



**City of St. Helens**  
**COUNCIL SPECIAL SESSION AGENDA**  
**Wednesday, March 18, 2020**

Meeting to be held electronically.

Members of the public are welcome to attend electronically  
but no public comments will be taken.

**Conference Call**

Phone: 425-436-6323  
Access Code: 834309#

**City Council Members**

Mayor Rick Scholl  
Council President Doug Morten  
Councilor Keith Locke  
Councilor Ginny Carlson  
Councilor Stephen R. Topaz

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1. 4:00 p.m. - Call Special Session to Order
  2. **Resolution No. 1878:** A Resolution Declaring a Local State of Emergency in the City of St. Helens as a Result of COVID-19 Pandemic
  3. Senior Center Discussion
  4. Adjourn

*City of St. Helens*  
**RESOLUTION NO. 1878**

A RESOLUTION DECLARING A LOCAL STATE OF EMERGENCY IN THE  
CITY OF ST. HELENS AS A RESULT OF COVID-19 PANDEMIC

**WHEREAS**, COVID-19 (novel coronavirus) was declared a global pandemic by the World Health Organization on March 11, 2020; and

**WHEREAS**, Coronavirus are a group of viruses that can cause respiratory disease, with the potential to cause serious illness or loss of life for individuals with underlying health conditions; and

**WHEREAS**, on March 8, 2020, Oregon Governor Kate Brown declared a state of emergency due to the COVID-19 outbreak in Oregon; 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 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, THE CITY OF ST. HELENS RESOLVES AS FOLLOWS:**

**Section 1.** The City Council of the City of St. Helens hereby declares an emergency related to transmission of the COVID-19 virus.

**Section 2.** This Declaration of Emergency is effective from March 12, 2020 and shall remain in effect through April 9, 2020, but may be extended in two-week increments so long as COVID-19 continues to pose an ongoing, immediate, and substantial threat to life, safety, health, or property in the city of St. Helens.

**Section 3.** The City Council suspends the City's public contracting rules as they relate to preventing, preparing for, minimizing, responding to, or recovering from the COVID-19 virus.

**Section 4.** The City Council authorizes the City Administrator 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.

**Section 5.** All City of St. Helens government buildings and offices will be closed to the general public. This includes City Hall, Public Library, Recreation Center, City Shops, Wastewater Treatment Plant, Water Filtration Facility, Parks Offices, and the Police Department. The Mayor and management team will evaluate continued office closures on a weekly basis.

**Section 6.** St. Helens 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.

**Section 7.** Until further notice, water services will not be disconnected for non-payment of a City of St. Helens utility bill. In addition, late fees will also not be assessed.

**Section 8.** St. Helens 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 503-397-6272, option 2 or 503-366-8253.

**Section 9.** St. Helens 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 503-397-6272, option 1.

**Section 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 or telephone. A staff directory can be found on the City's website at <https://www.ci.st-helens.or.us/contact>.

**Section 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.

**Section 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 commissions meetings scheduled through April 9, 2020, have been canceled.

**Section 13.** All Recreation Program events have been canceled. The St. Helens Recreation Program will follow any St. Helens School District closures regarding Spring Break camp and the After-School Program. Should the School District close, these programs will also be closed. Refunds will be given for any event or program cancellations.

**APPROVED AND ADOPTED** by the City Council on March 18, 2020, by the following vote:

Ayes:

Nays:

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Rick Scholl, Mayor

ATTEST:

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Kathy Payne, MMC, City Recorder