



TOWN COUNCIL MINUTES

SPECIAL MEETING

MARCH 19, 2020 @ 6:00 p.m.

The Kure Beach Town Council held a special meeting on Thursday, March 19, 2020 beginning at 6:00 pm. There was a quorum of Council and the Town Attorney was present.

COUNCIL MEMBERS PRESENT

Mayor Craig Bloszinsky
(MPT) David Heglar
Commissioner Joseph Whitley (Via Phone)
Commissioner Allen Oliver
Commissioner John Ellen

COUNCIL MEMBERS ABSENT

None

STAFF PRESENT

Town Clerk – Mandy Sanders
Finance Officer (FO) – Arlen Copenhaver
Building Inspector – John Batson
Police Chief – Mike Bowden
Recreation Director – Nikki Keely
Public Works Director – Jimmy Mesimer
Fire Chief – Ed Kennedy

Mayor Bloszinsky called the meeting to order at 6:00 pm. The purpose of this special meeting is to discuss Council actions related to the COVID-19.

Notice of this meeting was posted at Town Hall and on the Town's website on Tuesday, March 16th 2020.

Tim Buckland with New Hanover County stated:

- Worldwide 207,000 people have been infected by Coronavirus and 8,600 people have died
- In the United States 10,442 cases of COVID-19
- As of tonight, NC has 97 cases of COVID-19 with no deaths
- One positive case of COVID-19 in New Hanover County
- Governor announced today the first case of community spread in Wilson County
- New Hanover County is recommending following the CDC guidelines
- The Governor has ordered all restaurants and bars to close table service and only allow take out
- Ordered all schools closed statewide till March 30th and all mass gatherings over 100 people be canceled
- Recommended guidance from the President is to avoid gatherings of 10 people or more
- New Hanover County is recommending no more than 10 people be gathered at one time



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- New Hanover County has closed public libraries and museums until further notice
- The COVID-19 call center phone number for New Hanover County is 910-798-6800

MOTION- Commissioner Oliver made a motion to adopt Resolution R20-03 Electronic Participation

SECOND- MPT Heglar

VOTE- Unanimous

Public Works Director Mesimer stated:

- Summer and Weekend business garbage schedule is postponed. Public Works Department normally starts this near the end of March but with restaurants only providing take-out service, the normal Monday and Friday schedule should be sufficient. Information concerning motels will be needed but it is reasonable to expect business will be less than usual.
- Public bathrooms at the Ocean Front Park will be closed to prevent spread of the virus
- Annual free pick-up will be postponed in April
- Public Works Department plans to continue business as usual but in case of employee illness, service may take longer (garbage, etc.) It is possible it could take two days to do Monday garbage and two days to do Tuesday garbage if several employees were to become ill
- Back-up procedures are currently in place. Deputy Public Works & Utilities Director Sullivan will be the back up for Public Works Director Mesimer in case of illness. Public Works Director Mesimer is the back-up wastewater ORC and Deputy Public Works & Utilities Director Sullivan and Technician Easley are back-up ORC's for water.
- Public Works will follow County and Town policies for employees who are infected
- Employees will be encouraged to wear gloves when dealing with public/sanitation.
- The Public Works office will be closed to the public but someone will be available by phone during normal business hours

MOTION- MPT Heglar made a motion to postpone the annual free pickup, close all public bathrooms and close the Public Works building to the public starting on March 20, 2020

SECOND- Commissioner Ellen

VOTE- Unanimous

Police Chief Bowden stated:

- Limit public to the lobby unless necessary for an investigation
- Traffic stops limited to egregious violations
- Handle calls via phone if possible
- Limit eating take out when possible



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- Police officers will no longer respond to all EMS calls
- Captain Hubbard secured 40 N95 masks from EOC
- Sanitize the lobby multiple times throughout the day
- He has heard rumors of the bridge closing
- If an employee gets the virus from work will the Town cover the days off

Mayor Bloszinsky stated the bridge is not closing at this time.

MPT Heglar stated this is an issue workers comp is currently looking into on the West Coast. No firm answer right now but currently the employee would use sick time.

MOTION- MPT Heglar made a motion to close the Police Department building to the Public starting on March 23, 2020

SECOND- Commissioner Oliver

VOTE- Unanimous

Building Inspector Batson stated he can conduct all business by phone and email. He will reduce exposure by asking only for one person to be present during an inspection. He is requesting to close his department to the public until further notice.

MOTION- MPT Heglar made a motion to close the Building Inspections office to the public starting on March 20, 2020

SECOND- Commissioner Ellen

VOTE- Unanimous

Finance Officer Copenhaver stated:

- He would recommend closing the Town Hall to the public
- There is a payment box, and other options of mailing payments or paying online
- The Finance Department already has taken precautions by wearing gloves when emptying the box

MOTION- MPT Heglar made a motion to close Town Hall to the public starting today, Friday, March 20, 2020 and discontinue water terminations activities till after COVID-19

SECOND- Commissioner Oliver

VOTE- Unanimous

Fire Chief Kennedy stated:

- The Fire Department has continued to follow the guidance from the CDC in order to ensure that we not only limit exposure to our first responders, but also our citizens and visitors of Kure beach.



