

COUNCIL OF TRAPPE SPECIAL MEETING
VIA CONFERENCE CALL
MARCH 24, 2020

Council of Trappe Special Meeting – President Newnam called the special meeting to order at 9:32 am. This meeting is being held via conference call and Council members RD Diefenderfer, Norm Fegel, Tonya Pritchett and Walter Chase were present. Other attendees for the Town: Town Administrator Erin Braband and Town Attorney Lyndsey Ryan.

Due to COVID-19 the Council called a special meeting to discuss the safety and ways to protect the health of the Town employees.

After discussion it was decided that the Water/Wastewater employees will work on a rotating basis with 1 employee reporting daily to complete required testing and other essential functions. Shawn and Steve will continue to try to limit their contact with each other and will only work together when necessary. Tyler will be called into work when there is work for him to do and the weather cooperates.

The office employees are to tele-work as much as possible with Erin coming into the office 1-2 days a week as needed. All phone calls will be transferred to Erin's cell phone and all employees have access to their email on their cell phone.

Commissioner Chase made a motion to proceed with the schedule as discussed until the County removes the State of Emergency. Commissioner Fegel seconded the motion. All approved.

The meeting was adjourned at 9:54am.

Respectfully submitted,

Erin Braband, Town Administrator/Clerk