

**INVER GROVE HEIGHTS CITY COUNCIL WORK SESSION
MONDAY, MAY 4, 2020. 6:00 PM - 8150 BARBARA AVENUE**

****This meeting is being held remotely via Zoom Video Conferencing****

A. CALL TO ORDER: The City Council of Inver Grove Heights met for a Work Session remotely via Zoom Video Conferencing on Monday, May 4, 2020, in the City Council Chambers. Mayor George Tourville called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

Roll Call: Present were Mayor Tourville; Council Members Piekarski Krech, Perry, Bartholomew, and Dietrich. Staff: City Administrator Joe Lynch, City Attorney Bridget McCauley Nason, Community Development Director Heather Rand, Finance Director Amy Hove, Police Chief Melissa Chiodo, Parks and Recreation Director Eric Carlson, Fire Chief Judy Thill, City Planner Allan Hunting, and City Clerk Rebecca Kiernan.

1) Mini-Storage Ordinance Revision Discussion:

City Planner Allan Hunting stated Council and the Planning Commission have had concerns regarding the number of facilities and where they are allowed within the City. The first discussion regarding this took place in January. He put up a map indicating the zones where mini storages are allowed, B3, I1, and I2 Industrial, and stated there are currently 12 operating storage facilities in the City. Nine are in the Industrial Zoning Districts and three are in the B3 or Commercial District. Two are on Concord Boulevard and a newer one is located on the north side of 494. He stated concerns received are about allowing mini storage in central neighborhoods and business areas. Recently approved locations have been on the arterial roadways.

He stated Staff's perspective would be not to have this type of use take a space away from potential retail, which would be in B3. The following are alternatives:

1. Eliminate the use. Change the Code. Additional would not be allowed. All existing businesses would be legal non-conforming, they would have limited ability to expand in the future.
2. Continue to allow in Industrial Districts, remove that use from the B3 District. Least amount of impact on existing uses. There are currently three operations that are B3, the fourth is the same Operator, but in two different locations on Concord. He stated the following points for future discussion:
 - The difference between allowing storage facilities as a building inside only
 - A mix of
 - Allowing an open storage lot

This process would help sort out what would be done with the zoning districts. He stated Staff felt the simplest approach would be to change the Ordinance, remove mini storage from the B3, continue to allow in the I1 and I2.

Mayor Tourville stated the B3 District was discussed several weeks ago, the Planning Commission also inquired about it. Councilmember Bartholomew stated he would support to remove the use in a B3 District. He wanted to ensure the ones that are existing in B3, as a legal non-conforming use, are notified of the change from legal conforming to legal non-conforming and the restrictions. He wanted to leave in the ability for storage and have it in the I District only. He asked if they could be grandfathered in and not become legal non-conforming.

City Attorney Bridget McCauley Nason stated any of the existing uses in the B3 would become grandfathered in. They would be considered legally established non-conforming uses. This means they could continue in the same location, size, and conditions they operate in today. She stated this type of mini storage would no longer be allowed in the B3 Zoning District. She said she would have to check Code but believed Inver Grove Heights prohibits the expansion of legally established non-conforming uses. If that is the case, those existing businesses could continue as they have, but not be able to expand once they are no longer a permitted use in that zoning district.

Mayor Tourville asked if the Planning Commission was waiting for Council direction. Community Development Director Heather Rand responded that was correct. The Planning Commission expressed concern with the

possibility this is a community that has too many storage facilities. She stated those operating in B3 would be grandfathered in, major changes or expansions would not be allowed to happen, but they can continue to operate and maintain their existing facility and footprint.

City Planner Hunting stated the Ordinance has provisions that allow lawfully existing non-conforming structures containing a use to expand based on certain criteria. If the Code changes, those three are not locked in that they can't do anything. They can't expand, but there is the ability for minimal expansion. He stated with direction to proceed, they would notify the three existing in the B3 that the Code change is being proposed and a Public Hearing date would be set.

