

PENFIELD TOWNSHIP TRUSTEES

October 3, 2023

The regular meeting of the Penfield Township Trustees was called to order at 7:30 PM. All officers were present. Five guests attended the meeting.

The minutes of the previous meeting were read and approved with a motion made by Chairman Flynn, seconded by Trustee Johnson. A motion was made to approve Voucher #'s 14454-14481, PO # 49-2023, Withholding Voucher #'s 43-45-2023, Resolution #23-015 pertaining to 20243 Whitehead Road, and the September monthly reports and bank statement.

Fiscal Officer Denes read the correspondence which included a letter from LCOOA regarding the MOW program transfer, a Cemetery bench question which was referred to Sexton Johnson, a letter from Shaun Duffala regarding the Chip and Seal contractor's delay in finishing project, a notice pertaining to the drag link recall on the Dodge truck, and communication from LC Prosecutor Greg Peltz regarding the resolution and notice paperwork required for the abandoned property at 20243 Whitehead Road. Denes reported that she spoke with resident Lynette Fowler regarding the cleanup from the wind damage to her tree. Fowler advised that cleanup should start later this week.

Zoning Inspector Scott Hopkins reported September was a fairly slow month and he issued a permit for a fence and a garage. He reported that the Conditional Use Variance for the taxidermy business at Reeds was approved.

Zoning Secretary Amy Smith advised that the Conditional Use Permit renewals will be mailed Friday. She submitted a receipt for reimbursement for postage for the Reed hearing. Discussion was held regarding waiving renewal fees for the Reed and Rourke CUP's. It was decided they should be waived for 2024 due to the timing of their original approval date.

Recreation Board Chair Tim Smith had no questions or comments.

Roadman Bill Albrecht resigned effective 10/31/23. The Trustees thanked him for his 24 years of service.

Groundskeeper Bob Storms reported that the batteries on the plow truck should be checked and possibly replaced. He will take to Mac's to have tested. Bob will take the plow truck to Gordon Farms to spray undercarriage. Bob questioned mowing and snow plowing on Webster Road. The MOU between Penfield and Lagrange Townships was discussed and the Trustees asked FO Denes to forward a copy of same to the Lagrange Township Trustees and Road Man Kyle Osborne. Chairman Flynn advised that he had ordered the replacement hose for the pressure washer and it should be in this week. Dumpster Day was discussed and Bob and Bill will both be present.

Trustee Johnson reported that the Cemetery grass has been uprooted by skunks. Brett Linden will include grub control in his quote for 2024. He will also be asked to quote the Town Hall grass treatment for 2024. Johnson reported that the high-water sign by the Powell residence has been stolen and asked everyone to keep an eye out for it. Johnson reported that a footer was poured at the Cemetery and that he prepared four graves for seeding. The email questioning placement of a bench instead of a headstone was discussed and it was decided that as long as the bench fits on a standard footer it would be allowed. Johnson ordered LED bulbs for the recycling building. He reported that the Litchfield newsletter was designed by Ipanda and sent to CQ Printing to print at a cost of \$2,500 which included \$734 in postage for the 1,269 newsletters mailed. It was discussed and decided to do a newsletter one year, followed by a postcard the next.

Trustee Conrad advised that he and Trustee Johnson attended the LCTA meeting. Commissioner Riddell presented information on the 7 District proposal for better representation for all parts of the county. Conrad discussed his attendance at the RLCWA National Convention in Aurora, Colorado. The sessions at the convention included information on PFAS which is a toxic chemical in water that the EPA will be requiring testing and abatement of in the near future. Conrad reported that a productive meeting was held with Don Romancek and Gary Burnett in attendance regarding the Curtis and Gott ditches. Changes were discussed with the LC Prosecutor's office. One easement is still needed.

Chairman Flynn advised that Terry Lyons will get us on his schedule for exploratory excavation to determine source of the water in the swampy west yard area. Flynn questioned Bill and Bob on the condition of the snow plow truck pads and cutting edge. He was told they should be good for another season. Flynn reported on a program being spear-headed by Assistant Fire Chief Troy Pitts to identify hazards specific to farm fires and rescues. He will be building a database with this information relevant to safety services. The strategic planning committee that Flynn serves on held their second meeting. They have developed a survey for input from county residents. The survey with QR codes will be placed on the Township website and Facebook pages for resident's participation.

At 8:45 PM Chairman Flynn made a motion to go into executive session to discuss employment of a public employee

A roll call vote was held:

Chairman Flynn Yes

Trustee Conrad Yes

Trustee Johnson Yes

Chairman Flynn declared the meeting back in regular session at 10:42 PM.

A roll call was held:

Chairman Flynn Here

Trustee Conrad Here

Trustee Johnson Here

FO Denes reported on receipt of copy of a Civil lawsuit filed by Cleveland Communications, Inc. against the Lorain County Commissioners and David Moore, Jeffrey Armbruster, and Jeff Riddell individually. The return address on the packet was listed as Penfield Township.

With no additional business to discuss a motion was made to adjourn at 10:45 PM by Chairman Flynn, seconded by Trustee Conrad.