

**CITY OF TWO RIVERS
COUNCIL PROCEEDINGS
WORK SESSION
Monday, March 30, 2020 – 6:00 PM
Council Chambers – City Hall
MINUTES**

Notice: For the duration of the COVID-19 Emergency, related executive orders by the Governor and a Proclamation of Emergency by the City of Two Rivers, City Council meetings will be conducted via video conferencing, with members of the City Council participating in the meetings from remote locations. The City Council uses "Zoom" software as the platform for such meetings via teleconference. The public may monitor such meetings by any of the following methods:

- By watching a live-stream of the meeting, on the Two Rivers City Hall Facebook page or the City website (www.two-rivers.org).
- By tuning into Spectrum Cable Channel 993
- By accessing video/audio of the meeting live on Zoom (download for free at zoom.us), using the login below
By accessing audio of the meeting on Zoom, using the phone number below.

Join from a PC, Mac, iPad, iPhone or Android device: Please use this URL to join. <https://zoom.us/j/656309995?pwd=aUk0VXF1K3F5djRLcVRZTDQyN2lqZz09> Password: 963019 Or join by phone: Dial (for higher quality, dial a number based on your current location): US: +1 929 205 6099 or +1 312 626 6799 or +1 301 715 8592 or +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782 If you have any questions about monitoring public meetings of the City Council during this Emergency period, please contact the City Manager's Office, telephone 920-793-5532, e-mail lkuehn@two-rivers.org Webinar ID: 656 309 995

1. Call to Order by President Curt Andrews at 6:00 PM.
2. Roll Call

Attendee Name	Title	Status	Arrived
Jay Remiker	Councilmember	Present	
Bill LeClair	Councilmember	Present	
Bonnie Shimulunas	Councilmember	Present	
Curt Andrews	President	Present	
David England	Councilmember	Present	
Erin Gonnerman	Councilmember	Present	
Jack Powalisz	Vice-President	Absent	
Mark Bittner	Councilmember	Present	
John Casavant	Councilmember	Present	

3. Pledge of Allegiance
4. Introduction to Remotely-Held Meeting, Being Held Under Emergency Protocols Due to COVID-19 Pandemic Emergency--City Council President

The City Council and most, if not all, public meetings of the City of Two Rivers will be held remotely using Zoom software for teleconferencing, for so long as COVID-19 physical distancing protocols are in the place.

5. Action Items

1. **2020-069** Discussion of Emergency Work Rules and Mitigation Protocols Implemented by City Manager Pursuant to Emergency Proclamation; Status Report on City Operations

Recommended Action:

Motion to receive and file

Mr. Buckley discussed all City building are closed to public access since March 17, only the lobby level of City Hall remains open, to allow staff to assist the public with voter registration and in-person absentee voting. City Hall will be concretely closed to the public on Monday, April 6, will re-open on Tuesday, April 7 to serve as a polling place, and will be closed to the public thereafter, except that access may be allowed by appointment.

All City buildings and playgrounds will then remain closed to public access for the duration of the Governor's "Safer at Home" Executive Order, or similar state or local emergency declarations related to COVID-19.

The mitigation protocols in daily emergency operations are a pre-screening by County Dispatch on calls for Police, Fire and EMS assistance with questions regarding whether members of the household have COVID-19 symptoms and changes in staging of emergency responders as they respond to calls, to reduce potential for exposure.

Mr. Buckley reported on the status of City operations prohibition on utility workers, inspectors and City contractors entering into occupied structures, except in emergencies or to restore services, and then only with direction from their department head and with proper personal protective equipment. Also, physical separation of employees at work with one person per vehicle rule at DPW and utilities, greater separation of administration and support staff workstations with some work from home.

Mr. Buckley reported isolation and corona virus quarantine protocols have been established for an employee to self-quarantine a period of five calendar days following out-of-state travel and if a member of the employee's family has shown symptoms consistent with CODIC-19. The employee self-isolation of 14 days following an employee having symptoms consistent with COVID-19 (but not formally diagnosed) or after being exposed without proper personal protection equipment.

RESULT: **APPROVED WITH VOICE VOTE [UNANIMOUS]**

MOVER: Erin Gonnerman, Councilmember

SECONDER: David England, Councilmember

AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Bittner, Casavant

ABSENT: Powalisz

2. **2020-070** Consideration of City Manager's Emergency Proclamation Dated March 20, 2020, Related to COVID-19 Pandemic Emergency

Recommended Action:

Motion to Ratify the Emergency Proclamation as presented

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: Bonnie Shimulunas, Councilmember
SECONDER: Bill LeClair, Councilmember
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Bittner, Casavant
ABSENT: Powalisz

3. **2020-071** Consideration of Emergency Policy for Meetings of City Council, Citizen Boards and Committees, Related to COVID-19 Pandemic Emergency

Recommended Action:

Motion to adopt the Emergency Rule as presented

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: David England, Councilmember
SECONDER: Bonnie Shimulunas, Councilmember
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Bittner, Casavant
ABSENT: Powalisz

6. Information Only

1. Report from Personnel and Finance Committee Meeting of March 27, Regarding City Manager's Evaluation and 2020 Goals

Mr. Buckley reported at the March 27, 2020 Personnel & Finance meeting discussion took place to narrow down the 2020 goals with a formal presentation of the goals to the City Council.

2. Report of Status of April 7 Election by City Clerk

City Clerk Graves gave an update on the April 7 Spring Election and Presidential Preference Primary with 1329 absentee applications being processed and ballots then mailed. A total of 373 in-person ballots has been cast at City Hall. 708 absentee ballots have been returned. The options for voting are to request an absentee ballot online at myvote.wi.gov by 5:00 PM Thursday, April 2; a ballot will be mailed to you and must be returned by Tuesday, April 7 or vote absentee in-person at the City Clerk's office by 5:00 PM Friday, April 3. The regular polling places will be open on Election Day from 7:00 AM to 8:00 PM.

3. Preview of April 2 City Council Agenda--Matters to be Considered

Mr. Buckley discussed expected matters to be on the April 6 City Council agenda to include a further COVID 19 update, action on borrowings for 2020 to include: \$550,000 short-term borrowing for water and sewer fund advances for private laterals replacement (2.5 percent); \$1,073,000 10-year borrowing for storm sewer projects and \$250,000 20-year borrowing for TID 13 grant for Culver's project (3.5 percent) and the award of contract for beach concessions.

7. Adjournment

At 7:05, a motion to dispense with the reading of the minutes of the meeting and adjourn.

RESULT: **APPROVED WITH VOICE VOTE [UNANIMOUS]**

MOVER: Jay Remiker, Councilmember

SECONDER: Erin Gonnerman, Councilmember

AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Bittner,
 Casavant

ABSENT: Powalisz

Kim M. Graves
City Clerk