

**APPROVED MINUTES
CITY COUNCIL
WORK SESSION MEETING
CITY OF WYOMING, MINNESOTA
OCTOBER 28, 2020
6:00 PM**

CALL TO ORDER:

Mayor Lisa Iverson called the Work Session Meeting of the Wyoming City Council for October 28, 2020 to order at 6:00 PM

CALL OF ROLL:

On a Call of the Roll the following members of the Wyoming City Council were present: Councilmembers Lisa Iverson, Linda Nanko Yeager, Dennis Schilling, Joe Zerwas and Claire Luger

Also Present: Robb Linwood, City Administrator; Kelly Dumais, Assistant City Administrator; and Paul Hoppe, Public Safety Director

Mayor Iverson – Read aloud a statement explaining that the Council is meeting via teleconference due to the COVID-19 pandemic. She explained that tonight's meeting would be held according to State Statute 13D.021, will be live streamed on the City's YouTube page, and will be recorded as part of the public record on the City's website.

DETERMINATION OF A QUORUM:

1. Cares Act Dollars Update and Discussion

City Administrator Linwood began the discussion giving background on the cares dollars and its allowed uses: The CARES Funds can be used to support services, grants to small businesses, hospitals, or individuals impacted by the COVID-19 pandemic. Under federal law, CARES Act funds can only be used for necessary expenditures incurred due to the COVID-19 pandemic, not accounted for in the budget prior to the COVID-19 pandemic, and only incurred between March 1st, 2020 and November 15, 2020.

The CARES Act requires that the payments from the Coronavirus Relief Fund ONLY be used to cover expenses that:

- Were Necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
- Are NOT accounted for in the budget most recently approved (the date of enactment of the CARES Act) for the State or government; and
- Were incurred during the period that begins on March 1, 2020, and ends on November 15, 2020.

Mr. Linwood began discussion with the council on the cares funds. As of October 26, 2020 the city has allocated \$293,659.31 towards costs associated with COVID-19. Staff continues to look at making sure that supplies of PPE and cleaning supplies are in place with the intent to procure enough to last into and through 2021. We continue to evaluate any other necessary technology or items that would fit under the covid-19 purchasing requirements. The expenditures must be approved by November 15th, 2020. Since the council does not have a second meeting of the month until November 17, 2020, he stated staff may asked the council to add a claims approval of cares act items at the Special Meeting on November 12, 2020. Public Safety Director Hoppe stated that a large order was going to be in put in for all departments that would be approximately \$10,000. The council did agree that PPE should be bought to try to

accommodate for this year and next. Mayor Iverson did ask council and staff about having PPE that we could potentially give out to businesses if they could not attain it. The council was in favor of trying to provide some PPE for businesses and equitably sharing it. After considerable discussion an amount of \$5,000 was determined for dollars towards PPE for local business.

City Administrator Linwood stated September the U.S Treasury changed guidance in regards to be able to utilize the funds towards Public Safety. Cities do not need to demonstrate that public safety or public health employees' duties are/were substantially dedicated to mitigating or responding to COVID-19. Per U.S. Treasury, Office of Inspector General guidance dated Sept. 21, 2020, "the government is not required to perform an analysis or maintain documentation of the substantially dedicated conclusion for payroll expenses of public safety, public health, health care, and human service employees." This change is significant in regards to that most if not all of our Public Safety department wages are now eligible for Cares act dollars. Staff would like to discuss with council on this topic, we feel that this would be a good use of the dollars that remain unspent. This would ensure that the dollars remain in the community and do not go back to the county or state. City Administrator Linwood asked for direction from the council if they would be comfortable with the unused dollars going towards the Public Safety payroll. He explained that any unused dollars by the city would go back to the county. The council agreed that the public safety payroll expenses should be used for the remaining funds. Council did discuss that if the use of the dollars resulted in a budget surplus that they could look to direct those funds at a project in the future.

City Administrator Linwood explained that Cares funds can be used to support services, grants to small businesses, hospitals, or individuals impacted by the COVID-19 pandemic. The council approved the use of the cares dollars for small business grants and nonprofits earlier in the year. The loans were a collaboration with the Chisago County Government, Chisago County HRA/EDA and the City of Wyoming. It was determined that the city would supply 30% of the grant amount up to \$10,000 for both in the use of Non Profits and Small Businesses. Mr. Linwood stated as of October 26, 2020 the grants issued to small business totals \$30,340 and the amount to nonprofits is \$9,000. The County still has about 35 grants to review and additional grants coming in and there are ones from Wyoming. City Administrator explained that they believe the initial amount that the council allocated towards the business grants (\$60,500) and nonprofits (\$30,000) would cover the remaining grants and activities, but wanted to ensure there was enough if there was a strong push of applications at the end. He asked that the council mark an additional \$25,000 for business grants to ensure that we could cover any remaining grants over the allocated amount. The city council did agree to put another \$25,000 towards the grants and use if necessary.

City Administrator Linwood began discussions with the council about the request made by Fairview lakes which is attached in the packet. They are requesting Wyoming to allocate \$52,486 to help Lakes offset non-reimbursable costs that the hospital has incurred to-date for supplies and equipment, infrastructure and training and education in response to the pandemic. After considerable discussion the city council inquired if other communities had contributed to Fairview. The council agreed they did not wish to donate any cares dollars go to Fairview and that the money should be focused on small businesses in the community.

MAYOR IVERSON ADJOURNED THE OCTOBER 28 2020 "WORK SESSION MEETING" OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 7:09PM