



## Administration Department

**DATE:** May 14, 2024

**FROM:** Jason Tomanek, City Administrator

**ITEM:** Liquor License Renewals

**REQUEST:**

Consider renewing the following licensed businesses for liquor licenses beginning August 1, 2024, and expiring July 31, 2025.

**BACKGROUND INFORMATION:**

Alcohol licenses are renewed annually and expire each year on July 31. The City of Bismarck Administration Department and the Police Department work collectively to administer the annual alcohol license renewals.

Consider the approval of the following liquor license renewals:

- Missouri Riverboat, Inc. dba Lewis & Clark Riverboat - 1700 River Road
- Missouri Riverboat, Inc. dab Mnishoshe - 1700 River Road

**RECOMMENDED CITY COMMISSION ACTION:**

Approve the liquor license renewals.

**STAFF CONTACT INFORMATION:**

Whitnie Olsen, Senior Administrative Assistant, [wolsen@bismarcknd.gov](mailto:wolsen@bismarcknd.gov)

**ATTACHMENTS:**

1. Lewis and Clark Riverboat
2. Mnishoshe

Print

Retail Alcohol Beverage License - Submission #22578

Date Submitted: 4/17/2024



License Information:

Application Type\*

Renewal

License Type\*

Please select the type(s) of license(s) you are applying for.

- Class A: Nationally Organized Fraternal Order or Club - \$3,700
- Class B-1: Operator of the Beverage Concession at the Airport Terminal Building - \$650
- Class B-2: Concession at the Bismarck Municipal Country Club - \$650
- Class B-3: Commercial passenger vessels on the Missouri River - \$650
- Class B-3: Commercial passenger vessels on the Missouri River - \$650
- Class B-4: Sale of Beer & Wine at the Bismarck Event Center - \$650
- Class B-5: Sale of Beer & Wine at Bismarck Parks and Recreation Locations - \$650
- Class B-6 : Commercial Airline - \$650
- Class C-1: Hotel or Motel Full Service - \$3,800
- Class C-2: Hotel or Motel - \$1,000
- Class D: Sale at Retail of Alcoholic Beverages - \$4,100
- Class E: Sale at Retail of Beer Only - \$800
- Class F-1: Restaurant - Alcoholic Beverages - \$3,500
- Class F-2: Restaurant - Beer & Wine Only - \$1,100
- Class G: Catered Retail Beer, Wine, & Liquor - \$650
- Class H-1: Domestic Winery - \$800
- Class H-2: Domestic Brewery - \$800
- Class H-3: Domestic Distillery - \$800
- Class I-1: Senior Living Community - \$350
- Class I-2: Complimentary - \$350

Location Information:

Legal Business Name:\*

Missouri Riverboat, Inc.

Doing Business As (DBA) Name, if Applicable:\*

Lewis & Clark Riverboat

**Date of Incorporation:\***

03/20/1990

**State of ND Liquor License No.:**

**If out of state corporation, is corporation registered in North Dakota?**

- Yes
- No
- N/A

**Location Address:\***

1700 River Road

**City:\***

Bismarck

**State:\***

North Dakota

**Zip:\***

58503

**Phone No.:\***

701-255-4233

**Name and Title of Person Completing Form (must be the person listed in ownership information or manager):**

Aaron L. Barth, Executive Director

**Contact Information (Where correspondence is to be sent):**

**Primary Contact:\***

Aaron Barth

**Email Address:\***

[Redacted]

**Mailing Address:\***

1700 River Road

**City:\***

Bismarck

**State:\***

North Dakota

**Zip:\***

58503

**Phone No.:\***

[Redacted]

**Manager's Name:\***

Charles Archambault

**Date of Birth:\***

[Redacted]/1960

**Percentage of Ownership:\***

0

**Driver's License No.:**\*

[Redacted]

**State Issued:**\*

North Dakota

**Gender:**

M

**Race:**

Native American

**Home Address:**\*

[Redacted]

**City:**\*

Mandan

**State:**\*

North Dakota

**Zip:**\*

58554

**Phone No.:**\*

[Redacted]

