

# PENFIELD TOWNSHIP TRUSTEES

February 4, 2020

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 Johnson. Six guests attended the meeting.

The minutes of the previous meeting were read and approved. A motion was made to pay Voucher #'s 12919-12935, Purchase order #33-2020, and to approve Withholding Voucher #'s 2-3-2020, and the January Bank Reconciliation and Monthly Reports with a motion made by Chairman Flynn, seconded by Trustee Johnson.

Nancy Kasicki, a recruiter for the 2020 Census passed out literature and gave a brief presentation on the importance of the 2020 Census, and the need for Census takers.

Fiscal Officer Denes presented the 2019 Annual Financial Records for review. She presented Chairman Flynn & Trustee Conrad with copies of the LC Engineer's estimate for the repair of the Jones Road culvert. Denes forwarded a copy of levy info received from Chief Wetherbee of the WFD to Trustee Johnson for inclusion on the Township FB page. Denes reported that she order replacement defibrillator pads as the current ones are due to expire. The cost was \$446. Denes reported that Renee Pojman was unable to attend the meeting to request the use of the Community Room for her son Zack's Eagle Scout honor court. She should be able to attend the next meeting. The mileage verification from ODOT has been revised to reflect Penfield's correct mileage. Denes received notice from Armstrong regarding a rate increase on their internet and cable products. Royal Oak has promised delivery of an additional bin on Monday or Tuesday. Denes placed a notice in the Rural Urban regarding removal of Cemetery Decorations by March 1<sup>st</sup>. The invoice from NOACA was discussed and the decision was made not to pay it as we are still awaiting the reason for the huge increase in annual dues. The Board of Elections sent a letter with dates and times for the 2020 elections. Denes reported that the Red Cross collected 17 units of blood at the 1/22 Blood Drive.

Zoning Inspector Brett Linden reported that he issued a permit for a new home on Vermont St. to be built by Ken Stiner for Steve Kado. He had a conversation with Peter Walko about the driveway markers placed in the street right of way. Peter will remove same. Linden fielded a call from Peter Belter who is interested in purchasing property on Indian Hollow Road that has an existing barn on it with living quarters above. He will continue to research this matter. Linden reported that GPD Group will seek a zoning variance and a conditional use permit to erect a cell phone tower as the rear setback is inadequate.

Hall rental coordinator Theresa Seman reported that the concession stand at the Recreation Park has been emptied and cleaned. Trustee Conrad will schedule a meeting with the Park Board to address some issues.

Road man Bill Albrecht reported that there is a burial on Saturday.

Trustee Conrad is working with Deputy Lopez of the LC Sheriff's office Environmental Crimes unit for help in resolving some issues within the Township. Conrad spoke with Steve Adams of the LC Engineer's office regarding replacement of the road sign at Short and Vermont Roads. Adams will handle replacement. Conrad delivered 5 bales of recycled plastic to Republic on January 24th. Check should be forthcoming. Trustee Conrad met with Superior Fire who inspected all fire extinguishers with the exception of the ones at the Recreation Park. He reported that Steve Adams used cameras in the Jones Road ditch to ascertain that there is separation on both sides of the culvert that needs repaired but the culvert itself is good. Conrad will pursue SWAC grant ASAP.

Chairman Flynn reported that he met with Buck Webster regarding a malfunctioning geothermal unit. The unit was flushed, there was air in the system and it was not running at maximum capacity. It was discovered that a ball valve is bad on the wall unit and the replacement cost is \$1,800. This replacement wall unit would be compatible with a new unit. A subsequent check revealed that the unit is still running a lower pressure. Flynn advised that Chief Mike Wetherbee will attend the 2/18 meeting to present the WFD annual report and to discuss the fire station addition and the levy. Chairman Flynn completed the Census boundaries and Fiscal Officer will place in the mail. Flynn reported that they spoke with Joe Dembek of Gov.Deals at the OTA Conference and Trustee Johnson will be contacting him regarding the sale of the Recycling equipment.

With no additional business to discuss, the meeting was adjourned at 8:24 PM with a motion made by Richard Conrad, seconded by Chairman Flynn.