

CITY OF MILFORD
REGULAR MEETING
APRIL 7, 2020
MINUTES

A regular meeting of the Mayor and Council of the City of Milford, Nebraska was held online via Zoom, pursuant to Executive Order 20-03 issued by the Governor of the State of Nebraska in said City on the 7th day of April 2020 at 7:00 pm. Present via Zoom were: Mayor Patrick Kelley; Council members: Scott Bashore, Tony DeLong, Becky Freeman, Jason Stahl; Attorney Mark Fahlsen; Chief of Police Forrest Siebken; Maintenance Supt. Gary TeSelle and City Clerk Jeanne Hoggins.

Notice of the meeting was given in advance thereof by publishing in the Milford Times; a designated method for giving notice, as shown by the Affidavit of Publication attached to these minutes. Notice of the meeting was given to the Mayor and all members of the Council and a copy of their acknowledgement of receipt of notice and the agenda is attached to these minutes. Availability of the agenda was communicated in the advance notice and in the notice to the Mayor and Council of this meeting. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public via Zoom.

CALL TO ORDER: Mayor Kelley called the meeting to order at 7:01 pm. and publicly stated to all in attendance that a current copy of the Nebraska Open Meetings Act is available for review and is posted on the east wall in the City Hall meeting room.

REPORTS/COMMUNICATIONS: Written reports received: Rescue Report for March 2020. Milford Aging Services Commission minutes for March 17, 2020.

Mayor Kelley – Report attached to these minutes. Also reported Seward County COVID-19 testing as: 111 people tested, 7 pending and 244 quarantined. Stahl reported on supplies purchased for the Fire Dept. ex: masks, safety glasses. Discussed precautions on rescue calls. Fire Dept. Pancake Feed was postponed. Webermeier Scholarship Interviews will be held on April 27, 2020. Appreciates all the work everyone is doing regarding the COVID-19 pandemic. DeLong reported in detail what the Fire & Rescue team is doing to take precautions prior to patient care. The first step is checking for fever, if indicated additional precautions are taken. A team of fire members devoted 4 hours to stripping down 1 specific ambulance, designating it specifically to COVID-19, to the bare minimum so it can be easily disinfected. Chief Siebken and his department are also taking precautions. Contact by phone, asking people to step out of their homes and utilizing PPE on stops. They are limited on the amount of PPE's available.

Mayor Kelley reported on the original PPE's that were ordered had to be returned as they were counterfeit. Freeman – the Milford Aging Services Commission met after the building closed and Amy will be doing the deep cleaning that they had considered hiring out. Amy is delivering meals with great success. First week – 21 meals, Second week – 64 meals, not sure where her numbers are for this current week. She is taking protective measures as some contacts require are closer. People in the community are designing cards which are inserted in the meals to brighten the day. DeLong: Parks – Mayor Kelley worked with the maintenance dept. to rope off the park equipment. T. Fougerson may be returning to work soon. Denver is still working but his last day may be April 14. Frey is working but will focus on mowing. Streets – Patching Project may be delayed until June. Efforts made to prep pool may include assistance from the lifeguards. Street sweeper is de-winterized. Time commitment from the maintenance staff on a water service project. Gary is researching ways to take care of icy road conditions for next winter. Bashore – Library is closed but George has posted the phone # in the window allowing people to check out books in a carry-out fashion. Pool – Gary is doing what is needed to get ready, if or when the pool opens. Some lifeguards could paint the pool due to the shortage of maintenance employees. SSCSWMA meeting was cancelled. Clerk Hoggins - Sales tax received for the month of January 2020 in the amount of \$17,419.74. NPPD lease rebate payment for the month of February 2020 received in the amount of \$16,388.40.

CONSENT AGENDA: Mayor Kelley read the Consent Agenda:

1. Approve Regular Meeting minutes of March 3, 2020 and Emergency Meeting minutes of March 20, 2020.
2. Approval of Claims: Accounts Payable - \$112,481.42; Payroll - \$35,945.95. Totaling \$148,427.37.

