

Lincoln, Fort Rice, Riverview, Florence Lake, Burnt Creek, Canfield, Lyman, & Phoenix Unorganized Townships

### Burleigh County Commission Meeting Agenda

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



Attend in Person | Watch live on Government Access Channels 2 or 602 | Listen to Radio Access 102.5 FM | Stream on <u>freetv.org</u> or <u>Dakota Media Access Facebook Live</u> | Replay later from <u>freetv.org</u>

#### **December 2, 2024**

#### 5:00 PM

Invocation and Pledge of Allegiance presented by Chaplain.

Administration of Oath of Office for newly elected Commissioners and other elected officials.

#### **COUNTY COMMISSION**

- 1. Meeting called to order by the Chairman of the Board.
- 2. Roll call of members.
- 3. Approval of Agenda.
- 4. Consideration of the November 18, 2024, meeting minutes and bills.
- 5. Consent Agenda:
  - a. Abatements.
- 6. County Finance Director Jacobs:
  - a. Continuation of Q1 2024 Investment Report discussion- March 28, 2024 check.
- 7. County Auditor/Treasurer Splonskowski:
  - a. Quarter 1 2024 investment report clarification.
  - b. Final Budget clarification.
  - c. Consideration of amended 2025 meeting calendar.
- 8. County Engineer Hall:
  - a. Hwy 10 mill and overlay.
  - b. Request for consultant engineering on Hwy 10 project.
  - c. Authorization to advertise for bids.
- 9. Rachel Lukaszewski, Bismarck-Mandan MPO:
  - a. Arrive 2050 Metropolitan Transportation Plan.
- 10. County Planner Flanagan:
  - a. Wiese Subdivision.
  - b. Big Sky passenger rail letter of support.

- 11. County HR Director Binder:
  - a. 2025 Holidays Approval from the Holiday Policy.
- 12. Sheriff Leben:
  - a. Burleigh East renovation project and Fund Commitment.
- 13. Comm. Munson:
  - a. Formal grievance discussion.
- 14. CO2 pipeline discussion.
- 15. Other business.
- 16. Adjourn.

The next regularly scheduled Commission meeting will be on December 16<sup>th</sup>, 2024.

Mark Splonskowski
Burleigh County Auditor/Treasurer

## BURLEIGH COUNTY COMMISSION MEETING

#### **NOVEMBER 18TH, 2024**

#### 5:23 PM

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.

Several revisions were made to the agenda: firstly, an item concerning an update on the CO2 pipeline was added after the consent agenda. Secondly, item eleven (11) regarding the 2024 First Quarter investment report was moved before the added CO2 pipeline item. Thirdly, various items added under "other business" included renaming the municipal courtroom in the county courthouse, addressing an unexpected issue with the boiler replacement in the county courthouse, discussing (for informational purposes only) a recently submitted Apple Creek ordinance to Burleigh County, an application for an opening in the Burleigh County Water Resource Board, and an item about a bridge quarter mile south of McKenzie on County Road 236. Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Bakken to approve the revised meeting agenda. All members present voted "AYE". Motion carried.

Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Bakken to approve the October 18<sup>th</sup>, 2024 special meeting minutes and the November 4<sup>th</sup>, 2024 meeting minutes 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
			90% Disabled		
Jacob Fred	2023	Lot 25, Block 3, Wheatland Hills	Veteran	\$273,100	\$111,100
Braxton & Alyssa			70% Disabled		
Miller	2023	Lot 15, Block 6, Fort Lincoln Est #2	Veteran	\$223,200	\$97,200
			90% Disabled		
Kelly Cargle	2023	Lot 12, Block 3, North Lincoln 2nd	Veteran	\$158,600	\$140,600
			Property was		
			adjusted to reflect		
Prairie Aire Homes		Lot 9, Block 1, Whispering Ridge	market value like		
Inc	2024	2nd	similar properties	\$918,900	\$866,000
Lucas & Angela		Lot 13, Block 10, Meadow Valley	50% Disabled		
Wescott	2023	3rd	Veteran	\$296,200	\$206,200
		Block 39, Park Hill (Aud Lots), N			
		126' of E1/2 of Auditor's Lot 39	Error in property		
Blayn Auch	2022	less N 33'	description	\$188,100	\$152,400
		Block 39, Park Hill (Aud Lots), N			
		126' of E1/2 of Auditor's Lot 39	Error in property		
Blayn Auch	2023	less N 33'	description	\$206,000	\$166,900
		Block 39, Park Hill (Aud Lots), N			
		126' of E1/2 of Auditor's Lot 39	Error in property		
Blayn Auch	2024	less N 33'	description	\$219,100	\$177,600
Rainmaker		Lots 9-10, Block 6, Morningside	Error in property		
Properties LLC	2024	Heights Replat	description	\$1,132,200	\$1,041,400
Rainmaker		Lot 18 & E45' of Lot 17, Block 14,	Error in property		
Properties LLC	2024	Wachter's 2nd	description	\$855,100	\$813,100
Calvary United			Error in property		
Methodist Church	2022	Lots 4-8, Block 2, East View	description	\$390,800	\$250,400
Calvary United			Error in property		
Methodist Church	2023	Lots 4-8, Block 2, East View	description	\$390,800	\$250,400
			Proration of year,		
			daycare no longer		
Calvary United			operating in		
Methodist Church	2024	Lots 4-8, Block 2, East View	chruch	\$390,800	\$20,900
Sondra			Mobile home		
Wedgeworth	2024	1975 Buddy 66 x 14, #4281	removed from lot	\$8,171	\$0
		Block 1, North Hills 6th, part Lots			
		7-8 Dakota Condominiums Unit			
		223 & Garage G-11 & parking	100% Homestead		
Ronald Hulm	2023	space P-11	Credit	\$195,600	\$0
			100% Disabled		
	2022	E46' of Lot 8, Block 2, Sasse	Persons Credit	\$217,900	\$144,983

		Lot 3246 of Knollwood II			
		Townhouse Project, Lot 1, Block 2,	100% Disabled		
Norma Geiger	2022	North Hills Fifth Addn	Persons Credit	\$234,200	\$182,117
		Lot 3246 of Knollwood II			
		Townhouse Project, Lot 1, Block 2,	100% Disabled		
Norma Geiger	2023	North Hills Fifth Addn	Persons Credit	\$243,100	\$43,100
Bernie & Sandra		Lot 20, Block 14, Replat Tibesar's	100% Homestead		
Stolz	2023	1st Subdivision	Credit	\$272,300	\$105,633

Motion by Comm. Bakken, 2nd by Comm. Munson to approve the Jacob Fred, Braxton & Alyssa Miller, Kelly Cargle, Prairie Aire Homes Inc, Lucas & Angela Wescott, Blayn Auch (3), Rainmaker Properties LLC (2), Calvary United Methodist Church (3), Sondra Wedgeworth, Ronald Hulm, Norma Geiger, and Bernie & Sandra Stolz abatements plus the remainder of the consent agenda in its entirety. All members present voted "AYE". Motion carried.

County Finance Director Jacobs presented the 2024 First Quarter investment report to the Commission. Jacobs began by stating that the Auditor/Treasurer is responsible for the investment of county funds, and that the Auditor/Treasurer's office has recently been neglectful of providing quarterly and yearly reports of county investments to the Commission; thus, the Finance Department took it upon themselves to present a quarterly report for 2024's first quarter. Using the US Treasury as a benchmark, Jacobs stated that Burleigh County underperformed by \$136,238. Of that roughly \$136,000 amount, Jacobs explained that Burleigh County lost \$90,000 due to a failure to invest (when further broken down, \$56,000 was lost due to failing to invest Burleigh County sales tax funds and Morton County funds in the Bank of ND, while the remaining \$34,000 was lost due to failing to invest funds in Wells Fargo) and lost \$46,000 due to poor investment choices. Jacobs then presented some more figures, and further broke down/questioned some of the decisions undertaken by Auditor/Treasurer's office. When Auditor/Treasurer Splonskowski asked the Commission to approach and explain his side of the investing process, Chairman Bitner strongly rejected – although he verbally confirmed that Auditor/Treasurer Splonskowski would be given a chance to explain within the next couple of meetings. A consensus was reached among the commissioners to continue this thread over the next couple of meetings to gather more information before making any decisions. No further action was taken.

