



Bismarck- Burleigh Commissions Committee

The Bismarck-Burleigh Commissions Committee is scheduled to meet on Friday, August 4, 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 July 21, 2023, meeting.

Documents:

[July 21, 2023 - Minutes.pdf](#)

2. Discuss Committee Meeting Topics
 - A. City/County Building Lease
 - B. Extraterritorial Area (ETA)
 - C. Grants/Federal Funding
 - D. Information Technology Services
 - E. Municipal Court Lease
 - F. Prisoner Care
 - G. Public Health
 - H. Senior Center
3. Discuss Future Meeting Schedule
4. Other Business

Adjourn

Next meeting: 9:00 AM, August 18, 2023
Tom Baker Meeting Room- Bismarck City/County Building
221 N 5th Street, Bismarck, ND



Bismarck-Burleigh Commissions Committee

7/21/2023 - Minutes

Call To Order

County Commissioner Chair Matthews called the meeting to order at 9:00 AM. Committee members present were Burleigh County Commission Chair Becky Matthews, Burleigh County Auditor Mark Splonskowski, and City Administrator Keith Hunke.

Mayor Schmitz attended the meeting via Teams.

1. Consider approval of minutes of July 7, 2023, meeting.

Chair Matthews called for approval of the minutes from the July 7, 2023, meeting. Administrator Hunke motioned to approve the minutes from the July 7, 2023, meeting as presented, and Auditor Splonskowski seconded. Upon a roll call vote, all voted aye. M/C.

2. Extraterritorial Area (ETA)

Community Development Director Ben Ehreth provided an overview of the services offered by the City of Bismarck Community Development Department within the Extraterritorial Area (ETA). Director Ehreth listed the following services relating to Planning and Zoning, Zoning Code Enforcement, Building Permits and Inspections, Flood Plain Management, Stormwater Planning and Enforcement, and Enforcement of Accumulation of Certain Items Prohibited (junk/debris ordinance). Director Ehreth also demonstrated an existing online map that clarifies jurisdictional areas throughout Burleigh County for the various political subdivisions such as the City of Bismarck, Burleigh County, the City of Lincoln, Apple Creek Township, and other organized townships.

Director Ehreth discussed a plan to review the current ETA boundary with all affected government agencies with the intention of revising the current boundary.

Mayor Schmitz encouraged discussions on the boundary adjustments and welcomed staff recommendations for a future meeting.

The general consensus of the committee is to have staff from the City of Bismarck, Burleigh County, and the City of Lincoln collaborate to discuss revisions to the ETA boundary and provide a recommendation to the BBCC at a future date.

3. Consider review of updated City/County Building Lease Agreement.

Auditor Splonskowski asked for clarification on Item G, relating to janitorial services, of the City of Bismarck and Burleigh County Lease Agreement. It was his understanding that janitorial services would be provided by the building owner. City Attorney Jannelle Combs confirmed that is what is reflected in the updated contract.

4. Other Business

- Mayor Schmitz suggested the Bismarck Burleigh Public Health efforts to restructure the contract agreement should be discussed at future committee meetings. Chair Matthews indicated she will continue to work with City Commissioner Anne Cleary who holds the Public Health portfolio to work towards a consensus. Chair Matthews invited Mayor Schmitz to attend the August 21, 2023, Burleigh County Commission meeting with hopes of addressing any unresolved matters prior to Burleigh County's adoption of the 2024 budget.
- Chair Matthews requested that the original task list for the committee be reconsidered to remove items that have been completed and reprioritize remaining topics. There was consensus among the group to reevaluate the frequency of meetings once the task list has been established.

Adjourn

There being no further business to discuss, the meeting adjourned at 9:33 AM