

City Council met for a Special Called City Council meeting on April 14, 2020, virtually using Zoom.com and streaming live on the city's Facebook account due to social distancing needs related to COVID-19, with Mayor Pro-Tem McWaters presiding.

MEMBERS PRESENT ON ZOOM: Councilmember Marilyn Clay, Mayor Pro-Tem Carolyn McWaters, Councilmember Fred Terrell, City Attorney David Olson, Councilmember Danny Lee, Councilmember Jennifer Bergman, City Manager Kelly McDonald and City Secretary Angela Smith

EMPLOYEES PRESENT ON ZOOM: Rod Hainey, Bobby Pennington, Darrel Broussard, Sean Anderson, Mary Hale, Jennifer Jeude, Mary Cohn, Jeremy Chesnutt, Ashleigh Broussard, and Mary Ann Harrison

NUMBER OF OTHERS PRESENT ON ZOOM: 10

Mayor Pro-Tem McWaters called the special called meeting to order at 10:32 am and stated there was a quorum and that this is a virtual meeting on Zoom and is on the city's Facebook account as a Facebook Live event. Mayor Pro-Tem McWaters read a bible verse and no pledges given since online.

Public Comments

1. Public Comments

None were submitted

Discussion and Action

2. Consider a resolution of the City Council of the City of Cleveland, Texas adopting guidelines and criteria for COVID-19 Emergency Administrative Leave and Establishing an Effective Date of April 7, 2020

City Manager McDonald spoke on this topic. She is asking council to adopt this emergency administrative leave policy so that non-exempt employees who are working on the rotating schedule due to COVID-19 precautions do not have to use their accrued leave time or unpaid time to cover those shifts not worked in the office. Exempt employees may work from home or from the office with no loss in pay. They have to submit a weekly work performed email to the City Manager. The recommended start date is April 7, 2020 which is the beginning of our next pay cycle and the ending date is set for May 19, 2020. This will allow the employees to stay financial sound during this time and it is only to supplement their time worked up to their normally worked hours. It was asked why is this resolution needed to cover this topic. Mr. Olson with Olson & Olson replied that the federal government passed two sick leave acts that are good for COVID-19 illness or childcare but doesn't address the rotating schedule needs. By doing the rotating schedule city employees will not reach their 40 hours or their regularly scheduled hours, this resolution allows the city to pay the employees up to their regularly scheduled hours for this time period only. Normally you can't pay for hours

not worked unless you have a policy in place as it is unconstitutional to do it without one. This resolution is only for COVID-19 and is not amending the employee handbook.

Councilmember Clay made a motion to approve the resolution as presented to start on April 7, 2020 with a second by Councilmember Bergman. All members present voted "AYE". Motion carried.

Assistant City Manager/Finance Director Pennington replied to a question by a councilmember about state of city finances during this time. He stated that we may lose about one million in sales taxes and loss of revenue at Civic Center & Stancil Park. People do have money to pay their water bill now but we are not charging late fees on water bills. We are much better off financially than other cities but are holding off on large capital projects. Court has also lost revenue as they are not in session.

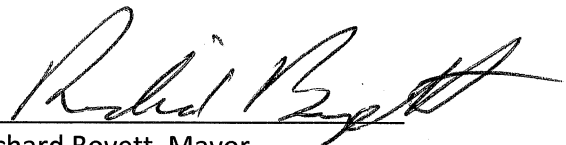
Conversation about COVID-19 testing occurred. Fire Chief/EMC Sean Anderson provided an COVID-19 update and safety procedures to follow.

Council member Fred Terrell asked if the next meeting could be held in the council chambers in person. Councilmember Lee stated that he doesn't have a problem with being in person meeting as long as social distancing occurs and that he will be wearing mask and gloves. Councilmember McWaters prefers to hold Zoom meetings. Councilmember Bergman is fine with whatever council wishes but will be wearing a mask. Councilmember Clay is fine with the council decision. It was asked how to do executive sessions via Zoom and the response is that we can use the breakout rooms for that process.

Adjourn

Councilmember Lee made a motion to adjourn with a second from Councilmember Clay. Meeting adjourned at 11:29 am.

PASSED AND APPROVED this 19th day of April 2020.


Richard Boyett, Mayor

ATTEST:


Angela Smith, City Secretary TRMC