An update regarding the CO2 pipeline was given following the recent approval of a permit by the ND Publics Service Commission to Summit Carbon Solutions for construction of a CO2 pipeline. In order to file an appeal against the permit, Burleigh County needs to file all appropriate paperwork with the court by December 15th. Chairman Bitner then opened the floor for public comment on the situation. Curtis Jundt, Kevin Chevey, and an unnamed individual all expressed extreme disapproval and condemned the actions of both the ND Publics Service Commission and Summit Carbon Solutions. Public comment was then closed, and it was mentioned by Comm. Schwab that he hopes to put this item on next meeting's agenda.

Bismarck Parks and Recreation Operations Manager Dave Mayer came up to ask for the Commission's endorsement/support for the Parks and Rec District to apply for the Special Road Funds Grant. Motion by Comm. Bakken, 2<sup>nd</sup> by Comm. Munson to endorse the Bismarck Parks and Rec District's application. Comm. Woodcox, Munson, Bakken, and Bitner voted, "AYE"; Comm. Schwab was absent. Motion carried.

Comm. Munson discussed changing the Missouri Valley Complex's zoning status from PUD to Public. With ownership of the area split between the city of Bismarck, the state of North Dakota, and the Burleigh County Detention Center, if one of the entities changed their zoning status from PUD to public but the rest don't, expansion and/or development becomes stifled with paperwork. The city of Bismarck and state of North Dakota both agreed to sign off changing their portions' status to public, leaving Burleigh County as the final party needed to sign to move forward. Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Bakken to move to approve the support of signing the unified development application to public. All members present voted, "AYE". Motion carried

County Engineer Hall asked the Commission for approval of the 2025 Burleigh County construction program, which includes some items such as chip seals, a dry pipe at Brian Slough, a couple of micro surface projects, a mill and overlay project on Highway 10, and a traffic analysis report for a proposed gas station on the corner of Highway 10 and 80<sup>th</sup>. Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Bakken to approve the 2025 construction program. All members present voted, "AYE". Motion carried. Hall then asked the Commission for approval of low bids for two motor graders. Motion by Comm. Schwab, 2<sup>nd</sup> by Comm. Munson to approve the low bids. All members present voted, "AYE". Motion carried.

Sheriff Leben came up and explained to the Commission that due to their consistent usage, handguns in the Sheriff's Department are replaced on a life cycle basis (usually seven to nine years). With the current handgun pool coming up on eight years, the department purchased new handguns and Sheriff Leben requested the Commission approve the paying of invoices using asset forfeiture dollars. Motion by Comm. Schwab, 2<sup>nd</sup> by Comm. Bakken to allow the Sheriff's Department to move forward with the process. All members present voted, "AYE". Motion carried. Leben then provided the Commission an update on the Back the Blue grant program, stating that after being awarded \$168,903 from the state to help retain law enforcement and correction staff, the department ended up with a fair portion of unused funds. Leben said that he will come back with a more thorough report on the program, and requested authorization from the Commission to work with HR to determine how to best utilize the unused funds so they don't have to send any money back to the state. Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Bakken to authorize the Sheriff's Department to work with HR. All members present voted, "AYE". Motion carried.

County Auditor/Treasurer Splonskowski came forward to briefly discuss the procedure for the approval of executive meeting minutes. No further action was taken.

The Commission reviewed a request from John Fraase inquiring about whether the Commission would consider letting the city of Bismarck rename the municipal courtroom in the courthouse after former city of Bismarck Judge William Sevren, who served for

42 plus years. A consensus was reached among the commissioners to extend an invitation to John Fraase to attend the next commission meeting to further delve into the topic. No further action was taken.

The Commission was then briefed on an urgent issue concerning the boiler in the county courthouse, as the current boiler broke down and the necessary parts to fix it aren't currently available. The Commission expressed desires to start the installation process now and have some temporary boilers installed in the courthouse in anticipation of oncoming cold weather; afterwards, much of the temporary measures and installations would then be incorporated into the final, newly upgraded boiler system. In terms of cost, a budget amendment would be made & funds would be transferred to offset any additional expenditures. Motion by Comm. Munson, 2<sup>nd</sup> by Comm. Bakken to move forward with the idea. All members present voted, "AYE". Motion carried.

For informational purposes only, the commissioners briefly discussed amongst themselves about a recently submitted proposed ordinance from Apple Creek township to Burleigh County concerning all commercial vehicles on Apple Creek township roads. Julie from the State's Attorney's Office mentioned that there's nothing in statutory authority that allows a township board to adopt ordinances.

County Auditor/Treasurer Splonskowski came back up and stated that he has been working on updating the list and term dates for all auxiliary board members in Burleigh County. Splonskowski mentioned that while doing so, he noticed that there is an opening in the Burleigh County Water Resource Board coming up and asked when the Commission would like to review the applications. A consensus was reached among the commissioners to review all applications on the last commission meeting in December. No further action was taken.

Comm. Schwab then began talking about a bridge in very bad disrepair, located about a quarter mile south of McKenzie on County Road 236, and how the county needs to act now to repair it. County Engineer Hall came up and further explained to the Commission about the timeline and condition of the bridge, and expressed how he wishes to speak further with Comm. Schwab about possible ramifications and solutions, and ultimately present a more thorough report to the Commission at the next commissioning meeting. A consensus was reached among the commissioners to put the item on the next meeting's agenda. No further action was taken.

an Bitner, Chairman

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	<b>Current MV</b>	Reduced MV
	Sprynczynatyk, Michael &			Error in property		
24-720	Richard	2023	S20' of E75' of Lot 11 & E75' of Lots 12-13	description	\$129,200	\$109,000
	Sprynczynatyk, Michael &			Error in property		
24-721	Richard	2024	S20' of E75' of Lot 11 & E75' of Lots 12-13	description	\$129,200	\$109,000
	Old Dominion Freight		Lot 26, Block 1, Northern Plains Commerce	Error in property		
24-722	Line Inc	2022	Centre 2nd Addn	description	\$4,130,000	\$3,221,400
	Old Dominion Freight		Lot 26, Block 1, Northern Plains Commerce	Error in property		
24-723	Line Inc	2023	Centre 2nd Addn	description	\$4,501,700	\$3,511,300
	Old Dominion Freight		Lot 26, Block 1, Northern Plains Commerce	Error in property		
24-724	Line Inc	2024	Centre 2nd Addn	description	\$4,740,900	\$3,700,000
	Douglas & Karen					
24-729	Sokolofsky	2024	Lot 12, Block 1, North Hills 13th	50% Homestead Credit	\$445,500	\$345,500
			Lots 1-2 less N 59'(or S 55.08' of Lots 1-2),			
24-731	Ronald & Laurie Jensen	2023	Block 6, Riverview	50% Homestead Credit	\$214,000	\$114,000
	Carma Branch and Leslie					
24-732	Edison	2024	Lot 9, Block 11, Highland Acres	100% Homestead Credit	\$265,100	\$65,100
	Dana Clairmont c/o Dana			100% Disabled Persons		
24-733	Breiner	2023	Lot 4, Block 21, Morningside Heights	Credit	\$113,400	\$13,400
			Block 85, McKenzie & Coffin's, W30' of S15'			
			of Lot 7, W30' of Lots 8-12, E10' of alley adj			
			on W; E15' of Lot 42 all lots 43-44 & W10'			
24-734	Thomas & Twylla Rausch	2024	alley adj Lot 44	100% Homestead Credit	\$358,100	\$158,100
24-736	Susan Lemke	2023	Lot 20, Block 2, Eastside Heights	100% Homestead Credit	\$260,700	\$60,700
24-737	Susan Lemke	2024	Lot 20, Block 2, Eastside Heights	100% Homestead Credit	\$272,200	\$72,200
			Lot 13, Block 3, Cottonwood Lake 4th &			
24-738	Dennis & Paula Duffield	2023	undivided interest in Lot 32, Block 1	50% Homestead Credit	\$434,800	\$334,800