A motion was made by Bashore and seconded by Freeman to approve the consent agenda as presented. Roll call vote: Bashore yes, Freeman yes, DeLong yes, Stahl yes. Motion carried.

SALARIES:

68404	Forrest Siebken	1566.59
68405	Kendall Hoggins	1455.64
68406	Mavis Ferris	139.79
68407	Jeanne Hoggins	1315.60
68408	Gary Teselle	1034.18
68409	George Matzen	828.46
68410	Craig Carritt	17.48
68411	Jessica Wang	79.11
68412	Jon Wiedemeyer	177.39
68413	Amy Salistean	987.43
68414	Cathleen Fosler	348.88

68415	Ardella Huber	1090.48
68416	Denver Trojan	1059.33
68417	James Palensky	1858.56
68418	Owen Eickhoff	89.17
68419	Amber Legband	591.74
68420	Christopher Bailey	1242.91
68423	Mark Frey	58.88
68424	Forrest Siebken	1566.59
68425	Kendall Hoggins	1249.51
68426	Mavis Ferris	13.10
68427	Jeanne Hoggins	1315.60
68428	Gary TeSelle	1234.18
68429	George Matzen	828.46
68430	Jessica Wang	18.09
68431	Amy Salistean	975.26
68432	Cathleen Fosler	86.59
68433	Ardella Huber	977.49
68434	Denver Trojan	1032.22
68435	James Palensky	1536.48
68436	Amber Legband	291.13
68437	Christopher Bailey	1447.40
68440	Scott Bashore	138.52
68441	Patrick Kelley	184.70
68442	Waylon DeLong	138.52
68443	Jason Stahl	138.52
68444	Becky Freeman	138.52

GENERAL FUND:

68345	UNITED STATES POSTMASTER	March utility bills postage	213.18
68343	LAUREN PATSCH	UB Refund	29.37
68344	VAL & JOAN WEST	UB Refund	75.00
68346	ADVANCED GRAPHIX INC	100-2020 GOLF CART DECALS	98.00
68347	ALL MAKES OFFICE EQUIPMENT CO	LABOR/DISASSEMBLE CUBICLES	1,040.00
68348	AMERITAS LIFE INSURANCE CORP.	4-1-20 TO 4-30-20 DENTAL COV.	704.04
68349	BLACK HILLS ENERGY	2-5-20 TO 3-5-20 GAS SERVICE	1,247.61
68350	BLUE RIVER TRANSMISSIONS	BATTERY REPLACEMENT UNIT 3	153.09
68351	BROADVIEW NETWORKS	3-2-20 TO 4-1-29 ACCT.	247.98
68352	CARLSON WEST POVONDRA	ARCHIT. SERVICES 100% CONSTR.	1,070.65
68353	CORNHUSKER STATE INDUSTRIES	2 KEYBOARD ADJ. TRAYS @ \$179.0	358.00
68354	CRETE LEGION YOUTH	12 & UNDER FEES @ 250.00 (2)	500.00
68355	CULLIGAN WATER CONDITIONING	SOFTENER RENTAL	118.00
68356	DAS STATE ACCTG-CENTRAL FINANC	SRS MONTHLY FEE FEB. 2020	93.00
68357	DENVER TROJAN	MEAL REIMB. WATER CONF.KEARNEY	33.66
68358	EAKES OFFICE SOLUTIONS	WINDOW FRAMES FOR NOTICESS	158.65
68359	ELECTRONIC CONTRACTING CO	MONITORING-CREDIT SALES TAX	261.00

