



RESOLUTION No. 04-14-2020(a)

**A RESOLUTION RATIFYING DISASTER DECLARATION
AND MODIFYING OPERATIONS AND PROGRAMS IN RESPONSE TO COVID-19**

WHEREAS, on March 12, 2020, Governor Tony Evers declared a public health emergency to direct all resources needed to respond to and contain COVID-19 in Wisconsin; and

WHEREAS, On March 13, 2020, President Donald Trump proclaimed a National Emergency concerning COVID-19; and

WHEREAS, because of such emergency conditions, the Board of Trustees was unable to meet with promptness, on March 19, 2020, the Village President made a disaster declaration, attached as Exhibit 1; and

WHEREAS, the public interest requires that the Village maintain its capacity to provide essential services to Village residents, which requires protection of all employees and contractors from contracting the virus through normal Village operations while curtailing those nonessential activities that increase the risk of infection of employees and contractors and those with whom they come into contact; and

WHEREAS, the Board of Trustees has determined that it is necessary, in order to protect the health, safety and welfare of the residents of the Village that the Village staff be prepared to take an active role in reducing the spread of the disease by adapting its operations and programs to implement recommendations made from time to time by national, state and world officials; and

WHEREAS, the Board of Trustees has determined that in order to make such adaptations in a timely manner, the authority to make decisions to implement operational and program changes must be delegated to the Village's administrative leadership; and

WHEREAS, the Village of Prairie du Sac is asking for county, state, and federal assistance and requests the county to advise the State of Wisconsin of our emergency conditions.

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of the Village of Prairie du Sac hereby:

1. Affirms the Village President's disaster declaration of March 19, 2020, attached as Exhibit, 1 as allowed under Wis. State Statute 323.11.
2. Board of Trustees deems it necessary and expedient for the health, safety, and protection of the Village to suspend applicable ordinances, resolutions, and Village policies as follows:
 - a. Those ordinances, resolutions and policies that require a gathering or face to face contact.
 - b. Those ordinances, resolutions and policies that would require a violation of any federal, state, county or local emergency order.

3. The Board of Trustees hereby authorizes the Village Administrator to take such actions to modify Village staff operations and programs from time to time as he deems reasonably necessary, in light of the then-current level of known risk, to minimize the likelihood that Village employees and contractors will be exposed to COVID-19, will contract COVID-19 or will communicate the disease to others, or that Village programs or operations will create circumstances resulting in an undue risk of communication of the disease between other parties, including, but not limited to:
 - a. Facilitating and encouraging the use of mail, digital communications, drop boxes, on-line services, and other methods of transacting Village business that do not require face-to-face contact.
 - b. Purchasing any software, hardware, and services necessary to facilitate working from home, teleconferencing, and virtual meeting spaces.
 - c. Purchasing additional protective gear, disinfecting supplies, or cleaning and other services to minimize the risk of transmission of the virus to persons through person to person contact, or contact with infected surfaces or materials.
 - d. Canceling, suspending, or limiting recreational, educational or other non-essential programs which require the congregation of people in confined spaces.
 - e. Authorizing refunds of registration fees, deposits, or other payments made for participation in programs that are canceled, suspended, or limited due to health concerns or in which participation is discouraged to minimize the risk of the spread of the disease.
 - f. Authorizing employees, if practicable, to work remotely from home while the risk of contracting COVID-19 remains significant or where the employee may have been exposed to COVID-19.
 - g. Requiring any employee who may have been exposed to COVID-19 to remain at home and not report to work, and provide compensation to such employees for the work time lost.
 - h. Authorizing extended leave beyond any accrued sick leave or other authorized leave time to any employee who is diagnosed with COVID-19 or who has been ordered quarantined or isolated due to potential COVID-19 transmission.
 - i. Authorizing adding sick hours to permanent staffs' bank of paid time off to meet or exceed US Department of Labor orders.
 - j. Authorizing employees whose job duties are substantially reduced or eliminated by closing of public visitors access or to limit the spread and exposure to COVID-19 or who cannot telework to be paid administrative leave for their time out of work. Employees on administrative leave must remain on-call to return to service at any time.
 - k. Authorizing hazard bonus pay equivalent to two (2) dollars per hour to village hall employees for hours worked from March 19, 2020, through and including April 7, 2020, who continued to interact face-to-face with the public to provide essential election services.
 - l. Entering into short term contracts with vendors to supply services necessary to substitute for employee work lost due to absences caused by the COVID-19 outbreak.
 - m. Closing or limiting the hours of operation of Village facilities and services.
 - n. Providing public information regarding COVID-19 and its effects on Village operations and referrals to appropriate service providers.
4. The Board of Trustees hereby authorizes the Village Administrator to take such actions to modify Village programs from time to time as he deems reasonably necessary, in response to economic conditions resulting from COVID-19, including, but not limited to:

