

PENFIELD TOWNSHIP TRUSTEES

September 7, 2021

The regular meeting of the Penfield Township Trustees was called to order at 7:30 PM. All officers were present. Fourteen 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. A motion was made to approve Voucher #'s 13551 thru 13586 and Withholding Voucher #'s 33-34-2021 by Trustee Johnson, seconded by Trustee Flynn.

Fiscal Officer Denes read the correspondence which included the LC Sheriff's report, an invoice from Protegis for \$200.29 for testing the fire suppression system, the Township's tax valuation from the Auditor's office, an email from Royal Oak Recycling apologizing for the recent paper mess left by one of their drivers, and information on the September 22 Red Cross Blood Drive. Denes reported that additional material was ordered from Graves Lumber at a cost of \$364.44 to complete the porch renovation. Denes advised that the LC Veteran's Service has a new executive director, Jacob Smith. Smith advised that the LC Commissioners are responsible for maintenance costs for Veteran's memorials within Township cemeteries. He will forward the Attorney General's opinion on this matter. Denes questioned whether any of the Trustees had responded to Rumpke's Sarah Mathew's request for recycling flyer. Chairman Conrad will respond. Denes reported on the meeting she and Ken Koubek attended with the OTARMA IT risk control representative, Aaron Willis, on August 9th. Denes reported that the OPWC Grant application for the joint Webster Road project was delivered to the LC Engineer's office. She further advised that the ARP grant application had been submitted. Denes called the ODOT garage in Oberlin and asked that the Rt. 301 detour signs be removed from the Township as this project is long completed.

Iлона Seman, of Ipanda designs, reported on the progress year to date on the Township website she designed and discussed possible future projects. FO Denes asked the Trustee's to allow an early proposal and invoice for the 2022 website as this is a component needed for the SW Community Grant which has a deadline of December 10th.

Keystone High School's superintendent, Dan White; Athletic Director, Jon Bailey, and Maintenance supervisor, Buddy Trego were in attendance to discuss the High School's use of Penfield ball diamonds. They presented past expenses they incurred maintaining the fields. They project an initial cost of \$3,400 to bring fields up to speed and requested a 5-year contract at \$1,000 annually. Chairman Conrad made a motion, seconded by Trustee Flynn to enter into a 5-year contract at \$1,000 annually with the High School. AD Bailey will forward a copy of the contract the Recreation Board forwarded. The Township will prepare a new contract which will spell out responsibilities of both parties. Superintendent White will research payment on the previous contracts between the High School and the Township at FO Denes' request. Bill Albrecht questioned ownership of the purple wind screens on the fencing around the field. He was advised that Penfield purchased same and were the Township's responsibility.

Resident Rodney Canon of 41641 Webster Road was in attendance to discuss a flooding issue at his residence. An adjoining neighbor is trucking in fill dirt that he feels is compounding the problem.

Roadman Bill Albrecht requested that the Township purchase a small gas pump for use at the Cemetery. He advised that the right front tire on the pickup truck is wearing unevenly. A solution was discussed.

Resident Rachael Duling was in attendance and expressed an interest in getting involved with the Community.

Resident Jerry Rathwell was in attendance to show interest in the Township.

Recreation Board Chair Theresa Seman reported that they purchased equipment for future movie nights at a cost far less than rental costs. She also reported that Treasurer Keri Gordon procured a sign for the Board to advertise their events on. The Recreation Board would like to host Santa at the December 4th Community Concert in the Town Hall. Discussion was held with Trustees and the PHS who sets up a display in the Town Hall in conjunction with the concert. It was decided by all that this would work and be a lovely addition.

Assistant Hall Coordinator Tom Seman asked if language could be added to the hall rental contracts regarding deposit and rental of the television in the Town Hall and the projector and screen in the Community Room.

PHS secretary Jackie Johnson reminded all of their garage sale from 9/16 thru 9/18,

PHS president Bill Kies requested permission from the Trustees to place an outhouse from the late 1800's by the Schoolhouse. The outhouse would be secured and non-functional and would add to the Schoolhouse period display. Permission was granted. FO Denes will check on insurance requirements. FO Denes questioned whether a final decision had been made to move the school bell from Penfield Elementary back to the schoolhouse. Discussion was held and permission was granted for the move.

Zoning Secretary Linda Albrecht reminded all of a Zoning Commission hearing on September 15th at 7 PM to update the portion of the Zoning Resolution that pertains to ponds.

Zoning Inspector Brett Linden reported that Jacob Linden submitted the hours worked on tuck pointing the Cemetery building for his community service requirement. Linden advised that it is time to start conditional use permit renewals and questioned whether a renewal application should be sent to the tower property owners. Linden fielded a call from Matt Isgrigg, of Allstate Insurance Company, regarding the Township's participation in the Ohio Demo Fund for the Lander's fire insurance claim. FO Denes also received a call from Matt regarding this matter. Discussion was held and Denes advised that the Township had held money from an insurance company in escrow for a previous fire claim, but there was no involvement with the Ohio Demo Fund. Linden reported finding a pool that had been installed without securing a permit during his Township inspection and will follow up. Linden issued three permits in August, one for a new home.

Trustee Flynn thanked the volunteers that worked on Dumpster Day as well as PHS for the lunch they provided. Flynn is working with the LC Sheriff's office to get one of their vehicles displayed at Penfield Day. Flynn fielded a call from resident Karen Cassell regarding a field tile that has been plugged by a neighbor causing flooding. The Trustees will inspect this tile. Flynn advised that the Keystone Youth Football steak fry will be setting up Friday night for their Saturday fund raiser.

Trustee Johnson reported that he and Bill Kies had installed a new catch basin. Johnson reported that Netflix was in the Cemetery Saturday to film. No certificate of liability was forwarded by Netflix. EMSNET will repair a catch basin that is causing water backup on adjoining property. Johnson reported that two cremains inurnments were held and one burial. Johnson shared a thank you note from Christopher Sattelmaier for the Township allowing him to fulfill his Community Service requirement by helping with Township projects. The KEY Collaborative will hold another produce pickup on Saturday. Johnson advised that SLCAD continues to

struggle with employee turnover. Jerry Rathwell was appointed to the Zoning Commission with a motion made by Trustee Johnson, seconded by Trustee Flynn. Rathwell's term will end 12/31/24.

Chairman Conrad reported that the LC Engineer's jetted the tile at the Holland residence, but the cracked tile was not repaired. Discussion was held that this culvert repair might be a project to utilize the ODOT grant money. Conrad had a conversation with a Foster Road resident regarding disposal of tires in the dumpsters provided for the May dumpster day. Conrad told him that tires are not an allowable item and the dumping outside of the regular Dumpster Day hours is illegal. The Trustees scheduled a work session to view the Canon and Cassell properties. At 8:52 PM a motion was made by Chairman Conrad, seconded by Trustee Flynn to go into Executive Session with FO Denes to discuss a personnel matter and possible discipline.

Roll Call:

Chairman Conrad	Yes
Trustee Johnson	Yes
Trustee Flynn	Yes

The meeting was called back into regular session at 9:22 PM by Trustee Conrad.

Roll Call:

Chairman Conrad	Yes
Trustee Johnson	Here
Trustee Flynn	Yes

With no additional business to discuss, the meeting was adjourned at 9:27 PM with a motion made by Trustee Flynn, seconded by Trustee Johnson.