68360	ERIC RILEY ELECTRIC	UNHOOK ELECT. CUBICLES	53.00
68361	FARMERS COOPERATIVE	FUEL	682.70
68362	G & P DEVELOPMENT LANDFILL	SOLID WASTE/CONST. DEMOLITION	43.77
68363	GPM	SCRAPER REPAIRS SILICONE TUBE	396.00
68364	GWORKS	3 PKGS. 25 EACH W2'S	126.53
68365	HUMANITIES NEBRASKA	MAY ENTERTAINMENT	50.00
68366	HYDRAULIC EQUIPMENT SERVICE	REPAIR/7500 BOOM TRUCK	212.86
68367	HYDRO OPTIMIZATION & AUTO	\$450.00 LABOR/389.10 TRAVEL	839.10
68368	JOHN DEERE FINANCIAL	60' BROOM/GEAR BOX BROKEN	506.07
68369	KENDALL HOGGINS	2ND KING RM. 2 NIGHTS/MEALS	795.09
68370	LEILA ZILA	MARCH ENTERTAINMENT SR. CTR.	50.00
68371	MARVIN E JEWELL & CO	AUDIT SERV. FISCAL YR. 9-30-19	14,800.00
68372	MATHESON TRI-GAS, INC	CYLINDER RENTAL	165.91
68373	MENARDS-LINCOLN NORTH	12 CUP COFFEE MAKER	14.99
68374	MIDWEST AUTO PARTS	CABLE TIE/FUEL CAP/TOOL SET	120.07
68375	MIDWEST SERVICE & SALES CO.	2-10-22.5 DUAL/CAM LOCK TIRE	1,130.60
68376	MILFORD PLUMBING INC.	2 BIG ORANGE FLAPPERS/STOOL	309.55
68377	MILFORD PHARMACY	NARCAN NASAL SPRAY	280.00
68378	NEBRASKA PUBLIC POWER DISTRICT	1-25 TO 2-24 ELECTRICITY	5,678.47
68379	NEBRASKA TITLE COMPANY	DEED & 52 STATEMENT 503 1ST ST	192.50
68380	NEMSA	ANDREW YODER MARCH EMT CONF.	1,200.00
68381	NMVCA	SUMMER WORKSHOP/FOGGER TESTING	80.00
68382	NORRIS PUBLIC POWER DIST	1-27 TO 2-27	340.42
68383	PIZZA KITCHEN	FEBR. BIRTHDAY MEALS	180.00
68384	POLICE OFFICERS' ASSOC OF NE	6 HANDBOOKS @ \$9.00 EACH	54.00
68385	POTTER REPAIR, INC.	TRAILER PLUG	98.36
68386	REDIGER AUTOMOTIVE	UNIT 3 WATER PUMP LEAKING	25.49
68387	REMBOLT LUDTKE LLP	FEB. 2020 LEGAL SERVICES	2,026.45
68388	SAM'S CLUB	6.5 CU. FREEZER REC. ROOM	482.78
68389	SEWARD COUNTY INDEPENDENT	PUBLIC HEARING NOTICES	386.78
68390	SEWARD LUMBER	WINDOW/DOOR SEALANT	15.98
68391	STEPHEN CANTARERO	MARCH ENTERTAINMENT SR. CTR.	50.00
68392	SUNRISE COUNTRY MANOR	125 MEALS FOR FEBRUARY	666.75
68393	THRASHER INVOICE	FOUNDATION SETTLEMENT/LIBRARY	2,080.00
68394	TVRDY'S LOCK & KEY	SERV.CALL TO STAMP KEYS	40.00
68395	GARY TESELLE	GARY TESELLE	499.60
68396	UNION BANK	FEB. HSA 7 EMPLOYEES @ \$2.00EA	14.00
68397	UNIVERSAL PREMIUM	FUEL FOR POLICE	477.94
68398	URIBE REFUSE SERVICES, IN	FEB.MAR.TRASH SE	41.00
68399	UTICA BASEBALL ORGANIZATION	10 UNDER LEAGUE FEES @250.00	500.00
68400	VERIZON WIRELESS	3-2 TO 4-1	111.66
68401	VERIZON WIRELESS-P	PHONE CHARGES	100.82
68402	WINDSTREAM NEBRASKA INC	PHONE CHARGES	112.98
68403	YOUR PC EXPRESS	COMPUTER SET UP REPAIR	2,841.00
68421	RETIREMENT PLANS DIVISION	PENSION	1,686.68
2085211	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	3,915.32
2085212	NE DEPT OF REVENUE	STATE TAX	570.64

