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## Burleigh County Commission Meeting Agenda

Tom Baker Meeting Room, City/County Office Building, 221 N 5<sup>th</sup> St, Bismarck

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**February 19, 2025**

**5:00 PM**

*Invocation and Pledge of Allegiance presented by Chaplain.*

### COUNTY COMMISSION

1. Meeting called to order.
2. Roll call of members.
3. Approval of Agenda.
4. Consideration of the December 16<sup>th</sup> and 23<sup>rd</sup>, 2024 special meeting minutes, January 6<sup>th</sup>, 2025, meeting minutes, and February 3<sup>rd</sup>, 2025, meeting minutes and bills.
5. Consent Agenda:
  - a. Abatements.
6. **Public Hearing:** on SAD 76 Falconer Estates project.
  - a. *Motion to confirm and certify special assessments (with amendments as needed.)*
7. Consideration of future public hearing dates, times, and locations for preliminary resolution and plan on redesignating elective office of Burleigh County Auditor/Treasurer to appointive office.
8. Bismarck Parks and Recreation Operations Director Dave Mayer:
  - a. South Washington Trail project.
9. County Engineer Marcus Hall:
  - a. Award bid for chip seal contracts.
  - b. Award bid for gravel hauling.
  - c. Authorize to advertise for Hwy 10 and 80<sup>th</sup> street intersection project.
  - d. Award bid for striping.
  - e. Award bid for Magnesium Chloride

- f. Award bid for gravel crushing.
- g. Award bid for Bryan Slough project.
- h. Award bid for engineering services.
- i. Award bid for micro surfacing project.

10. Burleigh County Sheriff Kelly Leben:

- a. Retirement and release of Law Enforcement K-9

11. Other Business.

12. Adjourn.

The next regularly scheduled Commission meeting will be on March 3<sup>rd</sup>, 2025.

*Mark Splonskowski*

Burleigh County Auditor/Treasurer

**BURLEIGH COUNTY COMMISSION  
MEETING  
DECEMBER 16TH, 2024**

**5:00 PM** *Invocation by Chaplain and Pledge of Allegiance*

Chairman Bitner called the regular meeting of the Burleigh County Commission to order.

Roll call of the members: Commissioners Woodcox, Munson, Schwab, Bakken, and Chairman Bitner were present.

The following changes were made to the agenda:

- Item 10A was moved to after the consent agenda
- Item 6 became item 9
- Item 7 became item 6
- Item 9 became item 7
- The words CISA Report was added to item 10B

Motion by Comm. Bakken, 2<sup>nd</sup> by Comm. Munson to approve the meeting agenda. All members present voted "AYE". Motion carried.

Motion by Comm. Bakken, 2<sup>nd</sup> by Comm. Munson to table the December 2nd, 2024 meeting minutes in order to properly review a revised draft due to unnecessary language in original version. All members present voted, "AYE". Motion carried.

Motion by Comm. Schwab, 2<sup>nd</sup> by Comm. Munson to approve the December 16th, 2024 bills. All members present voted, "AYE". Motion carried.

The following abatements were presented for the Board's consideration; a complete copy of which are on file and available for inspection in the office of the Burleigh County Auditor/Treasurer.

Owner	Tax Year	Legal Description	Credit Type	Current MV	Reduced MV
Clayton & Mary Felchle	2023	Lot 18, Block 22, Wachter's 3rd	50% Homestead Credit	\$248,500	\$148,500
Clayton & Mary Felchle	2024	Lot 18, Block 22, Wachter's 3rd	50% Homestead Credit	\$266,400	\$166,400
Robert & Gayle Moyle	2024	S80' of Lots 15-18, Block 4, McKenzie's	50% Homestead Credit	\$294,300	\$194,300
Steven Blakely	2022	1976 Marshfield 66 x 14, VIN# 29553	Mobile home removed	\$7,484	\$0
Steven Blakely	2023	1976 Marshfield 66 x 14, VIN# 29553	Mobile home removed	\$7,983	\$0
Steven Blakely	2024	1976 Marshfield 66 x 14, VIN# 29553	Mobile home removed	\$7,983	\$0
Etta Schue	2024	Lot 11, Block 13, Register's 2nd	100% Homestead Credit	\$277,300	\$77,300
Robert & Jayme Holmberg	2024	Lot 10, Block 1, Horizon Heights 1st	50% Homestead Credit	\$357,000	\$257,000
Kevin & Christine Soule	2024	Block 21, Lounsberry Outlots, Beg pt 500' S & 180' E of NW corner, E 117' S 50' W 117' N 50' to beg	100% Homestead Credit	\$168,600	\$0

Motion by Comm. Munson, 2nd by Comm. Bakken to approve the Clayton & Mary Felchle (2), Robert & Gayle Moyle, Steven Blakely (3), Etta Schue, Robert & Jayme Holmberg, and Kevin & Christine Soule abatements and the remainder of the consent agenda. All members present voted "AYE". Motion carried.

Chairman Bitner gave an update on the CO2 pipeline situation, saying that attorneys representing Burleigh County have filed to the courts an appeal of the Public Service Commission decision to approve a pipeline permit to Summit Carbon Solutions within the designated timeframe required by the law. Discussion on Summit Carbon Solutions' CO2 pipeline was then continued from previous meeting(s). Chairman Bitner then once again opened the floor for public comment. Opinions about Summit and its pipeline were had and shared by Charles Tuttle, Tommy Collins, and Curtis Jundt.

John Fraase inquired of the Commission about the possibility of renaming the municipal courtroom in the county courthouse after former Judge William C. Severin of Bismarck, subsequently giving a presentation about Judge Severin's career and stated his favorability of such a memorial. Comm. Woodcox volunteered to work with Mr. Fraase to help the project along. Motion by Comm. Munson, 2nd by Comm. Bakken to rename the municipal courtroom in the county courthouse in honor of former Judge William C. Severin. Comm. Woodcox, Munson, and Bakken voted "AYE"; Comm. Schwab and Bitner voted "NAY". Motion carried.

Auditor/Treasurer Splonskowski presented to the Commission clarifications regarding the 2024 First Quarter investment report provided by County Finance Director Jacobs back on November 18<sup>th</sup>, 2024. The points of clarifications are as follows:

- Auditor/Treasurer Splonskowski stated that he believes the benchmarks used in Finance Director Jacobs' report did not follow the current investment policy in the Burleigh County Finance Manual. Jacobs' report had compared treasuries against CDs for example rather than comparing treasuries against treasuries, CDs against CDs, etc., as prescribed in the manual; the report's figures were also based solely on treasuries and had not included CDs or money markets.
- Auditor/Treasurer Splonskowski informed the Commission that the 2023 yield exceeded the budgeted yield by over \$100,000, and that as of August 2024, Burleigh County investments yielded \$1.1 million beyond what was budgeted. Based on Finance Director Jacobs' report & benchmark, the calculated loss in 2023 amounted to 0.0088 percent (9/10<sup>ths</sup> of 1%) and the loss of 2024's 1<sup>st</sup> quarter likewise amounted to 0.0018 percent (1/5<sup>th</sup> of 1%).
- Auditor/Treasurer Splonskowski stated to the Commission that on one or two of the investments made in 2024, both Finance Director Jacobs and Deputy Finance Director Schmidt agreed with and supported the various investment decisions made by the Auditor/Treasurer's office.
- The unmodified opinion of the 2023 annual Audit from the State's Auditor's Office was highlighted to show the Commission that no funds in Burleigh County were mishandled or misplaced.
- Auditor/Treasurer Splonskowski further stated that Finance Director Jacobs's report did not take into consideration the workforce issues and challenges effecting the Auditor/Treasurer's office. Splonskowski refuted a point that was made in Director Jacobs' report stating that the Auditor/Treasurer's office did not experience any turnover in the 2023 year, as not only did he enter the office of County Auditor/Treasurer on April 1st, 2023, but that multiple hirings and re-hirings took place within the Auditor/Treasurer's office across 2023. Furthermore, Splonskowski also explained that in 2024 the county Commission had transferred several duties historically held by the Finance Director over to his office but did not allow for the addition of new staff help disperse the workload (even removing a proposed accountant position in the Auditor/Treasurer's office during the 2025 preliminary budget). Paired with the office's standard election duties, the Auditor/Treasurer's office – and the Deputy Auditor/Treasurer in particular – suffered from overwork and was thus prevented from researching & pursuing better investment options.

Auditor/Treasurer Splonskowski ended by stating that his office exceeded the budgeted yields, and that a combination of improving internal processes, a continued adherence to North Dakota century code, and the addition of new staff to the Auditor/Treasurer's office would greatly help the investment process for Burleigh County.

Tommy Collins approached the podium to express her opinions on Auditor/Treasurer Splonskowski's clarifications.

Splonskowski presented to the Commission a recap on the November 5<sup>th</sup>, 2024, general election. Elections Coordinator Hart resigned during the general election process, her duties were reallocated within the office and members of the Auditor/Treasurer's office took on more responsibilities to keep the process going. The Secretary of State's office assisted the



Auditor/Treasurer's office in finding, correcting, and noting mistakes to prevent them from happening again, and other departments within Burleigh County lent available staff to the Auditor/Treasurer's office to assist in daily election operations. Splonskowski informed the Commission that there were 52,866 ballots cast in total throughout the course of the general election, which included 9,637 absentee votes, 19,065 early votes, and 24,164 votes cast on Election Day. Overall, Burleigh County saw a 69.9 percent voter turnout, which beat the statewide turnout of 62.61 percent.

Finance Director Jacobs addressed a couple of points before his items. Firstly, he stated that he took exception to any implications/accusations of unethical behavior on his part, and secondly, Finance Director Jacobs rebutted an earlier point made by Auditor/Treasurer Splonskowski during his clarification presentation. Jacobs clarified that in his report, he never claimed there was no turnover in the Auditor/Treasurer's office during the 2023 year; rather, he had stated that there was no turnover in the Deputy Auditor/Treasurer position specifically.

County Finance Director Jacobs gave an overview of both the 2023 Investment Report and the Q2 2024 & Q3 2024 Investment Returns. Jacobs stated that in 2023, Burleigh County underperformed the benchmark of a similar term investment in US treasuries by \$751,055. The Burleigh County Auditor/Treasurer is also responsible for investing Morton County's sales taxes – in 2023, Morton County underperformed the benchmark by \$77,800. According to Jacobs, Burleigh County underperformed in 2023 mainly due to failure to invest, failure to capitalize on rising rates, and poor investment choices. Jacobs gave the following figures for each quarter in 2024:

- In Q1 of 2024, Burleigh County underperformed by \$136,000, with Morton County underperforming by \$26,000.
- In Q2 of 2024, Burleigh County underperformed by \$168,000, with Morton County underperforming by \$19,000.
- In Q3 of 2024, Burleigh County underperformed by \$226,900, with Morton County underperforming by \$38,000.

Jacobs gave some clarification as to why the numbers in Q3 of 2024 were so high, the explanation being that Burleigh County at that time was engaged in some bond defeasance activity at the advice of the county's bidding agent. If one were to remove the bond defeasance activity from Q3 of 2024, Burleigh County would underperform by \$150,000, and Morton County would underperform by \$25,000.

- In Q4 of 2024, Burleigh County underperformed by \$226,900, with Morton County underperforming by \$38,000.

According to Jacobs, Burleigh County underperformed in 2024 mainly due to a failure to invest and poor investment choices. Jacobs then touched on a couple of examples of a failure to invest along with other minor issues in 2023 under both Auditor/Treasurer Splonskowski and the previous Auditor/Treasurer Leo Vetter. Jacobs stood for questions.

County States Attorney Lawyer notified the Commission that in September 2024, the Burleigh County victim/witness program was awarded \$110,285 in federal VOCA grants through the state of North Dakota for the period of October 1<sup>st</sup>, 2024 through September 30<sup>th</sup>, 2025. Lawyer also stated that in a memo on December 9<sup>th</sup>, 2024, the state of North Dakota allocated an additional \$50,715 in federal VOCA grants to the Burleigh County victim/witness program for the period of October 1<sup>st</sup>, 2024, through June 30<sup>th</sup>, 2025. No further action was taken.

States Attorney Lawyer then continued the discussion regarding the county's internal investigation within the Auditor/Treasurer's office, mainly regarding the topics of removing a position from office and converting an elected office into an appointed office. Lawyer presented a summary of laws related to removing a position from office, and then went into detail about how petition process works when a petition is submitted to the state governor's office by either the public or the States Attorney. Additionally, Lawyer gave more insight into the process of what the Commission needed to do according to state law when converting an elected office into an appointed one. Motion by Comm. Munson, 2nd by Comm. Bakken to table the item until the next meeting. All members present voted "AYE". Motion carried.

Chris Legenfelder, Charles Tuttle, Curtis Jundt, and Steve Nagel were allowed to express their opinions concerning States Attorney Lawyer's item on the investigation discussion.

Chairman Bitner gave a report regarding the county's standalone election computer. Before the election, the Secretary of State's office had discovered that Burleigh County's standalone election computer had been connected to the Internet. Since the Internet connection instantly compromised the computer's internal security and could call into question the integrity of future elections, it had to be removed from the county and returned to its vendor for recalibration. Bitner also highlighted a 'security assessment at

first entry' report from August 1<sup>st</sup>, 2024, written by officials at CISA (Cybersecurity Infrastructure Security Administration) of the Department of Homeland Security. In it, the report mentioned potential issues with the county's standalone election computer.