Councilmember Piekarski Krech asked if it was an Ordinance change or a Code change. City Planner Hunting responded it was the same thing. She commented it would need three readings. She stated she supports taking it out of the B3 area.

Councilmember Dietrich asked for the language of what they would be able to do if the new Ordinance passes. City Planner Hunting responded he would send that information via email.

2) Federal Fire Grant Application:

Fire Chief Judy Thill stated the Grant being requested is called the SAFER Grant. SAFER stands for Staffing for Adequate Fire and Emergency Response. The primary goal of the SAFER Grant is to enhance Firefighter safety by adding needed personnel. The Federal Grant provides funds to departments to add full time staff to their ranks. She stated it is a competitive Grant process. She discussed the following points of this year's Grant:

- Expected the process to be delayed significantly with the COVID-19 virus.
 - National Fire Service Organizations worked with the Federal Government to open quickly.
- Congress updated the SAFER Grant program on April 25th.
- No maximum/cap for application with this Grant.
 - A department can apply for as many positions as it can justify.
- The Grant pays for all salaries, benefits, and FLSA required overtime.

Potential Application:

- Presently, there is a match:
 - 25% for the first year.
 - 25% for the second year.
 - 65% for the third year.
 - This is to give Cities a chance to prepare for full payment in year four.
- A City can apply for a waiver on the cost match to reduce that amount.
- A City can turn down the Grant if, at the time of it's award, there are no funds to pay the match.
- National Fire Service Organizations are requesting the Federal Government to:
 - Waive entire match for this Grant cycle, and
 - Add more funds to this Grant program because of the COVID-19 Virus and staffing shortages it has been creating.
 - Would allow more departments to add full time staff.
- Consider requesting funds to hire six full time Firefighters and three full time Lieutenants.
- Present Duty Crew includes:
 - One full time Officer, two Paid on Call Firefighters.
- This Grant with nine hires would allow for a second Duty Crew.
 - 1st Duty Crew = 1 full time Officer, 1 full time Firefighter, and 1 Paid on Call Firefighter.
 - 2nd Duty Crew = 1 full time Officer, 1 full time Firefighter, and 1 Paid on Call Firefighter.
- Cover more calls without the need for as many call backs.
 - Allows for continued increased calls.

- Allows for the ability to improve to meet National standards.
- Reduce dependence on present full-time management staff to fill shifts. Fire Chief Thill stated currently the Assistant Chief, Fire Operations Supervisor, and the Fire Inspector have had to fill in open shifts because they are down Firefighters. This is not sustainable, and not what they were hired for. Those need to get back into their regular jobs versus filling in for shifts.

Fire Chief Thill discussed Recruitment and Retention Issues as follows;

- Nation-wide Recruitment and Retentions issues for Volunteers/Non-career Fire Departments.
 - This is not just an Inver Grove Heights problem.
- Fewer people are willing to volunteer before the COVID-19 virus hit.
 - Experts believe, even with renewed interest in Firefighters who have been helping on the front lines of the Virus, will most likely be fewer applying for volunteer/paid-on-call positions going forward.
 - For many, hard enough to make all of the required training, call, and activity requirements in their spare time. Add a virus to that you might take home to your family is making it even less desirable to do this as a side job.

Recruitment Issues:

- Upfront Recruit Training (230 hours of recruit training in the first 12 months). These are Paid on Call, part-time non-career people, doing this in their spare time.
 - That is just to get to basic Firefighter.
 - Ongoing training (weekly/additional as needed).
- Fewer people are willing to volunteer in general.
 - Volunteers/non-career down an estimated 38% from 2010 to 2017. These are the most recent numbers available from the NFPA.
 - Fewer people are willing to give the time needed.
- Get many applications, but once they find out the time commitment, lost a large number before applying.
- Starting to lose a large number right after hire. Once they find out the “real” amount of time needed.
 - In 2018 hired nine. Five left before Fire Training.
 - In 2019 hired 11. Five left before Fire Training.
- Approximately ¼ time job based on hours for the average Inver Grove Heights Firefighter, ½ time job for Paid on Call Officers.
 - Many Firefighters work well above those hours.
- Firefighters have full time jobs outside of the Inver Grove Heights Fire Department.
 - All Firefighting training, calls, activities, are completed in their “spare time”.
- Competes with family time, time needed for their full-time job, sleep, and adult/child personal activities.

