

**BEFORE THE COUNCIL OF THE CITY OF WILLAMINA SITTING FOR THE
TRANSACTION OF BUSINESS**

RESOLUTION NUMBER 21-22-006

A Resolution of the Willamina City Council extending workers' compensation coverage to volunteer of the City of Willamina, in which the City of Willamina elects the following:

Pursuant to ORS 656.031, workers' compensation coverage will be provided to the classes of volunteers listed in this resolution, noted on payroll schedules, and verified at audit:

1. Public Safety Volunteers. Not applicable
2. Volunteer Boards, Commissions, and Councils for the performance of administrative duties. An aggregate assumed annual wage of \$2,500 will be used per each volunteer board, commission, or council for the performance of administrative duties. The covered bodies include:
 - a. City of Willamina City Council
 - b. City of Willamina Library Board
 - c. City of Willamina Planning Commission
 - d. City of Willamina Budget Committee
 - e. City of Willamina Cemetery Committee
3. Manual labor by elected officials. An assumed monthly wage of \$800 per month will be used for public officials for the performance of non-administrative duties other than those covered in paragraph 2 above and include the following:
 - a. Watering flowers and/or flower baskets; and
 - b. Setting up and/or taking down tables & chairs for City sponsored events and/or meetings.
4. Non-Public Safety Volunteers. All non-public safety volunteers within the departments below will track their hours and Oregon minimum wage will serve as the assumed wage for both premium and benefits calculations. The workers' compensation carrier will assign the appropriate classification code according to the type of volunteer work being performed:
 - a. Library. Checking in and out books, shelving and reshelving books, use of the computer and other technological equipment, reading to children, dusting and repairing books as needed, making coffee, picking up areas after library patrons leave, other assistance to library patrons as needed.
 - b. Museum. Greet visitors and assist such visitors in viewing the Museum. Assist in the dusting, cleaning, repair, and/or replacement of Museum displays and reference materials, use of the computer and other technological equipment, other assistance to museum patrons as needed.
5. Public Events. Volunteers at the following public events which are sponsored or co-sponsored by the City will be covered under the worker's compensation covered using verified hourly Oregon minimum wage as a basis for premium and/or benefit calculation. But only those volunteers who are volunteering on behalf of the City of Willamina and not those who are volunteering on behalf of the co-sponsoring organization:
 - a. City of Willamina Volunteer Celebration

- b. Trunk-or-Treat
 - c. Fourth of July Event
 - d. City Wide Clean Up
 - e. City/County Dinner
 - f. National Night Out
 - g. Fall Tea Fundraiser at the Museum
 - h. Winter/Christmas Celebration
 - i. Willamina Light Parade
 - j. Chocolate Festival
 - k. Lunch events for dignitaries including but not limited to Federal, State, and County Delegates and their staff
6. Community Service Volunteers/Inmates. Pursuant to ORS 656.041, workers' compensation coverage will be provided to community service volunteers commuting their sentences by performing work authorized by the law enforcement agency. Oregon minimum wage tracked hourly will be used for both premium and benefit calculations, verifiable by providing a copy of the roster and/or sentencing agreement from the court.
7. Other Volunteers. Volunteer exposures not addressed here will have workers' compensation coverage if, prior to the onset of the work provided, the City of Willamina:
- a. Provides at least two weeks advance written notice to workers' compensation underwriting requesting the coverage;
 - b. The carrier approves the coverage and date of coverage; and
 - c. The carrier provides written confirmation of the coverage.

The City of Willamina agrees to maintain verifiable rosters for all volunteers including volunteer name, date of service, and hours of service and make them available at the time of a claim or audit to verify coverage.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WILLAMINA THAT workers' compensation coverage is extended to volunteers of the City of Willamina, as outlined above.

PASSED and ADOPTED by the City Council of the City of Willamina this **9th day of November 2021**



Robert Burr

Robert Burr, Mayor

ATTEST:

Bridget Meneley

Bridget Meneley, Deputy City Recorder