

***MINUTES OF THE SPECIAL SESSION  
OF THE ANNA CITY COUNCIL  
MARCH 21, 2020***

The Anna City Council met in special session at the Anna City Hall at 10:02 a.m. on March 21, 2020. The meeting was called to order by Mayor Steve Hartline. The roll call went as follows: Present were, Commissioner Kathy Bryan, Commissioner Bryan Miller, Commissioner Martha Ann Webb and Mayor Steve Hartline. Commissioner Michael Bigler was absent.

Mayor Hartline ask City Administrator Dori Bigler to present recent information regarding the Coronavirus. City Administrator Bigler stated that local government can make the determination of implementing the essential need of staffing. City Administrator Bigler stated that she has spoken with Charlie Ferguson for the Local 773. Mr. Ferguson indicated to split shifts and alter work hours an addendum would need to be made to the union contract. He also indicated Union County and several other agencies have sent home staff with pay and are operating skeleton crews. City Administrator Bigler stated that she has started the process for FEMA, Public assistance and other grant/loan programs because this is going to affect the revenue for the city. The city currently gets the following tax revenue: 48% sales/use tax, 4% Gaming, 15% Income Tax, and 4% Motor Fuel Tax. Mayor Hartline spoke of emergency response until April 7<sup>th</sup>. Mayor Hartline asked City Administrator Dori Bigler to explain the phases. Commissioner Bryan spoke of spreading the guys out inside the building and on jobs. City Administrator Dori Bigler discussed that the part time employees at the garage are reporting to work on April 6<sup>th</sup>. Mayor Hartline discussed Anna City Hall, stating the lobby should remain closed to the public, the drive-thru is to be open, and to encourage people to continue utilizing the drop box and online payments. The 1 day/week to staff has been cancelled. Mayor Hartline questioned if the city has any employees currently on FMLA. City Administrator Dori Bigler stated no. City Administrator Dori Bigler and Commissioner Bryan explained the guidelines regarding FMLA and the new expansion with the Family First Relief Act. Mayor Hartline stated all employees should be using their time. Commissioner Bryan questioned when Phase II & Phase III are to be implemented. Mayor Hartline stated to wait and see if another executive session is put in place. Commissioner Bryan questioned the need for mowing at this time. Commissioner Miller stated that the city should wait to hire the part time employees for the Public Works department. Public Works Manager Gary

Dahmer stated the city is an essential service and his department will continue taking care of community.

Mayor Hartline and Commissioner Bryan questioned the safety of Danyelle Dodd continuing to work in the office. City Administrator Bigler stated that arrangements have already been implemented for Danyelle and Ashley to work remotely from home. Commissioner Miller stated we should allow Danyelle to start working from home. The question was raised if there are other employees that have any underlining health risks and if the employee doesn't have any time available to take off. Mayor Hartline stated it would have to be handled on a case by case basis. Commissioner Bryan questioned the FMLA guidelines regarding giving employees 80 hours. City Administrator Bigler stated the employee has to take 2 weeks either unpaid or using benefit time first then would be eligible for the 80 hours through FMLA. Commissioner Bryan stated that if an employee requested off during the week of Spring Break it should be their own time. The FMLA guidelines go into effect April 2, 2020. City Administrator Bigler stated that there are 6 expanded criteria to qualify for FMLA. The 6 criteria's were discussed. Public Works Manager Gary Dahmer questioned if the city should start checking employees' temperatures daily. Discussion was held on what to do if they have a temperature and what time will they be using if the city mandates, they have to go home and if the city can require them to quarantine for 14 days. Mayor Hartline stated that employees should be evaluated before being required to stay home and discussion was held regarding the issue of employees that don't have any benefit time to take off. Mayor Hartline questioned the number of employees that don't have any time to use. Discussion was held regarding what is considered a fever. Police Chief Bryan Watkins checked the CDC guidelines and it stated 100.4. Commissioner Bryan questioned if thermometers are available. Commissioner Webb stated that she feels that if the city sends people with a fever home, the city is responsible to pay the employee. Police Chief Watkins questioned if the offer to give sick time to another employee is still allowed.

City Administrator Dori Bigler gave a recap of the guidelines to be in place at this time.

Gas & Water Foreman Michael Stegle spoke regarding if Phase II is implemented and his staff needs to go into homes. He requested that they evaluate the USDI issued guidelines. Commissioner Bryan questioned

is ready for pickup in Alabama. Commissioner Miller said the city should pay to have it shipped to us.

Mayor Hartline asked Public Works Manager Dahmer to clarify a statement made at the last council meeting regarding an employee in Springfield, Illinois. Gary clarified the employee wasn't in training and didn't recall stating he was in training. Gary stated the employee also wasn't in Springfield he was in Peoria. Commissioner Miller questioned the text message he sent to Public Works Manager Dahmer questioning the name of the employee in Springfield in training and Gary replied Dan Whiteside. Discussion was held. Mayor Hartline asked City Administrator Bigler if she could compile the Phase I guidelines before she takes her requested time off. Discussion was held regarding the posting of the FMLA guidelines to employees, City Administrator Bigler stated the Department of Labor said notices have to be posted by March 25<sup>th</sup> for FMLA. Commissioner Webb commended all employees and the council for all their hard work.

A motion was made by Commissioner Miller and seconded by Commissioner Bryan that it be **RESOLVED THAT THE SPECIAL SESSION OF THE ANNA CITY COUNCIL MEETING OF MARCH 21, 2020 BE ADJOURNED AT 11:13 A.M.** A vote was taken upon the motion with the following results. Commissioner Bryan, Commissioner Miller, Commissioner Webb and Mayor Hartline voted yea. Nay – none. Mayor Hartline declared the motion carried.