

**KINGSBURG CITY COUNCIL  
REGULAR MEETING MINUTES  
MARCH 18, 2020 – 6:00 P. M.**

Invocation was given by Pastor Ricky Chambers, Kingsburg Community Church.

Based upon recommendations from the CDC regarding social distancing relative to COVID-19 (coronavirus) and in accordance with the applicable provisions of Executive Order N-25-20 issued by Governor Newsom on March 12, 2020 (“EO”), the regular City Council meeting scheduled for March 18, 2020 was held via teleconference. Per the EO, the City Council Chamber, located at 1401 Draper St., remained open during the teleconference for those who wish to listen and/or provide public comment during the public comment period of the agenda or on a specific agenda item. In addition, the City had a free call-in conference call number for those who wish to participate, but do not wish to come in person to the City Council Chamber.

**6 P.M. REGULAR SESSION MEETING:**

**Call to Order and Roll Call:** At 6:00 P. M. Mayor Michelle Roman called the regular meeting of the Kingsburg City Council to order.

**Council Members Present via Teleconference:** Jewel Hurtado, Vince Palomar, Sherman Dix, Laura North, and Mayor Michelle Roman.

**Staff present:** City Manager Alexander Henderson, Police Chief Neil Dadian, and City Clerk Abigail Palsgaard.

**Staff present via teleconference:** City Attorney Michael Noland

**Public Comments:** Elisa Rivera, representing Senator Caballero, stated that the Senator gives gratitude for conducting the City Council meeting this way to help stop the spread of the virus. She commended the awesome job by the City, the Kingsburg community, KCAPS, and the School District are doing during the COVID 19 emergency. She stated that their office will be open, but physically closed to the public. We will be updating our website with information and where to report price gauging, scams, and fraud. The Senator is encouraging the public to be safe and check on your neighbors and seniors.

**Approve Agenda:** A motion was made by Council Member North, seconded by Council Member Hurtado, to approve the Agenda, as published. The motion carried by unanimous voice vote.

**Consent Calendar:** Mayor Roman asked that Item No. 5 be pulled asked if this resolution not allowing dogs at the Car Show has to come to council every year from the Chamber of Commerce. City Manager Henderson stated the Car Show has been cancelled for this year. No action was taken on Item No. 5.

A motion was made by Council Member North, seconded by Council Member Dix, to approve the remaining items on the Consent Calendar. The motion carried by unanimous voice vote.

- 4.1 Approval of City Council Minutes:** Approve the minutes from the March 4, 2020 Regular City Council Meeting, as prepared by City Clerk Abigail Palsgaard.

- 4.2 Check Register:** Ratify/approve payment of bills listed on the check register for the period February 18, 2020 through March 11, 2020 as prepared by Accounts Payable Clerk Grace Reyna.
- 4.3 Adopt the Revised Trolley Rental Agreement-** Staff Report by City Clerk Abigail Palsgaard
- 4.4 Waive the second reading and adopt Ordinance No. 2020-002, An Ordinance Of The City Of Kingsburg Amending Section 15.40.010 Of Chapter 15.40 Of Title 15 Of The Kingsburg Municipal Code with the following recital constituting reading the title of the Ordinance:**
- “AN ORDINANCE OF THE CITY OF KINGSBURG  
AMENDING SECTION 15.40.010 OF CHAPTER 15.40 OF  
TITLE 15 OF THE KINGSBURG MUNICIPAL CODE”**
- 4.5 Pulled**
- 4.6 Adopt Resolution 2020-021-** Authorizing the destruction of City Records approved by the City Attorney.
- 4.7 Receive and File Kingsburg Police Stats for February 2020- Report prepared by Police Records Supervisor Corina Padilla.**

## **REGULAR CALENDAR**

### **Coronavirus Disease 2019 (COVID-19)**

City Manager Alexander Henderson gave an update on the past 14 days regarding the COVID 19 virus. He said it is changing hourly with the City of Fresno passing Shelter in Place a few hours ago. We have recommendations about guidelines for employees for conducting meetings and emergency proceedings. He reviewed the City’s Emergency Operating Procedures (EOP), adopted in 2010. With the Feds, the State, and the County declaring emergency our EOP is activated. We are not at the point of opening our EOP Control Center. The Fresno County Health Department has the jurisdiction of the County. He spoke about upcoming discussions and concerns since we are in a tri-county area. We are recommending that all public meetings happen with teleconference and that restaurants promote take out/drive through options. City Hall is closed to the public but has been helping customers virtually. Public Safety is working at normal staffing, trash collection is normal; all water turn offs will be suspended till further actions; processing building and planning virtually; Senior Center is closed; partnering with KCAPS for home delivery meals; recreation and community service is closed for now; pool is suspended because we cannot train life guards; and we have created a specific webpage on our website with helpful links.

Council Member Dix asked if we are ratifying the Governor’s executive order. City Attorney Michael Noland said that we will be ratifying any order by the Governor from here to the next meeting.

Mayor Roman said that if we declare an emergency, it will put it in place for funding in case we do need it in the future.

City Attorney Michael Noland said that you can do that if Council desires. He said that we think the funding will come through the counties to the cities. We do have the ability to declare our own emergency. Mayor Roman said that she is fine with waiting the two weeks till the next Council meeting.

