of the exiting boat ramp which precludes relocation of the boat ramp at this time. Frohlich noted the data collected provides no indication of any way to stabilize the ramp area.

Comm. Bement noted similar damage (slippage) to the riprapped bank adjacent to the Kniefel Landing boat ramp.

No action was taken. The Park Board and ND Game & Fish Dept will continue to monitor the situation looking toward developing plans for the possible relocation or improvement of the McLean boat ramp.

Auditor\Treasurer Glatt presented a brief report on recent activities and preparations for opening of the Burleigh County boat ramps and park areas.

HR Director Gall reported that two (2) applications were received for the Park Ranger position with, one of the candidates withdrawing and the other not showing up for the scheduled interview. Gall continued that the position reopened and we will again be accepting applications.

The Park Board then discussed the cost of providing water & sewer to the property offered for sale on the "fairgrounds."

Chairman Woodcox stated an offer has been accepted contingent upon the County approving any seller assumed costs associated with bringing city water and sewer to the property line. Woodcox continued that after meeting with the City Engineering Dept, the estimated cost to bring the water & sewer to the property was determined to be \$1.3 million with the county's share at \$370,000. Woodcox stated this is more expensive than anticipated.

Comm. Haakenson noted he is having a difficult time supporting the rezoning and sale of the property without knowing the use of the property. Haakenson stated he will have a tough time supporting the sale, especially if the use is detrimental to the rest of the area and hurts the value of the adjacent county property.

Chuck Huber, representing the purchaser, stated that the buyer wants to develop the property for the sale of aggregate and ready mix. Huber continued that the proposed use would fit well with other similar businesses located around the Northern Plains Commerce Centre, noting another ready mix plant is located in the area.

Comm. Haakenson continued he was not in favor of placing that type of operation at a major entrance to Bismarck. Haakenson added he thinks the land will develop more along the retail lines noting Chamber of Commerce predictions that Bismarck will grow toward the east.

Motion by Comm. Schonert, 2<sup>nd</sup> by Comm. Peluso, to table further discussion regarding the water & sewer connections at the Missouri Valley Complex until the April 21, 2008 meeting to allow Comms. Schonert & Woodcox time for further discussions with the purchaser and the City of Bismarck. All members present voted "AYE." Motion carried.

Comm. Haakenson reported on his activities related to the Missouri Valley Complex since the last Park Board meeting. Haakenson stated another meeting of the fairgrounds user groups was held with progress starting to be made on improvements to the rodeo arena. Haakenson continued that work on the rodeo arena started this past weekend with several volunteers working on improvements needed to host the North Dakota High School Rodeo at the end of May.

Haakenson continued the bleachers being removed from the VFW Sport Center have been acquired and that serious discussions have taken place over layout of the arena to make it more user friendly with the consensus is to continue with the originally planned layout for the high school rodeo and then later change the layout to put the bleachers on the west side.

Motion by Comm. Haakenson, 2<sup>nd</sup> by Comm. Wahl, to confirm that any property or labor donated to the Missouri Valley Complex (f.k.a. Missouri Valley Fairgrounds) becomes

property of the Missouri Valley Complex under control of the Complex Authority and/or Burleigh County Park Board. All members present voted "AYE." Motion carried.

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

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Kevin J. Glatt,  
Auditor\Treasurer

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Jerry Woodcox  
Chairman

**BURLEIGH COUNTY PARK BOARD  
MEETING MINUTES  
April 21, 2008**

**5:25 P.M.**

The Burleigh County Park Board convened with all members present.

Chairman Woodcox called the meeting to order with the first item of business the approval of the bills.

Comm. Peluso reported he reviewed the bills and recommends approval.

Motion by Comm. Peluso, 2<sup>nd</sup> by Comm. Schonert, to approve payment of the County Park Board vouchers. All members voted "AYE." Motion carried.

The Park Board then discussed the cost of providing water & sewer to the property offered for sale on the "fairgrounds."

Chairman Woodcox stated an offer has been accepted contingent upon the County approving any costs associated with bringing city water and sewer to the property line. Woodcox continued that he and Comm. Schonert met with the City Engineering Dept, to determine the cost to bring water & sewer to the property. Woodcox continued the estimated cost is determined to be \$1.3 million with the county's share at \$370,000. Woodcox noted the county share of the costs attributed to lots of Lots 1 & 2, Block 1, Missouri Valley Complex First Replat is \$163,000.

