

CITY OF EYOTA
CITY COUNCIL SPECIAL MEETING MINUTES
MARCH 20, 2020

Members Present: Tony Nelson, Ray Schuchard and John Chesney were present in Council Chambers while Bryan Cornell and Jamie Ward were on the phone (via emergency procedures)

Members Absent: none

Staff Present: Community Officer Deputy Peterson and Marlis Knowlton, Clerk/Treasurer

Call to Order: Mayor Nelson called the meeting to order at 6:00 p.m.

Agenda: Mayor Nelson explained this special meeting is to address emergency procedures in relation to the coronavirus of 2019 pandemic.

Mayor Nelson read the Local Emergency Declaration that was put into effective March 18 declaring that a state of emergency exists within the City of Eyota and the following conditions:

1. City Hall doors will be locked to the public, as of March 18,2020. Citizens shall use other means to communicate with staff, i.e., telephone, internet, social media, and drop box on west end of building.
2. City staff will be working but limiting contact with community members unless of an emergency, City Staff will not enter private homes for routine maintenance.

Mayor Nelson then recapped RESOLUTION #2020-18, DECLARATION OF EMERGENCY.

Motion was made by Chesney and seconded by Schuchard to approve the Local Emergency Declaration and RESOLUTION #2020-18, DECLARATION OF EMERGENCY.

Votes via roll call Ayes 5, Nays 0. Motion carried. See "Exhibit A"

Mayor Nelson then read Executive Order #2020-1. It was noted the date should be corrected to May 5, 2020 that city hall doors will be closed to the public.

Motion was made by Schuchard and seconded by Ward to approve Executive Order #2020-1 with the noted date change. Votes via roll call Ayes 5, Nays 0. Motion carried. See "Exhibit B"

Mayor Nelson also commented:

"Finally, this pandemic is predicted to be around for many weeks and possibly months to come. Things are changing daily and we hope that all citizens will take appropriate precautions. Remember to shop local to help out our stores with your day to day needs. Try to limit the amount of family members you take with you to the stores. The city water system is safe to use and drink. (he listed hours and services available from Eyota Country Café, Greendoor and Bennett's Eyota Market) Our number one priority is to keep our staff and citizens safe. For that reason, we will continue to have city hall doors locked. If you are out in the store buying necessary items, please make sure if you are out to practice social distancing. Also, if you have an elderly neighbor please check on them during this crisis to make sure they are ok and have food and medicines they need. Thank you."

Other items verified or discussed:

- Winter Parking Restrictions – will be lifted effective immediately through April 1, 2020
- People’s Energy Cooperative bucket truck, deemed an emergency vehicle, will be allowed to be parked on the street at the employee’s residence due to emergency procedures implemented by People’s Coop.
- Water/Sewer payments are due March 20. Effective immediately no additional penalties will be calculated or applied to delinquent accounts, until further notice.
- EDA will meet March 26 for required action on the Arbor Gardens bond, meeting at Fire Hall.
- EDA Director – until further notice Cathy Enerson should not report to work in City Hall. Business can be done over the phone and through emails. Marlis will attend EDA meetings.
- Nuisance property violations will continue as previously planned. Deputy Peterson will be issuing citations.
- Accounts Payable – authorize staff to pay more bills than normal before Council approval to avoid delinquency and continue normalcy. Expanding on annual Resolution #2020-03 RESOLUTION AUTHORIZING PAYMENT OF EXPENDITURES PRIOR TO CITY COUNCIL APPROVAL passed January 9, 2020.
- Summer Rec Program – no registrations will be accepted at least through the end of April. After May 1st the program will be re-evaluated.
- April 1 edition of Dover-Eyota Eagle – the Council agreed by consensus that the complete Executive Order #2020-1 and the Local Emergency Declaration should be printed.

Payroll – Council discussed paying staff for hours that have already or could be missed from work for all the possible reasons due to this emergency. Regulations are changing and maybe Family Leave regulations would allow for pay. The Council agreed staff should be paid in the meantime.

Motion was made by Schuchard and seconded by Chesney to approve paying staff for hours missed related to coronavirus issues. Votes via roll call Ayes 5, Nays 0. Motion carried.

Knowlton reported Advanced Disposal sent notice today that effective March 23 they will not collect any trash/refuse or recycling that is not containerized. All trash/refuse and recycling must be placed in the carts. Loose or bagged items placed outside the cart will not be collected. The Council questioned what about the residents that still have the bag service. Knowlton will follow up with Advanced and find out.

