

PENFIELD TOWNSHIP TRUSTEES

March 21, 2023

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

The minutes of the previous meeting were read and approved with a motion made by Trustee Conrad, seconded by Trustee Johnson. A motion was made to approve Voucher #'s 14208-14216, PO #'s 34-36-2023, and BC # 24-2023 with a motion made by Trustee Johnson, seconded by Chairman Flynn.

Fiscal Officer Denes read the correspondence which included an anonymous complaint regarding the property at 22044 St. Rt. 301. The complaint included unlicensed, unregistered vehicles, excess accessory buildings, scrap material brought in from other locations, burning of debris, and noisy equipment operation. The complainant requested regular inspection to insure compliance with the Township Zoning Ordinance. Denes also reported that she had forwarded a request for information from Lilly Markee, of 19858 St. Rt. 301, regarding ditch cleanout, to Chairman Flynn and Zoning Inspector Scott Hopkins. Denes gave a request from United Way for info from the Mobility Manager to Trustee Johnson. Denes gave vehicle e-check requirements to Chairman Flynn, as well as appliance rebates from LMRE. Denes questioned the verbiage on the resolution in support of WFD's radio resolution. Chief Wetherbee will forward a sample resolution. Denes had information requested by Chairman Flynn on 2022 Hot Stove. Denes found no signed contract, nor Certificate of Liability for 2022. Discussion was held regarding responsibility for procuring same. Revisions will be made to the policy manual to better define this matter.

Wellington Fire District Chief Wetherbee and Assistant Chief Troy Pitts were in attendance. Wetherbee provided statistics for 2022 which included 59 calls to Penfield.

Resident Barb Leiby requested that the large potholes on the corner of State Routes 301 and 18 be fixed. Trustee Conrad will contact ODOT regarding same.

Recreation Board Chairman Tom Seman advised that Rec Board members would start setting up and preparing for their April 2nd Easter Brunch. He asked Chairman Flynn to ask Will Flynn to serve as resident Easter Bunny. Seman reported that Buck Webster, from Exclusive Geo, found and repaired a loose wire on the new geothermal unit. He reported on usage of AnyDesk, a remote application for the LED sign. Seman received the application free because of the community use.

Zoning Inspector Scott Hopkins reported that he fielded a call regarding poles leaning in the roadway on Smith Road. Hopkins reported that he is working with the property owner of 22044 St. Rt. 301 to bring the property into compliance. He reported that Cyprus Services has contracted with a company to cleanup a 200 foot perimeter around the property at 20243 Whitehead Road. Hopkins is working with a resident on Vermont Street on a pole barn and additions.

Trustee Johnson reported on the new geothermal installation. He reported that we have a conflict with the scheduled October 14th Dumpster Day as the Halls have been rented out for a wedding. Chairman Flynn made a motion, seconded by Trustee Conrad to move that Dumpster Day to October 7th. Johnson made Trash Consortium rep Conrad aware of a 4/14 Consortium meeting. Johnson advised that LCTA will hold Public Records Training at New Russia Township Hall. Zoning Board members are encouraged to attend same. Johnson reported that the LCPH will be holding an informational meeting on April 5th from 6PM until 8PM on Home Septic Systems.

Johnson advised that the Easter Brunch will be held April 2nd from 9AM until noon, with the Easter Egg Hunt at 11:30Am.

Trustee Conrad spoke with residents Fields at 39144 Short Road and gave them Chad Hamman's information to contract for cleaning their portion of the ditch. Hamman is attempting to schedule this work within the next 2 to 3 weeks, but the work is dependent upon the weather. Conrad reported that Father Ed, of Our Lady Help of Christians Church in Litchfield, will officiate on Memorial Day. Conrad reported that the LC Engineer's department is surveying and marking Indian Hollow Road for the culvert repair project. He advised that the street light at Rt. 301 and Jones Road has been repaired. He will follow up on the ditch issue at 19858 St. Rt. 301 with ODOT.

Chairman Flynn reported on his attendance at the Keystone Strategic Planning Session held at Penfield Community Hall. Flynn proposed doing a postcard type "Save the Dates" mailer in lieu of a newsletter this year. He asked Trustee Johnson to take lead on this project. Further discussion was held regarding the Hot Stove's use of Township Ball Diamonds. Flynn will contact the LC Prosecutor regarding the matter of the contract being in the name of Penfield Recreation Board, and he will also contact Melissa Greller regarding a signed contract and Certificate of Liability.

At 9:05 PM Chairman Flynn made a motion to go into executive session to discuss the employment of a public employee.

A roll call vote was held:

Chairman Flynn	Yes
Trustee Conrad	Yes
Trustee Johnson	Yes

At 10:05 PM Chairman Flynn declared the meeting back in regular session.:

A roll call vote was held:

Chairman Flynn	Here
Trustee Conrad	Here
Trustee Johnson	Here

Chairman Flynn reported on discussion with the Recreation Board at their last meeting regarding utilizing the back fields for Youth Football Games. He will speak with the director of youth football regarding the possibility of holding their 5 game season at the park.

With no additional business to discuss, the meeting was adjourned at 10:10 PM with a motion made by Trustee Conrad, seconded by Trustee Johnson.