

# PENFIELD TOWNSHIP TRUSTEES

**May 16, 2023**

The regular meeting of the Penfield Township Trustees was called to order at 7:30 PM. All officers were present. Two guests attended the meeting. The minutes were read and approved with a motion made by Chairman Flynn, seconded by Trustee Johnson. Voucher #'s 14285-14292, PO 39-2023, and Resolution # 23-007 approving the application for the NatureWorks Grant, and Resolution #23-008 for the Webster Road Crossroads Contract, were approved with a motion made by Trustee Johnson, seconded by Trustee Conrad.

Fiscal Officer Vicki Denes read the correspondence which included the 5/24 Red Cross Blood Drive and a thank you note and donation from Marty Carter for the use of the hall. Denes advised that she would be picking up Pride Day supplies, food, and flags on May 18<sup>th</sup>. She advised that buns would need to be picked up closer to Pride Day. She reported that Bob Storms will be picking up flowers from Hooks and a wheelbarrow for Pride Day. The updated Veterans list for Memorial Day was discussed. Trustee Johnson will procure the updated list. Discussion was held regarding an approval for a May 8<sup>th</sup> hall usage.

Zoning Inspector Scott Hopkins advised that he received a call from a resident requesting grindings. Hopkins was advised that the Township doesn't generate any road grindings. Hopkins provided an update on zoning matters. Discussion was held regarding a vacant home on Whitehead Road. Trustees advised he should contact the Wellington Fire District to assess the condition of the home and make a recommendation. Hopkins advised that the LC Auditor's webpage is clunky and hard to use. He has contacted their office and they are working to resolve issues.

LC Sheriff Deputy Nicole Osborne will work on Penfield Township name badge for Zoning Inspector Hopkins. She reported that their office received 40 calls from Penfield Township between 4/16 and 5/16.

Resident John Zambo was in attendance to discuss a barn permit and process required for obtaining same. Discussion was held regarding the permit process as it pertains to the LCPH department. Hopkins will discuss with Zoning Chair Clark Lubaski.

Trustee Johnson reported on the Recreation Board's Food Truck night. The event was very successful and was enjoyed by many. Johnson advised that Pinnacle will start leveling headstones soon. Johnson continues to work on the road sign grant. Discussion was held regarding the increased Cemetery fees which have not been approved. A motion was made by Trustee Conrad seconded by Chairman Flynn to approve the new fee schedule effective 5/16 and refund all overpayments for 2023 to date. Dumpster Day help was discussed.

Trustee Conrad reported that he and Trustee Johnson attended the LCPH household sewage meeting at Wellington High School. LCPH advised there will be a \$40 annual fee for home sewage treatment systems. Conrad advised that Landscape Transformations does not have time in their schedule for the proposed tree surround project. He will continue to research vendors for this project. Conrad fielded a call from Bob Storms advising that the Kubota mower tires are bald. Conrad found some from Bob's Tire for \$155 each. Chairman Flynn will research to find cheaper options. Conrad scheduled a pre-construction meeting with Bill Lambert of Crossroads for the Webster Road project on May 17<sup>th</sup> at 10:30 AM. Conrad reported that the Indian Hollow culvert project is almost complete.

Chairman Flynn talked to Edwards Tree Service regarding roadside park tree removal, and was advised that work would be completed this week or next. The Recreation Park

fence repair project was discussed and a motion was made by Trustee Conrad, seconded by Chairman Flynn to accept Elyria Fence quote for \$24,925 and schedule work. Trustee Conrad will schedule same. ARPA funds will be used for this project. Trustees will meet at 9:00 AM to set-up for the Memorial Day Observance at the Cemetery. Discussion was held regarding the purchase of a stainless refrigerator for the kitchen. Chairman Flynn has been researching and found one at Home Depot that should meet the needs of the Township for \$848. A motion was made by Chairman Flynn, seconded by Trustee Johnson to purchase a refrigerator for no more than \$1,000. Flynn reported that Bob Storms advised that the big pressure washer hose is leaking. Flynn will inspect on Saturday morning.

With no additional business to discuss, the meeting was adjourned at 8:35 PM with a motion made by Chairman Flynn, seconded by Trustee Conrad.