Comm. Schonert stated that if the county decides to proceed with bringing water & sewer to the lots, that the sales prices need to be increased to reflect this cost. Schonert recommended that to keep the sale of Lots 1 & 2, Block 1, on track the \$163,000 should be split between the county and the purchaser. Chairman Woodcox stated he thinks this is a reasonable compromise.

Comm. Haakenson stated he opposes the sale as the proposed use of the property would devalue the adjacent county property and the fairgrounds. Haakenson added he thinks it is unlikely the City Planning & Zoning Commission would favor placing that type of operation at a major entrance to Bismarck.

Motion by Comm. Schonert, to counteroffer \$525,000 plus \$81,500 (1/2 the water & sewer costs) for the sale of Lots 1 & 2, Block 1, Missouri Valley Complex First Replat and if the buyer accepts the counteroffer to move forward with the zoning change request.

Motion died for lack of second.

Comm. Haakenson stated the contractor who is selling the bleachers being removed from the VFW Sports Center to the county for the rodeo arena, requests a hold harmless statement be provided by Burleigh County.

Asst. State's Attorney Feland stated that she prepared a letter to Capital City Construction at Comm. Haakenson's request, noting once the bleachers are loaded for delivery to Burleigh County, Capital City Construction bears no responsibility for the same.

Motion by Comm. Schonert, 2<sup>nd</sup> by Comm. Armstrong, to authorize the Chairman to execute the hold harmless letter to Capital City Construction regarding the bleachers. All members voted "AYE." Motion carried.

Comm. Bement then presented information regarding improvements to the Kniefel Landing park area. Bement requested authorization to expend \$500 for additional landscaping.

Motion by Comm. Bement, 2<sup>nd</sup> by Comm. Haakenson, to authorize the expenditure of \$500 for additional landscaping at the Kniefel Landing park area. All members voted "AYE." Motion carried.

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

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Kevin J. Glatt,  
Auditor\Treasurer

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Jerry Woodcox  
Chairman

**BURLEIGH COUNTY PARK BOARD**  
**MEETING MINUTES**  
**May 5, 2008**

**5:00 PM**

The Burleigh County Park Board convened a regular meeting with all members present. Invocation was given by Chaplain Dan Sweeney.

Chairman Woodcox called the meeting to order with the first item of business the approval of the April meeting minutes.

Motion by Comm. Haakenson, 2<sup>nd</sup> by Comm. Armstrong, to approve the April meeting minutes as presented. All members voted "AYE." Motion carried.

Motion by Comm. Peluso, 2<sup>nd</sup> by Comm. Bement, to approve the bills as presented. All members present voted "AYE." Motion carried.

Chuck Huber, Bismarck Realty, appeared and stated in consideration of the concerns over use and zoning, his clients desire to purchase Lot 2, Block 2, Missouri Valley Complex First Replat. Huber noted this parcel is the closest parcel to the livestock barn, right behind the railroad track and will put the perceived undesirable use furthest from the fairgrounds and the Bismarck Expressway. Huber explained that the purchase agreement is contingent upon the following: rezoning the property from CG to MA, the county bringing in city water and sewer to the property and providing the required traffic study, along with a thirty day (30) inspection period to complete soil testing, etc. Huber stated this parcel is better suited for the intended purpose of the purchaser than the parcels this buyer previously desired.

Carl Vender, President of the Missouri Valley Historical Society (Buckstop Junction) appeared and stated he personally did not object to the proposed sale, though he was not speaking on behalf of the Board. Vender added current zoning ordinance requires adequate landscape screening and buffers in industrial zoned areas.

Chairman Woodcox confirmed that the estimated cost to bring water and sewer to the property at \$370,000 plus the \$20,000 - \$30,000 to bore under area roadways. Woodcox added the sale would provide funding for the complex noting if the sales price is \$1.5 million and we spend \$400,000 for infrastructure, \$1.1 million would be available for development of the complex property.

Comm. Armstrong, a member of the Bismarck Planning Commission, noted this new offer is more suitable than the prior offer; adding the Planning Commission staff did recommend approval of the zoning change request.

