

Burleigh County Commission 2009 Agendas

December 21

Tom Baker Room – City/Cnty Bldg

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

1. Call to order, approval of the bills.
2. PUBLIC HEARING – Jaclin Wike, *Cook Wegner & Wike PLLP*, regarding proposed MIDA Bond Issuance for Pride, Inc. in an amount not to exceed \$714,000, and consideration of Bond Issuance Resolution for this issue.
3. Jaclin Wike, *Cook Wegner & Wike PLLP*
 - a. Consideration of 2nd Streamline Foundation MIDA Bond – Bond Issuance Resolution,
 - b. Consideration of waiver of Burleigh County's RZB allocations to the state of ND.
4. County Engineer Hall:
 - a. Sitting as Lincoln Township - consideration of speed limit change on Burleigh Ave,
 - b. Consideration of Construction & Maintenance Agreement with NDDOT for a shared use path project at United Tribes Technical College (UTTC) as project sponsor and companion pass through agreement with UTTC assigning all responsibility to UTTC,
 - c. Authorize the County Engineer to seek changes to the existing Highway Functional Classification Map,
 - d. Authorize the proper County officials to enter into a contract with Ulteig Engineers to perform design service for the reconstruction of the intersection of 43rd Avenue NE and Centennial Road.
5. Deputy Auditor\Tax Director Lang-Benjamin regarding Abatements for the Board's consideration.
6. HR Director Gall Update of Personnel Policies.
7. E-9-1-1 Communications Director Dannenfelzer regarding Mobile Data System and Automatic Vehicle Location Upgrade (request for \$309,402 from E-9-1-1 Enhancement Fund).
8. Sheriff Heinert
 - a. Discussion and request for authorization to participate in the interoperability radio communication for Bismarck, Mandan, Morton & Burleigh,
 - b. Discussion regarding purchase of patrol cars from state bid.
9. Vonette Mehlhoff, regarding concerns about the future of the Missouri Valley Fairgrounds.
10. Other Business:
 - a. Consideration of BOARD APPOINTMENTS:
 - i. Bismarck City Planning Commission (1) – 5yr term,
 - ii. County Planning Commission (3) – 4yr terms,
 - iii. County Weed Board (1) - 4yr terms,
11. Consent Agenda: Lost Instrument Surety Bonds \ Raffle permit application(s).
12. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

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

December 7th

Tom Baker Room – City/County Bldg

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

1. Call to order, approval of the November meeting minutes, vouchers, journal vouchers, and filing fee reports.
2. Mike Manstrom, *Dougherty & Co.* & Scott Wegner, *Cook Wegner & Wike PLLP*, regarding approval of Financing Resolution & Initial Resolution for Refunding authorizing sale of bonds to finance Special Assessment District #51 Prairie Place Subdivision.
3. Donna Wunderlich, SC District Court Administrator, regarding Court Facility Improvement Grant application.
4. Deputy Auditor\Tax Director Lang-Benjamin regarding Abatements for the Board's consideration.
5. County Engineer Hall:
 - a. Monthly report,
 - b. Wayne Unruh request for 2nd approach permit from Lt 4, Blk 4, Metro Industrial Pk on to Skylark Ave.
 - c. Consideration of speed limit change on Burleigh Ave,
 - d. Consideration of bids for new loader mounted snow blower,
 - e. Consideration of bids for new or used asphalt roller,
 - f. Sitting as each individual Township Boards, approval of annual road maintenance agreements.
6. HR Director Gall consideration of personnel policy update related to annual leave.
7. E-9-1-1 Communications Director Dannenfelzer regarding Mobile Data System and Automatic Vehicle Location Upgrade (request for \$309,402 from E-9-1-1 Enhancement Fund).
8. Mary H. Senger, Emergency Manager Senger regarding:
 - a. Website Upgrade with request to expend funds from Technology Account,
 - b. Resolution to adopt the Burleigh County Multi-Hazard Mitigation Plan
9. Sheriff Heinert discussion regarding purchase of patrol cars from state bid.
10. Discussion on moratorium on wind tower development while county develops wind turbine ordinance(s).
11. Establishment of Precinct Boundaries and voting locations for 2010.
12. Consideration of forgiveness of penalty & interest on delinquent property taxes related to HB1332 passed in 2007.
13. Other Business:
 - a. Authorization to sell\transfer delinquent tax parcel to the City of Bismarck and authorization to cancel delinquent taxes related to parcels acquired through tax deed proceedings,
 - b. Consideration of unpaid balance due SRF Consulting Group for Comprehensive Plan development,
 - c. Re -appointment of County Appointed Officials/ Department Heads: County Physician\County Coroner, Veterans Service Officer, Tax Equalization Director\County Assessor, County Engineer, County Road Superintendent, County Agent, Safety/Risk Management Director\Human Resource Director, Disaster Preparedness Director, Social Service Director,
 - d. Consideration of BOARD APPOINTMENTS:
 - i. Bismarck City Planning Commission (1) – 5yr term,
 - ii. County Planning Commission (3) – 4yr terms,
 - iii. County Park Board (2) – 3yr terms,
 - iv. Region VII Human Service Council (1) - 2yr term,
 - v. County Weed Board (2) - 4yr terms,
 - vi. Dakota Prairie RDC (1) – 1 yr term.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

14. Consent Agenda: Lost Instrument Surety Bonds \ Raffle permit application(s).
15. County Emergency Manager Senger \ State's Attorney Riha, regarding negotiations for possible contract with Emmons County for Emergency Management Services. Please note this item may require the Commission to convene an Executive Session pursuant to NDCC44-04-19.1(9).
16. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

November 16th

Tom Baker Room – City/County Bldg

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

1. Call to order, approval of the bills.
2. Russ Staiger, Bismarck-Mandan Development Association, to update the Commission on the progress of the BMDA over the past year in relation to our efforts to continue the positive economic growth which is being enjoyed by the Burleigh County and the City of Bismarck.
3. Auditor\Treasurer Glatt – Abatements.
4. County Engineer Hall regarding opportunity for Ecklund Township Board of Supervisors to further discuss County\Township Road Exchange Program.
5. Consideration of BOARD APPOINTMENTS:
Bismarck City Planning Commission (1) – 5yr term,
County Planning Commission (2) – 4yr terms,
County Park Board (2) – 3yr terms,
Region VII Human Service Council (1) - 2yr term,
Water Management Board (2) - 3yr terms,
County Weed Board (2) - 4yr terms.
Dakota Prairie RDC.
6. Other business.
7. Consent Agenda:
 - a. Lost Instrument Surety Bond,
 - b. Raffle\bingo permit applications.
8. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission
2009 Agendas

SPECIAL MEETING AGENDA

November 9th - **Monday**

Tom Baker Room – City/County Bldg

12:00 Noon

- 1) Call to order.
- 2) County Engineer Hall regarding results of bid opening for Larson Road Improvements.
- 3) Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor/Treasurer

Burleigh County Commission 2009 Agendas

November 2nd, 2009

Tom Baker Room – City/County Bldg

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

BURLEIGH COUNTY PARK BOARD

1. Approval of Minutes of October meeting,
2. Approval of Bills,
3. Boat Ramp Report(s),
4. Other Business,
5. Adjourn.

BURLEIGH COUNTY COMMISSION MEETING

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

PUBLIC HEARING:

- Commission shall hear objections to the minimum sales prices as determined for the annual tax sale (November 17, 2009).
2. Tax Director Lang-Benjamin - Monthly Abatements.
 3. County Engineer Hall:
 - a. Monthly report,
 - b. Results of bid openings for sale of and purchase of front end loader(s),
 - c. Results of bid opening for Larson Road Improvements,
 - d. Authorization to advertise bids for purchase of a new loader mounted snow blower,
 - e. Authorization to advertise bids for purchase of new or used asphalt roller,
 - f. Consideration of designation and selection of roadways related to the County\Township Road Exchange Program,
 - g. Consideration of 2010 Highway Dept fee schedule.
 4. HR Director Gall regarding:
 - a. Update of Personnel Policies,
 - b. Update of Burleigh County's Payroll System,
 - c. Approval of contract assignment from Fox Lawson & Assoc to Gallagher Benefit Service for human resource consulting services.
 5. Reconsider reimbursement of expenses related to camera equipment upgrade in the Tom Baker Meeting Room.
 6. Other Business:
 - a. Renewal of Detention Service Agreement with ND Dept of Corrections for juvenile detention services provided by Youth Correctional Center.
 - b. Consideration of BOARD APPOINTMENTS:
Bismarck City Planning Commission (1) – 5yr term,
County Planning Commission (2) – 4yr terms,
Burleigh County Housing Authority (1) – 5yr term,
County Park Board (2) – 3yr terms,
Region VII Human Service Council (1) - 2yr terms,
Water Management Board (2) - 3yr terms,
County Weed Board (2) - 4yr terms.
 - c. Consideration of appointment to Dakota Prairie RDC.
 - d. Consideration of 2010 meeting schedule.
 7. Consent Agenda:
 - a. Lost Instrument Surety Bond to replace lost check.
 - b. Raffle\Bingo permit applications.
 8. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

October 19, 2009

Tom Baker Room – City/County Bldg

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

1. Call to order, approval of the bills.
2. Deputy Auditor/Tax Director Lang-Benjamin:
 - a. Abatements,
3. Steve Grabil, Ulteig Engineers update on Northwest Bismarck Sub-area Study.
4. County Recorder Kroshus:
 - a. Update on Youth Commission,
 - b. Update on eRecording.
5. Sheriff Heinert regarding approval for two (2) grants (2010 calendar year) from the ND Dept of Transportation (\$3,000 for compliance checks & server training and \$5,450 for Saturation Patrols - alcohol violations).
6. Consideration of Resolution Designating Burleigh County as a Recovery Zone (American Recovery & Reinvestment Act of 2009 - Recovery Zone Economic Development Bonds and Recovery Zone Facility Bonds).
7. Consideration for reimbursement for expenses related to camera equipment upgrade in the Tom Baker Meeting Room.
8. Consent Agenda:
 - a. Raffle permit application(s):
 - b. Lost instrument surety bond(s) to replace check(s):
 - c. Consideration of proclamation for Silver Star Banner Day
9. Other business.
 - a. Cheryl Underhill, Bismarck\Burleigh Public Health Emergency Preparedness Coordinator, regarding H1N1 Update
 - b. Appointment of delegates to ND State Fair Annual Meeting
10. County Engineer Hall \ State's Attorney Riha, regarding negotiations for possible purchase of property for county shop site(s). *Please note this item may require the Commission to convene an Executive Session pursuant to NDCC44-04-19.1(9).*
11. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor/Treasurer

Burleigh County Commission 2009 Agendas

October 5, 2009

Tom Baker Room – City/County Bldg

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

BURLEIGH COUNTY PARK BOARD

1. Approval of Minutes of September meeting,
2. Approval of Bills,
3. Boat Ramp Report(s),
4. Other Business,
5. Adjourn.

