

**FRANKLIN CITY COUNCIL  
EMERGENCY MEETING MINUTES  
March 19, 2020**

Members Present: Douglas Baker, Mayor  
Donna Fletcher, Deputy Mayor (via Facetime)  
James Johnson  
Christian Marshall  
Fred Mays (via phone)  
Ryan Rudegear

Members Excused: Samuel Lyons

In Attendance: Tracy Jamieson, City Manager  
Brian Spaid, Esq., City Solicitor  
James Wetzel, Deputy City Manager  
Sarah Titley, Venango Newspapers, Inc.

**EXTENSION OF DISASTER EMERGENCY – Resolution No. 38**

Mayor Baker called the emergency meeting to order at 5:32 PM and announced that he had, in accordance with the Home Rule Charter, declared a Disaster Emergency with regard to the Coronavirus Pandemic, which is only active for five (5) days, unless extended by City Council. The purpose of this meeting was to extend the disaster emergency until such time that the emergency was declared over. In explaining why the declaration made, Mayor Baker said that it was being taken primarily as an administrative step to allow the City flexibility in meeting any current exigencies of the emergency, namely by the employment of temporary workers, by the rental of equipment, by the purchase of supplies and materials and by entering into any contracts and agreements for the performance of public work as may be required, without regard to time-consuming formalities normally prescribed by law. It was also noted that, by declaring the emergency, any federal funds that may be allocated to help municipalities recoup any pandemic-related costs, may help the City.

Mr. Rudegear moved to approve the resolution to extend the Declaration of Disaster Emergency until such time that the state of disaster emergency is declared over. Mr. Johnson seconded the motion, which was unanimously approved.

**OTHER BUSINESS**

**Resolution No. 39**

Mr. Rudegeair moved to stop the enforcement of any parking meters in downtown during this time period of shutdown of the downtown businesses. It was clarified that non-enforcement would be limited to the meters only. Any parking infraction (such as 2 hours free parking in 1200 Block of Liberty, parking in a handicapped parking spot, or parking too close to a fire hydrant, for example) would still be enforced. Mr. Johnson seconded the motion, which was unanimously approved.

**Resolution No. 40**

Mayor Baker moved to appoint James Wetzel as Deputy Emergency Coordinator, in the event that Mayor Baker was not able to continue to function in that role. Mr. Rudegeair seconded the motion, which was unanimously approved.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 5:39 PM.

Respectfully submitted,

A handwritten signature in cursive script that reads "Tracy L. Jamieson". The signature is written in black ink and is positioned above the printed name.

Tracy L. Jamieson, City Clerk

Mayor's Office  
814-437-1670

City Manager's Office  
814-437-1485

Finance Department  
814-437-1922

General Services Department  
814-437-1430



**City of Franklin**  
430 Thirteenth Street  
Franklin, Pennsylvania 16323  
[www.franklinpa.gov](http://www.franklinpa.gov)

Community Development Dept.  
814-437-7841

Fire Department  
Business 814-432-3780  
Emergency 814-437-2911

Police Department  
Business 814-437-1644  
Emergency 814-437-2911

## DECLARATION OF DISASTER EMERGENCY

### CITY OF FRANKLIN, PA

**WHEREAS**, the World Health Organization and the Centers for Disease Control and Prevention (CDC) have declared COVID-19 a "public health emergency of international concern," and the U.S. Department of Health and Human Services (HHS) Secretary has declared that COVID-19 creates a public health emergency; and

**WHEREAS**, on March 6, 2020, Governor Tom Wolfe issued a Proclamation of Disaster of Emergency stating, in part, that it is critical to prepare for and response to suspected or confirmed cases in the Commonwealth and to implement measures to mitigate the spread of COVID-19; and

**WHEREAS**, COVID-19 has created the potential to seriously endanger the health, safety and welfare of persons residing in the City of Franklin and threatens to create problems greater in scope than problems the City of Franklin may be able to resolve; and

**WHEREAS**, emergency management measures are required to reduce the severity of this disaster emergency and to protect the health, safety and welfare of the residents of the City of Franklin.

**NOW, THEREFORE**, I, Douglas A. Baker, Mayor of the City of Franklin, pursuant to my powers under Section 5.01 of the Home Rule Charter of the City of Franklin, the provisions of the Third Class City Code of the Commonwealth of Pennsylvania (11 Pa. C.S.A. § 11203), and the provisions of the Pennsylvania Emergency Management Services Code, (35 Pa. C.S.A. Section 7101 et seq.) hereby declare the existence of a Disaster Emergency in the City of Franklin due to COVID-19; and

**FURTHER**, I direct the City Manager and the City of Franklin Emergency Management Coordinator to coordinate the activities of the emergency response, to take all appropriate action needed to alleviate the effects of this disaster, to aid in the coordination of essential public services, and to take any other emergency response action deemed necessary to respond to this emergency;

**AND FURTHER**, I authorize all officials of the City of Franklin to act as necessary to meet the current exigencies of this emergency, namely, by the employment of temporary workers, by the rental of equipment, by the purchase of supplies and materials, and by entering into such contracts and agreements for the performance of public work as may be required to meet the emergency, all without regard to those time-consuming procedures and formalities normally prescribed by law, mandatory constitutional requirement excepted.

This DECLARATION OF DISASTER EMERGENCY shall take effect immediately.

Date: MARCH 19, 2020

A handwritten signature in cursive script, reading "Douglas A. Baker". The signature is written in dark ink and is positioned above a horizontal line.

Douglas A. Baker, Mayor

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814-437-1670

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**RESOLUTION NO. 38**

**BE IT KNOWN** that the City Council of the City of Franklin hereby resolves to extend the Declaration of Disaster Emergency, executed as of March 19, 2020, by Douglas A. Baker, Mayor of the City of Franklin, until such time that the state of disaster emergency is declared over.

Approved this 19<sup>th</sup> day of March, 2020.

**ATTEST:**

  
Tracy L. Jamieson  
City Clerk

**FRANKLIN CITY COUNCIL**

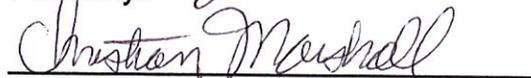
  
Douglas A. Baker, Mayor

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Donna Fletcher

  
James Johnson

\_\_\_\_\_  
Samuel Lyons

  
Fred Mays

  
Christian Marshall

  
Ryan Rudegear