

Willard, Ohio  
April 20, 2020

The Council of the City of Willard, Ohio met in regular session on April 20, 2020, with the President of Council calling the meeting to order. The meeting was opened with the Pledge of Allegiance.

**Roll Call:** Babcock, Danhoff, Daniel, Elmlinger, Johnson, Olson and Sattig present.

**MINUTES:** Minutes of the Council meeting held March 16, 2020 were presented for approval. In that copies of the minutes were furnished each Councilperson prior to the meeting, there was no request they be read. Moved by Olson seconded by Danhoff that they be approved as received. In a called vote therein Babcock, Danhoff, Daniel, Elmlinger, Johnson, Olson and Sattig voted yea. Motion carried.

Announcement/notice of cancellation of April 6, 2020 Council meeting was presented for approval. Moved by Olson seconded by Danhoff that notice and cancellation of April 6, 2020 due to the COVID-19 virus was approved. In a called vote therein Babcock, Danhoff, Daniel, Elmlinger, Olson and Sattig voted yea. Johnson voted nay.

**CITIZENS DISCUSSION:** None

**BID PROPOSALS:**

**1. Bid No. 2020-02 – Emerald, Euclid & Howard Street Improvements**

Ordinance to award this bid to Erie Blacktop, Inc., Sandusky, Ohio, for the 2020 Street Improvements Project-OPWC, in the amount of \$254,818.25, the lowest and best bid, is Listed below for its First Reading.

**2. Bid No. 2020-03 – 2020 Street Improvements**

Ordinance to award this bid to Erie Blacktop, Inc., Sandusky, Ohio, for the 2020 Street Program, in the amount of \$125,662.25, the lowest and best bid, is listed below for its First Reading.

**3. Bid No. 2020-04 thru 08 – 2020 Chemical Bids**

- Sodium Permanganate
- HFS Hydrofluosilic Acid
- Liquid Ferric Chloride
- Liquid Caustic Soda
- Phosphate

Ordinance to award these bids is listed below for its First Reading.

**SPECIAL ORDER OF BUSINESS:**

- 1. Reappointments/Appointments to Community Reinvestment Area Housing Council** This Council is scheduled to meet in April 2020. Due to the situation with the Corona Virus, this meeting will be scheduled when we are able.
  - ~ 1 appointment by City Development Commission – (Robert Benfer replacement) – we will have CDC make this appointment the next time they meet
  - ~ 2 appointments by City Council – Olson and Daniel said that they would do another term
  - ~ 2 appointments by City Manager (still need to do)
  - ~ 2 appointments by CRA (which they will do when they meet)
- 2. Appointments to replace Robert Benfer**
  - ~ City Development Commission, appointed by Council
    - Elmlinger presented the name of James Gray; moved by Olson seconded by Babcock that James Gray be accepted and appointed to the City Development Commission. In a called vote Babcock, Danhoff, Daniel, Elmlinger, Johnson, Olson and Sattig voted yea. Motion approved.
  - ~ City Tree Commission – appointed by City Manager
    - Interim City Manager presented the name Dave Smith to serve on the Tree Commission; Moved by Olson seconded by Danhoff that Dave Smith be appointed to the City Tree Commission. In a called vote Babcock, Danhoff, Daniel, Elmlinger, Johnson, Olson and Sattig voted yea. Motion carried.
- 3. City Development Commission** met on Tuesday, April 14<sup>th</sup> at 7:00 p.m. Moved by Olson seconded by Danhoff that minutes be accepted and placed on file. In a called vote, Babcock, Danhoff, Daniel, Elmlinger, Johnson, Olson and Sattig voted yea. Motion carried.

4. CDC met with Bryson Hamons for the purpose of reviewing the Recreation and Park Department levy. After some discussion, CDC members recommended to Council that due to the current economy situation that Council go with the renewal levy. Moved by Olson, seconded by Danhoff that Council go along with CDC's recommendation and move forward with putting the renewal levy on the ballot in November. . In a called vote, Babcock, Danhoff, Daniel, Elmlinger, Johnson, Olson and Sattig voted yea. Motion carried.