**Occupation:**\*

Master of Vessel

**Title:**\*

General Manager

**Email Address:**\*

[Redacted]

**List all officers, directors, and stockholders of corporation and percentage of ownership:**

**Name:**\*

Jason Matthews

**Date of Birth:**\*

[Redacted]/1978

**Percentage of Ownership:**\*

0

**Driver's License No.:**\*

[Redacted]

**State Issued:**\*

North Dakota

**Gender:**

M

**Race:**

Caucasian

**Home Address:**\*

[Redacted]

**City:**\*

Bismarck

**State:**\*

North Dakota

**Zip:**\*

58501

**Phone No.:**\*

[Redacted]

**Occupation:\***

Consultant/Strategic Planner

**Title:\***

Owner/Operator

**Email Address:**

[Redacted]

**Name:**

Brent Kleinjan

**Date of Birth:**

[Redacted]/1980

**Percentage of Ownership:**

0

**Driver's License No.:**

[Redacted]

**State Issued:**

North Dakota

**Gender:**

M

**Race:**

Caucasian

**Home Address:**

[Redacted]

**City:**

Bismarck

**State:**

North Dakota

**Zip:**

58501

**Phone No.:**

[Redacted]

**Occupation:**

Ronald McDonald House Bismarck

**Title:**

Executive Director

**Email Address:**

[Redacted]

**Name:**

Katherine Cashman Fitzsimmons

**Date of Birth:**

[Redacted]/1981

**Percentage of Ownership:**

0

**Driver's License No.:**

[Redacted]

**State Issued:**

North Dakota

**Gender:**

Femal

**Race:**

Caucasian

**Home Address:**

[Redacted]

**City:**

Bismarck

**State:**

North Dakota

**Zip:**

58501

**Phone No.:**

[Redacted]

**Occupation:**

North Dakota University Systems

**Title:**

Director of Student Affairs

**Email address:**

[Redacted]

**Please submit all officers that will not fit on this form.**

City of Bismarck Lewis-Clark Liquor License Renewal 2024.pdf

**The undersigned states that the following information is true and correct.**

**1. Are manager and partners legal residents of the United States and the State of North Dakota, and are all officers or directors legal residents of the United States?\***

- Yes
- No

**If no, please explain:**

[Empty text box]

**2. Have any of the persons listed above been convicted of any crime within the past five years? \***

- Yes
- No

**If yes, list all convictions and the dates, locations and sentence of disposition of each:**

[Empty text box]

**3. Does the building meet all state and local sanitation and safety requirements?\***

- Yes
- No

**4. Has applicant, or any of the persons listed above, within the past five years had any license to engage in sale of alcoholic beverages revoked or suspended? \***

- Yes
- No

**If yes please, give details:**

**5. If new application, have you ever engaged in the sale or transportation of alcoholic beverages previously?\***

- Yes
- No
- N/A

**If yes please, give details:**

**6. Has applicant, or any of the persons listed above, within the past five years, had an application for any federal or state or local license of any type rejected or denied? \***

- Yes
- No

**If yes please, give details:**

**7. Is there any agreement or understanding, or proposed agreement or understanding to obtain the license for another, or to operate the business for another, or as an agent for another?\***

- Yes
- No

**If yes please, give details:**

**8. Has the business been sold or leased, or is there any intention to sell or lease the business to another?\***

- Yes
- No

**If yes please, give details:**

**9. Has the applicant, or any of the persons listed above, shown interest in whatsoever, directly or indirectly, any other license liquor establishment within or without the State of North Dakota?\***

- Yes
- No

**If yes please, give details:**

**10. Will the applicant, or any of the persons listed above, be engaged in any other business other than the sale of liquor under the license applied for?\***

- Yes
- No

**If yes please, give details:**

**11. Have all property taxes and special assessments currently due been paid?\***

- Yes
- No

**If not please, explain why:**

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**Special Requirements:**

All Class F-1, F-2, C-2, & G license holders shall file with the application for license renewal a copy of their report of food and alcoholic beverage amounts that they have filed with the State of North Dakota for their state alcohol permit for the immediately preceding calendar year prior to renewal. The Board of City Commissioners may, at its discretion, require the licensee to provide such additional proof of the licensee's compliance with this section as the commission deems necessary.

