

# PENFIELD TOWNSHIP TRUSTEES

April 6, 2021

The Zoning Hearing meeting of the Penfield Township Trustees was called to order at 7:00 PM. All officers were present, with the exception of FO Denes. Four guests attended the meeting.

Trustee Johnson made presentation of the proposed Zoning Resolution amendments. No action was taken at this time. With no additional business to discuss the Zoning Hearing was closed at 7:10 PM.

The regular meeting of the Penfield Township Trustees was called to order at 7:30 PM. All officers were present, with the exception of FO Denes. Four guests attended the meeting.

The minutes of the previous meeting were read by Jackie Johnson and discussion was held regarding whether pavement specs letter pertained to the subdivision resolution passed by Penfield in 2020. Clarification will be sought. Minutes were approved contingent upon this clarification with a motion made by Trustee Flynn, seconded by Trustee Johnson. A motion was made to approve Voucher #'s 13393 thru 13414, and Withholding Voucher #'s 13-15-2021 by Trustee Johnson, seconded by Trustee Flynn. Johnson advised that FO Denes has confirmed the KHS Band for Memorial Day. Denes also asked for clarification of areas of responsibility for spring and fall maintenance of the water at the Recreation Park.

Zoning Inspector Brett Linden discussed the LCPH department's procedure prior to Township's issuance of a permit. Scott Hopkins is working with the Community Development Department to see if part of his property can be removed from the 100 year flood plain to allow for installation of a swimming pool. Linden has requested a timeline and plan of action from the owner, Overstreet, for cleaning up property on Rt. 18. Linden continues to work with the owner of the West Road property. Linden is keeping a log of all contact made with nuisance properties. Much discussion was held regarding the Overstreet property.

Zoning Secretary Albrecht reported that there is a Zoning Commission meeting on 4/28 at 7:00 PM.

Roadman Albrecht reported that the Ford pickup needs a new battery. Trustee Flynn will call Mac's Auto regarding a replacement battery. Albrecht also asked about the possibility of purchasing a 40-50 gallon 3 Pt. sprayer. Trustee Flynn will research the purchase of this sprayer. Albrecht also advised that RLCWA had called Bob Storms last fall after the winterizing of the water lines. They asked that no one from the township turn the water off at the road. Chairman Conrad will question the reasoning behind this. Albrecht reported that more weed killer is needed. Albrecht reported that the parking lot at the Recreation Park continues to deteriorate rapidly and needs attention ASAP. He and Bob Storms removed many loader buckets of debris from the lot and it appears that the concrete was poured on bare dirt.

Trustee Flynn questioned the reduced weight limit signs. It was decided to leave them up year round. Trustee Flynn will follow up with Tony Polen regarding the invoice for the snow blower. Flynn confirmed the speaker for Memorial Day. Flynn questioned Mrs. Hevener's concerns on the Curtis Ditch. Chairman Conrad will report on this matter. Flynn brought up the issue of hall usage without contracts in place. Every rental, free or otherwise, must have a signed contract on file with the Fiscal Officer. The possibility of a Community Band performance in May was discussed. Trustee Flynn will provide FO Denes with two June dates for the band as May's calendar is

fairly full. Flynn reported that Tony Polen advised that turnaround time on the 5100 John Deere government contract program is even longer than last year and recommended ordering our replacement tractor sooner. Trustee Flynn made a motion to order tractor ASAP. His motion was seconded by Chairman Conrad.

Trustee Johnson presented an estimate from Plas Paving for repair of the Town Hall parking lot for \$25,260. Plas also gave a quote for just cleaning and sealing the cracks for \$5,375. Trustees will compare this quote with the one procured by Chairman Conrad. Johnson asked Albrecht to seed the lots at the Cemetery. Johnson reported that Kiley Tree Service had taken down the tree on the Melnyk property on Easter Sunday. The need for a drop box was discussed. Johnson reported that the newsletter is ready to print. Johnson discussed the KEY Collaborative's agreement to fund snow removal on the walking trail at the Recreation Park. FO Denes provided a recap of these costs for \$361.00. Johnson presented this figure to KEY and advised that FO Denes needs to send an invoice for this amount to the Collaborative.

Chairman Conrad gave an update on the roads. He reported that the OPWC program has transitioned to electronic applications. Conrad reported that a resolution is needed for Penfield and Lagrange to jointly apply for these funds for Webster Road in two phases. Conrad reported that the backstop repair has been completed. Albrecht advised that a fence panel is down with nails protruding by Field 4. Ownership of the fence was discussed and it was determined that the fence does not belong to the township. Albrecht was asked to make repairs to fallen panel. Conrad met with Mrs. Hevener regarding her concern about the Curtis Ditch. He took pictures and discussed the matter with Steve Adams. Conrad will follow up with Adams. Conrad reported no communication from James Myers at Computer Systems Unlimited regarding the PC he took back to the shop to program. He further reported that the walk through with James on the electronic equipment installation was not very productive. He reported on all three trustee's attendance at the LCPH department's annual meeting.

Resident Jackie Johnson reported that there are many cracks on the asphalt walking trail that need repair work. One of these cracks is close to being large enough to cause a fall.

With no additional business to discuss, the meeting was adjourned at 8:20 PM with a motion made by Trustee Flynn, seconded by Trustee Johnson.