Retention Issues:

- Duty Crew minimums to fill the shifts.
 - Was based on 65 Firefighters. With the hiring of the Shift Captains, lowered to 60 Firefighters.
 - Started at 24 hours/month minimum, raised to 28 hours, lowered to 20.
 - With the loss of additional Firefighters, this may have to be raised back up to 24 hours. This is to maintain a three-person Duty Crew.
 - At one point they had to force Firefighters to work more than the minimum.
 - Had to require minimum call back percentage as not all Firefighters were responding back for simultaneous and larger calls.
- “Time” most Cities list as a reason Firefighters quit.
 - Besides initial 230 hours, there is more required for Recruits.
 - On-going training for all Firefighters (weekly/additional as needed).
 - Pushing Firefighters monthly to fill open Duty Crew shifts.
 - Unpredictability/number of call backs.
 - Time needed for public education duties/other activities and station/equipment responsibilities.
 - Fewer people willing/available to stay on for ten years, let alone 20.

Fire Chief Thill discussed Third Party Validation:

- This is a Public Safety Agency, no different than the Police Department, but do so with a very lean full-time staff and about 50 people willing to give back to this Community.
- This is a life and death job, there are no “volunteer” calls.
 - Fires, COVID-19, Highway incidents, etc. all have potential for serious consequences.
 - Cancer, cardiac, and mental health issues hitting ALL Firefighters.
- All Firefighters required to pass:
 - MN State Certification Exams
 - Firefighter 1 and 2. Hazardous Operations, and Fire Apparatus Operation Certifications.
 - MN State Board Exam
 - Medical Fire Responder Certification.
 - Refresh to equivalent of Emergency Medical Technician Certification.
 - Also, additional medical variances per Medical Director.
- All Inver Grove Heights Firefighters required to hold MN State Licenses to meet minimum requirements.
- All same, if not more, than a full-time career Firefighter.

She stated they are trying to maintain the Paid-on Call model as follows:

- Started Duty Crew in 2016.
 - Explained at the time that it was not a long-term fix.
- Hired just three full time Captains to help stabilize the Duty Crew leadership.
 - Actually, needed four, but trying to supplement with POC personnel to save the City money. They decided to try it with three to see how it would work.
 - Began an Acting Company Officer program to better prepare POC to fill in when Captains are gone.
- Can only push the POC so far before the scales are tipped and there isn't enough to cover present calls.

A graph was displayed that showed how calls have increased beginning in 2007, they have more than doubled. Fire Chief Thill stated 65% are medical calls. They do not go to all medical calls; they go to the most serious or the ones that are least serious.

Fire Chief Thill stated to date:

- They have done a very good job of keeping costs as low as possible.
 - COVID calls are not going to go away.
 - Other calls will continue to go up as we get more residents.
 - Have tried to step into new ways of doing things.
- Duty Crew provides a similar response as having three Firefighters on duty 24 hours a day/365 day a year, but for a fraction of the cost.
 - Staffing for three full time Firefighters, 24 hours a day would require hiring 12 full time to account for all time periods and vacations/sick time.
- We are not asking to go “full time” but to supplement our paid-on call Staff to fill shifts.

She discussed the following Concerns:

- City having the funds to pay for this Grant, if there is a match, and in year 4.
- If match is waived, will be giving up chance for potentially up to \$2,700,000 from the Federal Government to help pay.
- Even if the match is not waived, giving up the chance for up to \$1,665,000 from the Federal Government to help pay.
- With all the stimulus packages going out, there is a large concern this Grant will go away and will still have a need, but no Grant to pay for it.
- Planned to do a staffing study before applying for any Grant, but the timing did not work out.
 - Still willing to do a study, but the Grant will not wait.
- No magic bullet to address recruitment and retention issues. She stated the City of Eagan has decided to go with full time Firefighters and are phasing out all non-career. She stated they do not believe this is what is needed in Inver Grove Heights, but believe they need help when it comes to adding full time staff.