**Upload Gross Food Sales Report:**

No file chosen

**Liquor License Site Diagram Requirements:**

- Site diagrams are to be submitted on a plain sheet of paper, 8½ x 11-inch size.
- The agency name shall be included on the diagram.
- The direction "North" shall be included on the diagram.
- The interior design of the licensed area shall be represented. This should include entrances, exits, interior doors, windows, tables, coolers, storage offices and room dividers.
- The diagram may be hand drawn, but it must be neat and reasonably accurate.
- If the licensed site is part of a larger complex such as a restaurant, areas such as mixing, serving and storage must be identified.

**Upload Site Diagram:\***

2024 Lewis Clark Liquor Renewal.pdf

**Liquor License Transfers**

**Download Required Form for License Transfer:**

[Alcoholic Beverage License Transfer Form](#)

**Upload Notarized Alcoholic Beverage License Transfer Form**

No file chosen

**I agree that I will not transfer or sell this license, if granted, without the prior approval of the governing body and in accordance with applicable ordinances,\***

I agree

**I also agree that should any of the information contained in this application change within the period of the license, if granted, that I will inform city officials immediately and furnish such details as may be requested by such officials concerning any such changes. I also agree that, should there be a change in ownership or management during the period of the license, prior approval of the Board of City Commissioners is required.\***

I agree

**I further agree that any misrepresentation, false statement or omission in this application shall be grounds for rejection of said application or for revocation or suspension of any license granted.\***

I agree

**Signature of Applicant:\***

Aaron L. Barth

//

**By checking this box I acknowledge that I am electronically signing this liquor license application.\***

**Date:\***

4/17/2024

Electronic Signature

---

**Payment Options:\***

Credit Card Authorization Form



**NOTE: This application must be accompanied by required fees.**

The \$200 application fee is due when the application is submitted. (Fee does not apply to renewal applications)

**Credit Card**

[Credit Card Authorization Form](#)

