

ROSCOMMON TOWNSHIP BOARD
SPECIAL MEETING MINUTES
March 23, 2020

Special meeting was called to order by Supervisor Randall at 8:30 a.m.
Present: Randall, Hose, Milburn, Christian and DuPuis. Absent: None.
Others Present: None.

Board discussed national and statewide declarations regarding the coronavirus (COVID-19), and the upcoming Governor Order to "Stay Home, Stay Safe". Supervisor asked each Board member their opinion regarding closing. The Board discussed options to closing but still being available to help residents. Motion by Randall, second by Milburn, to:

- Close Township offices, Community Hall, Compost/Recycle Center to public;
- Full-time employees will be given cell phone to work remotely to answer calls and get messages to appropriate person through text and email and will be paid 35 hours per week at regularly weekly pay rate;
- Supervisor approved to purchase and activate one cell phone and service (she offered to use her own SSN to activate as an SSN is required) to be used by one full-time employee for call forwarding;
- Township offices and Community Hall will be through April 6, 2020, and Compost/Recycle Center until further notice, with regular monthly meeting to still be held, possibly by video conferencing.

All ayes, Motion carried.


Board discussed items that needed attention during closure as follows;

- Treasurer will verify with carpet installers if installations will still be scheduled and if so will coordinate removal of furniture and installation.
- Trustee DuPuis will verify current Maintenance Lead availability.
- Trustee Christian will contact Fire Chief Williams to update.
- Supervisor will coordinate with IT Right installation of server and new computers, if still scheduled.
- Consensus of Board to allow Supervisor to contact Top Notch Electric regarding electric meter at Lakeview Park that was destroyed by drunk driver to make sure it is secure and to repair and Clerk to contact insurance company for coverage.
- Motion by Randall, second by Christian, to authorize Clerk to pay all recurring and authorized bills and payroll through April 6, 2020.
- Treasurer will check on what is needed to allow all departments to use option for pay through website and Deputy Clerk will contact new website creator to see what is need to get up and running.
- Clerk will get 2020 Compost Center Permit stickers order finalized.

There was further discussion regarding park maintenance. Motion by Randall, second by Christian, to offer position to Lou Tomma as part-time Maintenance Lead effective immediately at the rate of \$15.00. All ayes, Motion carried.

Motion by Hose, second by Christian, to adjourned meeting at 9:38 a.m. All ayes, Motion carried.

Respectfully submitted by Carie A. Milburn.


Diane F. Randall, Supervisor


Carie A. Milburn, Clerk

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT REGULAR MEETING OF THE
ROSCOMMON TOWNSHIP BOARD