City of Oak Park Heights

14168 Oak Park Blvd. N • Oak Park Heights, MN 55082 • Phone (651) 439-4439 • Fax (651) 439-0574

March 17, 2020

TO: City of Oak Park Heights Residents, Businesses and Visitors:

FROM: Mary McComber, Mayor

RE: Coronavirus (COVID-19)- City Emergency Declaration

The City of Oak Park Heights is continuing to take proactive steps to protect the health of our community and Staff and to slow the spread of the Coronavirus (COVID-19). The health and safety of our community members and our staff and their families are priorities for the City of Oak Park Heights.

Our goal is to limit person to person contact as much as possible therefore, effective Tuesday, March 17, 2020, the City of Oak Park Heights will be limiting City Hall to public access in the atrium only. Essential public services will continue without interruption – this includes water, sanitary, Police, EMS, Fire, snowplowing and garbage collection. Additional services will be attempted with electronic tools – such as email, telephone and other means. Building permit issuance, planning reviews and other more traditional services such notary public services may be impacted. Our City Hall, Police, Public Works, and Utilities crews will be working to keep our City running smoothly and safely for our residents and visitors. We hope to continue to conduct business as usual, just in a different way.

For residents, you may pay your utility bills on our website at www.cityofoakparkheights.com, drop off your payment in our drop box in the parking lot, or use the mail. For contractors or building permit needs, please call City Hall at 651-439-4439 or email Building Official Julie Hultman at jhultman@cityofoakparkheights.com – the City will attempt to continue these efforts, but with some on-site inspection or other review modifications.

In addition to the above, I have issued an Emergency Declaration (See Attached: 20-03-01) effective March 21st, 2020 that will enable the City to function under specific authorities related to purchasing and decision making, and which enables options for the City to possibly secure State or Federal Aid. Beyond the formality of the Declaration itself, the City has already implemented many practical responses so as to ensure safety to the public and its staff. We would expect the public to notice few material interruptions.

The City is cancelling all City Commission meetings at this time; yet City Council meetings will continue as scheduled but will be held via teleconference as permitted by Minnesota Statute. City Hall will be open to the public for these meetings, but we strongly encourage people to consider sharing any feedback with council members via email or phone call. Mayor and Councilmember contact information can be found on the City's website under Government – City Officials. You can also contact City Administrator Eric Johnson at eajohnson@cityofoakparkheights.com.

Please understand that this situation can change. Like you, the City will monitor reports from State and Federal agencies and respond appropriately. The City is committed to sharing the latest information with you as we are able. Follow our website and Facebook page for the latest updates.

DECLARATION: **20-03-01**

RESOLUTION: **_____(TBD)**

CITY OF OAK PARK HEIGHTS - DECLARATION OF CITY EMERGENCY DUE TO COVID 19

WHEREAS, the virus named "SARS-CoV-2," is a new strain of coronavirus that has not previously been identified in humans and can easily spread from person to person and which causes a disease named "coronavirus disease 2019," commonly known as "COVID-19," which is a respiratory disease that can result in serious injury or death; and

WHEREAS, on January 21, 2020 the first case of COVID-19 was detected in the United States; on March 6, 2020 the first case of COVID-19 was detected in the State of Minnesota; and as of March 16, 2020, there are thirty-five known cases of COVID-19 in Minnesota, including cases in Dakota County; and

WHEREAS, on January 31, 2020, the United States Department of Health and Human Services Secretary Alex Azar declared a public health emergency for COVID-19, beginning on January 27, 2020; and

WHEREAS, on March 13, 2020, President Donald Trump declared that the COVID-19 outbreak in the United States constitutes a National Emergency; and

WHEREAS, on March 13, 2020, Governor Tim Walz declared a Peacetime State of Emergency to authorize all necessary resources to be used in support of the COVID-19 response; and

WHEREAS, as of March 15, 2020 the World Health Organization Situation Report confirmed a total of 153,517 cases of COVID-19 in over 135 countries, including 5,735 deaths; and as of March 15, 2020, a total of 35 cases of COVID-19 have been reported in Minnesota including two in Dakota County and one in Washington County; and

