

## Commissioners Proceedings

On March 24, 2020, at 1:00 p.m. the Board of Commissioners of Cavalier County, North Dakota, met at the Cavalier County Courthouse in regular session. David Zeis attended the meeting via phone conference. The courthouse was operating in lockdown at the time of this meeting in response to the COVID-19 pandemic. To comply with North Dakota open meetings laws, the meeting was live streamed on Facebook and the in-person option of phone conference from the courthouse north meeting room was available during the meeting, monitored by the Cavalier County Sheriff. The meeting began with the Pledge of Allegiance. Chairman Nick Moser called the meeting to order and proceeded as follows:

Moser asked if there were any changes to the agenda. Stanley Dick made a motion to approve the agenda, seconded by Austin Lafrenz; motion carried. Austin Lafrenz made a motion to approve the minutes, seconded by Greg Goodman; motion carried.

There was discussion on the progress with installing the Razor Tracking devices. Greg Goodman stated he was in the process of getting users added to access the Razor Tracking data.

Stanley Dick stated his resignation from the North Central Housing Board was tabled until they are able to get a full board in place.

Future funding as a result of COVID-19 was discussed. Lisa Gellner, Auditor, stated she would update the summary of State Revenue Sharing and Special County Highway funding.

Operation of county offices due to COVID-19 was discussed. Nick Moser suggested continuing to keep the courthouse/offices locked with the employees reporting to work. The commission was in agreement. Employees needing travel and/or self-quarantine were instructed to contact their supervisor to see if arrangements can be made to work from home.

Options for self-reporting for the 2020 Census were discussed. It was reiterated that citizens are encouraged to complete it online or by telephone, which would alleviate the need for Census workers to come to your home.

The Emergency Declaration for Cavalier County related to COVID-19 was reviewed. **Stanley Dick made a motion to approve the Emergency Declaration, seconded by Greg Goodman, motion carried.**

Terry Johnston, Road Supervisor, met with the commission. Johnston provided the commissioners with a summary of the gravel and machinery bids for 2020. The commissioners asked Johnston to contact the gravel bidders and request additional quotes for larger amounts of gravel per mile. Johnston completed No Exposure Certification for Exclusion from NDPDES Stormwater Permitting for the county shops and presented them to the commissioners for their review. **Austin Lafrenz made a motion to approve signing the certifications, seconded by Stanley Dick, motion carried.** Johnston also informed the commission that he had submitted the request to FEMA for Public Assistance related to COVID-19. The commissioners reviewed the summary of hours for the roadmen which Johnston prepared. There was discussion on possibly using roadmen for oil crack sealing. It was decided to track hours available this summer and review the option for the future. Greg Goodman and Stanley Dick reiterated that there are bulk DEF tanks at the shops in Vang and Munich. A question came in on FB live regarding County 17. Johnston stated he would make sure the large bumps are flagged and look at fixing the bumps this summer.

A request from Nekoma Township/Roger Johnston for a Tree Planting Variance was reviewed. The township has previously approved the request. **Greg Goodman made a motion to approve the Tree Planting Variance, seconded by Stanley Dick, motion carried.**

COVID-19 Discussion: Nick Moser brought the commission up to date on emergency planning so far. Steph Welsh did an update for the commission and answered questions. Welsh encouraged everyone to keep up to date on the constant changing recommendations related to the pandemic and commended the community on stepping up to protect our citizens. Karen Kempert also did an update on various planning steps she had been working on. Kempert also stated the cut over for Towner County 911 calls is set for March 30<sup>th</sup>.

Township Equalization meetings were briefly discussed. The CDC recommendations of not have more than 10 people in attendance with social distancing being maintained. The state is recommending appeals be sent to the township by mail or email. Phone conference was another suggestion for anyone at risk or in quarantine wanting to attend the meetings.

**Stanley Dick made a motion to implement the same county load limits as last year starting Monday, March 30, 2020, seconded by Greg Goodman, motion carried.** It was decided to proceed with putting county load limits on, even though the state had lifted all state highway load limits due to the COVID-19 pandemic.

Greg Goodman made a motion, seconded by Austin Lafrenz to review and approve the following audit of claims; motion carried:

92991	INFORMATION TECHNOLOGY DEPT.	\$4,415.89	GENERAL
93089	BARCODES INC	\$214.66	RECORDER
93090	MID AMERICAN RESEARCH CHEMICAL	\$361.88	GENERAL
93091	MONTANA-DAKOTA UTILITIES	\$1,991.11	GENERAL/SHERIFF/R&B
93092	SOFTWARE INNOVATIONS	\$8,525.00	AUDITOR
93093	BUSINESS ESSENTIALS	\$35.66	ELECTIONS
93094	LAWRENCE HENRY	\$45.00	GENERAL
93095	SHANE PETERSON	\$45.00	GENERAL
93096	WILLIAM S. HARDY	\$45.00	GENERAL
93097	STANLEY DICK	\$45.00	GENERAL
93098	PAUL HENDERSON	\$45.00	GENERAL
93099	CAROL GOODMAN	\$45.00	GENERAL
93100	NICK MOSER	\$45.00	GENERAL
93101	ELSIE MAGNUS	\$45.00	GENERAL
93102	KEVLOTT TESTING SERVICES	\$615.90	SOCIAL SERVICES/GENERAL
93103	MONICA PORTERFIELD	\$361.00	ELECTIONS
93104	PREMIUM WATERS, INC.	\$10.00	CLERK
93105	WEST PAYMENT CENTER	\$240.60	STATE'S ATTORNEY
93106	QUADIENT LEASING USA, INC.	\$891.24	GENERAL
93107	RAMSEY COUNTY AUDITOR	\$6,244.62	GENERAL
93108	COUNTRY MEDIA, INC.	\$491.97	COMMISSIONERS
93109	MATTHEW-BENDER & CO. INC.	\$243.31	COMMISH/CLERK/ST ATTY/SHERIFF
93110	RINGO	\$1,207.70	SHERIFF
93111	JODY M. GIRODAT	\$140.00	SHERIFF
93112	GREGORY FETSCH	\$110.50	SHERIFF
93113	QUALITY INN	\$172.80	SHERIFF
93114	AT&T MOBILITY	\$648.96	SHERIFF

