

PENFIELD TOWNSHIP TRUSTEES

February 22, 2021

A special meeting of the Penfield Township Trustees was called to order at 2 PM. All officers were present.

The Township policy manual was discussed and many additions and corrections were made. It was discussed and decided to add credit card credit limit review, inventory approval, as well as Recreation Board appointments to the organizational meeting.

A motion was made by Trustee Flynn, seconded by Chairman Conrad, to add rotation to the Zoning and BZA annual appointments. Much discussion was held pertaining to this matter. Trustee Flynn rescinded his motion.

A non-refundable access fee of \$100 was added to the Community Room rental fee schedule for access to the laser projector, as well as a TV access fee of \$10 to the Town Hall rental fee schedule.

Part time summer help was discussed.

A motion was made to adopt all policy manual changes by Trustee Flynn, seconded by Chairman Conrad.

With no additional business to discuss, the meeting was adjourned at 5:15 PM with a motion made by Trustee Flynn, seconded by Trustee Johnson.