

## **CITY OF SELDOVIA**

PO Box B, 245 Dock Street  
Seldovia, Alaska 99663  
Phone 907-234-7643  
Fax 907-234-7430

### **Special City Council Meeting**

Tuesday, March 17, 2020

4:00PM

Council Chambers  
Multi-Purpose Room  
260 Seldovia Street  
Seldovia, AK 99663

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AGENDA FOR A **SPECIAL** MEETING  
OF SELDOVIA CITY COUNCIL  
COUNCIL CHAMBERS

Tuesday  
March 17, 2020  
4:00pm



NATHAN SWEATT COLBERG CAMPBELL MORRISON ROJAS
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- A. Call to Order & Roll Call:
- B. Pledge of Allegiance:
- C. Excused Absences:
- D. Agenda Approval:
- E. Consent Agenda: *(All items under the Consent Agenda are approved with a single motion, no discussion, and one vote. A Council Member may request to remove an item(s) for discussion and a separate vote.)*
  - 1. Approval of Minutes: None
  - 2. Payment Approval Report: None
  - 3. Ordinance Introduction: None
- F. Mayoral Proclamations: None
- G. Public Presentation Prior Notice: (each presenter has up to 10 min) None
- H. Public Presentation for Items not on Agenda: (public has 3 min each)
- I. Committee and Advisory Board Reports: (each member has 5 min)
- J. Public Hearings:
  - 1. CITY OF SELDOVIA – COVID-19 MITIGATION STRATEGY, CONTINUANCE OF OPERATIONS PLAN, COMMUNITY INFORMATION
    - a. Presentation by Staff or Council
    - b. Council Discussion
    - c. Public Presentation or Hearing (public has 3 min each)
    - d. Action/Disposition
- K. Unfinished Business: None
- L. New Business: None
- M. Administration Reports: None
- M. Informational Items Not Requiring Action:
- O. Executive Session:
- P. Council and Mayor Comments Concerning Items Not on the Agenda:
- Q. Next Meeting: The next Regular Meeting will be held on Monday, March 23, 2020 at 6:00 pm
- R. Adjournment:

\* IF YOU REQUIRE SPECIAL ASSISTANCE TO ATTEND THE MEETING, PLEASE NOTIFY THE CITY OFFICE 24 HOURS  
IN ADVANCE AND ARRANGEMENTS WILL BE MADE \*

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# **Seldovia City Council Regular Meeting March 17, 2020**

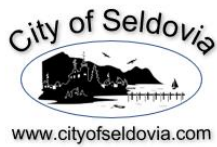
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Pages 07-13 COVID City of Seldovia Release 3.17.20

Pages 14-15 Coronavirus Guidance 3.16.20

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P.O. Drawer B Seldovia, Alaska 99663 Phone: (907) 234-7643, Fax: (907) 234-7430 email: [citymanager@cityofseldovia.com](mailto:citymanager@cityofseldovia.com)

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**City of Seldovia**  
**Emergency Management – Public Health and Multi-Casualty Incidents, Pandemics**  
**COVID-19**

March 17, 2020

“Everything we do before a pandemic will seem alarmist. Everything we do after will seem inadequate.”  
- Michael Leavitt

The City of Seldovia is taking measures and following the Federal and State of Alaska’s Governments’ recommendations on the management of novel Coronavirus for our community. While this is an uncertain time with the events changing daily and sometimes hourly, the City of Seldovia wants to ensure that while we are taking this pandemic seriously, this is also a time to remain calm. This is a time to be proactive and be a part of the solution. There are steps that we can all take to help flatten the curve and slow the spread of this virus. United we stand, divided we fall.

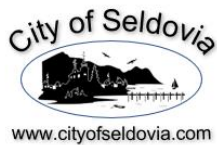
While following the lead of the State of Alaska Department of Health and Social Services, the Governor’s office and our Kenai Peninsula Borough leadership, the City of Seldovia is prepared to make adjustments and changes to our services as this situation continues to progress. Our principal goal is to protect the health and welfare of our community and its citizens which translates to altering our day to day operations.

The City of Seldovia is implementing its Emergency Response Plan in order to mitigate the pandemic of COVID19. We are making every attempt to limit our community’s exposures to possible infection. We are implementing social distancing measures within our departments and services we provide to the public. We are frequently disinfecting work spaces, surfaces and public spaces systematically. We are communicating regularly with our staff and community as this situation changes. We are relying on our framework of the Emergency Response Plan, the Continuity of Operations Plan and coordinating closely with the Kenai Peninsula Borough, Department of Health and Social Services as well as depending on the CDC’s information to mitigate this situation.

