

Willard, Ohio  
March 16, 2020

The Council of the City of Willard, Ohio met in regular session on March 16, 2020, with the President of Council calling the meeting to order. The meeting was opened with prayer by Pastor Theresa Carter, GUM.

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

**MINUTES:** Minutes of the Council meeting held March 2, 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 Danhoff seconded by Daniel that they be approved as received. In a called vote therein Babcock, Danhoff, Daniel, Elmlinger, Johnson and Sattig voted yea. Motion carried.

**CITIZENS DISCUSSION:** None

President stated that City Manager has requested an Executive Session on Collective Bargaining. Moved by Danhoff seconded by Babcock that Council go into Executive Session to return and resume business. In a called vote Babcock, Danhoff, Daniel, Elmlinger, Johnson and Sattig voted yea. Motion carried. Went into Executive Session at 7:03 p.m. and returned at 7:08 p.m.

**BID PROPOSALS:** None

**SPECIAL ORDER OF BUSINESS:**

- 1. Public Hearing** for Ordinance AUTHORIZING THE CITY MANAGER TO ENTER INTO CONTRACT WITH R. A. BORES EXCAVATING, MONROEVILLE, OHIO, TO AWARD BID NO. 2020-1 FOR THE EUCLID STREET WATERLINE REPLACEMENT PROJECT, in the amount of \$193,566.30 was before Council. There were no comments oral or written, for or against the proposed Ordinance received by the Clerk or Council members. There were no citizens present to voice their concerns. Ordinance is listed below for its final reading.
- 2. Zoning Board of Appeals**, met on Wednesday, March 4, 2020 at 6:00 p.m. Moved by Daniel seconded by Danhoff that minutes be accepted and placed on file. In a called vote, Babcock, Danhoff, Daniel, Elmlinger, Johnson and Sattig voted yea. Motion carried.  
Moved by Babcock seconded by Daniel that Council approve Zoning Board of Appeals recommendation to permit the Conditional Use of a duplex at 111 E. Pearl Street and 115 E. Pearl Street that will be single family dwellings, no "bunk house" type residence from Section 1145.06(b) Conditional Uses of the Codified Ordinances of Willard, Ohio. In a called vote Babcock, Danhoff, Daniel, Elmlinger, Johnson and Sattig voted yea. Motion carried.
- 3. Appointment of Interim City Manager** Motion was made by Daniel seconded by Danhoff that James Pomerich, Public Works Director, be appointed as Interim City Manager. In a called vote, Babcock, Danhoff, Daniel, Elmlinger, Johnson and Sattig voted yea. Motion carried. This will be effective April 1, 2020.
- 4. 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. At that time, we will see which members would like to serve another term and go from there.

**COMMUNICATIONS & PETITIONS:**

- 1. Email was received from Robert Benfer** that he would no longer be able to serve on the City Tree Commission, Community Reinvestment Area Housing Council or the City Development Commission. City Development Commission is appointed by Council, City Tree Commission is appointed by City Manager and Community Reinvestment Area Housing Council is appointed by City Development Commission.

**TABLED ITEMS:**

**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:** Approve Finance Director's report for February 2020

**City Manager's Report:**

Friday City Manager was notified that for the 40<sup>th</sup> year in a row, Willard was named Tree City USA. This was something that was started by City Manager Paul Capelle.

Willard was contacted one day by Richland County that they needed some help taking care of some warrants. We sent Gillum, Salazar and Gilmore. In that day, out of 39 warrants, 35 were served for drug charges.

Council requested to accept the following donations to benefit the Clock Tower project: \$100 from Timothy and Elizabeth Thompson of Anderson, Indiana, \$200 from Jim and Joyce Beck and \$3,000 from Willard Moose #2153.

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

Council requested to accept checks to benefit the Military Memorial Fund from Willard Moose #2153 in the amount of \$4,051.84.

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

City Manager wanted to give a report on the Covid-19 situation. He told Council that on Sunday afternoon he got a call from Huron County Health Department asking him to be in Norwalk in one hour with the Fire Chief and the Police Chief. The Health Department gave everyone an important briefing on what to prepare for and what could be coming in the weeks to come. Our task will be to limit exposure, while continuing to provide necessary services to the public. An example, with calls for police service, except for emergencies/domestic abuses, our dispatcher will be telling callers that they meet the officer outside the residence. We will also be curtailing lobby interaction with the Finance Dept., delaying registration of Rental Housing Forms, eliminate our employees entering houses, utility shut offs. Rental of the Depot will be discontinued. We will be eliminating visitors and inside deliveries to all our buildings. We will make protective arrangements when the meter reader must enter a residence. Our spring recreational programs will be delayed coinciding with the return to public school. These are only a few of the things we will be doing as we continue to get guidance from our local Health Department and the State.

**State of the City**

City Manager passed out copies of his State of the City report to Council and the press. Mr. Ludban said "It is my privilege to present this, my 4<sup>th</sup> State of the City at, this my final meeting with Council.

To say that these past 4 years has been invigorating and rewarding, would be a drastic understatement, and, you haven't allotted sufficient time for us to articulate the breadth and depth of challenge, growth, and accomplishment that we, all of us, have been part of." His report went on to share the highlights of each department's annual report. In closing he thanked Council for giving him the opportunity to serve as City Manager for the past 4 years and the opportunity to serve the community he grew up in. (Complete "State of the City" is on file in the Clerk's office.)

**ORDINANCES AND RESOLUTIONS:****ORDINANCE NO. 5842-20**

AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO CONTRACT WITH R. A. BORES EXCAVATING, MONROEVILLE, OHIO, TO AWARD BID NO. 2020-1 FOR THE EUCLID STREET WATERLINE REPLACEMENT PROJECT, AND DECLARING AN EMERGENCY, was presented by Council President for its final reading by title only. This was done by the Council Clerk.

Moved by Danhoff seconded by Daniel 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 goes into effect upon passage of second reading. In a called vote Babcock, Danhoff, Daniel, Elmlinger, Johnson and Sattig voted yea. Motion carried.

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

**COUNCIL/MAYOR COMMENTS:**

Mayor Daniel – wished to thank Bob Benfer and Jim Ludban for their service to the community of Willard; Johnson – people need to take this disease seriously, it may not be about you, but what you do could save someone else’s life without you knowing it; Danhoff - wished to also thank Mr. Benfer and Mr. Ludban for their service; Sattig – also thanked Jim for his time as City Manager; Elmlinger – thank you Mr. Ludban for your time as City Manager.

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

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President of Council

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Clerk of Council