Special Town Council Meeting

March 24, 2020

6:00 PM

Present: Donna Bullock, Amy Cozart, Steve Cozart, Joe Dobbins, Wayne Godwin, Josh Holloway, Derek Nevels, Shon Owens, Eric Seib, April Watson

Meeting Called to Order: Shon Owens

Prayer: Josh Holloway

Pledge: Shon Owens

**NEW BUSINESS:** **COVID-19 Procedures**

* Santa Rosa County Guidance – All offices in Santa Rosa County are closed to the public with drive-thru services available at some offices. The Town of Jay is following these procedures as well in closing the lobby at City Hall to the public and remaining drive-thru only.
* Town of Jay Preparations – We have a water and gas emergency plan in place. We have stocked inventory for the water treatment plants for several weeks. Bray – Hendricks park will remain open with limiting exposure to the playground equipment and asking the public to follow CDC guidelines regarding the amount of people at the park at a time. The town will continue to monitor the lift stations.
* Medical Act Update – See attached
* Small Business Assistance – Mayor Owens made a motion to temporarily suspend disconnect and reconnect fees for service for any business who must close for any period of time due to the state of emergency. Seconded by Councilman Godwin. 4 yeas, 0 nays. Motion carried.
* Customer Guidance – A financial hardship form has been devised for anyone experiencing trouble paying their utility bill during the COVID-19 pandemic. Councilman Godwin made a motion that the criteria to evaluate a customer with a financial hardship will include loss of job, reduced working hours or work not available, and/or a major unexpected expense due to COVID-19. All criteria must have supporting documentation to be considered for assistance by the Town. Seconded by Mayor Owens, 4 years, 0 nays. Motion carried. Mayor Owens made a motion to suspend late fees and reconnect and/or disconnect fees for all customers for the month of April 2020. Councilman Holloway seconded. 4 yeas, 0 nays.

Councilman Godwin made a motion to adjourn meeting. Seconded by Mayor Owens. Meeting adjourned.

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Mayor Shon Owens Town Clerk Donna Bullock