# ITEM

# 7

### BURLEIGH COUNTY COMMISSION AND PARK BOARD 2025 MEETING SCHEDULE

### TOM BAKER MEETING ROOM, CITY/COUNTY BUILDING 221 N 5<sup>TH</sup> ST, BISMARCK, ND 58501

	<u>DATE</u>	<u>AGENDA</u>
WOODCOX	Jan. 6 21 <b>(Tues)</b>	Regular Meeting – Reorganize/Assign Portfolios 2 <sup>nd</sup> Meeting
BITNER	Feb. 3 19 <b>(Wed)</b>	Regular Meeting 2 <sup>nd</sup> Meeting
BAKKEN	Mar. 3 17	Regular Meeting 2 <sup>nd</sup> Meeting
MUNSON	Apr. 7 21	Regular Meeting 2 <sup>nd</sup> Meeting
SCHWAB	May 5 19	Regular Meeting 2 <sup>nd</sup> Meeting
WOODCOX	Jun. 2 16	Regular Meeting/Equalization 2 <sup>nd</sup> Meeting
BITNER	Jul. 7 21 & 22	Regular Meeting 2 <sup>nd</sup> Meeting & Preliminary Budget Introduction (8:30 AM)
BAKKEN	Aug. 4 18	Regular Meeting 2 <sup>nd</sup> Meeting
MUNSON	Sept. 3 <b>(Wed)</b> 15	Regular Meeting 2 <sup>nd</sup> Meeting/Final Budget Hearing
SCHWAB	Oct. 6 20	Regular Meeting Hearing to establish minimum sales prices for tax sale $2^{\text{nd}}$ Meeting
WOODCOX	Nov. 3 17 18	Regular Meeting 2 <sup>nd</sup> Meeting Annual Tax Sale (10:00 AM)
BITNER	Dec. 1 15	Regular Meeting 2 <sup>nd</sup> Meeting

#### NDCC 11-11-05. Meetings of board - Time and place.

The board of county commissioners shall meet and hold regular meetings for the transaction of business at a time and place to be designated by the commission on a date certain established by resolution or ordinance of the commission. The county auditor shall have power to call special meetings when the interests of the county demand it. The chairman of the board, or a majority of the members thereof, may call special meetings that must be noticed in accordance with section 44-04-20.

# ITEM

#8



# BURLEIGH COUNTY HIGHWAY DEPARTMENT

8100 43<sup>RD</sup> AVENUE NE BISMARCK, ND 58503 701-204-7748 FAX 701-204-7749 www.burleighco.com

#### **Request for County Board Action**

DATE:

December 2, 2024

TO:

Mark Splonskowski

**County Auditor** 

FROM:

Marcus J. Hall P.E.

**County Engineer** 

RE: County Highway 10 mill, overlay and chip seal project Concurrence Letter

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

#### **ACTION REQUESTED:**

Approve the estimated amounts for the County Highway 10 from 236<sup>th</sup> Street SE to US 83 mill and overlay and County Highway 10 from 66<sup>th</sup> Street SE to US 83 chip seal project.

#### **BACKGROUND:**

The North Dakota Department of Transportation (NDDOT) is requesting that Burleigh County concur with the estimated cost sharing amounts for the County Highway 10 from 236<sup>th</sup> Street SE to US 83 mill and overlay and County Highway 10 from 66<sup>th</sup> Street SE to US 83 chip seal project. On November 15, 2024 the NDDOT opened bids for the County Highway 10 project.

Contractor:	Bid Amount:
Central Specialties Inc.	\$3,182,375.04
Knife River Material	\$3,280,261.76
Mayo Construction Co.	\$3,328,105.76
Border States Paving Inc.	\$3,613,826.90
Northern Improvement Co.	\$3,756,782.70
Strata Corporation	\$3,899,474.46
Engineers Estimate	\$3,645,270.45

Cost Breakdown:
County Highway 10 Project:
Total Cost (Construction)
Federal Funds

Federal Funds
County Funds

2025 Budgeted Amount:

\$673,000.00

\$3,182,375.04

\$2,545,900.03

\$636,475.01

#### **RECOMMENDATION:**

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

#### PROPOSED RESOLUTION:

THEREFORE, BE IT RESOLVED: That the proper County officials are hereby authorized to sign the attached resolution informing the NDDOT that Burleigh County concurs with the selection of Central Specialties Inc. for the construction of the County Highway 10 from 236<sup>th</sup> Street SE to US 83 mill and overlay and County Highway 10 from 66<sup>th</sup> Street SE to US 83 chip seal project.

#### RESOLUTION

WHEREAS, the bid in the amount of \$3,182,375.04 from Central Specialties Inc. received in the bid opening of November 15, 2024 for Project <u>SC-0836(068)</u> was the low bid received.

WHEREAS, this bid is considered reasonable.

ATTECT.

NOW THEREFORE, be it resolved by the Board of County Commissioners of BURLEIGH County will award to Central Specialties Inc. the contract for Project <u>SC-0836(068)</u> and hereby authorizes the Chairman of the Board to sign said contract.

It is further understood that the County shall reimburse the North Dakota Department of Transportation for any payments made under this contract, which are not collectible from the Federal Highway Administration.

ATTEST:	
	10
County Auditor	Chairman, Board of County Commissioners
	County: BURLEIGH
This is to certify that the above res	solution was adopted and passed at a meeting of the Board of
County Commissioners at	County on
	County Auditor



# BURLEIGH COUNTY HIGHWAY DEPARTMENT

8100 43<sup>RD</sup> AVENUE NE BISMARCK, ND 58503 701-204-7748 FAX 701-204-7749 www.burleighco.com

#### **Request for County Board Action**

DATE: December 2, 2024

TO: Mark Splonskowski

**County Auditor** 

FROM: Marcus J. Hall

**County Engineer** 

RE: Authorization to seek a consultant engineering firm to perform construction engineering services for mill, overlay and chip seal of County Highway 10.

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

#### **ACTION REQUESTED:**

Authorize the proper County officials to seek an engineering firm to perform construction engineering services.

#### **BACKGROUND:**

The 2025 Burleigh County Construction Program includes the Mill and Overlay of County Highway 10 from 236<sup>th</sup> Street NE to US 83 and the Chip Seal of County Highway 10 from 66<sup>th</sup> Street NE to US 83 (Federally funded project). The project was let on November 15<sup>th</sup> by the State and construction will be funded under an 80/20 (Federal/Local) split.

The use of consultant firms can be beneficial in completing projects that require certain capabilities that we do not have in house, or require faster action than our current staffing can provide. The project will require us to follow the Federal Construction Process (a process that we currently are not certified to complete), we propose using a consultant firm to perform this function. Interested engineering consultant firms will submit a written proposal addressing: staff experience and technical capabilities, current workload, understanding of project scope, fee schedule, etc. After a review of the proposals, we will select the most qualified consultant and the NDDOT and County will work with them to develop the scope and timeline for the project. Once the details of

the project have been worked out, we will apply their fee schedule and come up with a total cost. This will then be brought back to the Board for approval. The construction engineering services for this project will be performed (and funded) under an 80/20 (federal/local) split.

#### **RECOMMENDATION:**

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

#### PROPOSED RESOLUTION:

THEREFORE, BE IT RESOLVED: That the County Auditor and the County Engineer are hereby authorized to advertise to seek construction engineering services proposals for the Mill, Overlay and Chip Seal of the County Highway 10 project.



# BURLEIGH COUNTY HIGHWAY DEPARTMENT

8100 43<sup>RD</sup> AVENUE NE BISMARCK, ND 58503 701-204-7748 FAX 701-204-7749 www.burleighco.com

#### **Request for County Board Action**

DATE: December 2, 2024

TO: Mark Splonskowski

**County Auditor** 

FROM: Marcus J. Hall

**County Engineer** 

RE: Authorization to advertise for bids.

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

#### **ACTION REQUESTED:**

Authorize the proper County officials to advertise for bids for: Painted Pavement Markings, Crushing of Gravel, Township Gravel Hauling, Dust Control, and Chip Seal projects.