**COMMUNICATIONS & PETITIONS:** None

**TABLED ITEMS:** None

**REPORTS FROM COMMITTEES:**

1. *Charter/Legislative – Danhoff, Johnson*
2. *Finance – Johnson, Olson, Sattig*
3. *Public Works – Babcock, Daniel*
4. *Safety – Babcock, Daniel, Olson*
5. *Utilities – Danhoff, Daniel, Olson*

**REPORTS FROM OFFICERS:** Finance Report for March 2020 was presented by Finance Director.

Finance Director reported that incoming employee withholding is down approximately 13%.

State is saying that we are looking at a 45% decrease in gas tax. Finance Directors are having telephone conference calls with the State Auditor. Municipalities are also being asked to make a 20% cut in their 2020 budgets. Department heads have been advised and will be working on that with them.

Moved by Olson seconded by Danhoff that Council accept the Finance Director's report for March 2020. In a called vote Babcock, Danhoff, Daniel, Elmlinger, Johnson, Olson and Sattig voted yea. Motion carried.

**City Manager's Report:**

Pomerich presented to Council the fact that many people are struggling right now financially due to the COVID-19 situation. Because of the many issues at this time, he would like to request permission from Council to instruct the Finance Department to waive the late fee on this billing cycle, and evaluate future bills at a later time. Moved by Sattig seconded by Babcock that the late fee for this cycle of Water bills be waived. In a called vote Babcock, Danhoff, Daniel, Elmlinger, Johnson, Olson and Sattig voted yea. Motion carried.

Legislation to enter into a contract for both street improvement projects are on the agenda. We have received notice that due to the COVID-19 pandemic, the State's Capital Improvement Program is in jeopardy of not being funded. This funding amounts to \$114,000.00 towards the bid amount of \$254,818.25 (44%) for the Emerald St, Euclid St. and Howard St. Improvement project. Erie Blacktop, who won those bids, has informed us that they will hold their price for longer than the 60 day period. By going ahead with this legislation, we will be ready to go if stimulus money is offered down the road.

You may have noticed that we were able to get a dumpster at 916 S. Main St. This is a senior citizen and a veteran, so we are trying to work with him and help him to get his property cleaned up.

Friday is Arbor Day. We will be planting a tree in the boulevard on Myrtle Avenue, but we will not be inviting the public or having any school children. Mayor Daniel will be reading a Proclamation.

Second Harvest will again be holding a food distribution but we are setting this one up at the park. They will have 400 boxes to distribute.

Pomerich has met with the Police Union Representatives in regards to their grievance and talked with our insurance representative. The grievance legislation is listed on the agenda, but we hope that a resolution can be reached to avoid having to bring this before the Personnel Appeals Board.

Pomerich reported that he is researching 110 Center in downtown Willard. At this time he knows that it will take two thirds of Council to approve the sale of the property and there will need to be legislation. He will continue to evaluate and report his findings at a future meeting.

Looking at 716 Park Street and how to best handle this property which the City has received. There are individuals interested in this property, but one thing we would like to address is making sure it will only be used as a single family dwelling.

Census is still in progress, Willard is at 48% reporting. We urge individuals to complete their Census and get it sent in. These numbers help us to get government funding.

Pomerich said we are beginning to look at opening Ohio back up after our “stay-at-home”. He is looking at working with our own small businesses and helping them to figure out a plan in any way that we can to help them get going and back on their feet.

Employees (possibly) affected by COVID-19

- 1 Fire Personnel had symptoms but tested negative
- 1 Police Officer had symptoms and self-quarantined
- 1 Telecommunications may have been exposed to someone with COVID-19 and self-quarantined.
- 1 Maintenance Department worker had symptoms and self-quarantined.

Council requested to accept the following donation to benefit the Veteran’s Memorial Fund project: \$800 from Mike Adams with Full Service Adams.

Moved by Babcock seconded by Olson that this donation be accepted by Council. In a called vote, Babcock, Danhoff, Daniel, Elmlinger, Johnson, Olson and Sattig voted yea. Motion carried.