As a staff, we felt that it was important to provide clear, concise reliable information on COVID-19, its effects on Seldovia and the State as well as the nation. To reach a greater audience, we have made the decision to create a City of Seldovia Facebook account in order to share information related to this emergency, and City of Seldovia. Having a social media presence will hopefully provide those seeking information from the City of Seldovia to have a single source of information for our community.

Essential services have been identified and will continue operations at levels developed and implemented by staff. These include:

- Fire and EMS Services
- Police – Public Safety
- Water and Sewer Utility operations, reporting and management
- Road Maintenance as necessary



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Effective March 17, 2020, public buildings owned and operated by the City of Seldovia will be closed to the public. This includes city offices, harbormaster office, multi-purpose building services, library, Fire and Emergency service departments shall be open to volunteers and responders only as well as the Fire and EMS safety officer. Our police department will be available for non-emergency calls via phone (234-7640) and will continue regular patrols of the community. Senior Meals will continue to be served as TO GO only; this is subject to change.

Our public works and water operators are going to maintain the water utility at the current high standards we operate from. We will also continue to maintain our wastewater system and make sure that our system is operational and functioning to ensure essential services to Seldovia during this time.

Currently our clerk is determining ways to legally conduct public meetings using alternative methods during this time in order to maintain social distancing. City public meetings, commissions and working groups are also being considered for an alternative meeting plan. Once a plan is in place, we will provide updates via email and on our website.

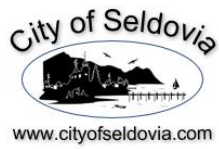
We ask that customers or individuals seeking information or having questions to city related business, please call or email in order to sustain social distancing.

**Please remember and follow the government's recommendations:**

As there is currently no vaccine to prevent COVID-19, the best defense is to follow these steps:

- Avoid close contact with people who are sick.
- Stay home when you are sick.
- Avoid touching your eyes, nose or mouth.
- Cover your nose and mouth with a tissue when coughing or sneezing and throw the tissue away after use. If a tissue isn't available, cough or sneeze into your elbow or sleeve, not your hands.
- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing or sneezing. If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol. Always wash hands with soap and water if hands are visibly dirty.
- Practice other good health habits. Get plenty of sleep, be physically active, manage your stress, drink plenty of fluids and eat nutritious food.
- Disinfect doorknobs, switches, handles, computers, telephones, bedside tables, bathroom sinks, toilets, counters, toys and other surfaces that are commonly touched around the home or workplace.
- Follow the CDC's recommendations for using a facemask: the CDC does not recommend that people who are healthy wear a facemask to protect themselves from respiratory diseases, including COVID-19. Facemasks should be used by people who are ill to help prevent the spread of the disease to others. The use of facemasks is also crucial for health workers and people who are taking care of someone in close settings (at home or in a health care facility).





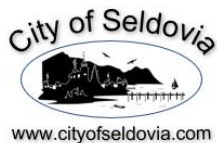
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We thank you for your understanding and support during this concerning time. If there are questions or comments, please email or call our offices (907) 234-7643 we will be happy to assist.

Thank you for all you do and for helping Seldovia stay strong and healthy at this time. We are resilient, always.

Cassidi Cameron  
City Manager



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Additionally, the City of Seldovia does have code in place to address public health issues in our community and will be called upon if necessary. (see below).

### **Chapter 8.04 Board of Health**

#### **Sections:**

- 8.04.010 *Created--Composition.*
- 8.04.020 *Title.*
- 8.04.030 *Duties and powers.*
- 8.04.040 *Quarantine--Infectious diseases.*
- 8.04.050 *Regulations adoption.*

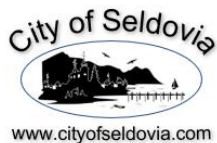
**8.04.010 Created--Composition.** *For the purpose of caring for the public health of the people of the City, and enforcing regulations, rules and ordinances, regarding or concerning public health, and such other rules and regulations as the Board of Health may deem it advisable to enact, a Board of Health for this City is created consisting of the Mayor, who shall be ex officio chairman, the members of the City Council, the Chief of Police; and, whenever practicable, a licensed physician and/or a registered nurse shall be a member of such board. (Prior code Sec. 6.010)*