#### **BACKGROUND:**

Every year the Burleigh County Highway Department bids out the following items: Painted Pavement Markings, Crushing of Gravel, Township Gravel Hauling, Dust Control, and Chip Seal projects. Historically, the Highway Department does a separate resolution for each item; however, this year we are presenting one resolution to cover all items.

#### **RECOMMENDATION:**

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

#### PROPOSED RESOLUTION:

THEREFORE, BE IT RESOLVED: That the County Auditor and the County Engineer are hereby authorized to advertise for bids for: Painted Pavement Markings, Crushing of Gravel, Township Gravel Hauling, Dust Control, and Chip Seal projects.

# ITEM

#9

P.O. Box 5503 • 221 North 5th Street Bismarck, North Dakota 58506 Telephone 701 355 1840 TDD Dial 711 Fax 701 222 6450 Email mpo@bismarcknd.gov Web www.bismarcknd.gov/mpo

To: Burleigh County Board of County Commissioners

From: Rachel Lukaszewski, Executive Director- Bis-Man MPO

Jason Carbee, Project Manager - HDR

Date: November 14, 2024

Re: Review and Resolution of Receipt for Arrive 2050 (BMMPO

2025-2050 Metropolitan Transportation Plan)

#### Introduction

Arrive 2050 is the Metropolitan Transportation Plan (MTP) for the Bismarck-Mandan Metropolitan Planning Organization (BMMPO), which includes the City of Bismarck, City of Mandan, City of Lincoln, Burleigh County, and Morton County. As a long-range planning tool, it covers a planning horizon for the future 25 years. Attached to this memorandum is an Executive Summary for the Arrive 2050 MTP. Also, the full document may be accessed from the study website, <a href="https://www.arrive2050.com">Arrive2050.com</a>. The BMMPO, and their consultant HDR, request and the opportunity to present the final Arrive 2050 MTP to the Burleigh County Board of County Commission at their December 2, 2024 meeting.

#### Summary

Arrive 2050 is designed to help the BMMPO and local jurisdictions meet current and future transportation needs and to gauge the success of these efforts with established performance measures. Arrive 2050 will guide the development of multimodal transportation systems throughout the Bismarck-Mandan metropolitan area for the next 5 years. It will be used to prioritize federal transportation spending throughout this period, and as such, it is vitally important that the plan reflect the choices and needs of the Bismarck-Mandan metropolitan area's residents, workers, and visitors. Since transportation has a broad impact on society, longrange transportation planning must consider concerns, such as impact upon the environment, land use, and economic development, in addition to traditional transportation-related issues, such as mobility and safety.

#### Plan Development Process

Development of Arrive 2050 includes the following key processes:

- Identify the baseline and future conditions based on historic growth and development, analyze the region's transportation system, and evaluate existing issues and needs.
- Create a transportation vision, goals, and objectives to guide the development.
- Establish a fiscal constraint.
- Evaluate options and alternatives that will address the region's transportation issues and needs and help meet the overall transportation vision for Bismarck-Mandan.
- Prioritize projects based on need, fiscal constraint and timeline for implementation.
- Plan review and approval by the Bismarck-Mandan MPO's Policy Board.

#### Public Engagement

The development of Arrive 2050 was conducted with a pro-active public involvement process. BMMPO staff also worked cooperatively with decision-makers of its member jurisdictions, the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the North Dakota Department of Transportation (NDDOT), and the public to execute a continuous, cooperative, and comprehensive planning process and develop the highest quality public investment plan for our region.

A steering committee was established to provide technical direction and guidance of the Metropolitan Transportation Plan (MTP) development. Representation on the committee included:

- City of Bismarck
- City of Mandan
- City of Lincoln
- Burleigh County
- Morton County
- Federal Transit Administration
- Federal Highway Administration
- North Dakota Department of Transportation

Four rounds of public input opportunity were held at strategic phases of the MTP development process. Each phase was structured to ensure inputs from the public would support key elements of the Arrive 2050 MTP. Additional tools such as a project web page and social media were executed to engage the public and key stakeholders.

#### Vision, Goals, Objectives & Performance Measures

The future of the transportation system in the Bismarck-Mandan metropolitan area will be driven by the vision, goals, objectives, and performance measures developed for Arrive 2050. The goals developed for Arrive 2050 reflect guidance from MAP-21 planning factors, MAP-21 and FAST Act National Performance Goals, the Bipartisan Infrastructure Legislation, current Federal Planning Emphasis Areas, the NDDOT statewide transportation plan, and input from project stakeholders and community outreach.

#### Constrained & Prioritized Plan

Development of the project list for Arrive 2050 is based on an established fiscal constraint agreed to between the Bismarck-Mandan MPO and NDDOT. All projects were prioritized through a process which balanced technical analysis, public input, project needs and feasibility. These elements were used to determine which projects would be selected for the constrained funding plan and in what period the project(s) would be proposed (short, mid, or long-range).

#### Requested Action:

The Bismarck-Mandan MPO requests a motion for acceptance of Arrive 2050, the 2025-2050 Metropolitan Transportation Plan, by Resolution of Receipt.



#### **Executive Summary**



#### The Metropolitan Transportation Plan

The MTP is the MPO's road map for navigating the region's future multimodal transportation system. The plan reflects local conditions and assesses the performance of the Bismarck-Mandan region's transportation system while meeting the metropolitan transportation planning requirements of the Bipartisan Infrastructure Law. Under these requirements, the MTP:

- Must be updated every 5 years;
- Must be fiscally constrained;
- Utilizes a planning horizon of at least 20 years;
- Consults local agencies, NDDOT, Federal Highway Administration (FHWA), and Federal Transit Administration (FTA);
- Is a performance-based plan that guides progress toward regional performance measures and targets while supporting state performance targets.

Arrive 2050 builds off the 2045 MTP to continue transportation planning in the Bismarck-Mandan region while incorporating the findings and recommendations of plans and studies that have been completed since the publication of the 2045 MTP. The plan was developed in accordance with Bismarck-Mandan MPO's Public Participation Plan to ensure proactive public involvement throughout the MTP development process.

#### The Metropolitan Transportation Planning Process

Federal regulations related to metropolitan transportation planning require MPOs to develop four key documents (listed below) to ensure transportation planning in the region is performance based, multimodal, continuous, cooperative, and comprehensive.

Metropolitan Transportation Plan (MTP)



Guides the development of the area's transportation system over the next 20+ years. The MTP is required to be updated every 5 years for the MPO to maintain eligibility for federal transportation dollars. The MTP addresses transportation system needs and provides a set of methods, strategies, and actions for developing an integrated multimodal system that supports the efficient movement of people and goods, including pedestrians, bicyclists, automobile drivers, transit users, and freight shippers.

Transportation Improvement Program (TIP)



Identifies federally funded transportation improvements in the area over a 4-year time frame. Federal regulations require each MPO to develop a TIP for projects using federal transportation funding sources. The TIP is developed on an annual basis in cooperation with MPO area member jurisdictions, transit providers, and NDDOT.

Unified Planning Work Program



Describes the multimodal transportation planning projects to be conducted in the Bismarck-Mandan MPO area in any specified 2-year period. This biennial document is the foundation for requesting federal funds and a control tool for scheduling, budgeting, and monitoring the transportation planning process.

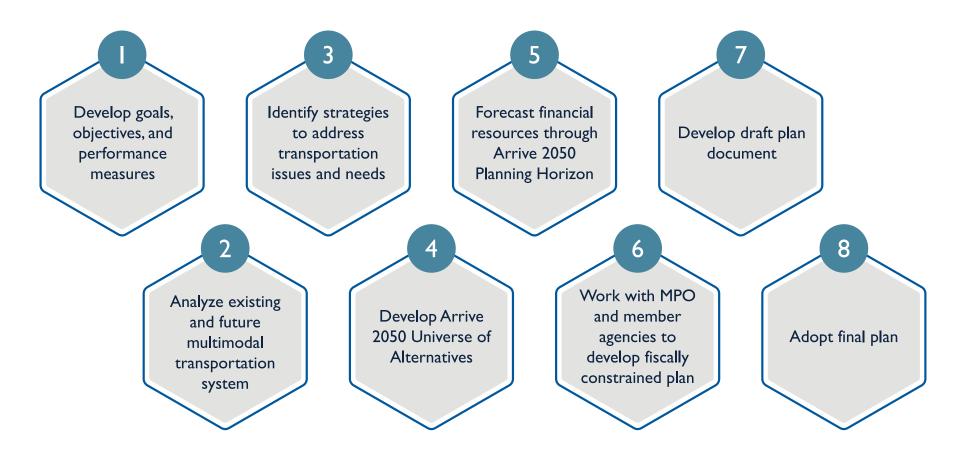
Public Participation Plan



Identifies the role of the MPO regarding public participation and provides guidelines to be followed in achieving public involvement through advertising, public meetings, hearings, and other relevant forums.