**Upload Credit Card Authorization Form**

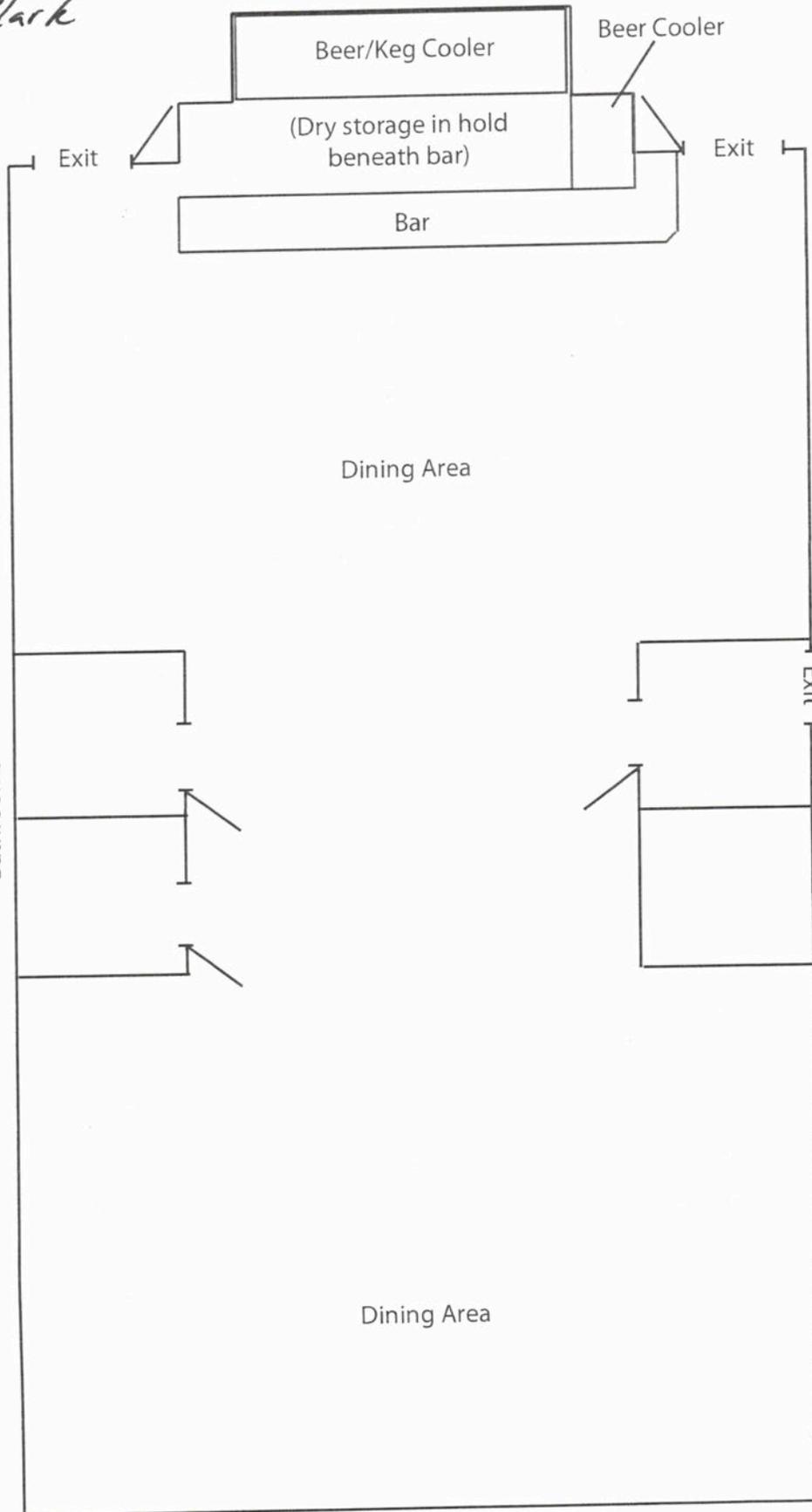
Credit Card Authorization\_5.25.2023.pdf

**Mail Payments To:**

City of Bismarck Administration, 221 North 5th Street, Bismarck, ND 58501

# Riverboat floorplan

Missouri Riverboat, Inc.  
Lewis & Clark



Print

Retail Alcohol Beverage License - Submission #22724

Date Submitted: 4/30/2024



License Information:

Application Type\*

Renewal

License Type\*

Please select the type(s) of license(s) you are applying for.

- Class A: Nationally Organized Fraternal Order or Club - \$3,700
- Class B-1: Operator of the Beverage Concession at the Airport Terminal Building - \$650
- Class B-2: Concession at the Bismarck Municipal Country Club - \$650
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- Class B-6 : Commercial Airline - \$650
- Class C-1: Hotel or Motel Full Service - \$3,800
- Class C-2: Hotel or Motel - \$1,000
- Class D: Sale at Retail of Alcoholic Beverages - \$4,100
- Class E: Sale at Retail of Beer Only - \$800
- Class F-1: Restaurant - Alcoholic Beverages - \$3,500
- Class F-2: Restaurant - Beer & Wine Only - \$1,100
- Class G: Catered Retail Beer, Wine, & Liquor - \$650
- Class H-1: Domestic Winery - \$800
- Class H-2: Domestic Brewery - \$800
- Class H-3: Domestic Distillery - \$800
- Class I-1: Senior Living Community - \$350
- Class I-2: Complimentary - \$350

Location Information:

Legal Business Name:\*

Missouri Riverboat, Inc.

