



## Bismarck-Burleigh Commissions Committee

3/31/2023 - Minutes

Call to Order.

County Commissioner Chair Matthews called the meeting to order at 9:00 AM. 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.

Others present included: Janelle Combs (City Attorney), Dmitriy Chernyak (City Finance Director), Justin Schulz (County Deputy Finance Director), Renae Moch (Public Health Director), Trent Wangen (Burleigh County Sherriff's Department), Kelly Leben (Burleigh County Sherriff), Tandra Kraft (City IT Manager), Brandon Yoder (City IT), Dave Draovitch (City Police Chief), Susan Dingle (Citizen), Anne Cleary (City Commissioner), Wayne Munson (County Commissioner), Mary Senger (Burleigh County Emergency Manager), and Mark Splonskowski (County Auditor Elect).

Future Meeting Dates.

- April 21, 2023
- May 5, 2023
- May 19, 2023

1. Consider approval of minutes of March 10, 2023, meeting.

Chair Matthews called for approval of the minutes from the March 10, 2023, meeting.

Auditor Vetter motioned to approve the minutes from the March 10, 2023, meeting as presented, and Administrator Hunke seconded. Upon a roll call vote, all voted aye. M/C.

2. Consider final review of the updated Senior Center- Memorandum of Understanding (MOU).

Chair Matthews indicated that Renee Kipp had reviewed the changes to the agreement and was comfortable with the changes as drafted. City Attorney Combs concurred and recommended presenting the agreement to both Commissions.

Mayor Schmitz motioned to have the information presented at a future City and County Commission meeting for each board to review and approve, and Chair Matthews seconded. Upon a roll call vote, all voted aye. M/C.

3. Consider continued review of City/County IT Services Agreement.

Chair Matthews requested that the IT service agreement be tabled for a later meeting as they waiting on additional information.

4. Consider continued review of Prisoner Care Agreement.

City Attorney Combs stated she contacted Municipal Judges Severin and Kautzman regarding potential changes to how prisoner care is administered and billed. It was noted there are still concerns that need to be discussed between the municipal judges and the detention center board. The general consensus is to also have an explanation of the processes relating to billing as part of the agreement.

The committee discussed current practices involving at-risk youth and the expenses associated with those services. Sherriff Leben and Chief Draovitch concurred the current practice is working and would need no changes concerning future contract amendments.

The group agreed to discuss practices relating to billing for prisoner care and other services provided during future discussions regarding the leased space for Municipal Court in the Burleigh County Courthouse.

5. Consider review of Public Health Joint Powers Agreement.

The group discussed the various funding sources for Bismarck Burleigh Public Health (BBPH) and requested Director Moch provide a comprehensive list of the various funding sources required to satisfy the BBPH annual budget. Director Moch noted in addition to general fund sources State aid, grants, and fees for services help compile the annual budget.

6. Consider meeting topics for April 21, 2023 meeting.

The group rescheduled the April 21, 2023 meeting to April 28, 2023, at which time they will discuss the City/County IT contract and BBPH budgeting.

7. Consider future meeting topics.

8. Other business.

Adjourn.

There being no further business to discuss, the meeting adjourned at 9:55 AM.