

CITY OF SHELLEY
COUNCIL MEETING
MINUTES

APRIL 28, 2020

PRESENT: Mayor Stacy Pascoe
Council Members: Earl Beattie, Kim Westergard, Adam French, and Leif Watson
Police Chief: Rod Mohler
Public Wks Dir.: Justin Johnson
Recreation Dir.: Mikel Anderson
City Clerk/Treasurer: Sandy Gaydusek
City Attorney: BJ Driscoll

PLEDGE OF ALLEGIANCE: Sandy Gaydusek
PRAYER: Adam French

This meeting was held virtually through Zoom. Sandy Gaydusek was in attendance in the Council room. All other members were viewed and heard via lap top due to COVID-19. All documentation prepared for tonight's meeting was presented to each member prior to the meeting.

Mayor Pascoe opened the meeting at 7:31 p.m.

Earl moved, Leif seconded to approve the following consent agenda:
Minutes of Council Meeting on April 14, 2020
Building Permits:

A roll call vote was taken: Adam – aye, Earl – aye, Kim – aye, and Leif - aye.
Approved unanimously.

There was no business from the floor.

Kim moved, Earl Seconded to approve the following business licenses:

A roll call vote was taken: Adam – aye, Earl – aye, Kim – aye and Leif – aye.
Approved unanimously.

Adam moved, Kim seconded to approve a fireworks permit for TNT Fireworks to be locat4d at 570 S. State Street. A roll call vote was taken: Adam – aye, Earl – aye, Kim – aye and Leif – aye. Approved unanimously.

Sandy presented Resolution 20-03 to increase the sewer connection fees to \$4744.00 per ERU as approved at the last council meeting. Earl moved, Leif seconded to approve Resolution 20-03 increasing the sewer connection fees to \$4744.00 per ERU. – aye, Earl – aye, Kim – aye and Leif – aye. Approved unanimously.

Sandy said the Families First Coronavirus Response Act was made mandatory so employees would be eligible for two weeks paid emergency leave if they are diagnosed with the virus, or two weeks paid emergency leave paid at two thirds the employee's rate if the employee has to care for a family member that has been diagnosed with the virus or to care for children whose daycare has been closed due to the virus. Sandy said she contact BJ and AIC and the best way to handle this would be to adopt a resolution. Leif moved, Kim seconded that the city would conform its employment policies and practices to the requirements of the Families First Coronavirus Response Act. A roll call vote was taken: Adam – aye, Earl – aye, Kim – aye, and Leif - aye. Approved unanimously.

Sandy said Shannon McBride is living in the house at 430 W. Fir Street. The house is up for foreclosure and it in violation of the property appearance ordinance. She said last year Ms. McBride received a citation and eventually cleaned up the property, but it now does not conform once again. Sandy said the bank has a new owner for the property, but Ms. McBride has a right to redeem until July 10, 2020. Sandy asked if the city should move forward with a hearing to get the property cleaned up. The Council determined to write Ms. McBride a letter to get the property cleaned up, but we will not hold a hearing since the property is being foreclosed on.

Sandy presented a plan with protocol to re-open city hall to the public on May 4, 2020 as outlined in the Stage One protocol recommended by the Governor. The plan is as follows:

If Idaho is moved to stage 1 by the Governor, we should be able to open city hall if a plan is drafted and safety protocols are taken. The Governor has set forth protocols to be used as businesses prepare to open.

1. Establish a protocol to maintain the six foot physical distancing requirements for employees and patrons.

Consider the use of telework to limit the number of employees in the facility during business hours when patrons might be present. Also, to consider staggering work hours for those who must be present in the business. We could still stagger hours and have two to three people at a time working if you would like, but I think we all could work together and maintain physical distancing in the work place. Also, the continue to sanitize often.

2. Identify how the business will provide adequate sanitation and personal hygiene for employees and patrons.

We will continue to sanitize high touch areas. When working with cash the employees will be provided with gloves. We will have plexi-glass in front of each station to limit contact between employees and patrons.

3. Identify how the business will provide services limiting close interactions with patrons such as curbside service, limiting number of patrons in the business at one time, establishing hours of operation for vulnerable populations, directing the flow of traffic in the business, use of signage and barrier protection to limit movement and maintain distancing.