Doing Business As (DBA) Name, if Applicable:\*

Mnishoshe

**Date of Incorporation:\***

03/20/1990

**State of ND Liquor License No.:**

AA-03987

**If out of state corporation, is corporation registered in North Dakota?**

- Yes
- No
- N/A

**Location Address:\***

1700 River Road

**City:\***

Bismarck

**State:\***

North Dakota

**Zip:\***

58503

**Phone No.:\***

[Redacted]

**Name and Title of Person Completing Form (must be the person listed in ownership information or manager):**

Aaron L Barth

**Contact Information (Where correspondence is to be sent):**

**Primary Contact:\***

Aaron Barth

**Email Address:\***

[Redacted]

**Mailing Address:\***

1700

**City:\***

Bismarck

**State:\***

ND

**Zip:\***

58503

**Phone No.:\***

[Redacted]

**Manager's Name:\***

Charles Archambault

**Date of Birth:\***

[Redacted]/1960

**Percentage of Ownership:\***

0

**Driver's License No.:**\*

[Redacted]

**State Issued:**\*

North Dakota

**Gender:**

M

**Race:**

Native American

**Home Address:**\*

[Redacted]

**City:**\*

Mandan

**State:**\*

North Dakota

**Zip:**\*

58554

**Phone No.:**\*

[Redacted]

**Occupation:**\*

Master of Vessel

**Title:**\*

General Manager

**Email Address:**\*

[Redacted]

**List all officers, directors, and stockholders of corporation and percentage of ownership:**

**Name:**\*

Jason Matthews

**Date of Birth:**\*

[Redacted]/1978

**Percentage of Ownership:**\*

0

**Driver's License No.:**\*

[Redacted]-6067

**State Issued:**\*

North Dakota

**Gender:**

M

**Race:**

Caucasian

**Home Address:**\*

3037 Ontario Lane

**City:**\*

Bismarck

**State:**\*

North Dakota

**Zip:**\*

58501

**Phone No.:**\*

[Redacted]

**Occupation:\***

Consultant/Strategic Planner

**Title:\***

Owner/Operator

**Email Address:**

[Redacted]

**Name:**

Brent Kleinjan

**Date of Birth:**

[Redacted]/1980

**Percentage of Ownership:**

0

**Driver's License No.:**

[Redacted]

**State Issued:**

North Dakota

**Gender:**

M

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Caucasian

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**Name:**

Katherine Cashman Fitzsimmons

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**Percentage of Ownership:**

0

**Driver's License No.:**

[Redacted]

**State Issued:**

North Dakota

**Gender:**

Female

**Race:**

Caucasian

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**Occupation:**

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**Title:**

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**Email address:**

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2024 MNISHOSHE ND State Liquor License.pdf

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**Upload Gross Food Sales Report:**

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**Upload Site Diagram:\***

Mnishoshe 2024 Application Diagram.pdf

**Liquor License Transfers**

**Download Required Form for License Transfer:**

[Alcoholic Beverage License Transfer Form](#)

**Upload Notarized Alcoholic Beverage License Transfer Form**

No file chosen

**I agree that I will not transfer or sell this license, if granted, without the prior approval of the governing body and in accordance with applicable ordinances,\***

I agree

**I also agree that should any of the information contained in this application change within the period of the license, if granted, that I will inform city officials immediately and furnish such details as may be requested by such officials concerning any such changes. I also agree that, should there be a change in ownership or management during the period of the license, prior approval of the Board of City Commissioners is required.\***

I agree

**I further agree that any misrepresentation, false statement or omission in this application shall be grounds for rejection of said application or for revocation or suspension of any license granted.\***

I agree

**Signature of Applicant:\***

Aaron L Barth

//

**By checking this box I acknowledge that I am electronically signing this liquor license application.\***

**Date:\***

4/30/2024

Electronic Signature

---

**Payment Options:\***

Credit Card Authorization Form



**NOTE: This application must be accompanied by required fees.**

The \$200 application fee is due when the application is submitted. (Fee does not apply to renewal applications)

**Credit Card**

[Credit Card Authorization Form](#)