The Commission then began reviewing for consideration applications of Auxiliary Board members. Positions were open in the following boards & committees: Bismarck Planning Commission for an ETA member (1), Burleigh County Housing Authority (1), Burleigh County Human Service Zone Board (1), Burleigh County Park Board (2), Burleigh County School District Reorganizational Board (3), Burleigh County Water Resource Board (2), and Missouri Valley Complex Committee for a Junior/High School Rodeo Appointee (1). Motion by Comm. Munson, 2nd by Comm. Bakken to reappoint Trent Wangen to the Bismarck Planning Commission as an ETA member. All members present voted "AYE". Motion carried. Motion by Comm. Munson, 2nd by Comm. Bakken to reappoint Cynthia Chavez to the Burleigh County Housing Authority. All members present voted "AYE". Motion carried. Motion by Comm. Bakken, 2nd by Comm. Munson to appoint Keli Berglund to the Burleigh County Human Service Zone Board. All members present voted "AYE". Motion carried. Motion by Comm. Bakken, 2nd by Comm. Munson to reappoint Errol Behm and Jeffery Herman to the Burleigh County Park Board. All members present voted "AYE". Motion carried. Motion by Comm. Bakken, 2nd by Comm. Munson to table the positions for Burleigh County School District Reorganizational Board. All members present voted "AYE". Motion carried. Motion by Comm. Woodcox, 2nd by Comm. Munson to reappoint Roger Smith and appoint Chuck Mischel to the Burleigh County Water Resource Board. All members present voted "AYE". Motion carried. Motion by Comm. Bakken to table the Junior/High School Rodeo Appointee position on the Missouri Valley Complex Committee. A consensus was reached among the commissioners to table the Junior/High School Rodeo Appointee position on the Missouri Valley Complex Committee. No further action was taken.

County Engineer Hall presented to the Commission a pavement waiver request by a couple on Sandy River Drive. This request was essentially a reconsideration of a waiver which had been denied in 2016; the waiver had included a lot split and would've required both the reconstruction and paving of Fernwood Drive. Hall stated that he recommends approval of the current waiver (which will only do a lot split), with an added caveat which states that this approval doesn't preclude the county or township from coming back in the future and requiring the individuals to share in the cost associated with rebuilding Fernwood Drive. Motion by Comm. Bakken, 2nd by Comm. Woodcox to grant the waiver as recommended by Hall. All members present voted "AYE". Motion carried. Hall then began a discussion about the bridge located on 236th St SE, as the deteriorating condition of the bridge's timber deck, beams, and piling are an area of concern. The bridge has a current posted load of 10 tons. Hall stated that the county applied for federal bridge funds from the DOT in 2021 and were approved to receive funds by 2024; however, due to inflation the project and funds were pushed back to 2026. Hall proposed two options on how to tackle the issue. The first option would be to stay on schedule and replace the bridge in 2025, using local funds and tapping into reserve funds to pay for the bridge. The total estimated cost for replacing the bridge would lie between \$900,000 and \$1 million, and the bridge would be completed by the fall of 2025. The second option would be to wait an additional year for those federal funds from the DOT to arrive in 2026 (assuming there are no further delays). With this latter option, the county would be on the hook for only \$250,000 in local funds and the bridge would be completed by the fall of 2026. Hall also highlighted a major concern that the county at some point might need to close the bridge, which would greatly affect the people living in that area due to the bridge being on an important route. A detour route has already been planned and prepared, but all three legs of the detour would need some extra work to be more efficient and safer. Motion by Comm. Munson, 2nd by Comm. Schwab to go with option one and stay on schedule to replace the bridge. All members present voted "AYE". Motion carried.

Meeting Adjourned.

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Mark Splonskowski, County Auditor/Treasurer

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Brian Bitner, Chairman

**BURLEIGH COUNTY COMMISSION  
SPECIAL MEETING MINUTES  
DECEMBER 23, 2024**

**11:00 AM**

Chairman Bitner called the special meeting of the Burleigh County Commission to order.

Roll call of members: Comm. Bakken, Schwab, and Chairman Bitner were present, with Comm. Woodcox and Munson also present via conference call.

County Finance Director Jacobs started the discussion surrounding the county's ARPA funds. Jacobs shared that the Finance Department and the State's Attorney's Office had discussed options for obligating the ARPA funds by the year's end. The Finance Department discovered that the creation of a memorandum of understanding (MOU) would be sufficient to cover the county per Treasury guidance, and subsequently forwarded this information to the State's Attorney. Jacobs also suggested that if the MOUs don't work, the county could rely on revenue replacement within the ARPA program.

State's Attorney Lawyer presented copies of a draft MOU to the Commission. Lawyer mentioned that two small changes were made to the MOU draft. Firstly, adjustments were made to the budget numbers to ensure the figures would include all the funds needed for the project and are as follows: the budget of the Highway Department is listed as \$1 million, the budget of the Sheriff's Department is listed as \$652,561, and the budget of Emergency Management is listed as \$6,214,739. Secondly, in each of the MOUs under the budget, the phrase "...in addition to any funds previously obligated for this project." was included. States Attorney Lawyer asked the Commission for any questions, changes, or modifications on the MOU, Chairman Bitner pointed out that a line in both the Sheriff's Department and Emergency Management's MOU read "for good and services" and said it should have said "goods and services". States Attorney Lawyer acknowledged the error and said it will be corrected.

Motion by Comm. Bakken, 2<sup>nd</sup> by Comm. Schwab to approve the MOU with the correction of "good and services" to "goods and services". All members present voted "AYE". Motion carried.

State's Attorney Lawyer presented a discussion regarding a request for an audit of the Burleigh County finances. Lawyer explained that there were some issues noticed by the current Finance Department regarding Burleigh County's bookkeeping of finances – it was noticed that in a previous audit, money had been marked down as obligated, even though it was not contracted, therefore not fulfilling the requirements of obligation. The previous Finance Department stated they implemented the changes recommended by the State Auditor's office; however, the same error occurred during the next audit. States Attorney Lawyer suggested the county should have its books audited to ensure that things aren't being missed, misplaced, or mishandled, either by asking the State Auditor's office to do a typical audit or by hiring a CPA to conduct a forensic audit. Chairman Bitner mentioned that he contacted several local firms but had only heard back from one (Eide Bailly) so far and forwarded the information to State's Attorney Lawyer. North Dakota State Auditor Josh Gallion was present at the meeting and was asked by the Commission if he had any input on the situation. Gallion said that his office doesn't do forensic audits. Auditor Gallion said there is off book cash in reference to money held at the Bank of North Dakota, but no money appears to be missing from Burleigh County. Gallion offered to assist the county should the need arise moving forward on this issue.

Motion by Comm. Schwab, 2<sup>nd</sup> by Comm. Bakken to inquire from the firms contacted so far on how much a forensic audit of the county's accounts would cost, and to determine whether a competitive bidding process would be needed. Comm. Bakken, Schwab, and Bitner voted "AYE"; Comm. Woodcox and Munson voted "NAY". Motion carried.

Meeting adjourned.

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Mark Splonskowski, County Auditor/Treasurer

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Brian Bitner, Chairman

**BURLEIGH COUNTY COMMISSION  
MEETING  
JANUARY 6TH, 2024**

**5:09 PM**

Chairman Bitner called the regular meeting of the Burleigh County Commission to order.

Deputy Auditor Vietmeier asked if there were any nominations for Chairman. Comm. Bakken nominated Comm. Bitner as Chairman. Comm. Woodcox nominated Comm. Munson as Chairman. Commission discussion was held. Election for the chairman was held with Comm. Bakken, Schwab, and Chair Bitner voting for Comm. Bitner and Comm. Woodcox and Comm. Munson voting for Comm. Munson. Comm. Bitner prevailed as Chairman.

Chair Bitner called for nominations for Vice Chairman. Comm. Schwab nominated Comm. Bakken. Comm. Woodcox nominated Comm. Munson. Election for the Vice Chairman was held with Comm. Schwab, Comm. Bakken, and Chair Bitner voting for Bakken and Comm. Woodcox and Comm. Munson voting for Munson. Commissioner Bakken prevailed as vice chairman.

Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Schwab to add Comm. Bakken to the Auditor/Treasurer portfolio. All members present voted "AYE". Motion carried.

All other portfolios stay the same.

Roll call of the members: Commissioners Woodcox, Munson, Schwab, Bakken (via phone), and Chairman Bitner were present.

Motion by Comm. Munson 2<sup>nd</sup> by Comm. Schwab to approve the meeting agenda with Item 8 being moved to the January 21<sup>st</sup>, 2025, meeting due to the absence of the Auditor/Treasurer. All members present voted "AYE". Motion carried.

Motion by Comm. Bakken, 2<sup>nd</sup> by Comm. Woodcox to table the minutes of the meetings held on December 2<sup>nd</sup>, 4<sup>th</sup>, 16<sup>th</sup>, and 23<sup>rd</sup> until the January 21<sup>st</sup>, 2025 meeting. All members present voted "AYE". Motion carried.

The following abatements were presented for the Board's consideration; a complete copy of which are on file and available for inspection in the office of the Burleigh County Auditor/Treasurer.

Owner	Tax Year	Legal Description	Credit Type	Current MV	Reduced MV
Vicki L Williams	2024	Lot 3A, Block 10, Sonnet Heights Subdivision	Error in property description	\$271,700	\$261,200
Sherri Woehl	2024	Block 30, Wachter's 3rd, Lots 17-20 Albert Square Condominiums Unit 1531	100% Disabled Veteran	\$216,900	\$36,900
Michaela Fuchs & Orlin Perdue III	2024	Lots 17-18, Block 2, McKenzie's	Significant water damage in basement	\$332,100	\$224,800
Century Baptist Church	2024	Lot 4, Block 2, Mayfair Managers	Property exempt from taxation - parcel fully exempt for 1 month of 2024	\$842,700	\$772,400
Jorge Santiago	2024	Lot 2, Block 2, Southbay 4th Addition	100% Disabled Veteran	\$255,100	\$210,100
Robert & Lorraine Faulhaber	2024	Lot 11, Block 1, Heritage Park Addition 1st Replat	100% Disabled Veteran	\$396,800	\$321,800
Ross Gerhardt	2023	Lot 13, Block 1, Promised Land	Error in property description	\$242,400	\$209,200
Ross Gerhardt	2024	Lot 13, Block 1, Promised Land	Error in property description	\$248,500	\$218,300
Kent Stroh & Trang Nguyen III	2023	Lot 1, Block 1, Elk Ridge Addition	Error in property description	\$376,900	\$346,600
Michael & Karen Lalonde	2024	Lot 13, Block 11, Meadow Valley 3rd	50% Homestead Credit	\$334,800	\$234,800
Porch & Fence Properties LLC	2024	Block 92, McKenzie & Coffin's, Lot 6 & 6A of Schultz's Subdivision in Lots 21-23 & S 20' of Lot 24	True and full value exceeds market value, error in property description	\$137,100	\$113,700
Curtis Smith & Marilyn Schroder	2024	Lot 11, Block 7, Imperial Valley	50% Homestead Credit	\$338,800	\$238,800
Douglas & Carol Alm	2024	Block 3, Cottonwood Lake 4th, Lot 8 & undivided interest in Lot 32 Block 1	50% Homestead Credit	\$417,700	\$317,700

Thomas & Cynthia Anderst	2024	Lot 9A being part of Lots 3-5, Block 4, Stein's 5th	50% Homestead Credit	\$234,000	\$134,000
Janet Frohlech	2024	Lot 6 Brandon Heights Condominiums Six Unit 205, Block 1, Brandon Heights	100% Homestead Credit	\$228,800	\$28,800
Keith Greig	2023	Lot 1, Block 2, Prairie Hills	50% Homestead Credit	\$287,200	\$187,200
Keith Greig	2024	Lot 1, Block 2, Prairie Hills	50% Homestead Credit	\$308,000	\$208,000
Charlette Middlestead	2024	N 152.11' of Aud Lot F of Lot 3, Block 1, Brandon Heights	100% Homestead Credit	\$308,000	\$108,000
Dean & Carolyn Miller	2024	Lots 17-20 Albert Square Condos Unit 1523, Block 30, Wachter's 3rd	50% Homestead Credit	\$219,100	\$119,100
Fred & Charlotte Miller	2024	Block 1, North Mills 6th, Lots 5-6 less W 3.48' of said lots Centennial Condo Unit 210 garage G-35 parking P-12	100% Homestead Credit	\$192,500	\$80,208
Caroline Monroe	2024	Block 4, East Hills Addn Replat, Lot 8 Baumgartner's Sharloh Loop Condo Unit 12 Garage unit A12 Building A	100% Homestead Credit	\$183,400	\$152,833
Debbie A Opp	2024	Lot 13, Block 7, Replat of Calkins	50% Homestead Credit	\$221,600	\$121,600
Leopold & Kathryn Richter	2024	Lots 1-2 less W10', Block 1, Sturgis	100% Homestead Credit	\$203,200	\$3,200
Richard & Barbara Scott	2024	Aud Lot 3B of Lot 3, Block 17, Sonnet Heights	50% Homestead Credit	\$264,100	\$164,100
Travis Pederson	2024	1996 Chief Bonnavilla 16 x 80, #NEB69A2490	Mobile home moved to Pierce County in 2023	\$58,100	\$0
Jaren Bender	2024	1973 Sharva-R 15 x 66, #3911	Mobile home moved to Emmons County in 2023	\$24,000	\$0
Dorothy Kastner	2024	Block 13, Replat Homan Acres, Lot H of Lot 1 Washington Court Condo Building 215 Unit 9 garage 9	100% Homestead Credit	\$26,000	\$0
Harley Wagner	2024	1971 Homecrest 67 x 14, #B080388	Mobile home damaged by fire	\$7,204	\$0
Paul & Shari Huettl	2024	Lot 2, Block 3, Country Creek 1st	Basement finish not completed gave 10% obs	\$477,800	\$436,500
Krystyna Gorzelska	2024	Block 1, North Hills 6th, part Lots 7-8 Dakota Condominiums unit 325 & garage G-9 & parking space P-22	100% Homestead Credit	\$239,900	\$39,900

Motion by Comm. , 2<sup>nd</sup> by Comm. to approve the Vicki L Williams, Sherri Woehl, Michaela Fuchs & Orlin Perdue III, Century Baptist Church, Jorge Santiago, Robert & Lorraine Faulhaber, Ross Gerhardt (2), Kent Stroh & Trang Nguyen III, Michael & Karen Lalonde, Porch & Fence Properties LLC, Curtis Smith & Marilyn Schroder, Douglas & Carol Alm, Thomas & Cynthia Anderst, Janet Frohlech, Keith Greig (2), Charlette Middlestead, Dean & Carolyn Miller, Fred & Charlotte Miller, Caroline Monroe, Debbie A Opp, Leopold & Kathryn Richter, Richard & Barbara Scott, Travis Pederson, Jaren Bender, Dorothy Kastner, Harley Wagner, Paul & Shari Huettl, and Krystyna Gorzelska abatements plus the remainder of the consent agenda in its entirety. All members present voted "AYE". Motion carried.

