

PENFIELD TOWNSHIP TRUSTEES

December 1, 2020

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

The minutes of the previous meeting were read and approved. A motion was made to approve and pay Voucher #'s 13243-13263, Withholding Voucher #'s 39-40-2020 and to approve PO #'s 63-65-2020, as well as the November monthly reports and bank reconciliation by Trustee Johnson, seconded by Trustee Conrad.

Chairman Flynn reported that the Zoning Inspector will return to service 12/5.

Fiscal Officer Denes read the correspondence, which included the Lorain County Sheriff's report. She reported that an additional \$1,988.50 in Cares Act Funding had been received. Denes discussed a request to cancel a hall rental for December 26 due to COVID. Discussion was held and it was decided to cancel all hall rentals for the month of December, and as long as the County remains in the Purple Status. Denes will contact all renters and will refund all deposit and rental money.

Trustee Johnson met with Ilona Seman, of iPanda, to discuss the website mock-up. Johnson suggested using some Cares Act Funding to provide hazard pay to our employees. Discussion was held.

Trustee Conrad reported that he delivered high water signs to Gordon Farms to be hinged. Conrad advised that he had been approached about the use of the Town Hall parking lot by the Keystone School District to distribute meals to the students from school busses. Discussion was held and it was agreed to allow this use. A motion was made by Trustee Conrad, seconded by Chairman Flynn. Conrad reported that there will be a RLCWA Finance meeting on Wednesday as well as a board meeting on 12/16. Conrad reported that James, at Computer Systems Unlimited, needs his check 12/2. Fiscal Officer Denes will meet with him to deliver same.

Chairman Flynn reported that the plumber will start work on plumbing updates the week of 12/7. Flynn reported that the Jones Road culvert needs more work. Denes Concrete will remedy deficiencies. Chairman Flynn advised that the WFD expansion is progressing well.

With no additional business to discuss, the meeting was adjourned at 9:37 PM with a motion made by Trustee Conrad, seconded by Trustee Johnson.