



## Bismarck Animal Advisory Board

The Bismarck Animal Advisory Board is scheduled to meet in regular session on Thursday, July 13, 2023, at 10:00 AM in the 4th Floor Mayor's Conference Room, City/County Office Building, 221 North Fifth Street, Bismarck, North Dakota.

Call To Order

1. Public Comment
2. Approval Of Meeting Minutes

Documents:

[APRIL 13, 2023 - MINUTES.PDF](#)

3. Update From Commissioner Marquardt
  1. Budget Committee
  2. Animal Impound
4. Communications Plan
  1. Social media content
    - Immunizations
    - Veterinarians
    - Food costs
    - Exercise needs
    - Training
    - Pet licensing

5. Other Business

Adjournment

Next meeting: 10:00 AM, October 12, 2023

4th Floor Mayor's Conference Room- Bismarck City/County Building  
221 N 5th Street, Bismarck, ND



## Bismarck Animal Advisory Board Minutes

4/13/2023 - Minutes

### Call To Order

Commissioner Marquardt called the meeting to order at 10:00 AM.

### Roll Call

Advisory Board members present were Myra Kosse, Patty Olson, Terry Lincoln, McKenzie Smith, and Commissioner Steve Marquardt. Others present included Mike Manstrom, Linda Kringstad, Sgt. Tim Bleth, Missy Hilsendeger, Jannelle Combs, Kalen Ost, Whitnie Olsen, and Jason Tomanek.

Members Barb Plum and Tait Sundstrom were absent.

### 1. Public Comment

Linda Kringstad, a volunteer at the Bismarck Animal Impound, spoke regarding the conditions, the maintenance of the facility, the kennels, equipment, staffing shortages, and the reliance on volunteers and supplies. Ms. Kringstad suggest a kennel attendant position could help with staffing shortages.

Mike Manstrom spoke regarding the growth of the City, which has caused an increased demand on the resources and staff at the Animal Impound; however, the facility has not kept up with the communities growth. Mr. Manstrom asked how additional funds could be considered for the impound in the future.

Commissioner Marquardt responded to the comments and noted that the 2024 budget preparation would be the soonest opportunity for the consideration of funding to improve conditions at the impound. It was noted there is a current Memorandum of Understanding (MOU) with the City of Mandan for the use of the Bismarck Animal Impound facility. The MOU was originally approved in 2008; it addressed facility fees, operations, and expenses between the two cities. Commissioner Marquardt closed by saying, as the Police Department portfolio holder, he will be working with the Police Chief to revisit the current MOU with the City of Mandan's leadership.

### 2. Approval Of Meeting Minutes

Terry Lincoln made a motion to approve the minutes of the January 12, 2023, meeting as presented. Myra Kosse seconded the motion, and it was unanimously approved, with board members in attendance voting in favor of the motion.

### 3. Update From The Animal Impound

Sgt. Tim Bleth spoke about the staffing challenges and maintenance issues at the Animal Impound and noted the value of volunteers at the facility. Member Lincoln responded that Dakota Zoo personnel may be able to help with some maintenance issues as they have experience with cages and equipment at the zoo. Member Lincoln also noted that the Dakota Zoo often has interns that could fulfill course requirements by working at the impound facility to diversify their internship experience.

#### 4. Communications Plan

Kalen Ost, Communications Strategist with the City of Bismarck, shared ideas for social media to help broaden the awareness of services provided at the impound facility and informational and educational subject matter. Commissioner Marquardt tasked the board members to provide information to City Administration that could be utilized for social media and awareness content. That information will be shared with the staff at the Animal Impound facility to be incorporated into their regular social media postings.

#### 5. Other Business

Adjournment

There being no further business to discuss, the meeting adjourned at 11:11 AM.