Comm. Peluso stated he has talked to several people involved with the fairgrounds and no one objects to the sale and proposed use. Chairman Woodcox added that he has received letters from groups who use the fairgrounds recommending the sale.

Comm. Haakenson noted that while the Planning Dept. staff has recommended approval of the zoning change, it does include a number of requirements. Haakenson added he would like to visit with the neighboring business owners to obtain their feelings regarding the proposed sale and subsequent use of the property.

Motion by Comm. Schonert, 2<sup>nd</sup> by Comm. Peluso, to approve and accept the purchase agreement with Hay Creek LLP for the purchase of Lot 2, Block 2, Missouri Valley Complex First Replat in the amount of \$1,500,000, subject to the review and approval of the States Attorney; and subject to the Commission approving any costs associated with bringing city water and sewer to the property line; and further rezoning the property from CG to MA Industrial. "AYE" votes: Armstrong, Bement, Peluso, Schonert, Wahl, Woodcox. "NAY" vote: Haakenson. Motion carried.

Renae Gall, Human Resource Director, appeared with the final interview results for the Park Ranger position. Gall, on behalf of the Interview Committee, recommended the appointment of Raymond Goetz as the County Park Ranger.

Motion by Comm. Peluso, 2<sup>nd</sup> by Comm. Haakenson, to appoint Raymond Goetz to the position of County Park Ranger effective May 12, 2008, and expiring October 31, 2008. All members voted "AYE." Motion carried.

Motion by Comm. Schonert, 2<sup>nd</sup> by Comm. Armstrong, to approve an hourly salary of \$15 for the Park Ranger. All members voted "AYE." Motion carried.

Motion by Comm. Schonert, 2<sup>nd</sup> by Comm. Armstrong, to authorize the transfer of \$1,200 from the County Park budget to the Highway Dept budget for reimbursement for the Park Ranger pickup. All members voted "AYE." Motion carried

The Board then discussed the request from the Office of the State Engineer, to install additional posts/cables across the entrance to sovereign lands area known as the Christmas Tree Island south of the Kneifel Landing area. The purpose of the request is to restrict off-road vehicle access.

County Park Comm. Wahl defended the use of the area by ATVs and dirt bikers noting the current entrance keeps out the cars and trucks and thus parties which created the past problems.

Daryl Brandner, President of the Dirt Riders Association, appeared and stated the Dirt Riders do not want access to this area closed. Brandner continued there are so few areas to ride; if this area is closed there will be more congestion and problems elsewhere. Brandner encouraged the Burleigh County Park Board to assume management of this area and proposed that the North Dakota Dirt Riders would like to work with the County Park Board to manage this area.

ND Parks & Recreation Dept Representative Erik Dietrich appeared and confirmed the number of registered off-highway vehicles is skyrocketing and closing riding areas is not an avenue his agency supports.

Comm. Peluso suggested ND Parks & Recreation as the appropriate organization to take over management of this area. Dietrich responded that ND Parks & Recreation does not have the resources to manage the area.

John Vallely, owner Vallely Sport & Marine, appeared in support of keeping the area open to ATV riders. Vallely requested support to develop more areas to ride.

Motion by Comm. Haakenson, 2<sup>nd</sup> by Comm. Peluso, to instruct the States Attorney to draft a letter to the Office of the State Engineer with questions and concerns regarding the Christmas Tree Island (sovereign land) area. All members voted "AYE." Motion carried.

Motion by Comm. Schonert, 2<sup>nd</sup> by Comm. Haakenson, to approve the renewal of the maintenance agreement with the Haystack Butte 4-H Club (\$325 per month) for the Mitchell Lake park area. All members voted "AYE." Motion carried.

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

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Kevin J. Glatt, Auditor\Treasurer

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Jerry Woodcox, Chairman

**BURLEIGH COUNTY PARK BOARD  
MEETING MINUTES  
June 2, 2008**

5.00 PM

The Burleigh County Park Board convened a regular meeting with all members present.

Motion by Comm. Haakenson, 2<sup>nd</sup> by Comm. Wahl, to approve the minutes of the May meeting as presented. All members voted "AYE." Motion carried.

Comm. Woodcox stated that he reviewed the vouchers and recommends approval of the same.

