

The Sargent County Board of Commissioners met at 9:18 a.m. in the Commissioner's Room with the following members present: Bill Anderson, Jason Arth, Lyle Bopp, Richard Ruch, and, Jerry Waswick. Also present was Jayne Pfau, State's Attorney; Mary Engst, Sargent County Teller; & Pam Maloney, Sargent County Auditor.

The Pledge of Allegiance was recited.

Approve March payroll in the sum of \$190,591.54 (Nos. 17539-17596 & 80203-80211) and the following bills: (Anderson/Bopp) Upon roll call vote, motion carried unanimously.

80088-80097		Health Unit Expenses	2,170.65
80098		Human Services Expense	121.52
80100		Human Services Expense	7.00
80101		JDA Expense	54,746.19
80102	Forman City	Water/Sewer/Garbage	190.32
80103	Gina Kelly	Scram Refund	36.00
80104	Ottertail Power Company	Electricity	4,966.15
80105	Ransom County	VSO Salary/Benefits	994.12
80106-80108		Human Services Expenses	415.40
80111-80113		Health Unit Expenses	1,355.00
80114		JDA Expense	170.97
80115-80133		Health Unit Expenses	5,144.89
80134	Ameripride Linen	Cleaning Services	478.80
80135	AMS Alcohol Monitoring	GPS Rental Fee	100.00
80136	Avid Hawk, LLC	Web Service	45.00
80137	B & K Electric, Inc.	Building Maintenance	540.00
80138	Bayger, Vanessa	CPR Class	28.50
80139	Brezicka, Ryan	Scram Refund	96.00
80140	California Professional, Mfg.	Coroner supplies	281.07
80141	Computer Express	Sheriff Computer Repairs	130.00
80142	Counties Providing Tech.	Data Processing	1,255.58
80143	CHS-Dakota Plains	Gas Purchases	44.40
80144	Dakota Water Solutions	Water Jugs	28.00
80145	Dickey Rural Networks	Telephone	1,081.05
80146	ESRI	GIS License	700.00
80147	Forman Drug	Treasurer Office Supplies	12.57
80148	Forman Lumber & Fireworks	Building Maintenance	65.89
80149	FP Mailing Solutions	Postage Machine Rental	135.00
80150	G & R Controls. Inc.	Heating System Repairs	17,931.68
80151	Gall's	Sheriff Equipment	161.39
80152	Hayen/Anderson, LaJuana D.	Tax Dues & Registrations	125.00
80153	Information Tech Dept.	WAN Access/Netmotion	628.98
80154	La Quinta Inn & Suites	Election Travel	172.80
80155	Lexis Nexis-Mathew Bender	Century Codes	129.66
80156	Maloney, Pam	Election Training Travel	56.00
80157	Minn-Kota Communications, Inc.	Court House Phone System Mtn	483.00
80158	NDACo Resources Group	Tech. Support/Equipment	160.00
80159	Quality Inn	Tax Director Travel	345.60
80160	Quill	Office Supplies Tax/Treasurer	112.72
80161	Richland County	Prisoner Board	797.50
80162	Sargent County Fair Board	75% 2020 Appropriation	27,750.00
80163	Sargent County Teller	Printing/Publishing	155.08
80164	Sidwell	GIS Program Conversion	7,722.00
80165	Southside Automotive	County Car Repairs	190.46
80166	Streicher's	Sheriff Uniforms	280.95
80167	Vanguard Appraisal's, Inc.	CAMA Program	3,800.00
80168	Verizon	Sheriff MIFI Cards	200.05

80169	A W Diesel	Road Repair Parts	2,417.06
80170	Colonial Research	Road De-Frost	608.78
80171	CHS-Dakota Plains Ag	Road Floor Dry	36.00
80172	Ekstrom Repair	Equipment Repairs 97/Ford	2,157.20
80173	Forman Lumber & Fireworks	Road Shop Supplies	14.87
80174	Hansen Lumber	Shop Supplies	246.83
80175	Kustom Machine, Inc.	Equipment Repairs	166.36
80176	Midstates Equipment	Road Sealant	12,829.34
80177	ND Ass'n of Counties	Road Drug Testing	141.75
80178	Ray Mac, Inc.	Road Bucket & Blade	1,450.00
80179	Southside Automotive	Road Oil Filter	6.99
80180	Visto's Carquest	Road Repairs/Small Equipment	957.46
80181	Zep	Road Supplies	551.65
80182	Barns County Extension	Extension Work Book	80.00
80183	Computer Express	Sheriff GPS Units	130.00
80184	Dacotah Paper Co.	Main Street Bldg Paper Towels	71.39
80185	Dickey Rural Telephone	911 Trunks	231.00
80186	Klapperich, Cindy	Extension Travel/Misc.	118.82
80187	Lake Agassiz Regional Council	2020 Contribution	3,600.00
80188	ND Ass'n of Counties	911 Wireless	194.15
80189	NDSU	Extension Gold Note Cards	12.00
80190	SC Treasurer	Extension Postage	19.90
80191	Seykora, Melissa	Extension Travel	95.45
80192	Silo Film, LLC.	Extension Community Screening	2,500.00
80193	Visa	Extension Office Supplies	231.08
80194	Willprecht, Wendy	EMS Training	163.58

Approve March 3, 2020 meeting minutes as presented. (Arth/Ruch) Upon roll call vote, motion carried unanimously.

