

PENFIELD TOWNSHIP TRUSTEES

January 16, 2024

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 Trustee Flynn, seconded by Trustee Johnson. Voucher #'s 14596-14611, PO #'s 1-27-2024, BC #'s 1-21-2024, Payment Voucher #'s 1-2-2024, Resolution #'s 24-025-026 were approved with a motion made by Trustee Johnson, seconded by Trustee Flynn.

Fiscal Officer Denes read the correspondence which included information on the LC Bicentennial Tree planting, a contract from Dean Finkel, Road Mileage Certification, and the 2024 Inventory. Discussion was held regarding scheduling the annual cleaning of the Town Hall. Trustees advised to schedule same.

Zoning inspector Scott Hopkins reported that he is still working on 20243 Whitehead Road. Lienholders names are not correct and the LC Prosecutor is working on same. Hopkins advised that the Wolf Tower variance expired and the tower will not be built. Hopkins stated that the LC Prosecutor's office has advised that he should not be preparing the staff report as pertains to BZA hearings. Chairman Conrad advised that the Zoning Commission needs to meet again to reorganize and elect officers as they lacked a quorum at their first meeting. Trustee Flynn advised that Amy Smith will reach out to the Zoning commission to reschedule an organizational meeting. Chairman Conrad advised that this meeting has been scheduled for 1/25. Linda and Jack Dillon are interested in serving on the Zoning Commission.

BZA Chair Amy Younglas had no questions or comments.

BZA Member Greg Younglas had no questions or comments.

LC Deputy Nicole Osborne presented her monthly report.

Residents Tom and Theresa Seman were in attendance to discuss a possible April 8th Solar Eclipse Celebration. They have met with the Penfield Historical Society and will be attending the Recreation Board meeting on 2/27 at 7 PM to discuss this with them. They have pricing on solar glasses of \$39.99 per a quantity of 50, and a mock-up for a t-shirt. They asked if the Trustees could provide hot dogs, chips, coffee and hot chocolate for the event. The Trustees agreed to this. They will provide more information on the t-shirts at a later date. They reported that there will be no required school attendance that day.

Trustee Flynn reported that he and Trustee Johnson attended the Recreation Board meeting and presented a roster created by Tim Smith to FO Denes. Trustee Flynn made a motion, seconded by Trustee Johnson, to approve the roster and re-appoint the Recreation Board members listed on same. Flynn spoke with Tony Polen regarding the annual tractor replacement program. A motion was made by Trustee Flynn, seconded by Trustee Johnson, to order the replacement.

Trustee Johnson made a motion, seconded by Chairman Conrad, to appoint Linda Dillon to the Zoning Commission as a member with a term expiring 12/31/2028 and Jack Dillon as Zoning Commission 1st Alternate with a term expiring 12/31/24. Penfield Day was discussed and will be held September 14th from 12 PM until 3 PM. Johnson will be ordering replacement light bulbs. Johnson presented the new fee schedules for 2024. Chairman Conrad made a motion, seconded by Trustee Flynn to approve same. Fee schedules can be found on the Township website.

Trustee Flynn asked about the program for the upcoming LCTA meeting.

Chairman Conrad reported that Kyle Osborne of Lagrange Township asked how Penfield Township handles their Chip & Seal work. Osborne thinks that Webster Road between Indian Hollow and Rt. 301 needs C & S work in 2024. Conrad reported on the RLCWA meeting and advised that he would procure insurance company contact information from Huntington Township to procure a competitive quote on Township property and casualty insurance.

At 8:35 PM Chairman Conrad called an Executive session to discuss the employment of a township employee.

Roll Call:

Chairman Conrad	Yes
Trustee Johnson	Yes
Trustee Flynn	Yes

At 8:55 PM Chairman Conrad called 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 Johnson, seconded by Trustee Flynn.