

Minutes

THE CITY OF TUTTLE COUNCIL MEMBERS MET IN REGULAR WORKSHOP SESSION ON **MARCH 23, 2020 at 6:00 p.m.** VIA VIDEOCONFERENCE ON ZOOM, YOUTUBE AND FACEBOOK

MEMBERS PRESENT: SCOTT DICKSON, TODD LITTLETON, AUSTIN HUGHES, MARY SMITH AND AARON MCLEROY

MEMBERS ABSENT: NONE

STAFF PRESENT: TIM YOUNG, DAVID PERRYMAN, WENDY MARBLE, AARON SLATTERY, DON CLUCK, BRUCE ANTHONY, MATT MEARS, BIANCA VALENCIA, AMBER RILEY AND LAURIE KOELSCH

OTHERS PRESENT: LESLIE WALKER

CALL TO ORDER McLeroy called the meeting to order at 6:02 p.m.

ROLL CALL Marble called the roll and declared a quorum present

INVOCATION Littleton gave the invocation

ORDER OF BUSINESS

1. UPDATES, DISCUSSION, and QUESTIONS regarding:
 - a. City's response to the COVID-19 State of Emergency

Young presented Tuttle is the first community in the state to conduct a virtual city council meeting. He stated Monday, March 16, 2020 an emergency proclamation was issued by the City. Young presented City Hall is closed, employees are working from home, Municipal Court for the month of April is postponed until May 4th, and utility cut-offs are suspended. Young presented the City does not have the authority to restrict businesses. Perryman presented there is no authority in the City Charter or authority of the City Council to restrict businesses from operating. He stated other cities may have a charter provision that allows restricting businesses. He stated the Mayor could make an announcement suggesting restrictions.

Young presented update on health of employees, stating one employee is isolated due to a medical condition, one employee is self-quarantining due to possible exposure and one employee is self-quarantining with possible exposure awaiting test results. Young stated all departments are up and running. He stated the fiber installs have been suspended. Young stated the schools may be closed for the rest of this school year and asked how we could ramp up fiber installs since students will need internet. McLeroy presented he does not see how we can risk the exposure to residents and employees to gain a few installs. Smith asked how many installs have been cancelled? Koelsch stated 10 installs were cancelled for last week.

Perryman noted that some internet connections to the meeting were not good. He stated as long as we have a quorum the meeting can continue, but if we lose connection to council members, we will have to stop the meeting.

Dickson presented that plumbers and electricians are considered essential services, so can we set up best practices for installs? Since this is a utility, what can we do to move forward and keep employees safe. Smith stated we also want to keep the residents safe. Young stated he has plumbing problems at his home and has had plumbers working this week.

Perryman presented the fiber would be an essential utility and could continue to operate using PPE to make employees and residents safe. Smith presented to review CDC guidelines for possibility to continue installs. Young presented ordering PPE supplies for fiber employees, if available.

Perryman asked how long does it take for installation in house. Koelsch stated the employee is in the home for 1 or 2 hours. Littleton presented there should be a balance between time inside house and looking at the health of installer and residents.

Young presented ID cards are being made for all employees. A blood drive will be held on April 3 at the old lumber store building. OBI has stated they have less opportunity to collect blood, so we changed locations rather than cancelling the drive. Young stated City Hall will be available during the threat of tornadoes, using social distancing, and then cleared out as soon as possible.

Littleton asked about employees working from home and how this effects operations. Young presented City Hall was closed to the public on March 17, 2020. He stated he, along with Wendy, Marcie and Amy have continued to work in the office. Other staff members are working from home.

Perryman asked how are Fire and Police departments working? Anthony presented they have adopted a modified response policy, only sending EMS, and only one person enters the residence or they stay out of the residence if possible. No problems with PPE being available. Cluck presented following CDC guidelines, residents can call in to make non-emergency requests, traffic enforcement is limited, have cleaning supplies and are cleaning equipment and vehicles. Young also stated dispatch now has a phone in the lobby for residents to use rather than direct contact. Smith asked if they have adequate amount of supplies? Cluck stated it is getting hard to find some items, especially hand sanitizer. Anthony stated he has adequate supply of gloves for now. Smith stated she appreciated the press releases from the Police Department. Dickson asked what other PPE would be needed. Cluck stated cleaning supplies, Anthony stated cleaning supplies, and in good shape with gowns. Young stated City Hall has good supply of bleach, shop towels and gloves.

Mears presented the state has reported 50 positive cases of the virus. He stated the Small Business Administration loan information will be on the City website. Perryman stated the state posts the new numbers at 11:00 a.m. Young asked Mears to forward the link to the City's public information officer. McLeroy stated the state has 81 cases today.

Slattery presented public works is following the same precautions, the employees at home are doing online training, have only one man crews to keep employees

apart, and cleaning supplies in all vehicles and equipment. Dickson asked how long until training runs out. Slattery stated he prepares the training every day for the next day. He stated he is rotating employees so they are not just working from home. Dickson asked him to think about what we can do in the long term, if this is several weeks, to avoid letting employees go. Dickson stated he appreciates all department heads for what they are doing.

Young added Leslie Walker to the meeting. Smith congratulated Walker on her work on facebook on behalf of the Tuttle Area Chamber of Commerce. Young presented he received a request from the school superintendent if there is anything the school could do to step up or help the community.

Perryman asked if municipal court is cancelled. Marble stated all April court dates are cancelled and moved to May. Young stated public hearings are needed for the Planning Commission meeting; he stated April meeting is cancelled. Dickson asked if there have been any requests about non-payment for utilities? Marble stated none so far or no increase.

Perryman presented the virtual meeting is a temporary measure that allows this until December 2020, but it could be extended.

Koelsch presented the plans for East Rock Creek are available today.

Walker presented business update, the restaurants are doing well with take out, grocery store has record numbers and the lumber yard is doing well.

ANNOUNCEMENTS

ADJOURNMENT

Motion was made by Littleton, seconded by Smith to adjourn the Workshop Meeting at 6:51 p.m. Motion carried as follows:

Aye: Dickson, Littleton, Hughes, Smith and McLeroy

Nay: None

Attest:

Wendy Marble, City Clerk

Aaron McLeroy, Mayor