



Bismarck-Burleigh Commissions Committee

8/4/2023 - Minutes

Call To Order

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

1. Consider approval of minutes of July 21, 2023, meeting.

Mayor Schmitz called for approval of the minutes from the July 21, 2023, meeting. Administrator Hunke noted an error in the Other Business portion of the agenda noting the word homes was used instead of hopes. Chair Matthews motioned to approve the minutes from the July 21, 2023, meeting as amended, and Administrator Hunke seconded. Upon a roll call vote, all voted aye. M/C.

2. Discuss Committee Meeting Topics

A. City/County Building Lease

The Committee agreed to review the lease agreement in the first quarter of 2024, prior to budgetary discussions for the following year.

B. Extraterritorial Area (ETA)

The Committee discussed the ongoing efforts to collaborate between the City of Bismarck and Burleigh County staff with the understanding that this topic will appear on future agendas.

C. Grants/Federal Funding

The general consensus of the group was to remove this topic from the list and to add it to future agendas as needed.

D. Information Technology Services

The Committee discussed the ongoing efforts of Burleigh County to establish its own IT department. The Committee agreed to discuss this topic during the first quarter of 2024.

E. Municipal Court Lease

The Committee agreed to discuss this topic during the first quarter of 2024 prior to budgetary preparations.

F. Prisoner Care

Chair Matthews recommended moving this discussion to the Joint Jail Committee which sets the prisoner care rates for the Burleigh-Morton Detention Center. Sherrif Kelly Leben remarked that the Joint Jail Committee is composed of a Burleigh County Commissioner, a Morton County Commissioner, a Burleigh County Sherrif, and a Morton County Sherrif. Mayor Schmitz requested Sherrif Leben provide a report during the first quarter of 2024 relating to the prisoner care rates and the operations of the Detention Center to promote transparency.

G. Public Health

Director Renae Moch provided a brief update noting she has prepared a draft Joint Powers Agreement between the City of Bismarck and Burleigh County and she has drafted bylaws and a template for the composition of a combined Board of Health. The Committee agreed to discuss this topic at the September 1, 2023 meeting.

H. Senior Center

The general consensus of the group was to remove this topic from the project list and discuss at future meetings as needed.

3. Discuss Future Meeting Schedule

The committee agreed to cancel the August 18, 2023, scheduled meeting due to a lack of agenda items and will meet next on September 1, 2023, to discuss the draft materials for Public Health and to receive an update on the topic of the Extraterritorial Area (ETA).

The group discussed moving to one meeting each month after October 2023 with the understanding meeting frequency may increase prior to budget preparations in 2024.

4. Other Business

Adjourn

There being no further business to discuss, the meeting adjourned at 9:23 AM.