County Commission Meeting

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

PUBLIC HEARING

County\Township Road Exchange Program

2. Tax Director Lang-Benjamin:
 - a. Abatements
 - b. Establishment of minimum sales prices for property acquired by the county through tax deed proceedings (nonpayment of real estate taxes),
3. County Engineer Hall monthly report.
 - a. Authorization to advertise bids for sale and purchase front end loader(s),
4. Consideration of Resolution Designating Burleigh County as a Recovery Zone (American Recovery & Reinvestment Act of 2009 - Recovery Zone Economic Development Bonds and Recovery Zone Facility Bonds).
5. Sheriff Heinert regarding replacement of Deputy who is getting deployed.
6. HR Director Gall regarding update of Personnel Policies.
7. Consent Agenda:
 - a. Raffle permit application(s): Sterling Teacher-Parent Organization, U of Mary PACS (Psychology, Pastoral, Ministry, Addiction Counseling, Criminal Justice, Social Work, Social Behavioral Sciences)
 - b. Lost instrument surety bond(s) to replace check(s): #64015 (\$54), #2655 (\$59.05)
8. Other business.
 - a. Formal approval of Special Use Permit to move a house on to part of the NW1/4 of Section 35, Gibbs Township.
9. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

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

September 16 - Wednesday
Tom Baker Room – City/County Bldg
5:15 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, 2010.

1. Call to Order.
2. Approval of bills.
3. Open **PUBLIC HEARING** regarding Final 2010 Budget
 - Motion to approve maximum levy for the Unorganized Townships.
 - Motion to Adopt 2010 Final Budget & appropriate mill levies including maximum levy for The General Fund and Senior Citizen Fund.
4. Approval of Agreements for the Joint Exercise of Governmental Powers with the City of Bismarck relating to contracts for Nursing Services and Police Youth Bureau.
5. Approval of contract with the Centre, Inc., for Community Service & Misdemeanor Probation services funding (part of Detention Center budget).
6. Dr. JoAnn Leahy regarding appeal to allow rock garden to occupy road right-of-way (3367 Gallatin Dr, Fox Island Subdivision).
7. Jaclin Wike, Cook Wegner & Wike, regarding American Recovery and Reinvestment Act of 2009 (Recovery Zone Economic Development Bonds and Recovery Zone Facility Bonds).
8. HR Director Gall regarding update of Burleigh County Personnel Policies.
9. Auditor\Treasurer Glatt - Abatements.
10. Consent Agenda:
 - a. Raffle\Bingo permit authorization(s):
 - b. Authorization to cancel outstanding checks written prior to January 2007 with funds sent to State Land Dept Unclaimed Property Division.
11. Other Business.
12. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

September 2

Tom Baker Room – City/County Bldg

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

BURLEIGH COUNTY PARK BOARD

- A. Approval of Minutes of AUGUST meeting,
- B. Approval of Bills,
- C. Boat Ramp Report(s),
- D. Other Business,
- E. Adjourn.

BURLEIGH COUNTY COMMISSION

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

PUBLIC HEARINGS – Special Assessment Districts (SAD):

- SAD #45 – 149th Ave NW (paving),
- SAD #46 – Prairiewood 2nd Subdivision (paving),
- SAD #47 – 4K's & 4K's Replat Subdivisions (chip seal),
- SAD#48 – Crescent Ridge Subdivision (paving).

Motions to confirm and certify special assessments (with amendments as necessary).

2. County Engineer Hall:
 - a. Monthly report,
 - b. Request of Marlys Ward for 2nd approach onto Fernwood Dr (5550 Fernwood Dr),
 - c. Authorization to enter into an Adopt-A-Highway Agreement with Sundown Drive families.
 - d. Authorize Highway Dept Property Team to explore relocation of Bismarck Shop (tabled August 3, 2009).
3. Sheriff Heinert:
 - a. Consider renewal of contract with CMB Food Services for prisoner meals,
 - b. Authorization to expend funds from Jail Maintenance & Const Fund to replace ceiling tiles in the Detention Center cell blocks,
 - c. Authorization for Sheriff & Detention Depts. to participate in Battle of the Badges blood drive a United Blood Services function at Kirkwood Mall,
 - d. Approval of seat belt grant\ contract with NDDOT.
4. Continued 2010 Budget discussions (as needed).
5. Auditor\Treasurer Glatt - Abatements.
 - Discussion regarding new-home & builder property tax exemptions and consideration of Resolution for New Home Exemption.
6. Consent Agenda
 - a. Lost Instrument Surety Bonds to replace lost check(s) #2386 (\$50.76) & #2404(\$108.01)
 - b. Raffle\Bingo permit applications\site authorizations,
 - c. Authorize use of courthouse grounds for events on 9/11/09 (Awaken America) and 9/17 & 9/18/09 (Downtown Street Fair).
7. Other Business.
8. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission
2009 Agendas

August 26 - **Wednesday**
NDACo CONFERENCE ROOM
1661 CAPITOL WAY – BISMARCK, ND
12:00 PM– 1:15 PM

MODERN ROUNDABOUT WORKSHOP

Workshop Purpose:

The purpose of this workshop is to build a better understanding of how Modern Roundabouts can accommodate our growing traffic control needs.

The WORKSHOP will consist of a presentation from Steve Grabill – Ulteig Engineers (describing a modern roundabout, detailing the current misperceptions of Roundabouts, and discussing how, when & why Roundabouts should be considered). Grabill's presentation will be followed by an open question and answer session.

There will be no action taken on any issue, only discussion.

For further information please contact Burleigh County Engineer Marcus Hall.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor/Treasurer

Burleigh County Commission 2009 Agendas

August 19 - **Wednesday**
Tom Baker Room – City/County Bldg
8:30 A.M.

BUDGET MEETING AGENDA

NOTICE IS HEREBY GIVEN, that a meeting will be held on August 19, 2009, at the hour of 8:30 AM, 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 2009 & 2010 annual Association meetings.

1. Call to Order & Approval of bills.
2. **Budget Review – Clyde Thompson, Finance Director, overview of submitted budgets and preliminary mill levies.**

The following programs\activities are scheduled per specific request:

- A. Sheriff Heinert
 - Nancy Keating, Center Inc., re: Community Service & Misdemeanor Probation services funding (part of Detention Center budget),
 - Doug Herzog, Youthworks, regarding juvenile attendant \ short-term care and other programs & services (part of Detention Center budget).
- B. All other budgets will be reviewed.

Burleigh County Dept. Heads, Elected Officials and others are reminded that attendance at these hearings is at your discretion. If you feel comfortable with the budget review you had with your Commissioner, no appearance may be necessary.

3. County Recorder Kroshus regarding approval of contract with Simplifile for electronic recording of documents.
4. HR Director Gall regarding update to Personnel Policy, Chapter 5: Family and Medical Leave.
5. Auditor\Treasurer Glatt - Abatements.
6. Consent Agenda: SE Liquor License, Lost Instrument Surety Bonds, Raffle\Bingo permits, etc.
7. Adjourn.

Please note: THURSDAY August 20 has been set aside should more time be needed.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

August 3

REVISED

Tom Baker Room – City/County Bldg

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

Recognition of distinguished service for Flood Disaster efforts

BURLEIGH COUNTY PARK BOARD

- a) Approval of Minutes of JULY meetings,
- b) Approval of Bills,
- c) Boat Ramp Report(s)
- d) Other Business
- e) Adjourn.

BURLEIGH COUNTY COMMISSION

1. Call to order, approval of the July meeting minutes, vouchers, journal vouchers, and filing fee reports.
2. Jaclin Wike, Cook Wegner & Wike, regarding American Recovery and Reinvestment Act of 2009 (Recovery Zone Economic Development Bonds and Recovery Zone Facility Bonds).

PUBLIC HEARING

Petition of Burleigh County to vacate (close) section line between Kniefel Landing and Burnt Boat park areas.

3. Northern Plains Heritage Foundation to present information regarding public meetings and draft proposal concerning Northern Plains Heritage Area.
4. Engineer Hall:
 - a. Monthly report,
 - b. Sitting as **RIVERVIEW TOWNSHIP** - approval of joint design contract with BC Water Resource District and Houston Engineering for 149th Ave NW,
 - c. Authorization to call for public hearing regarding proposal to create new county highway grid system,
 - d. Authorization Highway Dept Property Team to explore relocation of Bismarck Shop.
 - e. Request of Rick Savenko for 2nd approach permit from Lot 3, Block 1, Countryside Estates 3rd Subdivision (1303 Countryside Dr).
5. John Spitzer, President of Burleigh County Township Officers Association, regarding proposal to create more efficient highway grid system.
6. Michael Gunsch, Houston Engineering & Burleigh County Water Resource District, regarding Whispering Bay Bank Stabilization Easement and plat ratification.
7. Discussion on filling low areas along Yegan Road within Missouri Valley Complex
 - a. (Lots 1 & 2, Block 1, Missouri Valley Complex Replat).
8. Human Resource Director Gall regarding
 - a. Request for FY 2010 Employee Compensation,
 - b. Update Personnel Policy, Chapter 5: Family and Medical Leave.
9. Auditor\Treasurer Glatt - Monthly Abatements.
10. Consent Agenda:
 - a. Consideration of NDACo Annual Conference sponsorship (\$750),
 - i. Authorization to call for public hearing related to Special Assessment Districts #45-#48,
 - b. Authorization to publish annual weed cutting notice,
 - c. Special Event Liquor License: Burnt Creek Club – August 15, 2009,
 - d. Raffle\Bingo permit applications \ Lost Instrument Surety Bonds:
11. Other Business.
12. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

July 15

Tom Baker Room – City/County Bldg

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

BURLEIGH COUNTY PARK BOARD

- a) Approval of Bills,
- b) Results of bid opening for 4H Rodeo Arena bleachers,
- c) Boat Ramp Report(s),
- d) Other Business,
- e) Adjourn.

