

# PENFIELD TOWNSHIP TRUSTEES

January 3, 2023

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

The minutes of the previous meeting were read and approved with a motion made by Trustee Conrad, seconded by Trustee Johnson. A motion was made to approve the December monthly reports, bank reconciliation, and Resolution #'s 22-017-018 appointing the Township's representatives to the WFD and SLCAD boards with a motion made by Trustee Conrad, seconded by Trustee Johnson.

Fiscal Officer Denes read the correspondence which included the Lorain county Sheriff's report, a question posed by Builders Exchange regarding the Cemetery mowing bid, and a proposal for Dean Finkel for grave-digging for 2023. Denes advised that Pastor Jeff Braden from the Penfield Community Church stopped at the office to question the availability of the Community Room for their church service on Sunday. The Church experienced a water break and is in the process of repairs. Denes invited Pastor Braden to attend the Trustees' meeting with this request. Discussion was held in lieu of Pastor Braden's attendance and the Trustees agreed to this usage with a motion made by Chairman Flynn, seconded by Trustee Conrad.

Residents and zoning members Clark Lubaski, Jerry Rathwell, Amy Smith, Tom Seman, Andy Hoops, Bill Robinson, and Michael Schank were in attendance and some weighed in on the proposed zoning resolution amendment.

The Subdivision zoning resolution amendment was discussed and revised to: 200' frontage, 2 acres, 50' set back and a side yard clearance of 15' with a motion made by Trustee Conrad, seconded by Trustee Johnson. Trustee Conrad made a motion, seconded by Trustee Johnson to amend original motion to: 1 Unit per 2 acres.

Trustee Johnson reported that the security camera installation is complete. He advised that he and Ken Koubek had in excess of 45 hours in the install, and Ken had an additional 55 hours planning the system.

Trustee Conrad spoke with Don Romancek regarding the process for upcoming ditch work, referencing ORC 61.17 which details the process for this work. Landowner's signatures will be required on an easement petition. There will be no maintenance assessments to landowners. This work will start in early spring with the Gott ditch at the end of the Curtis Ditch and go east to the Black River. Conrad reported on the RLCWA Board meetings and advised that a new pay scale has been implemented that provides a 6% merit raise to employees and the general manager. Conrad drove with Bob Storms to find a new turn around on Jones Road for the plow truck. Conrad reported that the Little Free Pantry Coordinator requested that the Township apply for the LMRE People Fund grant to help stock the pantries. Conrad advised that the application deadline has passed.

Chairman Flynn provided additional information for LED sign memorial brass plaques for Brent Herbert and Jean and Paul Eglin.

At 8:32 PM Chairman Flynn made a motion to go into executive session to discuss the employment of a public employee.

A roll call vote was held:

|                 |     |
|-----------------|-----|
| Chairman Flynn  | Yes |
| Trustee Conrad  | Yes |
| Trustee Johnson | Yes |

At 9:31 PM Chairman Flynn declared the meeting back in regular sessions.

A roll call vote was held:

|                 |      |
|-----------------|------|
| Chairman Flynn  | Yes  |
| Trustee Conrad  | Yes  |
| Trustee Johnson | Here |

A motion was made by Trustee Conrad, seconded by Trustee Johnson to employ Scott Hopkins as the Township zoning inspector at a rate of pay of \$800 per month with a cell phone package not to exceed \$1,000. Hopkins will be re-evaluated in six months.

Fiscal Officer Denes reported that the replacement geothermal unit is due in at the end of the month and will be installed.

With no additional business to discuss, the meeting was adjourned at 9:52 PM.