

**March 31, 2020 Special Meeting Minutes held at the Mahoning Township Building**

Members of the Board present: Chairman Bill Lynn, Supervisors, TS Scott, John Whelan, Secretary Carolyn Dragano, Engineer Drew Barton, Dept. of Streets & Infrastructure Lloyd Craig and Police Chief Fred Dyroff

Also present were –Jesse from LIVIC and Gerri Gibbons from Press Enterprise

**Members attending via Tele Conference:** Supervisor Larry Robertson, Supervisor Molly Shultz, Solicitor Jon DeWald, Zoning Officers Dean VonBlohn and Jim Dragano and Ken Houck

ALL VOTING WILL BE CONSIDERED UNANIMOUS UNLESS OTHERWISE NOTED.

The meeting started with the group saying the Pledge of Allegiance.

Supervisor Scott briefly discussed the purpose of the Special Meeting under the State of Emergency Declaration.

Supervisor Scott said the Chief of Police was directed to secure (2) Porta Potties, which were already delivered and placed at the outside rear of the township building. One is an actual Porta Potty to be used by the prisoners. The other Porta Potty is completely stripped and will be used as a decontamination room for the officers or anyone else employed that may come in contact with a known individual that has COVID-19. Police Chief Dyroff briefly explained how the decontamination room will work and how it will protect the building.

Supervisor Scott thanked Supervisor Shultz for her leadership with the Safety Committee by supplying the Police Dept. with a decontamination kit.

Supervisor Scott asked for any comments or concerns. No comments.

Supervisor Scott briefly discussed the current capabilities to conduct a virtual meeting. It allows for voice to voice, but he would like to take it to the next level and add Skype, which would provide both voice and visual as well as allow us to share documents. **Supervisor Scott motioned for the board's approval to move forward to put this in place. If approved, this would allow our current vendor, Mepush to secure (5) Skype subscriptions that can be used at the same time. One for the police, one for the treasurer, one for the assembly room, one for the smaller conference room and the last one for the township secretary, to be handed out as needed. The cost for the Skype is \$20.00 a month. We will also need additional hardware for the assembly room; Full size monitor, keyboard, external camera, external mike and external speakers. The total cost will be well under \$10,000; therefore, the RFP bidding system does not apply. The goal is to have it all in place by April 22<sup>nd</sup>. April 23<sup>rd</sup> we are scheduled to have a Zoning Hearing Board meeting. If this is in place, we could still conduct the scheduled meeting, utilizing the upgraded system. Supervisor Robertson seconded. Motion passed.**

Solicitor Jon DeWald said the OOR (Office of Open Records) where townships have declared the State of Emergency and need to work through timing issues like this, allows operation to still continue and that the formalities of the Sunshine act do not need to be followed on a specific basis, during this time.

Supervisor Scott briefly discussed bringing back some of the Department of Streets and Infrastructure group, for limited capacity, to work to do necessary maintenance work. Under the CDC guidelines, we cannot bring back the entire group but suggests we leave the DSI currently where they are but empower the lead, Lloyd Craig to bring back a few individuals at a time, following and adhering to the CDC guidelines, including the practice of social distancing, to continue the proper preventive maintenance checks and services. Lloyd will play it by ear on the hours worked and will be fair to everyone.

Solicitor Jon DeWald said no additions or concerns.

**Supervisor Scott motioned to adjourn the meeting. Supervisor Whelan seconded. Motion passed.**

This meeting was recorded. These minutes reflect the events and dialog during the meeting but are not transcribed verbatim.

All Reports are available at the Township Building

Carolyn Dragano  
Secretary