

## RESOLUTION NO. 20-05

### A RESOLUTION DECLARING THAT A STATE OF EMERGENCY EXISTS WITHIN THE CITY OF SCAPPOOSE

WHEREAS, Oregonians in urban and rural areas of the state have been infected with the COVID-19 virus; and

WHEREAS, the World Health Organization has declared that the COVID-19 virus is a global pandemic; and

WHEREAS, ORS 401.309 authorizes the governing body of a city to declare by ordinance or resolution that a state of emergency exists within the city; and

WHEREAS, ORS 401.309 allows the City to establish procedures to prepare for and carry out any activity to prevent, minimize, respond to, or to recover from an emergency; and

WHEREAS, ORS 401.315 allows a city to enter into contracts and incur obligations necessary to mitigate, prepare for, respond to or recover from an emergency or natural disaster.

#### **NOW, THEREFORE, BE IT RESOLVED:**

1. The City Council of the City of Scappoose declares an emergency related to transmission of the COVID-19 virus.
2. The City suspends the City's public contracting rules as they relate to preventing, preparing for, minimizing, responding to or recovering from the COVID-19 virus.
3. The City authorizes the City Manager or his designee to enter into contracts, incur obligations, and take all other steps necessary to mitigate, prepare for, respond to or recover from the COVID-19 emergency.
4. This State of Emergency shall last so long as the COVID-19 virus poses a threat to our City, or three months, whichever is less.
5. All City of Scappoose government buildings and offices will be closed to the general public. This includes City Hall, Community Development Center, Public Works and Police Department lobby. The Mayor and management team will evaluate continued office closures on a weekly basis.
6. Scappoose police officers and public works crews will continue to respond to calls. Contact non-emergency dispatch at 503-397-1521. In the event of an emergency, call 9-1-1.
7. Until further notice, water services will not be disconnected for non-payment of a City of Scappoose utility bill, in addition late fees will also not be assessed.
8. Scappoose Municipal Court will be limited to previously scheduled court appearances. Court staff will directly contact anyone if a court appearance date is rescheduled. If you are sick, please call to reschedule your court appearance. If you have any Municipal Court questions, you can call staff directly at 503-543-7146, option 2 or email the court at [ccarpenter@cityofscappoose.org](mailto:ccarpenter@cityofscappoose.org).
9. Scappoose citizens are encouraged to use the City's website payment portal option for making utility billing payments. Payments may also be made over the phone by calling Point & Pay 1-

866-890-5764 or Xpress Bill Pay 1-800-720-6847. Please contact staff at 503-543-7146 option 1. You can also visit our website at [www.ci.scappoose.or.us](http://www.ci.scappoose.or.us) then click on "online payments".

10. City staff will continue to work while offices remain closed to the public. If you have a question for a staff member, City staff are available through email and telephone. A staff directory can be found on the City's website at <https://www.ci.scappoose.or.us/contact>.
11. Essential in-person meetings with City staff may be arranged by appointment. Please call or email the department that you need to meet with to arrange an appointment time.
12. The City is evaluating moving all previously scheduled City Council meetings to a virtual meeting platform. Details will be released at a later date regarding how those meetings will be held and how the public can virtually comment before or during the meeting(s). All other City boards and commission meetings scheduled over the next four weeks have been canceled. This includes Planning Commission, Parks & Recreation Committee and Economic Development Committee.
13. This resolution shall take effect immediately upon adoption.

**APPROVED AND ADOPTED** on March 13, 2020.

  
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Mayor Scott Burge

**ATTEST:**

  
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Susan Reeves, MMC, City Recorder