

**RECORD OF PROCEEDINGS**

*Minutes of*

**Greenfield Township Trustees**

*Meeting*

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*March 25, 2020*

*Held 8:00 AM*

The Greenfield Township Trustees met in special session at the township office in order to pay bills, approve payroll and purchase order. Lonnie Kosch called the meeting to order. Dave Cotner, Lonnie Kosch were present, Kent Searle was on teleconference from out of state.

Fiscal Officer Wyne questioned Trustee Searle telephone conference and his voting since he is not in the township to come in and sign documents. She advised that their only needs to be two signatures besides the Fiscal Officer's on the checks and if she has to wait for Searle to return, then this defeats the purpose for the meeting. Trustee Kosch stated since only two Trustees signatures are needed then the checks can be sent out.

Fiscal Officer Wyne distributed financial reports.

Trustee Cotner made a motion to pay the bills associated with warrants 33458 through 33482 and Electronic Debits 28-2020 which are listed on the payment report; seconded by Trustee Kosch.

*ROLL CALL: Cotner: yes, Kosch: yes, Searle: yes. Motion Passed 3-0*

Trustee Cotner made a motion to approve a Purchases Order for Advanced Auto Parts; Trustee Kosch seconded.

*ROLL CALL: Cotner: Yes Kosch: Yes Searle: Yes. Motion Passed 3-0*

Fiscal Officer Wyne stated that she spoke with Fire Chief Smith regarding Sean Tobin having negative hours for education leave during the current pay period she was working on. Fire Chief Smith would like to give Firefighter Tobin's 16 more hours of education leave. Trustee Kosch made a motion to give Sean Tobin 16 more hours of education leave; Trustee Cotner seconded the motion.

*ROLL CALL: Cotner: Yes Kosch: Yes Searle: Yes. Motion Passed 3-0*

Trustee Searle asked what the Township was doing with non-essential employees. Fiscal Officer Wyne stated that the township only has 3 individuals that could be considered non-essential. One of those individuals is not working, one has cut their hours back and the other is still working in order to maintain roads and get equipment ready for mowing season.

Trustee Cotner made motion to adjourn. Trustee Kosch seconded

*ROLL CALL: Cotner: yes, Kosch: yes, Searle: yes*

Business concluded; meeting adjourned at 8:09 a.m.