

**Brimfield Township Board of Trustees
Emergency Meeting
Friday March 20th, 2020**

The Brimfield Township Board of Trustees met in an emergency meeting on the above date, at the Brimfield Town Hall. Present were Trustees Nicholas Coia, Sue Fields and Fiscal Officer John Dalziel. Absent was Trustee Mike Kostensky.

The meeting was called to order at 11:00 AM.

MOTION #2020-118

Sue Fields moved that essential employees are all police department secretaries, all salary, IT, and Fiscal assistants. Non-essential employee are zoning secretaries, Townhall secretaries, and Park and Recreation employees. Nichola Coia second.

Mike Kostensky	- absent	Sue Fields – yes
Nicholas Coia	- yes	Motion Passed

MOTION #2020-119

Nicholas Coia moved to approve Effective close of business March 20, 2020 all non-essential employees will be teleworking until further notice. Effective close of business March 20, 2020 all essential employees will be given the ability to telework until further notice. Essential employees will be directed by their immediate supervisor as to whether they will report for a regular scheduled work shift or be allowed to telework for the day. At any time, an essential employee can be called back by any department head to work from the office to meet organizational demands. The teleworking status will not change an employee’s headquarters location. Sue Fields second.

Mike Kostensky	- absent	Sue Fields – yes
Nicholas Coia	- yes	Motion Passed

MOTION #2020-120

**BOARD OF TOWNSHIP TRUSTEES
BRIMFIELD TOWNSHIP, OHIO**

Resolution

To restrict the community from physically attending Brimfield Township Trustee meetings on a case by case basis during the outbreak of COVID-19 pursuant to public health and safety, and providing for a live streaming option, so the public may digitally attend meetings.

The Board of Brimfield Township Trustees, Portage County, Ohio met at an emergency session on the 20th day of March 2020 with the following members present.

Nicholas Coia

Sue Fields

WHEREAS, the Brimfield Township Board of Trustees has a need to respond and adapt its practices to the reality of the current COVID-19 outbreak and conform with the State Government orders restricting public gatherings as well as maintain open meetings as per the Open Meetings Act

WHEREAS, that under the Open Meetings Act, the live streaming of the Brimfield Township Board of Trustee meeting will satisfy the “open” requirement of the OMA as well as restricting the number of people gathering as per the State Orders and CDC guidance.

RESOLVED, that the Board will determine on a meeting by meeting basis, which public meetings will be live streamed during this crisis, it is

FURTHER RESOLVED, that the Brimfield Township Board of Trustees will post notice via the Record Courier, and physically post at the Townhall building, and that such notice will provide information and instruction as to what meetings will be live streamed, how to access the live stream, and any other pertinent meeting information, it is

FURTHER RESOLVED, that once the COVID-19 crisis has been abated the Brimfield Township Board of Trustees will resume regular operation and will provide notice as such.

Vote as follows:

Nicholas Coia - yes

Sue Fields - yes

Mike Kostensky - absent

Adopted: 3/20/2020

Attested:

John C. Dalziel Fiscal Officer

I, John C. Dalziel, as Fiscal Officer of the Board of Trustees of Brimfield Township, County of Portage , State of Ohio, do hereby certify that the foregoing is a true and correct copy of Resolution No. 2020-120 adopted by the Board of Trustees of said Township on the 20th day of March 2020.

MOTION #2020-121

Nicholas Coia moved to put under the 2020-2021 road salt request into ODOT for 1200 tons of salt. Sue Fields second.

Mike Kostensky	- absent	Sue Fields – yes
Nicholas Coia	- yes	Motion Passed

MOTION #2020-122

Nicholas Coia moved to approve the membership and participant agreement for the Metro Swat unit. Sue Fields second.

Mike Kostensky	- absent	Sue Fields – yes
Nicholas Coia	- yes	Motion Passed

MOTION #2020-123

Nicholas Coia moved to cancel Wednesday March 25th Trustee meeting. Sue Fields second.

Mike Kostensky	- absent	Sue Fields – yes
Nicholas Coia	- yes	Motion Passed

There being no further business to come before this meeting of the Brimfield Township Board of Trustees Nicholas Coia moved at 11:56 AM to adjourn. Motion seconded by Sue Fields. Upon a roll call vote passed unanimously.

We, the Trustees of Brimfield Township, do hereby set out hands as approval of the foregoing minutes as a true and accurate record of the proceedings.

Chairman

Fiscal Officer