

The Special Meeting of the Ishpeming City Council was held on Saturday, March 14, 2020, in the Ishpeming City Hall Council Chambers. Mayor Mike Tonkin called the meeting to order at 10:30 a.m.

Present: Mayor Mike Tonkin, Councilmembers, Lindsay Bean, Jason Chapman, Stuart Skauge, and Pat Scanlon (5). Also present was City Manager Craig Cugini and City Attorney position is vacant.

AGENDA COMMENT

Ron Elberth, 106 High Excelsior, expressed his concern over the spread of COVID-19 and was concerned if there were enough hospital beds in our area if the spread increased in Marquette County; and, he questioned if plans were being made to protect our elderly.

CITY OF ISHPEMING GUIDANCE ON PREPARING FOR COVID-19 FOR THE CITY'S CONTINUITY OF OPERATION

Manager Cugini advised the document provided was guidance as to how City operations could continue during the COVID-19 Pandemic.

There was discussion regarding the pandemic, recent decisions made at the State and Federal level, how the City could continue to provide services, and when services could potentially be reduced. Council would review each section of the guide on preparing for COVID-19.

Customers/Customer Contact - It was the consensus of Council to approve this section as presented.

Group Meetings/Training - It was the consensus of Council to approve this section as presented.

Shift Changes – There was some brief discussion regarding DPW staff not congregating in the breakroom at lunch and at coffee break. It was the census of Council to approve this section as presented.

Telework – There was discussion on the type of work that could be done remotely by selected staff. Also discussed was the possibility of purchasing another laptop to be used for telework and to be used as a backup computer.

A motion was made by Councilmember Bean supported by Councilmember Skauge and carried unanimously to authorize the City Manager to purchase a laptop not-to-exceed \$2,000, with the capability to run all the programs necessary, to be used for telework if needed, and to be used as a backup.

It was the consensus of Council to approve this section as presented.

Illness and Leaves – Manager Cugini described how the process would work for an employee who felt sick and/or did not feel well but was not COVID-19 as compared to an employee who had COVID-19 or had been exposed to COVID-19. Discussion followed regarding COVID-19 versus other illness and the use or non-use of accumulated time by the employee; the potential timeline; and the cost to the City.

A motion was made by Councilmember Chapman and supported by Councilmember Bean for the duration of the State Emergency in the State of Michigan get a doctors note to come back to work if home sick and do not charge any time off no matter what the diagnosis, and; this includes, to take care of children either sick or home from school and/or an elderly person for the duration of the State mandated closure of the schools. Ayes: Councilmember Chapman (1). Nays: Mayor Tonkin, Councilmembers Bean, Scanlon, and Skauge (4). Motion failed.

A motion was made by Councilmember Skauge, supported by Councilmember Scanlon to approve the recommendation listed in the section by the City Manager with the amendment to bullet point #5 to read "If sick or exposed to COVID-19 employee is granted time with pay". Ayes: Mayor Tonkin, Councilmembers Scanlon and Skauge (3). Nays: Councilmembers Bean and Chapman (2). Motion passed.

Child Care – There was discussion among Council and staff regarding the need to stay home with children due to the closure of schools for K-12. The employee did not create this circumstance, but was forced into this circumstance. There was discussion on the multiple scenarios that could take place with childcare among employees.

A motion was made by Councilmember Bean, supported by Mayor Tonkin and carried unanimously to allow employees required to be home due to childcare caused by the State mandated closure of all school's grades K-12 be exempt from using sick leave in the same manner as those employees with COVID-19, when they do not have another source of childcare; this would be granted on a case-by-case basis at the City Manager's discretion.

At 12:35 p.m., a motion was made by Councilmember Scanlon, supported by Councilmember Chapman and carried unanimously to recess for five minutes.

Council returned to session at 12:46 p.m.

Fit for Duty Determinations

There was discussion regarding the threshold for a fever. It was decided that the threshold would be 99.5F.

It was the consensus of Council to approve this section as presented.

Fund Raisers – It was the consensus of Council to approve this section as presented.

Rentals – There was discussion pertaining to continuing lodge rentals and the necessary cleaning after the rental.

A motion was made by Councilmember Scanlon, supported by Councilmember Bean and carried unanimously to direct the City Manager to contact SCI to see if they could clean the lodges after the rentals to a good grade at a fair price and not cancel any rentals; however, this item would be further discussed at a future meeting or could be change completely as the situation changed.

Committee Meetings – A motion was made by Councilmember Scanlon, supported by Councilmember Chapman and carried unanimously to suspend all meetings for 30 days, with the exception of City Council meetings to be discussed further.

There was further discussion on how to continue to hold Council meetings. Councilmember Skauge expressed concern with violating the Open Meetings Act.

A motion was made by Councilmember Scanlon and supported by Councilmember Chapman to continue to hold Council meetings and address the public by rearranging the chairs for social distancing. Ayes: Mayor Tonkin, Councilmembers Bean, Chapman, and Scanlon (4). Nays: Councilmember Skauge (1). Motion passed.

Deliveries – A motion was made by Councilmember Scanlon, supported by Councilmember Chapman and carried unanimously to approve this section as presented with the inclusion of staff spraying delivered items (i.e. boxes) before they are opened.

Police Operations – It was the consensus of Council to approve this section as presented.

Cash Handling Operations – There was discussion on options for cash handling. Only 20% of costumers do not pay with cash. Staff had been encouraging other means of payment. Also discussed was use the drop box, online payment, and autopay. The processing fee charged to the user by Point and Pay was also talked about.

A motion was Councilmember Scanlon and supported by Councilmember Chapman to waive the credit card processing fee for 30 day with Point and Pay which would encourage credit card payments. Ayes: Mayor Tonkin, Councilmembers Chapman, and Scanlon (3). Nays: Councilmembers Bean and Skauge (2). Motion passed.

Code Enforcement – It was the consensus of Council to approve this section as presented.

Library Operations – There was discussion regarding the continuation of library services.

A motion was made by Councilmember Chapman, supported by Councilmember Scanlon and carried unanimously to close the Carnegie Public Library effective immediately until further notice; Library staff would use this time to do inventory; weeding, cleaning, etc.; staff would continue to answer the phone and provide online services and e-book services; and approve all other recommendations in this section.

Open/Closure/Telework – After some brief discussion, a motion was made by Councilmember Chapman, supported by Councilmember Bean and carried unanimously to allow the City Manager to decide who would work remotely if necessary.

Additional Decisions

A motion was made by Councilmember Bean, supported by Councilmember Chapman and carried unanimously effective immediately no new water shut-offs would be done for the duration of the State of Emergency so residents can maintain sanitary conditions during the pandemic; shut-offs would resume when the State of Emergency was lifted.

There was discussion regarding the MEDC meeting to be held downstate on March 24th regarding the Senior Center project. There was also discussion regarding the MML conference to be held during the same timeframe.

A motion was made by Councilmember Scanlon, supported by Councilmember Chapman and carried unanimously to allow Manager Cugini to attend the MML Conference if it was rescheduled.

A motion was made by Councilmember Scanlon, supported by Councilmember Chapman and carried unanimously to authorize two representatives of the City to attend the meeting if it was not cancelled.

A motion was made by Councilmember Chapman, supported by Councilmember Bean and carried unanimously to direct the City Manager to place the report on the City Website and on social media, i.e. Facebook.

ADJOURNMENT

At 2:15 p.m., a motion was made by Councilmember Chapman, supported by Councilmember Bean and carried unanimously to adjourn.

Respectfully Submitted,



Cathy Smith  
City Clerk