

PROCLAMATION OF THE MAYOR EMERGENCY DECLARATION

WHEREAS, President Trump has declared a National state of emergency to limit the spread of the Covid-19 virus; and

WHEREAS, Governor DeWine has also declared a state of emergency for the State of Ohio to limit the spread of the Covid-19 virus,

Be it therefore proclaimed by Mayor Jeffrey L. Reser, pursuant to Bucyrus Codified Ordinance 509.07 that a Civil Emergency exists within the City of Bucyrus. Further, in light of this Civil Emergency, I, as Mayor of the City of Bucyrus do hereby issue the following orders:

1. All Citizens are requested to obey and comply with the orders of the Governor of the State of Ohio, the Federal, Ohio, and Crawford County Emergency Management Agencies, the Ohio and Crawford County Department of Health, and the emergency orders contained herein.
2. Access to clean water is critical to our fundamental strategies to protect public health during this crisis. Therefore, effective immediately and until this emergency proclamation is terminated, the City of Bucyrus will no longer shut off water service. Citizens should still make their payments either online, or through the Utility Office drive through window.
3. Effective, Tuesday, March 17, 2020, all City owned buildings shall be closed to the general public. City offices and departments shall remain open and will be staffed for phone and email inquiries only. Any matter that requires additional services, or that cannot be completed by phone or email, will be scheduled by appointment.

The City of Bucyrus Police and Fire Departments remain open and fully staffed. Both stations shall be closed to the public, however. Should you need to speak with a police officer, or make a report that cannot be completed over the phone, please call the City of Bucyrus Police Department non-emergency number (419) 562-1006 to schedule an appointment or the Fire Department at (419) 562-1351. Please, in order to avoid putting our personnel and the community at risk, try to limit your contact with Police and Fire personnel to emergency situations only.

Should you need to contact a specific City office, you may do so at the following numbers and or emails:

- a. **Administration:** 419-562-6767 x 221 admin@cityofbucyrusoh.us
- b. **Auditor:** 419-562-6767 x 230 auditor@cityofbucyrusoh.us
- c. **City Council:** 419-562-6767 x 238 councilclk@cityofbucyrusoh.us
- d. **Fire Department:** 419-562-1351 bfd@cityofbucyrusoh.us
- e. **Income Tax:** 419-562-6767 x 234 incometax@cityofbucyrusoh.us
- f. **Law Office:** 419-562-6767 x 259 lawclk@cityofbucyrusoh.us
- g. **Police Department:** 419-562-1006 bpd@cityofbucyrusoh.us
- h. **Utilities:** 419-562-6767 x 241 utilities@cityofbucyrusoh.us
- i. **Zoning:** 419-562-6767 x 222 zone@cityofbucyrusoh.us

4. All City employees shall suspend any purchasing, except emergency provisions.
5. All City employee travel shall be suspended indefinitely.
6. City parks shall remain open to the public. However, citizens are urged to follow the Governor's guidelines on large group meetings. Rentals for City owned park spaces shall be suspended indefinitely.
7. All utility bills can be made through the City's online portal or dropped off in the Utility Office drive through window. There will also be a drop box at the north east door on the City Hall porch.
8. All City of Bucyrus Income Tax returns should be mailed to PO Box 28 Bucyrus, OH 44820 with a check or money order payable to Bucyrus Income Tax. Tax payments for existing balances can also be mailed or paid online at www.govpaynow.com

COMPLETED tax returns may be dropped off in a sealed envelope at the utility office drive through window. Receipts will only be mailed upon written request at the time of filing.

Citizens that require or request assistance in completing their City income tax form may correspond by phone, fax (419) 562-9259, email, or mail.

9. All interior property maintenance inspections will be suspended indefinitely.
10. All building and zoning permit requests must be submitted by email or may be dropped off at the City's Utility Office drive through window. If necessary, you will be contacted by the City's Zoning Department staff for any follow up inquiries.
11. Effective April 9, 2020 all City of Bucyrus public meetings, including City Council, City Council Committees, and all City Boards and Commissions shall be held as regularly scheduled. All public meetings will be held via telephone or videoconferencing, per the new Ohio Public Meeting Guidelines. The public will be invited to attend these meetings via livestreaming. Please monitor the City of Bucyrus website and Facebook page for announced meeting dates and times.
12. The City of Bucyrus Police and Fire Departments remain open, fully staffed and will continue to respond to emergencies. Should you need to speak with a police officer, or make a report that cannot be completed over the phone, please call the City of Bucyrus Police Department non-emergency number (419) 562-1006 to schedule an appointment, or you may appear at the police after hours door, located at the rear of City Hall.
13. For more information about the Covid-19 virus, please visit the following websites:
<https://www.cdc.gov>
<https://odh.ohio.gov>
<http://crawfordhealth.org/>
14. WASH YOUR HANDS!



Jeffrey L. Reser, Mayor City of Bucyrus