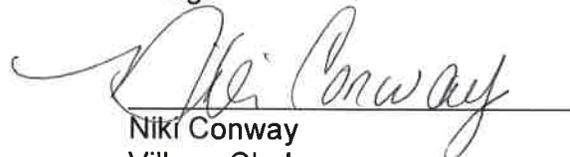
- a. Authorizing waiving of late fees, penalties, and interest for animal licensing and utility payments.
 - b. Authorizing the temporary suspension of utility disconnection, other than those needed for safety reason.
 - c. Authorizing utility deferred payments agreements for not only residential, but commercial, farm, and industrial customers.
 - d. Authorizing the deferment of principal and interest under the Village's Façade Improvement Loan Program for up to four months.
 - e. Authorizing the suspension of the Village's Façade Improvement Loan Program. Utilize up to \$40,000 from the suspended loan program and develop policies for a Small Business Emergency Assistance Loan Program to provide loans with a maximum amount of \$2,000, at 0% interest, for employers with 25 or less employees, to be repaid on or before March 19, 2021. Eligible business have a registered business address within the Village of Prairie du Sac and have experienced employee layoffs, revenue reduction, inability to pay costs, and other financial losses resulting from their compliance with the State of Wisconsin Safe at Home order with funds being used for payroll, utilities, product loss, incurring expenses, property taxes, and/or rent/mortgage. Loans are to be secured to ensure loan repayment.
 - f. Authorizing the suspension of the Economic Development Grant Policy No. 01-10-2017(a), and develop policies with the Sauk Prairie Area Chamber of Commerce to distribute the \$10,000 funds appropriated in 2020 for the grant to provide grants with a maximum amount of \$500 to small businesses located within the Village of Prairie du Sac who have experienced employee layoffs, revenue reduction, inability to pay costs, and other financial losses resulting from their compliance with the State of Wisconsin Safe at Home order with funds being used for payroll, utilities, product loss, incurring expenses, and/or rent/mortgage.
 - g. Authorizing the suspension or reduction of garbage and recycling fees for businesses that have closed or reduced operations and services by 75% or more to comply with the State of Wisconsin Safe at Home order.
 - h. Authorizing 50% reduction of license fees associated with July 1, 2020, renewals of Class "B" and "Class B" alcohol licenses for current license holders that have closed to comply with the State of Wisconsin Safe at Home order.
5. Administrative changes, efforts and actions already taken by the Village Administrator to comply with or in anticipation of Federal, State, County or Local orders shall remain in effect.
 6. This Resolution shall expire on June 17, 2020, unless extended or earlier terminated by further action of the Board of Trustees.

Adopted this 15th day of April, 2020.

Village of Prairie du Sac, WI



Cheryl A. Sherman
Village President



Niki Conway
Village Clerk

**VILLAGE OF PRAIRIE DU SAC
SAUK COUNTY
STATE OF WISCONSIN**



DECLARATION OF EMERGENCY IN THE VILLAGE OF PRAIRIE DU SAC

WHEREAS, the 2019 novel strain of corona virus, known as COVID-19, is a respiratory virus that is extremely contagious and can be fatal; and

WHEREAS, COVID-19 has spread throughout numerous countries, including the United States, and numerous cases have been identified in Wisconsin; and

WHEREAS, the President of the United States has declared a national emergency and the Governor of Wisconsin has declared a public health emergency in the State of Wisconsin because of the spread of COVID-19; and

WHEREAS, the spread of COVID-19 in Sauk County (the "County"), including within the Village of Prairie du Sac (the "Village"), presents an imminent threat of a disaster that may impact medical care and other critical systems within the County and the Village; and

WHEREAS, a multi-agency, multi-jurisdictional response is necessary to undertake efforts to prevent the spread of COVID-19.

NOW THEREFORE, IT IS HEREBY PROCLAIMED, that pursuant to Wis. Stat. §§ 323.11 and 323.14(4)(b), in order to protect the public peace, health and safety, preserve lives and property, economic stability, and ensure cooperation and coordination, a Declaration of Local State of Emergency is imposed for ninety (90) days, subject to an extension authorized by the Village of Prairie du Sac Village Board; and

BE IT FURTHER PROCLAIMED, that the full allocation of Village resources be available to ensure the continuation of core Village services in the midst of the pandemic; and

BE IT FURTHER PROCLAIMED, that in anticipation of state and federal relief and reimbursement becoming available, all Village departments shall track expenses related to efforts to protect the public and prevent the spread of COVID-19, and other public sector entities within the Village are encouraged to do the same; and

BE IT FURTHER PROCLAIMED, that the Village Board of the Village of Prairie du Sac shall be notified by the filing of the written declaration with the Village Clerk on the first regular business day following the declaration and the Village Clerk shall present the written declaration to the Board for ratification at its first meeting following such a declaration.

Dated this 19th day of March, 2020.

Village of Prairie du Sac, WI


Cheryl A. Sherman
Village President