

# PENFIELD TOWNSHIP TRUSTEES

September 19, 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 Chairman Flynn, seconded by Trustee Johnson. A motion was made to approve Voucher #'s 14437-14453, PO # 48-2023, Withholding Voucher #'s- 39-40-2023, Resolution #23-011 approving the Solid Waste Management Plan and the August Bank Reconciliation and monthly reports, with a motion made by Trustee Johnson, seconded by Trustee Conrad. FO Denes questioned the former Solid Waste Management Plan which was approved from 2020 thru 2029. The trustees will question David Blevins of SW at the upcoming LCTA meeting. Denes questioned payment of a receipt for reimbursement submitted by Zoning Secretary Amy Smith on 9/5/23 dated 8/2/22 which included \$4.72 tax. Trustees Conrad and Johnson donated \$4.72 to cover the tax and a motion was made by Trustee Conrad seconded by Trustee Johnson to approve payment of this receipt.

Fiscal Officer Denes read the correspondence which included a phishing scam claiming to be Huntington Bank. Denes reported this to the township government banker, Tara Ressler. Follow-up correspondence was received from the EPA regarding township vehicles subject to emissions testing, Denes gave same to Chairman Flynn. Denes reported that she submitted the Cemetery Notice regarding decoration removal by 10/15 to the Rural Urban for publication.

Zoning Inspector Scott Hopkins reported that he's had a couple of slow weeks. Hopkins asked if there was a generic resolution that could be used for the demolition of the insecure, unsafe residence at 20243 Whitehead Road. He will research same and was told of previous demolition of the former Hogan and Wronko properties utilizing the LC Port Authority.

Recreation Board Treasurer Rachael Duling had no news on the ODNR grant. Duling reported that the last food truck night of the year was cancelled.

April, of Scrubs Maintenance, discussed a final checklist for renters of the hall to use when leaving the facility. She will draft one for approval.

John Wilson had no questions or comments.

Zoning Commission member Jerry Rathwell had no questions or comments.

Trustee Johnson reported that he signed the sign grant electronically and submitted same. He researched the LED bulbs offered for sale by NOPEC and advised that the wattage was too small for our needs. He will order other bulbs and fixtures to use for the NOPEC EC grant. Johnson submitted a newsletter from Litchfield received from Debbie Ince for review. He will research printing company and cost with Litchfield Trustee Joe Siefert. Johnson adjusted the east door that was not latching properly. Johnson questioned obtaining straw for the Cemetery from Gordon Farms. Johnson advised that there were 200 hot dogs and many buns left over from Penfield Day. FO Denes advised that she had room in her freezer until disposition could be decided.

Trustee Conrad reported on a ZOOM meeting he attended to discuss the Curtis Ditch Phase IV project with a resident, his attorney, and Don Romancek. He advised that the Peck Wadsworth ditch project has been surveyed and that there is a SWAC meeting Thursday at 5:30 PM. Conrad advised that the Penfield water tower is scheduled for refurbishment. He reported that he will be attending the RLCWA six-day national convention held in Aurora, CO. Conrad advised he is mediated a Short Road drainage issue between two neighbors.

Chairman Flynn discussed the light attendance at Penfield Day. He reported that he had recovered the keys from Tom Seman and gave them to Recreation Board Chair Tim Smith. Flynn advised that the Kubota axle would be permanently repaired by Gordon Farms once the mowing season is over. Township still needs a repair estimate from Colby Whitney for the white vinyl fencing damaged by Fowler's tree. Flynn had obtained pricing from Terry Lyons and Chad Hammond for the repair of the drain on west side of Town Hall. Hammond recommended a clean out be installed near the problem spot. Flynn has been asked to join a County wide 12-person strategic planning session that has been formed by Commissioner Riddell. Additional discussion was held regarding payment of 8/2/22 receipt submitted for reimbursement. Chairman Flynn asked that check be drafted immediately.

With no additional business to discuss a motion was made to adjourn at 8:52 PM by Chairman Flynn, seconded by Trustee Conrad.