

Chairman Ray Schulte called the Emergency Meeting of the Hinckley Township Board of Trustees to order on Monday, March 16, 2020 at 3:00 p.m., for the purpose of discussing and determining Township facility use secondary to State and Federal Emergency. Present were Trustees Augustine and Schulte, Fiscal Officer Catherwood, Chief Centner, Chief Grossenbaugh, Suzanne Peterlin, Lt. Andrew Baxter and Service Superintendent Mike Behary.

Chief Grossenbaugh and Lt. Baxter informed the Trustees that the Hinckley Township Fire Station has been closed to non-fire department personnel. An exception will be made for those individuals required to enter for fire department operations only. They added that all sanitary precautions are being maintained throughout the facility. Department trainings have been terminated, as well as home-school visits. An emergency blood drive will be held on April 11, 2020 in the old fire station. Social distancing recommendations will be maintained.

Chief Centner and Chief Grossenbaugh are coordinating a number of protective measures which include the efficient use of personal protective gear (PPE) and reducing person-to-person contact for police officers during EMS calls. In the event of a life-threatening emergency, police officers will enter an EMS scene prior to the arrival of EMS personnel, otherwise officers will remain on-scene, but not enter the home, prior to the arrival of EMS personnel. Chief Centner explained the police department is also limiting person-to-person contact during the pandemic within its building.

Ms. Augustine asked police and fire what recommendations they had for town hall operations. Both departments replied that person to person contact should be minimized as much as possible during this time. Discussion ensued as to whether meetings should be held during the pandemic and whether individuals/groups who have reserved the town hall should be notified of their reservations being cancelled and have their deposits/payments refunded.

If it is determined by the Trustees that future reservations for the town hall should be cancelled Ms. Peterlin will notify all groups and individuals, forwarding the cancellations to the Fiscal Officer for a refund.

Regarding Board of Zoning Appeals (BZA) and Zoning Commission meetings, it was decided that a required signing of meeting minutes would continue, but that future BZA and Zoning Commission meetings should be tabled in accordance with State guidelines.

Mr. Schulte made a motion that during the coronavirus pandemic Hinckley Township Board and Commission meetings and Hinckley Township Administration Building usage comply with all State and Federal laws. Augustine second. S-yes, A-yes.

Mr. Schulte made a motion to adjourn the Emergency Meeting at 3:33 p.m. Augustine second. Vote: A-yes, S-yes.

Meeting minutes approved by:

