



Watertown City Council

March 16, 2020

??4:00 p.m.

Mayor Steve Washburn
Deborah Everson
Lindsay Guetzkow
Adam Pawelk
Michael Walters

1. Call To Order And Roll Call
2. Adopt Agenda
3. New/Old Business
- 3.A. Declaration Of Emergency And COVID-19 Response

Documents:

[3.16.2020 EMERGENCY MEETING RESOLUTIONS COVID-19.PDF](#)

4. Other Reports
5. Adjournment

Members of the City Council and staff may convene immediately following the adjournment of the regular meeting at the Luce Line Lodge in a purely social event. Members of the public are welcome to attend.

309 Lewis Avenue South; P.O. Box 279, Watertown, MN 55388



**NOTICE OF EMERGENCY MEETING
FOR CITY COUNCIL
CITY OF WATERTOWN**

NOTICE IS HEREBY GIVEN, that the City Council will meet at 309 Lewis Avenue South on Monday, March 16, 2020 for an emergency meeting. The topic discussed will be the extension of the Emergency Declaration by Mayor Steve Washburn and city efforts in response to the COVID-19 pandemic. The meeting will be held at 4:00 pm.

BY ORDER OF THE CITY COUNCIL

Lynn Tschudi
City Clerk/Treasurer
02-20-2020

POSTED:
Watertown City Hall
www.ci.watertown.mn.us

**CITY OF WATERTOWN
PROCLAMATION NO. 2020-01
DECLARATION OF AN EMERGENCY IN RESPONSE TO THE COVID-19
PANDEMIC**

Whereas, the Mayor of Watertown (the “Mayor”) finds that the following situation (the “Situation”) exists:

Whereas, the Mayor finds that the Situation related to local efforts to support emergency declarations made by Governor Walz on March 13, 2020 and emergency order on March 15, 2020 is sudden and unforeseen and could not have been anticipated;

Whereas, the Mayor finds that conditions in the City of Watertown to support and combat a public health emergency related to the spread of COVID-19 (coronavirus) have worsened considerably as a result of the Situation;

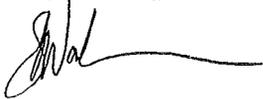
Whereas, the Mayor finds that this situation threatens the health, safety, and welfare of the citizens of the community;

Whereas, the Mayor finds that the Situation could result in catastrophic loss to the public health of residents, safety of property and personal well-being, and ability of the City to provide core and critical services such as emergency response, fire protection, law and order, water and sanitary sewer services, and the administration of such services or will cause such loss if not immediately addressed; and

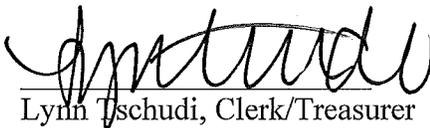
Whereas, the Mayor finds that traditional sources of relief are not able to repair or prevent the injury or loss.

Now, therefore, the Mayor declares this situation to be a local emergency effective at 2:00 p.m. on March 15, 2020.

This declaration of a local emergency will invoke the city’s disaster plan. The portions that are necessary for response to and recovery from the emergency must be used.



Steve Washburn, Mayor


Lynn Tschudi, Clerk/Treasurer

**CITY OF WATERTOWN
RESOLUTION NO. 2020-43**

**RESOLUTION DECLARING A SPECIAL EMERGENCY FOR PURPOSES PROVIDED BY
MINNESOTA STATUTE SECTIONS 365.37 AND 415.01 IN RESPONSE TO THE COVID-19
(CORONAVIRUS) PANDEMIC**

WHEREAS, on March 13, 2020 Governor Tim Walz declared a peacetime emergency in the State of Minnesota; and

WHEREAS, Mayo Steve Washburn proclaimed a local Declaration of Emergency on March 15, 2020; and

WHEREAS, the Watertown City Council finds that the following situation exists:

1. The existence of COVID-19 (coronavirus) within the members of the community poses a direct threat to the health, safety, and well-being of the community.
2. The existence and spread of COVID-19 (coronavirus) have and will continue to impact the ability of the City of Watertown to deliver core municipal services to the community including but not limited to fire/EMS, water and sewer, communications, administration, and general governance.
3. City policies and procedures will need to be altered in response to public health officials' directives and recommendations so support various virus prevention and containment strategies.

WHEREAS, the City Council finds that conditions in the city have and will worsen considerably as a result of the situation; and

WHEREAS, the City Council finds that this situation threatens the health, safety, and welfare of the citizens of the community; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Watertown, Minnesota, hereby declares the situation to be a special emergency effective on the date of the Mayor's proclamation of March 15th, 2020 and is to last until April 30th, 2020 unless otherwise terminated or extended.

Adopted by the City Council of the City of Watertown this 16th day of March, 2020.

Steve Washburn, Mayor

ATTEST: _____
Lynn Tschudi, Clerk/Treasurer

**CITY OF WATERTOWN
RESOLUTION NO. 2020-44**

**RESOLUTION APPROVING TEMPORARY POLICY, PROCEDURE, AND ORDINANCE
WAIVERS TO AID IN THE CITY RESPONSE TO THE COVID-19 PANDEMIC**

WHEREAS, the City of Watertown (the “City”) has declared a local emergency on March 16, 2020 via resolution 2020-43 in response to the COVID-19 pandemic; and

WHEREAS, the City has determined that the following policies and procedures be amended or altered until such emergency is terminated or extended; and

WHEREAS, pursuant to municipal code section 54-56, the City Council will permit the designation of up to two parking stalls on public streets for the specific use of curbside pick-up and delivery of food and groceries, prescription medicine, or over the counter medicine to any customer for any business currently operating in the City of Watertown; and

WHEREAS, pursuant to municipal code section 58-186 (b), all delinquent charges related to payment and collection of municipal utility bills shall be waived; and

WHEREAS, pursuant to the adopted fee schedule of the City of Watertown all service charges related to the electronic payment of any service authorized by the City shall be borne by the City:

WHEREAS, pursuant to section 11.7 of the City’s Employee Handbook, benefit eligible employees will be allowed, with the review and approval of the City Administrator or their designee, to enter into a negative balance of paid time off for use of customary and typical use related to personal illness, caring for an ill family member, attend medical appointments, or caring for a minor or school age child, dependent, or grandchild who is unable to attend school due to COVID-19 restrictions on school attendance.; and

WHEREAS, if a benefit eligible employee is recommended for quarantine or is diagnosed with presumptive symptoms or has been identified as having contracted the COVID-19 virus by their primary care physician, local, state, or federal public health official or is needed to care for a dependent, spouse, or parent who has been diagnosed or identified as the same; shall have available of up to fourteen (14) days of paid time off in addition to regular and earned accruals or existing paid time off balances; and

NOW, BE IT RESOLVED, that the City has determined these policies and procedures are essential to supporting and encouraging the recommended public health strategies of the Center for Disease Control and Minnesota Department of Health as an appropriate means to combat the spread of the COVID-19 virus; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Watertown, Minnesota, hereby approves the above-mentioned policies and procedures.

Adopted by the City Council of the City of Watertown this 16th day of March, 2020.

Steve Washburn, Mayor

ATTEST: _____
Lynn Tschudi, Clerk/Treasurer