

# Williamsburg Township Board of Trustees Minutes

## April 13, 2020

The Williamsburg Township Board of Trustees met on Monday April 13, 2020 to transact business. Chairperson Henning called the meeting to order at 7:00 PM, and all joined in the Pledge of Allegiance to the Flag. Guy Bainum, Bari Henning and Gary Jordan answered the roll call. Also present was Fiscal Officer, Gregory W. Carson.

Mr. Jordan motioned to approve the minutes of the last meeting. Mr. Bainum second. All yeas. Mr. Carson presented a financial report, including a comprehensive account of expenditures and receipts and the trustees accepted it.

Mr. Bainum motioned to pay the attached bills. Mr. Jordan second. All yeas.

Mr. Henning explained that we cancelled the 2<sup>nd</sup> meeting in March due to the COVID-19 pandemic, but we have to meet at least 1 time per month to pay the bills and carry out business. He said that we have re-arranged the room to allow for proper social distancing to comply with the Governor's orders.

The trustees discussed their APPRECIATION for the Fire/EMS at all times, but especially during the COVID-19 pandemic and wanted that appreciation to be publicly noted in the minutes.

Mr. Jordan motioned to pass a Resolution to establish a COVID-19 Administrative Leave policy for all Full Time and Part Time employees for anyone that is required to isolate or quarantine due to a COVID-19 work exposure and would be paid their normal hourly pay for any scheduled work period missed due to the required isolation or quarantine and to furthermore follow the laws of the Families First Coronavirus Response Act that became a Federal Law effective 4-1-20 to 12-31-20. Mr. Henning second. All yeas.

Mr. Henning motioned to hire Zachery Downing and Tyler Coleman for FF/EMT advance and to follow the standard probationary periods. Mr. Bainum second. All yeas.

Mr. Henning said that Mr. Tatman has recommended 2 part time people for summer help. He said that Mr. Tatman has already interviewed Mr. Cummins, but needs to interview Mr. Howard. Mr. Bainum motioned to hire Jeffrey Brayden Cummins for part time summer help. Mr. Henning second. All yeas. Mr. Henning motioned to hire Seth Howard for part time summer help pending his interview with Mr. Tatman. Mr. Jordan second. All yeas.

Mr. Jordan motioned to purchase a new rear discharge mower for the cemetery at a state bid price of \$12,479. Mr. Bainum second. All yeas.

Mr. Henning motioned to suspend the April 27 meeting due to COVID-19 to minimize risk. Mr. Bainum second. All yeas.

Mr. Bainum motioned to adjourn at approximately 7:20 p.m. Mr. Jordan second. All yeas.

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Fiscal Officer

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Chairperson