

CITY OF DECATUR
COMMON COUNCIL MINUTES
MAY 5, 2020

The City of Decatur Common Council met on Tuesday, May 5, 2020 at 6:27 p.m. via conference call due to COVID-19. The meeting was called to order by Dan Rickord. Roll call was taken to show Councilmen Craig Coshow, Matt Dyer, Tyler Fullenkamp, Scott Murray, and Wylie Sirk were in attendance. Also present were Clerk-Treasurer, Phyllis Whitright and City Attorney, Tim Baker.

A notice was posted and the public and media were invited to attend the conference call.

Other individuals present for the conference call were: Chief of Police Lennie Corral, Utility Auditor Kevin Hackman, Fire Chief Les Marckel, Assistant Fire Chief Jim Hitchcock, Operations Manager Jeremy Gilbert, Wastewater Superintendent Karey Fuelling, Building and Zoning Superintendent Curt Witte, Infrastructure Civil Manager Don Bergdall, Rob Weaver of WZBD Radio, Bob Shraluka of the Decatur Daily Democrat, Jim Langham of the Berne Witness, Barb Engle, Part-time Deputy Clerk-Treasurer, Anne Razo, and Silas Hildebrand.

The Mayor invited everyone to stand and recite the Pledge of Allegiance.

The Clerk-Treasurer had emailed the minutes from the April 21, 2020 meeting. Sirk made a motion to approve the minutes as emailed. Dyer seconded the motion. Motion carried.

The first item on the agenda was a Proclamation regarding National Drug Court Month. Mayor Rickord read the Proclamations which noted that the month of May, 2020 is recognized as National Drug Court Month. Included in the Proclamation were several figures showing the benefits of the Drug Court.

Next on the agenda was Ordinance 2020-7 which amended Salary Ordinance 2019-11 regarding the semi-annual payment of clothing allowance to police officers from \$425 to \$500. Council had approved this increase during budget time last year, but was not included in the salary ordinance. Sirk made a motion to place Ordinance 2020-7 on its first reading by short title only. Seconded by Coshow, the motion passed and Ordinance 2020-7 was read by Clerk-Treasurer, Phyllis Whitright by short title only. Sirk made a motion to pass Ordinance 2020-7 on its first reading. Seconded by Dyer, a roll call vote showed passage with a 5-0 vote. Sirk made a motion to place Ordinance 2020-7 on its second reading by short title only. Seconded by Dyer, the motion passed and Clerk-Treasurer, Phyllis Whitright read Ordinance 2020-7 by short title only. Sirk made a motion to pass Ordinance 2020-7 on its second reading. Seconded by Dyer, a roll call vote was held and passed 5-0. Sirk made a motion to suspend the rules and place Ordinance 2020-7 on its third reading by short title only. Seconded by Dyer, the motion passed and Clerk-Treasurer, Phyllis Whitright read Ordinance 2020-7 by short title only. Sirk made a motion to adopt Ordinance 2020-7 on its third and final reading. Seconded by Dyer, a roll call vote was held and Ordinance 2020-7 passed with a 5-0 vote.

Clerk-Treasurer, Phyllis Whitright received an invoice requesting a down payment from Midwest Cover for screen printing of signs at Hanna Nuttman Park. Whitright noted this was a new company and she had checked various sources and found them to have great ratings. Midwest Cover has complied to providing the City with a W9 and E-Verify. The total for the six (6) screen printings

is \$2,327 and Midwest Cover is asking for half or \$1,163.50 as the down payment. Dyer made a motion to proceed with the down payment of \$1,163.50. Seconded by Sirk the motion passed.

Discussion was then held regarding a Sick Leave Bank or Sick Pool. It was noted a Sick Leave Bank allowed employees to donate sick leave days, which would be placed in a bank to be used by an employee from a catastrophic illness/injury. The Sick Leave Bank would be a continuous process. A Sick Pool would be for a specific person and would not be a continuous process. It was shared that an employee is in need and for the current situation, quick action needs to be taken. Sirk noted he had worked with a Sick Leave Bank in the past and feels that it is the better option as it would continue. Mayor Rickord noted most cities have a process in place. It was noted that a Sick Pool can be set up quickly while a Sick Leave Bank is being set up with specifics. If an employee opts not to contribute to a Sick Leave Bank, they are ineligible for use of the Sick Leave Bank. City Attorney, Tim Baker noted that a Pool can be used for the current need and then a Sick Leave Bank can be set up for the future. City Attorney, Tim Baker suggested that Mayor Rickord look at other communities' policies and see what is best for Decatur. It was noted a Pool could be used on an interim basis as a Resolution would be necessary and a resolution could be adopted at the next meeting to be retroactive. Sirk made a motion to move forward with a Pool to take care of an employee's immediate needs. Seconded by Coshow, the motion was adopted. Sirk made a motion to move forward with the creation of a Sick Leave Bank. Seconded by Murray, the motion was adopted. City Attorney asked Mayor Rickord to provide something he is comfortable with and he would then start working on the resolution.