- Recruitment and Retention issues will always be there.
 - Lost ten in 2019 (were already well below our authorized 60).
 - Hired six to replace plus five additional ones in mid-year, because of training, they already have...
 - Lost five in 2020.
 - Three retired and two moved outside of the City.
 - They are losing one more to moving, another this month who signed up the equivalent of three Firefighter Duty Crew shifts, and a third with a retirement in July.
 - Equivalent of losing ten more Firefighters.
- Supposed to have 60 and only have 49 POC presently (46 as of July).

Fire Chief Thill stated the problem is not going to go away whether they apply for a Grant or not. She stated it was her recommendation and hope to at least apply for the Grant and see where they go from there.

Councilmember Perry commented if awarded the Grant and hired nine full time Firefighters, she asked how many Paid-on Call (POC) Firefighters they would need to top out at. Fire Chief Thill responded they would still prefer the 60, there would not be a cost savings.

Councilmember Dietrich thanked Fire Chief Thill for diligently using the resources the department has and stated she has done a very conservative job. She asked if awarded the Grant if there would be the ability to decline if something has changed and they can't use it. Fire Chief Thill responded it is an option to decline. She stated there is also an option to apply for a waiver on the match. Some have wondered about declining and how that affects future Grants. Councilmember Dietrich stated we have nothing to lose, the need is not going to go away, this is a great opportunity to take advantage of.

Mayor Tourville stated his concern was in the estimate of Dakota County, they would have a 5-10% decrease in funding. He stated if they do apply, he would look for an application that would say no match, Grant only at 100%. If doing the match, he believed the third to fourth year it is about \$1 million dollars plus additional funding the City would have to come up with. He was concerned about hiring potential employees due to possible layoffs and firings in reference to the decrease in revenue. He suggested looking into an application, asking for a waiver on the match.

Mayor Tourville asked about 230 plus hours a year for Firefighters. Fire Chief Thill responded that is for first year recruit training. It is once a week for recruit training, after a few months they are required to come to regular weekly Firefighter training.

Fire Chief Thill stated they would still need the 60 Firefighters but would reduce some of the requirements they have now. They would not potentially force them to work open shifts as they would hopefully not have open shifts. She stated it would be easier to retain Firefighters once they have them.

Mayor Tourville asked if it was typical to do 28 to 30 hours a month in order to do drills and training the first year. Fire Chief Thill responded it was not every week, there were a few weeks included for breaks. It is five hours for the recruit training, two hours for weekly training, and over 20 hours a month for recruit training. She stated they train for Basic Firefighter 1, Basic Firefighter 2, Emergency Medical Responder, and Hazmat Certification. That is why it is up to 230 hours. They may have more or less hours than other departments. She stated the job is dangerous and they pride themselves in the amount of training to ensure the Recruits are trained to go into situations when they can begin Duty Crew hours. She stated she would never skimp on training, some other departments make it easier on Firefighters, which is a dangerous precedent they are not willing to do.

Fire Chief Thill stated this is a huge request of the city. A study may help with efficiencies, but may also say they should be hiring 20 Firefighters instead of nine. She stated they have been in existence for 62 years and have saved the City money by being a Paid-on Call Fire Department. That is not a sustainable model going forward. She stated they have looked into mergers with other Departments that are full time. Merging leaves them unsure of what the requirements would be, and they may not be willing to take on Paid on Call Firefighters. Mendota Heights and Rosemount are also hurting for Firefighters, and do not do the same amount of training. She stated there are obstacles they would have to overcome in almost any recommendation for a study, the problems will not wait for a

study. She stated if they want to fund a study right away while waiting for the Grant, she has no problem with that. There isn't money in the budget right now.

