

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

The minutes of the previous meeting were approved with a motion made by Trustee Flynn and seconded by Trustee Johnson. A motion was made by Trustee Johnson and seconded by Trustee Flynn to approve Warrant #'s 14933-14958, Payment Vouchers 59-2024 - 65-2024, Blanket Certificates 25-2024 - 26-2024, Purchase Order 55-2024 - 57-2024, Blanket Certificates 27-2024 - 28-2024, and Resolution 24-034 and 24-035.

Fiscal Officer Duling reported she purchased the four cameras Trustee Johnson asked for, she confirmed Trustee Johnson received the NOPEC email confirming proxy selection, she presented the renewal intent for health and life insurance, a proposal from iPanda Design for our web page services for 2025, our renewal notice for Workers' Compensation Certificate, and the Holiday Cookie Sale put on by Lorain County JVS. Fiscal Officer Duling asked for a motion to increase the General Fund permanent appropriations by \$7693.50, the Cemetery Fund by \$1000, and the ARPA Fund by \$21,760. Trustee Johnson so moved, Trustee Flynn seconded the motion.

Tim Tyrone reported the salt bin is going to need to be replaced soon. He reported the park is closed up and ready for the winter. The fire department came to inspect the building and property and had a few items that needed to be addressed.

Hall coordinator April Lent reported additional comments from the fire inspection. April asked who painted the meeting hall so she could ask them what color paint was used so she could touch spots up. April asked who handles our septic system because there is sometimes an odor in the hall. Tim Tyrone will follow up on this and see when our normal pump outs are.

HotStove board members attended the meeting to discuss our continued partnership at the ball fields. They put a little over \$8000 into fixing up the fields and making them playable after rain which has made them way more usable. They are also interested in seeing the concession stand up and running if possible. The board members asked if the township would be willing to match funds and projects moving forward. They want to continue to build the fields up with infield mix. The trustees will discuss and have a plan at the next meeting. Trustee Flynn moved to spend \$4400 from the ARPA Fund to pay for half of the projected field improvements for next year. Trustee Johnson seconded the motion.

Park board member, Jack Dillon, wants to continue on the handicap parking spot and ramp into the walking trail. He procured a proposal and asked if the township would pay for the project to be complete. Trustee Flynn moved that we use ARPA Funds to pay for this project. Trustee Johnson seconded the motion.

Park board member, Tim Smith, reported they had to cancel the craft show due to lack of interest. He also reported they have a meeting next Wednesday. He is working on procuring quotes for the handicap spot and will get them to Fiscal Officer Duling. The park board is always looking for new members, they meet the second Wednesday of the month at 7pm at the town hall. Tim reported they are making plans for the Christmas Concert.

Park board member, Linda Dillon, questioned the pieces of equipment that have been removed from the park. Chairman Conrad said we are working with our insurance company to be compliant and will

Trustee Flynn asked if the DOT contract has been completed, Fiscal Officer Duling said she is finalizing everything tomorrow. Flynn reported we had new trees planted. Trustee Flynn wanted to thank the Historical Society for such a nice display in our lobby. He also wanted to thank Bob Storms for doing such a good job with roadside mowing. Flynn reported he had a resident complain about a hole on their property, Flynn will follow up with the health department on this issue.

Trustee Johnson reported the Historical Society wanted to thank the Trustees for letting them use the township facilities for their tea. Johnson reported we still need to connect with an electrician to handle the issues at the hall. Trustee Johnson reported he engraved the signs that are ready to be installed.

Chairman Conrad reported he called Don Romancik to get updates on ditch projects. The Webster ditch project is getting closer to bid.

At 8:38pm Chairman Conrad made a motion to go into executive session to discuss the employment of a public employee.

A roll call vote was held:

Chairman Conrad Yes

Trustee Johnson Yes

Trustee Flynn Yes

At 9:21pm, Trustee Conrad declared the meeting back in regular sessions.

A roll call vote was held:

Chairman Conrad Here

Trustee Johnson Here

Trustee Flynn Here

With no further business to discuss, Chairman Conrad moved to adjourn the meeting at 9:21pm and Trustee Flynn seconded.