



# Kanabec County Board of Commissioners

## **EMERGENCY Meeting Agenda**

March 25, 2020 2:00 PM

*While this is an open meeting, the public and media is urged to listen to the meeting via the phone number listed below to comply with the Minnesota Department of Health and the Center for Disease Control guidelines by avoiding gatherings.*

### **To be held via telephone conference call:**

**Call-in number for public access: +1-408-418-9388 United States**

**Access Code: 263 791 693**

County Board Room (limited access due to need for social distancing)

*(Room 164 at the main courthouse lobby, Maple Ave Entrance)*

County Courthouse, 18 North Vine St, Mora, MN 55051



The audience is invited to join the board in pledging allegiance:

*I pledge allegiance to the flag of the United States of America, and to the Republic for which it stands: one nation under God, indivisible with Liberty and Justice for all.*

2:00pm

### **Call to Order**

1. Roll Call
2. Pledge of Allegiance
3. Agenda approval
4. Update by Public Health on COVID-19 Pandemic
5. Declare of a Local State of Emergency in Kanabec County Pursuant to Minnesota Statutes Chapter 12, regarding COVID-19 (Coronavirus)
6. Emergency use of Mora Civic Center
7. Personnel considerations related to COVID-19 Pandemic
8. Upcoming Board Meetings
9. Commissioner Comments

**Adjourn**

# Agenda Item #4

March 25, 2020

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## REQUEST FOR BOARD ACTION

|  |   |
|--|---|
| <b>a. Subject:</b> COVID-19 Public Health Update | <b>b. Origination:</b> Public Health Department   |
| <b>c. Estimated time:</b> 15 minutes             | <b>d. Presenter(s):</b> Kathy Burski, PH Director |

**e. Board action requested:**

Information only

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**f. Background:**

Supporting Documents: None      Attached:

|   |
|---|
| <b>Date received in County Coordinators Office:</b> |
|---|

**Coordinators Comments:**

# Agenda Item #5

March 25, 2020

## REQUEST FOR BOARD ACTION

|  |   |
|--|---|
| <b>a. Subject:</b> Kanabec County Declaration of Local Emergency | <b>b. Origination:</b> Kanabec County Emergency Operations Center |
| <b>c. Estimated time:</b> 15 minutes                             | <b>d. Presenter(s):</b>   |

**e. Board action requested:**

Consider and adopt the following resolution:

### RESOLUTION # \_\_\_\_\_ 3-25-2020

**WHEREAS** on March 13<sup>th</sup>, 2020, President Donald Trump declared that the COVID-19 outbreak in the United States constitutes a National Emergency, and

**WHEREAS** on March 13<sup>th</sup>, 2020, Governor Tim Walz signed Executive Order 20-01 declaring a Peacetime State of Emergency to authorize any and all necessary resources to be used in support of the COVID-19 response, and

**WHEREAS** the Kanabec County Department of Emergency Management requests the Kanabec County Board of Commissioners declare a Local State of Emergency in Kanabec County Pursuant to Minnesota States Chapter 12, regarding the COVID-19 outbreak,

**BE IT THEREFORE RESOLVED** that the Kanabec County Board of Commissioners approves the attached Declaration of a Local State of Emergency effective March 25, 2020.

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**f. Background:**

Supporting Documents: None      Attached:

**Date received in County Coordinators Office:**

**Coordinators Comments:**

# **Kanabec County Declaration of Local Emergency**

Novel Coronavirus Disease, commonly known as COVID-19, a respiratory disease-that can result in serious illness or death, is caused by the SARS-CoV-2 virus, which is a new strain of coronavirus that had not been previously identified in humans and can easily spread from person to person.

The United States Centers for Disease Control and Prevention (CDC) has identified the public health threat posed by COVID-19, and has advised that person-to-person spread of COVID-19 will continue to occur.

On January 31<sup>st</sup>, 2020, the United States Department of Health and Human Services declared a public health emergency for COVID-19, beginning on January 27, 2020.