City Administrator Joe Lynch stated he respects and admires Fire Chief Judy Thill and Assistant Fire Chief Eric Bergum for the job they do running the Fire Department. It's a difficult job to do. He stated he admires the people that do the Paid-on Call Firefighter jobs, without them, the City would not be serviced properly. He stated this is a large amount to add to the City at some point in the future. He stated he would 100% support trying to get a funding source to assist. There could be other options they would be able to pursue for funding assistance.

He discussed the impacts and stated the four-year cost to the City, using 3% cost of living adjustment with salary, and going off of the \$900,000 used in the discussion, the total to the City would be \$983,453. If unable to receive assistance, the first-year cost to the City would be 25% or \$225,000 of the \$900,000. The total General Fund increase for 2020 was approximately 1.9 million dollars. The \$225,000 would be 12% of that as a cost expense increase in 2021, for example. He stated the money is authorized through the National Defense Act through 2023. It is guaranteed through 2023. He commented that 2020 is an uncertain year with where things will land, tax revenues could be down as much as 5% and other revenue sources could be down 10%. The total loss could be about \$1.3 million dollars. That represents 11% of the General Fund revenue.

He stated an appropriate course of action would be to authorize funding in the 2021 budget for an independent study which would consist of individuals made up of the community, the Fire Department, Fire Administration, City Administration, and others, to go through the process of determining what the best service going forward is for the City. Suggestions have been mentioned such as a combination, consolidation, or regionalization (full time or continuation of paid on call, or could they create a combination department). He stated if that were the case, funding would still be available in 2022. According to the Capital Improvement Plan, they are looking at a 5.7% General Fund Levy Increase. Items in there are stabilizing the fund balance, labor cost increase, \$250,000 to Pavement Management, \$200,000 cash sourced to the local improvement fund so they can continue to build a cash source for the Public Works building. He stated the \$225,000 would add 1% more to the General Fund Tax Levy.

City Administrator Lynch stated they wouldn't want to apply for a Federal Grant and turn it down. Money will be available in 2022 and 2023. He commented about applying for a Federal Grant in order to get it, not turn it down. He stated a point to note would be about retention and recruitment of Paid on Call Firefighters, and what is the best way to provide that service going forward. A staffing study would allow for those questions, get public participation, have an answer, then seek funding sources to help.

Councilmember Dietrich asked how much the consultant study would cost. City Administrator Lynch estimated they would cost from \$35,000 to \$60,000 depending on the scope. Fire Chief Thill responded that Eagan's study cost approximately \$60,000 to \$70,000 a couple of years ago.

Councilmember Dietrich asked City Administrator Lynch for some positives to applying for the Grant. City Administrator Lynch responded the positives are that there is a funding source that saves 75% of the cost in the first two years and 35% in year three. The City, without a waiver, would pay 25% the first year, 25% the second year, and 65% the third year. With a waiver it's even better. The ending cost in year four would be 100% by the City. He asked if this was the right move for the City to make now. He stated volunteerism is down, but there is a need to do what is possible to provide excellent service to the City. This would allow them to do that if the answer is the need for full time Firefighters. He stated if consolidating, combining, or approaching Dakota County about regionalization, he was unsure where to go for funding and how long it would take. He stated there are full time Fire Administration in Firefighting duties when it was not what they were hired to do, they need to get back to those duties. Adding more paid on call or having full time Firefighters would help them do that.

Fire Chief Thill stated the City Administrator is correct that it is authorized up until 2023. They are worried about money issues; the Federal level is also concerned that money from the next two Grant cycles could change and go

away. She stated a study two years down the road won't help in the short or long term. She stated in her opinion, they apply for a Grant, they could get a waiver or they could get the Federal Government to issue that waiver without needing it. Anyone that would apply and receive a Grant, the match would be waived. She stated this would give them three full years of nine full time Firefighters if a waiver was received at zero cost to the City. No gear would have to be added, extra equipment, the facilities are in place, there is not a lot of startup costs.

