

**OFFICIAL PROCEEDINGS
OF AN EMERGENCY MEETING
OF THE COUNTY BOARD
LAKE COUNTY, MINNESOTA**

Thursday, March 19, 2020. Lake County Board of Commissioners' Emergency Meeting was held in the Lake County Service Center, Split Rock River Room, 616 Third Ave, Two Harbors, Minnesota.

County Board Members present: District 2 Commissioner Derrick "Rick" L. Goutermont, District 3 Commissioner Richard "Rick" C. Hogenson. District 4 Commissioner Jeremy M. Hurd, and District 5 Commissioner Rich Sve. District 1 Commissioner Peter "Pete" R. Walsh joined by conference call. Board Members Absent: None. Also present: County Administrator Matthew Huddleston; Laurel D. Buchanan, Clerk of the Board; and County Attorney Russ Conrow.

Board Chairperson Rich Sve called the emergency meeting to order at 9:00 AM. Unless otherwise stated, all actions have been approved by unanimous yea vote. Board Chairperson Sve announced that this emergency meeting and proposed resolutions are in response to the novel coronavirus disease outbreak, commonly known as COVID-19. Board Chairperson Sve advised that roll call will be taken for votes; one of our board members will be voting remotely via conference call today.

County Administrator Matthew Huddleston introduced the proposed resolutions and discussed continuity of operations. Board members discussed that a conference call phone number will be provided for public to call and listen to a County Board meeting while it is in session.

County Administrator Matthew Huddleston read the proposed resolution declaring Lake County in a State of Emergency for conditions resulting from the COVID-19 outbreak.

WHEREAS, there is a global COVID-19 Pandemic; and,

WHEREAS, the President of the United States has declared a National Emergency; and,

WHEREAS, the Governor of the State of Minnesota has declared a Peacetime Emergency; and,

WHEREAS, Subject Matter Experts have determined that proactive measures must be undertaken to reduce the impact of COVID-19; and

WHEREAS, proactive and reactive measures will exceed the usual resources of Lake County; and,

WHEREAS, response and support to individuals, communities, medical systems, business and government will cause significant impact to the county as a whole; and,

WHEREAS, the Lake County Emergency Management Director recommends the Lake County Board of Commissioners declare a Local State of Emergency exists in Lake County;

NOW, THEREFORE, BE IT RESOLVED, that the Lake County Board of Commissioners declares Lake County in a STATE OF EMERGENCY for conditions resulting from the COVID-19 outbreak.

MOTION GOUTERMONT, SECOND HURD: 01 – Resolution Declaring a State of Emergency. Ayes: Hogenson, Goutermont, Sve, Hurd, Walsh. Nay: None. Absent: None

County Administrator Matthew Huddleston read the proposed resolution closing all Lake County offices to the public, effective March 19, 2020, at 4:30 p.m. until further notice.

WHEREAS, Novel Coronavirus Disease 2019, commonly known as COVID-19, is a new strain of coronavirus that had not been previously identified in humans and can easily spread from person to person; and

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

WHEREAS, on January 31, 2020, the United States Department of Health and Human Services Secretary Alex Azar declared a public health emergency for COVID-19, beginning on January 27, 2020; and

WHEREAS, on March 13, 2020 President Donald Trump declared that the COVID-19 outbreak in the United States constitutes a National Emergency; and

WHEREAS, on March 13, 2020, Governor Tim Walz declared a Peacetime State of Emergency to authorize any and all necessary resources to be used in support of the COVID-19 response;

THEREFORE, THE LAKE COUNTY BOARD OF COMMISSIONERS DIRECTS:

1. That Lake County offices will be closed to the general public effective 4:30 PM on March 19, 2020, and communication with County employees in these facilities shall occur via telephone, email, United States Postal Service (USPS) mail or letter dropbox.
2. The County Courthouse will be open during regular business hours for District Court business only.
3. The County Demolition Landfill will retain its regular schedule.
4. The Lake County Recycle Center will close if sufficient staffing is not available to continue operations.
5. That this proclamation be given prompt and general publicity.

MOTION HOGENSON, SECOND GOUTERMONT: 02 – Resolution Closing Lake County Offices to the Public. Ayes: Hogenson, Goutermont, Sve, Hurd, Walsh. Nay: None. Absent: None

County Administrator Matthew Huddleston read the proposed resolution delegating authority to the County Administrator to allow county staff to work remotely where and when feasible during the emergency.

WHEREAS, there is a global COVID-19 Pandemic; and,

WHEREAS, the President of the United States has declared a National Emergency; and,

WHEREAS, the Governor of the State of Minnesota has declared a Peacetime Emergency; and,

WHEREAS, Subject Matter Experts have determined that proactive measures must be undertaken to reduce the impact of COVID-19; and,

WHEREAS, proactively allowing county employees to work remotely where feasible during this pandemic will:

1. Ensure the safety, security and stability of the Lake County Workforce.
2. Aid in compliance with social distancing recommendation set forth by the Minnesota Department of Health.
3. Ensure our ability to continue to provide essential services to the public.

NOW THEREFORE BE RESOLVED, The County Board of Commissioners delegates authority to the County Administrator to implement a program to allow employees to work remotely when and where it is feasible to do so during the Global COVID-19 Pandemic.

MOTION HOGENSON, SECOND HURD: 03 – Resolution Providing Authority to the County Administrator to Allow Working Remotely During the Global COVID-19 Pandemic. Ayes: Hogenson, Goutermont, Sve, Hurd, Walsh. Nay: None. Absent: None

County Administrator Matthew Huddleston discussed a proposed county policy allowing county staff to utilize additional paid leave in certain circumstances during the emergency.

MOTION HURD, SECOND GOUTERMONT: 04 – Resolution Approving Policy for Utilization of Paid Leave During a Public Health Emergency. Ayes: Hogenson, Goutermont, Sve, Hurd, Walsh. Nay: None. Absent: None

County Administrator Matthew Huddleston advised that the public hearings that had been scheduled for Tuesday, March 24, 2020, have been cancelled or postponed. Board Chairperson Rich Sve thanked everyone for attending and for joining by conference call.

MOTION HURD, SECOND HOGENSON: 05 – Adjourn County Board of Commissioners' Emergency Meeting at 9:47 AM. Ayes: Hogenson, Goutermont, Sve, Hurd, Walsh. Nay: None. Absent: None

ATTEST:

Laurel D. Buchanan
Clerk of the Board

Rich Sve, Board Chairperson
Lake County Board of Commissioners