

City of Glencoe
Chief Legal Counsel Determination Regarding Conducting Meetings by Telephone or Other Electronic Means

As the City Attorney and Chief Legal Counsel of the City of Glencoe (the “City”), I find as follows:

- a. The coronavirus (“COVID-19”) has been declared a health pandemic and national and state, have been declared.
- b. On January 31, 2020, the Secretary of the U.S. Health and Human Services declared a public health emergency in response to COVID-19.
- c. On March 11, 2020, the World Health Organization (WHO) recognized the global outbreak COVID-19 as a pandemic.
- d. On March 13, 2020, President Donald J. Trump proclaimed the outbreak of COVID-19 in the United States a national emergency.
- e. On March 20, 2020, Governor Timothy J. Walz issued Executive Order 20-01 under Minn. Stat. Ch. 12 declaring the outbreak of COVID-19 in Minnesota a peacetime emergency. On March 16, 2020, the Minnesota Executive Council extended Executive Order 20-01 for 30 days.
- f. On March 25, 2020 Governor Timothy J. Walz issued Executive Order 20-20 under Minn. Stat. Ch. 12 declaring a statewide shelter in place order, and accordingly, it is not feasible to have an authorized person or members of the public at the regular meeting location.
- g. The Minnesota Department of Health has provided specific guidance encouraging postponement or cancelation of events that do not allow remote engagement, social distancing or at least six feet.
- h. Minnesota Statutes, section 13D.021 authorizes cities to meet by telephone or electronic means if it is determined that meeting in person is not practical or prudent because of a health pandemic or an emergency declared under Minnesota Statutes, chapter 12.
- i. I have the consulted with the City’s Mayor and chief administrative officer regarding the current situation.

Based on the above findings, I determine has follows:

1. Due to the current pandemic and state of emergency, complying with the provisions of Minnesota Statutes, Chapter 13D, would threaten the health safety and welfare of City officials, City staff, and the public.
2. Due to the current pandemic, the state of emergency declared under Minnesota Statutes, Chapter 12, and the statewide shelter in place order, it is not practical or prudent for the City Council or any of the City Commissions to conduct in person meetings or feasible to have an authorized person or members of the public at the regular meeting location.
3. Until further notice, or until such time as the State of Minnesota determines to no longer be in a state of emergency, all meetings of City Council and City Commissions governed by Minnesota Statute, Section 13D shall be conducted by telephone or other electronic means.
4. All meetings of City Commissions shall comply with the requirements of Minnesota Statute, section 13D.021.

Dated: March 3, 2020



Mark W. Ostlund,
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