MEETING OF THE BISMARCK-BURLEIGH COMMISSIONS COMMITTEE

9/3/2024 - Minutes

CALL TO ORDER
Mayor Schmitz called the meeting to order at 4:04 PM.

ROLL CALL
Committee members present were City Administrator Jason Tomanek, City of Bismarck Mayor Mike Schmitz, and Burleigh County Commissioner Steve Bakken. Burleigh County Auditor Mark Splonskowski was absent.

REGULAR AGENDA

A. Approval Of Meeting Minutes

Commissioner Bakken motioned to approve the minutes as presented and Administrator Tomanek seconded. Upon a roll call vote, all voted aye. M/C.

B. Community Triage Center Presentation and Discussion

Renae Moch, Bismarck-Burleigh Public Health Director, provided a presentation to the committee regarding the results from the Community Health Needs Assessment, the Housing and Homelessness Forum, and the Homeless Point in Time Count/Statistics. Director Moch also presented the need for alternative care services, such as a Community Triage Center.

Jason Stugelmeyer, Deputy Police Chief, addressed the committee regarding detox and homelessness issues that the Police Department is experiencing.

Bismarck-Burleigh Public Health Presentation

The committee received the report.

C. Other Business

ADJOURN

There being no further business to discuss, the meeting adjourned at 4:36 PM.

MEETING OF THE BISMARCK-BURLEIGH COMMISSIONS COMMITTEE

8/6/2024 - Minutes

CALL TO ORDER
Mayor Schmitz called the meeting to order at 4:00 PM.

ROLL CALL
Committee members present were City Administrator Jason Tomanek, City of Bismarck Mayor Mike Schmitz, and Burleigh County Commissioner Wayne Munson. Burleigh County Auditor Mark Splonskowski was absent.

REGULAR AGENDA

A. Approval of Meeting Minutes

Administrator Tomanek motioned to approve the minutes as presented, and Commissioner Munson seconded. Upon a roll call vote, all voted aye. M/C.

B. Bismarck Burleigh Public Health Joint Powers Agreement

Renae Moch, Bismarck-Burleigh Public Health Director, presented the Bismarck-Burleigh Public Health Joint Powers Agreement and the proposed 2025 Bismarck-Burleigh Public Health budget to the Committee.

Commissioner Munson motioned to approve the Joint Powers Agreement as drafted, including the revised language identifying how arrears balances will be accounted for, and Administrator Tomanek seconded. Upon a roll call vote, all voted aye. M/C.

C. Other Business

ADJOURN
There being no further business to discuss, the meeting adjourned at 4:26 PM.

Bismarck-Burleigh Commissions Committee

7/2/2024 - Minutes

Call to Order

Commissioner Bakken called the meeting to order at 4:00 PM.

Roll Call

Committee members present were City Administrator Jason Tomanek, City of Bismarck Mayor Mike Schmitz, and Burleigh County Commissioner Steve Bakken.

Agenda

1. Consider approval of minutes

   Administrator Tomanek motioned to approve the minutes as presented, and Mayor Schmitz seconded. Upon a roll call vote, all voted aye. M/C.

2. Bismarck-Burleigh Public Health Budget Discussion

   Renae Moch, Bismarck-Burleigh Public Health Director, presented information regarding the budget for 2025. Commissioner Bakken noted that Burleigh County has discussed contributing 25% to the cost share with the City of Bismarck to support the department.

   Burleigh County Commissioner Wayne Munson discussed the goal of creating board of professionals to act as the Board of Health. The intention would be to have the board act in an advisory role which would report to the City and County Commissions.

3. City/County Building and Burleigh County Courthouse Lease Agreement Discussion

   There was nothing new to report at this time.

4. IT Contract Discussion

   Commissioner Bakken noted that the County had not received the IT services contract but will review it once once it is available.

5. BNSF Rail Bridge Project Update

   Gabe Schell, City Engineer, provided an update on the BNSF Rail Bridge Project.

6. Other Business

Adjourn

There being no further business to discuss, the meeting adjourned at 4:31 PM.

Bismarck-Burleigh Commissions Committee

6/4/2024 - Minutes

Call to Order

Mayor Schmitz called the meeting to order at 4:00 PM.

