

**CITY OF HIGHLAND, KANSAS
SPECIAL COUNCIL MEETING
CITY HALL
March 17, 2020
1:00 P.M.**

COUNCIL MEMBERS PRESENT: Greg Delzeit, Marty Allen, Rocky Ruhnke, Dan Collins, and Terry Gibson

COUNCIL MEMBER ABSENT: None

CITY EMPLOYEES PRESENT: City Attorney Ted Collins, City Clerk Joann Karn, City Superintendent Kevin Lackey, and Water/Sewer Superintendent Trevor Saunders

GUESTS PRESENT: Dennis Lentz

PRESIDING: Mayor Charles Batchelder

Mayor Batchelder called the special council meeting to order at 1:00 p.m. and asked Attorney Collins to update the council on Governor Kelly's declaring a state of emergency in Kansas in response to the Coronavirus (COVID-19), including specific recommendations and guidelines.

Attorney Collins summarized the federal and state recommendations along with reviewing responsibilities of local municipalities. Mr. Collins drafted a press release for review and input. Following discussion, Mr. Collins will make the necessary changes on the press release. Clerk Karn noted the city would temporarily suspend disconnecting water service due to Executive Order No. 20-05 from Governor Kelley.

Rocky Ruhnke moved and Marty Allen seconded a motion to approve the March 17, 2020 press release regarding the city's plan in response to minimize the spread of this highly contagious disease in the community. This plan begins immediately and will remain in effect until further notice and is subject to change as required by circumstances surrounding the COVID-19 pandemic. Motion carried 5-0 (See attached release)

Rocky Ruhnke moved and Marty Allen seconded a motion to adjourn at 1:32 p.m. Motion carried 5-0

Mayor

City Clerk

CITY OF HIGHLAND, KANSAS

PRESS RELEASE

March 17, 2020

The City of Highland continues to monitor the fluid developments surrounding the Coronavirus (COVID-19) pandemic. Governor Kelly has declared a state of emergency in Kansas in response to the virus, including specific recommendations and guidelines. It is important that individuals, as well as local institutions, stay up to date on developments as much possible. Public health agencies provide guidance, including the Centers for Disease Control and Prevention (CDC), the Kansas Department of Health Environment (KDHE), and the Doniphan County Health Department. The City will take all necessary and appropriate steps to minimize the spread of this highly contagious disease in the community.

The following is a summary of our plan in response to this community health emergency beginning immediately and will remain in effect until further notice. These operations will adjust as matters surrounding the virus evolve, so check our website <http://www.highlandks.com/> for updates from time to time.

City Hall - City Hall will be open to the public on a limited basis, beginning immediately. Open hours will be posted on the south door and on the city website. The City Clerk will be in the office, and available by phone, during certain hours in addition to the open schedule. All patrons are encouraged to conduct business by phone or email, to the extent possible. Utility bill payments may be made online, via USPS or by placing the same in the drop box located outside the west (Genessee St) entrance into City Hall. Meetings of other public entities at city hall will continue to be allowed on a case by case basis, with all attendees being required to follow normal protocols to avoid transmission of the virus.

Municipal Court - Municipal Court will adjust its normal schedule in response to developments. The April 6, 2020 court date has been postponed. The April 20 date, as of today, is still scheduled. If future court dates are canceled, persons on the docket will receive a notice of a new court date. The notice will be sent via USPS at your address on file with the Court. Any change of address can be provided during any court session, by email at debra.collinslawoffice@gmail.com or by calling (785) 442-3765.

The Court Clerk is available during the same hours as City Hall. To the extent possible, business should be conducted by phone or email. Fine payments can be made by the above-referenced drop box or over the phone as listed above.

Police Department – The police department will continue with normal operations as much as possible. The following remain the highest priority calls for service:

- Crimes in progress
- Issues affecting public safety
- Issues affecting traffic safety and traffic flow
- Medical calls in which officers could perform life-saving measures
- Calls otherwise deemed critical in nature and time sensitive

911 calls continue for all emergency situations. Please use the non-emergency line at (785) 442-3212 for other police services or inquiries.

Doniphan County Fire District #2 - EMS and fire department response services will be maintained in the normal fashion. Please call 911 if you are experiencing a life-threatening emergency. Calls to dispatch will be pre-screened for the virus. If you think you have been exposed to COVID-19 and develop a fever and symptoms, such as cough or difficulty breathing, contact your healthcare provider for medical advice.

Community Building – The state has recommended that no gatherings of more than 50 persons should be allowed, while the federal government limit is only 10. All events at the community building will be cancelled indefinitely, effective immediately. Any deposit will be refunded. If you have an event already scheduled, please contact the city clerk.

Parks & Recreation – All city parks will remain open to the public for the time being; however, no gatherings of or events involving more than 10 persons will be allowed. Practices for youth summer baseball and softball are exempted from this restriction and will be scheduled at the discretion of team coaches. The extent to which games will be played, as scheduled, is not known at this time.

City Council Meetings – Regular meetings of the City Council will take place, as scheduled, until determined otherwise. Attendees must follow normal protocols to avoid transmission of the virus.

It is important for all of us to make informed decisions to minimize the impact of COVID-19 on our community. Please consult the CDC website for up-to-date information before making decisions about attending any community activities. These difficult decisions are made with the best interests and health of our community in mind. Thank you for your understanding and support. We will continue to keep you updated as this situation continues to develop.

As the situation with coronavirus further evolves locally, please visit <http://www.highlandks.com/> for updates on City-sponsored events and services. Below are links to resources for information related to COVID-19 and steps from the CDC to help prevent illness.

Resources

Reliable, updated information on COVID-19 can be found on these websites:

Kansas Department of Health & Environment: <https://govstatus.egov.com/coronavirus>

Center for Disease Control & Prevention: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>

World Health Organization: <https://www.who.int/>

The above information is subject to change as required by circumstances surrounding the COVID-19 pandemic. Check the aforementioned websites for updated information.