

PENFIELD TOWNSHIP TRUSTEES

December 19, 2023

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

The minutes of the previous meeting were read and approved with a motion made by Chairman Flynn, seconded by Trustee Conrad. A motion was made to approve Voucher #'s 14561-14570, and PO # 55-2023 by Trustee Conrad, seconded by Trustee Johnson. Resolution #23-018 approving Permanent Appropriations for 2024 in the amount of \$606,597 was approved with a motion made by Chairman Flynn, seconded by Trustee Johnson. Resolution # 23-019 regarding noise levels was approved with a motion made by Trustee Johnson, seconded by Trustee Conrad. Resolution #23-020 authorizing use of ARPA funds in the amount of \$14,790 to replace one geothermal unit was approved with a motion made by Trustee Johnson, seconded by Chairman Flynn.

4-H advisors Kyle Trimble of Penfield Partners, PJ Howard of Saddle-lites, and Tim Smith of Barnyard Buddies attended at the trustees request to discuss use of the Town Hall facilities for meetings and awards banquets. A new contract for youth group's hall usage will be approved at the Trustee's January 2nd meeting and will be available to youth group advisers to schedule their 2024 hall usage with SMS owner April Lent. A deposit of \$50 will be required for all youth groups to cover potential damage to the facilities.

Fiscal Officer Denes read the correspondence which included the LC Health Care Plan costs for 2024 of \$9,069 monthly, information on the NOPEC Community grant, and the Ipanda website report. Discussion was held regarding the NOPEC grant and it was decided to submit the grant for the Penfield Recreation Board's use on Penfield Day for games, etc. Denes will file grant paperwork accordingly. Denes questioned the two outstanding Conditional Usage Permits. Chairman Flynn will follow up on same. A discussion was held regarding the geothermal unit in the Town Hall that has not been working properly. LMRE found no problem with their equipment up to the building. Chairman Flynn contacted electrician Paul Lamb who found an improperly connected wire. Lamb suggested installing surge protectors on all geothermal units at an approximate cost of \$250 each for the protector plus labor. He will forward and estimate. He will also forward an invoice for his service call.

SMS owner April Lent discussed the broken cooktop on the stove. Trustee Johnson found a potential replacement stove at Home Depot for \$666. This amount is included in the budget under repairs and maintenance. Further discussion was held on replacing the dry-rotted Christmas tree. The Trustees will look for a replacement. Lent requested that the rental exit procedure be added to the rental contract section on the website.

BZA member Greg Younglas had no questions or comments.

Recreation Board Chairman Tim Smith advised the next Recreation Board meeting will be held January 10th. They are planning on holding 2 craft shows in 2024.

Zoning Inspector Scott Hopkins texted a zoning recap to the Trustees as he was unable to attend the meeting

Trustee Johnson reported on a Ricoh service call that he and Ken Koubek discussed ongoing problems with scanning to the FO's laptop as well as printing from said laptop. A bad cable was discovered and a potentially bad computer board. Ricoh service tech will order same and install. Johnson repeated the upcoming special meeting dates of 12/27 Year End meeting, Organizational meeting at 7 PM January 2nd, a Policy Review meeting January 10th at 10 AM, and a 5-year Plan meeting February 14th at 10 AM.

Johnson discussed the Noise Resolution and reported that his contact at the Prosecutor's office advised that a noise ordinance is outside of the Zoning Resolution. The Zoning Resolution amendments suggested by the Zoning Commission were discussed with changes.

A vote was held on proposed changes pertaining to signs: Chairman Flynn – Yes, Trustee Conrad – Yes, Trustee Johnson – No. All other proposed changes passed as presented unanimously. Johnson will prepare the final copy to be taken to the Recorder's office by Zoning Secretary Amy Smith for recording. Johnson presented a \$90 check from Kotecki for a headstone footer for Karen Fabian as well as a receipt from Rural King for \$35.96. Johnson submitted paperwork for the 6' dock leveler sale on GovDeals so FO Denes can watch for payment. The bids for Cemetery maintenance were opened and reported as follows: Schill - \$28,000, Done Right - \$400 per cut and Brett Linden - \$18,775. Trustee Conrad made a motion, seconded by Chairman Flynn to accept Brett Linden's bid. Only one bid was received for Town Hall Turfgrass chemicals. Brett Linden submitted a bid of \$1,560 which was accepted with a motion made by Chairman Flynn, seconded by Trustee Conrad.

Trustee Conrad reported that Kyle Osborne, of Lagrange Township, advised that the joint Webster Road OPWC project has been approved. Conrad reported on a Trash Consortium ZOOM meeting where trash collection bids submitted by Rumpke and Kimble were discussed. Resolution #23-017 authorizing a 5-year contract with Rumpke for trash pickup was approved with a motion made by Chairman Flynn, seconded by Trustee Conrad. A roll call vote was held: Chairman Flynn – Yes, Trustee Conrad – Yes, Trustee Johnson – Yes. Conrad reported that Don Romancek has advised that the Curtis Ditch project will be separated from the Gott Ditch and work will commence in 2024.

FO Denes asked if the Trustees were aware of an effort being mounted by the LC Commissioners to keep trash collected in Lorain County in Lorain County with the tipping fees being paid to Republic. A meeting was held Friday, December 15th by the Commissioners, but Denes was uncertain of the outcome. Trustee Conrad will follow up.

Chairman Flynn reported that he asked Colby Whitney to look at the fence repair work needed at the Cemetery and Whitney advised a price of \$600 to replace 4 posts and 5 rails. He quoted a cost for 10 spare rails of \$330. Flynn reported that Bob Storms removed the worn axle from the damaged mower and advised that the pin is worn as well. Flynn figured out the Ohio EPA Government Fleet e-check situation and asked Denes to report same. Flynn asked Denes to let him know when Paul Lamb's estimate for surge protectors is received.

With no additional business to discuss a motion was made to adjourn at 9:25 PM by Chairman Flynn, seconded by Trustee Johnson.