On March 11<sup>th</sup>, 2020, the World Health Organization declared COVID-19 a global pandemic, after its widespread impact reached 112 countries and its effect was felt in nearly every region.

On March 13<sup>th</sup>, 2020, President Donald Trump declared that the COVID-19 outbreak in the United States constitutes a National Emergency.

On March 13<sup>th</sup>, 2020, Governor Tim Walz signed Executive Order 20-01 declaring a Peacetime State of Emergency to authorize any and all necessary resources to be used in support of the COVID-19 response.

The CDC and the Minnesota Department of Health (MDH) recommend that any individual with confirmed COVID-19 should remain under home isolation precautions until the risk of secondary transmission to others is thought to be low.

During this pandemic, individuals who are not yet diagnosed with COVID-19 but may have been exposed to COVID-19 are being asked place themselves in quarantine to control or prevent further spread of COVID-19.

The White House, the CDC and the MDH now recommend restrictions on gatherings of more than 10 persons and further recommend practice of social distancing of at least 6-feet in all settings.

The significant community, organizational, institutional and business responses to the COVID-19 pandemic have the potential to compromise the provision of essential public services, including a reduction in the size of the workforce due to school closures, isolation, or quarantine.

The necessary resources to respond to and recover from this pandemic, as well as to mitigate the significant business disruption experienced within the County, may well exceed existing resources available within the County, and additional resources may be needed from Kanabec County, and state and federal sources.

THEREFORE, the Kanabec County Board of Commissioners, under the authority given in Minn. Stat. §12.29, subd. 1, declares that a local emergency exists within Kanabec County, effective March 25, 2020.

The Kanabec County Board of Commissioners hereby authorizes and directs Kanabec County Public Safety, Public Health, Administration and Emergency Management officials to undertake all

actions necessary to protect the health, safety and welfare of the citizens of Kanabec County, including through the judicious exercise of the powers and responsibilities provided in Minn. Stat. §12.37.

The Kanabec County Board of Commissioners further directs County departments to immediately review ordinance and regulatory requirements, operations, civil and legal proceedings, events, and resources that can and should be adjusted, modified or suspended, or to enact emergency regulations to support Kanabec County's response to the COVID-19 pandemic.

The Kanabec County Board of Commissioners further directs the Kanabec County Senior Management Team, consisting of the Sheriff, Public Health Director, Family Services Director, Coordinator, Attorney, Public Works Director, as well as the Kanabec County Director of Emergency Management, acting collectively as the County's Emergency Operations Team in responding to the COVID-19 pandemic, to request and coordinate appropriate aid and resources from surrounding jurisdictions, the State of Minnesota and the federal government, as needed.

Further, under Minn. Stat. §13D.021 and Minn. Stat. §373.052, subd. 1b, the Kanabec County Board of Commissioners further directs the County Coordinator, in consultation with the same County Emergency Operations Team, to take all right and prudent steps necessary to amend, suspend or otherwise adjust public access to County facilities, and normal locations, days and hours of County activities, operations and programs, in order to comply with the guidelines set by the White House, CDC and MDH for gatherings and social distancing, as well as based upon available County staffing and resources during this COVID-19 pandemic.

Further, under Minn. Stat. §13D.021, the Kanabec County Board of Commissioners declares in-person meetings of the County Board of Commissioners and other public bodies of the County to be impractical or imprudent during the COVID-19 pandemic, under the guidelines set by the White House, CDC and MDH for gatherings and social distancing, thus leading the Chairperson to direct that:

