

RESOLUTION 2020-04-501

**A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF WHITE SALMON, WASHINGTON,
RATIFYING PROCLAMATION OF EMERGENCY AND PROVIDING TEMPORARY
PROCEDURES TO RESPOND TO THE COVID-19 PANDEMIC**

WHEREAS, the State of Washington, along with much of the world, is experiencing an outbreak of the Novel Coronavirus, known as COVID -19, and;

WHEREAS, COVID-19 is a respiratory disease that can result in serious illness or death and is easily spread from person to person, and;

WHEREAS, on January 31, 2020 the United States Department of Public Health and Human Services Secretary declared a public emergency for the 2019 Novel Coronavirus beginning on January 27, 2020, and;

WHEREAS, on February 20, 2020 Governor Inslee proclaimed a state of emergency (Proclamation 20-05) for all counties in Washington State due to the spread of COVID-19 and directed that the plans and procedures of the Washington State Comprehensive Emergency Management Plan be implemented, and;

WHEREAS, on March 3, 2020 Klickitat County Emergency Operations Center was activated to Level-2 (partial activation) and is working to ensure that local stakeholders have access to all relevant information related to COVID-19 for preparation purposes, and;

WHEREAS, on March 13, 2020 the President of the United States declared a national emergency related to COVID-19, and;

WHEREAS, on March 13, 2020, Mayor Marla Keethler issued Emergency Proclamation 2020-01, declaring the COVID-19 pandemic to be an emergency in the City of White Salmon pursuant to Section 38.52.070 RCW and other relevant provisions of state and federal law; and

WHEREAS, on March 23, 2020 Governor Inslee issued Proclamation 20-25 amending Proclamation 20-05 requiring residents of Washington to “Stay Home – Stay Healthy;” and

WHEREAS, on March 24, 2020 Governor Inslee issued Proclamation 20-28 amending Proclamation 20-005 waving certain requirements in RCW 42.56, the Public Records Act, and RCW 42.30, the Open Public Meetings Act, that provides for any activity that necessitates an in-person setting; and

WHEREAS, the existing conditions related to COVID-19 warrant the proclamation of the existence of a local emergency and providing for temporary procedures to respond to the COVID-19 pandemic.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WHITE SALMON AS FOLLOWS:

Section 1. Ratification and Finding of Fact.

Council hereby ratifies Emergency Proclamation 2020-01 issued by Mayor Marla Keethler for the City of White Salmon on March 13, 2020. Council further finds that an emergency exists pursuant to Section 39.04.280(2)(b) RCW and authorizes the Mayor to waive any necessary competitive bidding requirements related to the COVID-19 emergency.

Section 2 – City’s Response and Operations.

- A. The City is committed to protecting the public and staff by minimizing the spread of COVID-19 and complying with Governor Inslee’s order to “Stay Home – Stay Healthy.” The City has and will continue to follow the guidelines provided by the State of Washington and the Klickitat County Health Officer, who prescribe social distancing and minimizing gatherings of people to best combat the spread of COVID-19.
- B. The City has closed, and will continue to maintain closures, of all city offices to the general public beginning Monday, March 16 until further notice. Citizens may pay utility bills, acquire licenses, submit permit applications, contact staff and transact other City business via telephone, email, and online. City staff is working remotely where and when possible. City public works staff is working in shifts and ensuring the city’s critical infrastructure is maintained in good operating condition.
- C. All construction work, including the City’s Jewett Blvd. Water Main Improvements project, is halted until further notice. Emergency construction work will be allowed with the appropriate permits. The City will arrange for inspections of emergency construction work.
- D. City parks will remain open, except that the playground equipment located in Rheingarten Park has been closed until further notice. If law enforcement or staff observes that good social distancing is not being maintained, the City reserves the right to close all city parks.
- E. The City will not issue late fees, penalties, etc., nor shut off water, due to late or unpaid payments. City utility billing will continue to be issued.
- F. All City Committee and Planning Commission meetings are cancelled.
- G. Pursuant to Governor Proclamation 20-28, council meetings will be held via teleconferencing until such time in person meetings can resume. Public comment will not be taken at any city council meeting via teleconference. All meetings held via teleconference will be recorded and the recordings will be made available to the public and posted on the city’s webpage, if possible. The public is encouraged to send questions, concerns, and comments to the City Clerk Treasurer via email. The City Clerk Treasurer will ensure that all emails are disseminated to the appropriate staff and/or officials. Agendas and agenda packets, along with instructions on how to attend the meeting by teleconference will be posted on the city’s webpage. Until further notice, hard copies of