Councilmember Bartholomew asked the City Administrator to email the Council the numbers he spoke of. He stated this was a heavy lift before the dilemma we are currently in, his biggest concern was year four. If new Council in place doesn't want new taxes, its back to square one. He stated he understood the importance but wants all pros and cons before making a decision. City Administrator Lynch responded he would get the information to the City Council tomorrow. He stated they have tried to set up the services for the future with succession plans. There is a five-year plan for the Police Department which helps for planning ahead. The goal is to try to even out, or show the increase rather than up or down, or a rapid increase in the General Fund tax levy.

Mayor Tourville asked if successful, when the funding and hiring would begin. Fire Chief Thill responded it is 180 days from when you are awarded the Grant. The Grant awards would start in August or September. It depends on where you are in the award process, there is 180 days to hire.

Mayor Tourville asked whether they do the CAFR (Comprehensive Annual Financial Report), if they would need to look at staffing. He stated there may be benefits to getting estimates of doing a study with or without a CAFR application. They could look at staffing now, into the future, the combination of Paid on Call, the effects with the relief association, retirements, and per Firefighter cost. He requested additional information about the waiver. Fire Chief Thill responded about the waiver and stated it is the requirement of the Grant if you need to ask for, or qualify for it during the application process. She stated the potential for the National Fire Service Organizations to convince the Federal Government to waive everyone's application on the match.

City Administrator Lynch clarified stating there is a Comprehensive Financial Report, the CAFR, this is about the SAFER Grant.

Councilmember Bartholomew stated he would like more information about the challenges, after receiving the Grant, how it looks in the fourth year, and line them up with the reality of what the revenue is going to look like. He stated there is a five-year plan, on assumptions with current rate of revenue, those numbers are going to change. The request is based off of numbers that are going to change. He commented he would like to see what the CIP looks like with reduced revenues. He asked for numbers and discussion with the Fire Chief, City Administrator, and the Finance Director, so he would be able to make a balanced decision. He asked Fire Chief Thill when the filing would take place. Fire Chief Thill responded two weeks.

City Administrator Lynch responded he would send the four years, 2021, 2022, 2023, and 2024.

Councilmember Dietrich stated within the last year they went through the organizational chart and made some changes. There were three communications staff and two IT. She commented she did not see those in the plan, but knew of them. She stated if applying for this Grant, there are resources available.

Councilmember Perry asked if they could get numbers. She asked if the study is done, and it's said there are a number of Firefighters needed, what impact that would have to the budget if applying for the Grant and receiving it. Fire Chief Thill responded if getting the Grant with nine and they come back and say we need 20, if the Grant is still available, they could apply for 11 more down the road. They would have to pay for the match at that time as well as at the end of year four.

Councilmember Piekarski Krech asked for more planning. She commented if 20 more Firefighters are needed, they are not going to be able to absorb that into the budget without decimating every other program, or taxing people too much. She asked that they look at plans going forward. She asked if they are looking at having to get services from another departments, or with the County. She would like to know what options they may have. Fire Chief Thill

responded options need to be looked into. A merger would be several years down the road, County consolidation would be longer. She stated there are still fires and medicals, they still have a dwindling paid on call force they have to deal with. She questioned what she should do in the meantime. Councilmember Piekarski Krech responded this would be a reason why they should have a study, or look at what communities are going to do, as others will be in the same situation. She asked what the new normal is going to be in City Services. City Administrator Lynch responded the most rapid rise is in emergency responses both medical and nature. The number of fires hasn't increased but medical has, this indicates the type of service we provide such as an ambulance service. If that continues to rise, the expectation is that someone needs to respond to those.

City Administrator Lynch stated to Councilmember Dietrich that the numbers she requested will be provided, but the City did not add three communication, and two IT positions in 2020. The Council approved a Systems Administrator position for IT in 2020. In 2019 the Council authorized a Communications Manager position, previously there was a Marketing Coordinator position in Park and Recreation. In 2020 the cost for the marketing position was shifted from Recreation to Administration. There are still two positions authorized from 2018.

