

Special Meeting
March 23, 2020

Meeting called to order by Mayor Tammy Konz at 5:00pm

Council Members present: Tammy Konz, Sheryl Carlson and Cindy Stelten; Kyle Christensen and DuWayne Orbeck absent

Others present: Jon Lentz, Chad Koren and Trista Kramer

Mayor Konz stated that she had spoken with Brian Kiffmeyer, the City's Emergency Management Director, and he has been working and is unable to attend these meetings.

The City Clerk updated those present that there have only been 3 internal additions to the City's Temporary Policy adopted at last week's meeting (listed below):

City Employee Specific Operating Procedures

- All City employees must carry their City badge with them outside of work (e.g. in a purse or wallet) – **effective internally 3/17/2020**
- All cash payments should be handled with gloves or sprayed with Lysol prior to touching – **effective internally 3/18/2020**
- All employees should use only their specific pens; if a member of the public needs a pen, we have pens available and they can take the pen with them or it will go in the garbage – **effective internally 3/18/2020**

The City Clerk reviewed the Mayoral Declaration and Resolution No. 03232020A with the Council.

Mayor Konz Proclaimed Mayoral Declaration No. 20-1.

Motion made by Sheryl Carlson and seconded by Cindy Stelten to adopt Resolution No. 03232020A Local Emergency Declaration; motion carried

Councilmembers Kyle Christensen and DuWayne Orbeck absent

The City Clerk reviewed information from the Assessor's Office regarding the upcoming LBAE meetings. The Council will still plan to hold the meeting.

The City Clerk passed out information regarding the Open Meeting Law in regards to meeting virtually and/or over the telephone during the Pandemic.

The City Clerk discussed the playground equipment at the City's parks with those present. Captain Lentz suggested placing signs that state: "Reminder: Playground equipment is not sanitized"

The City Clerk discussed the stance the DNR is taking on bathroom availability with the Council:

The Minnesota Department of Natural Resources came out with a COVID-19 [response](#) which includes public restrooms information. "The bathrooms, shower buildings and vault toilets that are already open for the season will remain open.

Most park bathrooms with running water are still closed for the season and will remain closed." This could be an option for Cities. Keeping certain public restrooms closed will help staff focus on additional sanitation and cleaning measures.

Cities could consider keeping the restrooms open that have the heaviest traffic. If Cities were to keep the restrooms open that do not have as much traffic, vandalism may occur at the restrooms. Another consideration to think about is keeping toilet paper, sanitizer and soap in the restrooms could be more susceptible to disappearing, because of the shortage. Therefore, limiting the amount of supplies in the restrooms is a good idea.

If a City decides to keep public restrooms open, consider posting signs at entrance points to the restrooms on preventative measures.

The City Clerk brought this up as the shelter & concession stand may not be able to open on time as they are scheduled to. Mayor Konz did not think the shelter should be rented out without bathrooms available.

There will be another meeting next Monday, the 30th regarding the COVID-19 Pandemic unless the situation should change and there is a need to meet sooner.

Motion made by Cindy Stelten and seconded by Sheryl Carlson to adjourn at 5:45pm; motion carried

Respectfully submitted by Nicole Pilarski