Motion by Comm. Haakenson, 2<sup>nd</sup> by Comm. Bement, to approve the monthly bills. All members voted "AYE." Motion carried.

Ray Goetz, Burleigh County Park Ranger, appeared and gave a brief overview of the county parks.

Commissioner Woodcox stated that rezoning of the fairground property is scheduled for June 25, at the City/County Planning meeting. Woodcox added that he has been working with the city engineers regarding the water and sewer lines for the fairground property and that it has gotten more expensive and more complicated.

By consensus it was decided that Commissioner Woodcox and Chuck Huber, Bismarck Realty would meet with the city engineer to establish better estimated costs for installing water and sewer lines.

Comm. Wahl reported that the State Water Commission is willing to discuss the possibility of Burleigh County managing the Christmas Tree Island area on the Missouri River, which is considered sovereign land and under control of the State Water Commission. Comms. Haakenson and Wahl will meet with the State Water Commission on this issue.

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

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Kevin J. Glatt, Auditor\Treasurer

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Jerry Woodcox  
Chairman

**BURLEIGH COUNTY PARK BOARD  
MEETING MINUTES  
July 2, 2008**

**5:00 PM**

The Burleigh County Park Board convened a regular meeting with all members present.

Chairman Woodcox called the meeting to order with the first item of business the approval of the minutes and monthly bills.

Motion by Comm. Armstrong, 2<sup>nd</sup> by Comm. Haakenson, to approve the minutes of the June meeting as presented. All members voted "AYE." Motion carried.

Chairman Woodcox stated that he has reviewed the June vouchers and recommends approval of the same.

Motion by Comm. Schonert, 2<sup>nd</sup> by Comm. Armstrong, to approve the June bills as presented. All members voted "AYE." Motion carried.

Comm. Bement noted that a meeting was recently held at the McLean Bottoms boat ramp site with the Corp of Engineers in an attempt to relocate\improve the boat ramp.

Comm. Wahl noted the increase in camping at Kniefel Landing and recommended that the brush, trees, etc be cut back and cleaned up in the area along the river between Kniefel Landing and the old Burnt Boat Landing to create more useable space.

Comm. Haakenson presented a report on the Missouri Valley Complex. Haakenson reported that the Complex Committee has decided there will be no rental fee charged for the HS Rodeo and ALL 4-H events. Haakenson continued that the schedule and operations of the rodeo arena and the 4-H Building are handled by the County Agent's Office.

Haakenson then presented an updated budget for the Complex as approved by the Complex Committee. Haakenson noted the following priorities: concrete for bleachers, crane to place bleachers, building over the bleachers, remove old sign, and a separate access road to the Moto-Cross area.

Comm. Haakenson also suggested the name of the facility be changed from the Missouri Valley Complex – to the Burleigh County Fairgrounds. By consensus this item will be placed on the next meeting agenda.

Comm. Peluso questioned the process used to sell certain bleachers at the Complex.

State's Attorney Riha stated since the bleachers had such a small value, the process used was appropriate.

Chairman Woodcox introduced discussion on the sale of property at the "fairgrounds." Woodcox noted the State's Attorney has been reviewing the purchase agreements. State's Attorney Riha stated that his office has reviewed the purchase agreements and finds everything in order.

Chuck Huber, Bismarck Realty, appeared and updated the Park Board on the progress related to the purchase of Lot 2, Block 2, Missouri Valley Complex First Replat. Huber noted that at the last meeting the Board extended the due diligence period an additional thirty (30) days to work out the details of the private access and curb & gutter issues related to the Apple Creek Road. Huber stated that Apple Creek Road is now becoming a city street and as such curb & gutter, sewer, etc are required. Huber continued that the purchaser and the City Engineer's Office have formulated a plan to present to the City Commission to keep the roadway a rural section to alleviate the requirements of a city street. Huber stated this plan includes adding an 8' shoulder, and improvement of the cul de sac. Huber added a storm water plan has also been developed. Huber estimated the costs of these lesser improvements to be \$115,000 and suggested that cost be spread proportionately to Lots 1, 2, & 3, Block 2. Huber stated this would eliminate the existing contingency and the purchaser would petition the City Commission for a variance to allow the "rural street segment." Huber noted the purchaser of this lot also has a purchase agreement pending with the County for Lot 3, Block 2, and that the County would be responsible for an approximately 1/3 share of the \$115,000 improvement costs.

