

CITY OF COUNCIL
Special Telephonic Meeting
Minutes
March 24, 2020

CALL TO ORDER: Mayor Gardner called the telephonic meeting to order at 5:30 p.m.

ROLL CALL: HUTER, PFEIFER, STANFORD, and STOKER. A quorum is present.

STAFF PRESENT: Pat DeHaas, Tami Testa, and Julie Pate

AGENDA

1. CITY OPERATIONAL CHANGES DURING DISASTER

Clerk Tami Testa gave a list of areas of concern regarding administrative procedures. Staff is concerned about contact with citizens in City Hall during the COVID-19 disaster/crisis. Clerk Testa asked for guidance from the council for policies that could be implemented during the disaster/crisis. The mayor and council expressed concern for the well being of both City staff and citizens. After discussion, below is a list of procedures that staff will implement at their discretion on an as need basis.

- Staff will adhere to the 6' separation and sanitation protocol.
- Staff will close City Hall to the public if there is a confirmed case of COVID-19 in Adams County, or if there is any other cause they deem fit.
- Staff will post closures, hours of operation changes, payment options, and any other pertinent information on the City of Council's website and Facebook page as needed.
- In the event that City Hall is closed to the public, no cash payments will be accepted. Payments can be made by check, money order, and credit/debit card by mail, phone, or outside drop boxes located at City Hall.
- Staff will work from home if needed to prevent exposure.

Council Member Stanford made a motion to allow staff to make administrative changes at their discretion on an as needed basis, and staff is permitted to removed City computers and other property if needed to work at home during the disaster/crisis. Council Member Stoker seconded the motion. Roll Call on the motion results as follows: YEAS: Huter, Stanford, Stoker, and Pfeifer: Motion Carries

2. CITY COUNCIL APPROVAL OF DECLARATION OF EMERGENCY BY RESOLUTION

Council President Huter made a motion to adopt Declaration of Emergency Resolution No. 2020-02. Council Member Stanford seconded the motion. Roll Call on the motion results as follows: YEAS: Huter, Stanford, Stoker, and Pfeifer: Motion Carries

Council President Huter moved to adjourn the meeting at 6:00 pm. Council Member Pfeifer seconded the motion. Voice vote indicated no opposition to the motion with all members voting aye. Motion Carries

Minutes submitted by:


Tami Testa ~ City Clerk

Minutes approved by:


Bruce Gardner ~ Mayor

