## City of Elkins

## Temporary Rules of Council

## Adopted: September 24, 2020

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# **Purpose**

* 1. The guidelines set forth within this document are meant to safeguard city officials, staff and members of the public from the spread of the COVID-19 virus prevalent in our community and the world today and are based on the direction of local, state, and federal health officials and the Office of the Governor.

# **Enforcement**

1. Observance of the rules herein is required by all those present and shall be enforced by the chair of the meeting body.
2. The chair may issue a warning to any violator and upon continued violation ask the individual to leave the meeting.
3. Should the chair’s request be ignored, and the violation continue, the violator shall be removed by a member of the Elkins Police Department and may face criminal charges.

# **Meetings**

1. No person in the following categories will be permitted to attend council and committee meetings:
   1. Anyone experiencing Covid-19-related symptoms, including but not limited to fever, chills, coughing, and/or difficulty breathing.
   2. Anyone having tested positive for the Covid-19 virus within fourteen days immediately prior to the meeting.
   3. Anyone residing in a household with any other person who is either experiencing COVID-19-related symptoms or who has tested positive for the COVID-19 virus.
2. Face coverings are to be worn by all meeting participants, members of the media, members of the public, and any other attendees. An exception will be made allowing temporary removal of a face covering for those addressing the meeting and only while maintaining a six-foot distance from others or separated by a partition.
3. All committee and council meetings will be conducted in council chambers.
   1. For committee meetings: Committee members, the mayor, and administrative officers shall be seated at the dais and administrative officer’s table. Spacing of six feet or more shall be observed when possible. All other attendees will be seated in the gallery per the guidance in section IV below.
   2. For council meetings: Council members, the mayor, and administrative officers shall be seated at the dais and administrative officer’s table. All other attendees will be seated in the gallery per the guidance in section IV below.
   3. One representative of the Inter-Mountain shall be seated at the press table. All other members of the media shall be seated in the gallery.
4. Attendees seated in the gallery who do not reside in the same household are required to maintain a six-foot distance from each other. A maximum capacity of gallery attendees will be posted and enforced.

# **Effective Date**

The Temporary Rules of Council described above shall remain in effect until rescinded by action of a majority of the governing body, having duly considered the local health conditions and local, state, and federal guidance.