BURLEIGH COUNTY COMMISSION

1. Call to order, approval of the bills.
2. Steve Bain, Bain Insurance, regarding county liability insurance policy renewal.
3. Deputy Auditor/Tax Director Finneman
 - a. Abatement(s),
 - b. Discussion regarding new-home & builder property tax exemptions.
4. HR Director Gall:
 - a. Health Insurance Rates for 2009-2010,
 - b. Life Insurance Increase Benefit Options for 2009-2010.
5. Consent Agenda:
 - a. Lost Instrument Surety Bond to replace check #\ Gaming Raffle permits \ Liquor license renewals.
6. Other Business:
7. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor/Treasurer

Burleigh County Commission 2009 Agendas

July 1

Tom Baker Room – City/County Bldg

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

BURLEIGH COUNTY PARK BOARD

- a) Approval of Minutes of JUNE meetings,
- b) Approval of Bills,
- c) Randy Hilzendeger regarding 4H Rodeo Arena funding assistance,
- d) Boat Ramp Report(s),
- e) Other Business
 - Authorization to advertise RFP's for cleaning & grubbing Kniefel Ramp Area.
- f) Adjourn.

BURLEIGH COUNTY COMMISSION

1. Call to order, approval of the June meeting minutes, vouchers, journal vouchers, and filing fee reports.
2. Tax Director Finneman – monthly abatements.
3. Engineer Hall presenting monthly Road & Bridge Dept report.
4. HR Director Gall:
 - a. Burleigh County's Bi-Weekly Payroll Cycle - Alternative Solutions
 - i. Health Insurance Rates for 2009-2010
 - b. Life Insurance Increase Benefit Options for 2009-2010
5. Consent Agenda:
 - a. Discussion on dates of August budget hearings,
 - b. Review & approval of security pledges,
 - c. Lost Instrument Surety Bond to replace check #\ Gaming Raffle permits \ Liquor license renewals.
6. Other Business:
 - a. Auxiliary Board Appointment: County Board of Health (1)
7. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

June 15

Tom Baker Room – City/County Bldg

5:00 P.M.

BURLEIGH COUNTY PARK BOARD

- a. Approval of bills,
- b. Discussion related to advertisement of bids\bid specifications for:
 - Kniefel Ramp comfort station (type, location, etc.),
 - Complex bleachers (type, size, etc.),
 - Complex perimeter fence.
- c. Other Business,
 - Maintenance items for Driscoll Sibley Park
- d. Adjourn.

REGULAR COUNTY COMMISSION MEETING:

1. Call to order, approval of the bills.
2. County Engineer Hall – LINCOLN TOWNSHIP BOARD of SUPERVISORS
 - a. Authorization to enter into a design agreement for the Larson Road project,
 - b. Authorization to extend the design services agreement for the Tavis Road project.
3. Joe Schwingler, regarding damage to road ditches and the affect on cutting grasses and haying (Comm. Bittner).
4. Consider approval of Joint Powers Agreement with the City of Bismarck for Public Health Services (update to existing agreement).
5. HR Director Gall
 - a. Classification change for Assistant States Attorney positions,
 - b. Direct Deposit for Burleigh County employees and board members.
 - c. Bi-Weekly pay schedule for Burleigh County employees.
6. Mark Ahlgren, Burleigh County Sheriff's Dept., regarding changing to Bi-Weekly pay schedule.
7. Consideration of preliminary site location and Entry & Testing Agreement between County and Alltel Communications for cell tower to be located on Missouri Valley Complex.
8. Burleigh County - Fox Island & South Bismarck Flood Hazard Mitigation Resolution.
9. CONSENT AGENDA:
 - a. Lost Instrument Surety Bond to replace check #\ Gaming Raffle permits \ Liquor license renewals.
 - b. Approval of expenditure of \$5,000 for 4th of July Spectacular.
10. Other Business:
 - a. Auxiliary Board Appointments: Special Assessment Commission (1) County Board of Health (1)
11. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

June 01

Tom Baker Room – City/County Bldg

12:00 P.M. Commissioners Luncheon at County Extension Office

3:00 P.M. County Board of Equalization:

The Board shall meet during the first ten (10) days 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 first review the assessments of the Organized Townships.
- b. The Board shall sit as the Township Board of Equalization for the Unorganized Townships.
- c. The Board shall then review the assessments of the Unorganized Townships as the County Board of Equalization.
- d. The Board shall then review the assessments of the cities of Bismarck, Wing, Regan, South Wilton, and Lincoln.
- e. Abatements.

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

BURLEIGH COUNTY PARK BOARD

- a. Approval of May meeting minutes,
- b. Approval of bills,
- c. Boat Ramp Report,
- d. Missouri Valley Complex Report -
 - i. Consider replacement and disposition of bleachers, discuss perimeter fence, and discuss disposition of sand bags.
- 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.
2. Planning Director Hokenstad regarding request to accept right-of-way dedication within the final plat of Wilhelm's Subdivision (Apple Creek Township).
3. Engineer Hall:
 - a. Monthly report,
 - b. Sitting as **RIVERVIEW TOWNSHIP BOARD of SUPERVISORS** - approval of joint design project with BC Water Resource District for 149th Ave NW.
4. Sheriff Heinert authorization to increase Detention Center inmate housing rates.
5. HR Director Gall regarding Payroll Pay Period Change for Burleigh County.
6. Consider approval of Joint Powers Agreement with the City of Bismarck for Public Health Services (update to existing agreement).
7. CONSENT AGENDA:
 - a. Lost Instrument Surety Bond to replace check #,
 - b. Raffle\Bingo permit applications\gamine site authorizations: Bismarck Arts & Galleries Assoc.
 - c. Liquor license renewals:
 - i. Bullets & More (Capital City Gun Club B & S)
 - ii. Uncle Jesse's (Driscoll D & S)
 - iii. Apple Creek Country Club (E & S)
 - iv. Moffit Bar (D & S)
 - v. Sterling Bar (D & S)
 - vi. Darnell's Restaurant Sterling (D & S)
8. Other Business:
 - a. Auxiliary Board Appointments: County Board of Health (2)
 - b. Special Assessment Commission (1)
9. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

May 18

Tom Baker Room – City/County Bldg

5:00 P.M.

Invocation - Law Enforcement Chaplain

1. Call to order, approval of the vouchers.

PUBLIC HEARING regarding the issuance of MIDA Bonds – for Benedictine Living Communities – Bismarck ND to finance the acquisition, construction and equipping of a 72 bed skilled nursing facility in an amount not to exceed \$15.5M.

PUBLIC HEARING

Steve Grabill, Ulteig Engineers, Inc., regarding final comments and adoption of the North-South Beltway Corridor Study.

2. Bill Delmore, Kelsch Kelsch Ruff & Kranda, on behalf of approximately 40 families regarding the North-South Beltway Corridor Study.
3. Jack Knudson regarding appeal of value of omitted property as assessed (NDCC 57-14-04).
4. Tax Director Finneman – Abatements.
5. Burleigh\Morton Supt of Schools Kautzmann regarding confirmation of appointment to Burleigh County School Reorganization Committee.
6. County Engineer Hall:
 - a. Results of bid opening county-wide chip seal including SAD#50.
7. Consideration of *joint working meeting* with Burleigh County Water Management Board to discuss Fox Island drainage \ proposed Whispering Bay subdivision.
8. Consideration of three-way agreement (County, City, Klein) for improvements to Apple Creek Roadway adjacent to Lots 1-3, Block 2, Missouri Valley Complex First Replat.
9. Consideration of Reimbursement Resolutions for SAD's #50 & #51
10. CONSENT AGENDA:
 - a. Gaming Site Authorizations, Raffle\Bingo permit applications:
 - b. Liquor License Renewals\Applications: Misty Waters Marina LLC
 - c. Recovery Act – Energy Efficiency Grant: assurance and authorization of contact & recipient of funds (Clyde Thompson),
 - d. Reappointment of Marlowe Kro and David Zentner to the Burleigh County Social Service Board,
 - e. Resolution of Appreciation for Sue Alexander (Special Assessment Commission).
11. Other Business:
12. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

May 4

Tom Baker Room – City/County Bldg

5:00 P.M.

Invocation - Law Enforcement Chaplain

BURLEIGH COUNTY PARK BOARD

- 1) Approval of Minutes of April 2009 meeting,
- 2) Approval of Bills,
- 3) Boat Ramp reports,
- 4) Missouri Valley Complex Report,
- 5) Other Business,
 - Approval of contract renewal with Haystack Butte 4-H for maintenance of Mitchell Lake park area.
- 6) Adjourn.

