



SYLVAN TOWNSHIP

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Emergency Meeting Called by the Board of Supervisors

March 16, 2020 7:00 PM

(Recorded for Transcription Purposes Only)

Chair Booth took time to express the Township's sympathy to Sandie Barnett on the sudden death of Ron. Sandie is one of the Township's election judges.

Pledge of Allegiance was said.

Roll Call: Board of Supervisors: Supervisors Arlene Schmit, Yvette Adelman-Dullinger, Greg Booth, John Wulff, Greg Bennett.

Planning Commission Members: Dave Johnson, Dave Skogen, Terry Quick,

Staff Members: Faith Broberg, Colleen Putnam, Jenna Ruggles, Tina Jackson

Purpose of Meeting: to discuss Sylvan Township's response to, and preparedness for, the COVID-19 pandemic.

Discussion on:

Safety & Health of staff, employees, officers, residents/Social distancing/Employee leave policy - Lysol spray, or bleach water, on tables, door handles, light switches -- cleaning after a meeting. Practicing the 6-foot distancing, no more than 10 people together.

Town Hall Access – Keeping the front door locked – sign with contact information. Asking residents to either email or call us. Putting a table in the entry way to put out documents for whatever a resident would ask for or need.

Cleaning frequency – discussion on frequency of cleaning. Right now, Tina cleans the Town Hall every other week. Jenna said she could wipe down surfaces and tables after her meetings. The Clerks will clean up after themselves.

Health Care Providers Planning – Supervisor Bennett reported that the hospital and clinics met and made plans on what policies they would be putting into place. Health officials are expecting the COVID-19 to get worse.

Pillager Clinic will handle the well patients (needing stitches, or other needs)

Motley Clinic will handle those that have the symptoms of COVID-19 – and

Staples Clinic will be business as usual. The employees are getting screened when they come in to work. The hospital is asking that all non-essentials surgeries to be postponed. Not many respirators available in our surrounding areas.

Community Input Pillager Public Schools – will be providing lunches for students and buses will be used to get the lunches to the students. Schools have been canceled for two weeks. Teachers are looking for ways they will do online teaching.

Communication from Cass County Emergency Response – Supervisor Adelman-Dullinger gave a report on this. COVID-19 is just as contagious as the flu. Supervisor Adelman-Dullinger talked about a 1-hour webinar that she received from Cass County. She will email the Town Hall the website for this webinar.

Information distribution to residents via electronic communication- Provide website links to CDC, Minnesota Department of Health, area Health Care Providers. Can put these websites on the Township Website for residents to access.

Other Emergency Business:

Township will postpone the CPR Class and the History Series will be put on hold. Supervisor **Bennett moved to pre-approve any payroll or claims that need to be paid**, seconded by Supervisor Wulff and the motion carried.

Supervisor Wulff **moved to authorize extra hours for Tina for any extra cleaning**, seconded by Supervisor Adelman-Dullinger and the motion carried.

Adjournment – Supervisor Schmit **moved to adjourn**, seconded by Supervisor Adelman-Dullinger and the motion carried with the meeting adjourning at 7:45 PM.

Minutes submitted by,

Faith C. Broberg, Clerk/Treasurer

Chair, Greg Booth

Supervisor _____ moved to approve the minutes as presented/as amended, seconded by Supervisor _____ and the motion carried.

Amendments:

Date: