

# CITY OF CENTRAL POINT

Oregon

## City Council Meeting Minutes Monday, March 16, 2020

### I. REGULAR MEETING CALLED TO ORDER

The meeting was called to order at 6:00 PM by Mayor Hank Williams

### II. PLEDGE OF ALLEGIANCE

### III. ROLL CALL

*Emergency meetings may be called by the presiding officer, by the request of three members of Council, or by the City manager. In this case it has been requested by the City Manager.*

*Notice of the emergency meeting was given to each member of the Council, the City manager, and each local newspaper, and radio and television station which has on file a written request for notice of special meetings.*

*Emergency meetings are those meetings called with less than 24 hours' notice. The City Manager called this emergency meeting because it may be the last available meeting for the City Council to conduct business because of the National and State Emergency Declarations for COVID-19 and the need for Social Distancing.*

Attendee Name	Title	Status	Arrived
Hank Williams	Mayor	Present	
Neil Olsen	Ward I	Present	
Kelley Johnson	Ward II	Present	
Melody Thueson	Ward III	Present	
Tanea Browning	Ward IV	Remote	
Rob Hernandez	At Large	Absent	
Michael Parsons	At Large	Present	

City Manager Chris Clayton; Police Chief Kris Allison; Finance Director Steve Weber; Human Resources Manager Elizabeth Simas, IT Director Jason Richmond, Parks and Public Works Director Matt Samitore, Police Captain Dave Croft, City Recorder Deanna Casey, and Public Works Office Assistant Cyndi Weeks were also present.

### IV. RESOLUTIONS

#### A. Resolution No. \_\_\_\_\_, A Resolution Temporarily Cancel/Postpone Nonessential Public Meetings

With multiple cases of Coronavirus (COVID-19) in Oregon, the City wants to limit exposure and protect employees and the public by cancelling or postponing all non-essential public meetings. There will be no public attendance allowed for any needed

planning meetings. Live streaming of meetings for the public could be arranged if the need arises.

**Mike Parsons made a motion to Approve Resolution No. 1610, A Resolution to Temporarily Cancel/Postpone Nonessential Public Meetings effective immediately through May 31, 2020.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Michael Parsons, At Large
<b>SECONDER:</b>	Kelley Johnson, Ward II
<b>AYES:</b>	Williams, Olsen, Johnson, Thueson, Browning, Parsons
<b>ABSENT:</b>	Rob Hernandez

**B. Resolution No. . A Resolution Temporarily Staying Enforcement of Default Utility Bills**

In order to alleviate the hardship caused by this state of emergency, especially for those hit hardest by reduced employment, the City would like to temporarily stay the enforcement of unpaid utility bills and not impose late fees. This is especially important if City Hall becomes closed to the public. The City shall not discontinue water service under any of the circumstances described in CPMC 13.04.120(A) nor shall the City impose a fee for providing turn-off notices and for discontinuance of service under any of the circumstances described in CPMC 13.04.120(A).

**Melody Thueson made a motion to approve Resolution No. 1611, A Resolution Temporarily Staying Enforcement of Default Utility Bills.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Melody Thueson, Ward III
<b>SECONDER:</b>	Kelley Johnson, Ward II
<b>AYES:</b>	Williams, Olsen, Johnson, Thueson, Browning, Parsons
<b>ABSENT:</b>	Rob Hernandez

**C. Resolution No. A Resolution Temporarily Closing City Hall to the Public**

The City desires to reduce the risk of the spread of the pandemic COVID-19 to better protect employees and the public by closing City Hall to the public. Healthy staff will continue to work but doors will remain closed. A kiosk and phone will be located in the upstairs lobby for public to do business or reach staff. Notifications will be posted on the website, on social media and through a press release to the news stations.

**Melody Thueson made a motion to approve Resolution 1612, A Resolution Temporarily Closing City Hall to the Public with the intent to review the situation on April 3<sup>rd</sup> and continue in two week intervals.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Melody Thueson, Ward III
<b>SECONDER:</b>	Michael Parsons, At Large
<b>AYES:</b>	Williams, Olsen, Johnson, Thueson, Browning, Parsons
<b>ABSENT:</b>	Rob Hernandez

**D. Emergency Operations Plan**

City Manager Chris Clayton explained that the City has an Emergency Operation Plan that was created in cooperation with the Jackson County several years ago. Coordination with health agencies is a vital portion of this crisis. Chief Kris Allison will be Incident Commander for the City of Central Point with the City Manager as the backup. The City Council is tasked with providing budgetary support for Emergency Operations.

The City will wait to declare a state of emergency until Jackson County does.

**V. ADJOURNMENT**

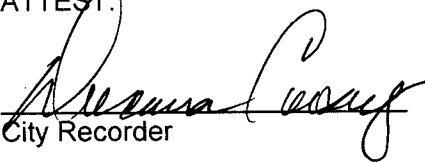
Mike Parsons moved to adjourn, all said "aye" and the Council Meeting was adjourned at 6:25 p.m.

The foregoing minutes of the March 16, 2020, Council meeting were approved by the City Council at its meeting of April 9, 2020.

Dated: 4/13/2020

  
Mayor Hank Williams

ATTEST:

  
City Recorder