**Upload Credit Card Authorization Form**

Credit Card Authorization\_5.25.2023.pdf

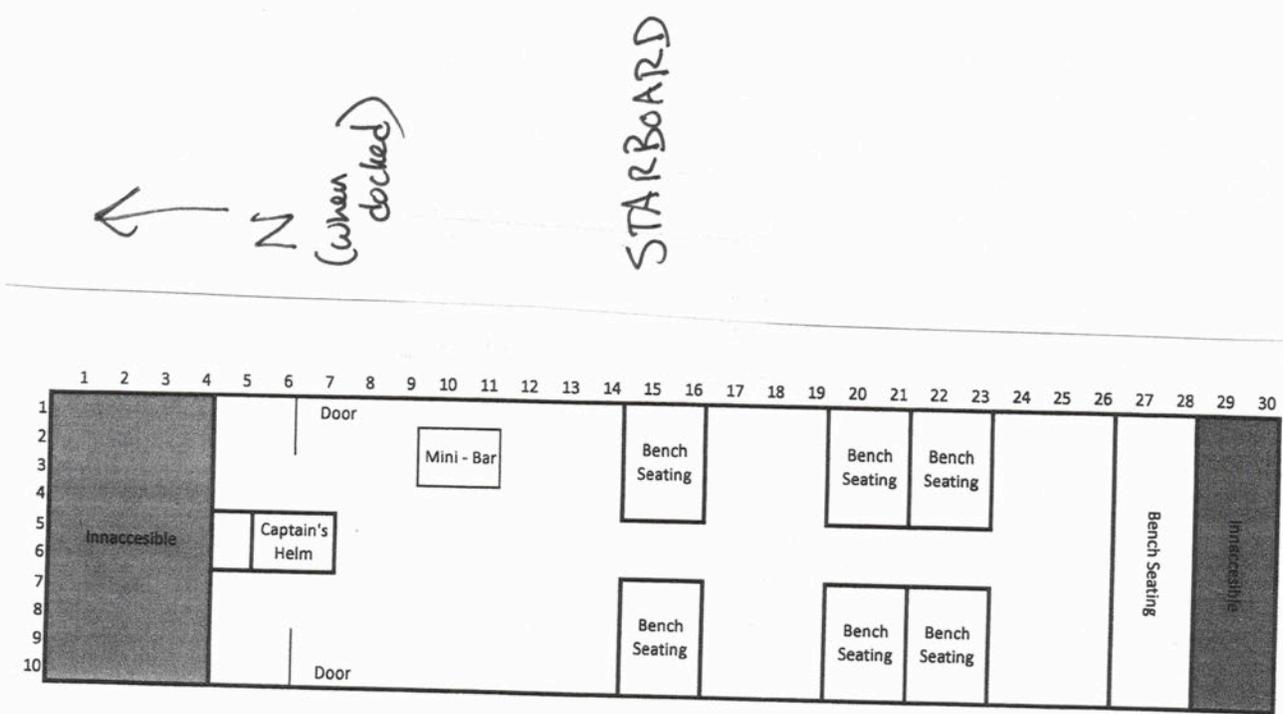
**Mail Payments To:**

City of Bismarck Administration, 221 North 5th Street, Bismarck, ND 58501

**Site Diagram Requirements:**

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- If the licensed site is part of a larger complex, such as a restaurant, areas such as mixing, serving, and storage must be identified.

**Site Diagram**



*Missouri Riverboat, Inc.  
Mishoshe*

*PORT*



**United States of America  
Department of Homeland Security  
United States Coast Guard**

Certification Date:	29 Jul 2021
Expiration Date:	29 Jul 2026

# Certificate of Inspection

For ships on international voyages this certificate fulfills the requirements of SOLAS 74 as amended, regulation V/14, for a SAFE MANNING DOCUMENT.

Vessel Name	Official Number	IMO Number	Call Sign	Service
MNISHOSHE	ND895FM			Passenger (Inspected)

Hailing Port	Hull Material	Horsepower	Propulsion
Fort Yates, ND	Aluminum	230	Gasoline Outboard
UNITED STATES			

Place Built	Delivery Date	Keel Laid Date	Gross Tons	Net Tons	DWT	Length
ERCOA INDUSTRIES, INCORPORATED: 40800 HIGHWAY 65 N, MN UNITED STATES	24May2001	30Mar2001	R-3 I-	R-3 I-		R-31.0 I-0

Owner	Operator
MISSOURI RIVERBOAT INC 1700 River Rd BISMARCK, ND 58503-9012 UNITED STATES	MISSOURI RIVERBOAT INC 1700 River Rd BISMARCK, ND 58503-9012 UNITED STATES

This vessel must be manned with the following licensed and unlicensed Personnel. Included in which there must be 0 Certified Lifeboatmen, 0 Certified Tankermen, 0 HSC Type Rating, and 0 GMDSS Operators.

