

## PENFIELD TOWNSHIP TRUSTEES

November 1, 2022

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

The minutes of the previous meeting were approved with a motion made by Trustee Flynn, seconded by Trustee Conrad. A motion was made to approve Voucher #'s 14033-14051, BC # 35-2022, WH Voucher #'s 36-37-2022 as well as the October Bank Reconciliation and Monthly Reports by Trustee Flynn, seconded by Chairman Johnson.

Fiscal Officer Denes read the correspondence which included the Food License Fee Schedule from LCPH for 2023. A copy was given to Tom Seman for the Recreation Board. A POA form was received from Fleet One to complete the purchase of the 2022 Chevrolet Pickup truck. Chairman Johnson will report the mileage to FO Denes. The Neighborhood Alliance program for senior citizens was discussed. Chairman Johnson and FO Denes will try to obtain more information regarding this program. Denes reminded all of the Red Cross Blood Drive on November 23<sup>rd</sup> from Noon until 5 PM. The upcoming 2023 Blood Drive dates cannot be approved at the organizational meeting as that does not allow the Red Cross time to schedule staffing, etc. Trustee Flynn made a motion, seconded by Trustee Conrad to accept the proposed dates for 2023. Denes reported that she is attempting to get sales tax removed from an online order that was placed for security/camera supplies but has received no response from the company. The LC Sheriff's report was placed on counter for inspection. Denes questioned the division of cost on the new playground equipment. Assistant FO Rachael Duling has the breakdown in her Recreation Board/Key Collaborative notes and will forward same to Denes.

LC Sheriff Deputy Osborne reported that vehicle break-ins are starting back up and advised securing all vehicles and property.

Zoning Inspector Brett Linden reported that Diane Landers has a septic permit and he will be issuing her a building permit. Linden reported on conversation with Richard Wolf's son, Matthew, regarding the tower permit and the conditional use permit for same. Tower permits have expired and will be reissued to GPD at no charge due to appeal. The project is stalled because of a lack of property owners' signature. Linden reported that the Duling variance hearing has been rescheduled to November 22<sup>nd</sup> at 7:30 PM.

Tom Seman asked if the Cub Scouts could use the halls on 1/21 and 1/22 for their Pinewood Derby free of charge. The Trustees approved this usage. Tom advised that there is a party in the small hall the Saturday before the PHS Tea. The Community Room is free that day though for staging. Seman reported that the Trunk or Treat event was very well attended. Tom will follow up with PHS secretary Jackie Johnson regarding treat bags for the Santa event on December 3<sup>rd</sup>. He reported that there is a Recreation Board meeting on November 9<sup>th</sup> at 6:30 PM.

Trustee Conrad reported that the two culvert projects have been completed and look good. The Little Free Pantry coordinator is trying to get gift certificates funded by LCPH for the pantry. She asked if KEY might fund the pantry. Chairman Johnson, as KEY Board member advised that KEY is looking for sustainable projects and would not fund the pantry.

Trustee Flynn advised that Carl Wesemeyer wants all Trustees to inspect and approve the culvert work before he invoices for same.

Chairman Johnson thanked Bob Storms for an excellent job mowing the Township ditches. Johnson purchased 10 gallons of DEF fluid for the plow truck. Johnson attended the County Zoning seminar as well as 5 Township zoning members. Johnson fielded a call that Webster Road was smooth and shiny. Storms spread stone on same. Resident called back to report an accident on Webster Road. Johnson questioned whether the Township would participate in both Trunk or Treat and Trick or Treat or just one. Johnson conducted a cremation burial. He has listed the tilt bucket on GovDeals and so far, has a bid of \$145. Johnson advised that there is a need for safety strips on the west side porch steps. He found some for \$160 for a 10 pack and would need 3 packages. FO Denes advised that the MORE grant may cover this cost. Johnson advised that the OTA winter conference registration opened up today. He questioned progress on the Holland ditch project. Trustee Flynn advised that this would be done in conjunction with the other required ditch work. Johnson presented the posting for the zoning inspector position. These will be posted on the Township website, Facebook, as well as the LED sign. He is working on the Cemetery Mowing requirements. Discussion was held on the requirements. When complete they will be sent out to targeted suppliers and ran in the Rural Urban.

With no additional business to discuss, the meeting was adjourned at 8:36 PM with a motion made by Trustee Flynn, seconded by Trustee Conrad.