

Forman, North Dakota  
March 24, 2020

The Sargent County Board of Commissioners reconvened at 10:06 a.m. in the Conference Room with the following members present: Lyle Bopp, Richard Ruch, and, Jerry Waswick. Also present was Jayne Pfau, State's Attorney; Wendy Willprecht, Emergency Manager; Denise Ferderer, Tax Director; Brenda Peterson, Health Unit Administrator; Alison Toepke, Treasurer/Recorder/Clerk of Court; Travis Paeper, Sheriff; Joe Butler, Custodian & Pam Maloney, Sargent County Auditor. Present via technology were: Bill Anderson, Commissioner; Cindy Klapperich, Extension; Candy Hansen, Extension & Brian Tayer, Sargent County Ambulance-Milnor Squad.

Ms. Pfau had set up a GoToMeeting for those unable to attend in person.

Ms. Willprecht provided an update on business closures/schedule changes in Milnor, Forman and Gwinner. She also stressed keeping track of time and supplies purchased as they might be eligible for reimbursement through the Public Assistance Program.

Ms. Hansen commented that the building that the Extension Office is housed in, NRSCS, is closed to the public and only person is allowed in each office.

Ms. Peterson reported that the district health units throughout the state will be trained in Contact Tracing and that will be something that will be required of them. This will result in overtime hours for their department. Motion to approve overtime hours for employees that need to work extra hours during this COVID-19 Pandemic. (Bopp/Anderson) Upon roll call vote, motion carried unanimously.

Ms. Peterson also talked about the foot care program & that Briana Spellerberg will be screening her clients. FIT testing will start on Thursday for ambulance crews, first responders, emergency manager & the sheriff's office. The health department will continue with med setups for clients if there is no one else to do so & will also continue with vaccinations by appointment only.

Mr. Butler stated that he will be keeping all entrance doors to the courthouse locked to the public.

The commissioners reviewed the Coronavirus (COVID-19) policy that was adopted on March 19th. A few changes were made after discussion. The changes to the policy are: Employees must enter the courthouse through the Sheriff's Office door; and patrons entering the building must be escorted by the department who is approving their entry and they must also escort them out of the building as well. Motion to adopt the Coronavirus (COVID-19) policy as amended. (Ruch/Anderson) Roll Call Vote: Yes – Anderson, Ruch & Waswick. No – Bopp.

Ms. Klapperich requested key cards for the extension office. Sheriff Paeper will get some made for her. He also stated that Dickey Rural Networks is waiting on parts to install the keyless entry in all courthouse entrance doors.

Several employees offered to help the custodian cleaning & disinfecting the common areas if needed. Each department should be cleaning and disinfecting their own offices and work spaces.

Ms. Toepke reported that NRG is still working on the teleworks setup & it is moving quickly.

Ms. Pfau stated that there was an employee concern about removing the travel question in the policy. As it has been confirmed that the virus can be community spread, it was decided to leave the travel question out of the policy.

Meeting recessed at 11:03 a.m. until Tuesday, March 31 at 10:00 a.m.

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JERRY WASWICK – CHAIRMAN

ATTEST:

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