



Snoqualmie Pass Utility District

**SNOQUALMIE PUBLIC UTILITY DISTRICT
KING AND KITTITAS COUNTIES, WASHINGTON**

RESOLUTION NO. 2020-03

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF SNOQUALMIE PUBLIC UTILITY DISTRICT, KING AND KITTITAS COUNTIES, WASHINGTON AUTHORIZING EMERGENCY MEASURES TO ENSURE UNINTERRUPTED WATER AND SEWER SERVICE BY THE DISTRICT DURING A PUBLIC HEALTH EMERGENCY CAUSED BY THE NOVEL CORONAVIRUS (COVID-19), INCLUDING AUTORIZING CERTAIN STAFF MEMBERS TO WAIVE COMPETITIVE BIDDING REQUIREMENTS PURSUANT TO RCW 39.04.280.

WHEREAS, Snoqualmie Public Utility District ("District") needs to ensure that the District's water and sewer systems can provide uninterrupted service for community use, hygiene, and sanitation, to prevent the spread of illness, and maintain public health; and

WHEREAS, on February 29, 2020, the Governor of the State of Washington proclaimed a State of Emergency in Washington due to COVID-19; and

WHEREAS, on March 1, 2020, King County Executive Constantine proclaimed a State of Emergency within King County due to COVID-19; and

WHEREAS, on March 11, 2020, Local Health Officer for Public Health – Seattle & King County Dr. Jeff Duchin issued Local Health Officer Order due to COVID-19; and

WHEREAS, on March 12, 2020, the Governor of the State of Washington closed all public and private K-12 schools statewide (including King and Kittitas Counties) due to COVID-19;

WHEREAS, COVID-19, is a respiratory disease that can result in serious illness or death, and which is a new strain of coronavirus that had not been previously identified in humans and can easily spread from person to person; and

WHEREAS, many cases of COVID-19 already exist in King County and Kittitas County, COVID-19 has been linked to the death of King County Residents, and the effects of its extreme risk of person-to-person transmission will continue to occur globally, within the United States, and locally; and



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WHEREAS, as a result of the COVID-19 outbreak, it is anticipated that absenteeism will increase from illness, the fear of infection, and the need to care for ill family members, as well as children due to school closures. This absenteeism may affect drinking water and wastewater system operators (District Employees) and their capability to operate and maintain their systems adequately, thereby increasing the risks to public health; and

WHEREAS, absenteeism may affect workers from other essential and interdependent sectors, having an adverse impact on services such as delivery of essential materials and supplies to the District, and the District may need waive the formal bidding requirements, as allowed for in RCW 39.04.280, to ensure the District can obtain essential materials and supplies, and to continue to provide essential services; and

WHEREAS, the COVID-19 Pandemic may also cause severe economic disruption in the community and customers may be impacted in their ability to pay for District services by the payment deadlines normally established to maintain water services; now, therefore,

BE IT RESOLVED, by the Board of Commissioners of Snoqualmie Public Utility District, King and Kittitas Counties, Washington, as follows:

1. The recitals set forth above are incorporated herein by this reference.
2. Pursuant to, and as authorized by, RCW 39.04.280, The District's General Manager is hereby authorized to waive the competitive bidding requirements for the District's purchase of essential materials, supplies, and Public Work required to operate the water and wastewater systems, and the General Manager is directed and authorized to take all necessary and appropriate steps to ensure uninterrupted operation of the District water and wastewater systems.
3. The General Manager is hereby given specific authority to temporarily close, partially close, or otherwise limit public access the District buildings and other District facilities, including its main office, if the General Manager determines in his discretion that it is necessary for the health and safety of the public, District personnel, or otherwise.
4. The General Manager is directed that no water cutoffs shall occur between now and May 1, 2020, and that no late fees for missed payments between now and May 1, 2020 will be assessed. All customers will, however, continue to be regularly billed for the services the District provides. The General Manager has developed payment methods that reduce the interaction of staff and the public. Customers can use the District's preferred online payment system to pay electronically. Customers can drop payments off in the payment drop box located at the office or mail their payments to the District
5. District Employees may use any accrued time off, including sick and vacation, for any COVID-19 related absence. The General Manager has developed a plan to mitigate the



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risk of the illness spreading person-to-person among the District Employees. If the General Manager directs staff to stay home, and the Families First Coronavirus Response Act otherwise does not apply, the employee shall still be paid at their normal rate. The General Manager also has the authority to alter the workdays of the week and the hours worked per day to ensure the health of the staff and to ensure continued operations of the District.

6. The General Manager is directed to develop an Emergency Response Plan for the specific threat posed by COVID-19 to ensure essential water services are maintained throughout this emergency and present it to the Board for approval once ready.
7. If the General Manger is unable to perform any of the activities authorized and directed in this resolution, the Board Secretary David Harja and/or Lead Operator Carl Jennings is authorized and directed to carry out the duties and activities of the General Manager in this regard.
8. If any action is taken using any of the additional authority authorized under this resolution (e.g., waiving competitive bidding, closing a District building to the public, or advancing a District Employee paid time off), then the Commissioners must be notified via phone as soon as possible and in any case within a reasonable time.


ADOPTED by the Board of Commissioners of Snoqualmie Public Utility District of King and Kittitas Counties, Washington, at the open public meeting held March 23, 2020.

BOARD OF COMMISSIONERS
SNOQUALMIE PUBLIC UTILITY DISTRICT

By: 

President William Powers

By: _____
Commissioner Lloyd Holman

By: 

Commissioner David Harja