

**Greensburg City Council  
Special Meeting  
03.18.2020  
City Hall**

**A) CALL TO ORDER**

Mayor Matt Christenson called the March 18, 2020 special council meeting to order at 12:00 p.m. and initiated the recitation of the Pledge of Allegiance.

**B) ROLL CALL**

Council Present: Mike McBeath, Mark Trummel, Pam Reves, Chance Little, and Haley Kern. Staff present: Administrator Stacy Barnes, City Clerk Christy Pyatt, Tourism Director Caitlin Matile, Utilities Superintendent Mick Kendall, Public Works Superintendent Mike Hayes, and Police Chief Aaron Webb.

**C) ITEMS OF BUSINESS**

**1. Review Employee Leave Policies and City Facility Operations Due to COVID-19**

Due to the COVID-19 pandemic, Barnes asked Council to review their employee leave policies and guidelines for city facility operations during this time.

As of 5:00 p.m. today the County Commissioners are minimizing county operations. The court house, commons building, and road and bridge department will be closed to the public. They will be holding a department head meeting this afternoon to discuss processes.

Included in the meeting packet were Gubernatorial Executive Order 20-04 which prohibits mass gatherings of 50+ people in a confined or enclosed space and requests social distancing of 6 feet, along with other recommendations issued by KDHE and all local health codes. Executive Order 20-05 suspends the ability of utility service providers to disconnect any utility until May 1, 2020, or until the statewide State of Disaster Emergency proclaimed on March 12, 2020 expires. City billing processes are allowed to continue as usual.

Barnes reported that the Big Well facility does not currently have any groups of 50+ scheduled, and typically does not have that many visitors at any one time; however, Barnes believes it prudent to close the museum. With schools being cancelled and other destination closings, the museum has been receiving phone calls from potential visitors, asking if they are open. All employees have been offered the option to go home. All have chosen to stay. The full-time Tourism Director will continue to work normal hours, but Barnes requested direction on how to handle part-time employees. Barnes recommended continuing to pay those employees and to base their hours on an average of their last 3 pay periods. The current cash balance of the Big Well fund, as well as the budget and current expenditures for part-time employees, was provided in the meeting packet.

Trummel and Kern voiced their preference to follow the county's lead on closing the facility and eliminate the temptation of travelers to visit, despite the federal and state warnings of spreading and contracting the virus. Christenson noted that all surrounding counties have already shut down such facilities. Trummel made a motion, seconded by McBeath, to temporarily close the Big Well facility immediately and to continue paying employees, without requiring them to use acquired leave time. The motion passed 5-0.

Trummel asked how Chief Webb was handling traffic stops. Webb reported that he intends to speak to Sheriff Tedder this afternoon regarding his department's procedures. Continued discussion encouraged the use of hand sanitizer and limiting traffic stops to those with exceptionally high speeds. Webb will continue to respond to calls for service.

Barnes reported that City Hall and Public Works have the ability to function normally with very little public interaction. Barnes recommended closing City Hall to the public. Payments can be received via the drop box, the mail, or through the online payment portal. Utility bills will go out next week. Staff has the ability to communicate necessary information to the public via social media outlets.

Recognizing that as restrictions continue to be issued by state and federal authorities, citizens will crave social interaction, and in an effort to discourage interaction with someone in an at-risk population, Kern made a motion, seconded by Trummel, to indefinitely close City Hall to public access effective at 5:00 p.m. today. The motion passed 5-0. Regular Council meetings will continue as usual and special meeting will be called as required. The City is still bound by the Kansas Open Meetings Act. Staff will examine options for moving to virtual meetings, while still providing citizens the ability to listen and interact. The League of Kansas Municipalities and the Kansas Attorney General's Office are assisting government entities with those issues.

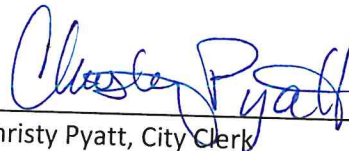
Barnes asked for direction from Council on how to handle payroll and benefits for full-time employees should a mandate by state or federal officials require the City to send employees home. There are currently 2 full-time employees who are not yet eligible to utilize sick and vacation time. It was the consensus of the Council to review those issues if the situation arises.

**D) ADJOURNMENT**

Christenson declared the meeting adjourned at 12:17 p.m.



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Matt Christenson, Mayor



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Christy Pyatt, City Clerk