Adjourn: Motion was made by Schuchard and seconded by Chesney to adjourn the meeting. Votes via roll call Ayes 5, Nays 0. Motion carried. The meeting was declared adjourned at 6:24 p.m.



Tony Nelson
Mayor



Marlis Knowlton
Clerk/Treasurer

City of Eyota
Eyota, Minnesota
LOCAL EMERGENCY DECLARATION

WHEREAS, in the City of Eyota, Olmsted County, Minnesota, the virus named “SARS-CoV-2,” which is a new strain of coronavirus that has not previously been identified in humans and can easily spread from person to person, and which causes a disease named “coronavirus disease 2019”, commonly known as “COVID-19,” which is a respiratory disease that can result in serious injury or death.

WHEREAS, the City of Eyota, Olmsted County, is a public entity within the State of Minnesota.

WHEREAS, the following conditions exist in the City of Eyota, Olmsted County as a result of this virus. The City of Eyota will implement the following procedures to keep its staff and citizens safe:

1. City Hall doors will be locked to the public, as of March 18,2020. Citizens shall use other means to communicate with staff, i.e., telephone, internet, social media, and drop box on west end of building.
2. City staff will be working but limiting contact with community members unless of an emergency, City Staff will not enter private homes for routine maintenance.

NOW, THEREFORE, BE IT RESOLVED, that Mayor Tony Nelson and Council Members Bryan Cornell, Ray Schuchard, Jamie Ward and John Chesney of the City of Eyota, Olmsted County, acting on behalf of and for the people of Eyota, declare that a state of emergency exists within the City of Eyota, with all the powers and responsibilities attending thereto as provided by Chapter 12, Minnesota Statute and the City of Eyota, Olmsted County.

PASSED AND ADOPTED BY THE COMMON COUNCIL OF THE CITY OF EYOTA,
MINNESOTA, THIS 20th DAY OF MARCH, 2020.

EYOTA CITY COUNCIL



Tony Nelson, Mayor

ATTEST:



Marlis Knowlton, Clerk/Treasurer

"Exhibit A"

**CITY OF EYOTA
RESOLUTION #2020-18
DECLARATION OF EMERGENCY**

WHEREAS, the virus named “SARS-CoV-2,” which is a new strain of coronavirus that has not previously been identified in humans and can easily spread from person to person, and which causes a disease named “coronavirus disease 2019”, commonly known as “COVID-19,” which is a respiratory disease that can result in serious injury or death; and

WHEREAS, on January 21, 2020 the first case of COVID-19 was detected in the United States; on March 6, 2020 the first case of COVID-19 was detected in the State of Minnesota; and as of today there are thirty-five known cases of COVID-19 in Minnesota; and

WHEREAS, on January 31, 2020, the United States Department of Health and Human Services Secretary Alex Azar declared a public health emergency for COVID-19, this declaration is retroactive to January 27, 2020; and

WHEREAS, on March 13, 2020, President Donald Trump declared that the COVID-19 outbreak in the United States constitutes a National Emergency; and

WHEREAS, on March 13, 2020, Governor Tim Walz declared a Peacetime State of Emergency to authorize and all necessary resources to be used in support of the COVID-19 response; and

WHEREAS, as of March 15, 2020 the World Health Organization Situation Report confirms a total of 153,517 cases of COVID-19 in over 135 countries, including 5,735 deaths; and as of March 15, 2020, a total of 35 cases of COVID-19 have been reported in Minnesota;

WHEREAS, COVID-19 has been identified by the World Health Organization as a pandemic, and the United States Centers for Disease Control has provided guidance for individuals, healthcare professionals, and businesses to slow the spread of COVID-19, which include cancelling or postponing in-person events that involve more than fifty people for eight weeks; and

WHEREAS, the City of Eyota Emergency Management Director has been working diligently with local, state, and federal partners to maintain situational awareness and respond to COVID-19; and

WHEREAS, additional local cases will trigger a more aggressive public health response and are predicted to impact residents of Eyota and those who work in or travel through the City; and the need for social distancing, school closings, and quarantine methods to stop the spread of COVID-19 is expected to cause significant challenges; and

WHEREAS, the Mayor, and City Council find that this situation threatens the health, safety, and welfare of the citizens of the community and will cause a significant impact on the ability of public safety personnel to address any immediate dangers to the public as a result of COVID-19; and

WHEREAS, Mayor, and City Council find that traditional sources of financial aid, assistance and relief will not be able to compensate for the potential impact of COVID-19 and additional coordination and assistance on resources, and have determined that the necessary resources to respond to and recover from this pandemic will exceed those resources available within the City of Eyota, and additional resources will be needed from Olmsted County and state and federal sources.

