COVID-19 Operations Modification and Reminders

Below are reminders regarding the Village's orders regarding access to the Village Hall and the status of non-essential staff, which remains in effect until further notice:

- **The Village Hall remains closed to public access.** Only essential personnel will continue to have access to the Hall. (The U.S. Postal Service will issue directives regarding access to the Post Office).

- **All non-essential administrative personnel remain in a telework status**. Administrative staff are continuing to monitor and respond to emails and are returning calls left on their extension.

- **All classes, events and activities in the Hall are canceled**. The spring class session has been canceled due to the extended closure of the Village Hall.

- **Refuse and recycling collection continue normally**; HOWEVER, should Montgomery County close its Transfer Station, refuse collection will be suspended. No closures are anticipated at this time.

- **All previously-issued permits that were scheduled to expire on or after March 14, 2020 are extended through the 30th day after the date by which the Maryland state of emergency is terminated and the catastrophic health emergency is rescinded.**

- **All new applications for administrative permits** (Building, Tree Removal, Dumpster, Sign) **must be submitted** online. These applications and permits will be reviewed remotely by staff and applicants will receive further follow-up by email/phone.

- **All forms for new parking permits must be submitted** online. Once processed, Communications Center personnel will maintain a log of approved permits that are pending issuance of the decal/permit for reference by Village patrol officers. Permits/decals will be provided to the applicant when the Village Hall reopens.

- **Mail pick-ups**—Village Police are continuing our house check program as usual, however, residents are encouraged to contact the U.S. Postal Service to have mail stopped while you are away. If our officers collect mail during a house check, residents will continue to receive a notice that mail has been collected.

  If you receive a notice that mail has been collected during your absence, please call BEFORE coming to the Hall. In anticipation of your arrival, Communications personnel will bundle the mail in a bag. Upon your arrival at the Hall, press the doorbell at the main entrance to speak with the on-duty clerk, who will ask you to present your photo ID in front of the camera located on the porch. Once photo ID has been confirmed, the on-duty clerk will electronically open the door to allow you to retrieve your mail.

- **Key Pick-Up/Drop-Off**—where practical, residents are encouraged to call BEFORE coming to the Hall. Upon your arrival at the Hall, press the doorbell at the main entrance to speak with the on-duty clerk who will ask you to present your photo ID in front of the camera located on the porch. Once photo ID has been confirmed, the on-duty clerk will electronically open the door to allow you to retrieve/leave your house key.

Updates and changes to these service modifications, including any extension of these closures, will be circulated via blast email and posted to the homepage of the Village's website.

Click on the below link to view the local state of emergency order adopted by the Village Board of Managers on April 13, 2020:
https://www.chevychasevillagemd.gov/DocumentCenter/View/3580/Adopted-Resolution-04-01-20

Village officers and Public Works personnel who are continuing to interact with the public are adhering to prevention efforts, including politely avoiding handshakes, maintaining social distance, sanitizing vehicles and work spaces, and staying home when feeling ill. Village staff are also wearing masks when interacting with the public.

As a member of the Montgomery County Emergency Management Group, Village staff is continuing to receive frequent updates from various county agencies, including the Department of Health & Human Services (DHHS), and federal agencies including the Centers for Disease Control.

Residents should stay informed. Below is a list of website resources (some of these sites provide redundant information):

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Centers for Disease Control (CDC)
https://www.cdc.gov/coronavirus/2019-ncov/

Maryland Department of Health
https://phpa.health.maryland.gov/Pages/Novel-coronavirus.aspx

Montgomery County Department of Health & Human Services
https://montgomerycountymd.gov/HHS/RightNav/Coronavirus.html

U.S. State Department Travel Advisories (specific to COVID-19)
https://travel.state.gov/content/travel/en/traveladvisories/ea/novel-coronavirus-hubei-province--china.html

U. S. State Department Travel Advisories (general)
https://travel.state.gov/content/travel/en/traveladvisories/traveladvisories.html/

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Should you or a member of your household believe that you have symptoms (fever and cough) or if you have been in close contact with a person who has been diagnosed with COVID-19, you should call your health care practitioner or the Montgomery County Department of Health and Human Services' Disease Control Office to speak with a nurse at **(240) 777-1755**. If you are unable to get through, call the state's Infectious Disease Bureau at **(410) 767-6700 (daytime)** or **(410) 795-7365 (after-hours)**.