Gallagher Benefit Services has sent a preliminary recommendation for the Human Resources Director position. It is rated at a Grade C44. Motion to accept the classification as presented by Gallagher as a Grade C44. (Anderson/Bopp) Upon roll call vote, motion carried unanimously. The auditor was instructed to advertise the position in the paper for two weeks and to notify Ransom County of this board's actions and to appoint two people for an interview committee along with Commissioners Bopp and Arth.

Commissioner Waswick reported that Shay Walden will be digging out a sump pump hole in the Emergency Manager's Office sometime this next week.

G & R Controls are still waiting for parts & will be here to work on the heating system when they are received.

The Public Hearing for the Home Rule Charter has been postponed indefinitely during the Covid-19 emergency.

Brenda Peterson, Health Unit Administrator; Alison Toepke, Treasurer/Recorder/Clerk of Court; and Denise Ferderer, Tax Director; arrived at the meeting to discuss the importance of precautionary cleaning and disinfecting the courthouse during the Covid-19 emergency. They also provided a checklist of items and areas that should be cleaned and disinfected twice daily. The commissioners accepted their recommendations and will direct the custodian and department heads to follow these recommendations. All Covid-19 related hours worked by county staff should be tracked for possible reimbursement from state and federal agencies.

Motion to declare a Health Emergency Declaration due to the Covid-19 Virus Emergency. (Anderson/Arth) Upon roll call, motion carried unanimously.

**SARGENT COUNTY, NORTH DAKOTA
HEALTH EMERGENCY DECLARATION**

WHEREAS, COVID-19 is a severe respiratory illness, caused by the SARS-CoV-2 virus, a new strain of coronavirus that is spread from person to person, posing a threat to the health and safety of the residents of the County of Sargent: and

WHEREAS, no drug or vaccine is currently available to treat or prevent COVID-19; and

WHEREAS, United States Department of Health and Human Services Secretary Alex Azar declared a national public health emergency for COVID-19 on January 27, 2020; and

WHEREAS, the World Health Organization declared COVID-19 a global pandemic on March 11, 2020; and

WHEREAS, on March 13, 2020, President Donald Trump issued a declaration of a national emergency due to the growing COVID-19 crisis in the United States; and

WHEREAS, on March 13, 2020, Governor Doug Burgum issued a declaration of state emergency in response to the public health crisis resulting from the novel coronavirus (COVID-19); and

WHEREAS, preparedness, response and recovery from the COVID-19 virus requires a whole-of-government and whole-of-community approach across all governments as well as private and nonprofit sectors, and the virus has the risk of substantially endangering the health, safety and property of the citizens of Sargent County.

NOW, THEREFORE, BE IT RESOLVED, that the Sargent County Commission declares a state of emergency exists in the County of Sargent, North Dakota in response to the public health crisis resulting from the novel coronavirus (COVID-19). Through this declaration the Sargent County Commission does release the use of the Sargent County Emergency Funds for the purpose of use in response and recovery of the public infrastructure in Sargent County.

BE IT FURTHER RESOLVED that all government agencies and departments are directed to provide protection to the citizens of Sargent County during this event and limit where possible the hardships and impact of said emergency.

BE IT FURTHER RESOLVED that the Sargent County Commission declares a State of Emergency in Sargent County necessitating preparedness, monitoring, education, supplies, services, response and recovery from the COVID-19 virus for the health, safety, and wellbeing of the residents of Sargent County. Furthermore, this public health crisis may impact commerce and trade in the ag and commercial industry, schools and governments, including but not limited to restaurants, bars, business owners and employee wages resulting in financial loss and hardship for its citizens and request all assistance available to mitigate the financial deprivation and impacts.

DATED at Forman, North Dakota this 17th day of March, 2020.

The commissioners thanked Ms. Peterson, Ms. Toepke, Ms. Willprecht & Ms. Ferderer for their leadership during this emergency.

More discussion was held on the request for the water cooler in the sheriff's office. Motion to allow a water cooler to be installed in the sheriff's office, but the costs will come out of the sheriff's budget. (Ruch/Anderson) Roll Call Vote: Yes – Anderson, Ruch and Waswick. No – Bopp. Absent & not voting: Arth.