Babcock asked if Pomerich new the outcome of the test bore for the Clock Tower, Pomerich said that he did not. Pomerich said the Clock Tower Committee would like to move the Clock Tower 10 ft., asked if Council would be ok with that, they said that they would.

#### **ORDINANCES AND RESOLUTIONS:**

##### **ORDINANCE NO.**

AN ORDINANCE TO ESTABLISH THE RATE OF PAY FOR JAMES POMERICH WHILE HE IS SERVING AS ACTING CITY MANAGER FOR THE CITY OF WILLARD, AND DECLARING AN EMERGENCY, was presented by Council President for its first reading by title only. This was done by the Council Clerk.

Moved by Olson seconded by Babcock that this Ordinance be declared an emergency measure, and the rule requiring the Ordinance to lay over for 30 days be waived and that it go into effect upon passage of second reading. In a called vote Babcock, Danhoff, Daniel, Elmlinger, Johnson, Olson and Sattig voted yea. Motion carried.

Moved by Olson seconded by Danhoff that the Ordinance be adopted. In a called vote Babcock, Danhoff, Daniel, Elmlinger, Johnson, Olson and Sattig voted yea. Motion carried.

##### **ORDINANCE NO.**

AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO CONTRACTS AND AWARD 2020 CHEMICAL BIDS WITH THE COMPANIES AND IN THE AMOUNTS LISTED BELOW WITH TWO YEAR CONTRACTS, was presented by Council President for its first reading by title only. This was done by the Council Clerk.

##### **ORDINANCE NO.**

AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO CONTRACT WITH ERIE BLACKTOP, INC., SANDUSKY, OHIO, TO AWARD BID NO. 2020-02 FOR THE 2020 STREET IMPROVEMENTS PROJECT-OPWC, IN THE AMOUNT OF \$254,818.25, was presented by Council President for its first reading by title only. This was done by the Clerk.

##### **ORDINANCE NO.**

AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO CONTRACT WITH ERIE BLACKTOP, INC., SANDUSKY, OHIO, TO AWARD BID NO 2020-03 FOR THE 2020 STREET PROGRAM, IN THE AMOUNT OF \$125,662.25, was presented by Council President for its first reading by title only. This was done by the Clerk.

**ORDINANCE NO.**

AN ORDINANCE CALLING INTO SESSION THE PERSONNEL APPEALS BOARD, AND DECLARING AN EMERGENCY, was presented by Council President for its first reading by title only. This was done by the Council Clerk.

Moved by Olson seconded by Danhoff that this Ordinance be declared an emergency measure, and the rule requiring the Ordinance to lay over for 30 days be waived and that it go into effect upon passage of second reading. In a called vote Babcock, Danhoff, Daniel, Elmlinger, Johnson, Olson and Sattig voted yea. Motion carried.

Moved by Olson seconded by Danhoff that the Ordinance be adopted. In a called vote Babcock, Danhoff, Daniel, Elmlinger, Johnson, Olson and Sattig voted yea. Motion carried.

**ORDINANCE NO.**

AN ORDINANCE AMENDING THE CITY'S SALARY RANGE BY ADDING SALARY RANGE 9A, AND DECLARING AN EMERGENCY, was presented by Council President for its first reading by title only. This was done by the Council Clerk.

Elmlinger asked why so many salary ranges. Lori and James explained that some of it has to do with Police Dept. and Fire Dept. employees being paid in different ways than other employees. Ranges could be something that we review in the future.

Johnson asked why this needed to be an emergency. There was some discussion on the emergency clause, but the main reason was that a new employee needed to be hired for the Fire Dept. that needed to come in at a certain pay level and they needed pay scale and ordinance to mesh with the Union contract.

Moved by Olson seconded by Danhoff that this Ordinance be declared an emergency measure, and the rule requiring the Ordinance to lay over for 30 days be waived and that it go into effect upon passage of second reading. In a called vote Babcock, Danhoff, Daniel, Elmlinger, Johnson, Olson and Sattig voted yea. Motion carried.

Moved by Olson seconded by Danhoff that the Ordinance be adopted. In a called vote Babcock, Danhoff, Daniel, Elmlinger, Johnson, Olson and Sattig voted yea. Motion carried.

