

**CITY OF CRAIG  
COUNCIL AGENDA**

**EMERGENCY CITY COUNCIL MEETING  
TUESDAY, MARCH 24, 2020  
COUNCIL CHAMBERS 7:00 PM**

**ROLL CALL**

Mayor Tim O'Connor, Dave Creighton, Hannah Bazinet, Jim See, Julie McDonald, Michael Kampnich, Chanel McKinley

**HEARING FROM THE PUBLIC**

- Open for public comment
- Resolution 20-06, COVID-19 Disaster Declaration
- Resolution 20-07, COVID-19 Stay In Place Advisory

**CONSIDERATION OF RESOLUTIONS AND ORDINANCES**

- Resolution 20-06, COVID-19 Disaster Declaration
- Resolution 20-07, COVID-19 Stay In Place Advisory

**COUNCIL COMMENTS**

**ADJOURNMENT**

Note: This Emergency City Council meeting is called in compliance with Section 2.04.150.B of the Craig Municipal Code

## **CITY OF CRAIG MEMORANDUM**

To: Craig City Council  
From: Jon Bolling, City Administrator  
Date: March 24, 2020  
RE: Special Meeting Protocols – Craig Municipal Code

---

Below is a quick summary of the city's municipal code as to the calling of special council meetings.

Section 2.04.150 of the Craig Municipal Code provides for special council meetings. Special meetings are those that are not regularly scheduled. Special meetings may be called by the mayor or two council members on not less than 24 hour's notice communicated to each council member. Special meetings may also be called with less than 24 hours' notice where all members are present, or where there is a quorum of council members present and all absent council members have waived in writing the required 24 hour notice. Waiver of notice can be made before or after the council meeting.

Public notice is also required upon notice being given to the council. The public notice of the special meeting must state in general terms "the topics to be presented at the meeting, but any and all business which may come before the meeting may be transacted. No irregularity in giving notice of the purpose of the meeting shall invalidate such special meeting"

The notice and agenda for the council meeting scheduled for this evening have been properly posted. Staff will prepare the waivers required by the code, if any members cannot attend tonight's meeting. The waivers, if needed, will be ready by the council's next regularly scheduled meeting.

Staff asks that all city council members dial into the meeting, rather than attending in person. The dial in number is 1-800-315-6338, pass code 63275#. The public notice for the meeting asks the public to submit public comments via e-mail to [info@craigak.com](mailto:info@craigak.com). Staff will broadcast the meeting via Facebook Live.

I will look forward to this evening's special council meeting. In the meantime, feel free to contact me with any questions.

## **CITY OF CRAIG MEMORANDUM**

To: Craig Mayor and City Council  
From: Brian Templin, City Planner  
Date: March 24, 2020  
RE: Resolution 20-06, Disaster Declaration

---

Resolution 20-06 is attached to this memo.

Alaska Statute 26.23.140 authorizes municipalities to issue a disaster declaration. Generally a disaster declaration generally allows for city's to take actions that they would normally not be allowed to take. Some examples of disaster related action include:

- The ability to set emergency meetings and conduct business
- The ability to request assistance and funding from the state and FEMA
- The ability to bypass procurement rules to expedite purchasing of priority supplies and equipment
- The ability to enact jurisdiction or area wide emergency plans
- The ability to request disaster funds at a later date to reimburse the city for funds spent, or impacts to the city based on the event that precipitated the disaster declaration

Based on existing municipal code and powers most of the actions can be taken by the Mayor and staff without the disaster declaration; however the declaration will do three things for the City of Craig:

- The declaration will act as a basis for emergency meetings, advisories, and potential mandates issued by the City of Craig
- Act as a basis for any requests for supplies, equipment, or services from the State Emergency Operations Center or FEMA
- Act as the basis for potential reimbursement of funds at a later date for COVID-19 related expenses

The disaster declaration is general in nature and more specific decisions and direction will be included in future resolutions, administrative notices, or proclamations.

Recommendation: Move to approve resolution 20-06 and declare a disaster in the City of Craig related to the current COVID-19 pandemic.

