

City of Mansfield
MINUTES OF *REGULAR* PUBLIC MEETING
February 14, 2022

In-Person Council Meeting

The Board of Aldermen met in *regular* session on **February 14th**, in Mansfield City Hall located at 705 Polk Street. Mayor John H. Mayweather, Sr. called this meeting to order at **4:30 p.m.**, after which an Invocation was offered by **Alderman Mitchell L. Lewis**. The Pledge of Allegiance was led by **Alderman Christopher S. Thomas**. Following the pledge, the roll call was suspended. However the following officials were recorded as in attendance at this regular meeting of the City Council. **Present:** Hon. John H. Mayweather, Sr., -**Mayor**, Mary J. Green – District **A**, Christopher S. Thomas –District **B**, Mitchell L. Lewis –District **C**, and Kervin D. Campbell –District **E**. **Absent:** Joseph Hall, Jr. –District **D**. **City Hall Personnel, Dept. Heads, & Other City Personnel Present:** Gwendolyn Jones (Deputy Clerk), Billy Locke (Asst. Police Chief), Bryan Ross (Captain –MFD), and Christopher Samuels (Firefighter –MFD). **Others Present:** Maria Hogan (Justice of the Peace.) and Chassidy Robinson. **Press Present:** None.

It was MOTIONED by **KERVIN D. CAMPBELL** and SECONDED by **MITCHELL L. LEWIS** to approve the minutes of the **January 24, 2022 *regular*** City Council meeting and dispense with the reading. Motion Passed Unanimously.

The City Clerk next opened the floor to hear public comments from those in attendance, to any item outlined on the meeting agenda. When no comments were voice from any of the attendees at this meeting, the **Public Comments Period** was then subsequently closed.

Old Business:

Item A: A new **Internet Policy** was introduced, drafted for inclusion in the city’s Employee Handbook. The City reserves the right, but not the duty, to monitor the internet, e-mail, and database systems to ensure that they are being used properly and for city business. Employees must not use city computer systems or resources for any purpose which the City has deemed to be unacceptable or inappropriate. After review of the proposed policy and a brief discussion or it, it was MOTIONED by **MARY J. GREEN** and SECONDED by **MITCHELL L. LEWIS** to approve the new Internet Policy and same is to be included in the City’s revised Employee Handbook. Motion Passed Unanimously.

Item B: A new **COVID-19 Prevention & Return to Work Policy** was introduced, drafted for inclusion in the city’s Employee Handbook. The purpose of this policy is to provide a safe and healthy workplace for all city employees and to mitigate the potential transmission of COVID-19 in the workplace and in various other communal spaces. The policy also provides guidance to employees on the protocol to comply with should they exhibit symptoms of the disease and are required to be quarantined. After review of the policy and briefly discussing same, it was MOTIONED by **MARY J. GREEN** and SECONDED by **MITCHELL L. LEWIS** to approve the new COVID-19 Prevention and Return to Work Policy and same will be included in the City’s revised Employee Handbook. Motion Passed Unanimously.

Item C: The entire Employee Handbook, inclusive of all current policies and procedures, was provided to the Aldermen in their agenda packages for review, prior to this meeting. The city clerk stated that the handbook will be revised as needed and new policies and procedures, on occasion, will be considered for inclusion in it. After a brief discussion on this matter, it was MOTIONED by **MARY J. GREEN** and SECONDED by **CHRISTOPHER S. THOMAS** to approve the city's revised Employee Handbook with the understanding that future revisions and additions may become necessary. This new, revised handbook will be distributed to ALL city employees for retention and reference. Motion Passed Unanimously.

Before adjourning the meeting, Alderwoman **Green** reminded the Mayor and Council that the City needs to look at the possibility of purchasing a new fire truck. The fire vehicles currently being used when a fire occurs are in constant need of repair. Captain **Bryan Ross** stated that he has been actively searching for a used or new fire truck for the city to consider purchasing. He was asked to begin soliciting quotes/estimates on the cost of a new or used fire truck. Once these estimates are procured, the Mayor and Aldermen will engage in further discussions on ways to potentially fund such a purchase.

With no further business to discuss, this meeting was declared adjourned at **4:59 p.m.** by MOTION from **KERVIN D. CAMPBELL** and was SECONDED by **CHRISTOPHER S. THOMAS**. Motion Passed Unanimously.

John H. Mayweather, Sr., Mayor
Marvin R. Jackson, Clerk