BURLEIGH COUNTY COMMISSION

1. Call to order, approval of the April meeting minutes, vouchers, journal vouchers, and filing fee reports.
2. Tax Director Finneman – Monthly Abatements.
3. County Planning Director Hokenstad
 - a. **PUBLIC HEARING** – request to vacate future street easement located between Lots 9 & 10, Block 1, Brookfield Estates Sub (Francis & Paulette Muth\Brian & Tammy Lardy),
 - b. Zoning ordinance text amendment relative to Building Official references,
 - c. Zoning ordinance text amendment relative to building construction requirements,
 - d. Zoning ordinance text amendment relative to mechanical construction requirements.
4. County Engineer Hall:
 - a. Monthly report,
 - b. Consideration of contract to perform a feasibility study for the expansion of the Burleigh County Shop.
 - c. Ryan & Trudy Riehl request for 2nd approach from SW1/4SW1/4 Sec 12, Apple Creek Township onto 22nd Ave SE,
 - d. Sam & Brooke Arndorfer request for 2nd approach from S1/2S1/2SW1/4 Sec 2, Burnt Creek Township onto 26th St NE,
 - e. Results of bid opening for SAD#50 Prairie Place Subdivision,
 - f. Consider Adopt-A-Highway agreement with Papa's Pumpkin Patch for Fernwood Dr.
5. Lynn Overend, Minnkota Power Cooperative, Inc., regarding presentation on proposed transmission project through Burleigh County,
6. Request for Canker Worm control for wooded areas south of Oahe Bend along the river and extending through the Briardale region.
7. CONSENT AGENDA:
 - a. Gaming Site Authorization: CVB @ Burnt Creek Club\ NoDak Sportsmen @ Uncle Jesse's
 - b. Building Safety Week Proclamation,
 - c. Sanitary Sewer Easement Missouri Valley Complex,
 - d. Raffle\Bingo permit applications:
 - e. Lost instrument surety bonds:
8. Other Business:
9. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

April 20
Tom Baker Room – City/County Bldg
5:00 P.M.

Invocation - Law Enforcement Chaplain

1. Call to order, approval of the bills.

PUBLIC HEARING regarding the issuance of MIDA Bonds – for Benedictine Living Communities – Bismarck ND to finance the acquisition, construction and equipping of a 72 bed skilled nursing facility in an amount not to exceed \$15.5M.

2. County Engineer Hall:
 - a. Consideration of bids for centerline\edge line striping of paved roads,
 - b. Consideration of proposals for Bismarck Shop\Office expansion study
 - c. John Windsor, regarding request for 2nd approach from Lot 2, Block 4, Briardale 2nd Subdivision (8100 Briardale Lp)
3. Tax Director Finneman
 - a. Abatements for the Board's consideration,
 - b. Consideration of assessing agreement with the City of Lincoln.
4. Sheriff Heinert regarding approval of grant from ND DOT for safety belt protection.
5. CONSENT AGENDA:
 - a. Raffle\Bingo\Site Authorization permit applications, etc.
 - i. Hazelton Lions Club (site authorizations)
6. Other Business:
7. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

April 6

Tom Baker Room – City/County Bldg

5:00pm

Invocation - Law Enforcement Chaplain

BURLEIGH COUNTY PARK BOARD

1. Approval of Minutes of February 18, 2009 meeting,
2. Approval of Bills,
3. Boat Ramp reports,
4. Missouri Valley Complex report,
 - a. Consideration of management agreement with 4-H for rodeo arena located at Missouri Valley Complex.
5. Other Business,
6. Adjourn.

BURLEIGH COUNTY COMMISSION

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

PUBLIC HEARINGS regarding the issuance of MIDA Bonds - James H. Stewart, Arntson & Stewart, P.C. representing:

- a) Easter Seals of ND (\$1,5M),
 - b) St. A's Medical Center (\$10M).
2. Tax Director Finneman – Monthly Abatements.
3. County Planning Director Hokenstad:
 - a) Request to reconsider zoning change & final plat of Yvonne's Industrial Park.
 - b) Ratification of Whispering Bay Plat.
4. County Engineer Hall:
 - a) Monthly Report,
 - b) Award of bids for engineering services for Tavis Road Causeway,
 - c) Consideration of update to County Highway System,
 - d) Authorization to advertise for bids for 2009 Chip Seal Package,
 - e) Authorization to advertise for bids for Apple Creek Road improvements,
 - f) Approval of detailed plans & specs for SAD #51 Prairie Place Subdivision and authorization to call for bids for same.
5. HR Director Gall regarding compensation for storm day 3/30/09.
6. CONSENT AGENDA:
 - a) Raffle\Bingo\Site Authorization permit applications:
 - i. Junior Achievement of Upper Midwest
7. Other Business.
8. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission
2009 Agendas

SPECIAL MEETING AGENDA

Monday – March 30, 2009
Tom Baker Meeting Room – City/Cnty Bldg.
12:00 – NOON

A Special Meeting of the Burleigh County Commission has been called for the purpose of extending the BURLEIGH COUNTY FLOOD EMERGENCY.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

March 16
Tom Baker Room – City/County Bldg
5:00pm

Invocation – Law Enforcement Chaplain

- 1) Call to order, approval of the bills.
- 2) **PUBLIC HEARING**
 - a. Continuation of **PUBLIC HEARING** on vacation of part of County Highway 10.
- 3) Roxi Polzin, Jillian's Haven Animal Rescue, regarding information related to services provided by Jillian's Haven Animal Rescue.
- 4) Consideration of formation of a regional planning and zoning commission pursuant to NDCC 11-35 (Comm. Bitner).
- 5) Neil Fahlsing regarding ATV & snowmobile use of road right-of- way.
- 6) County Engineer Hall:
 - a. Results of bid opening for engineering services for Tavis Road Causeway,
 - b. Approval of detailed plans & specifications related to SAD#50 (chip seal),
 - c. Authorization to call for bids for centerline/edge line striping of paved roads,
 - d. Update to County Road priority list.
- 7) HR Director Gall regarding consideration of Ethics & Fraud policies.
- 8) Communications Manager Dannenfelzer regarding use of E-9-1-1 Enhancement Funds to purchase replacement work stations and server hardware.
- 9) County Agent Haadem to present info on canker worm control.
- 10) Consideration of management agreement with 4-H for rodeo arena located at Missouri Valley Complex (Comm. Bitner).
- 11) Other Business.
 - a. SE Liquor License – Uncle Jesse's Bar (Driscoll - May 2nd Wedding Dance).
- 12) Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor/Treasurer

Burleigh County Commission 2009 Agendas

March 2
Tom Baker Room – City/Cnty Bldg
5:00 P.M.

Invocation by Law Enforcement Chaplain

1. Call to order, approval of the February meeting minutes, vouchers, journal vouchers, and filing fee reports.
2. Russ Staiger, Bismarck Mandan Development Association, regarding highlights of 2008 BMDA annual report.
3. Tax Director Finneman - Monthly Abatements.
4. County Planning Director Hokenstad:
 - a. **PUBLIC HEARING** on vacation of part of County Highway 10,
 - b. Consideration of the vacation of a future street easement between Lots 9 and 10, Block 1, Brookfield Estates (action to call for public hearing).
5. Engineer Hall:
 - a. Monthly report
 - b. Initiate architect selection process for design of Bismarck shop expansion,
 - c. Consideration of site selection process for new combined Wilton/Regan Shop,
 - d. Authorization to establish roadway load limits in conjunction with NDDOT.
6. HR Director Gall:
 - a. County Gov't Week & Employee Recognition Ceremony – May 7, 2009,
 - b. Consideration of Ethics & Fraud policies.
7. Muriel J. Lippert, Bismarck\Mandan Symphony Orchestra, regarding request for \$5,000 funding for 2009 - 4th of July Spectacular.
8. Sheriff Heinert regarding Jail Renovation Project and present annual report.
9. Consider adoption of formal rules of parliamentary procedure.
10. Consent Agenda.
11. Other Business.
12. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

February 18

Tom Baker Room – City/Cnty Bldg

5:00 P.M.

Invocation - Law Enforcement Chaplain

BURLEIGH COUNTY PARK BOARD

1. Approval of January 21, 2009 meeting minutes,
2. Approval of Bills,
3. Discussion regarding Park Ranger position,
4. Discussion on Game & Fish sponsored projects,
5. Other Business,
6. Adjourn.

BURLEIGH COUNTY COMMISSION MEETING

1. Call to order \ Approval of bills,
2. Tax Director Finneman - Abatements.
3. Marcus J. Hall, County Engineer,
 - a. authorization to purchase computer software,
 - b. establish a minimum right-of-way payment policy,
 - c. discussion on water & sewer improvements to "fairgrounds" property.
4. Report from Commissioners Bitner & Woodcox regarding Comprehensive Plan.
5. Finance Director Thompson regarding 2008 budget amendments.
6. Consent Agenda:
 - a. Raffle permit application(s),
 - b. Lost Instrument Surety Bond to replace check #
7. Other Business:
 - a. Baker Room cameral upgrades.
8. Asst. State's Attorney Feland, regarding possible litigation related to delinquent taxes associated with a bankruptcy filing. Please note this item may require the Commission to convene an Executive Session pursuant to NDCC44-04-19.1(2), (4), & (7).
9. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

February 2

Tom Baker Room – City/Cnty Bldg

5:00 P.M.

Invocation - Law Enforcement Chaplain

1. Call to order, approval of the January meeting minutes, vouchers, journal vouchers, and filing fee reports.
2. Tax Director Finneman - Abatements.
3. Planning Director Hokenstad:
 - a. Request to vacate a portion of County Road 10 right-of-way as part of Highway Subdivision – Highway Motel site (Dave Patience, Swenson Hagen & Co.)
Action to call for public hearing regarding vacation.
 - b. Request to reconsider plat & zoning change for Yvonne's Subdivision (tabled December 3, 2007)
4. Continued Discussion on Comprehensive Plan (Comm Woodcox).
5. Engineer Hall:
 - a. Monthly report,
 - b. Results of bid openings for furnishing road construction equipment at hourly rates, crushing, hauling & spreading of gravel, and concrete & metal culverts,
 - c. Authorization to request proposals for design services for the Tavis Road causeway project,
 - d. Consideration of Unorganized Township road maintenance agreements.

The Commission will then convene as the Township Board of Supervisors for Burnt Creek, Ft. Rice, Lincoln, Lyman, Phoenix, and Riverview unorganized townships to approve road maintenance agreements with Burleigh County Road Dept.

6. HR Director Gall regarding:
 - a. Code of Ethics policy,
 - b. Fraud policy.
7. Consent Agenda:
 - a. Raffle permit application for Driscoll Centennial Organization
8. Other business.
9. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor/Treasurer

Burleigh County Commission 2009 Agendas

Jan 21 - Wednesday

Tom Baker Room – City/Cnty Bldg

5:00 P.M.

BURLEIGH COUNTY PARK BOARD

1. Approval of Minutes of November meeting,
2. Consideration of County Parks Maintenance Agreement renewal with Lee Brown,
3. Discussion related to County Park improvements,
4. Other Business,
5. Adjourn.