Motion by Comm. Bakken, 2<sup>nd</sup> by Comm. Woodcox to approve the consent agenda as presented. All members present voted "AYE". Motion carried.

County Planner Flanagan presented a Rath Subdivision plat to the Commission and requested approval by the Commission. Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Woodcox to approve the Rath Subdivision plat. All members present voted "AYE". Motion carried.

Assistant County Engineer Schriock presented the Commission with a resolution. Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Woodcox to approve the resolution for authorization to advertise for bids for the purchase of reinforced box culverts to replace bridge located 4.2 miles south of Highway 10 on 236<sup>th</sup> Street SE. All members present voted "AYE". Motion carried.

Chairman Bitner led a discussion about the Burleigh County investments and to provide clarification as to where our investment monies come from. Finance Director Jacobs appeared to inform the commission on the funds that currently invested. Chairman Bitner requested that the Investment policy be added to the January 21<sup>st</sup>, 2025, meeting for review. Commissioner Schwab requested a spreadsheet of all our investments and discussed the benchmarking. Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Woodcox to add Chairman Bitner and Commissioner Bakken to the Burleigh County Investment Committee. All members present voted "AYE". Motion carried.

Commissioner Woodcox asked Finance Director Jacobs if he had a ballpark figure on what had been collected in the one cent sales tax which is to be used as a direct replacement for property taxes. Finance Director Jacobs says that it should be approximately twenty-four million per year. Chair Bitner noted that a portion of the tax revenue will be available for the next budget cycle and then subsequent years after that the full amount will be available. Commissioner Woodcox inquired if that money is being properly invested. Finance Director Jacobs stated that what has been received has been invested. Chairman Bitner states that we will be looking at the details to make certain our reserves fall within the limits of the Century Code.

Motion by Comm. Woodcox 2<sup>nd</sup> by Comm. Munson to approve the bills from the December 16<sup>th</sup> meeting. All members present voted, "AYE". Motion carried.

Chairman Bitner informed the commission about the phone lines in the Provident Life Building that had been cut which affected the beacon and the elevator emergency phones.

Chairman Bitner said that the attorneys are suggesting that we join the other parties that are appealing the PSC decision. By consensus the commission agrees to join the other parties.

.Meeting Adjourned.

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Mark Splonskowski, County Auditor/Treasurer

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Brian Bitner, Chairman

DRAFT

**BURLEIGH COUNTY COMMISSION  
MEETING MINUTES  
FEBRUARY 3<sup>RD</sup>, 2025**

**5:00 PM** *Invocation by Chaplain and Pledge of Allegiance*

Chairman Bitner called the regular meeting of the Burleigh County Commission to order.

Roll call of the members: Commissioners Woodcox, Munson, Bakken, Schwab, and Chairman Bitner present.

Comm. Schwab requested to remove item 5B from the agenda. Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Bakken to approve the meeting agenda with the removal of item 5B. All members present voted, 'AYE'. Motion carried.

Chair Bitner requested a motion to approve the bills with one bill going to the States Attorney's Office for an opinion. Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Woodcox to approve the bills. All members present voted, 'AYE'. Motion carried.

Chair Bitner listed the following meeting minutes which still needed approval; December 2<sup>nd</sup>, 2024, December 16<sup>th</sup>, 2024, January 6<sup>th</sup>, 2025, and January 21<sup>st</sup>, 2025 meeting minutes as well as December 4<sup>th</sup>, 2024, December 23<sup>rd</sup>, 2024, and January 15<sup>th</sup>, 2025 special meeting minutes. Discussion of each set of minutes was had.

- Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Woodcox to approve the minutes from the December 2<sup>nd</sup> meeting with the removal of the word 'fully' from page two. All members present voted 'AYE'. Motion Carried.
- Motion by Comm. Woodcox, 2<sup>nd</sup> by Comm. Munson to approve the minutes from the December 4<sup>th</sup>, 2024 special meeting. All members present voted 'AYE'. Motion carried.
- The consensus amongst the Commissioners was to make the following changes on the December 16<sup>th</sup>, 2024 meeting minutes. Remove the word 'only' from two locations, the word 'seemingly', and on bullet point three, remove the phrase 'on more than' and change it to 'one or two' all on page two. Remove the word 'only' from two locations on page three. Motion by Comm. Woodcox, 2<sup>nd</sup> by Comm. Bakken to table the minutes from December 16<sup>th</sup>, 2024 to review with the changes made. All members present voted 'AYE'. Motion carried.
- Motion by Comm. Bakken, 2<sup>nd</sup> by Comm. Munson to table the minutes from the December 23<sup>rd</sup>, 2024 special meeting. All members present voted 'AYE'. Motion carried.
- The consensus amongst the Commissioners was to make the following changes on the January 6<sup>th</sup>, 2025 meeting minutes. The details of the vote for Chairman and Vice Chairman needed to be listed. On the last page of the minutes, clarify the verbiage of Chair Bitner's comment on the availability of tax proceeds. Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Bakken to table the minutes from January 6<sup>th</sup>, 2025 to review with changes made. All members present voted 'AYE'. Motion carried.
- Motion by Comm. Bakken, 2<sup>nd</sup> by Comm. Munson to approve the minutes from the January 15<sup>th</sup>, 2025 special meeting. All members present voted 'AYE'. Motion carried.

- Motion by Comm. Woodcox, 2<sup>nd</sup> by Comm. Munson to approve the minutes from the January 21<sup>st</sup>, 2025 meeting with the following corrections. Change the date for the tabled December 23<sup>rd</sup>, 2024 special meeting minutes to February 3<sup>rd</sup>, 2025 instead of March 3<sup>rd</sup>, 2025. Change the word 'another' to 'a' from two locations in County Engineer Hall's presentation. Remove the word 'lastly' from Sheriff Leben's presentation. Remove the word 'then' from States Attorney Lawyer's presentation. All members present voted 'AYE'. Motion carried.

The following abatements were presented for the Board's consideration; a complete copy of which are on file and available for inspection in the office of the Burleigh County Auditor/Treasurer.

Owner	Tax Year	Legal Description	Credit Type	Current MV	Reduced MV
James & Pamela Vukelic	2024	Lots 11-16, Block 7, McKenzie's	Error in property description	\$751,900	\$633,700
Daniel Adolf Privratsky & Melodee Grenz	2024	Tract 1400 of Lot 7, Block 1, Southport Phase II	50% Disabled Veteran	\$558,100	\$468,100
Missouri Slope North Campus - SNF LLC	2024	Lot 1A of Lot 1, Block 1, Good Shepard North Addition	Property exempt from taxation	\$1,851,100	\$74,900
Aircraft Management Services Inc	2024	Block 1, City Leases, Possessory interest in parcel land located in S 1/2 ssection 10 A38-80 at municipal airport des in lease date 5/22/08 (bldgs 5 &22)	Lease for hangar expired & hanger was removed for 9 months of year	\$590,000	\$379,400
Lila Teunissen	2024	Lot 16, Block 5, Peet's 4th	100% Disabled Veteran	\$401,300	\$296,300
Roberta Spitzer (Beadell)	2024	Block 1, Replat Aud Lot 28 & W 1/2 Aud Lot 27, Lot 2 Park Place Condo Unit IV	70% Disabled Veteran	\$142,800	\$42,840
Daniel James Geiger	2024	Lot 4, Block 17, Meadow Valley 4th	80% Disabled Veteran	\$352,300	\$256,300
James & Dixie Lang	2024	Lot 5, Block 1, Clear Sky Addition	80% Disabled Veteran	\$484,000	\$340,000
Kimberly Graner	2024	Block 7, Northern Pacific, Pt Lots 8-9; beg 80.24' S NW cor Lot 9, E50' S69.05' WLY9.04' S26.57' SWLY15.79' W30.91' to W line Lot 8 N along said line 105.73' to pt beg	100% Disabled Veteran	\$257,500	\$77,500
Thomas & June Marshall	2024	Lot 10, Block 4, Heritage Park 2nd Addition	100% Disabled Veteran	\$320,500	\$230,500



Anthony & Rebecca Saxton	2023	Block 2, Park Hill (Aud Lots), beg 920.8' E & 248.9' N of SW cor of NE1/4 sec 5; th W 71.7' N 150' E 71.7' S 150' to beg	70% Disabled Veteran	\$230,100	\$104,100
Anthony & Rebecca Saxton	2024	Block 2, Park Hill (Aud Lots), beg 920.8' E & 248.9' N of SW cor of NE1/4 sec 5; th W 71.7' N 150' E 71.7' S 150' to beg	70% Disabled Veteran	\$248,900	\$122,900
Shirley Buchholz	2024	Block 3, Shannon Valley 4th, Lots 1-2 East Ridge Condo Unit 9	100% Disabled Veteran	\$44,500	\$0
Robert Scott & Carrie Newell	2024	Lot 5, Block 2, Wachter's 9th	100% Disabled Veteran	\$437,500	\$257,500
Gilbert Nelson	2023	Lot 1 & N10' of Lot 2, Block 1, Rue's Subdivision	Change mill rate from regular property tax to fire club, fully exempt for assessment year	\$466,600	\$466,600
Gilbert Nelson	2024	Lot 1 & N10' of Lot 2, Block 1, Rue's Subdivision	Change mill rate from regular property tax to fire club, fully exempt for assessment year	\$478,600	\$478,600
Fourth Street LLC	2024	Lot 12, Block 17, Homan Acres 2nd	Property improvement was destroyed or damaged	\$399,000	\$374,000
Gunda Busch	2023	Lot 13, Block 10, Replat Homan Acres	100% Homestead Credit	\$250,800	\$50,800
Gunda Busch	2024	Lot 13, Block 10, Replat Homan Acres	50% Homestead Credit	\$262,700	\$162,700
Reede & Mary Benning	2024	Lot 6, Block 4, Stein's 2nd	50% Homestead Credit	\$286,200	\$186,200
James & Nancy Skaret	2024	Star Condos Unit 3403 Bldg 1, Lot 1A of Lot 1, Block 5, Edgewood Village 2nd Add	50% Homestead Credit	\$367,000	\$267,000
Jesse Jordan	2024	Lot 4, Block 1, Prairie Pines 3rd	Equalization with surrounding properties	\$718,100	\$665,200
Bismarck State College	2024	Lot 1 less Lot 1A, Block 2, Schafer Heights	Portion of property was only	\$3,045,900	\$1,015,300

			taxable for part of the year		
Anders Bleth	2024	Lot 10, Block 8, High Meadows 5th	Error in property description	\$418,200	\$380,400
James & Betty Mitzel	2024	Tract 1332 of tract B1 & tract D of part of Lot 1, Block 1, Southport Phase II	80% Disabled Veteran	\$362,200	\$218,200
Larry & Cheryl Tessmer	2024	Unit 104 Rolling Hills Condo II, Lot 2, Block 1, East Hills Addn Replat	50% Disabled Veteran	\$325,400	\$287,900
Faye Schiefelbein	2023	Lot 5, Block 8, Meadow Valley 2nd	50% Homestead Credit	\$240,600	\$140,600
Faye Schiefelbein	2024	Lot 5, Block 8, Meadow Valley 2nd	100% Homestead Credit	\$254,100	\$54,100
Brandi Schmidt	2023	Lot 2, Block 1, Haycreek Meadows 1st Replat	80% Disabled Veteran	\$280,700	\$136,700
Brandi Schmidt	2024	Lot 2, Block 1, Haycreek Meadows 1st Replat	80% Disabled Veteran	\$260,100	\$116,100
Nicole Neibauer	2024	E 50' of Lots 4-6, Block 51, Northern Pacific 2nd	Property value decrease due to renovation/repair	\$258,700	\$225,900
The Salvation Army	2024	Lots 6-7, Block 1, Airway Ave Addn	Property exempt from taxation	\$169,500	\$155,400
Clifford Romoser Jr	2025	1975 Detrioter 66 x 14, VIN #SGD040980	Mobile home was demolished	\$7,096	\$0
Chase Beard	2024	2005 Adrian 14 x 60, ser #GAHAG1756	Moved mobile home 4/26/2023	\$25,361	\$0
Chase Beard	2025	2005 Adrian 14 x 60, ser #GAHAG1756	Moved mobile home 4/26/2023	\$32,760	\$0
Jennie Masseth	2024	Lot 11, Block 11, Meadow Valley 3rd	100% Homestead Credit	\$297,800	\$97,800
John & Yvonne Doone	2023	W 75' of Lots 17-20, Block 18, Fisher	100% Homestead Credit	\$304,800	\$104,800
John & Yvonne Doone	2024	W 75' of Lots 17-20, Block 18, Fisher	100% Homestead Credit	\$302,800	\$102,800
James Frey	2024	Lot 34, Block 22, Homan Acres	50% Homestead Credit	\$281,700	\$181,700
Gary Hayes	2024	Lot 8, Block 5, Prairie Hills	50% Homestead Credit	\$261,400	\$161,400
Pam Christianson	2024	Lot 5, Block 6, North Hills 1st	100% Homestead Credit	\$236,400	\$36,400

