

CITY COUNCIL MINUTES
March 18, 2020 ~ 5:30 PM
ADOPTED

Council Present: Brian Rossow, Nathan Hall, Bruce Bakalyar, Brent Pavelko, Andrea Monson

Council Absent:

Others Present: Kelly Rasche-Clerk, Andrew Konechne—Police, Lance Frerichs-Street Foreman, Kristie Frerichs-Liquor Manager

Motion to reconvene the March 16, 2020, made by Bakalyar/Pavelko, all yes, motion carried.

AGENDA: Motion to approve the agenda made by Pavelko/Hall, all yes, motion carried.

COVID-19 INFORMATION

1. **Other Communities** – The cities of Jackson and Windom and the Counties of Jackson, Cottonwood and Nobles have put employees “behind closed doors” doing business by phone as much as possible.
2. **Missouri River Energy Staffing** – Offices are closed thru April 1, 2020. Employees are split into A/B teams, teams will alternate work weeks. Employees are to have no contact with the public and limited with other city staff.

AGENDA ITEMS:

1. COVID – 19

- a. **Emergency Declaration Resolution Consideration** – Motion to approve the emergency declaration made by **Monson/Hall**, all yes, motion carried.
 - i. **Establish Emergency Management Director and Team** – Motion to establish the team members of Clerk Rasche, Councilors Hall and Monson with alternate Mayor Rossow, made by **Bakalyar/Pavelko**, all yes, motion carried. Lakefield Emergency Management Director is Police Chief Konechne.
- b. **Leave Policy** – Motion to approve the temporary leave policy made by **Pavelko/Monson**, all yes, motion carried.
- c. **Employee Communication Reviewed** – the communication will be edited to reflect the discussions of the council and distributed to the employees as soon as possible.
- d. **Advisory and Cancellation Notice** -- the communication will be edited to reflect the discussions of the council and distributed to the public via communication options available to the city as soon as possible.
- e. **Other**
 - i. Liquor store will remain operational “as is” with efforts of limiting number of customers in the building at any one time and practicing the hygiene and social distancing recommendations by the CDC.
 - ii. Police Department will handle things over the phone as possible, limiting entry into properties as much as possible.
 - iii. Keep traffic at all city buildings to business related only. General public should not “hang out” at these buildings.
 - iv. Motion to close the Multi-Purpose Center for any social gatherings until further notice made by **Monson/Pavelko**, all yes, motion carried.

2. **Mitchell Macek Pay Increase** – Mitchell has passed his water test and has a class D – Motion to approve a .50 increase because of Macek’s Class D water license made by **Hall/Bakalyar**, all yes, motion carried. This goes into effect immediately his wage will go from \$19.68 to \$19.93.

ANNOUNCEMENTS

1. **Next council meeting Monday, April 6, 2020, at 7:00 p.m. in City Hall.**

Motion to adjourn at 6:31 p.m. made by **Hall/Pavelko**, all yes, motion carried.

Attest:

Kelly R. Rasche, Clerk

Brian Rossow, Mayor