**ORDINANCE NO.**

AN ORDINANCE TO UNAPPROPRIATE FUNDS IN THE AMOUNT OF TWO HUNDRED FIFTY-EIGHT THOUSAND FOUR HUNDRED ONE DOLLARS (\$258,401.00) FOR THE FISCAL YEAR ENDING DECEMBER 31, 2020, was presented by Council President for its first reading by title only. This was done by the Clerk.

**ORDINANCE NO.**

AN ORDINANCE AMENDING SECTIONS 751.05 AND 751.08 AND ADDING SECTIONS 751.27 AND 751.28 OF THE CODIFIED ORDINANCES OF THE CITY OF WILLARD, OHIO, REGARDING TAXICABS, was presented by Council President for its first reading by title only. This was done by the Clerk.

**RESOLUTION NO. 2496-20**

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT TO PARTICIPATE IN THE OHIO DEPARTMENT OF TRANSPORTATION'S ANNUAL WINTER ROAD SALT BID, was presented by Council President for its first reading by title only. This was done by the Clerk.

Moved by Olson seconded by Danhoff that the rules be suspended, and the Resolution adopted on its first reading. In a called vote Babcock, Danhoff, Daniel, Elmlinger, Johnson, Olson and Sattig voted yea. Motion carried.

Moved by Olson seconded by Danhoff that the Resolution be adopted. In a called vote, Babcock, Danhoff, Daniel, Elmlinger, Johnson, Olson and Sattig voted yea. Motion carried.

**RESOLUTION NO. 2497-20**

A RESOLUTION REQUESTING THAT THE HURON COUNTY AUDITOR CERTIFY TO THE CITY OF WILLARD THE TOTAL CURRENT TAX VALUATION OF THE CITY, AND THE DOLLAR AMOUNT OF REVENUE THAT WOULD BE GENERATED BY A ONE-HALF MILL RENEWAL TAX LEVY, was presented by Council President for its first reading by title only. This was done by the Clerk.

Moved by Olson seconded by Danhoff that the rules be suspended, and the Resolution adopted on its first reading. In a called vote Babcock, Danhoff, Daniel, Elmlinger, Johnson, Olson and Sattig voted yea. Motion carried.

Moved by Olson seconded by Danhoff that the Resolution be adopted. In a called vote, Babcock, Danhoff, Daniel, Elmlinger, Johnson, Olson and Sattig voted yea. Motion carried.

**RESOLUTION NO. 2498-20**

A RESOLUTION AMENDED AND/OR RESTATED RESOLUTION OF THE CITY OF WILLARD’S MANDATORY CONTRIBUTIONS TO THE OHIO POLICE AND FIRE PENSION FUND FOR THE CITY’S ELIGIBLE COLLECTIVE BARGAINING UNIT FIRE DEPARTMENT PERSONNEL, was presented by Council President for its first reading by title only. This was done by the Clerk.

Moved by Olson seconded by Danhoff that the rules be suspended, and the Resolution adopted on its first reading. In a called vote Babcock, Danhoff, Daniel, Elmlinger, Johnson, Olson and Sattig voted yea. Motion carried.

Moved by Olson seconded by Danhoff that the Resolution be adopted. In a called vote, Babcock, Danhoff, Daniel, Elmlinger, Johnson, Olson and Sattig voted yea. Motion carried.

**COUNCIL/MAYOR COMMENTS:**

Mayor – thankful for healthy and safe practices, thank you to the Chamber for uplifting our small businesses; Johnson – thanked James for his input to Council prior to the meeting, keep up the good work; Sattig – good to meet again; Olson – thank you to many employees that are front line workers, thank you to James; Babcock – thank you to James and Mike for their efforts in the last couple of weeks; Elmlinger – thank you to all.

Moved by Olson seconded by Danhoff that Council adjourn the meeting. In a called vote therein Babcock, Danhoff, Daniel, Elmlinger, Johnson, Olson and Sattig voted yea. Motion carried.

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President of Council

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Clerk of Council