68422	UNION BANK	HSA	769.96
68438	RETIREMENT PLANS DIVISION	PENSION	1,686.68
2085213	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	3,564.54
2085214	NE DEPT OF REVENUE	STATE TAX	520.51
68439	UNION BANK	HSA	769.96
2085215	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	122.44
68445	DRAGONFLY COFFEE HOUSE	UB Refund	37.50
68445	DRAGONFLY COFFEE HOUSE	UB Refund	30.93
68446	MEGAN PARKS	UB Refund	26.50
68447	UNITED STATES POSTMASTER	APRIL MAILING/MAR.USEAGE BILLS	209.48
68448	AFLAC	MAR. SUPPL.INS.	565.20
68449	ARAMARK	INV. 792564 RAGS/PANTS	1,717.59
68450	ARROWHEAD SCIENTIFIC, INC	MARIJUANA TEST KITS	83.31
68451	BLUE CROSS & BLUE SHIELD	4-1-20 TO 5-1-20 INSURANCE	12,450.11
68452	BLACK HILLS ENERGY	GAS SER.SR. CTR.	149.48
68453	CANON FINANCIAL SERVICES	MARCH MONTHLY CHRG.COPIER RENT	165.00
68454	CARD SERVICE CENTER	CORK BOARD/DRY ERASER BD.	745.90
68455	CARD SERVICES	LINE REPAIR SUPPLIES	22.97
68456	CASH-WA DISTRIBUTING	FOOD	792.13
68457	DEARBORN GROUP	LIFE INS. 4-1-20 TO 4-30-20	130.72
68458	EAKES OFFICE SOLUTIONS	TONER SR. CTR.	88.59
68459	ELECTRIC PUMP	REBUILD MUFFIN MONSTER/LABOR	11,920.55
68460	EMC	ADD.PREM.402 1ST	2,208.00
68461	EMERGENCY MEDICAL PROD, INC	TOURNIQUET, GLOVES, WIPES/MASKS	339.52
68462	ERIC RILEY ELECTRIC	REPLACE 3 TRUCK CHARG. CORDS	905.20
68463	FIRST WIRELESS, INC.	PAGER REPAIR INV.	173.66
68464	FRANKLIN HRONIK	FEBR. BIRTHDAY ENTERTAINMENT	100.00
68465	GPM	FLOW METER & LABOR	3,463.00
68466	GWORKS	PAY & ATTEND.ANNUAL LICENSE	2,120.00
68467	HAWKINS INC.	POOL CHEMICALS/WATER CHEMICALS	3,938.05
68468	HOTSYS EQUIPMENT CO	WASH BRUSHES	139.96
68469	INGRAM LIBRARY SERVICES	BOOKS FOR LIBRARY	543.00
68470	JCI INDUSTRIES, INC.	LIFT PUMP REPAI	850.00
68471	JEO CONSULTING GROUP, INC.	POST.CONSTRUCT.WATER MAIN-HWY6	183.75
68472	JR WELDING	LABOR \$160.00/PAINT SUPPLIES	471.92
68473	LINCOLN WINWATER WORKS	2 - 10' TAPING SADDLES	218.97
68474	MENARDS-LINCOLN NORTH	PUTTY, SCREWS, CLUE - SUPPLIES	34.47
68475	MILFORD FIRE & RESCUE	REIMB.TAG CLIPS FOR HELMETS	17.05
68476	MILFORD PLUMBING INC.	AEREATORS, COPPER PIPE/FITTINGS	479.15
68477	MILFORD SCHOOL DIST. #5	LIQ.LICENSE	285.00
68478	NEBRASKA PUBLIC POWER DISTRICT	ELECTRICITY	1,036.66
68479	NEBRASKA STATE PATROL	MACHS USER FEE	96.00
68480	NEBRASKA TITLE COMPANY	RECORD.FEE 503 1ST STREET	21.00
68481	OVERHEAD DOOR CO. OF LINCOLN	3 HRS. LABOR @ \$110.00/HR.	552.40
68482	RAMADA	EMT CONF. FOR FIREMEN'S ROOMS	1,429.35
68483	REMBOLT LUDTKE LLP	EMPLOYEE HANDBOOK UPDATE	1,967.50
68484	SEWARD COUNTY INDEPENDENT	3-3-20 MINUTES/CLAIMS	163.36