the agenda packet will not be provided. Agendas and instructions on how to attend the meeting will be posted at Fire Hall, City Hall and the Post Office. Per Governor Inslee's Proclamation 20-28, council meetings will be held only to address necessary and routine matters or matters necessary to respond to the COVID-19 outbreak and the current public health emergency.

Any other matters will be held until regular public participation under the Open Public Meetings Act is possible.

The Mayor is authorized to adjourn regularly scheduled council meetings (first and third Wednesdays of each month) in lieu of the requirement of a quorum of council to adjourn a meeting as provided in RCW 42.30.090. In the event a regular meeting is adjourned, notices will be posted at the White Salmon Fire Hall, City Hall, and the Post Office

- H. Mayor Marla Keethler issued the attached "Letter to Employees" on March 17, 2020 providing direction to employees regarding using any form of paid leave during the COVID-19 event, effective March 17, 2020 through April 24, 2020. The City Council confirms the decision of the Mayor to not require employees to use any form of paid leave in the event employees are directed to be self-quarantined, quarantined, sent home with symptoms, stay home sick or unable to work due to scheduling or office closures and extends, if necessary, the provisions until further notice.

Section 3 – Budget.

During the term of this Resolution, the City Council adopts the following budget restrictions:

- A. All non-essential equipment replacements are hereby suspended, unless the replacement is completely funded by grants or the City's enterprise utility funds or is already on order.
- B. The City Council hereby encourages the expenditures of funds for acquiring necessary technology to facilitate employees to work from home where remote work is possible and approved by the Mayor and the appropriate Department Head.
- C. All staff time dedicated to emergency health responses related to COVID-19 pandemic must be tracked to allow for FEMA reimbursement.

Section 4 – Single-Use Carryout Bag Requirements.

The requirement for charging a fee for providing paper bags to customers is suspended until further notice. Retail establishments may establish requirements that do not allow for customers to bring their own carryout bags due to concerns over COVID-19.

Section 5 – Communication.

- A. All updates regarding City functions and actions related to the COVID-19 pandemic will be posted on the City's website to provide the public with the best updated information.
- B. The City will cancel and discourage any unnecessary gatherings of community members and/or staff during the term of this resolution.

Section 6 – Effectiveness.

The provisions of this Resolution shall become effective upon adoption and expire on April 24, 2020 unless further extended or shortened by further action of the City Council.

ADOPTED by the Council of the City of White Salmon, Washington. Dated this 1st day of April, 2020.



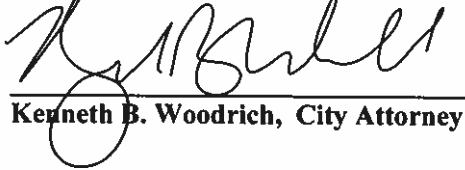
Marla Keethler, Mayor

ATTEST:



Jan Brending, Clerk Treasurer

APPROVED AS TO FORM:



Kenneth B. Woodrich, City Attorney



City of White Salmon Office of City Hall

March 17, 2020

City of White Salmon Employees

In light of the ongoing COVID-19 situation, we want to update you on the current efforts underway to deal with the challenges of this rapidly-changing series of events.

Effective Monday, March 16, 2020, the City of White Salmon Mayor decided to close all city offices to the public through April 24, 2020 but will continue full staffing and conduct normal business as practical. Klickitat County, the City of Bingen and the City of Goldendale have also closed their offices to the public.

In order to remove any barriers from you being able to follow current and future COVID-19 related directives we have decided that employees will not be required to use any form of paid leave in the event you are directed to be self-quarantined, quarantined, sent home with symptoms, stay home sick or unable to work due to scheduling or office closures. This is effective March 17, 2020 through April 24, 2020.

