

RECORD OF PROCEEDINGS

Minutes of

Meeting

Etna Township Trustees Special Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held March 13, 20 2020

The Etna Township Board of Trustees met on Friday, March 13, 2020 in the Etna Township Administration Building for the purpose of conducting a special meeting. The meeting was called to order at 6:00 p.m. by President Carlisle. Jeff Johnson led the invocation and Laura Brown led The Pledge of Allegiance. Roll call showed Trustees Jeff Johnson, Randy Foor, and John Carlisle present. Fiscal Officer Walter Rogers was excused.

Trustee Carlisle moved to adopt the agenda. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Public Comments - None

New Business - Coronavirus - COVID - 19

Trustee Carlisle provided information on the Coronavirus. The Trustees discussed how to protect the employees and public during this time. This is a rapid spreading and highly contagious virus. When talking to the public keep a minimum of six foot distance between people. The Trustees discussed dividing the workers to help with cross contamination. The Road Crew and Office Staff should stay away from each other as much as possible. The Ohio Township Association distributed an opinion from the Attorney General's Office, letter dated March 13, 2020 regarding Ohio's Open Meetings act (OMA) during this time of a COVID-19 declared emergency. The Trustees also discussed the staff attending outside meetings such as Licking County Planning Commission and want the staff to email them the Township's concerns. The Trustees discussed appointing a Trustee that can modify these as needed without calling a special meeting.

Trustee John Carlisle moved as follows:

Effective March 13, 2020, immediately today, thru April 7, 2020

1. All meetings scheduled on any Etna Township Property are hereby cancelled i.e. the Home Owner's Associations, Board of Zoning Appeals, Board of Zoning Commission, and Board of Trustees meetings.
2. All Trustee Meetings will be closed to the public for the protection of the staff and residents per the A.G. Yost's Opinion (The letter dated March 13, 2020).
3. Any employee that is ill and is exhibiting signs and/or symptoms of being exposed to or having the virus will immediately be tested. If you have the virus or have been exposed to the virus you will self quarantine and notify your supervisor immediately.

Quarantine will be for at least fourteen days or until you have been medically cleared to come back to work.

Employees - If you have been diagnosed or exposed to the virus you will use your accrued sick days. Any days after you have expended your sick days will be covered by the township.

4. Anyone entering the township hall or the township garage will be requested to sign in with their name, address, and contact information i.e. phone or email.

The motion was seconded by Trustee Foor. Discussion: The office will still be open and the staff will determine case by case who enters the building. The township will place a letter on the door and on the website to address the building being closed and the mailbox is available to drop off the permits. The motion passed by unanimous affirmative vote.

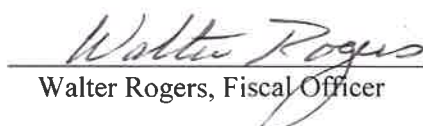
Trustee Foor moved to put John Carlisle in charge of making any changes to the motion that was just passed between now and April 7, 2020. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Trustee Carlisle moved that Walter Rogers cut the checks for Paul Brown that was preapproved for the floor at the garage for the amount of seventeen thousand dollars and for Craig Roosa not to exceed four hundred and that they be signed outside of the meeting. The motion was seconded by Trustee Foor and passed by unanimous affirmative vote. Craig Rosa worked on the roof on the lean to at the garage.

Trustee Foor moved to adjourn at 6:44 p.m. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.



John Carlisle, President



Walter Rogers, Fiscal Officer