

CITY OF SALEM
EMERGENCY ADMINISTRATIVE RULE 109-800-2 (1.5)(h)

FROM: SALEM CITY MANAGER, Salem, Oregon

FINDINGS:

Pursuant to Salem Revised Code (SRC) 20J.060, I, Steve Powers, Salem City Manager, make the following findings:

On March 16, 2020, the Salem City Council declared an emergency relating to the COVID-19 Pandemic (the “Declaration”). The Declaration, authorized the City Manager, acting as the City’s Emergency Program Manager, to issue certain orders, and take other necessary actions to protect public health and safety during this time.

On March 8, 2020 Oregon Governor Kate Brown declared a state of emergency related to COVID-19, and on March 13, 2020 the President of the United States declared a national state of emergency.

On March 23, 2020, Governor Brown issued Emergency Order 20-12 (“Stay Home, Save Lives Order”) that required many businesses to close, mandated working from home for many employees, and other social distancing measures.

As a result, many businesses within the City of Salem have had to temporarily suspend operation. Notwithstanding the fact that operations have suspended, the businesses would continue accrue water, wastewater, stormwater utility, streetlight, and operating fees.

It would create an administrative hardship on the Utility if the suspended businesses close their accounts and then reopen them a few months later. Additionally, the closing and reopening of accounts could delay resumption of operation by the affected businesses.

Accrual of the aforementioned fees will represent a hardship to the businesses affected and a substantial barrier to re-opening businesses once the COVID-19 emergency is over.

Therefore, pursuant to SRC 20J.060, and consistent with the Declaration, and Emergency Order 20-12, the City Manager amends Administrative Rule 109-800-2 (1.5)(h) as follows:

(h) Temporary suspension of service.

(1) Residential customers planning for an extended period of absence may request of the City to have their utility billing suspended. Utility service will be deactivated and charges for all services will cease. The customer account will be subject to a reactivation fee once service resumes.

(2) **Commercial accounts may request of the City to have their utility billing suspended if the business is experiencing an extended period of absence or temporary closure. To qualify for account suspension, the account must be in good standing and all water and wastewater usage must cease on or before the date of suspension. No charges or fees will be incurred during the period the account is suspended. The account will not be charged a reactivation fee upon account reinstatement. If measurable water use is detected while the account is suspended, the account shall be reactivated and the customer shall be responsible for all charges and fees beginning with that billing cycle.**

- 1) **Duration/Term.** This emergency administrative rule is effective immediately and will remain in effect for a period of 180 days or until the City Council's Emergency Declaration or the Governor's Emergency Order 20-12 is lifted, whichever occurs last.



Steve Powers, City Manager

Date: April 21, 2020