

Missouri Valley Complex Committee
Minutes of April 23, 2024

Members Present: Marie Horning, Kay LaCoe, Missy Hilsendeger, Tyler Kralicek, Alan Heim, Scott Olson, Tom Peters, Distin Gwrylow, Kevin Klipfel, Commissioner Munson, Commissioner Jeske, Steve Neu.

Members Absent: Wayne Martineson

Commissioner Munson opened the meeting and welcomed all the members to the first official meeting of the Missouri Valley Complex Committee. The first official meeting due to the meeting held on April 3, 2024, which was not properly noticed published as required.

Commissioner Munson continued with introductions by the seated committee members and provided an overview of development of the MVCC and referenced the materials provided to the committee on formation, purpose and responsibilities as approved by the Burleigh County Commission. The MVCC is a recognized committee of the Burleigh County Commission with accountability to the Commission as other committees of Burleigh County. Commissioner Munson continued overview of the committee's roles and responsibilities, chain of command and that the committee represents the stakeholders with programs, facilities, and development interests in the complex. The representation on the committee provides an opportunity to work together as an operating group of the complex for a common good of the complex, supporting each other's programs and to work together for the improvement and development of the Missouri Valley Complex.

Election of Officers.

Commissioner Munson continued the meeting with the election of Chair, Vice-Chair and Secretary/Coordinator for the Committee

Chair – motion was made by M Horning to nominate Kay LaCoe as Chair of the MVCC. The motion was seconded by A Heim. Motion was approved.

Vice Chair – motion was made by M Horning to nominate Alan Heim as Vice Chair of the MVCC. The motion was seconded by T Peters. The Motion was approved.

Secretary/Coordinator – motion was made by M horning to nominate Steve Neu as Secretary /Coordinator of the MVCC. The motion was seconded by M Hilsendeger. Motion was approved.

Kay LaCoe was seated as Chair.

Chair LaCoe provided an overview of the operation of the MVCC including structure of 11 members, representation of stakeholder groups and that the only open position of Jr/HS Rodeo Club. Further overview was provided of the organization chart and accountability flow of the committee from stakeholder groups up to the committee and to the County Commission and Park Board for approvals of items relevant to the governing bodies.

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County Auditor Splonskowski provided the committee with an overview of the ND Open Meetings Law and requirements of communication with the County Commission and quorum of the committee as a public Board. The open meeting laws do cover operations of both public elected and appointed boards and committees. It was also pointed out that the MVCC could establish short and long term need subcommittees to address specific issues over time or a topic for short term research and return to the full committee.

The committee discussed meeting operations and protocols of operation and agreed that “Roberts Rules of Order” would provide guidelines and guidance of meeting operations.

A Code of Conduct was also discussed for the operation of the MVCC and membership to include meeting conduct and attendance. This topic would be further discussed by the committee at a future meeting to establish a written document.

Overview of MVCC Leases

Auditor Splonskowski provided an overview of the current site leases and operating agreements at the complex and informed the committee that all leases and operating agreements are current and on file in his office. The lease for the ag land which was the corn field expired in 2023 and the County Commission had approved advertising for a new lease. Proposals will be reviewed at the May 6 meeting of the Commission.

Burleigh County Website

S Neu briefed the committee on conversations with Mary Senger, Burleigh County Emergency Manager and coordinator of the county web page on the MVC page developed for the MVCC and provide each stakeholder group opportunity to provide information on their organization, events and happenings. The final process of submitting information has not been formally set but will be distributed to the committee when it is ready. S Neu asked the committee to look at the county web site under Boards and Commissions for the information that is already available.

Meeting Schedule

Chair LaCoe briefed the committee on the meeting schedule that was provided and noted that the agreed meeting day was Tuesday except for conflicts the meeting was scheduled for Wednesday. The meeting location will be the Tom Baker Room or first floor conference room if a conflict exists.

Next meeting dates: May 14th and June 5th.

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A question was raised about meeting attendance. A quorum is required to hold a meeting and at this time there is not a attendance requirement or allowable absences. An attendance requirement could be developed by the committee as part of the Code of Conduct.

Stakeholder Presentations.

It was the desire of the committee to have each stakeholder present an overview of their organization and information of operations, growth, needs, programming, events, and structure. The committee felt the information would be good to learn more about everyone's organization and impacts at the complex.

Presentations were scheduled for eh next three meetings as follows:

May 14 – 4H/Extension and Park District

June 5 – Moto Cross and Stock Car Club

June 25 – Equestrian/Ag Center

Along with the meeting and stakeholder presentation schedule a brief discussion was held on MVC budget development including budget presentation to County Budget Committee. All stakeholders will be involved in developing the complex budget at the committee level with development of common needs benefiting the complex to grow the programs and operations of the stakeholders.

Commissioner Munson provided a brief overview of the current complex operating budget of \$78,000

Stakeholder Presentation: Buck Stop Junctin

Missy Hilsendeger provided the overview and presentation on Buckstop Junction.

Missy reported that Buckstop Junction was established in 1992 with a purpose to create a visual location to remember and engage in the history of North Dakota and Burleigh County and preserve the structures of the past by creating a village.

Many events have been held at Buckstop Junction over the years from large community events to small gatherings, weddings, anniversaries, convention activity, and celebrations. Presently the number of events and sizes have dropped off and it is the desire of the Board to regrow the activity and promote a location to have affordable and interesting facilities to host events. But the membership of the board is "aging" out and the current members are working on recruiting new members and commitments to events and growing Buckstop Junction.

Issues: recruitment of board members and events/activity. Operating budget is driven by memberships, volunteers, donations, and rentals.

The facility itself needs infrastructure upgrades to include extending existing water and sewer Systems, graveling roads and blacktop surfaces. A major project being discussed is the development of a "barn" to host large events and provide events for other complex groups.

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Missy looks forward to, along with the Buckstop Junction Board, being part of developing the synergy between the groups at the complex and seeing the complex developed.

Chair LaCoe, thank all the members of the Committee for their attendance and commitment to the MVCC and looked forward to working with everyone.

Next meeting Tuesday May 14th, 12:00 noon – Tom Baker Room.

Meeting adjourned.