

**CITY OF MONROE  
RESOLUTION**

**Resolution Authorizing and/or Ratifying Actions relating to COVID-19 Emergency**

WHEREAS, Chapter 52 – Emergency Preparedness – of the Code of the City of Monroe authorizes the Mayor of the City to declare a State of Emergency in the event of occurrence or imminent threat of epidemic; and

WHEREAS, the spread of COVID-19 through our world, our country, and our state continues; and

WHEREAS, the President of the United States of America has declared a State of Emergency relating to the spread of COVID-19; and

WHEREAS, the Governor of the State of Michigan has declared a State of Emergency relating to the spread of COVID-19; and

WHEREAS, the first case of COVID-19 in Monroe County was announced by the State of Michigan on March 14, 2020; and

WHEREAS, COVID-19 is highly contagious and easily spread; and

WHEREAS, it appears likely that COVID-19 is capable of being spread by individuals without any observable symptoms; and

WHEREAS, there is presently no cure for COVID-19 at this time and treatment and/or cures are expected to take time to develop; and

WHEREAS, the mortality rate of individuals infected with COVID-19 is significantly higher than that of the seasonal flu; and

WHEREAS, social distancing and personal measures such as handwashing and disinfecting are the known means to mitigate the spread of COVID-19; and

WHEREAS, the City of Monroe, Michigan must continue to provide for the health, safety, and welfare of its citizens and businesses through its essential functions; and

WHEREAS, the Mayor of the City of Monroe, Michigan (the “Mayor”) declared that a State of Emergency relating to COVID-19 exists within the City of Monroe, Michigan effective March 15, 2020 at 6:00 p.m.; and

WHEREAS, Chapter 52 of the Code of the City of Monroe, Michigan regarding Emergency Preparedness authorizes certain actions within the City to protect the public health, safety and welfare during emergency situations and disasters;

44 NOW, THEREFORE, BE IT RESOLVED, that the general closure of City Hall  
45 effective March 13 through March 18, 2020 to members of the public in order to  
46 decrease the spread of COVID-19 is hereby ratified (subject to the potential for  
47 necessary public meetings and/or actions which shall be disseminated and held in  
48 accordance with applicable law, rules and/or regulations); and  
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50 BE IT FURTHER RESOLVED, that all City operated buildings, including City Hall  
51 shall remain generally closed to members of the public in order to decrease the spread  
52 of COVID-19 through April 8, 2020 (subject to the potential for necessary public  
53 meetings and/or actions which shall be disseminated and held in accordance with  
54 applicable law, rules and/or regulations and subject to further decision of the City  
55 regarding closures); and  
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57 BE IT FURTHER RESOLVED, that the opening, closing, and/or occupation of  
58 any other City owned buildings shall be determined in the discretion of the City Manager  
59 and/or Emergency Preparedness Coordinator; and  
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61 BE IT FURTHER RESOLVED, that all online processing fees associated with  
62 online submission of payments in amounts of less than \$1,000.00 from citizens or  
63 businesses to the City of Monroe (including but not limited to water bills, recreation fees,  
64 and building department permits or applications) shall be eliminated and/or waived  
65 during the duration of the State of Emergency relating to COVID-19 to the maximum  
66 extent possible. To the extent such fees are unable to be immediately waived due to  
67 software or vendor timeframes for implementation, such fees shall be refunded to the  
68 payor as soon as practicable; and  
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70 BE IT FURTHER RESOLVED, that a moratorium on residential water shutoffs for  
71 all accounts administered by the City during the duration of the State of Emergency  
72 provided that all use during the duration of the State of Emergency will be billed and that  
73 shutoffs may be initiated in the event that the use substantially exceeds the typical and  
74 ordinary domestic use for the residential structure in question; and  
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76 BE IT FURTHER RESOLVED, that the City's Human Resources Department, in  
77 conjunction with the City Manager shall develop a Pandemic Leave Time policy with the  
78 goal to provide City employee's with an additional bank of twenty (20) days of paid time  
79 off for possible use related to any potential exposure to COVID-19; and  
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81 BE IT FURTHER RESOLVED, that the City Manager and/or Emergency  
82 Preparedness Coordinator shall be empowered to develop policies and procedures for  
83 the conduct of purchasing and bidding that 1) limit, to the extent practicable, personal  
84 and/or close contact between individuals and 2) encourage the transaction of business  
85 via electronic, telephone, streaming, or other remote access technologies to the  
86 maximum extent possible, so long as public notice, access and/or participation as  
87 appropriate is preserved; and  
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89 BE IT FURTHER RESOLVED, that, for the purposes of succession of the City  
90 government, in the event Mayor Robert E. Clark is unable to discharge the duties of the  
91 office of Mayor at any time during the duration of the State of Emergency,  
92 Councilmember John Iacoangeli is appointed to discharge the duties of the office of  
93 Mayor.  
94

95 BE IT FURTHER RESOLVED, that the next regularly scheduled meeting of the  
96 City Council shall be held on April 6, 2020 at 6:00 p.m. and the work session scheduled  
97 for April 6, 2020 at 6:00 p.m. is hereby cancelled.  
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99 Motion:

100 Seconded by:

101 Ayes:            Nays:            Absent:  
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103

104 I, Michelle J. LaVoy, City Clerk-Treasurer of the City of Monroe, State of Michigan, do  
105 hereby certify that the foregoing resolution is an exact copy of a Resolution adopted by  
106 the City Council of said City, at a regular meeting thereof held on the \_\_\_\_ day of  
107 \_\_\_\_\_, 2020.

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Michelle J. LaVoy  
City Clerk-Treasurer