68485	SUPER SPRAY CAR WASH	75 CAR WASH TOKENS	150.00
68486	TRU-BUILT CONSTRUCTION	STORM INLET BY ALLEY	3,850.00
68487	VERIZON WIRELESS-P	3-11 TO 4-10,1ST RESP/3 PH.LIN	120.03
68488	VERIZON WIRELESS	3/11/TO 4/10 WELL C	85.15
68489	WALMART COMMUNITY BRC	GROCERIES FOR SR. CTR.	412.81
68490	WINDSTREAM NEBRASKA INC	3-10 TO 4-9 PHONE CHARGES	604.55
68491	XPEDITOR TECHNOLOGY	ANNUAL MAINT. FEE	575.00
68492	ZITO MEDIA	ZITO HD. ADAPTER	13.09
	CREATIVE PRODUCTS SOURCING	S/H DARE T-SHIRTS	44.22
	BOND FUND	INTEREST PAYMENT	1,445.00
	NE DEPT OF REVENUE	SALES TAX FEBRUARY 2020	2,040.11
	NE DEPT OF REVENUE	SALES TAX MARCH 2020	2,080.80
	PAYROLL 3/16/20		13,882.74
	PAYROLL 3/30/20		12,630.98
	COUNCIL PAYROLL 4/01/20		738.78

***** REPORT TOTAL *****

148,427.37

CURRENT BUSINESS:

Consider pay application request #13, Contract 1 – Tru-Built Construction: A motion was made by Bashore and seconded by DeLong to approve pay application request #13 for Contract 1 in the amount of \$4,156.20 to Tru-Built Construction. Roll call vote: Bashore yes, DeLong yes, Freeman yes, Stahl yes. Motion carried.

Consider pay application request #5, Contract 3 – Tru-Built Construction: Contract 3 is the street portion of the project. A motion was made by Bashore and seconded by DeLong to approve pay application request #5 for Contract 3 in the amount of \$4,266.90 to Tru-Built Construction. Roll call vote: Bashore yes, DeLong yes, Freeman yes, Stahl yes. Motion carried.

Consider pay application request #6, Contract 3 – Tru-Built Construction: A motion was made by Bashore and seconded by Stahl to approve pay application request #6 for Contract 3 in the amount of \$2,641.42 to Tru-Built Construction. Roll call vote: Bashore yes, Stahl yes, DeLong yes, Freeman yes. Motion carried.

Consider partial pay application request #8, Contract 2, Tru-Built Construction: A motion was made by Bashore and seconded by Stahl to approve partial pay application request #8 for Contract 2 in the amount of \$5,584.22 to Tru-Built Construction. Roll call vote: Bashore yes, Stahl yes, DeLong yes, Freeman yes. Motion carried.

Consider pay application request #3, Highway 6 D-B Water Main from Van Kirk Bros. Contracting: A motion was made by Bashore and seconded by DeLong to approve pay application #3 for the Highway 6 project between D-B Water Main in the amount of \$2,027.15 to Van Kirk Bros. Contracting. Roll call vote: Bashore yes, DeLong yes, Freeman yes, Stahl yes. Motion carried.

Consider hiring Pool Assistant Manager, Lifeguards and Setting Wages:

A motion was made by Bashore and seconded by Freeman to approve Tatum Vondra as Assistant Manager @ \$10.50 p/h, Cole Toovey and Joselyn Bell as Lifeguards, both @ \$9.25 p/h. Tatum will also fill the duties of lifeguard as well. Roll call vote: Bashore yes, Freeman yes, DeLong yes, Stahl yes. Motion carried.

