

VERMILION TOWNSHIP BOARD OF TRUSTEES

Record of Proceedings Minutes to Special Meeting Held 4/6/2020

Meeting was called to order at 8:04 a.m. by Chairman Charles T. Trinter.

Pledge of Allegiance.

Present: Charles T. Trinter, Trustee; Ronald L. Dickel, Trustee; Carl E. Hill, Trustee; Robert Kurtz, Building Official/Zoning Administrator.

Chairman Trinter opened the meeting by stating the purpose of this Special Meeting was to discuss extending the decision to close the office until the State lifts the Stay-at-Home order and there is no social distancing requirement anymore.

Trustee Hill stated that when the original decision to close the office and order all non-essential personnel to stay home at the Emergency meeting the Road Dept. crew was non-essential, as there was no snow and the grass was not growing then. The grass is now growing and they will need to start mowing. He mentioned he read in the [Ohio] Township Association email that they can lay people off that aren't essential. He recommended bringing the Road Dept. crew back and to leave everything else the same.

Trustee Dickel asked about no one being allowed in the office. Chairman Trinter stated they would keep the office closed and the door locked. Trustee Hill stated he believes this virus is worse than he originally thought. Trustee Dickel asked how people would contact the office if needed. Mr. Kurtz stated he would continue doing what he's been doing for the past two weeks, which is to conduct all business by telephone and email. He stated he has had two contractors stop at the office to pick up new home permits that have been here ready to go. Other than that, everyone has been directed to submit their paperwork by email. Mr. Kurtz stated he has had to do a couple inspections, mainly finals for new homes so the owners could move in and most other inspections have been 'virtual' inspections, where the contractor emails pictures. He added that he is working with iWorq to get the on-line portal set up. Mr. Kurtz went on to say that even when UPS and FedEx make a delivery they set the packages outside the door, ring the bell, and then back away.

A discussion about whether or not to have future Regular Trustee meetings ensued. Chairman Trinter stated he felt they should try to meet at least once per month during this lock down to conduct any business that needs to be done. Trustee Dickel asked how they should handle it if someone wants to come to the meeting. Trustee Hill stated they could set masks & gloves out for them to put on, but Chairman Trinter questioned if they really do that much to prevent the spread. Trustee Hill commented that he sees the workers at the stores wearing gloves, but how much does that really help prevent the spread if they don't change the gloves after every customer, as they are touching the register and money. He said he just read in a report that they aren't even sure if someone can't get re-infected, they may not be immune after having it once.

Trustee Hill again stated he felt the Road Dept. crew should go back to work. Chairman Trinter asked if there was anything else they can be doing. Trustee Dickel stated they have equipment and mowers that need to be worked on and they have stuff to do. Trustee Hill stated they should not ride together in the same truck and Trustee Dickel added they will have to maintain the safe distance from each other while at work.

Trustee Dickel asked how they should hold their meeting, like they are now? [all present at the meeting were sitting apart to meet social distancing requirements] A general consensus was that they would hold future meetings during the pandemic in this fashion. Trustee Hill asked if they

should have the night or day meeting. Trustee Dickel stated the next scheduled meeting is a day meeting and he felt they should keep it the same way, so they don't have to change the notification procedures. Trustee Hill stated he felt the night meeting would be better because the day meeting might limit the number of people that could attend. Trustee Dickel added that if many people came to the meeting they would likely have to set them up in the bays or someplace in order for everyone to maintain a safe distance. Chairman Trinter suggested looking into having meetings via the computer, such as ZOOM. He stated he participated in a couple ZOOM meetings this past week. Chairman Trinter added that he spoke with a Vermilion Councilperson who stated they have cancelled their next meeting and after that they are going to try to do one through ZOOM.