Brian & Geraldine Mehlhoff	2024	Lot 10, Block 3, Sattler's Sunrise 2nd	100% Homestead Credit	\$282,300	\$82,300
Delbert Unruh	2025	1972 Champion 14 x 56, ser #0329958038	100% Homestead Credit	\$6,309	\$0
Judy Bradley	2025	2012 Redman 32 x 68, ser #A000579AB	50% Homestead Credit	\$131,539	\$65,770
Earl & Irene Wentz	2024	Lots 29-30, Block 23, Fisher	50% Homestead Credit	\$184,200	\$92,100
Larry & Neva Lang	2024	Lot 15, Block 27, Stein's 4th	50% Homestead Credit	\$320,200	\$220,200
Henry & Doretta Rasmusson	2023	Unit 102 Brandon Heights Condos, Aud Lot C of part of Lot 3, Block 1, Brandon Heights	100% Homestead Credit	\$185,900	\$0
Lillian Seifert	2024	Lot 17, Block 5, French's 1st	100% Homestead Credit	\$273,500	\$73,500
Rose Hindricksen	2023	Lot 8, Block 19, Wachter's 3rd	100% Homestead Credit	\$52,300	\$0
Rose Hindricksen	2024	Lot 8, Block 19, Wachter's 3rd	100% Homestead Credit	\$58,300	\$0
Kelvin & Carla Usselman	2024	Lot 3, Block 2, Prairiewood Estates	50% Homestead Credit	\$333,800	\$233,800
Kathleen Nelson	2024	2003 Friendship 80 x 16	100% Homestead Credit	\$49,920	\$0

Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Bakken to approve the James & Pamela Vukelic, Daniel Adolf Privratsky & Melodee Grenz, Missouri Slope North Campus - SNF LLC, Aircraft Management Services Inc, Lila Teunissen, Roberta Spitzer (Beadell), Daniel James Geiger, James & Dixie Lang, Kimberly Graner, Thomas & June Marshall, Anthony & Rebecca Saxton (2), Shirley Buchholz, Robert Scott & Carrie Newell, Gilbert Nelson (2), Fourth Street LLC, Gunda Busch (2), Reede & Mary Benning, James & Nancy Skaret, Jesse Jordan, Bismarck State College, Anders Bleth, James & Betty Mitzel, Larry & Cheryl Tessmer, Faye Schiefelbein (2), Brandi Schmidt (2), Nicole Neibauer, the Salvation Army, Clifford Romoser Jr, Chase Beard (2), Jennie Masseth, John & Yvonne Doone (2), James Frey, Gary Hayes, Pam Christianson, Brian & Geraldine Mehlhoff, Delbert Unruh, Judy Bradley, Earl & Irene Wentz, Larry & Neva Lang, Henry & Doretta Rasmusson, Lillian Seifert, Rose Hindricksen (2), Kelvin & Carla Usselman, and Kathleen Nelson abatements plus the remainder of the consent agenda in its entirety minus item 5B. All members present voted "AYE". Motion carried.

Central District Director for NDSU Extension Dena Kemmet and 4-H Youth Development Agent Annette Broyles spoke on Broyles' upcoming retirement and achievements accomplished in her three years of service. She requested a motion from the Commission to hire a new 4-H Youth Development Agent. Motion by Comm. Schwab, 2<sup>nd</sup> by Comm. Bakken to allow for the hiring of a new 4-H Youth Development Agent. All members present voted 'AYE'. Motion carried.

County Planner Mitch Flanagan presented an update on the RRH Subdivision. He stated that the gas station was not required to follow the MS4 stormwater guidelines, but the designers still utilized them. He said the manhole covers that are next to the pumps collect the runoff and hold all the contaminants in conjunction with sump pumps contained within. Flanagan stated the DEQ does not take vehicle and pedestrian safety into account directly but is still requiring a fence to be built around the lagoon. He requested a motion to approve the plat subject to the DEQ permit. Motion by Comm. Bakken, 2<sup>nd</sup> by Comm. Munson to approve subject to the DEQ permit. All members present voted 'AYE'. Motion carried.

County Engineer Marcus Hall presented a resolution to authorize the proper County officials to advertise for bids to construct the replacement Bridge #08-126-40.0. He stated that the plans are complete and permits for the project have been obtained. Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Bakken to approve the advertising for bids for the construction of Bridge #08-126-40.0. Comm. Woodcox asked if there was an 'Engineer's Estimate'; Hall responded that this estimate would be presented to the Commission once the bids are reviewed for approval. All members present voted 'AYE'. Motion carried.

County Engineer Marcus Hall presented a resolution to authorize the proper County officials to enter into a contract for the RCB culverts to replace Bridge #08-126-40.0 with Rinker Materials. Motion by Comm. Woodcox, 2<sup>nd</sup> by Comm. Bakken to approve the bids for the RCB culverts for Bridge #08-126-40.0. All members present voted 'AYE'. Motion carried.

States Attorney Julie Lawyer presented a preliminary resolution changing the County Auditor/Treasurer from an elected position to appointed which was tabled from the January 21<sup>st</sup>, 2025 Commission meeting. Lawyer stated that the process upon approval of the resolution would include posting the resolution in the paper for two weeks within a thirty-day period and then call for public hearings at which public input would be heard. She recommended having several public hearings and to schedule them at various times and days from the normal Commission meetings to encourage more people to come. Lawyer then explained the history of the Home Rule Charter. She stated that the Home Rule Charter laws require a Home Rule Charter to contain a provision listing the status of elected officials and whether they will stay elected or become appointed. The original Home Rule Charter listed that those positions would remain elected. In 2020 a discussion was had to amend the Home Rule Charter to change the County Recorder and Auditor/Treasurer to appointed positions, but it went to the voters and was defeated. Lawyer stated that in 2022 the Home Rule Charter was amended to allow the County Commission to create ordinances and in 2024, was amended to increase the sales tax to one percent. She stated that instead of changing those positions to elected or appointed and having to change the Home Rule Charter again, the provision was added that the statute would apply so that no statutory authority would be taken away from the Commission to modify it instead of having to modify the Home Rule Charter again, which took place in the 2022 Home Rule Charter. She then listed the steps of changing the elected position to an appointed one. A preliminary resolution is considered by the Commission, if passed it goes to a public hearing or townhall meeting to get information out and receive input, then discussion of adopting the final resolution is had. If a final resolution is adopted, the effective date would be April 1<sup>st</sup>, 2027. Lawyer commented that if a final resolution is reached, the public can still file a petition if its going against their wishes, and it would then go to the ballot for a vote. Chair Bitner recommended that the public hearing be in conjunction with a normal Commission meeting. Comm. Bakken stated that the public

hearings should be also held outside of the normal Commission meetings to allow more people to attend. Lawyer stated that there should be a way for people to submit written comments as part of the public hearing. Chair Bitner added that he would get ahold of County Emergency Management Director Mary Senger regarding setting up the ability to take written comments. Comm. Schwab expressed the need to make sure that the people emailing be required to verify they are Burleigh County residents and Chair Bitner added this to his list to discuss with Senger. Motion by Comm. Bakken, 2<sup>nd</sup> by Comm. Schwab, to approve the preliminary resolution to gain input from the people and to add it to the website as well as communicate with Dakota Media Access to help get the word out. All members present voted 'AYE'. Motion carried.

County Finance Director Leigh Jacobs presented a suggested update to county policies and procedures regarding vendor onboarding. He stated that the County does have some policies and procedure that would be put together in a more comprehensive way. This would aid in the execution of 1099s at the end of the year. He asked if the Commission would be willing to review the current vendor lists to come up with an approved vendor list. Comm. Woodcox asked what the process would be to get a new vendor on the approved vendor list and Jacobs responded that it would be part of the development of the onboarding process. The consensus amongst the Commission was to assist Jacobs in reviewing the current vendor list.

States Attorney Julie Lawyer presented an update on the Victim Witness Program grant funds. She mentioned that on Monday, January 27<sup>th</sup>, 2025, the White House announced the freezing of all federal funding which included federal grants. On the 29<sup>th</sup>, the States Attorney's Office received a letter from the DOCR stating that all federal money would not be paid out until everything was settled. She received a notification an hour after requesting this item to be added to tonight's meeting agenda that the White House had issued another order rescinding the original order withhold funding. She said that there was a hearing today that extended the stay on that order. The County gets VOCA funding for the Victim/Witness program which was approximately \$101,000 from the Federal government and the State provided approximately \$59,000. She said the freeze does not effect the state funding and when the DOCR receives the funding they will distribute it to the County. Comm. Bakken inquired if this would change the operations of the States Attorney's Office and Lawyer responded that it would not because the County pays the bills and then is reimbursed from the State.

County Auditor/Treasurer Mark Splonskowski presented a request for a public hearing regarding Special Assessment District #76 Falconer Estates. He stated that all the work has been completed on the project and the Special Assessments Committee held a meeting and public hearing in which nobody presented any concerns or comments. Splonskowski requested that the Commission approve a public hearing. Comm. Bakken enquired if the County sent out letters regarding the special assessments and Splonskowski responded that it is required to be posted in the Bismarck Tribune once a week for two weeks. Comm. Bakken asked what the scope of the special assessment district was and Splonskowski responded that it is one street, Sully Drive, in Falconer Estates which encompasses about 12 properties. Motion by Comm. Bakken, 2<sup>nd</sup> by Comm. Munson to approve the request for a public hearing. All members votes 'AYE'. Motion carried.

Chair Bitner stated that he had been contacted by a contractor interested in putting together a bid for a project on 80<sup>th</sup> and Highway 10 and mentioned that the gravel suppliers have been notifying the contactors that the weight limit on Highway 10 is 80,000 pounds. County Engineer Marcus Hall was brought forward for

discussion on this item. Chair Bitner and Hall stated that this could cost the County an additional \$20,000 to \$30,000 due to the lighter loads. Hall asked if the Commission would be willing to allow a 105,500 pound weight limit on that road for this project and requested an addendum for this project only, noting that he had gotten inquiries from other contractors on other projects. Comm. Schwab mentioned that Highway 10 was just repaired for approximately \$180,000 and if the County changed the load limit, they would have to repair it again. Comm. Bakken stated that he didn't agree with benefiting the County and not the other contractors and projects even though it would benefit the County taxpayers. Comm. Munson commented that he was concerned that the \$20,000 or \$30,000 that would be spent now could keep the County from spending more to repair the road later and that he agreed with Comm. Bakken's statement. Motion by Comm. Schwab, 2<sup>nd</sup> by Comm. Munson to leave the load limit at 80,000 pounds. All members present voted 'AYE'. Motion carried.

Commissioner Bakken asked for more information from County Sheriff Kelly Leben regarding the illegal immigrants detained by the Burleigh County Sheriff's Department and how that affects the County. Leben stated that he addressed this same topic with an Associated Press reporter recently. Leben responded that we have been here before and it just looks different depending on the administration that is in the White House. Leben stated that Sheriff Deputies performed a routine traffic stop last Wednesday for a registration violation. The Deputies identified the occupants of the vehicle and that they were here illegally and a call to Border Patrol was made. Border Patrol then interviewed the subjects in the vehicle and advised the Deputies to take them into custody. The Sheriff's Department was not aware that one of the subjects was a Venezuelan gang member until it was brought up by Border Patrol last Friday. Leben stated he does not anticipate any raids in North Dakota, but the State will see similar situations that happened last week. He addressed Comm. Schwab's question regarding the cost of the detention of these subjects and he said once Border Patrol or Customs says to detain the subject, they are very quick in picking up the subject so the County incurs very little cost. Leben stated that he had been asked the question of would the Sheriff's Department be willing to go into contract with Immigration, Customs, and Enforcement and he said they would entertain that idea. He mentioned that he has been in contact with them and that it would be another entity looking for bed space. Comm. Bakken asked if there were any concerns of Deputies needing backup due to increased activity and Leben responded that there is always a concern, but that the Deputies and Detention Center Officers performed very well. Leben mentioned he recently had a meeting with Congresswoman Julie Fedorchak regarding this topic. He stated that there will be voluntary deportation when they see the pressure that is being put on them and some will leave. Leben said that he had heard of people confronting others about this and he hoped that people maintain respect and dignity. He said that we have an illegal immigrant problem but we need to remain respectful and dignified. Comm. Bakken asked how the interagency cooperation was with Border Patrol and Leben responded that the Sheriff's Department has always had a good relationship with the Federal Government.

