

PENFIELD TOWNSHIP TRUSTEES

January 18, 2022

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 Chairman Johnson. A motion was made to approve Voucher #'s 13716-13728, PO #'s 1-32-2022 and BC #'s 1-24-2022 by Trustee Conrad, seconded by Trustee Flynn. The Annual Financial Reports were presented for review.

Fiscal Officer Denes read the correspondence which included the Mileage Certification from the LC Engineer's office, the final recall notice on the 2018 Dodge Ram lug nut issue, a 2022 proposal from Dwayne Finkel for Cemetery services, the 2022 Board of Elections schedule, notice of a SWAC meeting on January 20th, as well as an LCTA meeting the same day. Denes reported that the 2022 NOPEC Community Grant paperwork has been filed and will provide \$250 for an Open House celebration of the Penfield Historical Society's Schoolhouse. Denes advised that the ARPA Final Ruling has been received. LMRE's General Manager Ed VanHoose will attend the February 1st meeting to discuss the possible use of ARPA funds to improve and expand the Township Broadband service. Denes reported that she was in receipt of the Recreation Board's checkbook and Treasurer's keys and would be processing paperwork to add Rachael Duling to the Rec Board's checking account. Denes presented copies of the former recreation board's banner program to the Trustee's with a copy to the Recreation Board. Denes discussed the lack of receipt of a current, signed contract for the Vasu Radio Repeater Tower from Emergency Management Agency in spite of working with Jessica Fetter and Kevin Harless since July. Denes asked to use the County Administrator, JR White, to assist with procuring a current contract. The Trustees deemed this acceptable. Denes fielded a call from Karen Kiser, mother of Keith Kiser. She was in favor of a memorial bench for Keith, but not in renaming the Recreation Park after him. She believes she knows who made the initial request and will reach out to her to work on a bench.

Amy Younglas, Rachael Duling, Tim and Amy Smith, Brad Niece, and Joy and Jerry Rathwell were in attendance, but had no questions or comments.

Zoning Inspector Brett Linden reported that he has provided all information regarding the requirements for a commercial, hard surface, parking lot for the Denholm rustic barn wedding proposal. He continues to work with a resident on St. Rt. 18 on an Ag building that will require LCPH approval first. He fielded a call from a resident that owns six lots and wants to put a building on two lots with a driveway to service it that will go thru multiple lots. He proposed one solution of marrying all lots into one.

Recreation Board Chair Theresa Seman emailed the LCPH Department regarding the necessary requirements to open the concession stand, which would include a Plan Review Fee of \$100. She presented this information to the Trustee's for review.

Recreation Board member Tom Seman reported on Movie Night. Twenty-four people attended the movie and donated \$40 to the Rec Board. Seman gave donations to Rec Board Treasurer Rachael Duling for a petty cash fund which will be discussed at their next meeting. Tom reported finding 17 metal signs in the garage that he believed were part of the former banner advertising program. He will provide a list of these names to Rachael Duling. Seman advised that the Recreation Board will hold their Craft Show on April 30th at the Township Hall. To date they have sent out 40 vendor invitations. He reported that the Easter Brunch will be discussed at their next meeting. Rec Bd. Secretary Angela Schaffer has info on the brunch and will make copies for all board members.

Trustee Conrad reported that he attended the January 12th Recreation Board meeting for approximately 30 minutes before his RLCWA Board meeting where the current officers were re-elected. Bids were received for three projects. General Manager Waldecker reported on the Serve Line leak protection insurance program. There were 106 claims in 2021 and the program will continue in 2022. RLCWA installed a total of 531 new water taps in 2021. A program on duties of a board member was presented. Conrad fielded a call from resident Audrey Spanjo of Short Road whose mailbox was damaged by the snowplow. Conrad will handle repair. He reported that there is a Trash Consortium meeting on 2/19 at 5:30 PM in Grafton.

Trustee Flynn asked if Trustees wanted to carpool to the SWAC meeting, followed by the LCTA meeting on Thursday January 20th. Discussion was held. Flynn spoke with Sarah Poling of the Southern Satellite Office on Aging regarding the open Penfield Board position. His information has been added to their meeting distribution list. Flynn reported on Wellington Fire District's use of provisions of SB 106 passed in 2014 which provides for prosecution and recovery of rescue costs of motorists going around road closure signs due to high water. This bill came as a result of the loss of one of WFD's water rescue members in the rescue attempt of stranded motorists. Fire Chief Wetherbee testified in Washington about the necessity of this bill. It is believed that WFD is the first to use the provisions of this bill successfully. Flynn reported that the WFD Board is using a new hiring process which allows Chief Wetherbee a 3-year contract. This new process will allow for better cost projections and budgeting. The Assistant Fire Chief and Fiscal Officer will remain with one-year contracts. Flynn spoke with Shawn Smith of MPW and was told that the Recreation Parking Lot will be repaired as soon as the weather allows. Flynn wants to discuss the water wagon pump with Roadman Albrecht and Groundskeeper Storms before purchase and repair.

Chairman Johnson reported that three burials have been held so far in January. They were the Corica, Walko, and Johnson burials. The inventory was discussed. Johnson will inventory the electrical equipment. Bob Storms will be asked to inventory equipment. Trustee Conrad will coordinate. Chairman Johnson made a motion to go into Executive Session to discuss employment of a public employee at 8:15 PM.

Roll Call Vote:

Chairman Johnson	Yes
Trustee Flynn	Yes
Trustee Conrad	Yes

Chairman Johnson declared the meeting back in regular session at 9:16 PM.

Roll Call:

Chairman Johnson	Here
Trustee Flynn	Yes
Trustee Conrad	Yep

Chairman Johnson made a motion seconded by Trustee Flynn to hire Amy Smith as Zoning Secretary at an annual salary of \$1,000. Trustee Conrad made a motion seconded by Trustee Flynn to appoint Brad Niece to fill the 4-year position on the BZA and Colin Gordon to fill the 5-year position with Amy Younglas serving as 1st Alternate.

With no additional business to discuss, the meeting was adjourned at 9:17 PM with a motion made by Chairman Johnson, seconded by Trustee Flynn.