

**KING COUNTY WATER DISTRICT NO. 90
KING COUNTY, WASHINGTON**

RESOLUTION NO. 1074

A RESOLUTION of the Board of Commissioners of King County Water District No. 90, King County, Washington addressing the novel coronavirus (COVID-19) in King County and throughout the United States.

WHEREAS, on February 29, 2020, Governor Jay Inslee proclaimed a State of Emergency in all counties in the State of Washington; and

WHEREAS, on March 1, 2020, King County Executive Constantine proclaimed a State of Emergency within King County; and

WHEREAS, on March 13, 2020, President Donald J. Trump, proclaimed that the COVID-19 outbreak in the United States constitutes a national emergency, beginning March 1, 2020; and

WHEREAS, customers and/or staff of the District are likely to be impacted by COVID-19, thereby potentially impacting operations of the District;

WHEREAS, the District needs to take proactive measures so that the water systems can continue to provide service for community use, hygiene, and sanitation in a safe and effective manner for customers of the District and for District employees; and

WHEREAS, District employees are crucial to the operation of the District's water system, and any significant or prolonged reduction in the work force could causes a detrimental impact to such operation;

WHEREAS, the COVID-19 could have a significant impact to customers of the District, including in their ability to timely pay for service provided;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of King County Water District No. 90, King County, Washington, as follows:

SECTION 1: Late Fees and Shutoff. During the time period in which the State of Emergency exists in King County, Washington, or until such other time period as the Commissioners may determine, the District will not shutoff water service for non-payment of service. Late fees, penalties and interest will continue to accrue. However, the General Manager, Darcey Peterson, is authorized to set up reasonable payment plans for those impacted by COVID-19. The District may record liens and certify delinquencies to the county auditor as authorized by RCW 57.08.081. Nothing herein shall be construed as forgiving or foregoing the payment for service rendered by the District, and all regular billing for services will continue. The General Manager is directed to develop emergency policies and procedures for the billing, payment, and collection of the District's customer accounts to ensure customers receive essential services provided by the District, while minimizing the financial risk to the District. Such policies and procedures will be presented to the Commissioners for approval.

SECTION 2: Emergency. The Commissioners find there is a current and ongoing emergency. Pursuant to RCW 39.04.280, the District's General Manager is authorized to waive competitive bidding requirements for the purchase of essential materials, supplies, and Public Work required to operate the water system. The General Manager is directed and authorized to ensure operation of the District water system. The General Manager will keep the Commissioners reasonably informed of any such activity.

SECTION 3: Operating Hours. The General Manager is authorized to fully or partially close the District office to the public, or to institute other limitations in order to limit possible exposure to District employees of COVID-19.

SECTION 4: Open Public Meetings. The District will continue to make efforts to post appropriate notices in advance of open public meetings. The District will encourage the public to

attend such meeting via telephone or utilizing other technology. District Commissioners, vendors, and consultants may also attend such meetings via telephone or utilizing other technology.

SECTION 5: Health Screening. The General Manager, or other person designated by her, will screen employees each day to determine if they are symptomatic. Any employee, commissioner, vendor or member of the public that is symptomatic will be excluded from the office. The District will undertake efforts to appropriately sanitize the office, and provide access to hand sanitizer. District employees are to routinely wash their hands with soap and water and to exercise social distancing by remaining at least six feet apart and for less than ten minutes.

The General Manager is authorized to develop and implement policies and procedures establishing guidelines for when employees should stay home in order to limit the risk of COVID-19 spreading among District employees.

SECTION 6: Continuity of Government. In the event the General Manager is unable to perform the activities set forth in this resolution, or other essential functions of the District; then, Operations Manager, Joshua Drummond, is authorized to carry on the duties of the General Manager.

Pursuant to RCW 42.14.070, in the event two elected commissioners are unable to perform their duties, then the General Manager is appointed as a temporary interim successor to the elected officers of the District. If all three elected commissioners are unable to perform their duties, then the General Manager and Operations Manager are appointed as temporary interim successors to the elected officers of the District. In either case, the interim successors may make such decisions as authorized by Title 57 RCW until such time as two or more commissioners are available to serve, or new commissioners are appointed.

SECTION 7: Employees on leave. District employees may use any accrued time off, including sick and vacation, for any COVID-19 related absence. The General Manager is directed

to develop additional policies and procedures to mitigate the risk of COVID-19 spreading to District employees. The General Manager is further authorized to allow employees to work from home.


SECTION 8: Discretion of District Manager. Appropriate responses and action relative to COVID-19 remain fluid. The District Manager will continue to monitor guidance by Federal, State and County officials. The District Manager is authorized to take all action as she deems reasonably appropriate in order to allow for the ongoing provision of water service, while attempting to limit the exposure of COVID-19 to employees in their performance of District functions. The Commissioners of the District will be kept reasonably apprised of any such action.

EFFECTIVE DATE, SEVERABILITY, AND REPEALER


a. Effective Date. This Resolution shall be effective upon adoption by the Board of Commissioners.

b. Severability. If any Section, sentence, clause or part of the Resolution is for any reason determined invalid, such determination shall not affect the remaining portions of the Resolution. The Board of Commissioners hereby declares that it would have passed this Resolution and each Section, sentence, clause and part thereof despite the fact that one or more Sections, sentences, clauses and parts thereof be declared invalid.

ADOPTED by the Board of Commissioners of King County Water District No. 90, King County, Washington, at a regular open public meeting thereof on the 17th day of March, 2020.

 3/17/20
Byron Murgatroyd, President

 3/17/2020
Pete Eberle, Vice-President

 3/17/20
Sam Amira, Secretary