

## OAK LODGE WATER SERVICES DISTRICT

### Declaration of State of Emergency

March 17, 2020

**WHEREAS**, the Board of Directors (“Board”) of the Oak Lodge Water Services District (“District”) adopted Resolution 2020-03 defining the events and circumstances constituting an emergency and authorizing the declaration of a state of emergency under certain circumstances; and

**WHEREAS**, an emergency exists when human created or natural circumstances causes or threatens widespread loss of life, injury to person or property, human suffering, interruption of services, or financial loss; and

**WHEREAS**, the Board finds that a declaration of a state of emergency will allow for better cooperation by the District with other entities operating in a state of emergency; and

**WHEREAS**, the Board finds that a state of emergency exists due to the public health and financial threats posed by the novel and highly infectious coronavirus contagion (“COVID-19”) with confirmed cases in Oregon in and around Clackamas County.

### **NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE OAK LODGE WATER SERVICES DISTRICT DECLARES AND ORDERS:**

**Section 1. Declaration and Findings.** The Board hereby declares the District to be in a state of emergency and finds that a state of emergency exists due to the following events and circumstances:

- A.** Coronaviruses are a group of viruses that are passed from person to person and have the potential to cause serious illness, respiratory distress, loss of life, and widespread financial loss; and
- B.** COVID-19 is a type of coronavirus that has been confirmed in cases around the world, including in and around Clackamas County, and local public health officials have advised that the virus is circulating in Oregon communities and that they expect the number of cases to increase; and
- C.** On March 8, 2020, Governor Kate Brown declared a state of emergency under ORS 401.165 due to the public health threat posed by COVID-19; and
- D.** On March 11, 2020, the World Health Organization announced that COVID-19 is a global pandemic; and

- E. On March 12, 2020, Governor Kate Brown issued Executive Order No. 20-05 prohibiting large gatherings due to the COVID-19 outbreak in Oregon and finding that immediate implementation of social distancing and community mitigation measures necessary, and Governor Brown has since announced additional measures that will be in place until April 14, 2020; and
- F. The Board finds that social distancing and community mitigation measures in the District are in the best interest of the public health, safety, and welfare of the community and that further immediate action may be required to minimize, respond to, or recover from the emergency and continue District operations during the state of emergency.

**Section 2. Authorized Actions.** During this state of emergency, and subject to Section 3, the General Manager, or authorized temporary successor, may take any of the following actions:

- A. Divert funds and resources appropriated for other purposes to meet immediate needs;
- B. Enter into contracts of a duration that shall last no longer than the conclusion of the this declared state of emergency, without regard to any spending limit otherwise imposed by the District's procurement rules;
- C. Authorize local emergency operations plans;
- D. Implement protective measures, which may include limiting physical access by the public to District staff and offices, including during public meetings and hearings;
- E. Waive the right to shut off water services to all properties within the District;
- F. Restore water services to properties that have had water services shut off within 30 days prior to the date of the declaration of a state of emergency;
- G. Call an emergency meeting of the Board;
- H. Coordinate or assist local communities and state agencies to alleviate disaster or emergency conditions, including by entering into agreements and the sending or receiving of resources; and
- I. Other action that the General Manager reasonably believes is necessary to protect the District's water, sanitary sewer, or stormwater systems or sources.

**Section 3. Board Meetings as Prerequisite.** The General Manager, or authorized temporary successor in the Line of Succession, shall first attempt to convene the Board in a special meeting or an emergency meeting to authorize the desired action, and must

make a determination that the Board is unable to convene, before taking any Authorized Action.

**Section 4. Line of Succession.** During a state of emergency, if the General Manager is unable or unavailable to perform the Authorized Actions, the District Engineer shall have the authority of the General Manager to perform such Authorized Actions. If the District Engineer is unable or unavailable to perform the Authorized Actions, the Human Resources Manager shall have the authority of the General Manager to perform such Authorized Actions. The District Engineer or Human Resources Manager shall only be so authorized after receiving notification by the General Manager or the President of the Board, or the President's then-designated successor, of such authorization.

**Section 5. Effective Date.** This Declaration is effective immediately and remains in effect until April 21, 2020, unless extended or earlier terminated.

**Section 6. Ratification.** Within 30 days after the state of emergency has concluded, any action taken that was authorized pursuant to this Declaration shall be reported to the Board and the Board shall thereafter convene to approve and ratify any authorized actions taken on behalf of the District during the state of emergency.

**INTRODUCED AND ADOPTED THIS 17TH DAY OF MARCH 2020, EFFECTIVE AS OF THE DATE OF ADOPTION.**

OAK LODGE WATER SERVICES DISTRICT

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By *Kevin Williams*  
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Kevin Williams, President

DocuSigned by:  
By *Paul Gornick*  
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Paul Gornick, Secretary/Vice President