

BURLEIGH COUNTY PARK BOARD MEETING MINUTES - 2009

January 21
5:00PM

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

Chairman Peluso called the meeting to order with the first item of business the approval of the November 2008 minutes.

Motion by Comm. Woodcox, 2nd by Comm. Armstrong, to approve the November minutes as presented. All members present voted "AYE." Motion carried.

The Board then considered renewal of the County Parks Maintenance Agreement with Lee Brown. Comm. Wahl suggested that Brown become familiar with the maintenance of the sprinkler system at Kniefel Landing thereby saving costs. Chairman Peluso suggested that we place garbage dumpsters at the site rather than having Brown doing the garbage pickup.

Motion by Comm. Bement, 2nd by Comm. Woodcox, to approve the County Parks Maintenance Agreement with Lee Brown from April 1, 2009 thru October 31, 2009 at a cost of \$3,120 per month with Auditor\Treasurer Glatt to negotiate the final terms and amount related to garbage collection at the Kniefel Landing\Burnt Boat Park Area. All members present voted "AYE." Motion carried.

The Board then discussed proposed County Park improvements\projects for 2009. Comm. Bement stated he feels 2009 should be a year to maintain what we have with no new improvements.

Comm. Wahl suggested the "fairgrounds" user group meetings continue on a monthly basis. Chairman Peluso suggested Wahl work with Comm. Bement who holds the portfolio.

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

Kevin J. Glatt, Auditor/Treasurer

James Peluso, Chairman

BURLEIGH COUNTY PARK BOARD MEETING MINUTES - 2009

February 18
5:00 PM

The Burleigh County Park Board convened with all members present.

Motion by Comm. Armstrong, 2nd by Comm. Woodcox to approve the minutes of the January 21, 2009 meeting as presented. All members voted "AYE." Motion carried.

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

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

Motion by Comm. Schonert, 2nd by Comm. Bitner, to authorize the rehiring of Ray Goetz as Park Ranger for the 2009 season under the same terms and conditions as in 2008.

HR Director Gall appeared and recommended a 4% salary increase for Ray Goetz.

Amended Motion by Comm. Schonert, 2nd by Comm. Bitner, to authorize the rehiring of Ray Goetz as Park Ranger for the 2009 season under the same terms and conditions as in 2008 including a 4% salary increase.

Vote on amended motion: All members voted "AYE." Motion carried.

Vote on original motion: All members voted "AYE." Motion carried.

Auditor\Treasurer Glatt presented information regarding the ND Game & Fish Dept proposal to make improvements to the Steckel Landing and Kimball Bottoms boat ramps. Glatt stated that the NDG&F Dept desires to start work on these projects immediately and is willing to provide 90% cost share on the projects. Glatt continued the estimated costs are as follows:

Steckel Landing	\$50,000 for boat ramp reconstruction & dredging,
Kimball Bottoms	\$60,000 for boat ramp extension.

Motion by Comm. Woodcox, 2nd by Comm. Wahl, to approve the agreements with the ND Game & Fish Dept related to the improvements to the Steckel and Kimball Bottoms boat ramps. All members voted "AYE." Motion carried.

By consensus the Board directed that garbage dumpsters be placed at the Kniefel Landing, McLean Bottoms, and Kimball Bottoms boat ramp areas.

The Board then discussed the Missouri Valley Complex property and related activities.

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

Kevin J. Glatt, Auditor/Treasurer

James Peluso, Chairman

BURLEIGH COUNTY PARK BOARD MEETING MINUTES - 2009

April 6
5:00 PM

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

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. Armstrong, 2nd by Comm. Woodcox, to approve the February 18, 2009 meeting minutes as presented. All members present voted "AYE." Motion carried.

Chairman Peluso reported he reviewed the vouchers and recommended approval.

Motion by Comm. Bitner, 2nd by Comm. Bement, to approve payment of the County Park Board vouchers. All members present voted "AYE." Motion carried.

Comm. Bement presented a brief report on recent activities and preparations for opening of the Burleigh County boat ramps and park areas.

Comm. Schonert appeared.

Comm. Bitner led a discussion regarding the consideration of a management agreement with the Burleigh County 4-H Council for the for rodeo arena located at Missouri Valley Complex. Bitner stated the agreement is similar to the agreement for the Moto-cross area. Bitner noted the 4-H Council operates and manages the 4-H Building and this would enhance what is already being done and increase the use of the facilities.

Comm. Wahl expressed his concern that certain liability issues be clarified and more specific. Wahl noted specific wording changes stating where certain notifications should go, suggesting either the county auditor's office or the county park board.

Upon question State's Attorney Riha stated the agreement has been carefully reviewed and is ready for approval.

