

The regular meeting of the Penfield Township Trustees was called to order at 7:30pm. 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 and seconded by Trustee Johnson. Trustee Johnson made a motion to approve warrant #'s 14686-14713, purchase orders 31-2024 and 32-2024, and withholding vouchers 11-2024 – 13-2024. Trustee Flynn seconded. Monthly reports were distributed to Trustees for review, and the signature page was completed.

Trustee Flynn moved to waive reading of minutes at meetings with the conditions of receiving the typed minutes from the most recent meeting via email within 72 hours of the conclusion of the meeting. Chairman Conrad seconded.

Fiscal Officer Duling reported that she will order pies from Mama Jo's Pies for the Earth Day Concert and the Trustees will coordinate pickup. Duling gave Trustees a report on a high water bill and an email regarding the expiration/renewal of the NCW tower lease. Fiscal Officer Duling reported that our two CD's are maturing in June and November and presented the current CD rates at Farmers Savings Bank. Duling reminded Chairman Conrad that we need to obtain the credit from Z Protection, Conrad advised that he has stopped by in person and called multiple times and will continue to follow up.

Zoning Inspector Scott Hopkins advised that two permits were issued in March – the fee for the cell phone tower on Vermont St. and the \$5,000 deposit fee for the demo of a home on Smith Rd. There will be a demo walk through on April 3rd at 20243 Whitehead Rd. Hopkins sent a certified letter to the owner of 19780 Whitehead Rd., the letter was received with no response. He will be following up with the fire department to move forward. Hopkins advised he will be sending out letters in the near future to homes that need clean up done with the weather breaking.

Hall coordinator, April Lent, reported that Erie Janitorial is starting April 9th instead of the first week of April. She reported the water hasn't been turned on at the park because of freezing temperatures in the forecast. Trustees advised Tim Tyrone to go ahead and move forward with turning water on at the recreation park. Lent replaced the latch on the door that houses the AED. She received a message from a Boy Scouts group asking about using the hall for free for an event, Lent explained that is only for groups that complete their projects at Penfield Township. April asked Trustee Johnson to order more rubber protectors for chair legs.

Bob Storms asked for weed killer to be bought, Chairman Conrad will purchase from TSC.

Tim Tyrone and Bob Storms put the Storybook Stroll signs back up around the walking path. Tyrone advised the pavilion poles at the park need painted badly, Trustees said to go ahead and take care of it this spring.

Linda Dillon asked what the process is to reserve the pavilion at the park. The Trustees advised it's a public park and we can't rent it out due to lack of employees manning the park/pavilion. She asked if we could discuss being able to rent it out with and without the bathrooms being included. Discussion was had, Trustees advised this would be discussed at our next policy/org meeting when fees are discussed. Linda also shared the park board is in contact with someone discussing their use of the soccer field at the park.

Trustee Flynn attended the Public Health Advisory Meeting and reported on new officers. Discussion was held at the meeting regarding the new septic system permits. Flynn received a call from a resident on Route 18 that hasn't had gas since December, with the help of Chairman Conrad, they were able to get gas to the resident by the next day. If any resident has questions regarding gas, reach out to the gas company, Aspire Energy (740-757-7553). Trustee Flynn received a letter from Claudia Lubaski emphasizing how much she enjoys our park and our walking path in a very nice letter. She donated \$500 to the township for care of the park. A project for the donation will be discussed. Flynn obtained four mower quotes and is waiting on one more. He asked to discuss them at the following meeting once the final quote is received. Trustee Flynn shared that Hot Stove used two truck loads of dirt on the baseball fields and they look awesome. They plan on bringing in a few tons of dressing so the fields stay dry and they can get on them sooner. Trustee Flynn asked if we could have a plaque raising ceremony that is open to the public when we receive them.

Trustee Johnson obtained a quote from Ohio Hood Cleaning for \$250 that included a full-service cleaning. Johnson ordered new business cards for the township. He reported his meeting with Metro Life Flight was postponed with no future date set. Johnson announced we have a Lorain County Public Health representative attending our next meeting, Tuesday March 23rd at 7:30pm, to discuss the new septic system permit. Penfield is hosting an Eclipse Event at the park from 1-4 and will be serving hotdogs, water, chips and hot chocolate. The first 100 attendees receive a pair of Eclipse viewing glasses. Trustee Johnson ordered new light bulbs and plans on switching everything to LED. Johnson plans on changing the dates and printing our new postcards for this year.

Chairman Conrad presented bids he obtained for the three geothermal units that haven't yet been replaced.

Exclusive Geo Works: \$43,960

Comfort Control: \$57,791 & \$44,955

Sisler Heating & Cooling: \$48,936 & \$40,804

McArthur & Sons: \$52,978

Discussion was held, Chairman Conrad will follow up with questions on unit specifics. Conrad received a call from a resident on Indian Hollow in regards to trash being dumped on the side of the road. A resident on Whitehead Rd. reached out to Conrad regarding a ditch that is draining poorly, Conrad will coordinate with Don Romancak to move forward. A resident on Smith Rd let Conrad know they want loads of fill if we do more ditch work. Conrad reported Greg Younglas wanted to report he isn't happy with the seeding at the cemetery, Conrad will check the cemetery and advise on a plan to fix it.

With no further business to discuss, Trustee Flynn moved to adjourn the meeting at 9:13pm and Trustee Johnson seconded.