Meeting Adjourned

The following list of abatements and settlement of taxes is forwarded for action to the Burleigh County Commission:

Abate #	Owner	Tax Year	Legal Description	Credit Type	Current MV	Reduced MV
25-011	Austin Vilardi & Aubrey Tocci	2024	Lot 3, Block 3, Wheatland Hills 2nd	70% Disabled Veteran	\$329,000	\$276,500
25-063	William Teply Eugene & Carlotta	2024	Lot 15, Block 2, Eastside Heights	100% Disabled Veteran	\$383,600	\$203,600
25-064	Kostelecky	2024	Lot 28, Block 20, Homan Acres 6th	80% Disabled Veteran	\$163,700	\$145,700
25-066	Troy & Kayla Skelton	2024	Lot 3, Block 1, Replat Lots 14-23, Block 1, the Pointe	80% Disabled Veteran	\$392,100	\$356,100
25-076	Astrid Senger	2024	Lot 7, Block 1, North Hills 13th	100% Disabled Veteran	\$413,700	\$233,700
25-077	Timothy & Angela Wicks	2024	Lot 8, Block 2, Rplt Lot 10 Blk 1 North Hills 1st	100% Disabled Veteran	\$339,800	\$159,800
25-078	Lutene Roth	2023	Lot 16, Block 6, Tatley Meadows VI	100% Homestead Credit	\$305,300	\$105,300
25-079	Lutene Roth	2024	Lot 16, Block 6, Tatley Meadows VI	50% Homestead Credit	\$308,100	\$208,100
25-080	Ronald & Carol Bodine	2024	Unit 3 Mapleton Place Condos, Aud Lot 1634 of Lot 2, Block 2, Pebble Creek Addn	50% Homestead Credit	\$193,700	\$96,850
25-081	Stephen & Bridget Hillerud	2024	Unit 2 2305 Pointe Loop Condos, W 128' of Lot 1, Block 7, the Pointe	Error in property description	\$329,700	\$299,200
25-082	Curtis & Beverly Goehring	2024	Lot 31, Block 1, Apple Valley	100% Homestead Credit	\$175,200	\$0
25-083	Milton & Shirley Wagner	2023	Unit 4 Bldg 3313 3313/3327 Arrow Head Ranch Condos, Lots 7-8, Block 1, Pebble Creek 10th	100% Homestead Credit	\$319,400	\$119,400
25-084	Milton & Shirley Wagner	2024	Unit 4 Bldg 3313 3313/3327 Arrow Head Ranch Condos, Lots 7-8, Block 1, Pebble Creek 10th	100% Homestead Credit	\$333,600	\$113,600
25-085	Monte & Linda Tausend	2024	Lot 6, Block 3, Fort Lincoln Est #1	50% Homestead Credit	\$222,800	\$122,800

25-086	Paul & Julie Fornshell	2024	S240' of the E363' of Lot 1, Block 1, Steer	Farm residence exemption	\$340,400	\$40,000
25-087	Ramona Hendricks	2024	Lot 2, Block 5, Meadow Valley 2nd	100% Homestead Credit	\$235,300	\$35,300
25-088	Cheri Schulz	2023	Lot 28, Block 4, Wachter's 7th	50% Homestead Credit	\$261,700	\$161,700
25-089	Cheri Schulz	2024	Lot 28, Block 4, Wachter's 7th	50% Homestead Credit	\$261,200	\$227,867
	Elizabeth Lynnell					
25-090	Strothman	2023	Lot 13, Block 3, Country West II	100% Homestead Credit	\$365,400	\$165,400
	Elizabeth Lynnell					
25-091	Strothman	2024	Lot 13, Block 3, Country West II	100% Homestead Credit	\$375,200	\$175,200
	Anthony & Diane					
25-092	Rothacker	2024	Lot 2, Block 1, Ridgefield	100% Disabled Veteran	\$310,700	\$130,700
25-093	Rita Schmidt	2024	Lot 1, Block 2, Parkview	100% Homestead Credit	\$125,300	\$0
25-094	Thomas & Agnes Salwei	2024	Lot 31, Block 2, Copper Ridge	50% Homestead Credit	\$385,100	\$285,100
25-097	Patricia Stoxen	2024	Lots 10-11, Block 76, McKenzie & Coffin's	50% Homestead Credit	\$265,300	\$165,300
			Lot 8 & 10' vacated alley adj, Block 8,			
25-098	Larry & Adela Roller	2023	Replat of Calkins	50% Homestead Credit	\$207,300	\$107,300
			Lot 8 & 10' vacated alley adj, Block 8,			
25-099	Larry & Adela Roller	2024	Replat of Calkins	50% Homestead Credit	\$213,300	\$113,300
			Lot 22, Block 5, Cottonwood Parkview			
25-100	Dennis & Kay Berg	2024	Addn	50% Homestead Credit	\$308,600	\$208,600
			Lot 5, pt of Lot 6 beg SW cor of Lot 6 E 11',			
			Nly 120.81' to NW cor Swly along W line			
25-103	Alan & Kathy Chmielewski	2023	122.58', Block 5, Stein's 1st	50% Homestead Credit	\$270,700	\$170,700
			Lot 5, pt of Lot 6 beg SW cor of Lot 6 E 11',			
			Nly 120.81' to NW cor Swly along W line			
25-104	Alan & Kathy Chmielewski	2024	122.58', Block 5, Stein's 1st	50% Homestead Credit	\$288,900	\$188,900



25-105	Sherwin & Cathy Nelson	2024	Lot 11, Block 25, Wachter's 9th	50% Homestead Credit	\$351,900	\$251,900
25-106	Vicki Schmidt	2024	2008 Four Seasons 28 x 68, ser#F5218498	50% Homestead Credit	\$110,146	\$55,073
25-107	Vicki Schmidt	2025	2008 Four Seasons 28 x 68, ser#F5218498	50% Homestead Credit	\$105,196	\$52,598
25-108	Linda Houston	2023	Unit 7 & garage unit G-7 Fox Hill Condos, Lot 1, Block 1, Replat L10 B1 North Hills 1st	100% Homestead Credit	\$82,700	\$0
25-109	Linda Houston	2024	Unit 7 & garage unit G-7 Fox Hill Condos, Lot 1, Block 1, Replat L10 B1 North Hills 1st	100% Homestead Credit	\$82,800	\$0
25-110	William Miller	2023	Lot 6, Block 1, Prom Point IV 2nd Replat	50% Homestead Credit	\$557,700	\$507,700
25-111	William Miller	2024	Lot 6, Block 1, Prom Point IV 2nd Replat	50% Homestead Credit	\$559,100	\$509,100
25-112	Patricia Stoxen	2023	Lots 10-11, Block 76, McKenzie & Coffin's Lot 10 less S WLY 20', Block 1, Rolling Hills	50% Homestead Credit	\$254,800	\$154,800
25-113	Sheila Steckler	2024	2nd	50% Homestead Credit	\$243,100	\$143,100
25-114	Dianne Moch	2024	Lot 7, Block 2, North Lincoln 2nd	50% Homestead Credit	\$277,200	\$177,200
25-117	Tony & Julie Gratz	2025	1972 Detroitter 64 x 14	Mobile home removed 10/17/2024	\$6,881	\$0
25-118	Bernice Fuchs	2024	Lots 9-10, Block 26, Sturgis	100% Homestead Credit	\$209,600	\$9,600
25-119	Gary Hayes	2023	Lot 8, Block 5, Prairie Hills	50% Homestead Credit	\$236,000	\$136,000
25-120	Dennis Boknecht	2024	W 100' Lots 31-32, Block 68, McKenzie & Coffin's	50% Homestead Credit	\$147,900	\$73,950
25-121	Celia Lindquist	2023	Unit 110 Pinecrest Condo, Lots 9-12 & W 10.2' of Lot 13, Block 14, Wachter's 2nd	100% Homestead Credit	\$105,800	\$0

Unit 110 Pinecrest Condo, Lots 9-12 & W

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25-122	Celia Lindquist	2024	10.2' of Lot 13, Block 14, Wachter's 2nd	100% Homestead Credit	\$105,700	\$0
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**ITEM**

**# 6**

# PUBLIC HEARING

## NOTICE OF PUBLIC HEARING ON ASSESSMENT LIST

Notice is hereby given that the special assessment list of the lots and tracts assessed and the amount each lot or tract of land is benefited by, and the amount assessed against each lot or tract for the cost of construction of the following special assessment districts:

### **Falconer Estates Subdivision SAD # 76**

Paving of the following roads: Sully Drive from Oahe Bend Drive to Apple Creek Drive. Paving will include 4 inches of hot bituminous and a chip seal treatment:

Of the County of Burleigh, North Dakota, and which is to be paid by special assessments, has been confirmed by the Special Assessment Commission of the said County of Burleigh and I certify that it is true and correct and filed in the office of the County Auditor/Treasurer of the said county and is now open for public inspection.

And notice is further given that at the regular meeting of the Board of County Commissioners to be held at 5:00 pm on the 19<sup>th</sup> day of February 2025, any person who appealed from the action of such Special Assessment Commission prior to such time, may appear before the Board of County Commissioners and present why the action of the Special Assessment Commission should not be confirmed and that the Board of County Commissioners will then hear and determine all such appeals, if any, and take final action thereon and upon the whole assessment list. Written statements will be considered if received by County Auditor/Treasurer prior to the hearing date.

By order of the Burleigh County Commission this 3<sup>RD</sup> day of February 2025.

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Mark Splonskowski  
Burleigh County Auditor/Treasurer  
**Run 2/12 & 2/17/2025**

**BURLEIGH COUNTY  
SPECIAL ASSESSMENT COMMISSION  
MEETING\PUBLIC HEARING  
AGENDA/NOTICE**

**January 22, 2025**

**5:15PM**

City/County Building  
First Floor Conference Room 221 N 5<sup>th</sup> Street Bismarck, ND.

**Falconer Estates Subdivision S.A.D. #76**

- 1) CALL TO ORDER – Jeff Eslinger, Chairman
- 2) Auditor Splonskowski to explain process. Purpose of hearing is not to discuss costs but how costs are assessed. Assessments for the most part are spread equally among the benefited properties and based upon the petitions. Each buildable lot is assessed and has an equal assessment.  

Estimated costs:  
S.A.D. #76 \$ 1,051.94\yr – 12yrs plus interest @ 2.00%
- 3) OPEN PUBLIC HEARING for S.A.D. #76 – call for public testimony.
- 4) CLOSE PUBLIC HEARING - Motion to confirm special assessment list for Falconer Estates Subdivision S.A.D.#75 (as amended\corrected) and forward the same to the Burleigh County Board of Commissioners.
- 5) Adjourn.

**BURLEIGH COUNTY  
SPECIAL ASSESSMENT COMMISSION  
MEETING MINUTES  
January 22, 2025**

**5:15 PM**

The Burleigh County Special Assessment Commission convened with all Commissioners Heim, Lunde, and Chairman Eslinger present.

The purpose of the meeting was to conduct public hearings regarding the assessment of cost\benefit to properties within the SAD #76 – Falconer Subdivision. Chairman Eslinger called the meeting to order with County Auditor/Treasurer Splonskowski briefly explaining the process.

Chairman Eslinger opened the Public Hearing for Special Assessment **District #76 – Falconer Estates Subdivision.**

No one present appeared and the following motion was made:

Motion by Comm. Heim, 2<sup>nd</sup> by Comm. Lunde to confirm the special assessment list for S.A.D. #76 Falconer Estates Subdivision as published and to forward the same onto the Board of County Commissioners. All members present voted “AYE.” Motion carried.

Meeting adjourned

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Mark Splonskowski  
Burleigh County Auditor/Treasurer

**NOTICE OF PUBLIC HEARING  
SPECIAL ASSESSMENTS  
STATE OF NORTH DAKOTA  
COUNTY OF BURLEIGH**

The undersigned, Jeff Eslinger, Mike Heim and Lee Lunde constituting the Special Assessment Commission of Burleigh County, North Dakota, do hereby certify that the foregoing is a complete list of the particular lots and tracts of land in which, in the opinion of the Commission, are especially benefited by the construction of street paving and related work in Street Improvement District #76 of said County, setting for the amount each lot or tract of land is benefited by such improvement and the amount assessed against each and the same is a true and correct assessment of the property therein described according to the best judgment of the members of such Commission and that the several items of expense in such assessments are as follows to wit:

Construction Expense	\$ 158,822.27
Engineering Expense	\$ 6,349.08
Misc. (paid with Hwy GL)	\$ 595.31
Misc. (paid with SAD GL)	\$ 2,444.20
Administrative Expense	\$ 5,765.65
Bond Cost	\$ 2,750.00
<b>TOTAL COST</b>	<b>\$ 176,726.51</b>

Notice of the Special Assessment for the cost of construction of street paving and related work in Street Improvement District #76 of Burleigh County North Dakota.

**NOTICE IS HEREBY GIVEN** that a Special Assessment for the cost of construction and related work in Street Improvement District #76 has been levied against the lots and tracts of land especially benefited by such improvement in the sums set opposite the respective descriptions of such lots and tracts of land, to wit: **Falconer Estates Subdivisions**, paving of the following roads: Sully Drive from Oahe Bend Drive to Apple Creek Drive. Paving will include 4 inches of hot bituminous and a chip seal treatment.

Property ID#	Legal Description Falconer Estates Subdivision	Amount
38-138-80-38-07-010	Blk 7 Lt 1,2	\$ 12,623.36
38-138-80-38-07-030	Blk 7 Lt 3	\$ 12,623.36
38-138-80-38-07-040	Blk 7 Lt 4	\$ 12,623.36
38-138-80-38-07-050	Blk 7 Lt 5	\$ 12,623.36
38-138-80-38-07-060	Blk 7 Lt 6	\$ 12,623.36
38-138-80-38-07-070	Blk 7 Lt 7	\$ 12,623.36
38-138-80-38-07-080	Blk 7 Lt 8	\$ 12,623.36
38-138-80-38-07-090	Blk 7 Lt9	\$ 12,623.36
38-138-80-38-07-100	Blk 7 Lt10	\$ 12,623.36
38-138-80-38-06-080	Blk 6 Lt 8	\$ 12,623.36
38-138-80-38-06-070	Blk 6 Lt7	\$ 12,623.36
38-138-80-38-06-060	Blk 6 Lt 5b ,6	\$ 12,623.36
38-138-80-38-06-050	Blk 6 Lt 5a of lot 5	\$ 12,623.36
38-138-80-38-06-040	Blk 6 Lt 4	\$ 12,623.36

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**NOTICE IS HEREBY GIVEN** that on the 22<sup>nd</sup> day of January 2024, at 5:15 P.M. the Special Assessment Commission of Burleigh County, North Dakota, will meet in the First Floor Conference Room in the City/County Building, 221 N 5th Street, Bismarck, ND to hear any testimony both for



and against which may be made to any assessment shown in the foregoing list by any person interested therein or by his agent or attorney.

