

PENFIELD TOWNSHIP TRUSTEES

May 3, 2022

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

A motion was made to approve Voucher #'s 13822-13844, Withholding Voucher #'s 13-14-2022, and the April monthly reports and bank reconciliation by Trustee Flynn, seconded by Trustee Conrad.

Fiscal Officer Denes read the correspondence which included notice of Bursley Road closure from the LC Engineer's office, a flyer from the LC Collection center listing acceptable materials and hours of operation, information on the American Red Cross blood drive on May 25th, and notice from Linden Propane that a charge of \$11.99 will be added to every propane delivery invoice for safety compliance. Denes reported that flowers, mulch, and dumpsters have been ordered for Pride Day. Denes has purchased most food and supplies for Pride Day for the volunteer workers. Denes signed John Wargo's Eagle Scout Project completion form for the rebuild of the handicap accessible ramp on the east side of the Town Hall.

Zoning Inspector Brett Linden reported he issued a violation for the mobile home on the Arnoldo Moya property on St. Rt. 18 and reported that they have until 5/20 to remove said mobile home. Linden spoke with Diane Landers regarding the residence fire at her home on Foster Road. She continues to struggle with the insurance company. Linden told her of Fire Chief Wetherbee's offer to get involved and she welcomed his input. Linden asked that the burnt vehicle be secured and will have monthly phone conversations with Landers to follow up on progress. Linden discussed variances requested by Short Action Customs for their addition which will require increased parking. They questioned the parking lot material, number of spaces, lighting, and whether property is industrial or commercial. Discussion was held and as there are 4 separate variances being requested, with all requiring research and deliberation a fee should be charged for each. Trustee Flynn recused himself from further discussion on this matter. Linden will gather additional information and report back.

Zoning Commission member Jerry Rathwell, and Township employee Bob Storms had no questions or comments.

Cemetery/Road Man Bill Albrecht reported that a footer was completed at the Cemetery, and that he and Bob had removed the reduced weight road signs and sprayed the guardrails. Purchase of additional weed killer was discussed and Chairman Johnson will check pricing and purchase approximately 7 gallons.

Recreation Board Vice-Chair Tom Seman reported that the Recreation Board craft show went well, but attendance dropped after lunch and hours will be reduced for these events in the future. As Assistant Hall Coordinator, Tom reported that the Williams and Young guinea hens are defecating on the porches at the Hall and causing traffic concerns. Zoning Inspector Linden advised that this is a matter for the LC Sheriff's department. At the Trustee's request, Fiscal Officer Denes will call sheriff's department when guinea hens are on the Town Hall property. Recreation Board Treasurer Rachael Duling attended the KEY Collaborative meeting with Chairman Johnson. She reported that KEY is still willing to donate approximately \$6,000 for playground equipment with matching Township contributions. FO Denes advised that the SW recycling grant should provide additional funds for this project. Duling reminded all of the Summer Steps program every Tuesday from 6 to 7 PM at the Recreation Park walking trail.

Trustee Conrad fielded a call from Lagrange Township Trustee Gary Burnett regarding who Penfield uses to dig graves. Chairman Johnson advised Dwayne Finkel is our provider. Conrad reported on the RLCWA meeting. He advised that he spoke with Steve Adams of the LC Engineer's office regarding jetting out the drains at the Recreation Park ball fields.

Trustee Flynn reported that the LC Engineer's jetted the drains at the Park, starting with field #3 back to between Field #'s 1 and 2. Hot Stove requested placement of an 8'x 8' pre-fab metal shed on Recreation Park property for the storage of their equipment. FO Denes questioned the insurance coverage for this structure. Flynn will follow up with Melissa Greller of Keystone Hot Stove regarding this matter as well as the contract he sent for her signature and a renewal copy of their certificate of liability and property coverage. Flynn fielded a call from an irate resident who reported that the Keystone School bus had to drop their children off to walk to their homes due to the West Road closure by Columbia Gas Transmission and then back down the road. Flynn followed up with the LC Engineer's office and questioned why Penfield Township had not been notified of this closure. Flynn reported that our new tractor delivery continues to be delayed as it will not shift into park. Flynn reported that he and Chairman Johnson measured the north property line by Field #4 for new fence installation. 216' of fencing is needed. Colby Whitney, of Superior Fence, advised that their company does not use post stiffeners. Flynn will contact adjacent land owner regarding removal of their old wooden fence. The new fence will be placed to allow Township to maintain it. Flynn reported that Shaun Smith of MPW advised that Recreation Park parking lot tear out will start on 5/11 and they will pour new concrete the following week. Access will be maintained to accommodate the 4th grade field trip on 5/24. The LC PH department will have an advisory meeting at 6 PM prior to the 5/19 LCTA meeting at Huntington. A quorum is needed at this meeting for vote. Flynn stated that in order to take advantage of the State bid process we must order a 2023 pickup truck with an unknown delivery date. The dealership's Fleet One leasing program has a '22 truck with a \$3,000 fleet discount that meets the previous truck's specifications for a comparable price. This will be a 6-month lease with a buyout at the end.

Chairman Johnson discussed road repairs to be made before the LC Engineer's Chip & Seal project starts. A meeting of the 3 trustees will be held to discuss the security video camera upgrade.

At 8:31 PM Trustee Flynn made a motion, seconded by Chairman Johnson, to discuss the potential employment of a township employee.

A roll call was held:

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| Chairman Johnson | Yes |
| Trustee Flynn | Yes |
| Trustee Conrad | Yes |

At 9:02 PM Chairman Johnson declared the meeting back in regular session.

A roll call was held:

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| Chairman Johnson | Here |
| Trustee Flynn | Yes |
| Trustee Conrad | Yes |

With no additional business to discuss the meeting was adjourned at 9:06 PM.