

PENFIELD TOWNSHIP TRUSTEES

November 7, 2023

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 Chairman Flynn, seconded by Trustee Conrad. A motion was made to approve Voucher #'s 14492-14523, WH Voucher 47-2023, BC 28-30-2023, PO 50-2023, and the October Bank Reconciliation and Monthly Reports by Trustee Johnson, seconded by Trustee Conrad.

Fiscal Officer Denes read the correspondence which included an invoice from NOACA, an invoice from EMA Director Dave Freeman for 2023 WENS service, and an email from Dick Heidecker regarding 2022 LCCA dues payment. FO Denes will speak with Director Freeman regarding Penfield's expired MOU for WENS service from 1/1/2015 thru 12/31/2017. Discussion was held regarding LCCA membership. Trustees advised that this had been discussed at an LCTA meeting and the recommendation from them was to dissolve the LCCA and form a scholarship with their remaining funds. The NOACA invoice was discussed and it was agreed that, due to the lack of requested information and attendance by a NOACA representative at a Trustee meeting to explain NOACA's benefit to Penfield Township, this invoice will not be paid. The Ohio Department of Commerce's Cemetery Grant program has closed. Penfield will be eligible to apply in 2024. Denes reported that 4 Conditional Use Permit Renewals have been received. Denes questioned the Zoning Amendment Hearing. FO Denes had a conversation with the driver from Great Lakes Petroleum when she unlocked the tank for refill. Great Lakes was provided with a key to the tank but the same driver is not used regularly so someone from Township must unlock tank. The driver advised the Great Lakes may provide their own combination lock for the tank which will eliminate the need for a Township employee to unlock same. Denes will call Great Lakes.

Ryan St. Marie Insurance/OTARMA representative Mindy Nielson was in attendance to discuss FO Denes' concerns over the \$10,000 limit on coverage for damage to headstones. She presented annual rates of \$67 for an additional \$25,000 coverage, or \$135 for an additional \$50,000. Discussion was held. Trustee Conrad made a motion, seconded by Trustee/Cemetery Sexton Duane Johnson to increase the coverage by \$50,000.

SMS owner April Lent reported that Bob, at the Board of Elections, has requested weekend delivery of election equipment. As weekends are prime rental dates this will have to be decided on a case by case basis. She questioned the use of the communal hallway for a food or bar set-up by Community Room rentals. As this is a communal space shared by Town Hall renters and Community Room renters this will also have to be decided on a case by case basis. April will send a letter to all youth groups asking for their attendance at the December 19th meeting to discuss usage of the facility with the Trustees. Trustee Conrad will reach out to Rebecca Rollin of the Heart and Soil 4-H group to encourage her attendance at this meeting. 4-H Advisor Dawn Handrosh of the Penfield Partners gave feedback on the use of the hall for club meetings.

BZA Vice-Chair Amy Younglas had no questions or comments.

Brandon Trill, Cub Master of BS Den 3118, was in attendance to request the use of the Community Room on January 20th and 21st for the Pinewood Derby. He advised that between 15 and 40 kids will participate. This usage was granted by the Trustees.

Bill Albrecht was present to return Township keys and the garage door opener. The Trustees thanked him for his 24 years of service.

Township employee Bob Storms had no questions or comments.

Recreation Board members Jack and Linda Dillon had no questions or comments.

Trustee Johnson reported that he ordered the stair strips for the MORE grant. Johnson Found the replacement, heated wiper blades for the plow truck for \$160 and will order same. Johnson listed the dock ramp on GovDeals and has no bids to date. Trustee Johnson met with Mark Loyer of Armstrong to review possible sites for their equipment. Loyer advised that Armstrong was willing to pay a one-time easement fee of \$25,000. A motion was made by Trustee Conrad, seconded by Chairman Flynn to pursue this offer. Johnson will ask for an easement contract and will submit to Greg Peltz of the LC Prosecutor's office for review upon receipt. Johnson discussed the bids received from Brett Linden for the Cemetery care, fertilizer, and weed control at the Town Hall. Trustees decided to put this work out for bid also. The hearing on the proposed zoning amendment changes was discussed and will be held 11/21 at 7:00 PM.

Trustee Conrad reported on the ditch at 42138 Smith Road. Conrad attended the SWAC Meeting where ditch progress was discussed. Trustee Conrad, along with Bob Storms and April Lent, winterized the concession stand restrooms and lines to water fountain. Bob Storms advised there is still water leaking at one of the fountain lines. Conrad will call RLCWA for resolution. Conrad advised that residents reported two dead deer. Bob Storms removed them. Conrad was contacted by Bobbi Jenkins attorney, Gino Pulito. Pulito advised that Jenkins was not interested in signing the ditch easement due to party interference. Conrad has requested a meeting to clear the air with interested parties.

Chairman Flynn reported that he discussed the possibility of a stop sign at Peck Wadsworth and West Roads with Wellington Township Trustee Fred Pitts. Flynn reported that both fence repair projects are on the respective repair companies' schedules. The website renewal with IPanda for 2024 was discussed and approved with a motion made by Chairman Flynn, seconded by Trustee Johnson. The job opening and zoning board member position opening were discussed. Trustee Johnson will post on Township Facebook. Flynn reported on a good turnout at Trunk or Treat Day.

With no additional business to discuss a motion was made to adjourn at 8:53 PM by Chairman Flynn, seconded by Trustee Johnson.