Trustee Dickel asked what they should do if one of the Road Dept. crew is concerned about returning to work, feels the work they have isn't essential and wants to stay home and go on unemployment. Chairperson Trinter and Trustee Hill both stated if one of them doesn't want to return to work they certainly can stay home and go on unemployment. Trustee Dickel then asked if they should bring Tina [Karres] back or not. He stated there is filing she can do and scanning records into Smart Search. Chairperson Trinter questioned the need for her to come in to scan for a few hours. Trustee Hill asked why she couldn't have done this last week then, when the Township was paying her. Trustee Dickel stated there is stuff in the Records Room that goes back years that still needs to be scanned into Smart Search. Trustee Hill stated the federal government is helping pay unemployment during this and that he's trying to save Township money. He said if it's been sitting this long then let it sit, right now it's not essential and she should stay home. Trustee Hill added the more exposing will only keep this [virus] snowballing, and that we need to take a breather and let this thing fizzle out.

Trustee Dickel stated he felt they should bring everyone back to work until next week's meeting then they can take another look at it and decide what to do then. Trustee Hill stated it's not going to be any better then and that the more people around only increases the risk of contamination and that they've got to be careful. He added that it is not imperative to bring her [Tina] back to do something that's been sitting here for years, no hurry now. Trustee Hill questioned why they should spend Township money when the Federal government is willing to help with unemployment, and that he has made his point.

Trustee Dickel reiterated he feels they should bring everyone back until next week's meeting and see what's going on then. Trustee Hill asked why they put them out [for the past two weeks], why pay for another week when nothing is going to change and to "just do it now". Trustee Hill added the government is reporting this very well may go beyond May 1st, so inevitably she'll be going on unemployment. Trustee Dickel said they want to make sure they do the right thing. Trustee Hill stated they have financial and moral obligations to the Township and coming into scan isn't essential. Trustee Hill stated that once this is over and she's back to work she should take a couple hours every day and set aside to do nothing but scanning. Trustee Hill said he is looking to save the Township money and if the Federal government is going to help pay why wait a week for the inevitable, the Township paid into it.

Trustee Dickel asked how they would set up for the next meeting, and if they bring her back for a few hours to get ready for the meeting. Trustee Hill asked if she could come in for one day. Trustee Dickel stated he wasn't sure how this would affect unemployment. Chairman Trinter added they need to check into the Pay Protection Act further. Trustee Dickel stated he was just trying to keep everything in order before the next meeting. Trustee Hill stated Brenda [Fiscal Officer] can work on it. Chairperson Trinter stated there was no reason for Tina to be here while the office is closed unless there was something essential she needed to do. Trustee Hill stated if she does come in for a few hours to prepare for the meeting she should do it after everyone is gone, but to pay her to come in to do some filing until the 15th is not worth it. He stated again

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that Brenda can have everything ready for the meeting and that one extra week on unemployment isn't going to hurt. Trustee Dickel asked the question what if Bob gets sick, nothing gets done?

Chairperson Trinter stated they need a formal motion.

Trustee Dickel stated he wasn't trying to help Tina, he just thinks she should be here until the next meeting. Trustee Hill stated again that she could've done it last week while the Township was paying her.

MOTION BY Trustee C. Hill to put Tina on unemployment now, bring the Road Dept. crew back because they are now essential. Tina remains in same category [non-essential] and goes on unemployment. At the next meeting they can decide if things are better to bring her back and if not she will stay on unemployment.

Chairman Trinter stated that in the motion the Township Office will remain closed until further notice.

MOTION SECONDED BY Chairperson C. Trinter to keep the office closed and the secretary to go onto unemployment until further notice and to bring the Road Crew back to work.

Chairperson Trinter asked if there was any further discussion. Trustee Hill asked if they should wear masks to the next meeting. R. Kurtz stated that the new orders that go into effect at 11:00 p.m. tonight recommend everyone should wear a mask when out in public. Trustees decided they should wear masks at the next meeting and that the Road Dept. crew should not attend.

Chairperson Trinter asked again if there was any further discussion, hearing none he asked for a Roll Call. ROLL CALL – C. Trinter, yes; R. Dickel, yes; C. Hill, yes; MOTION CARRIED

Trustee

Trustee

Trustee

Township Secretary