



January 26, 2021

Board of City Commissioners
Bismarck, ND

Dear Commissioners:

The Board of City Commissioners is scheduled to meet in regular session on Tuesday, January 26, 2021 at 5:15 p.m. in the Tom Baker Meeting Room, City/County Office Building, 221 North Fifth Street, Bismarck, North Dakota.

Invocation and the Pledge of Allegiance presented by a Chaplain from the Bismarck Police Department.

Due to ongoing public health concerns related to COVID-19, the City of Bismarck is encouraging citizens to provide their comments for public hearing items on the Bismarck City Commission agenda via email to bismarckadmin@bismarcknd.gov. The item will be sent to the members, as well as placed with the minutes.

To ensure your comments are received prior to the meeting, please submit them by 3:30 p.m. on the day of the meeting and reference the item your comments address. If you would like to appear via video or audio link for a 3-5 minute comment on a public hearing item, please provide your e-mail address and contact information to the above e-mail at least 1 business day before the meeting.

The physical meeting room will be open to the public, but we certainly understand the public wishing to limit their exposure at this time but still participate in government. Before entering the City/County Building, all individuals should self-screen for COVID-19 and if unable to pass the screening protocol, will be expected to participate remotely in the meeting for the public's safety.

The number of participants to be in person will be physically limited to maximum total number of occupants in the Commission Chambers that can maintain social distancing.

As always, live meeting coverage on Government Access Channels 2 & 602HD, Listen to Radio Access 102.5 FM Radio, or stream FreeTV.org and RadioAccess.org. Agenda items can be found online at www.bismarcknd.gov/agendacenter.

Future Commission Meetings:

February 9 & 23
March 9 & 23

April 13 & 27

MISSION STATEMENT

To provide high-quality public services in partnership with our community to enhance our quality of life.

MEETING OF THE BOARD OF CITY COMMISSION

1. Public comment (restricted to items on the Consent Agenda and Regular Agenda, excluding public hearing items).
2. Consider the approval of the minutes.

Documents:

[MN1122021.pdf](#)

3. CONSENT AGENDA

- A. Consider approval of expenditures.
- B. Consider approval of personnel actions.

Documents:

[HR Personnel Report.pdf](#)

- C. Consider the request for approval from the Administration Department for the following:

1. Accept the resignation of Shae Helling and appoint Jason Grueneich to the Bismarck Human Relations Committee.

Documents:

[\(C\) ADMIN - HRC Members.pdf](#)

- D. Consider the request for approval from the Airport for the following:

1. Approve a \$5,000 sponsorship to the North Dakota Aviation Association (NDAA).

Documents:

[\(C\) AIR - Sponsorship to NDAC.pdf](#)

- E. Consider the request for approval from the Attorney for the following:

1. Approve the City of Bismarck internal Employee Operations Guidelines.
2. Ratify the January 6, 2021 State of Emergency Declaration, relating to COVID-19 by the President of the City Commission and extend its effect to February 19, 2021.
3. Introduction of and call for a public hearing on Ordinance 6447,

regarding Payment Provisions.

Documents:

(C) ATTY - Employee Operations Guidance.pdf
(C) ATTY - Emergency Declaration.pdf
(C) ATTY - Assess Utility Changes.pdf

F. Consider the request for approval from the Community Development Department for the following:

1. Approve an amendment to the Park Development Agreement for Elk Ridge Addition.
2. Grant permission to apply for a Historic Preservation Fund Grant.

Documents:

(C) CD - Elk Ridge Addition Amendment.pdf
(C) CD - Historic Preservation Grant.pdf

G. Consider the request for approval from the Engineering Department for the following:

1. Approve an encroachment agreement for 800 N. 7th St.
2. Approve a North Dakota Department of Transportation agreement for permitting wireless telecommunication facilities.
3. Approve a North Dakota Department of Transportation cost, participation, construction and maintenance agreement for HEU-1-981 (121), HC126.
4. Street Improvement District No. 541 - Request for resolution of necessity.
5. Street Improvement District No. 542 - Request for resolution creating district SI 542 and ordering preparation of the preliminary report. Request for resolution approving the preliminary report and directing preparation of plans and specifications.
6. Street Improvement District No. 544 - Request for resolution of necessity.