**City of Craig**  
**Resolution 20-06**  
**2020 CITY OF CRAIG COVID-19 Response**  
**Disaster Declaration**

WHEREAS, on March 17, 2020, the City of Craig activated the Craig Emergency Operations Center; and,

WHEREAS, COVID-19 is a respiratory disease that can result in serious illness or death and is easily transmittable from person to person, and which poses a significant public health risk; and,

WHEREAS, on March 11, 2020, the World Health Organization (WHO) declared the virus a pandemic; and,

WHEREAS, on March 11, 2020, Governor Dunleavy issued a declaration of public health disaster emergency in the State of Alaska; and,

WHEREAS, on March 13, 2020, President Donald J. Trump declared a national emergency in response to the virus pandemic; and,

WHEREAS, the Centers for Disease Control and Prevention (CDC), WHO, and Alaska Department of Health and Social Services (AKDHSS) continue to issue direction and mandates regarding the COVID-19 pandemic; and,

WHEREAS, a proactive approach taken by individuals and communities to slow the rate of infection will reduce the negative impacts on the health care system.

NOW THEREFORE BE IT RESOLVED, in accordance with the recommendation of the Craig Emergency Operations Center Incident Management Team, the City of Craig now declares a disaster emergency in the City of Craig. As provided by AS 26.23.140, the intent of this declaration is to activate the response and recovery aspects of any and all applicable local or interjurisdictional disaster or emergency plans, and to authorize the furnishing of aid and assistance under those plans.

---

Craig Mayor Tim O'Connor

---

ATTEST: Jill Carl, City Clerk

## **CITY OF CRAIG MEMORANDUM**

To: Craig City Council  
From: Jon Bolling, City Administrator  
Date: March 24, 2020  
RE: Resolution 20-07

---

Attached you will find Resolution 20-07. The resolution promulgates a City of Craig “Stay in Place” policy.

Resolution 20-07 uses strong advisory language. The advisory does not have the force of law, but it does set out policy that staff can implement by advertising the advisory, redirecting people out in public who appear to be ill, and reinforcing COVID-19 messaging by the State of Alaska and the Center for Disease Control & Prevention.

Resolution 20-07 presumes that the council has previously adopted Resolution 20-06. If the council makes substantial changes to Resolution 20-06, then Resolution 20-07 may need some wording revision.

In talking with legal counsel, the city does appear to have the authority to implement compulsory restrictions on the movement of people in Craig based on protecting public health and safety. The state has already implemented such restrictions on people traveling to Alaska from other states and countries. Travelers not complying with the restrictions are subject to jail time and fines. The Craig Police Department may enforce those state requirements without a corresponding city ordinance.

In the meantime, Resolution 20-07 provides a good basis for whatever action the council may consider taking next, depending on the rapidly changing COVID-19 situation.

### **Recommendation**

Adopt Resolution 20-07.

**CITY OF CRAIG  
RESOLUTION 20-07**

**COVID-19 STAY IN PLACE ADVISORY**

**WHEREAS**, the COVID-19 pandemic constitutes a public health emergency;  
and,

**WHEREAS**, the Craig City Council recognizes the threat to public health in its Disaster Declaration detailed in City of Craig Resolution 20-06; and,

**WHEREAS**, Governor Dunleavy has implemented health mandates and alerts to reduce the spread of COVID-19; and,

**WHEREAS**, in response to the threat to public health, it is now imperative that the Craig residents follow strict guidance to shelter in place, in order to contain the spread of COVID-19.

**NOW THEREFORE, BE IT RESOLVED** that the Craig City Council, in order to reduce the risk of spread of the COVID-19 virus, and in accordance with the recommendations of the Craig Emergency Operations Center, now proclaims a “Shelter in Place” declaration, strongly urging all residents of Craig to comply with the following recommendations:

1. “Hunker down” and shelter in place, ideally at home, in order to stop the spread of COVID-19.
2. Recognize that food supply chains are fully functioning and grocery stores will remain open. Residents who are healthy and do not believe they have been exposed to COVID-19 may shop at grocery stores, but are asked to do so without lingering. If you go out, practice health directives such as handwashing and social distancing by staying six feet away from others.
3. Stay home and work from home as much as possible.
4. Conduct business via telephonic or electronic means as much as possible.
5. To the extent possible, non-essential businesses that do not meet the definition in Attachment A of State of Alaska Health Mandate 10 are urged to close for a period of 14 days.
6. If you are sick or suspect that you may be infected with the COVID-19 virus, you should take steps to help prevent the disease from spreading to people in your home and community. If you think you have been exposed to COVID-19 and develop a fever and symptoms, such as cough or difficulty breathing, call your healthcare provider for medical advice.

7. Follow all health mandates and alerts issued by Governor Dunleavy, the Alaska Department of Health and Social Services (DHSS), and the Center for Disease Control (CDC).