1 Masters	0 Licensed Mates	0 Chief Engineers	0 Oilers
0 Chief Mates	0 First Class Pilots	0 First Assistant Engineers	
0 Second Mates	0 Radio Officers	0 Second Assistant Engineer	
0 Third Mates	0 Able Seamen	0 Third Assistant Engineers	
0 Master First Class Pilot	0 Ordinary Seamen	0 Licensed Engineers	
0 Mate First Class Pilots	1 Deckhands	0 Qualified Member Engineer	

In addition, this vessel may carry 14 Passengers, 0 Other Persons in crew, 0 Persons in addition to crew, and no Others. Total Persons allowed: 16

**Route Permitted And Conditions Of Operation:**  
**---Rivers---**

Limited to: Not more than one (1) mile from shore and in accordance with the vessel's stability letter.

An alternate Master and crew shall be provided when the vessel is away from the dock, or passengers are on board or have access to the vessel, for a period exceeding twelve (12) hours in any twenty-four (24) hour period.

The minimum number of child-size life preservers required is two (2). When more than two (2) children or persons weighing ninety (90) pounds or less are carried, additional child-size life preservers shall be carried so that the vessel has an approved life preserver suitable for each person on board.

**\*\*\*SEE NEXT PAGE FOR ADDITIONAL CERTIFICATE INFORMATION\*\*\***

With this Inspection for Certification having been completed at Mandan, ND, UNITED STATES, the Officer in Charge, Marine Inspection, Sector Upper Mississippi River certified the vessel, in all respects, is in conformity with the applicable vessel inspection laws and the rules and regulations prescribed thereunder.

Annual/Periodic/Re-Inspection				This Amended certificate issued by:  R. M. Scott, Captain, U. S. Coast Guard
Date	Zone	A/P/R	Signature	
30Aug2022	MSD StPaul	A	COVICH JEFFREY	Officer in Charge, Marine Inspection
				Sector Upper Mississippi River
				Inspection Zone



# Certificate of Inspection

Vessel Name: MNISHOSHE

Vessel is constructed with 5052 h32 aluminum. Vessel is restricted to rivers route due to aluminum type and reduced scantlings.

### ---Hull Exams---

Exam Type	Next Exam	Last Exam	Prior Exam
DryDock	29Jul2026	29Jul2021	31May2014
Internal Structure	29Jul2026	29Jul2021	31May2014

### ---Stability---

Type	Issued Date	Office
Letter	08Jun2009	Marine Safety Center (MSC)

### ---Lifesaving Equipment---

Total Equipment for 16 Persons

Primary Lifesaving Equipment	Quantity	Capacity	Required
Lifeboats (Total)	0	0	Life Preservers (Adult) 16
Lifeboats (Port)	0	0	Life Preservers (Child) 2
Lifeboats (Starboard)	0	0	Ring Buoys (Total) 1
Motor Lifeboats	0	0	With Lights 1
Lifeboats With Radio	0	0	With Line Attached 1
Rescue Boats/Platforms	0	0	Other 0
Inflatable Rafts	0	0	Immersion Suits 0
Life Floats/Buoyant App	0	0	Portable Lifeboat Radios 0
Inflatable Buoyant Apparatus (IBA)	0	0	Equipped With EPIRB? NO

### --- Fire Fighting Equipment ---

#### \*Fire Extinguishers - Hand portable and semi-portable\*

Quantity	Class Type
1	10-B:C
2	40-B:C

### ---Certificate Amendments---

Amending Unit	Amendment Date	Amendment Remark
Marine Safety Detachment St. Paul	31Aug2022	Completed 1st annual inspection.
Marine Safety Detachment St. Paul	11Aug2023	Updated operator address and information.
Marine Safety Detachment St. Paul	11Aug2023	Updated operator address and information

\*\*\*END\*\*\*