Motion by Comm. Armstrong, 2nd by Comm. Bitner, to approve the management agreement with the Burleigh County 4-H Council for the for rodeo arena located at Missouri Valley Complex as presented. All members voted "AYE." Motion carried.

Comm. Wahl then initiated a discussion regarding the budget for the Complex property and what improvements will be considered in 2009.

Comm. Schonert suggested that perhaps we are getting ahead of ourselves and added that perhaps the Complex property should not be handled by the County Park Board. Schonert continued that a separate governing board should be appointed with two (2) county commissioners, similar to the County Social Service Board.

Chairman Peluso noted that a meeting had been scheduled for March 24th but was canceled due to the flooding situation. Comm. Bitner stated that he is working on rescheduling this meeting with the City of Bismarck and the Bismarck Park & Rec District to reopen the dialogue on how we can get back to cooperating on this project.

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

Kevin J. Glatt,
Auditor/Treasurer

James Peluso
Chairman

BURLEIGH COUNTY PARK BOARD MEETING MINUTES - 2009

May 4
5:00 PM

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

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

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

Comm. Schonert reported he has reviewed the bill and recommends payment.

Motion by Comm. Schonert, 2nd by Comm. Armstrong, to approve the bills as presented. All members present voted "AYE." Motion carried.

Comm. Bement presented a short report on the condition of the boat ramp areas and Comm. Bitner presented a short report on the Missouri Valley Complex. Bitner noted a recent meeting with representatives from the City of Bismarck and the Bismarck Park & Rec District regarding management and development of the "fairgrounds."

Motion by Comm. Schonert, 2nd by Comm. Bitner, 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.

Marlan "Hawk" Haakenson appeared and questioned the status of certain improvements to the fairgrounds property as previously committed by the County. Haakenson expressed his hope that these items will be completed as budgeted.

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

Kevin J. Glatt, Auditor\Treasurer

James Peluso, Chairman

BURLEIGH COUNTY PARK BOARD

MEETING MINUTES - 2009

June 1
5.00 PM

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

Motion by Comm. Woodcox, 2nd by Comm. Wahl, to approve the minutes of the May 4, 2009 meeting as presented. All members present voted "AYE." Motion carried.

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

Motion by Comm. Woodcox, 2nd by Comm. Bement, to approve the monthly bills. All members present voted "AYE." Motion carried.

Comm. Bement presented a report on the county parks. Bement reported that Bis-Man Reel & Rec is considering improvements to the Kniefel Landing as their fall project and in particular the "point" area adjacent to the courtesy dock. Bement continued improvements are to include grass and irrigation. Bement requested input from the Board with the consensus to support Reel & Rec with this project. Comm. Wahl noted that the area to the south of the boat ramp is getting extensive use and suggested improvements be included for this area. Wahl suggested with some inexpensive brush removal and trail establishment, primitive camping sites could be enhanced and expanded. By consensus the Board directed Comm. Bitner to explore possible alternatives.

Auditor\Treasurer Glatt reported that the Garrison Diversion Conservancy District has requested the information regarding the status of the Kniefel Landing grant project, and in particular whether Burleigh County intends to complete construction of the comfort stations utilizing the grant funding.

The Board, by consensus, directed the Auditor\Treasurer to inform the C-District that the Burleigh County Park Board desires to retain the remaining \$4,845.75 in grant funding with intentions of completing the construction of the comfort stations by the end of the grant period (three years from approval date of October 2006).

Chairman Peluso then initiated a discussion regarding the Missouri Valley Complex Report and consider of replacement and disposition of the rodeo arena bleachers, discussion on a perimeter fence, and consideration of disposition of sand bags from the flood emergency. Peluso stated that he is concerned with the safety of the existing bleachers as they do not meet safety codes and are not handicap accessible. Peluso recommended the bleachers be removed and portable, outdoor aluminum bleachers be purchased for use through-out the complex grounds. Peluso continued that portable bleachers were used for a recent rodeo event and the existing bleachers were not used because of safety concerns. Peluso estimated new bleachers could be installed to seat between 500 and 600 people for \$50,000.

Comm. Schonert echoed the safety concerns stating that a heavy wind could tip over the exiting bleachers. Schonert stated he is very concerned as this is an accident waiting to happen.

Motion by Comm. Schonert, 2nd by Comm. Wahl, to direct staff to remove and dispose of the bleachers salvaged from the All Seasons Arena. All members present voted "AYE." Motion carried.

The Board discussed the purchase of new bleachers. Comm. Woodcox suggested we move forward with this item and suggested it be further discussed at the June 15th meeting.

