

# PENFIELD TOWNSHIP TRUSTEES

**April 4, 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. Two guests attended the meeting.

The minutes of the previous meeting were read and corrections were made. A motion was made by Trustee Conrad to accept the minutes as corrected, Trustee Johnson seconded. A motion was made to approve Voucher #'s 14217-14234, WH Voucher #'s 15-17-2023, March monthly reports and bank statement, cemetery deeds 181 and 182, PO # 37-2023, and Resolution #'s 23-004-005 by Chairman Flynn, seconded by Trustee Johnson.

Penfield Recreation Board Chairman Tom Seman thanked everyone for coming to the Easter Brunch and shared that it was a great turn out. The rec board looks forward to continuing a great tradition for the community. There will be a craft show May 6<sup>th</sup> at the Penfield Hall from 10-2. Seman said spring cleaning at the town hall has begun. He recommended the trustees consider buying new blinds for the large hall, Trustee Johnson will measure for blinds and purchase new. Seman will make arrangements for the water to be turned on at the park.

Trustee Johnson reported that he received two cemetery related calls questioning the decorations being taken down. The decorations were taken down on the date posted. He reported that the post cards are on their way and we will set a date to stamp them when they are in. KEY is beginning the walking program "Summer Steps" again at the Penfield Park. It will be every Tuesday from 6:30-7:30 in May and June.

Trustee Conrad reported that he called in the potholes to ODOT that were brought to his attention from a resident. The potholes were fixed within a day. Conrad reported that there are multiple township ditch projects in the works. The Gott Ditch and Curtis Ditch Phase 4 are set to begin in the summer or fall. The Webster Road and Whitehead Road project is being held up because of opposition from a resident in a conjoining township. The Peck Wadsworth and Kipton Nickel Plate Road ditch is waiting on a wetlands report to proceed. Trustee Conrad contacted the resident on 301 asking about having their ditch cleaned and told them they need to contact ODOT. Conrad took a call from a resident questioning why our zoning inspector's reports aren't in the minutes; Trustee Johnson clarified that he was having issues with the format of the report but has it fixed and they are now posted on the township website like normal.

Chairman Flynn reported that Brett Linden messaged him and said the first round of fertilizer and herbicide has been applied to the cemetery. Flynn met with LMRE to do switch changes to the new geothermal unit, LMRE reported that everything went well and we will be receiving our rebates through the mail. Chairman Flynn placed the order for delivery of the balance of 90 tons of road salt which is 90% of 2022's commitment. Flynn will coordinate plans for shipment of salt. Chairman Flynn discussed the Hot Stove and it was agreed to leave it the same. Flynn contacted Geller and requested they provide us with a list of maintenance they provide to the fields. Flynn will follow up with Geller to obtain completed contract and current Certificate of Liability.

Chairman Flynn moved to adopt Resolution 23-004 stating we buy 25 ton of road salt for 2023, seconded by Trustee Johnson. Resolution passed.

Chairman Flynn moved to adopt Resolution 23-005 for the Radio Resolution, Trustee Johnson seconded.

Chairman Flynn	Yes
Trustee Conrad	Yes

Trustee Johnson  
Resolution passed.

Yes

Flynn reported that head of road maintenance in LaGrange Township, Kyle Osborne, reached out to him and stated that our share of the restriping of the joint road project would cost \$846.16. Flynn will confirm with Osborne to go ahead with striping. Chairman Flynn reported that LCTA will be hosting a Public Records meeting on April 11<sup>th</sup> from 1-4:15 at the Lodge in New Russia Township. Flynn advised that there is an ODOT sign program. He requested that he and the two other trustees ride around the township and complete the sign inventory and check sign quality. The program form is due June 16<sup>th</sup>.

With no additional business to discuss, the meeting was adjourned at 8:21 PM with a motion made by Chairman Flynn, seconded by Trustee Conrad.