

# THE CITY OF

Office of City Administrator  
Kris M. Busse



# OWATONNA

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March 20, 2020

**Re: Determination that In-Person Meetings are not Practical, Prudent, or Feasible Because of a Health Pandemic or Emergency**

To: All Interested Parties:

The coronavirus (COVID-19) has been declared a health pandemic and national, state, and local emergencies have been declared. As a result, as the City Administrator, I am declaring that it is not practical, prudent, or feasible to hold City Council and other City Commission and Committee meetings in person until such time as the State of Minnesota is determined to no longer be in a state of emergency or this determination is terminated sooner by action on behalf of the City. The basis for this determination is as follows:

- On January 31, 2020, the Secretary of the U.S. Health and Human Services declared a public health emergency in response to COVID-19;
- On March 11, 2020, the World Health Organization (WHO) recognized the global outbreak COVID-19 as a pandemic;
- On March 13, 2020, President Donald J. Trump proclaimed the outbreak of COVID-19 in the United States a national emergency; and
- 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.

Pursuant to Minn. Stat. § 13D.021, meetings of a public body subject to Minnesota's Open Meeting Law may be conducted by telephone or other electronic means if the Commission's "presiding officer, chief legal counsel, or chief administrative officer . . . determines that an in-person meeting or a meeting conducted under [Minn. Stat. §] 13D.02 is not practical, prudent, or feasible because of a health pandemic or an emergency declared under Minn. Stat. Ch. 12." While this determination is effective, all City Council and other City Committee meetings may be conducted by telephone or other electronic means. Please consult the City's website: [www.ci.owatonna.mn.us](http://www.ci.owatonna.mn.us) for further updates and information.

Sincerely,

Kris M. Busse, City Administrator

*We are an Equal Opportunity Employer  
The City of Friendliness and Beautiful Parks*