We may be utilizing the pool staff to assist with painting and cleaning the pool this year due to limited maintenance staff.

Consider hiring Police Officer and Setting Wage: Chief Siebken and Council member Stahl conducted 2 interviews. A motion was made by Stahl and seconded by DeLong to approve hiring Paul Childers Jr. as fulltime Police Officer with a starting wage of \$17.75 increasing as high as \$18.50 after completing Basic Officer Certification at the Academy. Roll call vote: Stahl yes, DeLong yes, Bashore yes, Freeman yes. Motion carried.

He is currently not a resident; he lives in Lincoln but is willing to move to Milford at the first opportunity.

Consider hiring Part-time Maintenance Employee and Setting Wage: A motion was made by DeLong and seconded by Freeman to approve hiring Isabella Bialas as part-time maintenance employee at \$9.00 p/h. Her start date is scheduled for May 21, 2020. Roll call vote: DeLong yes, Freeman yes, Bashore yes, Stahl yes. Motion carried.

RESOLUTIONS AND ORDINANCES:

Resolution No. 598 – Designation of Current Flood Insurance Rate Map (FIRM) identifying Area Panel Numbers and FIRM Index.

Designation of Current FIRM

Resolution Number: 598

WHEREAS, the City of Milford, Nebraska, has flood control jurisdiction of all lands within the Milford corporate limits and as extended by its' zoning authority; and,

WHEREAS, the Mayor and Governing Body have determined that it is in the best interest of the residents of the City of Milford to have all lands within the jurisdiction of the City of Milford subject to the terms and requirements of the Flood Insurance Rate Map (FIRM) for Seward County.

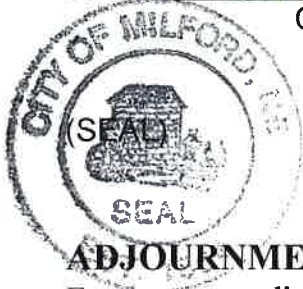
NOW, THEREFORE, BE IT RESOLVED by the Mayor and Governing Body of Milford, Nebraska, that this ordinance/resolution shall apply to all lands within the jurisdiction of Milford identified on the Flood Insurance Rate Map (FIRM) for Seward County and Incorporated Areas Panel Numbers 31159C0268D, 31159C0270D, 31159C0275D, 31159C0400D and FIRM Index 31159CIND0A dated 1 May, 2020.

ADOPTED AND PASSED by the City Council of the City of Milford, NE this the 7th day of April 2020.

Attest:

Jeanne Hoggins
City Clerk

Patrick L. Kelley
Mayor



ADJOURNMENT: A motion was made by Bashore and seconded by Freeman to adjourn the meeting. Roll call vote: Bashore yes, Freeman yes, DeLong yes, Stahl yes. Motion carried and meeting adjourned at 7:59 pm.

Jeanne Hoggins
Jeanne Hoggins, City Clerk

Patrick L. Kelley
Patrick L. Kelley, Mayor

CERTIFICATION

I, the undersigned, City Clerk of the City of Milford, Nebraska, hereby certify that the foregoing is a true and correct copy of proceedings had and done by the Mayor and Council on April 7, 2020 that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and readily available for public inspection at the office of the City Clerk; that such subjects were contained in said agenda for at least twenty-four hours prior to said meeting; that at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public; that the said minutes from which the foregoing proceedings have been extracted were in written form and available for public inspection within ten working days and prior to the next convened meeting of said body; that all news media requesting notification concerning meetings of said body were provided advance notification of the time and place of said meeting and the subjects to be discussed at said meeting.