93115	SHELLY MESSNER	\$200.00	SHERIFF
93116	BALCO UNIFORM CO. INC.	\$173.69	SHERIFF
93117	DALGLIESH ENTERPRISES	\$1,498.30	ROAD & BRIDGE
93118	BRUCE WIRTH	\$34.50	ROAD & BRIDGE
93119	RAZOR TRACKING, INC.	\$1,396.35	ROAD & BRIDGE
93120	NORTH COUNTRY HEATING & A/C, LLC	\$235.47	ROAD & BRIDGE
93121	CHOICE FINANCIAL GROUP	\$31,358.06	ROAD & BRIDGE
93122	KADRMAS, LEE, & JACKSON INC.	\$7,930.34	F-M/R&B
93123	VERIZON WIRELESS	\$49.36	EMG MNGR
93124	HANSEL PLUMBING & HEATING, LLC	\$3,191.00	WEED CONTROL
93125	GREG HOFFMAN	\$115.00	WEED CONTROL
93126	MARK SCHNEIDER	\$115.00	WEED CONTROL
93127	STEVE RATZLAFF	\$115.00	WEED CONTROL
93128	DEVIN HURSMAN	\$115.00	WEED CONTROL
93129	LARRY PENGILLY	\$115.00	WEED CONTROL
93130	VISA	\$10.00	SOCIAL SERVICES
93131	OTTER TAIL POWER CO	\$224.36	SOCIAL SERVICES
93132	READY TALK	\$123.59	SOCIAL SERVICES
93133	PREMIUM WATERS, INC.	\$59.49	SOCIAL SERVICES
93134	LUTHERAN SOCIAL SERVICES OF ND	\$3,109.75	HUMAN SERV. ZONE
93135	PEMBINA COUNTY SHERIFF	\$20.00	HUMAN SERV. ZONE
93137	MONTANA-DAKOTA UTILITIES	\$117.92	SOCIAL SERVICES
93138	COMFORT SUITES	\$86.40	HUMAN SERV. ZONE
93139	S&A, INC.	\$560.00	HUMAN SERV. ZONE
93140	QUILL CORPORATION	\$120.39	HUMAN SERV. ZONE
93141	VISA	\$231.96	HUMAN SERV. ZONE
93142	VISA	\$564.72	HUMAN SERV. ZONE
93143	VERIZON WIRELESS	\$272.40	HUMAN SERV. ZONE
93144	VERIZON WIRELESS	\$88.72	HUMAN SERV. ZONE
93145	QUILL CORPORATION	\$72.68	HUMAN SERV. ZONE
93146	REDWOOD TOXICOLOGY LABORATORY	\$102.89	HUMAN SERV. ZONE
93147	GRAFTON MUNICIPAL UTILITIES	\$107.38	HUMAN SERV. ZONE
93148	INFORMATION TECHNOLOGY DEPT.	\$67.29	HUMAN SERV. ZONE
93149	BJORNSON OIL CO	\$70.00	HUMAN SERV. ZONE
93150	GREAT PLAINS DIRECTORY	\$118.00	HUMAN SERV. ZONE
93151	QUINN COUNSELING	\$2,350.00	HUMAN SERV. ZONE
93152	TERRI MACHART	\$24.22	HUMAN SERV. ZONE
93153	CONNIE KASTE	\$5.90	HUMAN SERV. ZONE
93154	DEBRA FRASER	\$79.90	HUMAN SERV. ZONE
93155	MANNY DOYLE	\$50.00	HUMAN SERV. ZONE
93156	DAVID J. ZEIS	\$140.25	HUMAN SERV. ZONE
93157	STANLEY DICK	\$124.75	HUMAN SERV. ZONE
93158	ANN WEST	\$141.98	HUMAN SERV. ZONE
93160	MICHELLE MANLEY	\$40.25	HUMAN SERV. ZONE
93161	QUALITY INN	\$345.60	SHERIFF
93162	ERLING'S OIL, INC.	\$367.43	ROAD & BRIDGE
93175	NICK MOSER	\$190.90	COMMISSIONERS
93176	STANLEY DICK	\$104.65	COMMISSIONERS
93178	BALCO UNIFORM CO. INC.	\$286.00	SHERIFF
93179	ADVANCED BUSINESS METHODS	\$253.06	SHERIFF
93180	ADVANCED BUSINESS METHODS	\$653.76	CLERK/AUD/RECORD/F-M

At 4:15 p.m., Stanley Dick made a motion to adjourn the meeting, seconded by Greg Goodman; motion carried.

*Board of Commissioners  
Cavalier County, North Dakota*

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Nick Moser – Chairman

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Austin Lafrenz – Vice Chairman

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Greg Goodman

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Stanley Dick

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David Zeis

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Attest: Lisa Gellner - Auditor