

**Ordinance No. 2020-01**  
**ORDINANCE TEMPORARILY DELEGATING**  
**AUTHORITY TO ADMINISTRATION**

**WHEREAS**, the Board (the "Board") of Wheeling Township (the "Township") acknowledges that a national and state emergency has been declared as a result of the COVID-19 pandemic;

**WHEREAS**, as a result of the COVID-19 pandemic, public health officials have discouraged public meetings and events, and have encouraged social distancing;

**WHEREAS**, the Board recognizes that, in the absence of its action on certain contracts, expenditures, payments and other items, there will be significant negative and potentially irreversible impact on its administration, residents, employees, operations, and/or finances; and

**WHEREAS**, in order to minimize such impact on its administration, residents, employees, operations, and finances, the Board desires to temporarily delegate authority to the Supervisor or her designee to approve and execute contracts and expenditures, approve and make payments, and take other actions in accordance with this Ordinance.

**NOW, THEREFORE**, be it resolved by the Board of Wheeling Township as follows:

1. The preamble recitals are hereby incorporated as if fully set forth herein.
2. The Board hereby delegates authority to its Supervisor or her designee to approve and execute all contracts and expenditures, to approve and make all payments, and to take all other related actions when the Supervisor or her designee finds (1) that any such action is reasonable and necessary to avoid a negative impact on the Township's residents, employees, operations, or finances; and (2) that such action must be taken prior to the next regularly scheduled meeting of the Board to avoid such negative impact.
3. The authority granted under this Ordinance is subject to all statutory bidding and procurement requirements, and other applicable laws and regulations.
4. All actions taken pursuant to this Ordinance shall be presented as information items to the Board at the Board's next regularly scheduled meeting.
5. This Ordinance temporarily supersedes all Board Policies in conflict therewith.
6. The authority granted under this Ordinance shall expire automatically on June 30, 2020.

7. This Ordinance shall be in full force and effect immediately upon its passage, on this 24th day of March 2020.

**WHEELING TOWNSHIP**

By:   
Supervisor

**ATTEST:**

By:   
Clerk