

PENFIELD TOWNSHIP TRUSTEES

February 2, 2021

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

The minutes of the previous meeting were read and approved with a motion made by Trustee Johnson, seconded by Trustee Flynn. A motion was made to approve Voucher #'s 13329-13359, Withholding Voucher #'s 6-8-2021, the January monthly reports, as well as the January Bank Reconciliation, by Trustee Flynn, seconded by Trustee Johnson.

Fiscal Officer Denes read the correspondence, which included notice of the availability of the Oberlin Municipal Court annual report on their website, the LC Sheriff's January report, a funding request letter from the Wellington Exempted School District, and notice of PPE pickup date and time. Denes advised that she was monitoring the Lubaski identity theft unemployment claim.

Zoning Inspector, Brett Linden, reported that he fielded two calls regarding the website not working, but when checked seemed to be working fine. Linden discussed adding subdivision language to the zoning resolution as part of the February 10th Zoning Commission meeting.

LCOOA southern satellite board member, Jackie Johnson, discussed the necessity of getting word out to our senior citizens regarding vaccinations. Please direct any questions regarding availability of vaccine clinics, etc. to Sarah Poling or Lauren Ksiazek at the LCOOA. Twenty seven meals were delivered to senior citizens in the month of January thru the MOW program. Tax preparation for seniors will be handled in a socially distant operation of drop-off and pick-up.

Roadman Albrecht reported that he and Bob Storms had replaced the burnout light on the dump truck. He also reported that the road salt was wet and that they were having difficulty spreading it at the walking trail.

Hall coordinator, Theresa Seman, requested a hall rental specific email. Trustee Johnson will work on obtaining same.

Trustee Flynn spoke with Brett Herbert regarding tuck pointing the stone building at the Cemetery and asked for a quote. Flynn spoke with Peter Zwick, Shaun Duffala, and Steve Adams at the LC Engineer's office regarding restricted weight limits on roads. HB 35 would require a traffic study, boring tests, etc. before weight limits could be imposed. However, freeze/thaw restrictions can be placed with a simple resolution by the trustees. This restriction would be policed by the LC Sheriff's mobile scales unit. Flynn also spoke with the Engineer's regarding prep work being included as part of their Chip and Seal Program. This would not be feasible as many townships and entities have their own road department that handles this. Township roads in need of Chip and Sealing will be identified and quotes obtained for prep work, chip and sealing, and berming to compare to the LC Engineer's C & S program prices. Precision Paving and Melway do prep work as well as Chip and Sealing. Trustee Flynn spoke with Tony Polen who advised that since replacement tractor was received in October of 2020 the Township will not need to order replacement until April or May. Flynn is working on obtaining quotes to replace the Alamo road mower.

Trustee Johnson advised that additional security cameras without solar panels can be purchased for \$100 each. He continues to work with John Kiley on tree work. Johnson discussed funding of salt for the walking trail at the KEY Collaborative meeting and

was advised to submit a proposal form if the need is determined. Johnson purchased four new window blinds and will install same. He replaced ten more fluorescent lights with LED's in the Community Room. Johnson reported that he fielded a call from California regarding tombstones of relatives that are buried in the Cemetery and was able to send photos of same thanks to Jackie Johnson's cataloging and photographing. These relatives were part of the original settlers of Penfield.

Chairman Conrad spoke with Roger Knapp regarding land rental. He signed a two year contract in 2020 and will drop off rent check to Fiscal Officer Denes. Conrad reported that Bill Albrecht and Bob Storms installed additional high water signs, as well as replacing a stop ahead sign. Rental fees for the new projector and large screen television were discussed. Conrad discussed the possibility of a joint OPWC project with Lagrange Township for an asphalt overlay project on Webster Road from Rt. 301 west to Diagonal Road with Shaun Duffala of the LC Engineer's office and Lagrange Trustee Doug Gardner. Gardner will discuss Lagrange Road Supervisor Mike Foreman regarding budgeted availability of funds for this project. A meeting to continue work on the restroom partitions was scheduled for Thursday 2/4 at 9:30 AM. Discussion was held regarding the purchase of a used 10' conference room table with 10 chairs and a dry erase cabinet from Eric Flynn Sr. for \$1,250. A motion was made by Chairman Conrad, seconded by Trustee Johnson to purchase same. A roll call vote was held:

Chairman Conrad	Yes
Trustee Johnson	Yes
Trustee Flynn	Abstained.

Matters to discuss at the February 10th Zoning Committee and Recreation Board meetings were reviewed. Trustees Johnson and Flynn will attend same. Chairman Conrad will be out of town.

With no additional business to discuss, the meeting was adjourned at 8:44 PM with a motion made by Trustee Flynn, seconded by Chairman Johnson.