#### The Arrive 2050 Process





#### Arrive 2050 Goals





#### Public Engagement

Public engagement is a key driver of Arrive 2050 and was ongoing throughout the plan's development. Public engagement is critical to the transportation planning process. Public engagement activities held as a part of Arrive 2050 include:







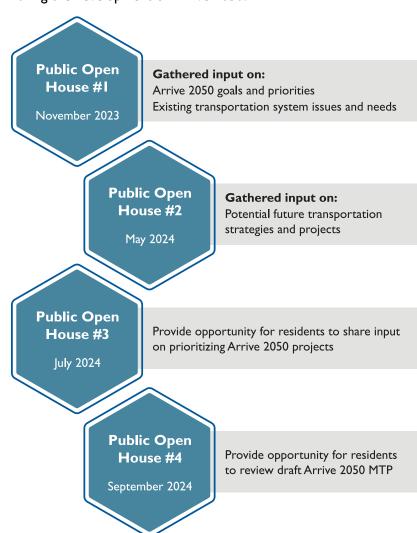






#### **Public Open Houses**

A series of public open houses were held at various milestones during the development of Arrive 2050:





### Baseline Transportation System Performance – Summary of Issues and Needs

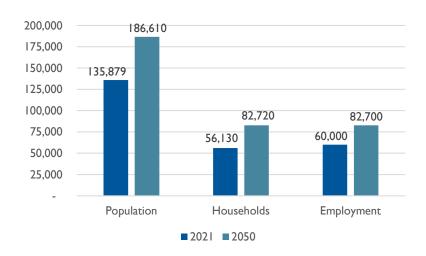
	Safety	Frequent crashes occur along the MPO's higher-volume arterial roadway network; crashes resulting in serious injury have increased in the region.
	Traffic Operations	AM and PM peak hour congestion today due to high numbers of road users, future growth expected to lead to additional congestion.
	Freight	The presence of high freight-generating land uses in eastern and southern Bismarck highlights the need to provide efficient connections among freight destinations and the region's highways and interstate system.
00	Bicycle Pedestrian System	The existing bicycle and pedestrian network provides a strong foundation for future expansion that can enhance system connectivity while providing increased access to community destinations.
	Transit Services	Transit ridership saw a significant decline in 2020, and ridership has begun to trend toward pre-2020 levels. Investment in transit-supportive improvements will encourage additional ridership in the future.
Æ	Pavement Conditions	Continued investment and management of the MPO's pavement assets can address pavement deficiencies while preventing a decline in conditions that would result in deterioration beyond an acceptable level.
	Bridge Conditions	Several bridges are in poor condition, while others exhibit functional deficiencies that impact their ability to support usage by all types of vehicles. Improving these structurally and functionally deficient bridges can prevent load restrictions and/or closures in the future.
-4-	Cross-area Travel	Cross-area travel and mobility has been identified as a significant issue, specifically north-south travel in Bismarck and east-west travel in Mandan. Barriers to continuous corridors and arterial access levels are some of the cross-area travel issues.

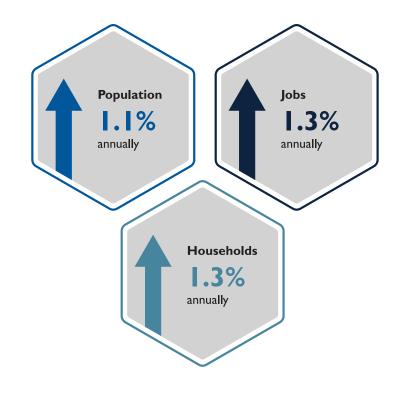




# Growth and Performance of the Future Transportation System

Based on anticipated growth trends for the MPO Area's household and employment levels, overall future travel conditions through the year 2050 were analyzed. This analysis resulted in the evaluation of key transportation performance measures and anticipated future issues.



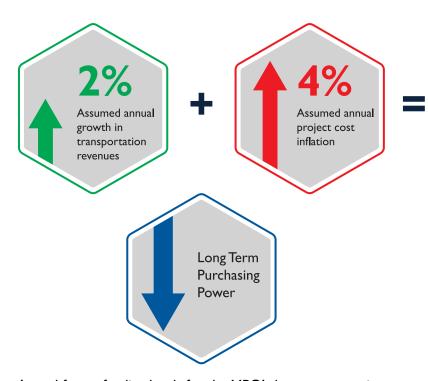




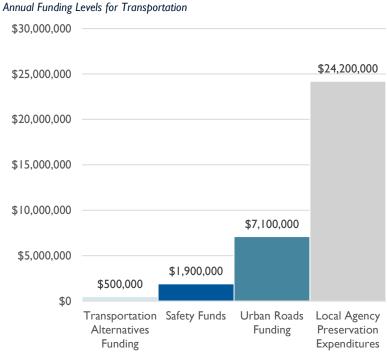


#### Arrive 2050 Funding Plan

**Projected Future Funding Levels** - The Arrive 2050 Plan is fiscally constrained. This means that we have estimated future transportation funding levels and evaluated transportation needs to create a plan that we can reasonably afford.



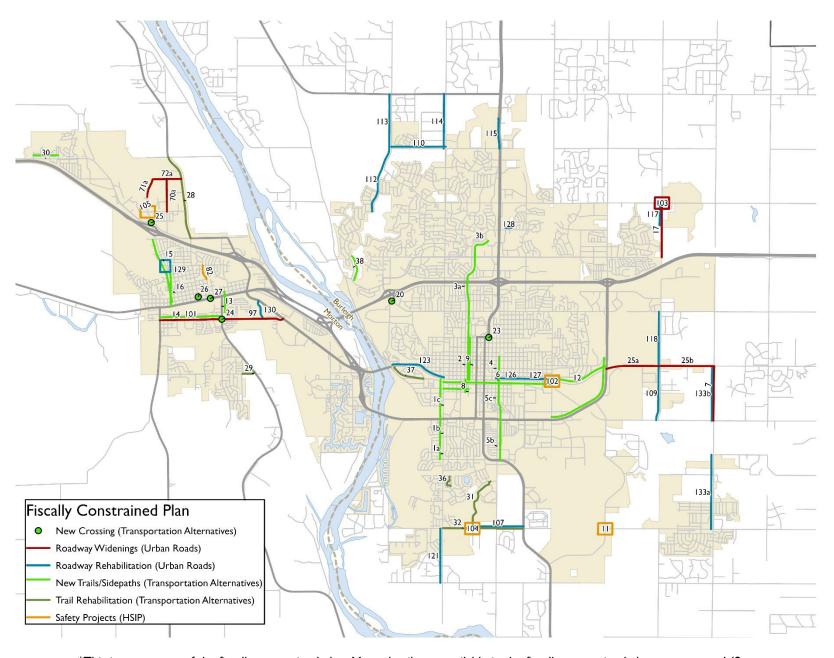
Annual future funding levels for the MPO's key transportation programs were forecasted through the year 2050 to understand the revenue levels the agency can reasonably expect through the life of Arrive 2050. These funds are federally-sourced and allocated to the MPO on an annual basis:



#### Fiscally Constrained Plan

The Arrive 2050 plan evaluated available funding, anticipated needs to maintain the existing system, and the priorities for the transportation system to identify a fiscally constrained plan. There are numerous other priority projects that do not fit within current funding sources that the MPO and its partners will continue to look for opportunities to implement. The map below shows the range of project types that are part of the Arrive 2050 plan.