**8.04.020 Title.** *For the purposes of this title, the Board of Health shall hereinafter be referred to as the Board. (Prior code Sec. 6.010)*

**8.04.030 Duties and powers.** *A. The Board shall see that all health ordinances, regulations and rules are enforced, and from time to time, make and promulgate, and enforce such further orders, rules and regulations, within reason, for the protection of the general health of this city. The Board shall aid and assist in the enforcement of the laws of the State of Alaska concerning public health.*

*B. A majority of the Board shall have the power to direct the entry upon or in any premises within the city, by a designated person, at all reasonable hours, when they have reasonable cause to believe that there exists filth to such a degree as to constitute a menace to public health, or where they have knowledge of a contagious or infectious disease, for the purpose of seeing that ordinances or rules, orders or regulations of the Board are duly observed, and for the purpose of enforcing such ordinances, or rules and regulations and to take such other reasonable measures as may be necessary to prevent the spread of disease. (Prior code Sec. 6.015)*

**8.04.040 Quarantine--Infectious diseases.** *The Board shall establish and enforce such quarantine regulations to control infectious diseases as may be necessary to safeguard the public health. For the purpose of this chapter infectious diseases shall include the following: Amoebic dysentery, bacillary dysentery, plague, cholera, smallpox, yellow fever, typhus fever, leprosy, typhoid fever, malaria, scarlet fever, puerperal septicemia, measles, diphtheria, infantile paralysis, cerebrospinal meningitis, erysipelas, whooping cough, glanders, mumps, epidemic influenza, or other epidemics. Cases of pulmonary tuberculosis, trachoma, gonorrhoea, syphilis, lympho-granuloma venereum, granuloma inguinal, or chancroid, where the usual precautions to prevent the spread of the disease to others are neglected and where other persons may become infected because of this negligence are also considered contagious or infectious diseases. (Prior code Sec. 6.020)*



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### **City of Seldovia Modifies Operations Effective March 17, 2020**

**Seldovia, Alaska** - In line with the Alaska Department of Health and Social Services precautionary guidelines on Novel Coronavirus (COVID-19), the City of Seldovia is taking the following actions, effective immediately:

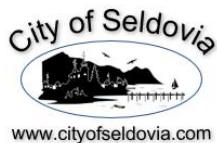
**Library** - Closed to the public and volunteers until further notice.

**Senior Meals**- In-person congregation for City of Seldovia's Senior Meals Lunch Program has been temporarily suspended. Meals will still be prepared and will be available for **take-out only**. Lunch meals **TO-GO** are available Monday, Wednesday, and Friday. Please call ahead to order. Senior Meals may be reached by phone at 907-234-7893.

**Utility and Harbor Payments** - In-person billing and payment counters at the Harbor Master's Office and City Hall are temporarily closed. Payments will be accepted by mail, online, by phone, or at the City drop box located at City Hall. Customers will still be billed for harbor, water, wastewater and electric services. Past-due balances will continue to accrue if payment is not made, which may result in service termination after full-service resumes. Water service will not be terminated during this period. Public health and safety is the City's highest priority. Given the critical importance of personal hygiene to prevent the spread of COVID-19 and the potential for economic disruptions that may present our customers with unique financial hardships that may affect their ability to pay on time, we feel this action is necessary and appropriate to ensure that no one is without water service at this critical time. Work that would require City personnel to enter a customer's home is being suspended except under emergency circumstances.

**City Hall/City Offices**- Walk-in service at City Hall and the Harbormaster's office has been temporarily suspended. Questions and applications will be accepted by mail, online, or by phone. City Hall may be reached by phone at (907) 234-7643 and by email at [cityclerk@cityofseldovia.com](mailto:cityclerk@cityofseldovia.com), [finance@cityofseldovia.com](mailto:finance@cityofseldovia.com), and [citymanager@cityofseldovia.com](mailto:citymanager@cityofseldovia.com). Staff at City Hall will still be working to meet the community's questions, concerns and applications. We thank you for your continued patience.