Mayor Tourville reiterated the request stating they will be getting updated numbers from the City Administrator and the Fire Chief in terms of budget and cost per Firefighter. He suggested asking for a waiver on the Cities portion. He stated that a lot of Fire Departments in Dakota County have taken a look at the medical issue because they are on the rise with fires decreasing. They are not decreasing as much in growth cities.

Councilmember Bartholomew asked how far along Chief Thill was for presentation of the Grant. Fire Chief Thill responded it is due in two weeks, she has the narrative, and can get it done in two weeks. Councilmember Bartholomew asked when the Council would meet again to give approval on whether or not to file for the Grant. He stated he currently was not ready to file for approval for the Grant. City Administrator Lynch responded there is a Council Meeting scheduled for May 11th and one on Tuesday, May 26th. Fire Chief Thill stated the application is due May 15th.

Councilmember Bartholomew asked if they would be willing to look at more information at the Monday, May 11th meeting in a Work Session prior. Mayor Tourville agreed more time was needed. Fire Chief Thill responded it should be submitted electronically by 4:30 eastern standard time. Councilmember Bartholomew asked if a majority wishes to file a Grant now, he is not ready to say that. He would like further information and discussion with Council. Councilmember Piekarski Krech asked Community Development Director Heather Rand if the EDA meeting could be postponed. Community Development Director Rand responded she could possibly postpone it two to four weeks. Councilmember Piekarski Krech commented she would like to see some of the Grant application before it is submitted.

Mayor Tourville stated he was looking at the application online and an estimate for a Firefighter is roughly \$100,000. Fire Chief Thill responded that is with benefits and possible additions such as Lieutenants and Firefighters. Based off what other Departments are paying, it could be closer to \$90,000 or less.

City Administrator Lynch stated he would get them the information requested. He stated Finance Director Hove, Fire Chief Thill, and himself would meet and put the four years CIP in an understandable format with and without waivers.

Councilmember Bartholomew stated unrelated to the subject, he is concerned about the current cash reserve and asked if he could see that within the next couple of days. City Administrator Lynch responded the Finance Director is working on that. Information would be sent out by the end of the week. Finance Director Amy Hove stated they are currently working on quarterly reports and would get them out sometime this week.

Mayor Tourville asked if the communication with the County is running at about a 5-10% decrease. Finance Director Hove responded it was closer to five, but could be as low as 3% on some of the assumptions. Figures will not be known for sure until May or June. City Administrator Lynch stated the County has made the decision and waived

fees and penalties. Except for escrow accounts, you can pay until July 15th. This has the potential for less and delayed revenue between May and July.

City Administrator Lynch asked for an update on the Legislation to be passed with the remote meetings. City Attorney McCauley Nason responded the Council is meeting remotely, there was Legislature adopted that allows Councilmembers who, based on the advice of a Physician, medical condition, or medical condition of a family or household member, who for 60 days from the date of the declared emergency ends, attend meetings remotely but not have to open up their house or wherever they are staying, to the Public. She stated that under 13.02, if there is somewhere the Councilmembers have to attend Council meetings by interactive television, any Councilmember attending the meeting has to notify and the City has to post the location. It has to be a public location of that Councilmember.

She stated another aspect is with current timelines. The existing Emergency Declaration by the Governor runs through May 13th, the Shelter in Place Order runs through May 18th, and the Cities Declaration of Local Emergency runs through May 31st. She stated there will be further items brought to the Council's attention before the expiration of local emergency.

Mayor Tourville stated that Parks and Recreation Director Carlson did an update on programming and recreation that went out as updates for Friday. It contained information surrounding playgrounds and the dog park.

Fire Chief Thill thanked the Council and wished those Happy International Firefighters Day.

B. ADJOURN:

Motion by Piekarski Krech second by Perry to adjourn the meeting at 7:33 p.m.

Ayes: 5

Nays: 0 Motion carried.

Minutes prepared by Recording Clerk Sheri Yourczek.