

**BUFFALO COUNTY BOARD OF COMMISSIONERS
EMERGENCY MEETING
MARCH 18, 2020**

An Emergency meeting of the Buffalo County Board of Commissioners was held on Wednesday March 18, 2020 via Zoom meeting to protect the public and staff. Vice Chairman Klein called the meeting to order at 1:30 P.M. The following Board members responded to roll call via zoom: Timothy Higgins, Myron Kouba, Ronald Loeffelholz, Sherry Morrow and Ivan Klein. Dennis Reiter joined the meeting via telephone at 1:35 P.M. Absent: William McMullen. Notice of the meeting was given to all members of the Board of Commissioners by telephone. County Clerk Janice Giffin took all proceedings hereinafter shown while said meeting was open to the public via Zoom meeting. Deputy County Attorney Kari Fisk was present.

Vice Chairman Klein stated that the meeting was called as an emergency to discuss additional Buffalo County policies regarding COVID-19.

Deputy County Attorney Fisk, County Treasurer Jean Sidwell, Sheriff Neil Miller and Chris Stum from NTV joined the meeting to enter into the conversations.

Deputy County Attorney Kari Fisk reviewed the policies for the County to maintain standards of services to the public and efforts to mitigate the risk of COVID-19 exposure and infection towards employees and the public. Moved by Higgins and seconded by Kouba to approve the closure of public access to the courthouse with the following Resolution 2020-11. Upon roll call vote, the following Board members voted "Aye": Higgins, Kouba, Loeffelholz, Morrow, Reiter and Klein. Absent: McMullen. Motion declared carried.

RESOLUTION 2020-11

WHEREAS, Buffalo County strives to maintain our standards of excellent service to the public we serve, and
WHEREAS, to maintain our standard of service we must make reasonable efforts to mitigate the risk of COVID-19 exposure and infection towards our employees and the public, and

WHEREAS, we are unaware of the necessary duration of this risk, and

WHEREAS, we are remaining in contact with federal, state, and local officials to monitor ongoing needs, and

WHEREAS, we recognize our efforts to plan for potential impacts may need to be modified with little or no notice, and

WHEREAS, we recognize that our efforts may be superseded by federal, state, or local edict, court order, administrative order, or other legal requirements, and

WHEREAS, it is in the best interest of the County to make all reasonable efforts to protect the safety and wellbeing of our staff, to ensure that County employees do not leave employment during times of uncertainty, to avoid the spread of illness to other employees, for staff morale, and for other legitimate reasons.

WHEREAS, it is in the best interest of citizens requiring access to critical services that their exposure is minimized.

WHEREAS, the County has opportunities for citizens to conduct most County business via phone, US Mail, or online.

NOW THEREFORE, BE IT RESOLVED BY THE BUFFALO COUNTY BOARD OF COMMISSIONERS, that effective 5pm, March 18th and continuing until further notice the Courthouse and all other County operated buildings are closed to the general public and are open to employees only.

BE IT FURTHER RESOLVED, that so long as the Courts remain open for normal business access will be permitted to the public only to the Justice Center section of the Courthouse through its primary entrance. That, should the Court's closed access will cease. That any days the Court is not holding hearings, building access may be restricted.

BE IT FURTHER RESOLVED, that citizens are directed to conduct business via mail, online, or by phone.

BE IT FURTHER RESOLVED, that the limited functions of County Government which cannot be accomplished via mail, online, or by phone, such as marriage license issuance, may be conducted by advanced appointment only. No walk-in services will be provided. Citizens are required to call the appropriate offices to schedule an advanced appointment.

BE IT FURTHER RESOLVED, that officials should take steps to support employee health including schedule modifications, work-from-home options, and temporary reductions in density and employee proximity.

BE IT FURTHER RESOLVED, that officials may continue to pay employees for their hours either actually worked or regularly scheduled if the official determines it is in their best interest to modify the hours worked at their normal worksite.

BE IT FURTHER RESOLVED, that the County Board sends their sincere thanks and support to their dedicated employees.

Moved by Morrow and seconded by Reiter to approve the Local Emergency Declaration that will be released to the public and will be on file with the County Clerk. Upon roll call vote, the following Board members voted "Aye": Morrow, Reiter, Higgins, Kouba, Loeffelholz and Klein. Absent: McMullen. Motion declared carried.

Vice Chairman Klein declared the meeting adjourned at 1:55 P.M.