BURLEIGH COUNTY COMMISSION MEETING

1. Call to order.
2. Approval of bills.

PUBLIC HEARINGS:

- Resolution of Necessity re: Special Assessment District #50 East Ridge Subdivision,
 - Resolution of Necessity re: Special Assessment District #51 Prairie Place Subdivision.
3. Tax Director Finneman presenting Abatements for the Board's consideration.
 4. Carl Hokenstad, County Planner acceptance of right-of-way dedication within final plat of Hay Creek Industrial Subdivision.
 5. County Engineer Hall:
 - a. Monthly report,
 - b. Review and discuss 2009 Road Construction Priorities.
 6. Other Business:
 7. Authorization to expend funds from the Jail Maintenance & Construction Fund to develop plans for Detention Center construction\expansion,
 8. Discussion on spraying rural Burleigh County for canker worms (Comm, Schonert).
 9. Raffle permit application: Sterling Lions Club
 10. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

Jan 5

Tom Baker Room – City/Cnty Bldg

5:00 P.M.

Invocation - Law Enforcement Chaplain

1. Call to order, Board reorganization, election of chairman, assignment of portfolios, etc.
2. Approval of the December meeting minutes, vouchers, journal vouchers, and filing fee reports.
3. Tax Director Finneman presenting Abatements for the Board's consideration.
4. Steve Windish, Ulteig Engineers, Inc., to update Commission on Regional North-South Beltway Corridor Study.
5. Carl Hokenstad, County Planner acceptance of right-of-way dedication within final plat of Hay Creek Industrial Subdivision.
6. Engineer Hall:
 - a. Monthly Report,
 - b. Authorize the proper County officials to advertise for bids for: Truck & Equipment Rental with and without operator, Crushing of Gravel and Scoria, and Furnishing Concrete & Metal Culverts.
7. HR Director Gall:
 - a. Authorization to participate on NDACo HR Committee,
 - b. Approval of exception to policy Chapter 4 Section 5: Annual Leave - where no more than 240 hours of unused annual leave can be carried forward to a new calendar year. The exception due to weather circumstances (snow removal \ weather circumstances). This would **not** be a permanent change to the policy.
8. *Continued discussion regarding Burleigh County Comprehensive Plan Update.*
9. CONSENT AGENDA:
 - a. Designation of public depositories and review and approval of security pledges, 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)
10. Consideration of BOARD APPOINTMENTS:
 - i. Region VII Human Service Council (2) - 2yr terms,
 - ii. Burleigh County Housing Authority (1) – 5yr term,
 - iii. Bismarck City Planning Commission (2) – 5yr terms,
 - iv. County Planning Commission (2) – 4yr terms (County Commissioners),
 - v. Water Management Board (1) - 3yr term
11. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

November 16th

Tom Baker Room – City/County Bldg

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

1. Call to order, approval of the bills.
2. Russ Staiger, Bismarck-Mandan Development Association, to update the Commission on the progress of the BMDA over the past year in relation to our efforts to continue the positive economic growth which is being enjoyed by the Burleigh County and the City of Bismarck.
3. Auditor\Treasurer Glatt – Abatements.
4. County Engineer Hall regarding opportunity for Ecklund Township Board of Supervisors to further discuss County\Township Road Exchange Program.
5. Consideration of BOARD APPOINTMENTS:
Bismarck City Planning Commission (1) – 5yr term,
County Planning Commission (2) – 4yr terms,
County Park Board (2) – 3yr terms,
Region VII Human Service Council (1) - 2yr term,
Water Management Board (2) - 3yr terms,
County Weed Board (2) - 4yr terms.
Dakota Prairie RDC.
6. Other business.
7. Consent Agenda:
 - a. Lost Instrument Surety Bond,
 - b. Raffle\bingo permit applications.
8. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission
2009 Agendas

SPECIAL MEETING AGENDA

November 9th - **Monday**

Tom Baker Room – City/County Bldg

12:00 Noon

- 1) Call to order.
- 2) County Engineer Hall regarding results of bid opening for Larson Road Improvements.
- 3) Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor/Treasurer

Burleigh County Commission 2009 Agendas

November 2nd, 2009

Tom Baker Room – City/County Bldg

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

BURLEIGH COUNTY PARK BOARD

1. Approval of Minutes of October meeting,
2. Approval of Bills,
3. Boat Ramp Report(s),
4. Other Business,
5. Adjourn.

BURLEIGH COUNTY COMMISSION MEETING

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

PUBLIC HEARING:

- Commission shall hear objections to the minimum sales prices as determined for the annual tax sale (November 17, 2009).
2. Tax Director Lang-Benjamin - Monthly Abatements.
 3. County Engineer Hall:
 - a. Monthly report,
 - b. Results of bid openings for sale of and purchase of front end loader(s),
 - c. Results of bid opening for Larson Road Improvements,
 - d. Authorization to advertise bids for purchase of a new loader mounted snow blower,
 - e. Authorization to advertise bids for purchase of new or used asphalt roller,
 - f. Consideration of designation and selection of roadways related to the County\Township Road Exchange Program,
 - g. Consideration of 2010 Highway Dept fee schedule.
 4. HR Director Gall regarding:
 - a. Update of Personnel Policies,
 - b. Update of Burleigh County's Payroll System,
 - c. Approval of contract assignment from Fox Lawson & Assoc to Gallagher Benefit Service for human resource consulting services.
 5. Reconsider reimbursement of expenses related to camera equipment upgrade in the Tom Baker Meeting Room.
 6. Other Business:
 - a. Renewal of Detention Service Agreement with ND Dept of Corrections for juvenile detention services provided by Youth Correctional Center.
 - b. Consideration of BOARD APPOINTMENTS:
Bismarck City Planning Commission (1) – 5yr term,
County Planning Commission (2) – 4yr terms,
Burleigh County Housing Authority (1) – 5yr term,
County Park Board (2) – 3yr terms,
Region VII Human Service Council (1) - 2yr terms,
Water Management Board (2) - 3yr terms,
County Weed Board (2) - 4yr terms.
 - c. Consideration of appointment to Dakota Prairie RDC.
 - d. Consideration of 2010 meeting schedule.
 7. Consent Agenda:
 - a. Lost Instrument Surety Bond to replace lost check.
 - b. Raffle\Bingo permit applications.
 8. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

October 19, 2009

Tom Baker Room – City/County Bldg

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

1. Call to order, approval of the bills.
2. Deputy Auditor\Tax Director Lang-Benjamin:
 - a. Abatements,
3. Steve Grabil, Ulteig Engineers update on Northwest Bismarck Sub-area Study.
4. County Recorder Kroshus:
 - a. Update on Youth Commission,
 - b. Update on eRecording.
5. Sheriff Heinert regarding approval for two (2) grants (2010 calendar year) from the ND Dept of Transportation (\$3,000 for compliance checks & server training and \$5,450 for Saturation Patrols - alcohol violations).
6. Consideration of Resolution Designating Burleigh County as a Recovery Zone (American Recovery & Reinvestment Act of 2009 - Recovery Zone Economic Development Bonds and Recovery Zone Facility Bonds).
7. Consideration for reimbursement for expenses related to camera equipment upgrade in the Tom Baker Meeting Room.
8. Consent Agenda:
 - a. Raffle permit application(s):
 - b. Lost instrument surety bond(s) to replace check(s):
 - c. Consideration of proclamation for Silver Star Banner Day
9. Other business.
 - a. Cheryl Underhill, Bismarck\Burleigh Public Health Emergency Preparedness Coordinator, regarding H1N1 Update
 - b. Appointment of delegates to ND State Fair Annual Meeting
10. County Engineer Hall \ State's Attorney Riha, regarding negotiations for possible purchase of property for county shop site(s). *Please note this item may require the Commission to convene an Executive Session pursuant to NDCC44-04-19.1(9).*
11. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

October 5, 2009

Tom Baker Room – City/County Bldg

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

BURLEIGH COUNTY PARK BOARD

1. Approval of Minutes of September meeting,
2. Approval of Bills,
3. Boat Ramp Report(s),
4. Other Business,
5. Adjourn.

County Commission Meeting

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

PUBLIC HEARING

County\Township Road Exchange Program

2. Tax Director Lang-Benjamin:
 - a. Abatements
 - b. Establishment of minimum sales prices for property acquired by the county through tax deed proceedings (nonpayment of real estate taxes),
3. County Engineer Hall monthly report.
 - a. Authorization to advertise bids for sale and purchase front end loader(s),
4. Consideration of Resolution Designating Burleigh County as a Recovery Zone (American Recovery & Reinvestment Act of 2009 - Recovery Zone Economic Development Bonds and Recovery Zone Facility Bonds).
5. Sheriff Heinert regarding replacement of Deputy who is getting deployed.
6. HR Director Gall regarding update of Personnel Policies.
7. Consent Agenda:
 - a. Raffle permit application(s): Sterling Teacher-Parent Organization, U of Mary PACS (Psychology, Pastoral, Ministry, Addiction Counseling, Criminal Justice, Social Work, Social Behavioral Sciences)
 - b. Lost instrument surety bond(s) to replace check(s): #64015 (\$54), #2655 (\$59.05)
8. Other business.
 - a. Formal approval of Special Use Permit to move a house on to part of the NW1/4 of Section 35, Gibbs Township.
9. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

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

September 16 - **Wednesday**
Tom Baker Room – City/County Bldg
5:15 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, 2010.

