

Tuesday, March 17, 2020

Village Board
6:00 PM

McFarland Municipal Center
Community Room

Revised - AGENDA

1. CALL TO ORDER.
2. ATTENDANCE/ROLL CALL.
3. PUBLIC APPEARANCES.
4. BUSINESS.
 - a. Discussion and action regarding Resolution #2020-08: a resolution authorizing the Village President and Village Administrator to have joint executive authority to implement necessary measures in response to outbreak of COVID-19.
5. ADJOURNMENT.

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related to Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the McFarland Municipal Center at (608) 838-3153 or cassandra.suettinger@mcfarland.wi.us



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Tuesday, March 17, 2020

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion and action regarding Resolution #2020-08: a resolution authorizing the Village President and Village Administrator to have joint executive authority to implement necessary measures in response to outbreak of COVID-19.

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

Enclosed is a resolution recommended for adoption granting the Village President and Administrator the ability to make day to day decisions in an efficient manner regarding our response to the spread of the virus. Several of these items are known actions that have already been taken that should continue but there are likely more action needed to come later that are not know. Adopting this resolution establishes likely the baseline items of need at the present, makes the emergency declaration, and helps set us up for future decision making as the pandemic progresses. The resolution takes several steps to address the current outbreak both as a means to address safety within the Community as it relates to our operations as well as addressing operational issues as appropriate. These are listed as sub (a)-(k) under the NOW THEREFORE BE IT RESOLVED.

The effective date is proposed as March 13, 2020 at least through June 1, 2020. This is a longer period than most but if its no longer needed then the Village Board can terminate its effectiveness sooner.

FINANCIAL/BUDGET IMPACT:

There are no question financial impacts of COVID-19 with or without this resolution. The costs outlined here will have to be picked up through existing operating budgets and ultimately fund balance as needed for contingency. A Federal Disaster Declaration was issued on Friday, March 13th and there is also a law enacted recently by Congress that is being evaluated in the Senate and President. Ultimately, all of those things combined are going to have a great deal of influence on cost implications; however, these steps are appropriate now to do our part and properly manage the continuity of our operations.

VILLAGE PLAN REFERENCE:



None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended for approval.

ATTACHMENTS:

1. 2020-08 COVID-19 Emergency Declaration Resolution

RESOLUTION 2020-08

A RESOLUTION GRANTING THE VILLAGE PRESIDENT AND VILLAGE ADMINISTRATOR JOINT EXECUTIVE AUTHORITY TO TAKE APPROPRIATE ACTIONS FOR THE PROTECTION OF VILLAGE EMPLOYEES AND THE GENERAL PUBLIC IN RESPONSE TO COVID-19

WHEREAS, the outbreak of the corona virus and its resulting COVID-19 disease over recent months has caused serious illness and deaths in individuals worldwide;

WHEREAS, the scope of the corona virus pandemic is currently unknown, but recent testing has confirmed at least some cases in Dane County;

WHEREAS, epidemiologists have concluded that the number of infections is likely to increase and there is the potential for a significant and sudden increase in such infections;

WHEREAS, the primary focus in addressing the corona virus pandemic is on containing the spread of the disease by minimizing the likelihood of contact between infected individuals and non-infected persons;

WHEREAS, the public interest requires that the Village maintain its capacity to provide essential services to Village residents, which requires protection of all employees from contracting the virus through normal Village operations while curtailing those non-essential activities that increase the risk of infection of employees and those with whom they come into contact;

WHEREAS, the Village Board has determined that it is necessary, in order to protect the health, safety and welfare of the residents of the Village that the Village Staff be prepared to take an active role in reducing the spread of the disease by adapting its operations and programs to implement recommendations made from time to time by regional, state, national, and world medical experts as knowledge of the disease continues to develop; and

WHEREAS, the Village Board has determined that in order to make such adaptations in a timely manner, the authority to make decisions to implement operational and program changes must be delegated to the Village's leadership.

NOW, THEREFORE, BE IT RESOLVED, pursuant to Wis. Stat. § 323.11, that the Village Board hereby declares an emergency. The Village Board hereby authorizes the Village President and/or the Village Administrator to take such actions to modify Village Staff operations and programs from time to time as they deem reasonably necessary, in light of the then-current level of known risk, to minimize the likelihood that Village employees will be exposed to the corona virus, will contract COVID-19 or will communicate the disease to others, or that Village programs or operations will create circumstances resulting in an undue risk of communication of the disease between other parties, including, but not limited to:

- a) Facilitating and encouraging the use of mail, digital communications, online payment options and other methods of transacting Village business that do not require face-to-face contact.
- b) Purchasing additional protective gear, disinfecting supplies or cleaning and other services to minimize the risk of transmission of the virus to persons through person to person contact, or contact with infected surfaces or materials.
- c) Canceling, suspending or limiting recreational, educational, special events, park facility rentals, or other non-essential programs which require the congregation of people in confined spaces.

- d) Authorizing refunds of registration fees, rental fees, deposits or other payments made for participation in programs that are canceled, suspended or limited due to health concerns or in which participation is discouraged to minimize the risk of the spread of the disease.
- e) Authorizing waiving of late fees, penalties, and interest for animal licensing and utility payments.
- f) Authorizing employees, if practicable, to work remotely from home while the risk of contracting COVID-19 remains significant or where the employee may have been exposed to the corona virus.
- g) Requiring any employee who may have been exposed to the corona virus to remain at home and not report to work, and provide compensation to such employees for the work time lost subject to changes in State and Federal Law as applicable.
- h) Authorizing extended leave beyond any accrued sick leave or other authorized leave time to any employee who is diagnosed with COVID-19 or who has been ordered quarantined or isolated due to potential corona virus transmission.
- i) Entering into short term contracts with vendors to supply services necessary to substitute for employee work lost due to absences caused by the corona virus outbreak.
- j) Closing or limiting the hours of operation of Village facilities and services.
- k) Providing public information regarding the corona virus and its effects on Village operations and referrals to appropriate service providers.

BE IT FURTHER RESOLVED that this Resolution shall be effective as of March 13, 2020 and shall expire on June 1, 2020 unless extended or earlier terminated by further action of the Village Board.

Adopted at a regular meeting of the Village Board this 17th day of March, 2020.

Brad Czebotar, Village President

Attest: _____
Cassandra Suettinger, Clerk/Treasurer

RESOLUTION 2020 – 08	
MOTION	SECOND
ACTION	DATE
Adopted	
Referred	
Tabled	
Withdrawn	
Defeated	
Published	
INDIVIDUAL VOTING RECORD	
Adrian	Kryzenske
Brassington	Lytle
Czebotar	Utter
Kolk	
VOTING RESULTS	
Motion Carried:	
Motion Defeated:	