\*This is a summary of the fiscally constrained plan. More details are available in the fiscally constrained chapter on page 142 (151/237 in pdf) at: <a href="mailto:arrive2050.com/meeting/assets/documents/Arrive\_2050\_Draft\_Document\_09232024.pdf">arrive2050.com/meeting/assets/documents/Arrive\_2050\_Draft\_Document\_09232024.pdf</a>

#### Resolution of Receipt

For the 2025-2050 Bismarck-Mandan Metropolitan Transportation Plan

Whereas, the U.S. Department of Transportation requires the development, approval, and maintenance of a Metropolitan Transportation Plan for the Bismarck-Mandan Metropolitan Planning Organization (MPO) as a condition of Federal transportation funding; and

Whereas, the MPO has been designated by the Governor of North Dakota as the organization responsible for preparing and maintaining the Metropolitan Transportation Plan; and

**Whereas**, the MPO after an extensive public and stakeholder involvement process and substantial consideration of technical, environmental, financial, and social factors has prepared the 2025-2050 Metropolitan Transportation Plan which is in compliance with Federal and State transportation planning guidance; and

Whereas, Burleigh County staff has actively participated in Plan development and has had the opportunity to review the 2025-2050 Metropolitan Transportation Plan, and any comments received have been addressed within the Plan; and

Whereas, all relevant State and Federal agencies have had the opportunity to review the Plan and any comments received have been addressed within the Plan; and

Whereas, notice was published for a public hearing in accordance with the MPO Public Participation Plan, and the Burleigh County Planning and Zoning Commission held a public hearing on the 2025-2050 Metropolitan Transportation Plan and has accepted it as a guide for their future planning and development policies, and has recommended it to the Burleigh County Commission; and

**Now Therefore be it Resolved**, by the Burleigh County Commission that it receives the 2025-2050 Metropolitan Transportation Plan; and

**Be It Further Resolved**, that Burleigh County staff is directed to implement or support the 2025-2050 Metropolitan Transportation Plan.

#### **CERTIFICATE**

The undersigned representatives of Burleigh County certify that the forgoing is true and correct copy of a Resolution, received at a legally convened meeting of the Burleigh County Commission held on December 2, 2024.

Ву:		
	eve Bakken airman, Burleigh County Commission	Date
Attest:		
	Mark Splonskowski Auditor/ Treasurer, Burleigh County	Date

# ITEM

# 10



#### Burleigh County Building, Planning & Zoning PO Box 5518 Bismarck ND 58506

burleighcobuilding@nd.gov 701-221-3727

To:

Burleigh County Commission.

Re:

Recommendations from the November 13, 2024 meeting of Burleigh County Planning

Commission

Date:

11-25-2024

From:

Mitch Flanagan, Burleigh County Planning Director.

ITEM 1

Wiese Final Subdivision & Zoning

Legal Description:

Being a Part of the SE 1/4, Section 34, Township 139 N, Range 79W

Property Address:

TBD.

Burleigh County was asked by Thomas Leshovsky – Wold Engineering P.C. regarding the approval of a one (1) lot subdivision containing 2 acres, including a zoning change from A- Agricultural to R1-Single Family Residential. The Planning Commission recommended approval of the zoning and final plat by a vote of 9-0.

**ACTION REQUESTED** 

Based on supporting documents and findings of the Planning Commission, it is recommended to approve Wiese Final Subdivision and Zone Change.

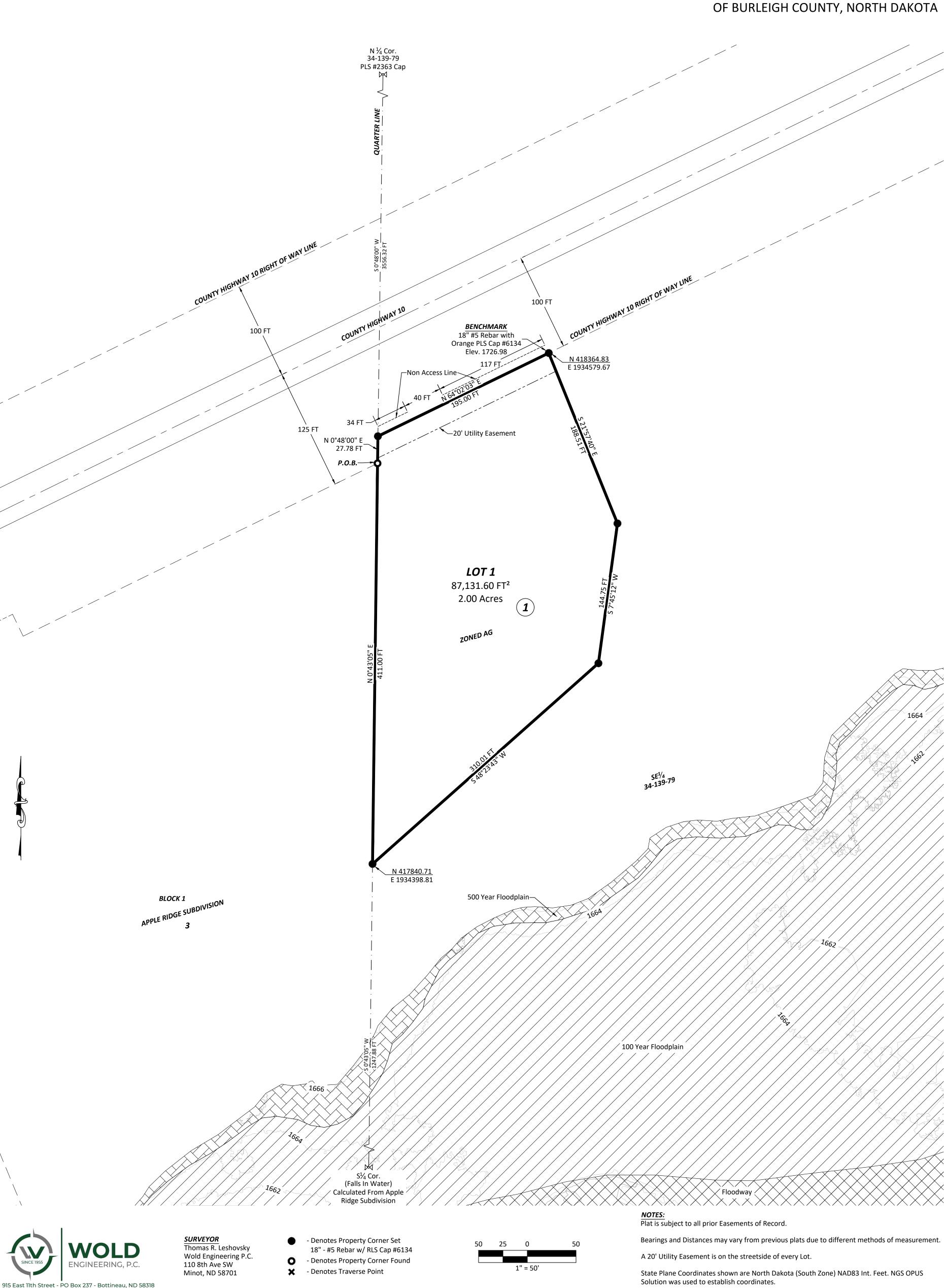
Attachments:

Ex.1 Wiese Subdivision Final Plat.

Ex. 2 Wiese Site Location.

# WIESE ACRES SUBDIVISION

BEING A PART OF THE SE $\frac{1}{4}$ , SECTION 34, TOWNSHIP 139 N, RANGE 79 W,



#### **DESCRIPTION:**

Know all men by these presents that Richard Schuler, being Owner and Proprietor, of an Unplatted Part of the SE<sup>1</sup>/<sub>4</sub>, Section 34, Township 139 N, Range 79 W, of the 5th Principal Meridian, Burleigh County, North Dakota, being more particularly described as follows:

Beginning at the Northeast Corner, of Lot 3, Block 1, of Apple Ridge Subdivision, a Plat being on file at the Burleigh County Recorder's Office; Thence N 0°48'00" E, on the North-South Quarter Line, of said Section 34, a distance of 27.78 FT, to a Point being on the South Right of Way Line of County Highway 10; Thence N 64°02'03" E, on said Right of Way Line, a distance of 195.00 FT; Thence S 21°57'40" E, a distance of 188.51 FT; Thence S7°45'12" W, a distance of 144.75 FT; Thence S48°23'43" W, a distance of 310.01 FT, to a Point being on the East Line of said Lot 3; Thence N 0°43'05" E, on the East Line of said Lot 3, a distance of 411.00 FT, to the

Said described tract, of land contains 2.00 Acres more or less. Have caused the same to be surveyed and platted as shown hereon, to be known as Wiese Acres Subdivision, to Burleigh County, North Dakota and hereby dedicate Right-of-Way and easements as shown to Burleigh County, in witness whereof, the owners hereunto affixed their signatures.

