

# PENFIELD TOWNSHIP TRUSTEES

February 6, 2024

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

The minutes of the previous meeting were read and approved with a motion made by Trustee Flynn, seconded by Trustee Johnson. Voucher #'s 14612-14637, Withholding Voucher #'s 4-5-2024, and the January Bank Reconciliation and Monthly Reports were approved with a motion made by Trustee Johnson, seconded by Trustee Flynn. A motion was made to rescind Resolution #22-013 by Chairman Conrad, seconded by Trustee Johnson. This was an ARPA Fund resolution that was duplicated.

Fiscal Officer Denes read the correspondence, which included information regarding the Township's insurance renewal questionnaire, a letter from Bob Klaiber of the LC Engineer's office regarding a rash of stolen road signs, a notice of a rate increase from Armstrong, an MOU from Lagrange Township regarding Webster Road, information on the 2024 MORE Grant, two sample cannabis resolutions, and the 2024 Cemetery Survey conducted by the LCTA. Denes questioned the GoDaddy Renewal for the Town Hall Rentals email of \$268. This amount included tax and Denes sent an exemption form to GoDaddy. Denes asked Trustee Johnson to check account to see if tax was deducted. Denes reported that she has received no BZA hearing or meeting minutes from zoning Secretary Amy Smith. She also has not received the minutes from the Zoning Commission reorganization meeting with the chairperson information included. This information is needed for County and Township rosters. Denes reported that she has a meeting scheduled with Andrew Finton from LMRE to have the load control switch installed on the new geothermal unit. There is also a \$400 rebate which will be applied for. Denes fielded a call from Mrs. Hevener regarding flooding on her property. Denes asked Chairman Conrad to return her call. Denes questioned the documents presented by Zoning Inspector Hopkins pertaining to 20243 Whitehead Road. Some of these documents requested are redundant.

Zoning inspector Scott Hopkins reported that he is still working on 20243 Whitehead Road. Hopkins also discussed a blue ranch on Whitehead that he has received complaints about. He will send letters to the owners. He reported that the zoning resolution page changes received after sign changes are not collated to fit in zoning resolution properly.

Zoning Commission member Jerry Rathwell had no questions or comments.

BZA Chair Amy Younglas reported that the BZA had approved the Vermont Street cell tower variance. She also reported that there is a home occupation hearing on February 21 and a use variance hearing on February 28.

SMS owner April Lent reported that she has received all 4-H contracts and security deposits for the year. Repairs to folding tables were discussed. Trustee Johnson will order some repair parts to test and April will set damaged tables aside for Trustee's inspection.

4-H Adviser Brad Niece was in attendance to secure his club's hall usage for 2024.

Facilities maintenance man Tim Tyrone discussed the repair of the sign at the Recreation Park. FO Denes questioned whether the sign was still used. Tyrone will check with the Recreation Board before repairing sign. Tyrone will install the Naloxbox at the Recreation Park Pavilion.

Zoning Commission member Linda Dillon had no questions or comments.

Zoning Commission alternate Jack Dillon had no questions or comments. FO Denes advised that she would get their paperwork prepared.

Resident Tom Seman discussed continued plans for the April 8<sup>th</sup> Eclipse Celebration.

Zoning Maintenance Lead Bob Storms reported that 3 split rail posts at the Recreation Park were damaged and there was only 1 replacement post. Trustee Johnson will purchase 6 – 2-hole posts for continued repairs. Trustee Flynn asked Bob to collect pipe left behind by Elyria Fence when they repaired the fence on Field 4.

Trustee Flynn discussed the Community Development property being farmed by Drew Hartley. Chairman Conrad stated that he had forwarded info to SWAC. Flynn advised that Hartley is cleaning this ditch as it has been determined to be a privately-owned ditch. Flynn received a call from a resident regarding a house on Whitehead that he forwarded to Zoning Inspector Scott Hopkins. Flynn placed order with Polen for replacement tractor. Flynn discussed getting electricity to the PHS schoolhouse.

Trustee Johnson reported that he purchased a second set of shelving and will order bulbs for outside pole lights. Johnson advised that the David Mekoleske burial was held. Johnson made wooden guards for the corners in the hallway of the Community Hall to prevent future damage; Tyrone to install same. Trustee Johnson discussed the Bicentennial tree and its future location. It will be planted at the Roadside Park. Johnson asked FO Denes to call committee regarding placement. The planting location will be marked.

Chairman Conrad reported that he attended the Trash Consortium meeting. He advised that the new 5-year Rumpke contract has been signed and notarized. Conrad advised that Don Romancek reported on a list of upcoming ditch projects at the LCTA meeting and there were no Penfield projects on his list. Conrad questioned Romancek and was told that there will be a March 5<sup>th</sup> LC Commissioners public hearing to discuss the Gott Ditch. Lagrange Township Kyle Osborne again questioned striping Webster Road after 2024's Chip & Seal. The trustees will determine if this section needs C & S work when they drive the roads with the LC Engineer's office. Conrad advised that Bruce Ramsey is now retired and is interested in returning to serve on the Zoning Commission. Conrad will set up a meeting.

At 8:17 PM Chairman Conrad made a motion to go into executive session to discuss personnel issues.

Roll Call:

Chairman Conrad	Yes
Trustee Johnson	Yes
Trustee Flynn	Yes

At 8:57 PM Chairman Conrad declared the meeting back in regular session

Roll Call:

Chairman Conrad	Yes
Trustee Johnson	Here
Trustee Flynn	Here

With no additional business to discuss, the meeting was adjourned at 8:57 PM with a motion made by Trustee Flynn, seconded by Trustee Johnson.