1. Call to Order.
2. Approval of bills.
3. Open **PUBLIC HEARING** regarding Final 2010 Budget
 - Motion to approve maximum levy for the Unorganized Townships.
 - Motion to Adopt 2010 Final Budget & appropriate mill levies including maximum levy for The General Fund and Senior Citizen Fund.
4. Approval of Agreements for the Joint Exercise of Governmental Powers with the City of Bismarck relating to contracts for Nursing Services and Police Youth Bureau.
5. Approval of contract with the Centre, Inc., for Community Service & Misdemeanor Probation services funding (part of Detention Center budget).
6. Dr. JoAnn Leahy regarding appeal to allow rock garden to occupy road right-of-way (3367 Gallatin Dr, Fox Island Subdivision).
7. Jaclin Wike, Cook Wegner & Wike, regarding American Recovery and Reinvestment Act of 2009 (Recovery Zone Economic Development Bonds and Recovery Zone Facility Bonds).
8. HR Director Gall regarding update of Burleigh County Personnel Policies.
9. Auditor\Treasurer Glatt - Abatements.
10. Consent Agenda:
 - a. Raffle\Bingo permit authorization(s):
 - b. Authorization to cancel outstanding checks written prior to January 2007 with funds sent to State Land Dept Unclaimed Property Division.
11. Other Business.
12. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

September 2

Tom Baker Room – City/County Bldg

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

BURLEIGH COUNTY PARK BOARD

- A. Approval of Minutes of AUGUST meeting,
- B. Approval of Bills,
- C. Boat Ramp Report(s),
- D. Other Business,
- E. Adjourn.

BURLEIGH COUNTY COMMISSION

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

PUBLIC HEARINGS – Special Assessment Districts (SAD):

- SAD #45 – 149th Ave NW (paving),
- SAD #46 – Prairiewood 2nd Subdivision (paving),
- SAD #47 – 4K's & 4K's Replat Subdivisions (chip seal),
- SAD#48 – Crescent Ridge Subdivision (paving).

Motions to confirm and certify special assessments (with amendments as necessary).

2. County Engineer Hall:
 - a. Monthly report,
 - b. Request of Marlys Ward for 2nd approach onto Fernwood Dr (5550 Fernwood Dr),
 - c. Authorization to enter into an Adopt-A-Highway Agreement with Sundown Drive families.
 - d. Authorize Highway Dept Property Team to explore relocation of Bismarck Shop (tabled August 3, 2009).
3. Sheriff Heinert:
 - a. Consider renewal of contract with CMB Food Services for prisoner meals,
 - b. Authorization to expend funds from Jail Maintenance & Const Fund to replace ceiling tiles in the Detention Center cell blocks,
 - c. Authorization for Sheriff & Detention Depts. to participate in Battle of the Badges blood drive a United Blood Services function at Kirkwood Mall,
 - d. Approval of seat belt grant\ contract with NDDOT.
4. Continued 2010 Budget discussions (as needed).
5. Auditor\Treasurer Glatt - Abatements.
 - Discussion regarding new-home & builder property tax exemptions and consideration of Resolution for New Home Exemption.
6. Consent Agenda
 - a. Lost Instrument Surety Bonds to replace lost check(s) #2386 (\$50.76) & #2404(\$108.01)
 - b. Raffle\Bingo permit applications\site authorizations,
 - c. Authorize use of courthouse grounds for events on 9/11/09 (Awaken America) and 9/17 & 9/18/09 (Downtown Street Fair).
7. Other Business.
8. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission
2009 Agendas

August 26 - **Wednesday**
NDACo CONFERENCE ROOM
1661 CAPITOL WAY – BISMARCK, ND
12:00 PM– 1:15 PM

MODERN ROUNDABOUT WORKSHOP

Workshop Purpose:

The purpose of this workshop is to build a better understanding of how Modern Roundabouts can accommodate our growing traffic control needs.

The WORKSHOP will consist of a presentation from Steve Grabill – Ulteig Engineers (describing a modern roundabout, detailing the current misperceptions of Roundabouts, and discussing how, when & why Roundabouts should be considered). Grabill's presentation will be followed by an open question and answer session.

There will be no action taken on any issue, only discussion.

For further information please contact Burleigh County Engineer Marcus Hall.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor/Treasurer

Burleigh County Commission 2009 Agendas

August 19 - **Wednesday**
Tom Baker Room – City/County Bldg
8:30 A.M.

BUDGET MEETING AGENDA

NOTICE IS HEREBY GIVEN, that a meeting will be held on August 19, 2009, at the hour of 8:30 AM, 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 2009 & 2010 annual Association meetings.

1. Call to Order & Approval of bills.
2. **Budget Review – Clyde Thompson, Finance Director, overview of submitted budgets and preliminary mill levies.**

The following programs\activities are scheduled per specific request:

- A. Sheriff Heinert
 - Nancy Keating, Center Inc., re: Community Service & Misdemeanor Probation services funding (part of Detention Center budget),
 - Doug Herzog, Youthworks, regarding juvenile attendant \ short-term care and other programs & services (part of Detention Center budget).
- B. All other budgets will be reviewed.

Burleigh County Dept. Heads, Elected Officials and others are reminded that attendance at these hearings is at your discretion. If you feel comfortable with the budget review you had with your Commissioner, no appearance may be necessary.

3. County Recorder Kroshus regarding approval of contract with Simplifile for electronic recording of documents.
4. HR Director Gall regarding update to Personnel Policy, Chapter 5: Family and Medical Leave.
5. Auditor\Treasurer Glatt - Abatements.
6. Consent Agenda: SE Liquor License, Lost Instrument Surety Bonds, Raffle\Bingo permits, etc.
7. Adjourn.

Please note: THURSDAY August 20 has been set aside should more time be needed.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

August 3

REVISED

Tom Baker Room – City/County Bldg

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

Recognition of distinguished service for Flood Disaster efforts

BURLEIGH COUNTY PARK BOARD

- a) Approval of Minutes of JULY meetings,
- b) Approval of Bills,
- c) Boat Ramp Report(s)
- d) Other Business
- e) Adjourn.

BURLEIGH COUNTY COMMISSION

1. Call to order, approval of the July meeting minutes, vouchers, journal vouchers, and filing fee reports.
2. Jaclin Wike, Cook Wegner & Wike, regarding American Recovery and Reinvestment Act of 2009 (Recovery Zone Economic Development Bonds and Recovery Zone Facility Bonds).

PUBLIC HEARING

Petition of Burleigh County to vacate (close) section line between Kniefel Landing and Burnt Boat park areas.

3. Northern Plains Heritage Foundation to present information regarding public meetings and draft proposal concerning Northern Plains Heritage Area.
4. Engineer Hall:
 - a. Monthly report,
 - b. Sitting as **RIVERVIEW TOWNSHIP** - approval of joint design contract with BC Water Resource District and Houston Engineering for 149th Ave NW,
 - c. Authorization to call for public hearing regarding proposal to create new county highway grid system,
 - d. Authorization Highway Dept Property Team to explore relocation of Bismarck Shop.
 - e. Request of Rick Savenko for 2nd approach permit from Lot 3, Block 1, Countryside Estates 3rd Subdivision (1303 Countryside Dr).
5. John Spitzer, President of Burleigh County Township Officers Association, regarding proposal to create more efficient highway grid system.
6. Michael Gunsch, Houston Engineering & Burleigh County Water Resource District, regarding Whispering Bay Bank Stabilization Easement and plat ratification.
7. Discussion on filling low areas along Yegan Road within Missouri Valley Complex
 - a. (Lots 1 & 2, Block 1, Missouri Valley Complex Replat).
8. Human Resource Director Gall regarding
 - a. Request for FY 2010 Employee Compensation,
 - b. Update Personnel Policy, Chapter 5: Family and Medical Leave.
9. Auditor\Treasurer Glatt - Monthly Abatements.
10. Consent Agenda:
 - a. Consideration of NDACo Annual Conference sponsorship (\$750),
 - i. Authorization to call for public hearing related to Special Assessment Districts #45-#48,
 - b. Authorization to publish annual weed cutting notice,
 - c. Special Event Liquor License: Burnt Creek Club – August 15, 2009,
 - d. Raffle\Bingo permit applications \ Lost Instrument Surety Bonds:
11. Other Business.
12. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

July 15

Tom Baker Room – City/County Bldg

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

BURLEIGH COUNTY PARK BOARD

- a) Approval of Bills,
- b) Results of bid opening for 4H Rodeo Arena bleachers,
- c) Boat Ramp Report(s),
- d) Other Business,
- e) Adjourn.

BURLEIGH COUNTY COMMISSION

1. Call to order, approval of the bills.
2. Steve Bain, Bain Insurance, regarding county liability insurance policy renewal.
3. Deputy Auditor/Tax Director Finneman
 - a. Abatement(s),
 - b. Discussion regarding new-home & builder property tax exemptions.
4. HR Director Gall:
 - a. Health Insurance Rates for 2009-2010,
 - b. Life Insurance Increase Benefit Options for 2009-2010.
5. Consent Agenda:
 - a. Lost Instrument Surety Bond to replace check #\ Gaming Raffle permits \ Liquor license renewals.
6. Other Business:
7. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor/Treasurer

Burleigh County Commission 2009 Agendas

July 1

Tom Baker Room – City/County Bldg

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

BURLEIGH COUNTY PARK BOARD

- a) Approval of Minutes of JUNE meetings,
- b) Approval of Bills,
- c) Randy Hilzendeger regarding 4H Rodeo Arena funding assistance,
- d) Boat Ramp Report(s),
- e) Other Business
 - Authorization to advertise RFP's for cleaning & grubbing Kniefel Ramp Area.
- f) Adjourn.

BURLEIGH COUNTY COMMISSION

1. Call to order, approval of the June meeting minutes, vouchers, journal vouchers, and filing fee reports.
2. Tax Director Finneman – monthly abatements.
3. Engineer Hall presenting monthly Road & Bridge Dept report.
4. HR Director Gall:
 - a. Burleigh County's Bi-Weekly Payroll Cycle - Alternative Solutions
 - i. Health Insurance Rates for 2009-2010
 - b. Life Insurance Increase Benefit Options for 2009-2010
5. Consent Agenda:
 - a. Discussion on dates of August budget hearings,
 - b. Review & approval of security pledges,
 - c. Lost Instrument Surety Bond to replace check #\ Gaming Raffle permits \ Liquor license renewals.
6. Other Business:
 - a. Auxiliary Board Appointment: County Board of Health (1)
7. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

June 15

Tom Baker Room – City/County Bldg

5:00 P.M.

BURLEIGH COUNTY PARK BOARD

- a. Approval of bills,
- b. Discussion related to advertisement of bids\bid specifications for:
 - Kniefel Ramp comfort station (type, location, etc.),
 - Complex bleachers (type, size, etc.),
 - Complex perimeter fence.
- c. Other Business,
 - Maintenance items for Driscoll Sibley Park
- d. Adjourn.

