



MINUTES – Warren City Council
Emergency Meeting March 17, 2020
Call to Order

Mayor Hanel called an Emergency Meeting to address the pandemic of the COVID-19 virus. A Meeting of the Warren City Council was held commencing at 7:00 P.M. via telephone conference with Mayor Mara Hanel presiding. Council members present: David Weber, John Golden, Jarod Peterson, Chris Derosier, Justin Buegler, Mark Wimpfheimer. Also present: Shannon Mortenson in council chambers.

Today an employee had a child tested for COVID-19. Test results will not be available till Friday. Employee has been working for the last two days. Employee was sent home immediately upon telling the administrator. Another employee had a child coming home from Texas today so administrator asked employee to not return to work for 14 days. At this time, there is not any definition in how to proceed with these situations and if they should be using PTO time or city pays. **Motion was made by Weber, second by Wimpfheimer to pay employees if they are requested by city administrator to stay home and no PTO will be subtracted from their bank. All in favor, motion carried.** Discussion took place on what to do if the employee chooses to travel and if they stay away from work to be paid by the city or come out of PTO bank. Nothing was defined after the discussion.

Emergency Declaration- An emergency declaration was presented to council to respond to any COVID-19 outbreaks, etc. **Motion was made by Golden, second by Wimpfheimer to approve the declaration as presented. All in favor, motion carried.**

With the declaration in place, council is closing the city facility for the remainder of the week. They are requesting city staff be quarantined in their homes until test results are received. Staff will be encouraged to do as much online gas testing as possible and city staff will work remotely.

Motion was made by Peterson, second by Weber to adjourn the meeting at 7:56 PM. All in favor, motion carried.

Shannon Mortenson
City Administrator/Clerk-Treasurer

Mara Hanel
Mayor