



Board of City Commissioners

The Board of City Commissioners is scheduled to meet in regular session on Tuesday, September 26, 2023, at 5:15 PM in the Tom Baker Meeting Room, City/County Office Building, 221 North Fifth Street, Bismarck, North Dakota.

The Invocation and the Pledge of Allegiance will be presented by a Chaplain from the Bismarck Police Department.

The City of Bismarck encourages citizens to provide their comments for public hearing items on the Bismarck City Commission agenda via email to bismarckadmin@bismarcknd.gov. Please include the item number that your comment references. The comments will be sent to the members and placed with the minutes.

To ensure your comments are received before the meeting, please submit them by 3:30 PM on the day of the meeting and reference the item your comments address. If you would like to appear via video or audio link for a 3-5 minute comment on a regular agenda public hearing item, please provide your email address and contact information to the above email at least one business day before the meeting.

Live meeting coverage is available on Government Access Channels 2 & 602HD, Radio Access 102.5 FM Radio, or streaming on multiple platforms, including [FreeTV.org](https://www.freeTV.org) and [Facebook LIVE](https://www.facebook.com/bismarckndgov). Agenda items can be found online at www.bismarcknd.gov/agendacenter.

Call to Order

FUTURE COMMISSION MEETINGS:

- October 10, 2023 & October 24, 2023
- November 14, 2023 & November 28, 2023
- December 12, 2023 & December 26, 2023

MISSION STATEMENT

To provide high-quality public services in partnership with our community to enhance our quality of life.

MEETING OF THE BOARD OF CITY COMMISSION

1. Public comment (restricted to items on the Consent Agenda and Regular Agenda, excluding public hearing items)
2. CONSENT AGENDA

A. Consider approval of minutes

Documents:

[September 12, 2023 - Minutes.pdf](#)

B. Consider approval of personnel actions

Documents:

[HR - Personnel Actions.pdf](#)

C. Consider approval of expenditures

D. Consider the request for approval from the Administration Department for the following:

1. Appoint Brittany Hanson to the Bismarck-Mandan Mayors' Committee for People with Disabilities.

Documents:

[C\) ADMIN - Bis-Man Mayors Committee for People with Disabilities Appointment.pdf](#)

E. Consider the request for approval from the Airport for the following:

1. Reimbursable agreement with Federal Aviation Administration for Airport Surveillance Radar ASR-8 Radar Antenna extension.
2. Renew Faber, Coe & Gregg of Florida, Inc., café, gift shop, and alcoholic beverage concession contract for an additional 5-year term.
3. Award the contract for a new runway broom.
4. Receive and consider bids for runway de-icer fluid.
5. Accept bids for skid steer purchase.

Documents:

[C\) AIR - Airport Surveillance Radar Antenna Extension.pdf](#)
[C\) AIR - Food and Beverage Contract Review.pdf](#)
[C\) AIR - Purchase of Runway Broom.pdf](#)
[C\) AIR - Runway Deicer Bids.pdf](#)
[C\) AIR - Skid Steer Bid.pdf](#)

F. Consider the request for approval from the Community Development Department for the following:

1. 2022 Consolidated Annual Performance Evaluation Report

(CAPER).

Documents:

[C\) CD - 2022 Consolidated Annual Performance Evaluation Report.pdf](#)

G. Consider the request for approval from the Engineering Department for the following:

1. Encroachment and waiver agreement with Thomas Weisbeck to install and maintain a chain link fence (encroachment) adjacent to the sidewalk on S 9th Street.
2. Contract Change Order No. 1 for SV 65 for a time extension.

Documents:

[C\) ENG - Encroachment Agreement.pdf](#)
[C\) ENG - SV 65.pdf](#)

H. Consider the request for approval from the Finance Department for the following:

1. Applications for abatement.

Documents:

[C\) FIN - Abatements.pdf](#)

I. Consider the request for approval from the Fire Department for the following:

1. Contract change order to allow a time extension for the Fire Station 1 remodel.
2. Accept a donation from the 2023 Sam McQuade Sr. Budweiser Charity Softball Tournament.
3. Accept a donation in the form of an engraving on a rock that says Fire Station 3.