#### SURVEYOR'S CERTIFICATE

I, Thomas R. Leshovsky, a duly Registered Professional Land Surveyor, do hereby certify that I have Surveyed and Platted, the Foregoing described land. That Lots, Distances, Areas and Locations as shown on the foregoing Plat and in the Description Thereof, are true and correct to the best of my Knowledge and Belief. The Subdivision Plat represents a survey made by Thomas R. Leshovsky or under the surveyor's direct supervision, and that the monuments shown thereon are accurate, all required monuments have been set, and that all dimensional and geodetic details are correct.

### Thomas R. Leshovsky P.L.S. #6134

STATE OF NORTH DAKOTA, COUNTY OF \_\_\_

\_, 2024, before me, a Notary Public in and for said State, Appeared Thomas R. Leshovsky, Registered Land Surveyor, well known to be such, and acknowledged to me that he executed the foregoing Surveyor's Certificate as his own free act and deed.

#### My commission expires

#### Notary Public, State of North Dakota

#### **OWNER'S CERTIFICATE OF DEDICATION**

We, the undersigned, being sole owners of the land platted herein, do hereby voluntarily consent to the execution of said plat and do dedicate all the right of way identified herein to Burliegh County. We also dedicate Easements to run with the land for gas, electric, telephone, water or other public utilities or services on or under those certain strips of land designated hereon as "Utility Easement".

#### Richard Schuler

STATE OF NORTH DAKOTA, COUNTY OF \_\_\_\_\_

On this \_\_\_\_\_ Day of \_\_\_\_\_\_, 2024, before me, a Notary Public in and for said State, Appeared Richard Schuler, well known to be the person described in the

foregoing description and acknowledged to me that he executed the same on his own free act and deed. My commission expires

### Notary Public, State of North Dakota

#### APPROVAL OF COUNTY PLANNING AND ZONING COMMISSION

The County Planning and Zoning Commission of Burleigh County, North Dakota, hereby approves Wiese Addition as shown on this plat, this plat was done in accordance with the laws of the State of North Dakota, the comprehensive plan and the ordinances of the County of Burleigh and regulations adopted by said Planning

The foregoing action of the County Planning and Zoning Commission of Burleigh County, North Dakota, was taken by resolution approved on this \_\_\_\_ Day of

#### Attest: Mitch Flanagan, Secretary Dennis Agnew, Chairman

## APPROVAL BY THE BOARD OF COUNTY COMMISSIONERS

The Board of County Commissioners of the County of Burleigh, North Dakota, has approved the Subdivision of land as shown on this plat. Has accepted the dedication of all streets shown thereon, and does hereby vacate any previous platting within the boundary of this plat.

The plat was done in accordance with the laws of the State of North Dakota, the comprehensive plan and ordinances of the County of Burleigh.

The foregoing action of the Board of County Commission of Burleigh County, North Dakota, was taken by resolution approved on this \_\_\_\_\_ Day of \_\_\_\_\_

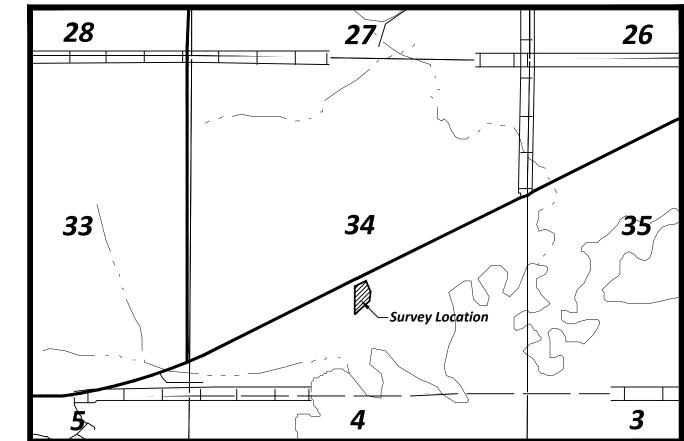
Brian Bitner, Chairman	Attest: Mark Splonkowski, County Auditor/Treasur

## APPROVAL OF THE COUNTY ENGINEER

I, Marcus J Hall, County Engineer for the County of Burleigh, North Dakota, hereby approves this plat of "Weise Acres Subdivision" as shown on the plat, Dated this

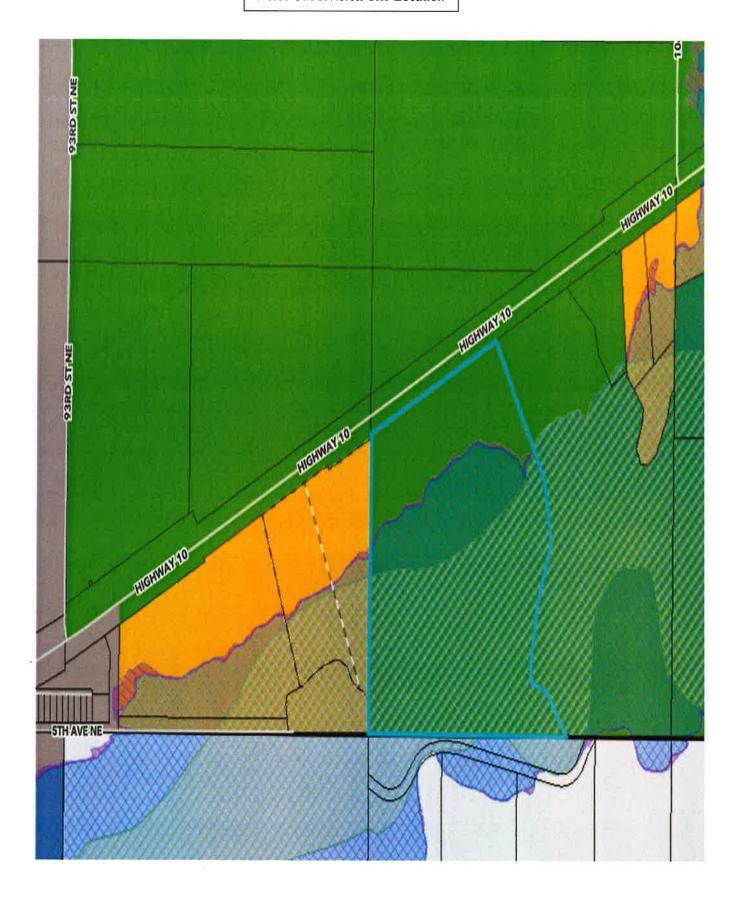
Marcus J Hall, PE, County Engineer

## **LOCATION MAP (SCALE 1" = 1500')**



110 8th Avenue Southwest - Minot, ND 58701

316 Eastdale Drive - PO Box 1277 - Bismarck, ND 58502





#### Burleigh County Building, Planning & Zoning PO Box 5518 Bismarck ND 58506

burleighcobuilding@nd.gov 701-221-3727

To:

Burleigh County Commission.

Re:

Big Sky Passenger Rail Authority

Date:

11-25-2024

From:

Mitch Flanagan, Burleigh County Planning Director.

ITEM 1

Letter of Support

The Government Partners Program- GPP, has been developed by BSPRA (Big Sky Passenger Rail Authority) and is being offered to communities potentially impacted by future restoration/expansion of passenger rail service. On 10-7-2024 this Board considered and approved becoming a member of the BSPRA's GPP through the MPO.