Jeff Eslinger  
Chairperson

Mike Heim  
Member

Lee Lunde  
Member

Publish: 1/6 & 1/13, 2025

**ITEM**

**# 7**

Preliminary Resolution on Redesignating Elective Office of  
Burleigh County Auditor / Treasurer to Appointive Office

Whereas the elective offices of Burleigh County Auditor and Burleigh County Treasurer have been combined into one elective office May 5, 2003;

Whereas the County Auditor / Treasurer's primary duties are chief financial officer, elections officer, secretary to the County Commission, keeping track of all property taxes, and to act as the accountant, financial manager, and investor for the county;

Whereas pursuant to N.D.C.C. § 11-10-04, the qualification for an elected County Auditor or County Treasurer is the candidate must be a qualified elector in the county, which is at least eighteen years old and a resident of the county;

Whereas the Board of County Commissioners believes that more qualifications are necessary for an individual to hold the position of Auditor / Treasurer;

Whereas the Home Rule Charter for Burleigh County as passed on June 11, 2024, Article III sec. 3 allows the Board of County Commissioners to follow state law converting the elected office of county auditor / treasurer into an appointed office and pursuant to N.D.C.C. § 11-10.2-01(1)(c), the county may redesignate an elective county office as an appointive office; now, therefore, be it

*Resolved*, that effective April 1, 2027 and in accordance with the details of the following plan, the office of Burleigh County Auditor / Treasurer be redesignated as an appointive office;

*Resolved*, that a copy of this preliminary resolution and accompanying plan shall be filed in the Office of the County Auditor / Treasurer and shall be published once each week for two consecutive weeks , with public hearings scheduled thereafter.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Brian Bitner, Chair  
Burleigh County Commission

Attest: \_\_\_\_\_  
Mark Splonskowski  
Burleigh County Auditor / Treasurer

Plan for Redesignating Elective Office of  
Burleigh County Auditor / Treasurer to Appointive Office

1. Office of Burleigh County Auditor / Treasurer is redesignated as an appointive office effective April 1, 2027, when the current term for Auditor Treasurer expires.
2. Director of Human Resources shall develop a job description to include all statutory job duties of county auditor and county treasurer along with job qualifications, including experience in finance or accounting, and appropriate pay grade for approval by the Burleigh County Commission no later than sixty (60) days after any final resolution adopting the plan.
3. The recruitment and retention for the office of Burleigh County Auditor / Treasurer shall be governed by the Burleigh County Personnel Policy Manual and Handbook.

**ITEM**

**# 8**

February 13, 2025

Brian Bitner, Chairman  
Burleigh County Commission  
221 North 5th St  
Bismarck, ND 58501

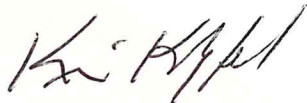
**RE: Bismarck South Washington Street Trail Extension – Meridian Drive to General Sibley Park Project**

Dear Chairman Bitner:

In 2023, the Burleigh County Commission agreed to sponsor the Bismarck Park and Recreation District's request to submit for a NDDOT TA Grant to construct a trail segment from Meridian Drive to General Sibley Park. On February 7, 2025 bids were opened for this project through the ND Department of Transportation process.

Our consultants and staff recommend the Burleigh County Commission accept the lowest responsible bid from Central Specialties, Inc. in the amount of \$503,833.50, contingent on the Bismarck Board of Park Commissioners' approval at the February 20, 2025 board meeting. If all parties accept the lowest responsible bid, a companion agreement will be developed for consideration. We respectfully request Burleigh County Commission accept the lowest responsible bid for \$503,833.50.

Thank you,



Kevin Klipfel  
Executive Director  
Bismarck Parks and Recreation District

NORTH  
**Dakota** | Transportation  
Be Legendary.™

February 10, 2025

Mark Splonskowski  
Burleigh County Auditor  
PO Box 5518  
Bismarck, ND 58506

**PROJECT: TAC-1-981(138), PCN 23910 – S WASHINGTON ST, FROM MERIDAN DR S TO  
GENERAL SIBLEY PARK – BISMARCK**

Bids for the construction on the above noted project were taken at our bid opening on February 7, 2025. Copies of the Contract Detail Estimate and abstract of bids are enclosed.

The low bid for shared use path was submitted by Central Specialties Inc of Alexandria, MN in the amount of \$503,833.50. According to the agreement with Burleigh County, the County's share of the project is estimated to be \$96,081.05. Please see contract detail estimate for funding limits and breakdowns.

The Department will review the low bidder's proposal to assure that the Disadvantaged Business Enterprise Program requirements have been met. Upon review of the contractor's Disadvantaged Business Enterprise Program, the Department will advise you via email whether this project may be awarded. The County must award the contract before the Department will concur in the award, therefore, the County must notify the Department in writing as soon as possible after the award is made. Contracts cannot be executed prior to the date of the Department's concurrence.

Questions should be addressed to the Construction Services Division at 701-328-2566.



PHILLIP MURDOFF, P.E. - CONSTRUCTION SERVICES ENGINEER

80/pm/jmm  
Enclosure

2/10/2025

NORTH DAKOTA DEPARTMENT OF TRANSPORTATION  
CONTRACT DETAIL ESTIMATE UPON WHICH PROJECT AGREEMENT IS TO BE BASED

**PAGE 036** 1 of 3

North Dakota **FEDERAL AID**

Bid Opening Date: **2/7/2025**

Project Number: **TAC-1-981(138)**

PCN: **23910**

Job Number: **23910**

English/Metric: **ENGLISH**

Contract with **CENTRAL SPECIALTIES INC ALEXANDRIA, MN**

Signed Date:

County(s): **BURLEIGH**

Location: **S WASHINGTON ST, FROM MERIDAN DR S TO GENERAL SIBLEY PARK - BISMARCK**



North Dakota **FEDERAL AID**Bid Opening Date: **2/7/2025**Project Number: **TAC-1-981(138)**PCN: **23910**Job Number: **23910**English/Metric: **ENGLISH**Roadway: **URBAN**

LRS\_ID L1700\_015M FR 0.0000 TO 0.5711

LRS\_ID L567\_015M FR 0.4585 TO 0.7583

Type: **GRADING, CULVERTS, SHARED USE PATH, SIGNING, & PAVEMENT MARKING**Participating: **Y**

Spec	Code	Item Description	Quantity	Unit	Unit Price	Amount
103	0100	CONTRACT BOND	1.000	L SUM	\$2,000.00	\$2,000.00
201	0330	CLEARING & GRUBBING	1.000	L SUM	\$50,000.00	\$50,000.00
202	0132	REMOVAL OF BITUMINOUS SURFACING	72.000	SY	\$70.00	\$5,040.00
202	0169	REMOVAL OF END SECTION-ALL TYPES & SIZES	1.000	EA	\$175.00	\$175.00
203	0101	COMMON EXCAVATION-TYPE A	835.000	CY	\$16.00	\$13,360.00
203	0109	TOPSOIL	1,153.000	CY	\$10.00	\$11,530.00
203	0140	BORROW-EXCAVATION	528.000	CY	\$30.00	\$15,840.00
216	0100	WATER	1.000	M GAL	\$50.00	\$50.00
251	0300	SEEDING CLASS III	4.000	ACRE	\$450.00	\$1,800.00
253	0201	HYDRAULIC MULCH	4.000	ACRE	\$1,750.00	\$7,000.00
255	0103	ECB TYPE 3	294.000	SY	\$3.50	\$1,029.00
260	0100	SILT FENCE UNSUPPORTED	233.000	LF	\$3.50	\$815.50
260	0101	REMOVE SILT FENCE UNSUPPORTED	233.000	LF	\$1.00	\$233.00
261	0112	FIBER ROLLS 12IN	1,315.000	LF	\$2.95	\$3,879.25
261	0113	REMOVE FIBER ROLLS 12IN	1,315.000	LF	\$0.25	\$328.75
302	0120	AGGREGATE BASE COURSE CL 5	1,162.000	TON	\$41.00	\$47,642.00
430	0500	COMMERCIAL GRADE HOT MIX ASPHALT	1,080.000	TON	\$185.00	\$199,800.00
702	0100	MOBILIZATION	1.000	L SUM	\$44,500.00	\$44,500.00
704	0100	FLAGGING	200.000	MHR	\$40.00	\$8,000.00
704	1000	TRAFFIC CONTROL SIGNS	652.000	UNIT	\$2.00	\$1,304.00
704	1054	SIDEWALK BARRICADE	2.000	EA	\$100.00	\$200.00
704	1060	DELINEATOR DRUMS	24.000	EA	\$25.00	\$600.00
704	1067	TUBULAR MARKERS	20.000	EA	\$15.00	\$300.00
714	0615	PIPE CONC REINF 24IN CL III	28.000	LF	\$165.00	\$4,620.00
714	0905	PIPE CONC REINF 36IN CL III	12.000	LF	\$250.00	\$3,000.00
714	4110	PIPE CONDUIT 30IN	36.000	LF	\$150.00	\$5,400.00
714	4216	PIPE CONDUIT ARCH 22IN X 13IN	95.000	LF	\$100.00	\$9,500.00
714	5035	PIPE CORR STEEL .064IN 24IN	24.000	LF	\$100.00	\$2,400.00
714	5820	END SECT CORR STEEL .064IN 24IN	1.000	EA	\$410.00	\$410.00
714	9660	REMOVE & RELAY END SECTION-ALL TYPE & SIZES	3.000	EA	\$450.00	\$1,350.00
714	9925	FLAP GATE-RELAY ALL SIZES	1.000	EA	\$250.00	\$250.00
750	0115	SIDEWALK CONCRETE 4IN	96.000	SY	\$207.00	\$19,872.00
750	0140	SIDEWALK CONCRETE 6IN	50.000	SY	\$244.00	\$12,200.00
750	2115	DETECTABLE WARNING PANELS	160.000	SF	\$88.00	\$14,080.00
752	0922	FENCE REMOVE & RESET	1,290.000	LF	\$4.50	\$5,805.00
752	2110	RESET VEHICLE GATE	1.000	EA	\$1,000.00	\$1,000.00
752	2120	REMOVE VEHICLE GATE	1.000	EA	\$500.00	\$500.00
754	0110	FLAT SHEET FOR SIGNS-TYPE XI REFL SHEETING	32.000	SF	\$25.00	\$800.00
754	0112	FLAT SHEET FOR SIGNS-TYPE IV REFL SHEETING	24.000	SF	\$25.00	\$600.00
754	0206	STEEL GALV POSTS-TELESCOPING PERFORATED TUBE	174.000	LF	\$10.00	\$1,740.00
754	0592	RESET SIGN PANEL	4.000	EA	\$50.00	\$200.00
754	0593	RESET SIGN SUPPORT	1.000	EA	\$50.00	\$50.00
762	1307	PREFORMED PATTERNED PVMT MK 6IN LINE-GROOVED	149.000	LF	\$20.00	\$2,980.00

North Dakota **FEDERAL AID**

Bid Opening Date: **2/7/2025**

Project Number: **TAC-1-981(138)**

PCN: **23910**

Job Number: **23910**

English/Metric: **ENGLISH**

Spec Code	Item Description	Quantity	Unit	Unit Price	Amount
<b>762 1325</b>	<b>PREFORMED PATTERNED PVMT MK 24IN LINE-GROOVED</b>	<b>33.000</b>	<b>LF</b>	<b>\$50.00</b>	<b>\$1,650.00</b>

Subtotal **\$503,833.50**

Eng and Contg **\$0.00**

Total **\$503,833.50**

Length **0.8710 Miles**

Estimated Cost		<u>Construction</u>
		<b>\$503,833.50</b>
<b>TAC FEDERAL FUNDS</b>	<b>80.93%</b>	<b>\$407,752.45</b>
<b>TAC BURLEIGH CO FUNDS</b>	<b>19.07%</b>	<b>\$96,081.05</b>

Summary for Project

Length **0.8710 Miles** **BURLEIGH** **0.8710 Miles**

Estimated Total Construction Cost: **\$503,833.50**

Estimated Total Eng and Contg: **\$0.00**

Estimated Cost	<u>Construction</u>	<u>Total</u>
	<b>\$503,833.50</b>	<b>\$503,833.50</b>
<b>TAC FEDERAL FUNDS</b>	<b>\$407,752.45</b>	<b>\$407,752.45</b>
<b>TAC BURLEIGH CO FUNDS</b>	<b>\$96,081.05</b>	<b>\$96,081.05</b>