Documents:

[C\) FD - Change Order.pdf](#)
[C\) FD - McQuade Donation.pdf](#)
[C\) FD - Station 3 Sign Donation.pdf](#)

J. Consider the request for approval from the Human Resources Department for the following:

1. Accept bids and award the request for proposal to Standard

Insurance Company for the City Life Insurance and Long-Term Disability Insurance program.

2. Updated City of Bismarck Title VI Plan

Documents:

- C) [HR - Life and LTD Insurance RFP.pdf](#)
- C) [HR - Title VI Plan.pdf](#)

K. Consider the request for approval from the Public Works - Service Operations Department for the following:

1. Award the 2023 Furnishing Street Maintenance Materials – Brine Salt bid.
2. Permission to offer free single grind woodchips at the Landfill during the week of October 2-7, 2023.
3. Award bid for Snow Removal at City Owned Parking Lots and Sidewalks.

Documents:

- C) [PW SO - Free Woodchip Week at Landfill Oct 2-7.pdf](#)
- C) [PW SO - Snow Removal for City-Owned Parking Lots and Sidewalks.pdf](#)
- C) [PW SO - Bid Award for Street Maintenance Materials - Brine Salt.pdf](#)

L. Consider the request for approval from the Public Works - Utility Operations Department for the following:

1. Change Order #16 for the Public Works Expansion Project.
2. Limited Authorization to Proceed with PKG Collaborative Inc. for the Wastewater Treatment Plant Flow Equalization Project.

Documents:

- C) [PW UO - Kraus-Anderson PW Project Time Extension.pdf](#)
- C) [PW UO - Limited Authorization to Proceed with PKG for WWTP Flow EQ.pdf](#)

3. REGULAR AGENDA

4. Receive a presentation from Holly Triska-Dally, North Dakota State Refugee Coordinator, regarding a Regional Integration Facilitator position.

Documents:

- R) [ADMIN - Regional Integration Facilitator.pdf](#)

5. Public hearing on a request for a new Class F1 Restaurant Full Alcohol license

for 'Nickels And Dimes Incorporated' (dba) Tilt Studio at 600 South 5th Street.

Documents:

[R\) ADMIN - New Alcohol License.pdf](#)

6. Public hearing and confirmation of the 2023 Special Assessment Districts.

Documents:

[R\) FIN - Confirmation of Assessment List.pdf](#)

7. Public hearing on the concrete sidewalk, curb and gutter, and private driveway assessments as part of SW2022 assessments.

Documents:

[R\) FIN - 2022 Sidewalk.pdf](#)

8. Public hearing on Ordinance 6563 regarding the Accumulation of Certain Items Prohibited.

Documents:

[R\) LEGAL - Ordinance 6563.pdf](#)

9. Discussion of public health services for Burleigh County

Documents:

[R\) BBPH - Public Health Services for Burleigh County.pdf](#)

10. Continued public hearing on Ordinance 6560 for the 2024 Budget.

Documents:

[R\) FIN - 2024 Budget Ordinance.pdf](#)

11. Consider the request to pursue North Dakota Department of Transportation Highway Safety Improvement Program (HSIP) funding.

Documents:

[R\) ENG - NDDOT HSIP.pdf](#)

12. Consider the request to pursue the North Dakota Department of Transportation Transportation Alternatives Funding Solicitation.

Documents:

[R\) ENG - NDDOT TA Funding Solicitation.pdf](#)

13. Consider the request to pursue the North Dakota Department of Transportation Urban Grant Program Solicitation.

Documents:

R) ENG - NDDOT Urban Grant Program Solicitation.pdf

14. Consider the request to discuss the water service contract with Parkview MHP, LLC.

Documents:

R) PW UO - Water Service Contract with Parkview MHP LLC.pdf

15. Receive information regarding the Public Service Commission pipeline matter.

Documents:

R) LEGAL - PSC discussion.pdf

16. Other Business

Adjourn

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