

1. City Council Emergency Meeting Agenda  
Millcreek City Council Emergency Meeting Agenda

Public Notice is hereby given that the City Council of Millcreek will assemble in a public emergency meeting on Monday, 16 March 2020 at City Hall, 3330 S. 1300 E., Millcreek, Utah 84106, commencing at 2:00 p.m.

2:00 p.m. – Emergency Meeting:

1. Council Ratification of Mayor’s Emergency Proclamation No. 1 of 2020 Declaring a Local State of Emergency
  2. Council Ratification of Millcreek State of Local Emergency Directive No. 1 of 2020 Concerning Conduct of Public Meetings During the Emergency
  3. Council Ratification of Millcreek State of Local Emergency Directive No. 2 of 2020 Concerning Waiving Requirement for the Presence of a Quorum at the Anchor Location of a Public Meeting during the Emergency
  4. Closed Session (If Needed)
- The Council may convene in a closed session to discuss items as provided by Utah Code Ann. §52-4-205.

3:00 p.m. - Adjourn

In accordance with the Americans with Disabilities Act, Millcreek will make reasonable accommodation for participation in the meeting. Individuals may request assistance by contacting the ADA Coordinator, khansen@millcreek.us or 801-214-2751.

THE UNDERSIGNED DULY APPOINTED CITY RECORDER FOR THE MUNICIPALITY OF MILLCREEK HEREBY CERTIFIES THAT A COPY OF THE FOREGOING NOTICE WAS EMAILED OR POSTED TO:

City Offices City Website Utah Public Notice Website  
<http://millcreek.us>  
<http://pmn.utah.gov>

DATE: March 16, 2020

CITY RECORDER: Elyse Sullivan

Documents:

[MILLCREEK EMERGENCY PROCLAMATION 3-12-2020.PDF](#)  
[MILLCREEK STATE OF LOCAL EMERGENCY DIRECTIVE 3-13-20.PDF](#)

Millcreek City Council  
Jeff Silvestrini, Mayor  
Silvia Catten, District 1  
F. Dwight Marchant, District 2  
Cheri Jackson, District 3  
Bev Uipi, District 4



Millcreek City Hall  
3330 South 1300 East  
Millcreek, Utah 84106  
801-214-2700  
millcreek.us

MILLCREEK EMERGENCY PROCLAMATION  
No. 1 of 2020  
PROCLAMATION DECLARING A LOCAL EMERGENCY

Pursuant to Utah Code § 53-2a-208(1)a and 53-2a-209(1) the Mayor of Millcreek has power to declare a local state of emergency for Millcreek.

Millcreek Code of Ordinances § 2.86 authorizes the Mayor to declare a state of emergency when the Mayor finds that the City or any part thereof is suffering from or is in imminent danger of suffering an emergency or disaster.

Governor Gary Herbert signed an Executive Order on March 6, 2020, in which he declared a state of emergency in Utah due to the global outbreak of COVID-19. Salt Lake County Mayor Jennifer Wilson declared a state of emergency for Salt Lake County also on March 6, 2020 due to the COVID-19 virus.

The Salt Lake County Unified Command and Salt Lake County Board of Health recommends that the Mayor declare a state of emergency.

The global outbreak of the COVID-19 virus creates a state of local emergency under Utah Code and City Code.

The Millcreek Mayor finds that these conditions create a state of local emergency as contemplated in Utah Code § 52-2a-208(3) and Millcreek Code of Ordinances § 2.86.030 and 2.86.050 and makes the following proclamation declaring a local emergency:

1. Nature of the Local Emergency. A local emergency exists for Millcreek due to COVID-19 and this local emergency threatens and could affect the entirety of Millcreek.
2. Area that is Affected or Threatened. The area that is affected or threatened is the entire area of Millcreek.
3. Conditions which caused the Emergency. The conditions which caused the emergency is the outbreak of the COVID-19 virus and the suggestion that one or more Millcreek residents may have come in contact with a person who has tested positive for the virus.
4. Emergency Powers and Operations. The emergency powers and operations of Millcreek are hereby invoked and Millcreek's personnel and resources are ordered and authorized to perform all functions authorized by federal, state, and local law to address this local emergency.
5. Term. This proclamation shall take effect immediately and will be ongoing for thirty (30) days unless an extension is authorized by the Millcreek Municipal Council by resolution.
6. Assistance. Millcreek is authorized to request all assistance available with respect to this local emergency from all federal, state, and local sources and authorized to activate all mutual aid agreements.

MILLCREEK EMERGENCY PROCLAMATION

No. 1 of 2020, page 2


7. Filing and Dissemination. This proclamation will be filed with the Millcreek Recorder and will be delivered to the State of Utah and Salt Lake County and will be disseminated to local media.

Dated this 12<sup>th</sup> day of March, 2020



Jeff Silvestrini  
Mayor

Approved as to Form:



John Brems, Millcreek City Attorney

ATTEST:



Elyse Sullivan, City Recorder



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## Millcreek State of Local Emergency Directive

No. 1 of 2020

March 13, 2020

Whereas on March 12, 2020, the Millcreek Mayor issued Emergency Proclamation No. 1 of 2020; and

Whereas guidance on the conduct of public meetings in Millcreek during the State of Emergency is warranted to protect the health of the public and city employees;

The Mayor hereby issues this directive for the conduct of public meetings at City Hall in Millcreek, effective immediately:

1. Staff is directed to undertake measures to promote social distancing for members of the public and staff during public meetings at City Hall, including but not limited to the following measures:
  - A. Attendees at public meetings shall be divided into separate areas in the Council Chambers, Lobby, Promise Room and/or Mt. Olympus room as necessary, to attempt to insure not more than 20 attendees from the public are present in each area to minimize transmission of disease.
  - B. Electronic communications for video and sound shall be made available to attendees in each meeting area.
  - C. Notice of the ability for members of the public to provide public comment by electronic or written means, the nature and scope of which shall be designated by staff and published by notice, shall be communicated to Millcreek residents through the city's media channels and the Utah public notice web site. Members of the public, whether or not they are physically present, shall have comments considered provided they comply with this directive and the mechanisms designated by staff authorized herein.
  - D. During public meetings at times deemed appropriate by the Planning Commission Chair or the Mayor, consistent with meeting agendas, staff shall communicate comments received from the public provided they have been made consistent with the mechanisms designated, as provided herein.
  - E. To be considered, public comments made as provided herein must include the name and address of the person making the comment and identify the subject matter of the comment. General comments unrelated to agenda items may be considered at City Council meetings as part of "Public Comment." Comments pertaining to agenda items must either identify the agenda item by reference to the agenda or by other means sufficient, in the discretion of staff, to be identified with an agenda item. Comments which do not meet these requirements shall not be entitled to consideration. Comments which exceed 500 words, contain profanity, contain personal attacks or which are redundant, immaterial, impertinent, scandalous or prolix shall not be entitled to consideration.
2. Staff shall post the doors to City Hall and all meeting rooms with instructions directing anyone with flu-like symptoms to leave and to conduct further business with the city by remote

means. Written instructions explaining how to comply with this directive shall be made available in the Lobby, and posted on the city's media channels and the Utah Public Notice web site.

3. Staff shall post and distribute instructions concerning best practices to prevent contracting the COVID-19 virus and what to do if the virus is contracted at City Hall and on the city's media channels.



Jeff Silvestrini, Mayor of Millcreek



Attest: Elyse Sullivan, City Recorder

