

PENFIELD TOWNSHIP TRUSTEES

August 3, 2021

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

The minutes of the previous meeting were read and approved with a motion made by Trustee Flynn, seconded by Trustee Johnson.

Zoning Inspector Brett Linden reported that 3 permits were issued in July and several more are in the works. He is working with the resident at 21225 West Road regarding potential ditch water contamination. Linden is working with the owner of 43101 St. Rt. 18 who wishes to develop a commercial shooting range. He referred her to Section 15.32 of the O.R.C. and Article 4.16 of Penfield's Zoning resolution. The Zoning Commission asked Linden to present criteria for the development of a Township Planning Commission which would consist of the 3 trustees, the zoning inspector, a representative from the BZA, and one from the zoning commission.

Ken Koubek completed his review of the Township's internet. He presented a plan that would increase internet security at a cost of approximately \$1,200.

PHS Secretary Jackie Johnson reported that their garage sale was very successful and made approximately \$1,800. She advised that the society would provide lunch for dumpster day.

Zoning Secretary Linda Albrecht advised that there will be a public hearing on September 15th at 7 PM to present changes to the zoning resolution regarding ponds. She will submit a legal notice to the paper.

Resident Jerry Rathwell expressed interest in serving on the Zoning Commission.

Resident Amy Younglas questioned requirements for the Zoning Boards and the Recreation Board.

Recreation Board Chair Theresa Seman advised the next meeting of the Recreation Board will be August 11th at 7 PM. They hope to have the Gaga Ball Pit complete by Penfield Day. She reported that they made \$780 at their most recent craft show.

Fiscal Officer Denes read the correspondence which included the LC Sheriff's report, information on an ODOT grant program, a recall notice on the Dodge dump truck, information on the ARP program, and a quote from Polen for the tractor roll over program. Denes distributed vehicle insurance cards. Another invoice was received from NOACA, after discussion it was agreed not to pay same. Denes advised that she still does not have a contract and current certificate of liability from the High School and the Diamond Chix for the use of the ball fields. The winter concert was discussed and will be held December 4th at 7 PM. Discussion was held on adding striping to the Engineer's estimate for the proposed OPWC Webster Road project and it was decided that it should be striped like the other section of the road. A thank you letter was received from Wellington Police Department for the Township's deployment of the snow plow truck to increase security during the June 26th rally attended by former President Trump and visiting politicians.

Trustee Flynn presented three quotes for the parking lot repair at the Recreation Park. The quotes were: Denes Concrete - \$43,981, MPW \$32,233, and Gunter Concrete \$50,060. Discussion was held and the job was awarded to MPW with a motion made by Trustee Flynn, seconded by Chairman Conrad. Flynn inspected the culvert at the

Holland residence at 39101 Jones Road. It is approximately 1/3 full of mud and the drain pipe is separated on the south side. Flynn had a conversation with Assistant Prosecutor Dan Petticord of the Lorain County Prosecutor's office and Zoning Inspector Linden regarding the formation of a Township planning commission. He will schedule a meeting with the trustees and zoning inspector to discuss this matter with Petticord. Flynn delivered an address sign to a resident and gave one to Chairman Conrad for delivery. Flynn congratulated the PHS for their successful sale. Flynn reported on the Trustee's meeting with the High School and Recreation Board members Tom and Theresa Seman regarding the use and maintenance of the ball fields. Flynn discussed the possibility of doing an online survey followed up by a mailed survey to determine future needs in the community.

Trustee Johnson reported that a cremains inurnment was conducted. He reported on the most recent KEY Collaborative meeting and advised that a produce pickup will be held August 4th. Residents will be able to get 10# of produce for \$10. Another pickup will be scheduled in the future. Johnson reported that the LCPH department is offering walk-in COVID vaccinations. Johnson advised that SLCAD is hiring new employees due to turnover.

Chairman Conrad reported that the Bill Fox memorial bench has been assembled. Placement at the Recreation Park was discussed. Conrad advised that the Short Road chip & seal work has been completed and looks good. Conrad responded to Lagrange Township Trustee Canfield's request to join Lagrange Township in conversations with the High School regarding usage of the ball fields. As Penfield has a satisfactory agreement with the High School he declined her request. Conrad discussed the possibility of the trustees holding a meeting with the BZA following all hearings. Trustee Johnson advised that no discussion is allowed for 30 days following a BZA decision. A meeting was set for August 18th at 8:15 PM. Conrad will call Sean Duffala at the LC Engineer's office to add striping to the Webster Road estimate. Conrad stated the need for ditch work on Foster Road to the county line.

Trustee Flynn made a motion, seconded by Trustee Johnson at 8:44 PM, to go into executive session to discuss pending litigation.

A roll call vote was held:

Chairman Conrad Yes

Trustee Johnson Yes

Trustee Flynn Yes

Chairman Conrad called the meeting back in regular session at 9:09 PM.

A roll call was held:

Chairman Conrad Yes

Trustee Johnson Here

Trustee Flynn Yes

With no additional business to discuss, the meeting was adjourned at 9:09 PM with a motion made by Trustee Flynn, seconded by Trustee Johnson.