Roll Call

Committee members present were Burleigh County Auditor Mark Splonskowski, City Administrator Jason Tomanek, and City of Bismarck Mayor Mike Schmitz.

Burleigh County Commissioner Steve Bakken joined the meeting at 4:16 PM.

Agenda

1. Consider approval of minutes

   Administrator Tomanek motioned to approve the May 7, 2024 minutes, and Auditor Splonskowski seconded. Upon a roll call vote, Auditor Splonskowski, City Administrator Tomanek, and Mayor Schmitz voted aye. M/C.

2. Storm Water Discussion

   City of Bismarck Engineer Gabe Schell and Burleigh County Engineer Marcus Hall provided information to the committee relating to stormwater in the City and County and how both entities are working together.

   The committee discussed continuing to foster the partnership between the two entities with future projects.

3. Other Business

   The committee discussed and agreed to add Public Health budgeting and IT lease agreements to the July 2, 2024 meeting agenda.

Adjourn

There being no further business to discuss, the meeting adjourned at 4:44 PM.

Bismarck-Burleigh Commissions Committee

5/7/2024 - Minutes

Call to Order

Commissioner Bakken called the meeting to order at 4:00 PM.

Roll Call

Committee members present Burleigh County Auditor Mark Splonskowski, Burleigh County Commissioner Steve Bakken, and City Administrator Jason Tomanek. City of Bismarck Mayor Mike Schmitz attended the meeting via Teams.

Agenda

1. Consider approval of minutes

   Mayor Schmitz motioned to approve the April 2, 2024, meeting minutes, and Auditor Splonskowski seconded. Upon a roll call vote, all voted aye.

2. Bismarck Burleigh Public Health Update

   Bismarck Burleigh Public Health Director Renae Moch presented information regarding the draft bylaws for a Joint Board of Health. The group discussed the need for a board member application that reflects professional medical experience and agreed to collaborate to create an application.

3. Dakota Media Access Discussion

   Dakota Media Access Executive Director Mary Van Sickle addressed the Committee regarding the growing need for funding and increased requests for meeting coverage for Dakota Media Access. Primary funding for Dakota Media Access is provided by the City of Bismarck and the City of Mandan. The funding source is composed of the franchise fees for cable subscribers through Midco, which is collected by the Cities and is on a downward trend as fewer homeowners are paying for cable subscriptions. Ms. Van Sickle is open to discussing options for strategies to share the ongoing operating expenses.

4. Provident Building Update

Commissioner Bakken reported that Burleigh County will remain a tenant in the City/County Building through the end of 2025.

5. Other Business

   Commissioner Bakken raised the topic of storm water-related concerns in rural subdivisions. Commissioner Bakken noted that the topic was discussed at the Burleigh County Commission meeting the night prior. It was agreed that the topic will be added to the next Bismarck Burleigh Commissions Committee on June 4, 2024.

Adjourn

There being no further business to discuss, the meeting adjourned at 4:50 PM.

Bismarck-Burleigh Commissions Committee

4/2/2024 - Minutes

Call to Order

Commissioner Bakken called the meeting to order at 4:00 PM.

Roll Call

Committee members present were Mayor Mike Schmitz, Burleigh County Commissioner Steve Bakken, City Administrator Jason Tomanek, and Burleigh County Auditor Mark Splonskowski.

1. Consider approval of minutes

   Mayor Schmitz motioned to approve the March 5, 2024, meeting minutes, and Auditor Splonskowski seconded. Upon a roll call vote, all voted aye. M/C.

2. Burleigh County Home Rule Charter

   A. 1/2-Cent Sales Tax Initiative

      Burleigh County Commissioner Munson shared an informational video regarding the 1/2 cent Sales Tax initiative. Commissioner Munson informed the committee that the current 1/2 cent sales tax will have generated enough revenue to cover the initial debt caused by the construction of the Burleigh Morton Detention Center. Commissioner Munson indicated a 1 cent Burleigh County collection is estimated to generate $22 million annually. The sales tax revenue will be used to support the Detention Center, the Sherriff's Department, the States Attorneys Office, and a property tax reduction of approximately $150 per $100,000 valuation.

