**MINUTES**

**EMERGENCY COUNCIL MEETING**

**APRIL 20, 2020**

**ELECTRONIC MEETING – 6:00 P.M.**

Physically Present: Remotely Present:

Kyle Fletcher-Mayor Kenneth Holbrook-Vice Mayor

Tim Boardwine-Councilman Greg Bailey-Councilman

Earl Carter-Utility Director Harry Kelly-Councilman

Travis Stanley-Police Officer Monty Salyer-Councilman

Wes Lawson-Fire Dept/IT Josh Sawyers-Councilman

 Debora Baca-Town Treasurer/Clerk

 Julie Hensley-Town Attorney

 Jonathan Johnson-Police Chief

Mayor Fletcher called the meeting to order and asked the Town Clerk to read the Emergency Ordinance as the first item of business.

Ms. Baca read the proposed Ordinance to Effectuate Temporary Changes in Certain Deadlines and to Modify Public Meeting and Public Hearing Practices and Procedures to Address Continuity of Operations Associated with the COVID-19 Pandemic Disaster. A copy of this ordinance is attached to these minutes. Following the reading of the ordinance, a motion was made by Councilman Salyer, seconded by Councilman Kelly, to adopt the Ordinance. There being no discussion, Mayor Fletcher asked for a roll call vote: Salyer-Aye; Bailey-Aye; Holbrook-Aye; Boardwine-Aye; Sawyers-Aye; Kelly-Aye. The motion carried by a vote of 6-0.

Next, Mayor Fletcher asked for a motion to approve the agenda. Councilman Boardwine moved to approve the agenda as presented. The motion was seconded by Councilman Salyer and unanimously approved.

Ms. Baca presented the Treasurer’s Report for approval of checks. She advised that she has instructed the office staff not to disconnect any water customers during the month of April and May. Ms. Baca also asked council to consider action to not charge late payment penalties for meals tax and water bills for the months of April and May. Councilman Salyer offered a motion to approve the Treasurer’s Report and temporarily eliminate late penalties on meals taxes and water bills for April and May. The motion was seconded by Councilman Sawyers. Following brief comments expressing support for the idea of eliminating penalties, Mayor Fletcher asked for a roll call vote: Kelly-Aye; Sawyers-Aye; Boardwine-Aye; Holbrook-Aye; Bailey-Aye; Salyer-Aye. The motion passed 6-0.

**New Business:**

Councilman Sawyers discussed allowing department heads consider hazard pay for employees in the event the area has more COVID-19 cases and we have employees that are more exposed. Mayor Fletcher stated his support of the police officers receiving hazard pay because of their line of work. Councilman Boardwine made a motion to provide hazard pay to police officers during this emergency. Councilman Sawyers seconded the motion. Councilman Salyer asked if the

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police officers are currently doing anything outside their normal duties. Mayor Fletcher said they are on call 24 hours a day and their line of duty is hazardous. Following a brief exchange between Councilman Salyer and Mayor Fletcher about normal duties and hazardous duties, Ms. Baca pointed out that the police officers are already more exposed to the public because all other employees have reduced hours. Councilman Bailey added that the garbage department workers are subject to more hazardous exposure during the pandemic. Following several comments of agreement with Councilman Bailey and a suggested amount to be paid as hazard pay, Councilman Sawyers offered a substitute motion to pay $100 per pay period for police officers and garbage department workers through June 10, 2020. The motion was seconded by Councilman Kelly and Mayor Fletcher asked for a roll call vote: Salyer-Aye; Bailey-Aye; Holbrook-Aye; Boardwine-Aye; Sawyers-Aye; Kelly-Aye. The motion carried 6-0.

Councilman Sawyers addressed the struggle of our local businesses due to the COVID-19 pandemic, noting that federal funds are already gone and this is especially hurting small businesses. Councilman Sawyers offered a motion to allocate $100,000 to the St. Paul IDA to assist our local business owners with $30,000 to be awarded in grants and $70,000 in 0% interest loans from local banks guaranteed by the IDA. He further stated in his motion that the grants would be awarded as reimbursement upon receiving receipts of expenditures and awards could be up to $5,000, with loans up to $10,000 with a term of 3-5 years. Councilman Salyer seconded the motion, noting that Norton, Wise County and LENOWISCO have created similar programs. Councilman Salyer also added that business license and all taxes should be current in order to qualify. Ms. Baca mentioned that Main Street was applying for a competitive grant in the amount of $25,000 that required a 1:1 match. If the IDA committed $25,000 of the loan money to match the Main Street grant, the $100,000 could result in $125,000 available to our businesses if the grant is awarded. Following discussion about the different programs available to businesses, Councilman Salyer said the IDA may not be privy to what other monies are being received by an applicant. The town attorney recommended that since the money is being allocated to the IDA, they should be the entity to form the committee and establish the guidelines and qualifications required. Councilman Sawyers stated that he will be voting on this motion, but neither he nor his wife will be applying for their business Lab 20. Councilman Sawyers restated his motion to allocate $100,000 to the IDA to assist small businesses as a result of the financial hardship created by this crisis; that $70,000 shall be awarded as 0% interest loans with a maximum of $10,000 per applicant and $30,000 in grants with a maximum of $5,000 per business and that all business licenses and taxes must be current in order to qualify. The motion was seconded by Councilman Salyer and a roll call vote was taken: Salyer-Aye; Bailey-Abstain; Holbrook-Aye; Boardwine-Aye; Sawyers-Aye; Kelly-Aye. The motion carried 5-0 with Councilman Bailey abstaining.

A motion was made by Councilman Sawyers to write a letter to Food City requesting that online ordering and curbside pickup be offered at the St. Paul location as it is in several other Food City locations in our area. He would like for the letter to be sent to both the local store manager and Food City corporate headquarters. The motion was seconded by Councilman Holbrook and passed unanimously.

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Councilman Salyer talked about the importance of having an Emergency Management Plan. He discussed his experience going through the COVID-19 emergency in one of his housing projects and how important having someone coordinating the response was to his organization and to the residents of his building where the outbreak occurred. Earl Carter said there are certain requirements regarding emergency management that come with being the Fire Chief and that he does have a generic EAP. Councilman Salyer made a motion to designate Earl Carter as the Town of St. Paul Emergency Management Coordinator. Mayor Fletcher said he would recommend Earl because he handles emergency situations now. Councilman Holbrook seconded the motion. Councilman Salyer mentioned all of the apartment buildings in town that share common indoor spaces, pointing out the problems that come with that when dealing with this type of crisis. He recommended that the town should obtain current information on all tenants in those buildings. After talking more about preparedness, Mayor Fletcher asked for a roll call vote on the motion: Salyer-Aye; Bailey-Aye; Holbrook-Aye; Boardwine-Aye; Sawyers-Aye; Kelly-Aye. The motion carried by a vote of 6-0.

There being no further business to be discussed, Mayor Fletcher adjourned the meeting.

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 Mayor

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Town Clerk