- Pursuant to Minn. Stat. §13D.021, in-person meetings of the Kanabec County Board of Commissioners, the Planning Commission/Board of Adjustment, the Housing and Redevelopment Authority, and other boards and commissions of Kanabec County are not practical or prudent due to the COVID-19 health pandemic and the emergency declared by Governor Walz pursuant to Minnesota Statutes, Chapter 12.
- Meetings of the County Board, the Planning Commission/Board of Adjustment, the Housing and Redevelopment Authority and other County boards and commissions may be conducted by telephone, video conferencing or other electronic means.
- In-person public attendance at meetings of the County Board, the Planning Commission/Board of Adjustment, the Housing and Redevelopment Authority and other County boards and commissions is not feasible, except by limiting in-person public attendance to as few people as possible for the necessary conduct of the public's business in the meeting room, with social distancing guidelines enforced, or as otherwise limited by recommendations and guidelines from state and federal authorities.
- County staff shall take such action as may be necessary to allow for such meetings to occur via telephone, video conferencing, or other electronic means pursuant to Minn. Stat. §13D.021, until such time as it is determined that in-person meetings may resume.
- County staff shall take such action as may be necessary to limit in-person public attendance to as few people as possible for the necessary conduct of the public's business in a meeting room and enforce social distancing guidelines, or otherwise limit such attendance as may be directed by the County Coordinator based on recommendations and guidelines from state and federal authorities.

Further, pursuant to Minn. Stat. § 12.29, subd. 1, the Kanabec County Board of Commissioners directs that this emergency declaration is in effect from the date of this declaration, as indicated below, and shall continue and remain in effect as long as the State of Minnesota peacetime emergency declaration remains in effect.

Further, the Kanabec County Board of Commissioners directs that this Declaration of Local Emergency, additions or changes to this declaration, the eventual termination or expiration of this declaration, and any and all official communications pertaining to the same, shall be given prompt and general publication, including on the County's website and social media sites, and immediately filed by the County Clerk.

Declared this 25<sup>th</sup> day of March, 2020.

BY:

/s/

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Hon. M. Kathi Ellis  
Chairperson  
County Board of Commissioners  
KANABEC COUNTY, MN

ATTEST:

/s/

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Kris McNally  
County Coordinator/Clerk of the Board

AS TO FORM:

/s/

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Barb McFadden  
County Attorney

# Agenda Item #6

March 25, 2020

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## REQUEST FOR BOARD ACTION

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| <b>a. Subject:</b> Use of Mora Civic Center During a Local Emergency | <b>b. Origination:</b> Sheriff's Office/Welia Health |
| <b>c. Estimated time:</b> 10 minutes                                 | <b>d. Presenter(s):</b> Sheriff Smith                |

**e. Board action requested:**

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**f. Background:**

Sheriff Smith will discuss potential uses of the Mora Civic Center for local emergency response purposes.

Supporting Documents: None      Attached:

**Date received in County Coordinators Office:**

**Coordinators Comments:**

# Agenda Item #7

March 25, 2020

## REQUEST FOR BOARD ACTION

|  |   |
|--|---|
| <b>a. Subject:</b> Personnel Considerations Related to the COVID-19 Pandemic | <b>b. Origination:</b> Coordinator's Office       |
| <b>c. Estimated time:</b> 20 Minutes   | <b>d. Presenter(s):</b> Kris McNally, Coordinator |

**e. Board action requested:**

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### **f. Background:**

The Families First Coronavirus Response Act was signed into law by President Trump on March 18th with an effective date of 4/2/2020. It mandates up to 80 hours of paid sick time (either 100% regular rate of pay or 2/3 rate of pay) for eligible employees under defined circumstances. It also extends FMLA time for up to 10 weeks and mandates 2/3 regular pay for employees whose child's school or day care has closed due to the Coronavirus, and the employee cannot telework.

The addition of these Federally-mandated benefits, in addition to and coordination with the County's existing benefits, requires discussion and direction from the Board for short and medium-term planning by Department Heads and communication to staff and union representatives.

- A. Childcare
- B. Illness of self or immediate family
- C. Lack of Work
- D. Out of PTO
- E. Health Insurance/COBRA
- F. Defining "essential" employees

**Supporting Documents:** None      **Attached:**

**Date received in County Coordinators Office:**

**Coordinators Comments:**