

# PENFIELD TOWNSHIP TRUSTEES

**April 18, 2023**

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

The minutes of the previous meeting were read and approved with a motion made by Chairman Flynn, seconded by Trustee Conrad. FO Denes reported a correction to the March 21<sup>st</sup> minutes; Trustee Conrad spoke with residents Gary and Debbie Fildes at 39110 Short Road about the ditch work on Short Road, not Tiffany and Brian Fields. A motion was made by Trustee Conrad to accept the minutes as corrected, Trustee Johnson seconded. A motion was made to approve Voucher #'s 14235-14243 by Trustee Conrad seconded by Trustee Johnson.

Fiscal Officer Denes read the correspondence which included the LC Sheriff's report, info on the LCTA meeting and dues, election day info from the Board of Elections, and Indian Hollow Road closure. Denes advised that the Knapp land rental contract expires at the end of this year and questioned changes. Denes attended the LC Beautiful Day meeting where she discussed the ongoing problem with Royal Oak emptying the cardboard and paper recycling bins with SW Director Dave Blevins and Collection Center Coordinator Thomas Patrick. They will research possible solutions. Denes also requested 3 ashtrays for the Recreation Park to help control cigarette litter. Denes reported that dumpsters have been ordered from Sugar Ridge and Rumke. FO Denes received a "public records request" from Stephanie Vargas of SmartProcure. Denes was unsure of the format requested (editable, electronic document) so forwarded the request to LC Prosecutor Greg Peltz and Chairman Flynn. Peltz advised that the request was for information and not a true public records request and as such could be disregarded. Denes reported that 674 postcards had been mailed in place of the spring newsletter. Denes advised that the correct file cabinet order was discussed with Schlabach Furniture and will be built. Denes presented two estimates for pressure washing the town hall. Trustee Conrad made a motion, seconded by Chairman Flynn to award the job to Z & Z Pro Wash. FO Denes will coordinate the work.

Zoning Inspector Scott Hopkins gave a zoning update. He continues to work with non-compliant properties. He reported that a resident complained that Rt. 301 south of Rt. 18 has turned into a race track. Trustee Conrad will contact ODOT regarding possible reduced speed limits.

Recreation Board Treasurer Rachael Duling reported that she continues to work on an ODNR Nature Works Grant. She received a quote from Plas Paving to expand the walking trail around the soccer field for \$39,000. As this is a reimbursing grant she asked if the trustees would pay for the work up front prior to reimbursement. Trustee Conrad made a motion seconded by Trustee Johnson to pay for this work if the grant is awarded. She advised that the Recreation Board craft show is May 6th from 10 until 2. The Recreation Board is planning Food Truck nights at the Park on 5/18, 6/15, and 7/20 from 5 until 8. FO Denes asked if Recreation Board Chairman Seman had asked the Recreation Board if they would man the concession stand on May 20<sup>th</sup> for LC Beautiful Day. Duling will text the Recreation board about this matter.

Trustee Johnson reported that Jerry Myers funeral will be held Thursday. He advised that two footers must be prepared. Johnson stated that the Penfield Historical Society will place the outhouse by the schoolhouse. Johnson purchased 10 gallons of weed killer for use in the Township. The postcard vs newsletter was discussed. Johnson discussed the overflowing cardboard and paper dumpsters. Johnson is taking lead on the ODOT sign grant for \$2,683.99 and needs a couple of identifying numbers. FO Denes will help,

Trustee Conrad made suggestions for updating land rental contract. FO Denes will make changes. Conrad advised that Chad Hamman spoke with the Fildes about the section of ditch on their property that they wish to have cleaned. Conrad received notice from LC Engineer employee Shaun Duffala that a section of Indian Hollow will be closed from 4/24 until 6/8 for the culvert repair project. Conrad spoke with Lagrange Township Trustee Gardner who advised that Lagrange will handle the OPWC grant application for Phase II of Webster Road. Conrad will attend the LC Trash Consortium meeting 4/19 and will discuss the Royal Oak dumpster matter with Director Blevin. He gave an update on RLCWA projects.

Chairman Flynn questioned who would attend the Earth Day Concert to help. Trustee Johnson, Chairman Flynn, and Assistant Fiscal Officer Rachael Duling will be there. Chairman Flynn will pick up pies that FO Denes ordered. Denes will have all other supplies at hall. Flynn continues to try to get on Edward's Tree Service schedule. Flynn gave the Hot Stove's contract and Certificate of Liability to FO Denes for filing. Flynn reported that Rachael Duling of the Rec Board will work with Kaley Devore, field scheduler for Hot Stove. Discussion was held regarding Hot Stove operating the concession stand during their games and splitting the profit with the Recreation Board. Hot Stove will also till up field #4 and prepare it for practice and play. Flynn will procure a quote from Elyria Fence regarding replacing the backstops on fields #1 and #2. Flynn questioned the status of the Memorial Plaques. FO Denes is still working on that project. Flynn resurrected the discussion of placing a low stone wall around the Eglin dawn redwood trees. Trustee Conrad will procure an estimate for same from Brandon Davis. Flynn reported on discussion he had with Assistant Hall Rental Coordinator Tom Seman regarding the installation of a gazebo for weddings and such at the Town Hall.

With no additional business to discuss, the meeting was adjourned at 9:10PM with a motion made by Chairman Flynn, seconded by Trustee Conrad.