Documents:

(C) ENG - Encroachment Agreement.pdf
(C) ENG - NDDOT HC126.pdf
(C) ENG - NDDOT Telecommunication Agreement.pdf
(C) ENG - SI541.pdf
(C) ENG - SI542.pdf

[\(C\) ENG - SI544.pdf](#)

H. Consider the request for approval from the Finance Department for the following:

1. Application for Abatement at 1308 Golden Eagle Ln., Osten & Katie Richter, Disabled Veteran.
2. Application for Abatement at 3212 Kamrose Pl., Gary & Sally Brovold, Disabled Veteran.
3. Application for Abatement at 1703 Calgary Loop, Anthony & Diane Rothacker, Disabled Veteran.
4. Application for Abatement at 2346 Pointe Pl., Howard & Sue Sage, Market Value Reduction.

Documents:

[\(C\) FIN - Abatements.pdf](#)

I. Consider the request for approval from the Fire Department for the following:

1. Approve Emergency Management to submit the annual re-certification documentation for the CRS Program.

Documents:

[\(C\) FIR - CRS Program Recertification.pdf](#)

J. Consider the request for approval from the Police Department for the following:

1. Allow the K-9 Unit to apply for the Hometown Heroes Holiday Giveaway.

Documents:

[\(C\) PD - Hometown Heroes Giveaway.pdf](#)

K. Consider the request for approval from the Public Works - Service Operations Department for the following:

1. Award bid for electronic recyclable items to North Dakota E-Waste, LLC.
2. Permission to request donations for the 2021 Public Works Day Celebration.
3. Permission to request donations for the Forestry Division's 2021 Partners in Planting Program and the Arbor Day Fund.

Documents:

[\(C\) PW-SO - Electronic Recyclable Items.pdf](#)

[\(C\) PW-SO - 2021 Public Works Day Celebration.pdf](#)
[\(C\) PW-SO - Partners in Planting Program.pdf](#)

L. Consider the request for approval from the Public Works - Utility Operations Department for the following:

1. Approve Task Order No. 3 to the agreement with Apex Engineering Group, Inc. for Hay Creek Interceptor Improvements.

Documents:

[\(C\) PW-UO - Task Order 3.pdf](#)

4. REGULAR AGENDA

5. Commissioner Portfolio Report - Commissioner Zenker

6. Receive the Human Relations Committee's annual report from Sister Hannah Vanorny.

Documents:

[\(R\) ADMIN - HRC Annual Report.pdf](#)

7. Public hearing on a request from Edward and Jodi Vos to vacate an approximately 350-square-foot portion of the Golden Wave Drive right-of-way adjacent to Lot 3A, Block 4, Western Hills.

Documents:

[\(R\) CD - Golden Wave Drive Release.pdf](#)

8. Public hearing on Ordinance 6445, a zoning change from the R10-Residential and CG-Commercial zoning districts to the CG-Commercial zoning district for the N1/2 of the E1/2 of Auditor's Lot 22, less the South 45 feet, Park Hills Auditor's Lots, requested by Michael Schwartz.

Documents:

[\(R\) CD - Park Hills Zoning Change.pdf](#)

9. Consider the request from the Community Development Department for recommendations related to the 2020 CDBG-CV activities and the amendment of the 2019-2020 Annual Action Plan.

Documents:

[\(R\) CD - Annual Action Plan.pdf](#)

10. Review and discuss the 2021 Legislative Report #1.

Documents:

[\(R\) ADMIN - Legislative Report.pdf](#)

Other Business

Adjourn

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