**BE IT FURTHER RESOLVED** that City of Craig outdoor recreation facilities remain open to the public for use, provided that all users maintain social distancing by remaining at least six feet of separation from other users at all times.

APPROVED \_\_\_\_\_, 2020.

\_\_\_\_\_  
Tim O'Connor, Mayor

ATTEST \_\_\_\_\_  
Jillian Carl, City Clerk

**Attachment A**  
Alaska Critical Workforce Infrastructure

Functioning critical infrastructure is imperative during the response to the COVID-19 emergency for both public health and safety as well as community well-being. Certain critical infrastructure industries have a special responsibility in these times to continue operations.

At this time, critical industries and entities in Alaska include:

- a. “Healthcare Operations” including hospitals, clinics, dental emergency services, pharmacies, other healthcare facilities, home healthcare services providers, mental health providers, companies and institutions involved in the research and development, manufacture, distribution, warehousing, and supplying of pharmaceuticals, biotechnology therapies, consumer health products, medical devices, diagnostics, equipment, services, or any related and/or ancillary healthcare services. “Healthcare Operations” also includes veterinary care and healthcare services provided to animals. “Healthcare Operations” does not include fitness and exercise gyms and similar facilities.
- b. Businesses providing any services or performing any work necessary to the operations and maintenance of “Essential Infrastructure,” including, but not limited to, the Port of Alaska, public works construction, construction of housing , airport operations, water, sewer, gas, electrical, oil production, mining, logging, roads and highways, public transportation, solid waste collection and removal, internet, and telecommunications systems (including the provision of essential global, national, and local infrastructure for computing services, business infrastructure, communications, and web-based services).
- c. Financial services sector, which includes workers who are needed to process and maintain systems for processing financial transactions and services, such as payment, clearing and settlement services, wholesale funding, insurance services, and capital markets activities; to provide consumer access to banking and lending services, including ATMs, movement of currency (e.g. armored cash carriers); support financial operations, such as those staffing data and security operations centers; appraisals and titling; and, key third-party providers who deliver core services.
- d. First responders, emergency management personnel, emergency dispatchers, court personnel, and law enforcement personnel are critical.
- e. Individuals providing “Essential Governmental Functions” are critical. “Essential Government Functions” means all services needed to ensure the continuing operation of government agencies and provide for the health, safety, and welfare of the public.
- f. Grocery stores, supermarkets, food banks, convenience stores, and other establishments engaged in the retail sale of food and other household consumer products (such as cleaning and personal care products). This includes stores that sell groceries and also sell other non-grocery products, and products necessary to maintaining the safety, sanitation, and essential operation of residences;
- g. Food and agriculture, company cafeterias, cultivation, including farming, livestock, and fishing;



**Attachment A**  
Alaska Critical Workforce Infrastructure

- h. Businesses that provide food, shelter, social services, and other necessities of life for economically disadvantaged or otherwise needy individuals;
- i. Newspapers, television, radio, and other media services;
- j. Gas stations and auto-supply, auto-repair, bicycle-repair, and related facilities;
- k. Hardware stores;
- l. Plumbers, electricians, exterminators, and other service providers who provide services that are necessary to maintaining the safety, sanitation, and essential operation of residences, Essential Activities, and Essential Businesses;
- m. Businesses providing mailing and shipping services, including post office boxes;
- n. Educational institutions facilitating distance learning;
- o. Laundromats, dry cleaners, and laundry service providers;
- p. Restaurants and other facilities that prepare and serve food, but only for delivery or carry out under the restrictions set forth in COVID-19 Health Mandate 003, issued March 17, 2020;
- q. Businesses that supply products needed for people to work from home;
- r. Businesses that supply other essential businesses with the support or supplies necessary to operate;
- s. Businesses that transport goods to grocery stores, supermarkets, convenience stores, engaged in the retail sale of food, household consumer products, delivery of fuel, or other services directly to residences or other critical industries outlined in this health mandate.
- t. Airlines, railroads, taxis, and other private transportation providers providing transportation services;
- u. Home-based care for seniors, adults, or children;
- v. Residential facilities and shelters for seniors, adults, and children;
- w. Professional services, such as legal or accounting services, when necessary to assist in compliance with legally-mandated activities;
- x. Childcare facilities, subject to new recommendations for increased hygiene and social distancing. Childcare facilities should be used only by those who need childcare to work at a critical job.