

Department	Operational Plan
City Hall	OFFICES CLOSED: Employees will be working from home. They may be reached by telephone or email
Civil Service	OFFICE CLOSED. Employee will be working from home. May be reached by telephone or email.
Fire Department	Doors will be locked. Employees will continue to work as usual.
Library	CLOSED: Employees will be working from home as determined by Department Head. They may be reached by telephone or email.
Municipal Court	Court employees will continue to work. Court Clerk will determine if an employee may work from home and their duties Court has been postponed through the end of April.
PARD Community Center	CLOSED: Department Head to determine who can work from home and what their duties will be while at home. All temps and seasonal employees will not be working. <i>Note: All city parks are closed - include Germania Springs, Henry Farm, Skating & all Others</i>
PARD Maintenance	Work will continue as usual
PARD Senior Center	CLOSED: Meals will continue to be delivered. Coordinator will determine which employees can work from home and their duties.
Police Department	Employees will continue to work as usual.
Street Department	OFFICE CLOSED: Employees will continue to work as usual. Department Head will determine which employees may work from home.
Utility Office	Employees will continue to work. Department Head will determine which employees may work from home and a flexible schedule for those working.
Utility Maintenance Dept	Employees will continue service. Department Head will determine which employees may work from home and a flexible schedule for those working.
WWTP	Employees will continue service. Department Head will determine which employees may work from home and a flexible schedule for those working.