

**BOSTON TOWNSHIP TRUSTEES
MINUTES OF THE REGULAR MEETING**

March 25, 2020

Present at this regular meeting of the Boston Township Trustees were Trustees Amy Anderson, Randy Bergdorf, Bill Clifton; Fiscal Officer, Catherine Anson; Legal Counsel Al Schrader.

Trustee Anderson called the regular meeting to order at 6:00 PM.

Announcements: Anderson offered condolences to the family of long-time resident Marcy Mercer who passed away recently. Due to current COVID-19 guidelines, the room was set up to distance all attendees. Anderson notified Varga, Krusinki, and Schneider that it was not necessary to attend the meeting at this time to restrict attendance to essential members.

Police Report. Chief Varga distributed the report of recent activities via email prior to the meeting.

Zoning Report. The board has placed both zoning boards on hold in response to the pandemic guidelines. Bergdorf reported one resident call concerning deadlines to apply for permits. He indicated that deadlines will be relaxed to accommodate pandemic guidelines.

Correspondence. Anderson and Anson signed off on the letter of services from auditor Charles Harris and Associates.

Approval of Minutes.

MOTION by Clifton, seconded by Bergdorf, to approve the minutes of the regular meeting held **March 11, 2020**. Voting: All Yes. **[20200325-01]**

Boston/Cuyahoga Falls JEDD, Boston/Peninsula JEDD, and Future Planning.

Clifton relayed information regarding the recent Cuyahoga Falls JEDD meeting. The extension of the waterline was discussed. This month's Peninsula JEDD check was received, bringing the total up to \$9,637. John Krusinski has been appointed as a representative from Peninsula.

Valley Fire District. Anderson reported on the March 16 meeting:

- Resignations were received from Decarlo and B. Riedel. New hires are being looked at to replace recent resignations.
- The air packs have been received and are in service.
- More grant opportunities are being pursued.
- Inspections are on hold during the pandemic and in-person training has been postponed or cancelled locally and nationally.

Road Department. Anderson stated that the Road Department has been on shut down in response to non-essential service guidelines, such as trees down. Personnel remain on call for emergencies. She relayed a request from Krusinski that he be allowed to work at the garage approximately 3 hours per day with Schneider on call as needed. There is sufficient room in the building to allow for safe social distancing. The board agreed to the request.

Contract Review. Schrader reported that the re-draft of the police levy request is being reviewed by the county. He expects the approved language to be ready by the next board meeting, in plenty of time to meet the deadlines.

Appropriations. Reallocations. MOTION by Bergdorf, seconded by Clifton, to approve the Reallocation. Voting: All Yes. **[20200325-02]**

FUND/ACCOUNT	FUND/ACCOUNT NAME	FROM	TO
1000-110-599-0000	Admin-Other	(500.00)	
1000-110-381-0000	Insurance & Other Bonding		500.00

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Purchase Orders. Purchase orders of \$2500 and more must be signed by the board. MOTION by Bergdorf, seconded by Clifton, to approve the purchase order.

Voting: All Yes.

[20200325-03]

SB #	FUND/ACCOUNT	FUND & ACCOUNT NAME	\$AMOUNT
39 -2020	1000-110-391-0000	Insurance and Other Bonding	500.00

Approval of Payroll. MOTION by Bergdorf, seconded by Clifton to approve the payroll as presented. Voting: All Yes.

[20200325-04]

Approval of Bills. MOTION by Bergdorf, seconded by Clifton to approve the bills as presented. Voting: All Yes.

[20200325-05]

Guidance on the Pandemic Crisis. Schrader reported on the following pandemic guidance:

- The Ohio public meeting laws have been re-written to allow attendance by phone for trustees. However, this procedure must be included in the public notice 24 hours prior to the meeting. Suggested language for future meetings is "It is possible that members will attend by phone."
- New guidelines on FMLA and unemployment have been written. Schrader indicated that the board is doing a great job on handling employee time and safety.
- He distributed a draft letter regarding COVID response via email prior to the meeting for the board to consider if needed in the future.
- Guidelines for employee safety include self-quarantine after travel and taking temperature when they come in to work each day. A daily form can be substituted whereby the employee certifies that temperature has been taken that day and that it falls under the guideline limit.
- Schrader noted that the current room set up is well done to allow for social distancing guidelines. The number of people allowed in the room is limited. The windows and doors can be opened for outside seating weather permitting if more member of the public attend in the future.

Other Business. Schrader stated that the state has issued a Memorandum of Understanding regarding the distribution of .0004% of the opioid lawsuit funds to participating entities. He noted that the Valley Fire District is not listed in the MOU and that he will investigate. MOTION by Bergdorf, seconded by Clifton to accept the MOU.

Voting: All Yes.

[20200325-06]

MOTION by Bergdorf to adjourn. Meeting duly adjourned at 6:23 PM.

CHAIR

CLERK