REGULAR COUNTY COMMISSION MEETING:

1. Call to order, approval of the bills.
2. County Engineer Hall – LINCOLN TOWNSHIP BOARD of SUPERVISORS
 - a. Authorization to enter into a design agreement for the Larson Road project,
 - b. Authorization to extend the design services agreement for the Tavis Road project.
3. Joe Schwingler, regarding damage to road ditches and the affect on cutting grasses and haying (Comm. Bittner).
4. Consider approval of Joint Powers Agreement with the City of Bismarck for Public Health Services (update to existing agreement).
5. HR Director Gall
 - a. Classification change for Assistant States Attorney positions,
 - b. Direct Deposit for Burleigh County employees and board members.
 - c. Bi-Weekly pay schedule for Burleigh County employees.
6. Mark Ahlgren, Burleigh County Sheriff's Dept., regarding changing to Bi-Weekly pay schedule.
7. Consideration of preliminary site location and Entry & Testing Agreement between County and Alltel Communications for cell tower to be located on Missouri Valley Complex.
8. Burleigh County - Fox Island & South Bismarck Flood Hazard Mitigation Resolution.
9. CONSENT AGENDA:
 - a. Lost Instrument Surety Bond to replace check #\ Gaming Raffle permits \ Liquor license renewals.
 - b. Approval of expenditure of \$5,000 for 4th of July Spectacular.
10. Other Business:
 - a. Auxiliary Board Appointments: Special Assessment Commission (1) County Board of Health (1)
11. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

June 01

Tom Baker Room – City/County Bldg

12:00 P.M. Commissioners Luncheon at County Extension Office

3:00 P.M. County Board of Equalization:

The Board shall meet during the first ten (10) days 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 first review the assessments of the Organized Townships.
- b. The Board shall sit as the Township Board of Equalization for the Unorganized Townships.
- c. The Board shall then review the assessments of the Unorganized Townships as the County Board of Equalization.
- d. The Board shall then review the assessments of the cities of Bismarck, Wing, Regan, South Wilton, and Lincoln.
- e. Abatements.

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

BURLEIGH COUNTY PARK BOARD

- a. Approval of May meeting minutes,
- b. Approval of bills,
- c. Boat Ramp Report,
- d. Missouri Valley Complex Report -
 - i. Consider replacement and disposition of bleachers, discuss perimeter fence, and discuss disposition of sand bags.
- 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.
2. Planning Director Hokenstad regarding request to accept right-of-way dedication within the final plat of Wilhelm's Subdivision (Apple Creek Township).
3. Engineer Hall:
 - a. Monthly report,
 - b. Sitting as **RIVERVIEW TOWNSHIP BOARD of SUPERVISORS** - approval of joint design project with BC Water Resource District for 149th Ave NW.
4. Sheriff Heinert authorization to increase Detention Center inmate housing rates.
5. HR Director Gall regarding Payroll Pay Period Change for Burleigh County.
6. Consider approval of Joint Powers Agreement with the City of Bismarck for Public Health Services (update to existing agreement).
7. **CONSENT AGENDA:**
 - a. Lost Instrument Surety Bond to replace check #,
 - b. Raffle\Bingo permit applications\gamine site authorizations: Bismarck Arts & Galleries Assoc.
 - c. Liquor license renewals:
 - i. Bullets & More (Capital City Gun Club B & S)
 - ii. Uncle Jesse's (Driscoll D & S)
 - iii. Apple Creek Country Club (E & S)
 - iv. Moffit Bar (D & S)
 - v. Sterling Bar (D & S)
 - vi. Darnell's Restaurant Sterling (D & S)
8. Other Business:
 - a. Auxiliary Board Appointments: County Board of Health (2)
 - b. Special Assessment Commission (1)
9. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

May 18

Tom Baker Room – City/County Bldg

5:00 P.M.

Invocation - Law Enforcement Chaplain

1. Call to order, approval of the vouchers.

PUBLIC HEARING regarding the issuance of MIDA Bonds – for Benedictine Living Communities – Bismarck ND to finance the acquisition, construction and equipping of a 72 bed skilled nursing facility in an amount not to exceed \$15.5M.

PUBLIC HEARING

Steve Grabill, Ulteig Engineers, Inc., regarding final comments and adoption of the North-South Beltway Corridor Study.

2. Bill Delmore, Kelsch Kelsch Ruff & Kranda, on behalf of approximately 40 families regarding the North-South Beltway Corridor Study.
3. Jack Knudson regarding appeal of value of omitted property as assessed (NDCC 57-14-04).
4. Tax Director Finneman – Abatements.
5. BurleighMorton Supt of Schools Kautzmann regarding confirmation of appointment to Burleigh County School Reorganization Committee.
6. County Engineer Hall:
 - a. Results of bid opening county-wide chip seal including SAD#50.
7. Consideration of *joint working meeting* with Burleigh County Water Management Board to discuss Fox Island drainage \ proposed Whispering Bay subdivision.
8. Consideration of three-way agreement (County, City, Klein) for improvements to Apple Creek Roadway adjacent to Lots 1-3, Block 2, Missouri Valley Complex First Replat.
9. Consideration of Reimbursement Resolutions for SAD's #50 & #51
10. CONSENT AGENDA:
 - a. Gaming Site Authorizations, Raffle\Bingo permit applications:
 - b. Liquor License Renewals\Applications: Misty Waters Marina LLC
 - c. Recovery Act – Energy Efficiency Grant: assurance and authorization of contact & recipient of funds (Clyde Thompson),
 - d. Reappointment of Marlowe Kro and David Zentner to the Burleigh County Social Service Board,
 - e. Resolution of Appreciation for Sue Alexander (Special Assessment Commission).
11. Other Business:
12. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

May 4

Tom Baker Room – City/County Bldg

5:00 P.M.

Invocation - Law Enforcement Chaplain

BURLEIGH COUNTY PARK BOARD

- 1) Approval of Minutes of April 2009 meeting,
- 2) Approval of Bills,
- 3) Boat Ramp reports,
- 4) Missouri Valley Complex Report,
- 5) Other Business,
 - Approval of contract renewal with Haystack Butte 4-H for maintenance of Mitchell Lake park area.
- 6) Adjourn.

BURLEIGH COUNTY COMMISSION

1. Call to order, approval of the April meeting minutes, vouchers, journal vouchers, and filing fee reports.
2. Tax Director Finneman – Monthly Abatements.
3. County Planning Director Hokenstad
 - a. **PUBLIC HEARING** – request to vacate future street easement located between Lots 9 & 10, Block 1, Brookfield Estates Sub (Francis & Paulette Muth\Brian & Tammy Lardy),
 - b. Zoning ordinance text amendment relative to Building Official references,
 - c. Zoning ordinance text amendment relative to building construction requirements,
 - d. Zoning ordinance text amendment relative to mechanical construction requirements.
4. County Engineer Hall:
 - a. Monthly report,
 - b. Consideration of contract to perform a feasibility study for the expansion of the Burleigh County Shop.
 - c. Ryan & Trudy Riehl request for 2nd approach from SW1/4SW1/4 Sec 12, Apple Creek Township onto 22nd Ave SE,
 - d. Sam & Brooke Arndorfer request for 2nd approach from S1/2S1/2SW1/4 Sec 2, Burnt Creek Township onto 26th St NE,
 - e. Results of bid opening for SAD#50 Prairie Place Subdivision,
 - f. Consider Adopt-A-Highway agreement with Papa's Pumpkin Patch for Fernwood Dr.
5. Lynn Overend, Minnkota Power Cooperative, Inc., regarding presentation on proposed transmission project through Burleigh County,
6. Request for Canker Worm control for wooded areas south of Oahe Bend along the river and extending through the Briardale region.
7. CONSENT AGENDA:
 - a. Gaming Site Authorization: CVB @ Burnt Creek Club\ NoDak Sportsmen @ Uncle Jesse's
 - b. Building Safety Week Proclamation,
 - c. Sanitary Sewer Easement Missouri Valley Complex,
 - d. Raffle\Bingo permit applications:
 - e. Lost instrument surety bonds:
8. Other Business:
9. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

April 20

Tom Baker Room – City/County Bldg

5:00 P.M.

Invocation - Law Enforcement Chaplain

1. Call to order, approval of the bills.

PUBLIC HEARING regarding the issuance of MIDA Bonds – for Benedictine Living Communities – Bismarck ND to finance the acquisition, construction and equipping of a 72 bed skilled nursing facility in an amount not to exceed \$15.5M.

2. County Engineer Hall:
 - a. Consideration of bids for centerline\edge line striping of paved roads,
 - b. Consideration of proposals for Bismarck Shop\Office expansion study
 - c. John Windsor, regarding request for 2nd approach from Lot 2, Block 4, Briardale 2nd Subdivision (8100 Briardale Lp)
3. Tax Director Finneman
 - a. Abatements for the Board's consideration,
 - b. Consideration of assessing agreement with the City of Lincoln.
4. Sheriff Heinert regarding approval of grant from ND DOT for safety belt protection.
5. CONSENT AGENDA:
 - a. Raffle\Bingo\Site Authorization permit applications, etc.
 - i. Hazelton Lions Club (site authorizations)
6. Other Business:
7. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

April 6

Tom Baker Room – City/County Bldg

5:00pm

Invocation - Law Enforcement Chaplain

BURLEIGH COUNTY PARK BOARD

1. Approval of Minutes of February 18, 2009 meeting,
2. Approval of Bills,
3. Boat Ramp reports,
4. Missouri Valley Complex report,
 - a. Consideration of management agreement with 4-H for rodeo arena located at Missouri Valley Complex.
5. Other Business,
6. Adjourn.

