

PENFIELD TOWNSHIP TRUSTEES

February 21, 2023

The regular meeting of the Penfield Township Trustees was called to order at 7:30 PM. All officers were present with the exception of Fiscal Officer Denes. Minutes recorded by Assistant Fiscal Officer Rachael Duling. Three guests were in attendance: Gary Burnett (trustee) and Kyle Osborne (head of road maintenance) from LaGrange Township and BZA Vice Chair, Amy Younglas.

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 14177-14179, January Monthly reports, and Bank Statement by Chairman Flynn and seconded by Trustee Johnson.

Gary Burnett (LaGrange Township trustee) and Kyle Osborne (head of road maintenance in LaGrange) attended the meeting to discuss the Webster Road resurfacing project. Trustee Conrad took the list of bids to the county engineer's office and they recommended Crossroads Asphalt. Trustee Burnett said he has experience with Crossroads, and they have done a great job and he has no hesitation hiring them. Trustee Conrad moved to accept the Crossroads Asphalt bid and Chairman Flynn seconded. Osborne wanted to make note that we will need to discuss restriping the road at the end of the project and splitting the cost for that.

The Elyria Library will be bringing their Bookmobile to the Penfield Recreation Park weekly over the summer. More information will be posted closer to the dates.

BZA Vice Chair Amy Younglas was in attendance and wanted to report the streetlight was out at the corner of Jones Road and 301. Trustee Conrad said he will contact LMRE to get it handled.

Chairman Flynn wanted to state that if any residents notice any obstructions to let one of the trustees know and it would be taken care of.

Trustee Johnson had nothing to report.

Trustee Conrad met with Chad Hamman to discuss work on the ditch on Short Road. He received a quote for \$8,000 for 700 feet affecting three addresses. Trustee Conrad will follow up with the resident to the East to discuss project completion. Trustee Conrad attended the SWAC meeting in Elyria where community grants were discussed for 2023. Penfield Township projects will be handled through Ohio Revised Code 61-17. There will be a presentation on this at the LCTA meeting in June that Conrad plans on attending. Conrad received an email from a woman with a vacant lot next door to her with sanitary issues. Trustee Conrad forwarded the email to Zoning Inspector Scott Hopkins.

Chairman Flynn received a text from Zoning Inspector Hopkins asking for cards to be ordered with new phone number on them and to follow up on securing an ID badge from the Sheriff's Department. Flynn brought zoning information back from OTA that he will deliver to the zoning chairs. Chairman Flynn secured a speaker for Memorial Day and Trustee Conrad will reach out to Father Ed. Flynn discussed the grants that Fiscal Officer Denes forwarded to the trustees. A splash pad was mentioned as an idea and Assistant Fiscal Officer Duling will begin research on this project and potential grant applications. Chairman Flynn stated our recreation board needs more members and we need to post recruitment information. Flynn wanted to note that 4-H advisor, Jessica Fye, who asked for usage of our town hall for meetings, already has a Penfield resident on her roster. Chairman Flynn had Trustee Johnson review and discuss changes made to the 2023 Penfield Township Policy Manual. Each township employee will receive a copy of the manual and will be asked to sign the code of conduct.

With no further business to discuss, the meeting was adjourned at 9:30pm with a motion made by Trustee Conrad, seconded by Chairman Flynn.