

HIDEOUT, UTAH
10860 N. Hideout Trail
Hideout, UT 84036
TOWN COUNCIL SPECIAL MEETING
March 17, 2020
6:00 p.m.

TOWN COUNCIL SPECIAL ELECTRONIC MEETING

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Rubin called the electronic meeting to order at 6:00 p.m. on March 17, 2020.

II. ROLL CALL

Town Council Members Present Electronically:

Mayor Philip Rubin
Council Member Chris Baier
Council Member Kurt Shadle
Council Member Jerry Dwinell
Council Member Vytas Rupinskas (via telephone)

Staff Present: Town Administrator Jan McCosh
Town Attorney Dan Dansie
Public Works Kent Cuillard
Town Clerk Allison Lutes

III. AGENDA ITEMS

1. COVID-19 Health Emergency Discussion

Dan Dansie provided a briefing on the statutory requirements concerning public meetings. While the Town will be able to hold open meetings, it would still be required to provide an anchor site where members of the public wishing to participate could attend. However, the Town could establish a limit of attendees based on current CDC guidelines. Mr. Dansie noted there may be further guidance from the Governor or the county whereby compliance with that portion of the statute may be eased. Discussion followed regarding the logistics and electronic presentation of materials in conducting meetings electronically.

Mr. Dansie advised the best approach would be to pass an ordinance enacting temporary restrictions for the next 90 days. The Council then discussed including a provision to allow the Mayor to amend the provisions, as well as the Council, should the Mayor be unable to do so. Council Member Dwinell also suggested including a provision that County or State guidelines could supersede the provisions.

It was indicated the Council would schedule a special meeting for March 19 at 5:30 pm. to adopt a temporary ordinance concerning meeting restrictions, prior to the Planning Commission meeting scheduled on that date.

Discussion turned to Town staff. Council Member Baier suggested the Town pay staff for their full schedule even if they are affected by the virus, either by having to isolate themselves or care for another family member. Further, she proposed allowing staff to work from home. As to Public Works, Ms. Baier stated the Council needed to ensure as safe an environment for them as possible.

The Council was in favor of limiting access to Town Hall and ensuring all administrative staff would have remote computer access to still conduct business. Discussion arose regarding Town hall building access during the restriction period and whether to keep the building locked. Concern regarding employee safety as to building emergency egress was raised. It was indicated there are several exits in the building should the need arise. Mayor Rubin suggested installing a crash bar on the front door to allow quick emergency exit. He indicated he would speak with Public Works staff and see how they felt about the access doors. Council Member Shadle suggested following guidance from Summit County and Park City on restrictions, given Hideout is situated within the Summit/Park City area. Dan Dansie agreed that it would be a good idea to do so.

Revisiting the issue regarding the number of people allowed in the meeting anchor location, Council Member Dwinell suggested rearranging the chairs to determine a reasonable number, including staff. Mayor Rubin stated he would have Kent Cuillard take care of that the following day. Mr. Dansie indicated he would draft an ordinance and include a placeholder for the final attendee number.

Council Member Baier inquired regarding cleaning and disinfecting Town hall. Mayor Rubin noted he would have a cleaning service come and disinfect. Further, staff will be asked to wipe down surfaces.

Next, the Council discussed staff pay during this restricted period. Council Member Baier reiterated she would like to ensure staff will be paid for their full eight hour shift even if circumstances relating to the virus prevent them from doing so, for example if a staff member needed to take a few hours away to care for a family member. Mayor Rubin had no issue with that proposal, given that staff had already been budgeted for a certain number of hours. Council Member Rupinkas added staff should also be paid if the virus rendered them incapable of performing their duties during their scheduled shifts. Council Member Dwinell agreed, however regarding working from home, he felt that should be amended to state that the staff will be given flexible hours, but the expectation would be to attempt to work the full shift. Council Member Baier was agreeable to the suggestion. Discussion ensued regarding budgetary considerations if staff illness extended for a longer period. Dan Dansie advised that any substantive budgetary discussions or the impact to budget and any action taken should be separately noticed for a meeting; however this evening's discussion to continue current staff pay as currently budgeted is allowable.

The Council was agreeable to a 30-day period to establish flexible hours, and if an employee is unable to perform a full schedule due to COVID-19 related issues (either self or family-related), then he or she would still be paid. Council Member Rupinkas suggested Jan McCosh or Wes Bingham review what long-term disability insurance options through the State may be available.

The Council then discussed and finalized the notice concerning restrictions to be publicly posted. Mayor Rubin stated the notice would be emailed to residents and posted to the Town website, the Utah Public Notice website and NextDoor.

A short discussion arose concerning potential resident financial hardships and whether there would be water shut offs. It was indicated this would be handled on a case-by-case basis. Council Member Baier volunteered to help coordinate looking into resources to direct residents for help for this and other emergencies.

Council Member Shadle felt this reality could be a potential big budget issue for the Town and the Town needed to plan. He asked Mayor Rubin to participate in the budget committee that was scheduled to meet on Friday, March 20. It was agreed the committee would work within Mr. Rubin's schedule. Council Member Rupinkas also offered to participate in the committee.

IV. PUBLIC INPUT - FLOOR OPEN FOR ANY ATTENDEE TO SPEAK ON ITEMS NOT LISTED ON THE AGENDA

This agenda item was not addressed.

V. MEETING ADJOURNMENT

Council Member Baier moved to adjourn. Council Member Rupinkas made the second. Voting Aye: Council Members Baier, Shadle, Dwinell and Rupinkas. Voting Nay: None. The motion carried.

The meeting adjourned at 7:51 p.m.

Allison Lutes, Town Clerk