

PENFIELD TOWNSHIP TRUSTEES

March 1, 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.

The minutes of the previous meeting were read and approved with the correction of the Solid Waste Grant due date of March 31st with a motion made by Chairman Johnson, seconded by Trustee Conrad. A motion was made to approve Voucher #'s 13753-13777, Withholding Voucher #'s 6-7-2022, Purchase Order #'s-33-34-2022, Blanket Certificate #'s 25-25-2022 and the February Bank Reconciliation, and Monthly reports by Trustee Johnson seconded by Trustee Flynn.

Fiscal Officer Denes read the correspondence which included the LC Sheriff's report, info on COVID tests thru the LC Health Plan, the Oberlin Municipal Court Annual report, notice of a rate increase from Armstrong, a membership request at a cost of \$150 annually from LCCA, and information on the 3/23 American Red Cross Blood Drive from 2 -7 PM. Denes reported that the Township roster had been forwarded to the County. Denes questioned the use of the NOPEC Energized Community Grant funds to help purchase an energy efficient refrigerator to replace the one in the Town Hall kitchen. FO Denes gave contact information for an alternate security camera company to procure a competitive bid to Chairman Johnson. Denes reported on a phone call with a representative from Great Lakes Petroleum regarding replacing the existing lock on the diesel tank with a combination lock provided by Great Lakes. This would make fuel delivery more efficient. Denes discussed the April 23rd Earth Day Concert and questioned the choice of refreshments. Pies will be purchased as in the past.

Zoning Inspector Brett Linden reported that he fielded a call from a potential buyer for 40600 St. Rt. 18. They wish to split the existing lot into two smaller lots which would render both lots unbuildable as neither would contain the minimum acreage requirement. Linden reported that the 6 one acre lots on the corner of West and Webster are buildable lots as they were deeded before 1962. The owner wishes to have a barn drive off of West Road. His house is on Webster Road

BZA 1st Alternate Amy Younglas had no questions or comments.

Zoning Commission member Jerry Rathwell also had no questions or comments.

Recreation Board Treasurer Rachael Duling reported on her attendance at the KEY Collaborative meeting with Chairman Johnson where she received a pledge of up to \$6,000 towards the playground equipment project that may also be partially funded by the Healthy Places Grant that the Recreation Board submitted. As this is a reimbursing grant, Duling questioned whether the Trustees would front the money for the equipment until reimbursement by February 2023. A motion was made by Chairman Johnson, seconded by Trustee Conrad to fund this project until reimbursement is received.

BZA Chair Brad Niece reported that they had a productive organizational meeting with good discussion. He discussed the possibility of a joint meeting with the Zoning Commission. There is a BZA hearing on March 16th.

Roadman Albrecht reported that he will begin the Cemetery cleanup soon.

Trustee Conrad reported that Don Romancek called to discuss the SWAC ditch projects further. The estimated cost of the Curtis Ditch Phase IV project was \$427,850 and the Webster Road ditch project was estimated at \$109,140. Conrad continues to gather pictures and supporting documentation for the projects from residents Trustee Flynn met with. As the total SWAC budget for '23 is \$400,000 alternate funding will

be researched. No engineering estimate has been received for the Horvat Ditch yet. Shawn Duffala discussed the LC Engineers application for funding for culvert repairs with Conrad. Trustee Conrad signed a letter of support with reassurance that this would not affect the Township's chances for funding. Conrad is working with Steve Adams of the Engineer's office to schedule the township road inspection. Conrad asked Chairman Johnson to purchase new culvert signs and posts for Short Road. He asked that Roadman Albrecht and Bob Storms repair the bent post on the highwater flip sign.

Trustee Flynn continues to poll residents regarding their flooding issues to provide support for the SWAC grant application. Don Romancek reported to Flynn that SWAC is petitioning the County Commissioners to use ARPA funds for ditch projects. Discussion was also held with Romancek regarding splitting projects into smaller segments. Flynn reported that the pump for the water wagon should deliver on March 3rd. The new road mower is in and Polen is prepping it in anticipation of the receipt of our replacement tractor. Polen Implement will pickup old tractor and swap out tires. Flynn reported that the Hot Stove President will attend the Recreation Board meeting on March 9th to discuss '22 field usage. Brian Hagerman, who has a travel team, questioned the usage of fields. Flynn fielded a call from a resident that reported that the LC Engineer's damaged the roadway as well as her yard when they did work there recently. Flynn will have the LC Engineer review damage when assessing roads. Flynn reported on his attendance at the LCOOA advisory board meeting where the lack of caregivers and the Memory Café was discussed. He reported that the LC Office on Aging has received a wheelchair accessible van to aid in transportation of clients to doctor appointments. As the LC Community Block Grant and LMRE's people fund are now funding the Meals on Wheels program Flynn asked Director Ksiazek if former funding from the Township Trustees could be used to fund other programs. Lauren will research and advise.

Chairman Johnson reported on his attendance at the LCTA meeting where ARPA Fund expenditures were discussed and clarified. LC Prosecutor's office Dan Petticord advised that any legal township expenditures can be funded with ARPA Funds. LCTA is trying to organize a County wide Zoning meeting. The date for Penfield Day was discussed. The Trustees will attend the Recreation Board meeting to firm up the date. A work session to discuss the 5 Year Plan, Policy Manual, newsletter questionnaire, and ARPA fund expenditures was set for March 15th at 5:30 PM. Notice will be placed on website, Facebook page, and on door at the Town Hall.

At 8:32 PM Chairman Johnson made a motion, seconded by Trustee Conrad to go into executive session to discuss purchase of property. A roll call was held:

Chairman Johnson	Yes
Trustee Flynn	Yes
Trustee Conrad	Yes

At 8:52 PM Chairman Johnson declared the meeting back in regular session. A roll call was held:

Chairman Johnson	Here
Trustee Flynn	Yes
Trustee Conrad	Yes

With no additional business to discuss, the meeting was adjourned at 8:52 PM with a motion made by Trustee Flynn, seconded by Trustee Conrad.