Motion by Comm. Armstrong, 2nd by Comm. Wahl, to direct staff to move forward and develop bid specifications for the purchase of new or used aluminum 5-row bleachers at the fairgrounds. All members present voted "AYE." Motion carried.

Motion by Comm. Schonert, 2nd by Armstrong, to authorize the advertisement of bids at Commissioner Bitner's direction for the purchase of a perimeter fence(s) at the Missouri Valley Complex. All members present voted "AYE." Motion carried.

By consensus the Board agreed that anyone wanting sandbags could "help themselves."

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

BURLEIGH COUNTY PARK BOARD MEETING MINUTES - 2009

June 15
5.00 PM

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

Auditor\Treasurer Glatt reported Comm. Woodcox reviewed the vouchers and recommends approval of the same.

Motion by Comm. Armstrong, 2nd by Comm. Bitner, to approve the bills. All members present voted "AYE." Motion carried.

Motion by Comm. Schonert, 2nd by Comm. Bitner, to approve the purchase of a Clovermist Precast Vault Toilet for placement at Kniefel Landing at the location specified on the map of the area in the agenda packets. All members present voted "AYE." Motion carried.

Comm. Bitner presented information regarding the solicitation of bids for bleachers at the Missouri Valley Complex – 4H Rodeo Arena. Bitner suggested a 10-row non-elevated bleacher system with at a minimum of 300 sets with aisles and handrails.

Motion by Comm. Schonert, 2nd by Comm. Bitner, to authorize the advertisement of bids for outdoor bleachers with a minimum of 300 seats. All members present voted "AYE." Motion carried.

Motion by Comm. Wahl, 2nd by Comm. Armstrong, to pursue the acquisition and installation of a deer fence from the ND Game and Fish Dept. to be placed around the community garden area at the Missouri Valley Complex. All members present voted "AYE." Motion carried.

Motion by Comm. Schonert, 2nd by Comm. Wahl, to authorize the expenditure of up to \$250 in labor costs to Carman Kary for repair to the shelters and picnic tables at Driscoll Sibley Park. All members present voted "AYE." Motion carried.

Comm. Wahl suggested that the area between the old boat ramp (Burnt Boat) and the current ramp at Kniefel Landing be improved to provide more shore fishing access and primitive tent camping. Comm. Wahl noted this area is getting extensive use and suggested brush removal and trail establishment improvements could be made with minimal cost.

Motion by Comm. Wahl, 2nd by Comm. Schonert, to pursue enhancement of the area between the former Burnt Boat area and the current boat dock at Kniefel Landing for camping\shore fishing. All members present voted "AYE." Motion carried.

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

Kevin J. Glatt, Auditor\Treasurer

James Peluso, Chairman

BURLEIGH COUNTY PARK BOARD MEETING MINUTES - 2009

July 1
5.00 PM

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

Motion by Comm. Woodcox, 2nd by Comm. Armstrong, to approve the minutes of the June 2009 meetings as presented. All members present voted "AYE." Motion carried.

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

Motion by Comm. Armstrong, 2nd by Comm. Bitner, to approve the bills. All members present voted "AYE." Motion carried.

Randy Hilzendeger appeared to request funding for improvements to the 4-H Rodeo Arena. Hilzendeger stated that the arena floor is not good for livestock. Hilzendeger reported that the 4H Council intends to utilize the sand from the leftover sandbags to stabilize the arena floor. Hilzendeger continued that many businesses have donated funds for this project and that they are in need of a pay loader to help move the sandbags.

Comm. Bitner questioned if sand will fix the problem or make it worse.

Hilzendeger stated that he has discussed this with experienced livestock people who suggest sand be added and packed and then an additional layer of sand added.

Motion by Comm. Woodcox, 2nd by Comm. Bement, to approve the expenditure of up to \$200 for the rental of a pay loader to improve the rodeo arena floor. All members present voted "AYE." Motion carried.

Comm. Woodcox noted the alternative location of the vault toilet at the Kniefel Landing is on a section line. Woodcox continued that Asst. State's Attorney Feland advises commencing procedures to close the last 300'-400' of the section line as the section line cannot be travelled due to natural obstacles (Missouri River) and is not required due to readily accessible alternate routes with public benefit being the improved public recreation facilities in the immediate area.

Motion by Comm. Woodcox, 2nd by Comm. Bement, to petition for the closure and request a call for public hearing regarding the closure of the section line between the Burnt Boat park area and the Kniefel Landing park area to allow the improvement of the area. All members present voted "AYE." Motion carried.