BURLEIGH COUNTY COMMISSION

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

PUBLIC HEARINGS regarding the issuance of MIDA Bonds - James H. Stewart, Arntson & Stewart, P.C. representing:
 - a) Easter Seals of ND (\$1,5M),
 - b) St. A's Medical Center (\$10M).
2. Tax Director Finneman – Monthly Abatements.
3. County Planning Director Hokenstad:
 - a) Request to reconsider zoning change & final plat of Yvonne's Industrial Park.
 - b) Ratification of Whispering Bay Plat.
4. County Engineer Hall:
 - a) Monthly Report,
 - b) Award of bids for engineering services for Tavis Road Causeway,
 - c) Consideration of update to County Highway System,
 - d) Authorization to advertise for bids for 2009 Chip Seal Package,
 - e) Authorization to advertise for bids for Apple Creek Road improvements,
 - f) Approval of detailed plans & specs for SAD #51 Prairie Place Subdivision and authorization to call for bids for same.
5. HR Director Gall regarding compensation for storm day 3/30/09.
6. CONSENT AGENDA:
 - a) Raffle\Bingo\Site Authorization permit applications:
 - i. Junior Achievement of Upper Midwest
7. Other Business.
8. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission
2009 Agendas

SPECIAL MEETING AGENDA

Monday – March 30, 2009
Tom Baker Meeting Room – City/Cnty Bldg.
12:00 – NOON

A Special Meeting of the Burleigh County Commission has been called for the purpose of extending the BURLEIGH COUNTY FLOOD EMERGENCY.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

March 16
Tom Baker Room – City/County Bldg
5:00pm

Invocation – Law Enforcement Chaplain

- 1) Call to order, approval of the bills.
- 2) **PUBLIC HEARING**
 - a. Continuation of **PUBLIC HEARING** on vacation of part of County Highway 10.
- 3) Roxi Polzin, Jillian's Haven Animal Rescue, regarding information related to services provided by Jillian's Haven Animal Rescue.
- 4) Consideration of formation of a regional planning and zoning commission pursuant to NDCC 11-35 (Comm. Bitner).
- 5) Neil Fahlsing regarding ATV & snowmobile use of road right-of- way.
- 6) County Engineer Hall:
 - a. Results of bid opening for engineering services for Tavis Road Causeway,
 - b. Approval of detailed plans & specifications related to SAD#50 (chip seal),
 - c. Authorization to call for bids for centerline/edge line striping of paved roads,
 - d. Update to County Road priority list.
- 7) HR Director Gall regarding consideration of Ethics & Fraud policies.
- 8) Communications Manager Dannenfelzer regarding use of E-9-1-1 Enhancement Funds to purchase replacement work stations and server hardware.
- 9) County Agent Haadem to present info on canker worm control.
- 10) Consideration of management agreement with 4-H for rodeo arena located at Missouri Valley Complex (Comm. Bitner).
- 11) Other Business.
 - a. SE Liquor License – Uncle Jesse's Bar (Driscoll - May 2nd Wedding Dance).
- 12) Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor/Treasurer

Burleigh County Commission 2009 Agendas

March 2
Tom Baker Room – City/Cnty Bldg
5:00 P.M.

Invocation by Law Enforcement Chaplain

1. Call to order, approval of the February meeting minutes, vouchers, journal vouchers, and filing fee reports.
2. Russ Staiger, Bismarck Mandan Development Association, regarding highlights of 2008 BMDA annual report.
3. Tax Director Finneman - Monthly Abatements.
4. County Planning Director Hokenstad:
 - a. **PUBLIC HEARING** on vacation of part of County Highway 10,
 - b. Consideration of the vacation of a future street easement between Lots 9 and 10, Block 1, Brookfield Estates (action to call for public hearing).
5. Engineer Hall:
 - a. Monthly report
 - b. Initiate architect selection process for design of Bismarck shop expansion,
 - c. Consideration of site selection process for new combined Wilton/Regan Shop,
 - d. Authorization to establish roadway load limits in conjunction with NDDOT.
6. HR Director Gall:
 - a. County Gov't Week & Employee Recognition Ceremony – May 7, 2009,
 - b. Consideration of Ethics & Fraud policies.
7. Muriel J. Lippert, Bismarck\Mandan Symphony Orchestra, regarding request for \$5,000 funding for 2009 - 4th of July Spectacular.
8. Sheriff Heinert regarding Jail Renovation Project and present annual report.
9. Consider adoption of formal rules of parliamentary procedure.
10. Consent Agenda.
11. Other Business.
12. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

February 18

Tom Baker Room – City/Cnty Bldg

5:00 P.M.

Invocation - Law Enforcement Chaplain

BURLEIGH COUNTY PARK BOARD

1. Approval of January 21, 2009 meeting minutes,
2. Approval of Bills,
3. Discussion regarding Park Ranger position,
4. Discussion on Game & Fish sponsored projects,
5. Other Business,
6. Adjourn.

BURLEIGH COUNTY COMMISSION MEETING

1. Call to order \ Approval of bills,
2. Tax Director Finneman - Abatements.
3. Marcus J. Hall, County Engineer,
 - a. authorization to purchase computer software,
 - b. establish a minimum right-of-way payment policy,
 - c. discussion on water & sewer improvements to "fairgrounds" property.
4. Report from Commissioners Bitner & Woodcox regarding Comprehensive Plan.
5. Finance Director Thompson regarding 2008 budget amendments.
6. Consent Agenda:
 - a. Raffle permit application(s),
 - b. Lost Instrument Surety Bond to replace check #
7. Other Business:
 - a. Baker Room cameral upgrades.
8. Asst. State's Attorney Feland, regarding possible litigation related to delinquent taxes associated with a bankruptcy filing. Please note this item may require the Commission to convene an Executive Session pursuant to NDCC44-04-19.1(2), (4), & (7).
9. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

February 2

Tom Baker Room – City/Cnty Bldg

5:00 P.M.

Invocation - Law Enforcement Chaplain

1. Call to order, approval of the January meeting minutes, vouchers, journal vouchers, and filing fee reports.
2. Tax Director Finneman - Abatements.
3. Planning Director Hokenstad:
 - a. Request to vacate a portion of County Road 10 right-of-way as part of Highway Subdivision – Highway Motel site (Dave Patience, Swenson Hagen & Co.)
Action to call for public hearing regarding vacation.
 - b. Request to reconsider plat & zoning change for Yvonne's Subdivision (tabled December 3, 2007)
4. Continued Discussion on Comprehensive Plan (Comm Woodcox).
5. Engineer Hall:
 - a. Monthly report,
 - b. Results of bid openings for furnishing road construction equipment at hourly rates, crushing, hauling & spreading of gravel, and concrete & metal culverts,
 - c. Authorization to request proposals for design services for the Tavis Road causeway project,
 - d. Consideration of Unorganized Township road maintenance agreements.

The Commission will then convene as the Township Board of Supervisors for Burnt Creek, Ft. Rice, Lincoln, Lyman, Phoenix, and Riverview unorganized townships to approve road maintenance agreements with Burleigh County Road Dept.

6. HR Director Gall regarding:
 - a. Code of Ethics policy,
 - b. Fraud policy.
7. Consent Agenda:
 - a. Raffle permit application for Driscoll Centennial Organization
8. Other business.
9. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor/Treasurer

Burleigh County Commission 2009 Agendas

Jan 21 - Wednesday

Tom Baker Room – City/Cnty Bldg

5:00 P.M.

BURLEIGH COUNTY PARK BOARD

1. Approval of Minutes of November meeting,
2. Consideration of County Parks Maintenance Agreement renewal with Lee Brown,
3. Discussion related to County Park improvements,
4. Other Business,
5. Adjourn.

BURLEIGH COUNTY COMMISSION MEETING

1. Call to order.
2. Approval of bills.

PUBLIC HEARINGS:

- Resolution of Necessity re: Special Assessment District #50 East Ridge Subdivision,
 - Resolution of Necessity re: Special Assessment District #51 Prairie Place Subdivision.
3. Tax Director Finneman presenting Abatements for the Board's consideration.
 4. Carl Hokenstad, County Planner acceptance of right-of-way dedication within final plat of Hay Creek Industrial Subdivision.
 5. County Engineer Hall:
 - a. Monthly report,
 - b. Review and discuss 2009 Road Construction Priorities.
 6. Other Business:
 7. Authorization to expend funds from the Jail Maintenance & Construction Fund to develop plans for Detention Center construction\expansion,
 8. Discussion on spraying rural Burleigh County for canker worms (Comm, Schonert).
 9. Raffle permit application: Sterling Lions Club
 10. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer

Burleigh County Commission 2009 Agendas

Jan 5

Tom Baker Room – City/Cnty Bldg

5:00 P.M.

Invocation - Law Enforcement Chaplain

1. Call to order, Board reorganization, election of chairman, assignment of portfolios, etc.
2. Approval of the December meeting minutes, vouchers, journal vouchers, and filing fee reports.
3. Tax Director Finneman presenting Abatements for the Board's consideration.
4. Steve Windish, Ulteig Engineers, Inc., to update Commission on Regional North-South Beltway Corridor Study.
5. Carl Hokenstad, County Planner acceptance of right-of-way dedication within final plat of Hay Creek Industrial Subdivision.
6. Engineer Hall:
 - a. Monthly Report,
 - b. Authorize the proper County officials to advertise for bids for: Truck & Equipment Rental with and without operator, Crushing of Gravel and Scoria, and Furnishing Concrete & Metal Culverts.
7. HR Director Gall:
 - a. Authorization to participate on NDACo HR Committee,
 - b. Approval of exception to policy Chapter 4 Section 5: Annual Leave - where no more than 240 hours of unused annual leave can be carried forward to a new calendar year. The exception due to weather circumstances (snow removal \ weather circumstances). This would **not** be a permanent change to the policy.
8. *Continued discussion regarding Burleigh County Comprehensive Plan Update.*
9. CONSENT AGENDA:
 - a. Designation of public depositories and review and approval of security pledges, 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)
10. Consideration of BOARD APPOINTMENTS:
 - i. Region VII Human Service Council (2) - 2yr terms,
 - ii. Burleigh County Housing Authority (1) – 5yr term,
 - iii. Bismarck City Planning Commission (2) – 5yr terms,
 - iv. County Planning Commission (2) – 4yr terms (County Commissioners),
 - v. Water Management Board (1) - 3yr term
11. Adjourn.

Sincerely,
Kevin J. Glatt
Burleigh County Auditor\Treasurer