

PENFIELD TOWNSHIP TRUSTEES

September 21, 2021

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

The minutes of the previous meeting were read and approved with a motion made by Trustee Johnson, seconded by Chairman Conrad. A motion was made to approve Voucher #'s 13587 thru 13597, Purchase Order #'s 37-38-2021, the August Bank Reconciliation and the August Monthly Reports were approved with a motion made by Trustee Johnson, seconded by Chairman Conrad.

Fiscal Officer Denes read the correspondence which included notice from Protegis that we are no longer covered under their insurance as they no longer service our fire suppression system, paperwork from the Ohio Department of Commerce regarding the Cemetery Grant, notice from the Red Cross that the upcoming 9/22 Blood Drive has 42 out of 46 appointment time slots filled, and a letter from Rumpke regarding a service representative change. FO Denes will follow up with Sarah Mathews regarding rep change. A letter was also received from ODOT regarding the Township Stimulus Program which may provide funding for culvert work. The 2022 proposal and invoice from Ipanda Design for the Township website was received. A request was received to install a Little Free Pantry at the Roadside Park. FO Denes will follow up on this matter. FO Denes advised that food has been ordered for the 9/25 Penfield Day event. Halloween Trick or Treating was discussed. Notice was received from the Lorain County Office on Aging that the Township funded Meals on Wheels program went over the budgeted amount for the year at the end of August. This overage is due to increased demand for this program due to COVID. Discussion was held and it was agreed to increase our budget for this program by \$1,000. FO Denes questioned whether the radio repeating tower contract was discussed at the LCTA meeting. There was no official discussion, but Trustee Johnson questioned a representative from the LC Prosecutor's office regarding this matter. He advised that the invoice for this service should be coming from LC Office of Emergency Management and not Vasu as the original contract, which expired on 6/30/2019, was between Vasu and EMA, not the individual townships. Denes was advised to hold invoice without payment in anticipation of a new contract being forwarded. Copies of financial reports from April '21 thru August '21 received on 9/17 from Recreation Board Treasurer Keri Gordon were distributed to Trustees for review.

Resident Julia Ann Ferriman was in attendance questioning the possibility of a commercial shooting range being developed on property adjoining hers. She expressed concern over space limitations and asked to be notified if any discussion is to be held on this matter.

PHS Treasurer Jackie Johnson reported that the clothing from their "Stuff the Truck" event will be picked up on September 29th. She also reported on a very successful garage sale and thanked all for the support.

Recreation Board Vice Chair Tom Seman advised that plans for Penfield Day are progressing nicely. Tom advised that the Recreation Board is planning on hosting a Trunk or Treat event on 10/31. Times were discussed and it was decided to hold the event from 2PM until 4PM. Seman fielded a call from a Keystone soccer coach who questioned the use of the Park soccer fields for practice, JV games, and possible scrimmages. Trustees questioned prepping and lining of fields for this usage. Seman will procure additional information on this request and report back to Trustees.

Trustee Johnson discussed the Free Pantry in Penfield and it was decided to allow this installation with a motion made by Trustee Johnson, seconded by Chairman Conrad. The Ipanda proposal for 2022 was discussed. The Trustee's accepted this proposal and authorized early payment of the invoice with a motion made by Trustee Johnson, seconded by Chairman Conrad. Johnson reported on a cremation's burial. Trustee Johnson advised that another KEY produce pickup is scheduled for 10/7. He reported that SLCAD now employs over 40 employees. He reported that the LCTA meeting held at LCCC was very lightly attended for the scholarship discussion.

Chairman Conrad reported that inspection of the Canon property revealed that the main ditch outlet is plugged on the Lagrange Township side which is contributing to the problem on the Canon property on the southeast side of Webster and Whitehead roads. He discussed this matter with Lagrange Township Trustee Gary Burnett who authorized Conrad to pursue the discussion for potential SWAC grant money with Don Romancek to clean this ditch. Conrad will pursue ODOT Township Stimulus grant money for the repair of the culvert affecting the Holland property. Conrad advised that he approved the Rumpke mailer with Sarah Mathews via email. Discussion was held regarding increasing the budget for the LCOOA Meals on Wheels program through year end. FO Denes advised that this program was costing approximately \$250 monthly and suggested a \$1,000 increase. A motion was made for this increase by Trustee Johnson, seconded by Chairman Flynn.

With no additional business to discuss, the meeting was adjourned at 8:04 PM with a motion made by Trustee Johnson, seconded by Chairman Conrad.