Department Heads:

Jeremy Gilbert, Operations Manager shared that work was continuing on Hanna Nuttman Park with headway being made. He noted yard waste is being picked up and there is no mulch right now.

Kevin Hackman, Utilities Auditor noted that the City has received the bond proceeds for Phase 2 of the Water Utility projects, and that he will present Kokosing's contract at the next meeting.

Chief of Police, Lennie Corral announced that the new Officer Colyn Torson would be sworn in on Thursday, May 7, 2020, and begin work on Monday. Chief Corral shared that as a result of a grant received earlier this year he has Drug Prevention note pads for anyone wanting one.

Assistant Fire Chief, Jim Hitchcock reported that the Fire Department plans are placing flags on 7th St and downtown this week and next week.

City Attorney, Tim Baker brought up the item discussed at the Board of Works meeting regarding the re-opening of City Hall. It was shared by Mayor Rickord that the employees will go back to working regular shifts beginning next week (May 11th), and that the City had to have a plan in place prior to re-opening and that employees needed to be listened to regarding any concerns. Topics to be included in the Plan are as follows: a self-evaluation each morning, social distancing, masks, masks worn if two (2) individuals are in the same vehicle, having sanitizer and the appropriate items in a car for alternate day usage, no large gatherings for meetings, someone designated to sanitize items in each department, providing the needed PPEs, customers practicing social distancing with only one (1) entering at a time and having notification of area so they are not standing too close. City Attorney, Tim Baker noted that guidelines are required as per the Governor's Plan. He noted that as per a webinar he participated in, the emphasis was to listen to employees and address any of their concerns. Mayor Rickord will be preparing the guidelines for re-opening City buildings.

Fire Chief, Les Marckel noted the Fire Station would not be open to the public until mid-June since they are using a change in shifts in order to provide the greatest safety for the staff. Marckel

plans to do some training, having one squad each evening, Monday, Tuesday, and Wednesday and possibly meeting as a group the first week of June.

Karey Fuelling, Wastewater Superintendent reminded everyone again not to flush anything other than toilet tissue. The wipes labeled as flushable do not break down and cause back-ups in the sewers as one lift station had pumps clogged three (3) times recently. She also added that the “flushable wipes” not only cause problems for the City, but for the home owners.

Mayor Rickord asked if there were any questions from the Public or the Media and had no response. He then reminded the citizens to remember our local businesses and support them. Many have received the Stimulus checks and he suggested using them locally. He encouraged all to follow the social distancing guidelines and praised the public, noting everyone seemed to be doing so as we only had eight (8) cases of COVID-19 to-date.

Dyer made a motion to pay the claims against the City. Seconded by Sirk, the motion was adopted.

Council Input:

Coshow shared that a local group of people would like to do something on May 22, 2020 from 4-8 P.M. The event would be something to stimulate the economy and Coshow was seeking approval with the option to bring the details before the Council at the next meeting. Food and Decatur Dollars would be provided. Mayor Rickord noted it is a great deal that is being planned. Dyer made a motion to allow Coshow to move forward and provide the details later. Seconded by Sirk, the motion was adopted.

Murray inquired regarding the possibility of summer sports as June 14, 2020 is the Governor’s date for recreational leagues to start up. Mayor Rickord is trying to get info regarding parents’ feelings, and has asked the Decatur Baseball League to survey the parents.

Coshow shared that as the Director of the Decatur Chamber of Commerce he has called the Governor’s Office regarding the Summer Concert Series. He has contacted the first three (3) groups and the decision will be made regarding the State Regulations. Coshow is waiting to hear about May 23, 2020 to get more clarification. If the concerts cannot be held, he will reschedule for next year. It was noted the musicians want to get back to work. The Farmer’s Market will proceed as normal since it is considered essential, and will be trying to make it as safe as possible.

Coshow also shared that Colton Bickel of the Adams County Economic Development Corporation has sent out a survey to everybody to try to learn the impact of COVID-19. This information is needed in order to apply for funding. The Chamber and Main Street were urged to also complete the survey. Fire Chief Les Marckel inquired if it would be helpful for the Fire Department to complete the survey, and he was encouraged to do so.

Prior to the closing of the meeting, Mayor Rickord urged all to go online and fill out the 2020 Census information.

There being no other business to be brought before the Council, Coshow made a motion to adjourn. Seconded by Dyer, the motion passed.

Adjournment was at 7:20 P.M.