If for some reason daycare is no longer available due to a daycare having to close or if your partner/spouse is unable to care for the children due to COVID-19, employees will not be charged leave to stay home and take care of their children.

In the event you are unable to report to work for any of the above reasons but you are well, check with your supervisor to consider possible telecommuting options during your absence.

The Klickitat County Department of Emergency Management (DEM) and the Klickitat County Health Department have been communicating, coordinating, planning, and preparing with local stakeholders (local hospitals and medical clinics; local fire departments/fire districts and the EMS district; local police and the Sheriff's office), the Washington State Department of Health, and the Washington State Emergency Operations Center. Local elected and appointed officials are meeting on a regular basis to discuss how the cities and county will deal with any significant impacts of COVID-19.

The Klickitat County Emergency Operations Center (EOC) – which serves the cities and the county – has been activated at Level 2 (partial activation) for better support and coordination among local government and local stakeholders. The EOC, located on the ground floor of the DEM/9-1-1 building, in Goldendale, has been communicating and coordinating with the State EOC to provide and receive incident-related information, seek resources, and maintain awareness about the state of COVID-19 in Washington State. The city has submitted to the Klickitat Emergency Operations Center our contingency plans to continue critical services and limited staffing, if needed, during this evolving situation.

Currently, there is one confirmed COVID-19 case within Klickitat County. Several persons have been tested by the Klickitat County Health Department – all have been negative for the virus. More test results

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are outstanding. However, the combined effort to develop and maintain situational awareness – and maintain communications in Klickitat County for when sustained community spread is identified. In abundance of caution and concern for the health of all City employees, we urge you to remember the following:

- Wash your hands frequently, with soap and warm water, for at least 20 seconds.
- Use an alcohol-based hand sanitizer with at least 60% alcohol when soap and warm water are not readily available.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Clean and disinfect frequently touched objects and surfaces.
- Cover coughs and/or sneezes with a tissue – then throw the tissue in the trash and wash your hands, as previously mentioned. If not a tissue, cough or sneeze into the inside of your elbows/shirt-sleeve.
- **Stay home if you are ill** – do not spread your illness to nearby employees – this is very important for the continuity of operations in city government.

If you feel unwell – and decide your symptoms need medical review – please call your medical provider for advice. Do not show up at the medical office/clinic/facility. Schedule a time to meet your medical provider. Approach the facility using the access path provided to you during your scheduling phone call (patients with symptoms are being kept apart from other patients and medical staff – you may be met outside the facility or asked to enter through a separate door). Cover your face with a mask that will be provided by the medical staff. Avoid exposing others to your illness during transport.

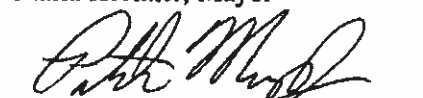
Above all, **DO NOT PANIC**. Most personnel who develop COVID-19 recover in a few days, with no long-term problems. At-risk groups (60+ years and/or underlying chronic illness) should consider social distancing to avoid potential exposure to the illness. If you are ill – or think you have been exposed to someone who has COVID-19 – self-quarantine may be suggested. Do not take a chance on exposing others – and our community – to the virus. While being tested for the virus has been problematic, please know that test results do not influence medical care (you are treated for the symptoms that you exhibit) and do not influence the duration of the illness. The virus must run its course – currently there are no anti-viral medicines approved to treat or shorten the duration of COVID-19.

Together, we will get through this. There are things that you should do – and things that you should not do. Please follow the direction of the CDC, the Washington State Health Department, and the Klickitat County Health Department. Realize that their direction may change as more is learned about COVID-19. Their direction will help you and your families avoid illness; will help protect at-risk populations; will help safe-guard our communities and their economic well-being; and will help to avoid overloading pre-hospital and medical care providers during potential periods of extreme demand.

Throughout our history we have endured and survived many challenges. If we work together and help each other we will survive this crisis too.



Marla Keethler, Mayor



Patrick Munyan, City Administrator

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