**ORDINANCE NO. 2020-10**

**AN ORDINANCE TO AMEND THE RULES OF THE VILLAGE OF LAKEVIEW DURING THE COVID-19 VIRUS PANDEMIC AND DECLARING AN EMERGENCY.**

 **WHEREAS,** the Village of Lakeview, Ohio, deems it necessary to make changes effective upon the passage of this Ordinance to protect the employees of the Village, and

 **WHEREAS**, the Village wants to follow the Orders of Governor DeWine during this COVID-19 pandemic; and

 **NOW, THEREFORE, BE IT ORDAINED**, by Council of the Village of Lakeview, Ohio, a majority or more of its members concurring that:

**SECTION I**

 The Lakeview Water and Light Department shall suspend all shutoffs and waive all penalties in the Utility Department through May 1,2020.

**SECTION II**

The Village of Lakeview shall immediately send all employees home except for the Village Administrator and the Fiscal Officer with pay until further order. The Village Administrator shall make a schedule for emergency personnel to keep necessity services going in both the Electric Department and the Water Department and have those emergency personnel work from home when possible. The Village Administrator and the Fiscal Officer will take turns being at the Village Office to answer phones and shall change the answering machine in the Utility Department to say: For emergencies only, call Village Administrator’s phone and then second in line will be the Mayor.” Urge them to leave all non-urgent calls on recorder and say all calls will be returned within 24 hours.

**SECTION III**

 The Village of Lakeview’s income tax deadline per HB 565 regarding income tax filings and payments shall be extended for state, municipal, and school district income taxes the same period as any federal income tax extension granted.

**SECTION IV**

 Effective March 25,2020, the Village of Lakeview’s Utility Department and Fiscal Office will go to reduced hours from 9:00 a.m. to 2:00 p.m. Monday through Friday until further notice.

 This Ordinance shall therefore be in full force and take effect upon its passage and this Ordinance is hereby declared to be an emergency measure made necessary to protect the health, safety, and welfare of said Village, and to provide for its continuous uninterrupted services and operations, therefore, be in force and take effect upon its passage and signature by the Mayor.

Approved:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mayor Ryan Shoffstall

ATTEST:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Rebecca Larrabee, Fiscal Officer

Clerk of Council