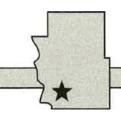
The membership will allow access to support services provided by BSPRA to navigate the challenges and opportunities which will be presented to local communities in providing for the restoration of the former North Coast Hiawatha passenger rail line.

#### ACTION REQUESTED:

Consider approving the letter of support for the Government Partners Program through the MPO.

Attachments:

GPP Letter of support



## state of north dakota County of Burleigh

221 NORTH 5TH STREET • P.O. BOX 5518 • BISMARCK, NORTH DAKOTA 58506-5518

December 2, 2024

Big Sky Passenger Rail Authority 100 N 27th St, Suite 600 D Billings, MT 59101

Re: BSPRA's Corridor ID Project

Dear Members of the Big Sky Passenger Rail Authority,

The possibility of restoring the former North Coast Hiawatha passenger rail line that once served our North Dakota communities continues to gain momentum on both a local and national level. Several factors seem to point to the likelihood of the restoration of this service.

The Federal Railroad Administration, through the FRA Long Distance Service study, has identified this passenger rail line as a recommended route to be restored to service and the Corridor Identification and Development Program has accepted the BSPRA sponsored project "Big Sky North Coast Corridor" into its program. The "Big Sky North Coast Corridor" project includes the reinstatement of the former North Coast Hiawatha passenger rail line.

Support for this effort is growing on a local level, as well. The Burleigh County Commission is in support of the restoration of a passenger rail service, such as the "Big Sky North Coast Corridor", to serve Burleigh County. Such a service has the potential to provide significant economic benefit to the residents and visitors of Burleigh County, our region, and to the state of North Dakota. The Burleigh County Commission recently approved becoming members of the BSPRA's Government Partner Program, which demonstrates our commitment to having a passenger rail service within our region.

Sincerely,

Brian Bittner Chairman, Burleigh County Commission

# ITEM

# 11

# BURLEIGH COUNTY HUMAN RESOURCES DEPARTMENT

PAM BINDER, SPHR, SHRM-SCP DIRECTOR HUMAN RESOURCE ASSISTANTS:
MEGAN MARTIN
DESIREE HILBORN

#### Memorandum

To: Chairman Brian Bitner

Commissioner Steve Bakken Commissioner Wayne Munson Commissioner Steve Schwab Commissioner Jerry Woodcox

From: Pam Binder, SPHR, SHRM-SCP

HR Director/Risk Manager

Date: November 26, 2024

Re: Human Resource's Agenda items for December 2, 2024 Commission Meeting

**Subject One:** Holiday Policy

#### **BACKGROUND:**

I have included the Burleigh County Holiday Policy. Under Holidays (1)a-l lists the paid holidays that Burleigh County has observed in the past years. Juneteenth is not on this list. Although Juneteenth is a recognized holiday by the Federal government, it is not observed as a recognized paid holiday by the state of North Dakota. Burleigh County has not recognized Juneteenth as a paid holiday either.

#### **RECOMMENDATION:**

My recommendation is to keep the paid Holidays as listed on the current Holiday Policy.



#### **Holiday Policy**

#### **BCHR - 03**

Last Revision Date: 06/28/2021

Board Approved: 07/07/2021

<u>Statement of Philosophy:</u> It is the policy of Burleigh County to identity observed holidays and the eligibility for and circumstances under which Holidays are allowed.

<u>Purpose:</u> identity observed holidays and the eligibility for and circumstances under which Holidays are recognized and paid.

**Holidays:** Burleigh County observes the Federal Holidays that have been approved by the Burleigh County Commission at the first meeting in December of the preceding year.

- 1) The approved holidays for Burleigh County employees are listed below:
  - a) New Year's Day
  - b) Martin Luther King, Jr Day
  - c) President's Day
  - d) Good Friday
  - e) Memorial Day
  - f) Independence Day
  - g) Labor Day
  - h) Veteran's Day
  - i) Thanksgiving Day
  - j) County Offices will close at noon on December 24<sup>th</sup>, unless it is a holiday or weekend
  - k) Christmas Day
  - l) Any additional holiday that has been approved by the Burleigh County Commission prior to the occurrence of the holiday.
- 2) If such holiday falls on a Saturday, the preceding Friday shall be observed as the holiday, or if the holiday falls on Sunday, the Monday following shall be observed as the holiday.
- 3) Standard Holiday Policy Full-time and part-time employees who are not otherwise required to work, shall take each holiday off and receive full pay. In the event the Burleigh County Commissioners designate a portion of a day as a holiday, only that portion will be considered as a holiday. To receive compensation for holidays, an employee must have worked a full shift on the employee's scheduled work shift or be on an approved leave with pay on the day before and the day after the holiday.

- 4) <u>Condition A Non-exempt full-time</u> and salaried part-time employee (as defined by the Fair Labor Standard Act and identified by the Burleigh County Commissioners) who work on a holiday shall receive double compensation.
- 5) <u>Condition B</u> Non-exempt full-time and salaried part-time employees whose regular day off falls on a holiday shall receive regular rate compensation for the day (or portion thereof as is applicable) and shall have the holiday off.
  - a) Under both Condition A and Condition B the employee's department head shall have the option of crediting the employee with compensatory time off, on an hour for hour basis or paying straight time in lieu of the compensation due beyond normal pay. Unless otherwise specified by the department head before the holiday, the additional compensation shall be compensatory time off.
- 6) Employees who are employed less than full time (40 hours per week) but 20 hours or more per week shall be paid holiday pay based on a prorated number of hours worked.
  - a) Holiday pay will be prorated based on the number of hours worked in a pay period divided by the number of hours available for work in the pay period.
- 7) Employees who are employed less than 20 hours per week and seasonal employees shall receive neither paid holiday time nor additional compensation for working on a holiday.

# ITEM

# 12



**KELLY LEBEN SHERIFF** 

#### Request for County Commission Action

Date: November 27, 2024

Mark Splonskowski To:

**Burleigh County Auditor** 

From: Kelly Leben Tully Burleigh County Sheriff

**Burleigh East Renovation Project Update and Fund Commitment** Re:

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

**Action Requested:** 

Update on the proposed renovation of the Burleigh County property at 2000 N 52nd St. and discuss committing funding sources to include American Rescue Plan Funds (ARPA) and Local Assistance and Tribal Consistency Funds (LATCF).

**Background:** 

Burleigh County Sheriff's Department began the process for remodeling the building identified as Burleigh East located at 2000 N 52nd St. An architect has been hired and a contract signed. Due to timing requirements of ARPA and LATCF funds, those monies must be committed prior to the end of calendar year 2024. By allocating those funds to this project, Burleigh County will meet the requirements set out with that funding source.

#### **Recommendation:**

It is recommended that the County Commission dedicate the remaining ARPA and LATCF funds to the Burleigh East Remodel Project.

**Proposed Resolution:** 

THEREFORE BE IT RESOLVED: That the proper County officials are hereby authorized to commit the identified funds for renovation of the described property.

Morton Township First Responder AED 2022 Street and Utility Improvements 66th Street Grade Separation and Apple Creek Crossing Burleigh County WTP Improvements Wilton Ambulance Premium Pay for Essential Workers Burleigh County PPE Wing Ambulance Premium Pay for Essential Workers Wilton Fire Protection District Premium Pay Sheriff Dept Shop Repairs	Morton Township Wilton Burleigh County SCRWD Wilton Ambulance Burleigh County Wilton Fire Burleigh County	Amount Approved/Committed \$ 1,900.00 666,666.00 1,000,000.00 758,151.00 50,000.00 374,440.00 50,000.00 50,000.00	itted Amount Spent 1,900.00 \$ 1,677.20 6,666.00 666,666.66 0,000.00 2,070,876.83 8,151.00 751,104.00 0,000.00 49,998.00 4,440.00 232,167.50 0,000.00 27,105.00 0,000.00 1,776.89 4,312.00 182,005.33
Amount allocated by the Commission to CIP Unallocated	Burleigh County	188,581.00	 Q

Total

Available to recommit

222.80 0.42

23,630.17

7,047.00

2.00

142,272.50 22,895.00

48,223.11

142,306.67

386,599.67

188,581.00

11,512.42

586,693.09

LATCF FUNDS \$100,000

Total \$686,693.09