**DOT TO MAKE CONTRACTOR PAYMENTS  
NO CONSTRUCTION ENGINEERING REQUESTED  
TA FEDERAL FUNDS ARE NOT LIMITED**

ND DEPARTMENT OF TRANSPORTATION				SHEET NO. 1 OF 2		ABSTRACT OF BIDS RECEIVED					
PROJECT NO. TAC-1-981(138)				NO. 23910		BIDDER ENGINEERS ESTIMATE		BIDDER CENTRAL SPECIALTIES INC		BIDDER NORTHERN IMPROVEMENT COMPANY	
COUNTY & DATE BURLEIGH (015) FEB 07, 2025 09:30AM								ALEXANDRIA, MN		FARGO, ND	
LENGTH & TYPE 0.871 S WASHINGTON ST; MERIDAN TO SIBLEY PARK								c.c. BOND RANK 01		c.c. BOND RANK 02	
COMPLETION TIME 11/12/25 GRADING, CULVERTS, SHARED USE PATH, SI						c.c. CHECK RANK 00					
SPEC. NO.	ITEM DESCRIPTION	UNIT	QUANTITY	BID PRICE	AMOUNT	BID PRICE	AMOUNT	BID PRICE	AMOUNT		
103	CONTRACT BOND	L SUM	1000	4500000	4500000	2000000	2000000	1253700	1253700		
201	CLEARING & GRUBBING	L SUM	1000	5500000	5500000	5000000	5000000	92491600	92491600		
202	REMOVAL OF BITUMINOUS SURFACING	SY	72000	15000	1080000	70000	5040000	17800	128160		
202	REMOVAL OF END SECTION-ALL TYPES & SIZES	EA	1000	575000	575000	175000	175000	440000	440000		
203	COMMON EXCAVATION-TYPE A	CY	835000	11150	9310250	16000	1336000	25300	2112550		
203	TOPSOIL	CY	1153000	8000	9224000	10000	11530000	45300	5223090		
203	BORROW-EXCAVATION	CY	528000	12400	6547200	30000	15840000	54100	2856480		
216	WATER	M GAL	1000	100000	100000	50000	50000	52500	52500		
251	SEEDING CLASS III	ACRE	4000	1750000	7000000	450000	1800000	495000	1980000		
253	HYDRAULIC MULCH	ACRE	4000	2500000	10000000	1750000	7000000	1925000	7700000		
255	ECB TYPE 3	SY	294000	2000	588000	3500	1029000	3900	1146600		
260	SILT FENCE UNSUPPORTED	LF	233000	2750	640750	3500	815500	3900	908700		
260	REMOVE SILT FENCE UNSUPPORTED	LF	233000	750	174750	1000	233000	1100	256300		
261	FIBER ROLLS 12IN	LF	1315000	2940	3866100	2950	3879250	3200	4208000		
261	REMOVE FIBER ROLLS 12IN	LF	1315000	750	986250	250	328750	300	394500		
302	AGGREGATE BASE COURSE CL 5	TON	1162000	77000	89474000	41000	47642000	52200	60656400		
430	COMMERCIAL GRADE HOT MIX ASPHALT	TON	1080000	220000	237600000	185000	199800000	144100	155628000		
702	MOBILIZATION	L SUM	1000	4500000	4500000	4450000	4450000	41931200	41931200		
704	FLAGGING	MHR	200000	55000	11000000	40000	8000000	66000	13200000		
704	TRAFFIC CONTROL SIGNS	UNIT	652000	2300	1499600	2000	1304000	2200	1434400		
704	SIDEWALK BARRICADE	EA	2000	70730	141460	100000	200000	110000	220000		
704	DELINEATOR DRUMS	EA	24000	20000	480000	25000	600000	27500	660000		
704	TUBULAR MARKERS	EA	20000	5600	112000	15000	300000	16500	330000		
714	PIPE CONC REINF 24IN CL III	LF	28000	200000	5600000	165000	4620000	287100	8038800		
714	PIPE CONC REINF 36IN CL III	LF	12000	220000	2640000	250000	3000000	327800	3933600		
714	PIPE CONDUIT 30IN	LF	36000	180000	6480000	150000	5400000	237600	8553600		
714	PIPE CONDUIT ARCH 22IN X 13IN	LF	95000	110000	10450000	100000	9500000	183700	17451500		
714	PIPE CORR STEEL .064IN 24IN	LF	24000	120000	2880000	100000	2400000	162800	3907200		
714	END SECT CORR STEEL .064IN 24IN	EA	1000	775000	775000	410000	410000	734800	734800		
714	REMOVE & RELAY END SECTION-ALL TYPE & SIZES	EA	3000	500000	1500000	450000	1350000	880000	2640000		
714	FLAP GATE-RELAY ALL SIZES	EA	1000	1200000	1200000	250000	250000	880000	880000		
750	SIDEWALK CONCRETE 4IN	SY	96000	100000	9600000	207000	19872000	98400	9446400		
750	SIDEWALK CONCRETE 6IN	SY	50000	125000	6250000	244000	12200000	109000	5450000		
750	DETECTABLE WARNING PANELS	SF	160000	65000	10400000	88000	14080000	102300	16368000		
752	FENCE REMOVE & RESET	LF	1290000	15000	19350000	4500	5805000	5000	6450000		
752	RESET VEHICLE GATE	EA	1000	500000	500000	1000000	1000000	1100000	1100000		
752	REMOVE VEHICLE GATE	EA	1000	500000	500000	500000	500000	550000	550000		
754	FLAT SHEET FOR SIGNS-TYPE XI REFL SHEETING	SF	32000	30000	960000	25000	800000	27500	880000		
754	FLAT SHEET FOR SIGNS-TYPE IV REFL SHEETING	SF	24000	30000	720000	25000	600000	27500	660000		
754	STEEL GALV POSTS-TELESCOPING PERFORATED TUBE	LF	174000	25000	4350000	10000	1740000	11000	1914000		
754	RESET SIGN PANEL	EA	4000	100000	400000	50000	200000	55000	220000		
754	RESET SIGN SUPPORT	EA	1000	220000	220000	50000	50000	55000	55000		
762	PREFORMED PATTERNED PVMT MK 6IN LINE-GROOVED	LF	149000	15000	2235000	20000	2980000	22000	3278000		
762	PREFORMED PATTERNED PVMT MK 24IN LINE-GROOVED	LF	33000	35000	1155000	50000	1650000	55000	1815000		
TOTAL						54256436		50383350		58242060	

ACTION TAKEN BY DEPARTMENT OF TRANSPORTATION  
Deputy Director For Engineering:

AWARD TO: CENTRAL SPECIALTIES INC

WHEN PRELIMINARY ARRANGEMENTS ARE COMPLETED.

32

DATE OF AWARD

DEPARTMENT OF TRANSPORTATION Deputy Director For Engineering

ND DEPARTMENT OF TRANSPORTATION				SHEET NO <u>2</u> OF <u>2</u>		ABSTRACT OF BIDS RECEIVED					
PROJECT NO. <b>TAC-1-981(138)</b>				NO. <b>23910</b>		BIDDER <b>ENGINEERS ESTIMATE</b>		BIDDER <b>CENTRAL SPECIALTIES INC</b>		BIDDER <b>NORTHERN IMPROVEMENT COMPANY</b>	
COUNTY & DATE <b>BURLEIGH (015) FEB 07, 2025 09:30AM</b>								<b>ALEXANDRIA, MN</b>		<b>FARGO, ND</b>	
LENGTH & TYPE <b>0.871</b>											
COMPLETION TIME <b>11/12/25 GRADING, CULVERTS, SHARED USE PATH, SI</b>						<b>c.c. CHECK RANK 00</b>		<b>c.c. BOND RANK 01</b>		<b>c.c. BOND RANK 02</b>	
SPEC. NO.	ITEM DESCRIPTION	UNIT	QUANTITY	BID PRICE	AMOUNT	BID PRICE	AMOUNT	BID PRICE	AMOUNT		
						NO LIMIT		NO LIMIT			

ACTION TAKEN BY DEPARTMENT OF TRANSPORTATION  
Deputy Director For Engineering:

AWARD TO: CENTRAL SPECIALTIES INC

WHEN PRELIMINARY ARRANGEMENTS ARE COMPLETED.

33

DATE OF AWARD \_\_\_\_\_

DEPARTMENT OF TRANSPORTATION Deputy Director For Engineering

ND DEPARTMENT OF TRANSPORTATION				SHEET NO 3 OF 2		ABSTRACT OF BIDS RECEIVED					
PROJECT NO. TAC-1-981(138)				NO. 23910		BIDDER KNIFE RIVER CORPORAT ION - NORTH CENTRAL		BIDDER STRATA CORPORATION		BIDDER	
COUNTY & DATE BURLEIGH (015) FEB 07, 2025 09:30AM						SAUK RAPIDS, MN		GRAND FORKS, ND			
LENGTH & TYPE 0.871 S WASHINGTON ST; MERIDAN TO SIBLEY PARK						c.c. BOND RANK 03		c.c. BOND RANK 04		c.c.	
COMPLETION TIME 11/12/25 GRADING, CULVERTS, SHARED USE PATH, SI											
SPEC. NO.	ITEM DESCRIPTION	UNIT	QUANTITY	BID PRICE	AMOUNT	BID PRICE	AMOUNT	BID PRICE	AMOUNT	BID PRICE	AMOUNT
103	CONTRACT BOND	L SUM	1000	2628600	2628600	7500000	7500000				
201	CLEARING & GRUBBING	L SUM	1000	36116810	36116810	231000000	231000000				
202	REMOVAL OF BITUMINOUS SURFACING	SY	72000	22380	161136	25000	180000				
202	REMOVAL OF END SECTION-ALL TYPES & SIZES	EA	1000	2479310	2479310	1000000	1000000				
203	COMMON EXCAVATION-TYPE A	CY	835000	31300	26135500	40000	3340000				
203	TOPSOIL	CY	1153000	23900	27556700	50000	5765000				
203	BORROW-EXCAVATION	CY	528000	80540	42525120	60000	3168000				
216	WATER	M GAL	1000	1069100	1069100	100000	100000				
251	SEEDING CLASS III	ACRE	4000	1750000	7000000	513000	2052000				
253	HYDRAULIC MULCH	ACRE	4000	450000	1800000	1995000	7980000				
255	ECB TYPE 3	SY	294000	3500	1029000	4000	1176000				
260	SILT FENCE UNSUPPORTED	LF	233000	3500	815500	4000	932000				
260	REMOVE SILT FENCE UNSUPPORTED	LF	233000	1000	233000	1140	265820				
261	FIBER ROLLS 12IN	LF	1315000	2950	3879250	3360	441840				
261	REMOVE FIBER ROLLS 12IN	LF	1315000	250	328750	290	381350				
302	AGGREGATE BASE COURSE CL 5	TON	1162000	61510	71474620	70000	8134000				
430	COMMERCIAL GRADE HOT MIX ASPHALT	TON	1080000	144100	155628000	235000	25380000				
702	MOBILIZATION	L SUM	1000	283000000	283000000	50695000	50695000				
704	FLAGGING	MHR	200000	51320	10264000	100000	20000000				
704	TRAFFIC CONTROL SIGNS	UNIT	652000	2000	1304000	2280	1486560				
704	SIDEWALK BARRICADE	EA	2000	100000	200000	114000	228000				
704	DELINEATOR DRUMS	EA	24000	25000	600000	28500	684000				
704	TUBULAR MARKERS	EA	20000	15000	300000	17100	342000				
714	PIPE CONC REINF 24IN CL III	LF	28000	383670	10742760	391000	10948000				
714	PIPE CONC REINF 36IN CL III	LF	12000	861460	10337520	596000	7152000				
714	PIPE CONDUIT 30IN	LF	36000	317790	11440440	391000	14076000				
714	PIPE CONDUIT ARCH 22IN X 13IN	LF	95000	231870	22027650	374000	35530000				
714	PIPE CORR STEEL .064IN 24IN	LF	24000	384020	9216480	340000	8160000				
714	END SECT CORR STEEL .064IN 24IN	EA	1000	1068420	1068420	1767000	1767000				
714	REMOVE & RELAY END SECTION-ALL TYPE & SIZES	EA	3000	664520	1993560	3990000	11970000				
714	FLAP GATE-RELAY ALL SIZES	EA	1000	664720	664720	3990000	3990000				
750	SIDEWALK CONCRETE 4IN	SY	96000	122680	11777280	185000	17760000				
750	SIDEWALK CONCRETE 6IN	SY	50000	178420	8921000	225000	11250000				
750	DETECTABLE WARNING PANELS	SF	160000	51480	8236800	65000	10400000				
752	FENCE REMOVE & RESET	LF	1290000	4500	5805000	5130	6617700				
752	RESET VEHICLE GATE	EA	1000	1000000	1000000	1140000	1140000				
752	REMOVE VEHICLE GATE	EA	1000	500000	500000	570000	570000				
754	FLAT SHEET FOR SIGNS-TYPE XI REFL SHEETING	SF	32000	25000	800000	28500	912000				
754	FLAT SHEET FOR SIGNS-TYPE IV REFL SHEETING	SF	24000	25000	600000	28500	684000				
754	STEEL GALV POSTS-TELESCOPING PERFORATED TUBE	LF	174000	10000	1740000	11400	1983600				
754	RESET SIGN PANEL	EA	4000	50000	200000	57000	228000				
754	RESET SIGN SUPPORT	EA	1000	50000	50000	57000	57000				
762	PREFORMED PATTERNED PVMT MK 6IN LINE-GROOVED	LF	149000	20000	2980000	22800	3397200				
762	PREFORMED PATTERNED PVMT MK 24IN LINE-GROOVED	LF	33000	50000	1650000	57000	1881000				
TOTAL						78973025		94038443			

ACTION TAKEN BY DEPARTMENT OF TRANSPORTATION  
Deputy Director For Engineering:

AWARD TO: CENTRAL SPECIALTIES INC

WHEN PRELIMINARY ARRANGEMENTS ARE COMPLETED.

34

DATE OF AWARD

DEPARTMENT OF TRANSPORTATION Deputy Director For Engineering

ND DEPARTMENT OF TRANSPORTATION				SHEET NO <u>4</u> OF <u>2</u>		ABSTRACT OF BIDS RECEIVED					
PROJECT NO. <b>TAC-1-981(138)</b>				NO. <b>23910</b>		BIDDER <b>KNIFE RIVER CORPORAT ION - NORTH CENTRAL</b>		BIDDER <b>STRATA CORPORATION</b>		BIDDER	
COUNTY & DATE <b>BURLEIGH (015) FEB 07, 2025 09:30AM</b>						SAUK RAPIDS, MN		GRAND FORKS, ND			
LENGTH & TYPE <b>0.871</b>						c.c. BOND <b>RANK 03</b>		c.c. BOND <b>RANK 04</b>		c.c.	
COMPLETION TIME <b>11/12/25 GRADING, CULVERTS, SHARED USE PATH, SI</b>											
SPEC. NO.	ITEM DESCRIPTION	UNIT	QUANTITY	BID PRICE	AMOUNT	BID PRICE	AMOUNT	BID PRICE	AMOUNT		
				NO LIMIT		NO LIMIT					

ACTION TAKEN BY DEPARTMENT OF TRANSPORTATION  
Deputy Director For Engineering:

AWARD TO: CENTRAL SPECIALTIES INC

WHEN PRELIMINARY ARRANGEMENTS ARE COMPLETED.

35

DATE OF AWARD \_\_\_\_\_

DEPARTMENT OF TRANSPORTATION Deputy Director For Engineering

**ITEM**

**# 9**



# BURLEIGH COUNTY HIGHWAY DEPARTMENT

8100 43<sup>RD</sup> AVENUE NE  
BISMARCK, ND 58503  
701-204-7748  
FAX 701-204-7749  
[www.burleighco.com](http://www.burleighco.com)

## Request for County Board Action

**DATE:** February 19, 2025  
**TO:** Mark Splonskowski  
County Auditor  
**FROM:** Marcus J. Hall  
County Engineer  
**RE:** Award of Bids

Please place the following item on the next Burleigh County Board agenda.

### ACTION REQUESTED:

Authorize the proper County officials to enter into a contract with the low bidder for Hay Creek Township, Burnt Creek Township, Lincoln Township and County Roadway Chip Seal Projects.