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- Mass gatherings, trainings, and schools have been cancelled that were going to be hosted at our fire department.
- The largest effect that this may have on our department is our weekly meetings with volunteer and paid staff. These are critical meetings in which important information is passed along, and training is performed. Should we need to move our weekly training online, it should not be an issue given our current use of technology. If it gets to this level, we will send out weekly updates via email, and also provide everyone with online training for the services that we provide in order to remain skilled at our jobs.
- 911 Center has set up questions to ask potential COVID-19 patients in order to limit the exposure and amount of first responders responding to the emergency incident
- If we are dispatched to a medical call in which the officer feels presents an exposure hazard, we have a limited amount of both surgical masks and N 95 masks that we can use.
- Given the new procedures, this should severely limit the risk to our first responders coming in contact with a COVID-19 patient.
- If first responders think they are to have come in contact with someone that has had COVID, but it is not confirmed, they are to self monitor for 14 days.
- If a staff member shows symptoms of an illness, they are told to stay home.
- COVID-19 has had zero effect on the Departments resources, however expect the potential effects:
 - Staff with children that normally use childcare- Given that out of the 8 full timers, and 5 part timers, about half of our staff has children. The effects of children being out of school for an extended period of time could have an effect, but unknown at this time.
 - Staff that could potential get COVID – 19 and require quarantine.
 - Family members of staff that could get COVID- 19. – Effects unknown
 - Staff that catches another illness such as a cold or the flu that mimic COVID-19. This is a very likely scenario given he time of year.
- At this point in time, we do not expect the situation to have any changes in the level of services that are provided

Mayor Bloszinsky stated the Council will leave the decision of handling the volunteer meetings up to the Fire Chief.

MOTION- MPT Heglar made a motion to close the Fire Station to the Public starting today, Friday, March 20, 2020

SECOND- Commissioner Ellen

VOTE- Unanimous



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Recreation Director Keely stated:

- The Recreation Department has canceled all current activities for 8 weeks (March 15th through May 9th) and is ready to extend beyond that date if needed. We are prepared to continue working either at Town Hall or remotely. We are also willing and able to assist other Departments as needed to continue the essential services of the Town
- Set up a “Virtual Street Festival” via Facebook to encourage folks to support local small businesses with links to vendor sales channels
- Presented Town Council will a list of items the Department will be working on at Town Hall or remotely

Town Clerk Sanders stated:

- Everyone at Town Hall is being diligent to keep safe distances and keeping surfaces wiped down and clean.
- The council room is set up for 10 people and will remain that way until we are directed otherwise
- We are being sure to let everyone know we are following CDC guidelines as directed by Council.
- We are working with Council and department heads to keep information up to date and shared with the public via Town website, email, text message, and posting boards outside.
- If Town Hall is closed to the public: We can continue to work in the building as normal, with doing as much on line and on the phone as possible.
- We are all hands on deck and available to support all other departments as needed.
- We would take the in office time to catch up on internal projects, organization, and other items on our task lists.
- What are Council thoughts on having at least one staff person in the building to answer phones if we close Town Hall completely? I am working with phone company on a plan to forward main line to multiple cell phones, not just one person.
- If you close Town Hall completely, my staff could work from home. We all have laptops and can be mobile. We could be available to everyone by phone or electronically. Many items on our to do list can be worked on remotely and would use that time to catch up on some of our individual on line trainings.
- We could work in shifts and everyone take a day to come in and be on site to answer phones and do other tasks on site as needed to support other departments.



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MOTION- MPT Heglar made a motion to cancel all Committee meetings, Board of Adjustment, and Planning and Zoning meetings till April 20, 2020

SECOND- Commissioner Whitley

VOTE- Unanimous

MOTION- MPT Heglar made a motion to approve the telecommuting policy and employee agreement as presented by the Administrative department

SECOND- Commissioner Oliver

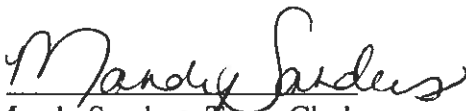
VOTE- Unanimous

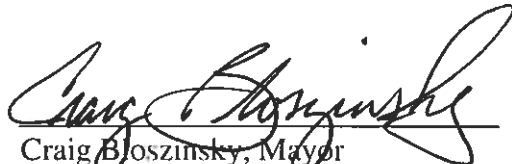
MOTION- Commissioner Ellen made a motion to adjourn the meeting at 7:28 p.m.

SECOND- MPT Heglar

VOTE- Unanimous

ATTEST:


Mandy Sanders, Town Clerk


Craig Bloszinsky, Mayor

NOTE: These are action minutes reflecting items considered and actions taken by Council. These minutes are not a transcript of the meeting. A recording of the meeting is available on the town's website under government>council.