

**MARLINTON TOWN COUNCIL**

March 19, 2020

Emergency Meeting Minutes

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Location: Auditorium, Marlinton Municipal Building, 709 Second Avenue

Emergency Meeting called at the request of Gail Hyer, Joe Smith and B.J. Gudmundsson

Mayor Sam Felton called the Emergency Meeting to order at 4:15 p.m.

Present: Sam Felton, *Mayor* B.J. Gudmundsson, *Recorder*  
Scott Gibb Joe Smith  
Gail Hyer

Absent: Bill McMann and Chris Curry

Also present: Star Barlow, Linda Green, Nelson Hernandez and Margaret Worth

**BUSINESS****Discuss and/or Act on Emergency Plan for Continued Town Operations During the Current COVID-19 Outbreak**

Joe Smith outlined a proposal for Town operations during the current corona virus pandemic which will protect both the public and the employees. The proposal is as follows:

1. Close the Town Offices and Municipal Building to the public immediately, with Fire Dept. having full access.
2. Star and Linda will work as needed from home and Star will have the town cell phone.
3. Maintenance workers will go home and be on-call for emergencies.
4. Water plant will be locked with no outside visitors.
5. Garbage will be picked up as scheduled. Garbage crew will use gloves and sanitizers. Only one person in the garbage truck so Floyd will follow in the pick-up truck.
6. Police Officer will work under CDC and State guidelines.
7. All employees will continue to receive full pay.
8. Building and offices will be completely sanitized before reopening.
9. Emergency Plan will go into effect at 8:00 a.m. March 20, 2020 and will remain in effect indefinitely based on what the government recommends.
10. Gail Hyer will have posters made to post around town.

11. The Recorder will notify the Pocahontas Times and the radio station. Notice will be placed on the facebook page.

Following discussion Joe Smith was asked to put this proposal in the form of a motion.

- Joe Smith made a motion to approve the proposed Emergency Plan as presented; Gail Hyer seconded. ***Motion passed unanimously.***

### **Adjournment**

- Joe Smith moved to adjourn; Gail Hyer seconded. ***The meeting was adjourned at 4:45 p.m.***

Respectfully Submitted:

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Sam Felton, Mayor

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B.J. Gudmundsson, Recorder