Discussion was held on the Police Services Contract with Forman City. The commission would like the sheriff and state's attorney to approve the contract before they act on it. Tabled until a future meeting.

Motion to approve the Sargent County Spring Flood Emergency Declaration presented by Wendy Willprecht, Emergency Manager. (Anderson/Arth) Roll Call Vote: Yes – Anderson, Arth, Ruch and Waswick. No – None. Absent & not voting – Bopp.

SARGENT COUNTY, NORTH DAKOTA
FLOOD EMERGENCY DECLARATION

WHEREAS, Sargent County in southeast North Dakota had significant rain and snow events in 2019 saturating soil conditions; and

WHEREAS, the continued snow events in 2020 has led to a shallow frost depth on the already saturated soils; and

WHEREAS, overland flooding will be imminent during the Spring 2020 melt; and

WHEREAS, the overland flooding will threaten county and township roads as well as farmland throughout the county; and

WHEREAS, the potential damage to public and private property and roads are beyond normal anticipation and budgeted funds; and

NOW, THEREFORE, BE IT RESOLVED that the county of Sargent, in anticipation of flooding, declares an emergency and orders the activation and utilization of the Sargent County Emergency Operations Plan, its procedures, attachments and appendices to monitor the situation, develop a detailed damage assessment, alleviate hardship, and initiate appropriate relief actions and mitigation measures by departments and agencies of local government to limit the hardships and impacts of this emergency upon the citizens of the county of Sargent, North Dakota.

Dated in Sargent County, North Dakota this 12th day of March 2020.

Merrill Engquist, Road Supervisor, arrived at the meeting.

The board proceeded to open bids for furnishing supplies for the year beginning April 1, 2020, and ending March 31, 2021, as advertised. All bids submitted, including exact wording and amounts, are available for inspection at the office of the county auditor. Bids submitted as follows:

GRAVEL: Crandall Construction Inc., Cayuga; Bernard Mahrer Construction Inc., Rutland; Lesmeister Gravel, Inc, Lisbon; Mark Sand and Gravel Dakota Co., Fergus Falls, MN; and, Enderson Construction, Inc. Gwinner. One of the contractors did not enclose the cashier's check with the bid, enclosing the carbon copy of it by mistake. The State's Attorney advised that the bid was not in compliance with bid specifications and could not be opened. Motion to accept all qualifying gravel and hauling bids. (Anderson/Ruch) After more discussion, the commissioners made a call to Aaron Birst, NDACO legal counsel, to see if the bid could be opened. Mr. Birst stated that it could be opened, as cashier's checks and bid bonds are no longer mandated by state law and that it is a formality. The State's Attorney concurred with Mr. Birst's counsel. Motion to open the bid on the basis that the cashier's check is a formality and not required by state law. (Bopp/Anderson) Roll Call Vote: Yes – Anderson, Arth, Bopp and Waswick. No – Ruch. Motion carried. The previous motion to accept all qualifying gravel and hauling bids made by Anderson & seconded by Ruch, was withdrawn. Motion to accept all gravel and hauling bids pending receipt of the actual cashier's check by end of business day March 18, 2020. (Anderson/Bopp) Roll Call vote: Yes – Anderson, Arth, Bopp and Waswick. No – Ruch. Motion carried.

MIXING & DRYING BLACKTOP SURFACING: No bid received.

BITUMINOUS MATERIALS: No bid received.

GASOLINE, FUEL, & LP GAS: Rutland Oil Co., Rutland, and CHS Dakota Plains Ag, Valley City. Motion to accept all bids. (Anderson/Bopp) Upon roll call vote, motion carried unanimously.

Commissioner had emailed copies of a Roadway Worker Safety Standard Operating Procedure document to the auditor and commissioners. The commissioners will review and discuss it at the May 5th commissioner meeting.

Mr. Engquist and the commissioners discussed culvert installation, in particular a culvert in the NE1/4 of Section 9 in Hall Township. Mr. Engquist stated that conditions weather & road conditions were difficult and then it got too late in the season. The commission suggested that he hire contractors to do the culvert installation if the road crew does not have time to do the work.

Crack sealing roads was also discussed. \$25,000-\$30,000 is typically spent each year crack sealing and Mr. Engquist will determine which roads will be done once winter is over.

Mr. Engquist and Commissioner Arth will get gravel maps ready for the April 7th meeting so the gravel contracts can be mailed out.

Mr. Engquist also stated the all road restriction information is on the LoadPass application and available to the public.

Meeting adjourned at 12:23 p.m.

JERRY WASWICK – CHAIRMAN

ATTEST:

PAM MALONEY – AUDITOR