

CITY OF EAGLE LAKE
MARCH 18, 2020
EMERGENCY CITY COUNCIL MEETING

CALL TO ORDER

- Mayor Auringer called the meeting to order at 12:00 p.m. telephone meeting via Microsoft Teams

PLEDGE OF ALLEGIANCE

- The Pledge of Allegiance was said.

ROLL CALL

- Council Members present: John Ries, Dennis Terrell, Ryan Short, Garrett Steinberg and Mayor Auringer.
- Staff present: City Administrator Jennifer Bromeland, Police Chief John Kopp, Public Works Workers Andrew Hartman and Alan Kleist, and Deputy Clerk Kerry Rausch.

APPROVAL OF THE AGENDA

- Council Member Terrell moved, seconded by Council Member Short, to approve the agenda. Motion carried with Council Members Ries, Terrell, Short, Steinberg and Mayor Auringer voting in favor.

NEW BUSINESS

1. Emergency Planning in Response to Coronavirus (COVID-19) Pandemic
 - a. City Council and Committee Meetings
 - City Council meetings and committee meetings can be held via phone and other electronic means as allowed by law.
 - b. City Hall/Administration
 - Administrator Bromeland stated that an emergency declaration can be declared at any time. Eagle Lake is covered under the state and federal declaration. Blue Earth County Emergency Management has advised tracking expenses incurred to purchase supplies needed for COVID-19 preparedness, costs for overtime as a result of employees working additional hours to cover employees that are out of work due to being ill or exposed to COVID-19. It was noted that there is no funding stream at this time, but that the City should be prepared in the event that reimbursement funding becomes available. Staff will assist all departments in setting up a spreadsheet to track expenses. It was noted that one benefit of declaring an emergency would be if the City needed to make an emergency expenditure that triggered the competitive bidding threshold, the City could expedite that process which would under normal circumstances require a more lengthy process. The City will monitor and declare an emergency if necessary.
 - Administrator Bromeland stated that information is being compiled from agencies about disaster relief programs available for businesses. This information will be distributed shortly to the community.
 - Administrator Bromeland stated that City Hall closed to public access beginning on March 17th. City staff are working at City Hall during normal working hours of 7:30 a.m.-4:30 p.m. Employees are asked to stay home if they are ill or have been exposed to COVID-19. City Hall staff will continue working on-site, but if necessary, staff is set up to work remotely and would have the capability to answer phones and respond to emails. It was noted that customers can make utility bill payments online, over the phone, via the US Postal Service, or by placing payments in the secure drop box on the east side of City Hall. No water shutoffs will be occurring at this time. City staff has or is still contacting all those on the shutoff list in an effort to make payment plan arrangements. All customers have the ability to contact City Hall and request a payment plan, regardless of whether they are on the disconnect list or not.

Administrator Bromeland stated that building and zoning permits can be accessed online and submitted via email, US Postal Service, or by placing in the drop box. Approved permits will be returned electronically or via US Postal Service. The building inspector has indicated that he will continue scheduling building inspections for new construction only during this time. Dog licenses can be processed, but it was noted that residents are asked to contact City Hall for instructions. T-ball registration forms can be accessed online and returned via the drop box at City Hall or via US Postal Service. Per an email from the president of LJP, there are no scheduled changes to garbage and recycling collection at this time. An abbreviated newsletter will be mailed on Friday to all residents with the 56024 postal code with the information discussed today as well as developing information. Communication is a priority, and we recognize that not all residents have access to internet or feel comfortable using it.

c. EMS/Fire Department

- Administrator Bromeland stated the fire department has actively established protocol for safety and is in frequent contact with South Central EMS. A copy of the department's protocol is on file with Administrator Bromeland.

d. Police

- Chief Kopp stated the police department has implemented the same protocol as the sheriff's department and that necessary personal protective equipment and supplies have been obtained and that a couple of items will be arriving soon. Officers are disinfecting the interior of squad cars at the end of each shift. If a medical call involves a potential exposure the police will remain outside unless the situations calls for immediate response.

e. Public Works

- Andrew Hartman stated water meters for new construction projects will be delivered to the outside of the residents. He expressed concerns that residents may begin flushing items such as flushable wipes and paper towels which will clog lines and damage lift station pumps.

f. Other Community Needs

- Administrator Bromeland has spoken with Mankato Area Public Schools Superintendent, Paul Peterson, who indicated that breakfast and lunches will be available in Eagle Lake students as a drive through service. More information will be provided to the public once it becomes available.
- No concerns have been received from residents and staff will work to keep lines of communication open to residents. Any concerns received will be routed to the city council and the appropriate departments.
- How to conduct future city council meeting was discussed while social distancing is needed. Staff will investigate ways to improve electronic meetings to limit audible echoing. If video meetings are held, there must be one member of the Council on site at the council chambers.
- The need to provide positive and accurate information is essential so that residents know there is no need for panic and that residents should be encouraged to help others in the community who are in need.

ADJOURNMENT

- Council Member Terrell moved, seconded by Council Member Short, to adjourn the meeting at 12:28 p.m. Motion carried with Council Members Ries, Terrell, Short, Steinberg and Mayor Auringer voting in favor.

Tim Auringer, Mayor

Kerry Rausch, Deputy Clerk