Comm. Bitner reported recent wind damage to trees at the Steckel Boat Ramp, noting several large trees & branches need to be removed for safety reasons. Bitner continued that the county does not have equipment for such large tree removal and by consensus the Board authorized Park Ranger Goetz to contract their removal.

After discussion the Board directed Commissioners Wahl and Bement along with Park Ranger Goetz to continue working on the enhancement of the area between the former Burnt Boat area and the current boat dock at Kniefel Landing for camping\shore fishing with concentration on the "upper" portion of the area above the high water mark.

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

Kevin J. Glatt, Auditor\Treasurer

James Peluso, Chairman

BURLEIGH COUNTY PARK BOARD MEETING MINUTES - 2009

July 15
5.00 PM

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

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

Motion by Comm. Armstrong, 2nd by Comm. Bitner, to approve the bills. All members present voted "AYE." Motion carried.

Auditor/Treasurer Glatt then presented the results of the bid opening for the 4-H Rodeo Arena bleachers. Glatt stated that two (2) bids were received with the low bidder being Dakota Fence (\$24,110).

Commissioner Schonert appeared.

Motion by Comm. Woodcox, 2nd by Comm. Bitner, to award the bid to the low bidder Dakota Fence for the purchase and installation of bleachers at the Missouri Valley Complex 4-H Rodeo Arena in the amount of \$24,110. All members voted "AYE." Motion carried.

Comm. Wahl presented information regarding clearing and improving the area between the Kniefel Landing area and the old Burnt Boat area. Wahl questioned how much funding is available for this project?

Chairman Peluso suggested formulating a clear plan for the area to be used to estimate costs. Peluso stated that a professional landscape architect could help develop plans to support cost estimates and bid documents. Peluso suggested that funds be budgeted for 2010 to hire a consultant to develop a plan for the area.

Peluso stated a decision needs to be made regarding the placement of the new comfort station at Kniefel Landing. Comm. Bement expressed his concern whether the comfort station be placed at an elevation above the flood plain.

The Board directed County Engineer Hall to survey the area for the correct placement of the vault toilet.

Comm. Bitner noted the possibility of Bismarck Park & Rec Department managing the county parks stating they have the knowledge and expertise to manage such park facilities including the Missouri Valley Complex.

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

Kevin J. Glatt, Auditor/Treasurer

James Peluso, Chairman

BURLEIGH COUNTY PARK BOARD MEETING MINUTES - 2009

August 3
5:00 PM

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

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

Motion by Comm. Woodcox, 2nd by Comm. Bitner, to approve the minutes of the July meeting as presented. All members present voted "AYE." Motion carried.

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

Motion by Comm. Bitner, 2nd by Comm. Woodcox, to approve the bills as presented. 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.

Kevin J. Glatt, Auditor\Treasurer

James Peluso, Chairman

BURLEIGH COUNTY PARK BOARD MEETING MINUTES - 2009

September 2
5:00 PM

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

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

Motion by Comm. Woodcox, 2nd by Comm. Armstrong, to approve the August meeting minutes as presented. All members present voted "AYE." Motion carried.

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

Motion by Comm. Woodcox, 2nd Comm. Armstrong, to approve payment of the County Park Board bills. All members present 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.

Kevin J. Glatt, Auditor/Treasurer

James Peluso, Chairman

BURLEIGH COUNTY PARK BOARD MEETING MINUTES - 2009

October 5
5:00 PM

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

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

Motion by Comm. Armstrong, 2nd by Comm. Bitner, to approve the September meeting minutes as presented. All members present voted "AYE." Motion carried.

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

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

Comm. Bement stated that the boat ramps are in good condition, Steckel Boat Ramp is open and Kimball Bottoms (Desert) Boat Ramp is closed temporarily to replace the concrete ramp with the anticipated completion date of October 15, 2009.

Comm. Bitner informed the commissioners on the Fair Ground improvements.

Jerry Doan appeared and acknowledged that they received many compliments regarding the rodeo arena. Doan stated that it would be nice to have new bathroom facilities for campers and participants of events.

Comm. Bitner stated that a request has been made to the City of Bismarck to change the zoning of the fairgrounds to allow temporary camping for individuals who are participating in events.

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

Kevin J. Glatt, Auditor/Treasurer

James Peluso, Chairman

BURLEIGH COUNTY PARK BOARD MEETING MINUTES

November 2, 2009

5:00PM

The Burleigh County Park Board convened with all members present.

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

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

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

Motion by Comm. Woodcox, 2nd by Comm. Bitner, 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.

The Board briefly discussed the use of the \$5,000 donation received from FLW Outdoors who sponsored a fall walleye tournament. No action was taken.

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

Kevin J. Glatt, Auditor/Treasurer

James Peluso, Chairman