



**Date: March, 20<sup>th</sup> 2020**

**To: City of Evansville Community**

**From: Bill Hurtley, Mayor**

**Subject: COVID-19 Virus**

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To the residents of the City of Evansville,

As you are aware we, as a city need to address the global pandemic known as the COVID-19 Virus. Like every city, our desire is to stem-the-tide and “flatten the curve” to help contain the spread of the virus. As your Mayor, I want to get some information out to all our residents. Here are a few key points:

- Effective immediately, we have made a decision to close City Hall to the public to protect the safety of our employees and residents. We are still staffing City Hall and will be reducing the amount of employees working at one time.
- We are making absentee voting available by mail or in person at the north door of City Hall. We would encourage absentee voting by mail. You can go online to [www.myvote.wi.gov](http://www.myvote.wi.gov) or call City Hall — 608-882-2266, Ext. 1 — to arrange that option.
- Regarding reasonable precautions to prevent the spread of the virus, I also want to ask everyone to make sure you are washing your hands regularly and to not have direct contact with the general public. Please practice “social distancing” whenever possible and use the 6-foot rule when in contact with others. If you feel ill or think you have been exposed to the COVID-19 virus, please stay home and call your doctor for recommendations as to what you should do.
- Meanwhile, the Police Department is requesting you contact them by phone. Do not come to the Police Department with a complaint unless it is necessary to do so. Our department will be trying to limit direct contact when taking complaints.
- If you find a lack of disinfectant supplies, your best option is household bleach. You can mix it with water at a rate of 5 tablespoons of bleach to 1 quart of water in a spray bottle or 1/3 cup of bleach to 1 gallon of water. You can carry this in small bottles to use on shopping carts, door handles, gas pump handles and so on. Bleach has been said to kill the COVID-19 virus, the flu virus, as well as many other germs.
- I want to encourage you to check in and help neighbors who are elderly and people who are compromised by health conditions. Consider getting supplies for them or provide food for them so they do not have to go out in the public. If someone you know needs help that you are unable to provide assistance to please call the Police Department, B.A.S.E or City Hall and tell us so we can arrange help for them.
- Finally, I want to ask you to please try to support our local businesses. Many area restaurants are offering take-out options if you are able, also shop by phone or internet at the stores that are open but not open to public visits. Making those sort of choices will help keep our local economy strong and our neighbors’ establishments open. I’m sure we can all agree that we do not want to see anyone have to close their doors.

We will get through this in time. Anything we can do to help stop the spread of the virus and help our residents is crucial. Evansville has always been a giving city that is willing to help one another and I have faith we will continue to do that. In closing, I would like to thank the Employees of the City for their continuous efforts keeping the community running and helping the residents deal with the many complications presented by the COVID-19 virus.

On behalf of the City Council, City Administrator, City employees, Police Department, EMS, Fire Department and myself, thank you all for your calm and sensible response to this public health challenge. For up-to-date information please follow our City of Evansville Facebook page and keep an eye out for the changes on the City’s website. Please stay safe, use common sense and we will get through this difficult time together.

Bill Hurtley, Mayor  
City of Evansville