

RESOLUTION NO. 2020-03

A RESOLUTION CONCERNING CITY OPERATIONS AND ACCESS TO THE CITY OF WASHINGTON CITY HALL AND OTHER CITY BUILDINGS DURING PUBLIC HEALTH EMERGENCY.

WHEREAS, The United States Departments of Health and Human Services declared a public health emergency for COVID-19 beginning January 27, 2020; and

WHEREAS, The World Health Organization declared a global pandemic on March 11, 2020; and

WHEREAS, a State of Disaster Emergency was proclaimed for the State of Kansas on March 12, 2020; and

WHEREAS, the Board of County Commissioners did declare a local disaster emergency for Washington County on March 16, 2020; and

WHEREAS, public health officials on National, State and Local levels have recommended limiting unnecessary person to person contact as a means to slow the spread of the current COVID-19 Coronavirus pandemic; and

WHEREAS, securing the health, safety and well-being of employees and residents of the City of Washington, Kansas is a priority of the City of Washington governing body; and

WHEREAS, further action is necessary to protect the health and safety of the employees and residents of the City of Washington, Kansas to slow the spread of the COVID-19 outbreak.

NOW THEREFORE, BE IT RESOLVED by the governing body of the City of Washington, Kansas that the following is hereby adopted until further notice or action:

City of Washington Operations:

1. Subject to previously adopted and implemented guidelines and the City of Washington COVID-19 Action Plan, all employees will continue to maintain normal business hours and perform assigned tasks until further notice.
2. If an employee is required or directed per guidelines set forth by the Kansas Department of Health and Environment and pursuant to the City of Washington COVID-19 Action Plan and is to be quarantined and/or absent from work, said employee shall be placed on administrative leave.

(cont.)

3. City staff and Department heads are encouraged to conduct business via telephone and/or via electronic means of communication whenever possible.
4. City staff and Department heads are to develop department specific protocols setting forth which items of business will require an in-person transaction and which items of business may be performed by another means of communication.

City of Washington Offices and Buildings

Effective as of Friday, March 20, 2020 at 5:00 p.m., all doors to Washington City Hall, the City Shop Building, the City Power Plant, and the Emergency Services Building will be locked to the general public and access will be limited on a discretionary basis as follows:

1. Notice of the closure shall be posted on all doors and entrances to the buildings and shall include the telephone number for City Hall.
2. The walk-up window and/or dropbox on the north side of City Hall can be used for all documents and/or payments that need to be dropped off.
3. If an individual is requesting access to any of the aforementioned city buildings, the individual must contact City Hall via telephone and will be subject to a health screen questionnaire as developed by the Washington County Health Department pursuant to the Kansas Department of Health and Environment guidelines. If any question is answered in the affirmative, access shall be denied.
4. City staff shall have the discretionary authority to grant access for the purposes of conducting City business on a case by case basis to any individual that passes the health screen.
5. If access is allowed at the discretion of city staff, access shall be restricted to one individual of the public at a time, and a log sheet shall be kept and maintained by city staff of every individual that has had access.

BE IT FURTHER RESOLVED that this Resolution shall take effect and be in force immediately upon adoption and shall remain in effect until further order.



Ryan W. Kern, Mayor

ATTEST:



Denise Powell
City Clerk