**Police Department** - In-person drop-in visits to the offices at the Police Department have been temporarily suspended. Non-emergencies should be submitted by phone for appointment 907-234-7640. **All emergencies will continue to be answered as normal with precautionary personal protective measures taken.**



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***With an overwhelming amount of information that is being shared, distributed and circulated, it can be time consuming to sift through. The City of Seldovia administration team has been following COVID-19 information and rely on certain websites and sources for current information.***

***Please use this as a directory for reliable, accurate information for the COVID-19 pandemic***

➤ **State of Alaska Department of Health and Social Services:**

[coronavirus.alaska.gov](https://coronavirus.alaska.gov)

- *You can subscribe to the DHSS press releases where up to date information is either emailed or texted to you. you can subscribe by visiting:*

[https://public.govdelivery.com/accounts/AKDHSS/subscriber/new?topic\\_id=12](https://public.govdelivery.com/accounts/AKDHSS/subscriber/new?topic_id=12)

➤ **State of Alaska COVID19 Health Alert:**

<http://dhss.alaska.gov/dph/Epi/id/Pages/COVID-19/default.aspx>

➤ **COVID-19 State of Alaska Case Counts:**

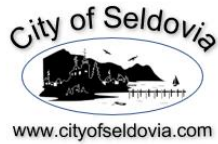
<http://dhss.alaska.gov/dph/Epi/id/Pages/COVID-19/monitoring.aspx>

➤ **Centers for Disease Control and Prevention:**

<https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

➤ **CDC's Guidance Documents for home, school, workplace:**

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/workplace-school-and-home-guidance.pdf>



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➤ **US General Services Administration**

<https://www.gsa.gov/governmentwide-initiatives/emergency-response/covid19-coronavirus>

➤ **World Health Organization**

<https://www.who.int/>

<https://www.who.int/news-room/q-a-detail/q-a-coronaviruses>

➤ **WHO also has a great COVID-19 situational website to see a variety of worldwide real time information:**

<https://experience.arcgis.com/experience/685d0ace521648f8a5beeeee1b9125cd>



# 15 DAYS TO SLOW THE SPREAD

Listen to and follow the directions of your **STATE AND LOCAL AUTHORITIES**.

**IF YOU FEEL SICK**, stay home. Do not go to work. Contact your medical provider.

**IF YOUR CHILDREN ARE SICK**, keep them at home. Do not send them to school. Contact your medical provider.

**IF SOMEONE IN YOUR HOUSEHOLD HAS TESTED POSITIVE** for the coronavirus, keep the entire household at home. Do not go to work. Do not go to school. Contact your medical provider.

**IF YOU ARE AN OLDER PERSON**, stay home and away from other people.

**IF YOU ARE A PERSON WITH A SERIOUS UNDERLYING HEALTH CONDITION** that can put you at increased risk (for example, a condition that impairs your lung or heart function or weakens your immune system), stay home and away from other people.



# DO YOUR PART TO SLOW THE SPREAD OF THE CORONAVIRUS

Even if you are young, or otherwise healthy, you are at risk and your activities can increase the risk for others. It is critical that you do your part to slow the spread of the coronavirus.

Work or engage in schooling **FROM HOME** whenever possible.

**IF YOU WORK IN A CRITICAL INFRASTRUCTURE INDUSTRY**, as defined by the Department of Homeland Security, such as healthcare services and pharmaceutical and food supply, you have a special responsibility to maintain your normal work schedule. You and your employers should follow CDC guidance to protect your health at work.

**AVOID SOCIAL GATHERINGS** in groups of more than 10 people.

Avoid eating or drinking at bars, restaurants, and food courts — **USE DRIVE-THRU, PICKUP, OR DELIVERY OPTIONS.**

**AVOID DISCRETIONARY TRAVEL**, shopping trips, and social visits.

**DO NOT VISIT** nursing homes or retirement or long-term care facilities unless to provide critical assistance.

## **PRACTICE GOOD HYGIENE:**

- *Wash your hands, especially after touching any frequently used item or surface.*
- *Avoid touching your face.*
- *Sneeze or cough into a tissue, or the inside of your elbow.*
- *Disinfect frequently used items and surfaces as much as possible.*

**CORONAVIRUS.GOV**

School operations can accelerate the spread of the coronavirus. Governors of states with evidence of community transmission should close schools in affected and surrounding areas. Governors should close schools in communities that are near areas of community transmission, even if those areas are in neighboring states. In addition, state and local officials should close schools where coronavirus has been identified in the population associated with the school. States and localities that close schools need to address childcare needs of critical responders, as well as the nutritional needs of children.

Older people are particularly at risk from the coronavirus. All states should follow Federal guidance and halt social visits to nursing homes and retirement and long-term care facilities.

In states with evidence of community transmission, bars, restaurants, food courts, gyms, and other indoor and outdoor venues where groups of people congregate should be closed.