



Bismarck- Burleigh Commissions Committee

The Bismarck-Burleigh Commissions Committee is scheduled to meet on Friday, March 3, 2023, at 9:00 AM in the Tom Baker Meeting Room, City/County Office Building, 221 North Fifth Street, Bismarck, North Dakota.

Call to Order

1. Consider approval of minutes of February 17, 2023, meeting.

Documents:

[February 17, 2023 - Minutes.pdf](#)

2. Consider discussion of Senior Center- Memorandum of Understanding (MOU) - Operations/Maintenance, Ownership, Insurance.
3. Consider review of City/County Building Lease Agreement, City/County IT Services Agreement.
4. Consider Committee meeting schedule- Next meeting March 10th or 17th.
5. Consider meeting topics for March 10th/17th meeting- Prisoner Care, Public Health.
6. Consider Future meeting dates- April 7th/14th & 21st/28th; May 5th/12th and 19th/26th; June 2nd/9th & 16th/23rd; July 7th /14th and 21st /28th.
7. Consider future meeting topics for April 7th/14th; April 21st/28th meetings.
8. Other business

Adjourn



Bismarck-Burleigh Commissions Committee

2/17/2023 - Minutes

Call to Order

City of Bismarck Mayor Mike Schmitz called the meeting to order at 8:00 AM.

1. Introductions

Committee members present were City of Bismarck Mayor Schmitz, Burleigh County Commission Chair Becky Matthews, Burleigh County Auditor Leo Vetter, and City Administrator Keith Hunke.

Burleigh County Commissioner Wayne Munson and Burleigh County Human Resources Director Pam Binder were also in attendance.

2. Review Committee composition, other participants, and meeting details

Bismarck Mayor Schmitz opened the meeting with a description of the committee and outlined the committee's goals.

3. Determine meeting frequency and dates

Burleigh County Chair Matthews requested that future meetings occur in the Tom Baker Meeting Room. City Administrator Hunke will coordinate with Dakota Media Access to determine times they are available to record the meetings. The general consensus was to try to meet two times a month initially to gain momentum on discussion items. The group also agreed morning meetings are preferred for future dates.

4. Determine meeting topics

City Administrator Hunke provided a list of possible meeting topics. The group discussed the topics, including the City/County Building costs, lease agreements, and responsibilities of all parties involved, the City of Bismarck providing technology support to Burleigh County, the Burleigh County Senior Center Building, Bismarck Burleigh Public Health, prisoner care costs at the Burleigh-Morton Detention Center and existing contracts and agreements relating to other matters.

5. Other business

Adjourn

There being no further business, the meeting adjourned at 8:40 AM.

DRAFT