"Exhibit A"

NOW, THEREFORE, Mayor Tony Nelson hereby declares, and the City Council of Eyota, Minnesota, hereby resolves as follows:

1. Under the authority given by Minnesota Statutes, Section 12.29, declares that a local emergency exists within City of Eyota, effective March 20, 2020, with all the powers and responsibilities attending thereto as provided by Minnesota Statutes, Chapter 12.
2. Directs City Staff to review ordinance and regulatory requirements, operations, civil and legal proceedings, events, and resources to determine whether the foregoing should be adjusted or suspended, and to make recommendations regarding additional emergency regulations to support the employees and residents of the City of Eyota.
3. Directs all City departments and offices to operate and support the response to this incident, under the direction and coordination of the Emergency Management Director, including implementing new employee protocols, strategies, and processes to ensure that public services are maintained.
4. Directs the City's Emergency Management Director and other appropriate City staff to request and coordinate appropriate aid and resources from surrounding jurisdictions, Olmsted County, the State of Minnesota, and the Federal government, as needed.
5. Declares, under Minnesota Statutes, Section 13D.021, that in-person meetings of the City Council, and all other advisory boards, commissions and authorities of the City of Eyota are not practical or prudent due to the COVID-19 health pandemic and the peacetime emergency declared by Governor Walz pursuant to Minnesota Statutes, Chapter 12, and hereby directs that meetings of the City Council, and all other advisory boards, commissions and authorities of the City shall be conducted by telephone or other electronic means, and hereby directs City Staff to take such action as may be necessary to enable such meetings to occur via telephone or other electronic means pursuant to Minnesota Statutes, Section 13D.021, until such time as it is no longer impractical or imprudent for the City Council, and all other advisory boards, commissions and authorities to resume in-person meetings.
6. The City Council consents to and approves the extension of this emergency declaration pursuant to Minnesota Statutes, Section 12.29. This emergency declaration shall continue for a period of six (6) weeks from its effective date of March 20, 2020, unless terminated or extended by the City Council pursuant to Minnesota Statutes, Section 12.29.
7. This declaration shall be given prompt and general publicity and be filed promptly by the City Clerk.

PASSED AND ADOPTED BY THE COMMON COUNCIL OF THE CITY OF EYOTA, MINNESOTA, THIS 20th DAY OF MARCH, 2020.

EYOTA CITY COUNCIL



Tony Nelson, Mayor

ATTEST:



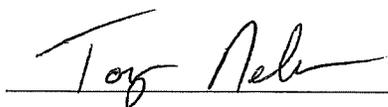
Marlis Knowlton, Clerk/Treasurer

City of Eyota

Executive Order #2020-1

With the Emergency declaration approve, In response to the Covid-19 virus and the growing numbers of confirmed cases in Olmsted County and the State of Minnesota, the City of Eyota will implement the following conditions.

1. City Hall doors will be closed to the public until May 5, 2020. Staff will still be in the office to answer phones, emails and social media posts from the community.
2. City Public Works will continue to work within the City of Eyota. Staff will not enter homes unless there is an emergency with city owned equipment.
3. Planning Commission and Park Board meetings will be postponed.
4. Eyota City Council and Eyota Economic Development Authority (EDA) will hold brief meetings on March 26, 2020 in order to take care of emergent business due to the sale of Arbor Gardens Senior Living facility.
5. Council meetings will be held but with the option of council members to call in and/or facetime to an iPad. Social distancing will be enforced at these meeting. The city will continue to broadcast via CCTV to Charter and HBC. We are working on other forms of transmissions via Live Streaming and will put such information on the city web page once we have it set up. The public will not be allowed in City Hall for these meetings. All meetings shall be limited to emergent agenda items.
6. Although the Eyota Fire Department is part of the City of Eyota, the Relief Association is not. The City of Eyota is strongly encouraging them not to meet but the decision will be at the discretion of the Relief Association President.
7. Starting today March 20, 2020 the City of Eyota will be lifting its winter parking ordinance.
8. Effective today March 20, 2020, the City of Eyota will not charge late fees on water and sewer bills. With the uncertainty of layoffs and closures, We the city do not want to punish citizens by penalizing them because of lack of funds. City Hall drop box in the service door on the West side of the building shall be utilized for utility payments or electronic withdrawal.
9. Emergent in person meetings will be granted but only if arrangements are made in advanced.
10. Rental of the Fire Hall meeting room will be suspended until further notice.



Tony Nelson, Mayor March 20, 2020

"Exhibit B"