

The Traill County Commissioners came to order in Special Session on April 1, 2020. Present by conference call: Commissioners Eblen, Elliott, Amb, Young and Nesvig, Jim Johnson, Cole Short, Jim Murphy, Allysa Short, Steve Hunt, Ben Gates, Carla Swanson, Heather Hovey, John Wright, Jenni Rubash. Present in person: Brenda Stallman, Charlie Stock and Glenda Haugen.

Commission Chairman Thomas Eblen called the meeting to order.

CORONAVIRUS UPDATES: TC Health District Director, Brenda Stallman gave updates. N95 masks have been received and fit testing is done. Testing of the virus continues.

WORKING FROM HOME: TC States Attorney Charlie Stock, requested the Commissioners to leave the hours as is and allow the employees to work from home if possible. Offices submitted their individual work from home solutions. TC DES Assistant Ben Gates read the COVID-19 Remote Work Policy Recommendation. On motion of Nesvig, seconded by Amb and carried to approve the following motion: Traill County offices will move to one (1) person offices effective 04-06-20 and to continue until further review/notice by the local Commission or anyone who can work from home, should work from home effective 04-06-20 and to continue until further review/notice by the local Commission. Anyone at home is required to continuously follow the ND Dept of Health and CDC guidance (i.e. stay at home/social distancing policies, etc). These individuals will be required to be home and available during business hours. Department heads will have authority to decide how this effects their individual offices and determine proper work schedules (such as staggering schedules) to meet the capabilities for their office while maintaining all ND Dept of Health and CDC guidelines. Any questions from the Department Heads on this policy should consult their Commission Portfolio Holder and the Commission Portfolio Holder would have final decision authority.

EMPLOYEE POLICY: On motion of Amb, seconded by Nesvig and carried to have all Traill County employees read and sign a "Prevention of Spread of Coronavirus in the Workplace" policy presented by Stallman. HR will distribute the policy and collect signatures, which will be placed in employee's files.

FLOOD UPDATES: Sheriff, Steve Hunt updated the Commission on the current flood situation. Several bridges and roads have been closed and expect less flooding as originally expected, pending any new precipitation. Notices of closed bridges and roads will be placed on the Facebook & Website pages.

ELECTION UPDATES: Auditor Glenda Haugen gave updates on the Primary Election coming up in June. As of today, 1,571 applications for a mail-in ballot have been received. The last Presidential election in June 2016 we had a total of 1,870 voters. Secretary of State's office will be mailing out a second round of applications, to make sure everyone has a chance to vote.

There being no further business to be brought before the Board, the special meeting was adjourned at 2:54 PM to meet again in special session on Wednesday, April 8, 2020 at 1:00 PM.]

Attest:

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Glenda Haugen, Auditor

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Thomas Eblen, Chairman

The Traill County Commissioners came to order in Special Session on April 2, 2020. Present by conference call: Commissioners Eblen, Elliott, Amb, Young and Nesvig, Steve Hunt, Ben Gates, Jody Schill, Marlene Eblen, Jenni Rubash. Present in person: Brenda Stallman, Charlie Stock and Glenda Haugen.

The meeting was calling to order by Thomas Eblen, Chairman. The purpose of the meeting was to make sure everyone understands the “work from home” policy.

States Attorney, Charlie Stock presented emails from Department heads detailing their plan to work from home. The objective is to limit the people coming in and out of the courthouse. The “remote work policy” approved at the meeting on 04-01-20 remains in place and takes effect on Monday, April 6, 2020. Employees are to reduce the offices to one person, and offices that can work from home are to maintain the hours as if you are working in the office. Office that are not able to work from home should find other solutions such as stagger office hours or find another office for employee to work out of in order to maintain the 6’ distance. Stock requested to allow the Department Heads to maintain and keep track of inventory/equipment leaving the building, Commissioner agreed.

There being no further business to be brought before the Board, the special meeting was adjourned at 3:20 PM to meet again in special session on Wednesday, April 8, 2020 at 1:00 PM.

Attest:

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Glenda Haugen, Auditor

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Thomas Eblen, Chairman