Jeanne Hoggins
Jeanne Hoggins, City Clerk

April Monthly Report

- The weeks leading up to March 10th were filled with assessing the national situation, observing the local and national news and studying our Local Emergency Operations Plan. During this week I had communicated with Senior Center Director, Amy Salistean. By the weekend of 14-15, it was clear in my mind, we needed to take action. I called, President of Council, Tony DeLong and left a detailed message I wanted to meet at some point that day with him, Police Chief Siebken, fire & rescue chiefs, Dr Henley, Superintendent Kevin Wingard, Charlie Pierce from Milford Pharmacy to discuss what we now know as the pandemic COVID-19.
 - Councilman DeLong advised me via text that he would not be able to attend a meeting that day as he had a prior engagement out of town.
 - I then reached out to Acting Council President, Jason Stahl to ask for his availability that day for a meeting as described. Councilman Stahl accepted and assisted in reaching out to several of the listed parties and located phone numbers for others.
 - I contacted City Atty, David Bargaen to discuss my intentions and to seek legal guidance. David advised I would be creating a Health Board quorum and would need another council person.
 - I contacted Councilwoman Becky Freeman to ask for her availability as she is the liaison over the Milford Senior Center. Given the known population this virus was most susceptible to, this was the obvious choice.
 - An emergency health board meeting was held on Sunday March 15th at 4 pm with Police Chief Siebken, Councilman Stahl, Councilwoman Freeman, Dr Henley, Superintendent Wingard, Fire Chief John Melena, Rescue Chief Troy Pickerill, First Responders Tim Stewart & Wayne Stohlman and myself. Minutes are available.
 - I stayed in constant contact with Senior Center Director Amy Salistean.
- March 16th, I issued directives in the form of what became 2 press releases, closing down public building access, suspending in-home water meter change outs, in-home building inspections, suspending rental of city space.
- March 17th, Milford Public Schools issued a statement they would be closing, historically, the City policy has been if the Schools close, the Senior Center and Library will follow.
 - I communicated several times that day with Amy
 - I returned a call from Councilman Bashore and discussed the Library closure and what he was working on with George Matzen.
- March 18th, I issued a statement that City Hall would be closed to the public, requesting billing be completed using the drop box or paying online.
 - I've reached out to internet providers, Future Technologies, Windstream and Bluestem Fiber. All companies have agreed to provide assistance in one way or another to our local community and we should be very thankful for their generosity.
- March 19th, I reached out to Rescue Chief, Troy Pickerill to advise that our department should be receiving a PPE shipment from Four Corners in the coming days, and to let me know if he does not receive it.
- March 20th, I signed a Local Disaster Declaration.
- March 25th, I participated in an informal meeting with members of Timber Creek Addition, NPPD, SCC, Olson Associates, JEO, and Councilman Bashore, Gary Teselle, and Kendall Hoggins.

- March 28th, I reached out to Rescue Chief Troy Pickerill to ensure he had received information about ordering additional PPE through a State order. He advised he did and completed the order for our department.
- April 3rd, after communicating with Gary, left a detailed message with Councilman DeLong, I issued a statement that all city playground equipment would be closed to the public.
- I have been participating on calls with Four Corners Health Department on Tuesdays and Fridays with other mayors within the Four Corners Coverage area, as well as Hospital CEOs, County Emergency Management.
- I have been participating on a Governors call with Mayors from cities of the 2nd class on Wednesdays.

Throughout the month, I have remained in close contact with our staff, local Healthcare, and our Public School leadership as it relates to COVID-19. I want to sing the praise of our staff, our Police Department, and our First Responders as they have all answered the call and have stepped up in many ways including changing the way we have done business in the past. This includes keeping themselves and others informed and safe, regardless of what else they have going on. Our City Clerk has been working past 7 and 8 o'clock at night and some weekends to ensure we are receiving the information we need. I can't say Thank You enough.

I also want to take a moment to sing praises to all of our community members. We are faced with a challenging time, the likes that very few have seen in our lifetime. Our community members have stepped up in many ways to support our local businesses, donating what they can, assembling several cruise nights, which I attended the first couple and thoroughly enjoyed. The camaraderie and strength of this community really shines in moments like these. While this is a great way for our community to get out of the house and see family and friends, I want to caution everyone from gathering/piling into vehicles that are not within your direct household. I want to continue to encourage the social distancing, that we may limit the spread in our area and not put an overwhelming strain on our medical staff and facilities. Thank you All.