Motion by Comm. Schonert, 2<sup>nd</sup> by Comm. Peluso, to approve the proposal for the "rural segment" improvements to Apple Creek Road (adding an 8' shoulder, and improvement of the cul de sac, storm water plan), and to spread the estimated \$115,000 cost proportionately to Lots 1, 2, & 3, Block 2, and further to amend the purchase agreement to reflect the same. All members voted "AYE." Motion carried.

Chairman Woodcox initiated a discussion related to Christmas Tree Island. Comm. Wahl noted the correspondence with the ND State Water Commission and suggested that we request the Water Commission maintain the status quo – and continue the present access to the area. Chairman Woodcox stated that he believes the requirements of the Water Commission are too complex for the county park board and suggested that ND State Park & Rec manage the area.

Motion by Comm. Haakenson, 2<sup>nd</sup> by Comm. Schonert, to respond to the ND State Water Commission that the Burleigh County Park Board is not interested in entering into a management agreement for the area known as Christmas Tree Island as we do not have the expertise or resources to manage the area in a manner required by the Water Commission. All members voted "AYE" except Comm. Wahl. Motion carried.

Woodcox noted the letter received from a local law firm representing the area residents. Woodcox noted he will turn the letter over to the Sheriff.

Comm. Wahl continued that he hoped we could try and find a way to keep the area left as is in order to provide recreation opportunities for area residents.

Motion by Comm. Wahl to recommend to the State Water Commission that the area known as Christmas Tree Island be left open for access for ATVs, motorcycles, horses, etc.

Motion died for lack of second.

By consensus the Board agreed that a letter should be sent to the law firm representing the area residents and the ND State Water Commission advising of the Park Board action.

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

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Kevin J. Glatt, Auditor\Treasurer

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Jerry Woodcox  
Chairman

**BURLEIGH COUNTY PARK BOARD  
MEETING MINUTES  
August 4, 2008**

**5:00 PM**

The Burleigh County Park Board convened a regular meeting with all members present except Comm. Wahl.

Chairman Woodcox called the meeting to order with the first item of business the approval of the minutes and monthly bills.

Motion by Comm. Haakenson, 2<sup>nd</sup> by Comm. Bement, to approve the minutes of the July meeting as presented. All members present voted "AYE." Motion carried.

Comm. Haakenson stated that he has reviewed the vouchers and recommends approval of the same.

Motion by Comm. Haakenson, 2<sup>nd</sup> by Comm. Armstrong, to approve the bills as presented. All members present voted "AYE." Motion carried.

Comm. Haakenson initiated a discussion regarding changing the name of the Missouri Valley Complex to the Burleigh County Fairgrounds in order to give Burleigh County more recognition.

Motion by Comm. Haakenson, 2<sup>nd</sup> by Comm. Armstrong, to change the name of the Missouri Valley Complex to the Burleigh County Fairgrounds. All members present voted "NAY" except Comm. Haakenson who voted "AYE.". Motion failed.

Comm. Haakenson then presented the updated lease with the Bismarck Trail & Motocross Association for Lot 12, Block 1, Missouri Valley Complex Addition. Todd Riedman, President of the Trail & Motocross Association appeared and stated he approves the lease and further has executed the same.

Motion by Comm. Haakenson, 2<sup>nd</sup> by Comm. Peluso, to approve the lease agreement with Bismarck Trail & Motocross Association. All members present voted "AYE." Motion carried.

Comm. Bement presented a brief boat ramp report noting all ramps were in good operating condition.

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

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Kevin J. Glatt, Auditor\Treasurer

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Jerry Woodcox, Chairman

**BURLEIGH COUNTY PARK BOARD  
MEETING MINUTES  
SEPTEMBER 3, 2008**

**5:00 PM**

The Burleigh County Park Board convened a regular meeting with all members present except Comm. Wahl.

Chairman Woodcox called the meeting to order with the first item of business the approval of the monthly minutes and vouchers.

Motion by Comm. Armstrong, 2<sup>nd</sup> by Comm. Haakenson, to approve the August meeting minutes as presented. All members voted "AYE." Motion carried.