WHEREAS, COVID-19 has been identified by the World Health Organization as a pandemic, and the United States Centers for Disease Control has provided guidance for individuals, healthcare professionals, and businesses to slow the spread of COVID-19, which include cancelling or postponing in-person events that involve more than fifty people for eight weeks; and

WHEREAS, the City has been preparing for weeks, working diligently with local, state, and federal partners to maintain situational awareness and respond to COVID-19; and

WHEREAS, additional local cases will trigger a more aggressive public health response and are predicted to impact residents of the City of Oak Park Heights and those who work in or travel through the City, including City employees; and the need for social distancing, school closings, and quarantine methods to slow the spread of COVID-19 is expected to cause significant challenges; and

WHEREAS, the City Administrator and Emergency Management Director find that this situation threatens the health, safety, and welfare of the citizens of the community and will cause a significant impact on the ability of public safety personnel to address any immediate dangers to the public as a result of COVID-19; and

WHEREAS, the City Administrator and Emergency Management Director find that traditional sources of financial aid, assistance and relief will not be able to compensate for the potential impact of COVID-19, and have determined that the necessary resources to respond to and recover from this pandemic will exceed those resources available within the City of Oak Park Heights , and additional resources will be needed from Washington County and state and federal sources.

NOW, THEREFORE, MAYOR MARY MCCOMBER OF THE CITY OF OAK PARK HEIGHTS - PROCLAIMS, DECLARES, REQUESTS, AND DIRECTS AS FOLLOWS:

1. Under the authority given by Minnesota Statutes, Section 12.29, declares that a local emergency exists within the City effective March 21, 2020, with all the powers and responsibilities attending

thereto as provided by Minnesota Statutes, Chapter 12, and further proclaims that such emergency constitutes a declared emergency pursuant to City Code Section 1118.

2. Directs City Staff to review ordinance and regulatory requirements, operations, civil and legal proceedings, events, and resources to determine whether the foregoing should be adjusted or suspended, and to make recommendations regarding additional emergency regulations to support the employees and residents of the City.

3. Directs all City departments and offices to operate and support the response to this incident, under the direction and coordination of the Emergency Management Director and City Administrator including implementing new employee protocols, strategies, and processes to ensure that public services are maintained also including the reasonable implementation of the City's adopted Pandemic Preparedness Plan.

4. Directs the City's Emergency Management Director and other appropriate City staff to request and coordinate appropriate aid and resources from surrounding jurisdictions, Washington County, the State of Minnesota, and the Federal government, as needed.

5. Declares, under Minnesota Statues, Section 13D.021, that in-person meetings of the City Council, Planning Commission, and other advisory commissions of the City of are not practical or prudent due to the COVID-19 health pandemic and the peacetime emergency declared by Governor Walz pursuant to Minnesota Statutes, Chapter 12, and hereby directs that meetings of the City Council, Planning Commission, and other advisory commissions of the City shall be conducted by telephone or other electronic means, and hereby directs City Staff to take such action as may be necessary to enable such meetings to occur via telephone or other electronic means pursuant to Minnesota Statutes, Section 13D.021, until such time as it is no longer impractical or imprudent for the City Council, Planning Commission, and other advisory commissions to resume in-person meetings.

6. Requests that the City Council convene at its earliest convenience to discuss the situation and consider extending this declaration. **This emergency declaration shall continue for a period of three (3) days from its effective date of March 21, 2020,** unless further extended by or with the consent of the City Council pursuant to Minnesota Statutes, Section 12.29, subd. 1.

7. Orders that this declaration be given prompt and general publicity and that it be filed promptly by the City Clerk.

Declaration 20-03-01 - Issued and Signed - Dated this 17 day of March, 2020

Mary McComber

Mayor Mary McComber

Attest: _____

City Clerk

JENNIFER M. PINSKI
NOTARY PUBLIC - MINNESOTA
My Commission Expires Jan. 31, 2022