Council Member Palomar asked if Kingsburg has a way to test for the virus. City Manager Alexander Henderson said no, as a city we not. Council Member Palomar asked if you report your symptoms to your healthcare professional. He said that we need to have somewhere for our citizens to go. Mr. Henderson said that you report the symptoms to your doctor, and they will direct you.

Mayor Roman stated that if you have symptoms, call ahead and don't rush down to the doctor's office.

City Manager Alexander Henderson said that the Fresno County Health Department is our contact. They have tests but I don't know how many or how they pass them out.

Council Member Dix said that Tulare County has 40 tests to use each day and it takes 3-4 days for them to return. He said that right now numbers are low but can spike and it will be difficult to test.

City Manager Alexander Henderson said that some counties are being more restrictive than others. Fresno County has not.

Mayor Roman said that she is worried about small businesses and them being evicted. She said that she knows it is for residents, but she would like to protect businesses. Council Member Palomar said that he thinks it is a great idea. Council Member Hurtado said that she agrees. We can see what we can try to do. She mentioned different stores that were open during certain hours to allow seniors to shop. Mayor Roman said that she we would like to talk to the businesses. Council Member Dix agreed with Council Member Hurtado. He would like to promote in-home deliveries for seniors and people at risk.

Sandra Staats, representing West Star Construction, said that we think Kingsburg is on the right track, and we would like to do whatever we can to help. We need to support small businesses and if the mandate comes down, if we are tied to agriculture, we can stay open.

Council Member Dix said that he appreciates Sandra and is glad to see the Building Department is still functioning. Keeping building moving along is very important so we don't have partially built structures.

Council Member Palomar thanked Sandra and said that we will pass on the information.

Council Member Dix said that he has a question about employee policy about negative leave. Is there a limit? City Manager Alexander Henderson said that there is no limit. We are open for suggestion. Mayor Roman said that we want to make sure the employee is healthy before they come back to work. Mr. Henderson said that this was put together last week- FMLA has already been expanded and there might be additional sick leave from the Federal Government. Council Member Dix asked if we are tracking these costs in anticipation if there is reimbursement? Mr. Henderson said that we are monitoring all of it.

Council Member North gave recommendations to contact health care providers before going to the Office. Mayor Roman asked again about the declaration of emergency. City Attorney Michael Noland said that he and the City Manager will research to see if there is anything that would be beneficial.

A motion was made by Council Member Hurtado, seconded by Council Member Palomar, to approve the following:

1. Adopt the emergency personnel policy as presented.
2. Any emergency City facility closure to occur with the recommendation of the City Manager and the concurrence of the Mayor.
3. Public meetings to be held via teleconference.
4. Suspension of water turn-offs.

The motion carried by unanimous voice vote.

### **T-Mobile Merger Update**

City Manager Alexander Henderson stated that they are moving forward with the call center. AD Baccerra settled the lawsuit with T-Mobile. The settlement had conditions, including that they do open the call center in Kingsburg. On the heels of that, there are a few more hurdles, one is the California Utility Commission. They have announced they are planning to vote to approve at their 4/16 meeting. They also have conditions that are in line with what T-Mobile has done in other states. They will be taking public comment at their 4/16 meeting and Mayor Roman will be giving comment. We want to make sure if they are hiring, that they are hiring people from around here and that they understand the transportation issues.

### **Council Reports and Staff Communications**

**Community Services Commission** – Council Member North reported that it hasn't met.

**Public Safety Committee** – Council Member Palomar reported they met and will be funding crosswalk painting by schools and assist the police department in their camera project.

**Chamber of Commerce** – Council Member North reported that they met on 3/10 at the Annual Business Meeting. They are meeting every two weeks for the BID and the next meeting is tomorrow. It sounds like it is going well with marketing. They cancelled the annual car show but have not cancelled the Swedish Festival. The 2020 directory is complete as of last week. The Chamber has closed their office as of right now. City Manager Alexander stated that we were going to have a BID update tonight, but we shrank our agenda. We will have an update in April.

**Economic Development Committee** – City Manager Alexander Henderson reported that they have not met since the last meeting. The focus is on what the assistance will be from the State and Federal levels.

**Finance Committee** – Council Member Dix reported that it hasn't met. City Manager Alexander Henderson stated that tentatively they will meet next week.

**Planning Commission** – City Manager Alexander Henderson stated that they will have an April meeting via teleconference.

**South Kings Groundwater Sustainability Agency Joint Powers Authority (SKGSA)** – Council Member Dix stated that their meeting was cancelled.

**City Manager's Report**- City Manager Alexander Henderson stated that he has no specific report.

**Other Business that may come properly before the City Council**

Mayor Roman stated that Selma Kingsburg Fowler Sanitation District is asking that the public please not flush any wipes into the system.

**Future Agenda Items**

These items will be added to a future agenda with direction from Council.

Council Member Palomar stated that he would like to see smoking prohibited at all public events. City Manager Alexander Henderson said that we will look into it.

**Adjourn** – At 7:16 P. M. Mayor Roman adjourned the Regular Kingsburg City Council Meeting.

Submitted by:

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Abigail Palsgaard, City Clerk