3. Bismarck Burleigh Public Health Update

   Commissioner Munson and Renae Moch, Bismarck Burleigh Public Health Director, provided information regarding the core functions of Public Health units, as mandated by ND Century Code Chapter 23-25. Commissioner Munson has worked with Director Moch to create a document to explain what services are required by ND Century Code, the services that BBPH provides, and also how the services are funded. The largest portion of services which include communicable disease control is primarily funded by grants.

   Commissioners Cleary and Munson spoke in favor of creating a Public Health Advisory

Board that will function similar to the Planning and Zoning Commission which consists of both City, County, and public board members. This board would be in an advisory position and would report to each respective Board of Health.

Commissioner Bakken asked Director Moch to provide the draft bylaws for the Committee to review as well as a list of services that BBPH currently provides at the May meeting.

4. Provident Building Update

   Commissioner Bakken informed the Committee that the department directors have met with the architect for the Provident Building Update and will have a project timeline at the May meeting.

5. Other Business

Adjourn

There being no further business to discuss, the meeting adjourned at 4:40 PM.

Bismarck-Burleigh Commissions Committee

3/5/2024 - Minutes

Call to Order

Commissioner Bakken called the meeting to order at 4:00 PM. Committee members present were Mayor Mike Schmitz, Burleigh County Commissioner Steve Bakken, and City Administrator Jason Tomanek. Burleigh County Auditor Mark Splonskowski attended the meeting via Teams.

1. Consider approval of minutes

   Mayor Schmitz motioned to approve the February 6, 2024, meeting minutes, and Commissioner Bakken seconded. Upon a roll call vote, all voted aye.

2. Discuss Extraterritorial Area (ETA)

   Gary Stockert, Bismarck Emergency Manager, and Brady Blaskowski, Bismarck Building Official, provided an update on the Community Rating System (CRS) Certification. This is a program that provides reductions to flood insurance rates.

   Commissioner Bakken questioned how the CRS impacts Burleigh County residents. Mr. Stockert explained that Burleigh County residents within the Extraterritorial Area (ETA) are directly and positively impacted by the program and that Burleigh County would need to apply to the program to make the benefits available to Burleigh County residents outside the ETA.

3. Provident Building Update

   Commissioner Bakken provided information on the status of the Provident Building. Burleigh County has signed a contract with an architecture firm, and the project will be moving forward. Commissioner Bakken noted that it will likely be June 2025 before the County is able to occupy the Provident Building. They will provide an update at the May meeting prior to each organization's budget meetings.

4. Other Business

   The committee members agreed to discuss the following at the future meetings:

   - Burleigh County Home Rule Charter (April)
   - 1/2-Cent Sales Tax Initiative (April)

- Public Health Budget (May)
- Provident Building Update (May-June)

Adjourn

There being no further business to discuss, the meeting adjourned at 4:24 PM.

Bismarck-Burleigh Commissions Committee

2/6/2024 - Minutes

Call to Order

Mayor Schmitz called the meeting to order at 4:00 PM. Committee members present were Mayor Mike Schmitz, Burleigh County Commission Chair Steve Bakken, Burleigh County Auditor Mark Splonskowski, and Acting City Administrator Jason Tomanek.

1. Consider approval of minutes

   Auditor Splonskowski motioned to approve the December 5, 2023, meeting minutes, and Chair Bakken seconded. Upon a roll call vote, all voted aye.

2. Discuss Extraterritorial Area (ETA)

   Ben Ehreth, Community Development Director, presented information regarding ETA agreements including new agreements with Apple Creek Township and Missouri Township. Director Ehreth also addressed questions regarding the differences between the City and County's permit regulations and noted that flood plain regulations are a significant difference between City and County as the county adheres to the 500-year flood plan and the City does not. Chair Bakken requested that the committee receive an update regarding the CRS certification process and the flood insurance rate map modifications at the next meeting.

   Dennis Wetzel who resides at 6111 Apple Creek Drive addressed the Committee with his concerns regarding the ETA.

3. Provident Building Update

   Chair Bakken and Commissioner Munson provided information on the status of the Provident Building. The predesign will be completed in 30 days and they expect to complete the bid process within six months. They will provide an update at the next meeting.

4. Other Business

Adjourn

There being no further business to discuss, the meeting adjourned at 4:40 PM.