The City will continue to take payments over the telephone and online. All DMV customers will enter through the south door into the council rooms where X's will be placed at least six feet apart to stand on. All city business will enter through the north door and directly in front of the city desk where X's will be placed at least six feet apart. X's will also be place in the foyer if patrons are already in city hall. A divider will be placed in the foyer, and a temporary wall will be placed in

the council room to keep patrons from wandering in the council room. Each area will be sanitized regularly. Employees will maintain physical distancing when approaching a patron or providing a Vin # Inspection. Signage will be placed at the entrance to the building explaining the social distancing and requesting anyone who feels ill to return to their vehicle and contact us by telephone for assistance. All employees who need to go outside to assist the public will be required to wear a face mask.

4. Identify strategies for addressing ill employees which should include requiring COVID-19 positive employees to stay at home while contagious and may include restricting employees who were directly exposed to the COVID-19 positive employee, as well as the closure of the facility until it can be properly disinfected. The city will require employees who tests positive or have been exposed to a person who has tested positive will be required to stay at home for 14 days. If an employee has been at work that tests positive, the office will be thoroughly disinfected.

5. On a case by case basis, include practices such as screening of employees for illness and exposures upon work entry, requiring non-cash transactions, etc. The employees may wear gloves when working with cash. Employees may be asked and/or checked for fever or other symptoms.

Earl moved, Leif seconded to adopt the plan as presented and to open city hall to the public on May 4, 2020, pending the Governor moving Idaho to Stage One during his conference call on Thursday. A roll call vote was taken: Adam – aye, Earl – aye, Kim – aye, and Leif - aye. Approved unanimously.

The Mayor and Council discussed whether or not to continue with the soccer program and the baseball program. There is a Stage One for Organized Youth Activities, but the protocol has not been obtained yet. Mayor Pascoe said he has talked with the schools and the Health Department and is waiting for more information. Leif said he contact a friend in Utah, and they do not have a plan yet. He said all spring and summer activities have been cancelled and they are waiting to hear on the pool. Earl said he feels the pool should remain closed, and we should not hold the youth summer sports. Kim said she is concerned about the liability. BJ said to follow the guidelines we have for Stage One for businesses it will be hard to do these activities. BJ said if the city if the only entity in the area conducting these programs and no one else is, there could be some risk of liability for the city. Kim said soccer should already be going so the city should probably cancel that Kim said soccer should already be going so the city should probably cancel that program. She said we would have to give refunds to those who have registered and paid. Mikel said we could hold the registration fee for another sport in the future. The Mayor and Council decided to cancel soccer and put baseball on hold for a week and wait until we get the information back for the State Health Department before making a decision on baseball and the pool.

Mayor Pascoe said the P&Z Board has reviewed the Impact Area Agreement and are not ready to make a recommendation yet. He said he will be meeting with another Mayor to view their proposed agreement with the County. Mayor Pascoe said he will send a draft of the agreement to everyone. BJ said the P&Z Board had a few issues and wanted to see examples from other cities before making a recommendation. He thinks this would be a good idea as the Mayor has suggested.

BJ said Safelink is waiting on materials to start the construction of their tower. He said they would like to begin construction before signing the Lease Agreement with the city since that is when they will begin paying for the lease.

Sandy presented the Finance report for the second quarter.

Sandy said she received word from Amanda at SICOG that the State awarded the grant to the Senior Center for their improvements. Contracts will be coming for execution.

Sandy presented a document regarding the Coronavirus and Flu Prevention that each employee will be given.

Justin said everything is going great. He said "Spring Cleanup" is ongoing. He said the flat bed truck needed some repairs, but everything is up and going now.

Justin said he heard back from HLE that the city did not receive the \$100,000 grant for the work proposed from Hummingbird.

Rod asked about Hanson Road opening up regarding spring break up limits. Justin said May 4, 2020 it will be opened up. He said the information for the public is being dispensed.

Mikel said he talked to Pam about the pool and is not sure if she should get started on lesson registration. He said he found out that Ross Park will have a delayed opening and the Idaho Falls Aquatic Center may not open at all this season. Mikel said he needs to get the pump turned on to get the water circulating in case we do decide to open.

Mike said he needs to know whether to set up the baseball diamonds or wait and see. If he sets up the bases the general public can use them.

Mayor Pascoe said he got an email from the state said the city could monitor coaches and participants in organize youth activities such as inquiring if anyone has been ill in their family and taking their temperatures. He said he will send this information to everyone.

Adjourned: 8:37 p.m.

APPROVE:



ATTEST