### BACKGROUND:

On December 2, 2024, the County Board authorized the County Auditor and the County Engineer to advertise for bids for Chip Seal Projects. Bids were opened on February 12, 2025 and the following bids were received:

Asphalt Preservation Company	\$541,753.97 (County Project \$189,057.80)
Asphalt Surface Technologies	\$562,537.30 (County Project \$203,000.80)
Engineers Estimate:	\$671,569.55 (County Project \$233,142.47)
Budget Amount (County only)	\$200,000.00

### RECOMMENDATION:

It is recommended the Board adopt the attached proposed resolution.

### PROPOSED RESOLUTION:

THEREFORE, BE IT RESOLVED: That the County Board hereby accepts the Chip Seal Project low bid from Asphalt Preservation Company for \$541,753.97 and authorize the proper County officials to enter into contracts with said bidder.





# BURLEIGH COUNTY HIGHWAY DEPARTMENT

8100 43<sup>RD</sup> AVENUE NE  
BISMARCK, ND 58503  
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## Request for County Board Action

**DATE:** February 19, 2025  
**TO:** Mark Splonskowski  
County Auditor  
**FROM:** Marcus J. Hall  
County Engineer  
**RE:** Award of Bids

Please place the following item on the next Burleigh County Board agenda.

**ACTION REQUESTED:**

Authorize the proper County officials to enter into a contract with the low bidder for Township Gravel Hauling.

**BACKGROUND:**

On December 2, 2024 the County Board authorized the County Auditor and the County Engineer to advertise for bids for Township Gravel Hauling. Bids were opened on February 12, 2025 and the following bids were received:

<b>Hauling of Gravel:</b>	
Wm. D. Scepaniak Inc.	\$350,500.00
Circle C Enterprises	\$428,250.00
Engineers Estimate:	\$380,000.00
Budgeted Amount:	\$352,000.00

**RECOMMENDATION:**

It is recommended the Board adopt the attached proposed resolution.

**PROPOSED RESOLUTION:**

THEREFORE, BE IT RESOLVED: That the County Board accepts the following low bid from Wm. D. Scepaniak Inc. of \$350,500.00 for Township Gravel Hauling and authorize the proper County officials to enter into a contract with said bidder.



# BURLEIGH COUNTY HIGHWAY DEPARTMENT

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## Request for County Board Action

**DATE:** February 19, 2025  
**TO:** Mark Splonskowski  
County Auditor  
**FROM:** Marcus J. Hall  
County Engineer  
**RE:** Award of Bids

Please place the following item on the next Burleigh County Board agenda.

**ACTION REQUESTED:**

Authorize the proper County officials to enter into a contract with the low bidder for HWY 10 and 80<sup>th</sup> Street Intersection project.

**BACKGROUND:**

On January 21, 2025, the County Board authorized the County Auditor and the County Engineer to advertise for bids for the HWY 10 and 80<sup>th</sup> Street Intersection project. Bids were opened on February 12, 2025 and the following bids were received:

Knife River	\$831,559.38
Strata	\$843,697.01
Central Specialties	\$893,751.17
Northern Improvement	\$895,265.70

Engineers Estimate:	\$746,471.35
Budgeted Amount:	\$638,112.00

**RECOMMENDATION:**

It is recommended the Board adopt the attached proposed resolution.

**PROPOSED RESOLUTION:**

THEREFORE, BE IT RESOLVED: That the County Board hereby accepts the HWY 10 and 80<sup>th</sup> Street Intersection project from Knife River, Inc. for \$831,559.38 and authorize the proper County officials to enter into contracts with said bidder.



# BURLEIGH COUNTY HIGHWAY DEPARTMENT

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BISMARCK, ND 58503  
701-204-7748  
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## Request for County Board Action

**DATE:** February 19, 2025

**TO:** Mark Splonskowski  
County Auditor

**FROM:** Marcus J. Hall  
County Engineer

**RE:** Award of Bids

Please place the following item on the next Burleigh County Board agenda.

### **ACTION REQUESTED:**

Authorize the proper County officials to enter into a contract with the low bidder for painted pavement markings.

### **BACKGROUND:**

On December 2, 2024, the County Board authorized the County Auditor and the County Engineer to advertise for bids for painted pavement markings. Bids were opened on February 12, 2025 and the following bids were received:

Traffic Safety Services, Inc.	\$270,633.68
West River Striping	\$279,995.36

Engineers Estimate:	\$272,020.00
Budgeted Amount:	\$275,000.00

### **RECOMMENDATION:**

It is recommended the Board adopt the attached proposed resolution.

### **PROPOSED RESOLUTION:**

THEREFORE, BE IT RESOLVED: That the County Board hereby accepts the painted pavement markings low bid from Traffic Safety Services, Inc. for \$270,633.68 and authorize the proper County officials to enter into contracts with said bidder.



# BURLEIGH COUNTY HIGHWAY DEPARTMENT

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## Request for County Board Action

**DATE:** February 19, 2025  
**TO:** Mark Splonskowski  
County Auditor  
**FROM:** Marcus J. Hall  
County Engineer  
**RE:** Award of Bids

Please place the following item on the next Burleigh County Board agenda.

### **ACTION REQUESTED:**

Authorize the proper County officials to enter into a contract with the low bidder for Dust Control.

### **BACKGROUND:**

On December 2, 2024, the County Board authorized the County Auditor and the County Engineer to advertise for supplying and applying Magnesium Chloride. Bids were opened on February 12, 2025 and the following bids were received:

Envirotech Services, LLC	\$105,830.00
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Engineers Estimate:	\$83,050.00
Budgeted Amount:	\$100,000.00

### **RECOMMENDATION:**

It is recommended the Board adopt the attached proposed resolution.

### **PROPOSED RESOLUTION:**

THEREFORE, BE IT RESOLVED: That the County Board hereby accepts the supplying and applying Magnesium Chloride low bid from Envirotech Services, LLC for \$105,830.00 and authorize the proper County officials to enter into contracts with said bidder.



# BURLEIGH COUNTY HIGHWAY DEPARTMENT

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## Request for County Board Action

**DATE:** February 19, 2025

**TO:** Mark Splonskowski  
County Auditor

**FROM:** Marcus J. Hall  
County Engineer

**RE:** Award of Bids

Please place the following item on the next Burleigh County Board agenda.

**ACTION REQUESTED:**

Authorize the proper County officials to enter into a contract with the low bidder for Crushing of Gravel.

**BACKGROUND:**

On December 2, 2024 the County Board authorized the County Auditor and the County Engineer to advertise for bids for Crushing of Gravel. Bids were opened on February 12, 2025 and the following bids were received:

**Crushing of Gravel:**

Central Specialties Inc.	\$288,000.00
Sundre Sand & Gravel	\$305,500.00
Knife River Corporation	\$330,645.00
Gravel Products	\$444,000.00

Engineers Estimate:	\$417,500.00
Budgeted Amount:	\$757,116.00

**RECOMMENDATION:**

It is recommended the Board adopt the attached proposed resolution.

**PROPOSED RESOLUTION:**

THEREFORE, BE IT RESOLVED: That the County Board accepts the following low bid from Central Specialties Inc. of \$288,000.00 for Crushing of Gravel and authorize the proper County officials to enter into a contract with said bidder.



# BURLEIGH COUNTY HIGHWAY DEPARTMENT

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## **Request for County Board Action** Revised Board Letter

**DATE:** February 19, 2025

**TO:** Mark Splonskowski  
County Auditor

**FROM:** Marcus J. Hall  
County Engineer

**RE:** Award of Bids

Please place the following item on the next Burleigh County Board agenda.

### **ACTION REQUESTED:**

Authorize the proper County officials to enter into a contract with the low bidder for the Bryan Slough project.

### **BACKGROUND:**

On January 21, 2025, the County Board authorized the County Auditor and the County Engineer to advertise for bids for the Bryan Slough project. Bids were opened on February 14, 2025 and the following bids were received:

Markwed Excavation	\$897,136.00
Cofell's Plumbing	\$1,058,280.00

Engineers Estimate:	\$1,097,012.00
Budgeted Amount:	\$1,000,000.00

### **RECOMMENDATION:**

It is recommended the Board adopt the attached proposed resolution.

**PROPOSED RESOLUTION:**

THEREFORE, BE IT RESOLVED: That the County Board hereby accepts the Bryan Slough project from Markwed Excavation for \$897,136.00 and authorize the proper County officials to enter into contracts with said bidder.





# BURLEIGH COUNTY HIGHWAY DEPARTMENT

8100 43<sup>RD</sup> AVENUE NE  
BISMARCK, ND 58503  
701-204-7748  
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[www.burleighco.com](http://www.burleighco.com)

## **Request for County Board Action**

Revised Board Letter

**DATE:** February 19, 2025

**TO:** Mark Splonskowski  
County Auditor

**FROM:** Marcus J. Hall  
County Engineer

**RE:** Approve the selection of an engineering consultant firm for the Construction Engineering of 4" Mill and 4" HMA Overlay of County Highway 10 from 236<sup>th</sup> Street NE to ND Highway 14 and the Seal Coat of County Highway 10 from 800' East of 66<sup>th</sup> Street NE to ND Highway 14 Project.

Please place the following item on the next Burleigh County Board agenda.

### **ACTION REQUESTED:**

Approve the selection of Bartlett & West to perform construction engineering services for 4" Mill and 4" Hot Mix Asphalt Overlay of County Highway 10 from 236<sup>th</sup> Street NE to ND Highway 14 and the Seal Coat of County Highway 10 from 800' East of 66<sup>th</sup> Street NE to ND Highway 14 Project SC-0836(068), PCN 24165.

### **BACKGROUND:**

The project would include providing the construction engineering services for the 4" Mill and 4" Hot Mix Asphalt Overlay of County Highway 10 from 236<sup>th</sup> Street NE to ND Highway 14 and the Seal Coat of County Highway 10 from 800' East of 66<sup>th</sup> Street NE to ND Highway 14 Project. The construction engineering services will be 80% federal funds.

At the December 2, 2024 County Board Meeting, the Board approved the Highway Department's request to seek construction engineering service proposals for the County Highway 10 Project. On February 3<sup>rd</sup>, we opened proposals for this project. Seven consulting firms submitted proposals, and after a thorough review of their proposals and

interviews conducted on February 13<sup>th</sup>, the selection committee ranked Bartlett & West <sup>PAGE 054</sup> as the most qualified firm to perform services for this project.

The negotiation of services and fees for this project will be done between the North Dakota Department of Transportation, Burleigh County Highway Department, and Bartlett & West. It is estimated that the total cost of design services for this project will be around \$175,000.

**RECOMMENDATION:**

It is recommended that the County Board adopt the attached proposed resolution.

**PROPOSED RESOLUTION:**

THEREFORE, BE IT RESOLVED: That the County Board of Commissioners approves of the selection of Bartlett & West to perform construction engineering services for the County Highway 10 Project.



# BURLEIGH COUNTY HIGHWAY DEPARTMENT

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## Request for County Board Action

(Agenda Place Holder – Revised Board Letter will be presented at Board Meeting)

**DATE:** February 19, 2025

**TO:** Mark Splonskowski  
County Auditor

**FROM:** Marcus J. Hall  
County Engineer

**RE:** Award of Bids

Please place the following item on the next Burleigh County Board agenda.

### ACTION REQUESTED:

Authorize the proper County officials to enter into a contract with the low bidder for Microsurfacing project.

### BACKGROUND:

On January 21, 2025, the County Board authorized the County Auditor and the County Engineer to advertise for bids for the Microsurfacing project. Bids were opened on February 14, 2025 and the following bids were received:

Astech	\$1,123,099.38
--------	----------------

Engineers Estimate:	\$1,026,788.16
Budgeted Amount:	\$562,500.00

### RECOMMENDATION:

It is recommended the Board adopt the attached proposed resolution.

### PROPOSED RESOLUTION:

THEREFORE, BE IT RESOLVED: That the County Board hereby accepts the Microsurfacing project low bid from Astech for \$1,123,099.38 and authorize the proper County officials to enter into contracts with said bidder.

**ITEM**

**# 10**



# BURLEIGH COUNTY SHERIFF'S DEPARTMENT

KELLY LEBEN  
SHERIFF

## Request for County Commission Action

**Date:** February 13, 2025

**To:** Mark Splonskowski  
Burleigh County Auditor

**From:** Kelly Leben   
Burleigh County Sheriff

**Re:** Retirement and Release of Law Enforcement K-9

Please place the following item on the next Burleigh County Commission agenda.

### Action Requested:

Approve the agreement between Deputy Colin Weigel and the Burleigh County Sheriff's Department to allow Deputy Weigel to take ownership of his law enforcement K-9 upon retirement of the dog.

### Background:

The Burleigh County Sheriff's Department started a Law Enforcement K-9 Program in 2016. The K-9 currently utilized by Deputy Colin Weigel is the third dog obtained in the program and was obtained through K-9 Working Dogs International. Based on the age and physical condition of Weigel's dog Turbo, we have made the decision to retire the dog from service. Deputy Andrew Woodard is our new K-9 handler and will be attending K-9 handler school and will be paired with his new K-9 during that training.

### Recommendation:

It is recommended that the County Commission approve the agreement between Deputy Colin Weigel and the Burleigh County Sheriff's Department for transference of the law enforcement K-9.

### Proposed Resolution:

THEREFORE BE IT RESOLVED: That the proper County officials are hereby authorized to enter into an agreement with Deputy Colin Weigel to take ownership of his Burleigh County Law Enforcement K-9.

#### COURTHOUSE

514 E. Thayer • PO Box 1416  
Bismarck, ND 58502-1416  
P 701-222-6651 • F 701-221-6899

 [www.facebook.com/BurleighCountySheriffsDepartment](http://www.facebook.com/BurleighCountySheriffsDepartment)

#### BURLEIGH MORTON DETENTION CENTER

4000 Apple Creek Road • PO Box 2499  
Bismarck, ND 58502-2499  
P 701-255-3113 • F 701-258-5319