Comm. Armstrong reported that he has reviewed the monthly vouchers and recommends approval of the same.

Motion by Comm. Armstrong, 2<sup>nd</sup> Comm. Peluso, to approve payment of the County Park Board vouchers. All members voted "AYE." Motion carried.

Comm. Bement stated that the boat ramps and parks are in good shape and running smoothly.

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

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Kevin J. Glatt, Auditor/Treasurer

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Jerry Woodcox, Chairman

**BURLEIGH COUNTY PARK BOARD  
MEETING MINUTES  
OCTOBER 6, 2008**

**5:00 PM**

The Burleigh County Park Board convened with all members present.

Chairman Woodcox called the meeting to order with the first item of business the approval of the September minutes.

Motion by Comm. Haakenson, 2<sup>nd</sup> by Comm. Peluso, to approve the September meeting minutes as presented. All members voted "AYE." Motion carried.

Comm. Peluso reported that he has reviewed the monthly vouchers and recommends approval of the same.

Motion Comm. Peluso, 2<sup>nd</sup> by Comm. Schonert, to approve payment of the County Park Board vouchers. All members voted "AYE." Motion carried.

Comm. Bement stated that the boat ramps are in good condition and the boat docks will be pulled out by November 1<sup>st</sup>. Bement also stated that the sprinkler system at Kniefel Boat Ramp has been winterized and the pump pulled.

Comm. Peluso commented that the Handicap parking will need to be designated at all the county boat ramp facilities.

Comm. Haakenson requested that funds be transferred into the County Park Fund from the General Fund (from the sale of the Missouri Valley Complex) to pay for expenses at the fairgrounds. Haakenson presented estimated costs for items to be considered.

Motion by Comm. Haakenson, 2<sup>nd</sup> by Comm. Armstrong, to transfer \$125,750.00 from the General Fund (proceeds from the sale of Missouri Valley Complex property) to the County Park Fund to fund improvements for the fairgrounds. All members voted "AYE." Motion carried.

Comm. Haakenson informed the Board that the former owner of the race track scale that was loaned to the fairgrounds desires to have the scale returned.

Comm. Wahl noted the importance of determining if the scale was donated or loaned to the County. Wahl noted the recent a motion of the County that a donated item is considered county property and would need to be disposed of by public bid.

By consensus the Board agreed to table this item until Comm. Haakenson can contact the previous owner.

Arnie Zent appeared regarding the agricultural land lease he has with the county for a portion of the fairgrounds. Zent stated he would like to extend the lease to recover his costs to improve the soil. Zent requested the lease be extended for an additional seven (7) additional years at \$3,700 per year.

Motion by Comm. Haakenson, 2<sup>nd</sup> by Comm. Peluso, to approve a seven (7) year lease extension for the fairgrounds AG property to Arnie Zent per the terms of the original contract as approved. All members voted "AYE." Motion carried.

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

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Kevin J. Glatt, Auditor/Treasurer

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Jerry Woodcox, Chairman

**BURLEIGH COUNTY PARK BOARD  
MEETING MINUTES  
NOVEMBER 6, 2008**

**5:00PM**

The Burleigh County Park Board convened with all members present.

Chairman Woodcox called the meeting to order with the first item of business the approval of the October minutes.

Motion by Comm. Haakenson, 2<sup>nd</sup> by Comm. Peluso, to approve the October meeting minutes as presented. All members voted "AYE." Motion carried.

Comm. Schonert reported that he has reviewed the monthly vouchers and recommends approval of the same.

Motion by Comm. Schonert, 2<sup>nd</sup> by Comm. Haakenson, to approve payment of the County Park Board vouchers. All members voted "AYE." Motion carried.

The Board then received brief reports on the county boat ramp facilities.

Comm. Haakenson noted that he has several sheets of plywood left from the bleachers that were removed from the VFW SportsCenter and placed at the Missouri Valley Complex. Haakenson stated that this plywood is of minimal value and he would like the county to come and get the plywood or he will dispose of it. Comm. Peluso confirmed this plywood is of little value.

By consensus the Board agreed that if the plywood is not picked up by the county within seven (7) days, Comm. Haakenson can dispose of it as he sees fit.

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

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**Kevin J. Glatt, Auditor/Treasurer**

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**Jerry Woodcox, Chairman**