

The regular meeting of the Penfield Township Trustees was called to order at 7:30pm. All officers were present except for Chairman Johnson. Five guests attended the meeting.

The minutes of the previous meeting were approved with a motion made by Trustee Conrad, seconded by Trustee Flynn. A motion was made by Trustee Flynn and seconded by Trustee Conrad to approve Warrant #'s 15230 - 15268, Purchase Orders 46-2025 - 47-2025, and Withholding Vouchers 40-2025 - 41-2025.

Fiscal Officer Duling reported a Notice was received in the mail from Rodney and Mary Knapp requesting a hearing on their barn. She presented the local government distribution estimate for 2026 along with the estimated budget for the County. Fiscal Officer Duling presented a Thank You card from residents expressing gratitude to Duane for getting their cemetery lots sorted out and being very responsive and helpful. Duling presented a NOACA membership due request. The trustees advised to not pay the membership dues request. Finally, Fiscal Officer Duling reported she spoke to an agent at Ohio Plan regarding vehicle damage caused by a weed trimmer at the town hall. Duling is handling email correspondence.

Discussion was held on the LCTA booth fair schedule. We are signed up for Wednesday and Friday from 10-2. Shifts will be covered by all three trustees and the fiscal officer.

Zoning Inspector Scott Hopkins reported there is a BZA Hearing on August 28th for a bed and breakfast. Hopkins reported there will be a house built on the lot next to the park. Hopkins fielded a complaint from a resident about a property that they claim is running a business without approval. Zoning Inspector Hopkins discussed the Knapp barns and the Trustees advised Hopkins to send a Certified Letter stating there will be a special hearing on Tuesday, August 12th at 6pm.

Hall coordinator, April Lent, reported she did weed eating around the hall and fertilized the flowers. She will be wiping down the inside of the vehicles. Lent reported the bathroom pavilion had been used without her knowledge and she didn't know it needed to be cleaned. The trustees said plans will be made for the locks to be changed. She asked if she could pressure wash the sidewalk, the trustees approved. Lent asked what we are going to do about the sign with the one side still messing up constantly. The trustees said we will discuss with Duane and see if we should hire a technician to come out.

Bob Storms reported the gas tank needs refilled. Storms reported we need more weed killer for the hall and park, Conrad will procure. He reported the borders around the exercise stations at the park need to be removed, trustees advised to go ahead and complete that project. He also reported a tree fell on the fence at the cemetery, and he and Tim removed it.

Tim Tyrone reported he is constantly spraying for hornets at the park but they keep coming back.

Trustee Conrad reported he recruited a volunteer for Dumpster Day needing service hours. Conrad confirmed who will be attending Dumpster Day to help. Conrad reported Jack and Linda Dillon resigned from the Zoning Board. The township wants to thank the Dillons' for all of their time and service for the township. The township is looking for additional alternates for the Zoning Commission. Trustee Conrad picked up glyphosate for weed killer around the hall and park. Conrad procured quotes on gas tanks for the hall for the mowers. Trustee Conrad gave updates on ditch projects.

Trustee Flynn asked Tim and Bob to put up the barricades and cones in preparation for Dumpster Day. The township will provide lunch for the workers. Trustee Flynn reported we would come up with a plan for installing the playground equipment once Duane is back and we can all discuss it. Flynn will call Paul Lamb to discuss the electrical work to be done in the meeting hall.

With no further business to discuss, Trustee Conrad moved to adjourn the meeting at 8:29 pm and Trustee Flynn seconded.