



REPLY TO  
ATTENTION OF

**CITY MANAGER'S OFFICE  
CITY OF ISHPEMING, MICHIGAN  
100 EAST DIVISION STREET  
ISHPEMING, MICHIGAN 49849**

**March 16, 2020**  
**Public Release**  
City Response to COVID-19

The City of Ishpeming is responding to the worldwide Coronavirus-19 pandemic with a number of precautions as recommended by federal and state officials to help prevent the spread of the virus and protect our citizens. It should be noted that there are no confirmed cases in The Upper Peninsula of Michigan at this time. There is no cause for panic, but it is wise to take steps to reduce the spread of the virus. With the declaration of a “State of Emergency” by both the United States and State of Michigan, additional resources will be made available to help prevent, mitigate, respond to and recover from this pandemic.

The City has developed a safety plan for its staff, following CDC guidelines. Disinfecting work areas, requiring that employees who become ill or need to care for family members who have contracted acute respiratory illnesses stay home, requiring frequent handwashing and good respiratory etiquette, and suspending business travel to areas where COVID-19 cases are confirmed, are among the precautions being taken with City staff.

City sponsored events where large crowds are expected will be assessed on a case by case basis but will likely be cancelled or postponed until the pandemic is stabilized. The City recommends that local groups planning such events follow CDC recommendations for social distancing.

City Police and City/County Firefighter-Paramedics have the appropriate personal protective equipment and training and will remain available throughout the pandemic. Contingency plans are in place to assure essential services will remain available in the face of higher employee absenteeism due to illness.

Marquette County 911 dispatchers are screening callers to identify potential COVID-19 cases and alert incoming EMS personnel so that appropriate precautions can be taken.

There are things that You Can Do to Keep Yourself and Your Family Healthy:

- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose, and mouth.
- Stay home when you are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe.

- Wash your hands often with soap and water for at least 20 seconds or use hand sanitizer with at least 60% alcohol content.
- Follow public health advice regarding school closures, avoiding crowds and other social distancing measures.
- Stay informed by checking **official** sources like the Centers for Disease Control and Michigan Dept. of Health and Human Services.

If you are sick with COVID-19 or suspect you are infected with the virus that causes COVID-19, follow the steps below to help prevent the disease from spreading to people in your home and community.

- **Stay home** except to get medical care. People who are mildly ill with COVID-19 are able to isolate at home during their illness. You should restrict activities outside your home, except for getting medical care.
  - **Avoid public areas:** Do not go to work, school, or public areas.
  - **Avoid public transportation:** Avoid using public transportation, ridesharing, or taxis.
  - **Stay away from others:** As much as possible, you should stay in a specific room and away from other people in your home. Also, you should use a separate bathroom, if available.
  - **Limit contact with pets & animals**
  - **Call ahead before visiting your doctor:** This will help the healthcare provider's office take steps to keep other people from getting infected or exposed.
  - **If you are sick:** Wear a facemask when you are around other people (e.g., sharing a room or vehicle) or pets and before you enter a healthcare provider's office.

Not all people with possible COVID-19 have severe difficulty breathing. If you do, and need paramedic response, **call 911 if you have a medical emergency**. If possible, put on a facemask before emergency medical services arrive.

City Decisions that affect you directly:

1. **Closure of the City Library:**
  - a. Books and related Library Materials may be dropped in the drop box
  - b. Late fees will be suspended from March 16 through the end of the closure
  - c. Late fees that have already accrued prior to March 16th will still be assessed upon reopening
2. **Transactions/Appointments at City Hall:**
  - a. Window services will continue with limitations through social distancing (e.g. talking through a closed window). We encourage drop box payments or credit card payments.
  - b. For credit card payments, the convenience fee will be waived for 30 days.
  - c. Payments can be made through a drop box; exact change is encouraged. We recommend non-cash payments.
  - d. Complaints should be filed in writing and either mailed to City Hall, 100 E. Division Street, Ishpeming or dropped in the drop-box at City Hall.

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Auxiliary aids and service are available upon request to individuals with disabilities*

- e. Dog license will be processed using personal protection measures.
  - f. Visitors will be managed by setting up an appointment and appointments will be limited.
  - g. West End Transfer Station tickets will be processed using personal protection measures.
  - h. Cemetery payments will be processed at City Hall using personal protection measures or payments can be placed in the drop box.
3. Department of Public Works
- a. New water meter installations will be suspended with the exception of emergency situations.
  - b. Tube slide is closed for the season.
  - c. Cemetery paperwork will be processed through the window using personal protection measures.
  - d. Indoor meter reading has been suspended.
  - e. Public Work activities (ie. Snowplowing, hauling, water breaks) will continue to be addressed.
4. City Council/Boards/Commission Meetings
- a. City Council meetings will continue to be held.
  - b. All other City Board and Commission meetings will be suspended for 30 days.
5. Rentals (ie. Lodges/Pavilions)
- a. As of the present time, lodge/pavilion rentals have not been suspended, may be subject to change.
6. Code Enforcement
- a. Code Enforcement-Rental Inspections are suspended for 30 days for all non-emergent inspections.
  - b. Communications will be done via phone or mail.
7. Police Department
- a. Police Department will be fully available.
  - b. Fingerprinting will be suspended.
  - c. Window transactions will be processed using personal protection measures.
8. Fire Department
- a. Fire Department will be fully available.

The City of Ishpeming is taking necessary precautions to minimize the impact of the Coronavirus-19 pandemic on our community. We ask citizens to join us in taking the right steps to prevent or mitigate the risk in your homes and businesses, the people most at risk are our elderly, very young and those already battling other illnesses. While this is certainly not a time to panic, it is a time to be prepared. Thank you for your attention.

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