

# PENFIELD TOWNSHIP TRUSTEES

February 1, 20 22

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

The minutes of the previous meeting were read and approved with a motion made by Chairman Johnson, seconded by Trustee Conrad. A motion was made to approve Voucher #'s 13729-13747, Withholding Voucher #'s 3-4-2022, Payment Voucher #1-2022 the January Bank Reconciliation as well as the Monthly reports, and Resolution #22-001 allowing for Township participation in the NOPEC Energized Community Grant by Trustee Conrad, seconded by Trustee Flynn.

Fiscal Officer Denes read the correspondence which included the December and January LC Sheriff's report, a public records request from Michelle Dolfuss, a LCPH Department Healthy Places grant application, notice on the SWAC mini-grants which have been increased to \$7,500, and communication from Rumpke regarding their recycling program. Denes provided copies of the Township Roster which shows the zoning board terms and vacancies. Denes reported that the Recreation Board Treasurer banking information has been changed over to the new treasurer, Rachael Duling, and the checkbook and keys are in her possession.

Ed VanHoose, General Manager for LMRE was in attendance to present their request for ARPA fund consideration for make-ready costs to advance high-speed broadband service to Penfield Township. VanHoose also discussed other grant funding that the Township might be eligible for. He advised that Kathy Grasz is his assistant and will be forwarding additional information on this broadband request. He further stated that she is our contact for other grant opportunities. Trustee Flynn questioned whether there was any possible funding for the WFD radio program, and Chairman Johnson added that there may be benefit to the SLCAD radio program as well.

Zoning Inspector Brett Linden reported that he continues to work with Stephanie Denholm regarding her proposed rustic barn usage. He has received no information yet and will report if he receives any. Linden also continues to work with the Webster Road resident that has multiple lots on West Road. To date Linden is only able to find a survey done in 1977 when the required minimum frontage was 125'. These lots have frontage of 100'. Linden asked the Trustees if any of them remembered past discussion of a development plan for these lots. None of the Trustees had any recollection of same. Linden reported that he received 3 sewage treatment permits from LCPH. He reported that the 25-acre Fowler property on Foster Road has recently been surveyed.

Resident Brett Linden, of 22555 Foster Road, presented his application for a home occupation permit to the Trustees. This application is normally presented to the zoning inspector who then presents it to the BZA for a decision. Trustee Flynn contacted Greg Peltz of the LC Prosecutor's office for direction in handling this matter. He was advised that a Zoning Commission member could act as Zoning Inspector in this case and has contacted Clark Lubaski to act as same.

BZA 1<sup>st</sup> Alternate Amy Younglas had no questions or comments.

BZA Board Member Colin Gordon advised that the BZA organizational meeting will be held on February 17<sup>th</sup> at 7:00 PM and asked Chairman Johnson to add this info to the Township website and Facebook page. He also asked Hall Coordinator Tom Seman to post on the LED sign.

Roadman Albrecht reported that he advised Trustee Flynn that we needed to order more road salt. He requested permission to get a set of new pads for the plow truck.

Discussion was held and it was decided to purchase two sets. Bill and Bob will handle ordering from Judco. Trustee Flynn questioned the necessity of mounting the plow on the pickup truck in case it was needed for parking lot plowing. Bill and Bob will handle this before storm. Bill and Bob prepped the salt bunker for the delivery of additional road salt. They also advised that they have put up the reduced weight limit signs on applicable roads.

Trustee Conrad advised that he and Bob had repaired damage to the resident's mailbox at 38650 Short Road as a courtesy. Conrad advised that box was not hit by plow, but rather heavy, wet snow. Conrad removed a dead deer from Foster Road. He reported on his attendance at the February 19<sup>th</sup> Trash Consortium meeting and discussed the recycling reports provided by Sarah Mathews of Rumpke. He also discussed a Consortium Metrics chart which broke down the county wide participation by community. In an attempt to increase Consortium participation and reduce Lagrange Township's costs, discussion was held regarding them joining. Lagrange Township Trustee Rita Canfield advised that Republic reduced the Township resident's costs for 2 years. A possible Rumpke solid waste transfer station in Avon Lake was discussed. Conrad reported on his and Trustee Flynn's attendance at the SWAC meeting on January 20<sup>th</sup>. Penfield Township has 3 projects on the list. Conrad expressed his concern at Engineer Peter Zwick's inability to process engineering for these projects in a timely fashion. Don Romancek authorized his assistant Matthew Arnold to sub-contract engineering for these projects. Penfield will need to prioritize the projects and after discussion it was decided that Curtis Ditch Phase IV was the most critical followed by the project on Peck Wadsworth. As the Whitehead and Webster Road project involves Lagrange Township, Conrad asked Lagrange Township Trustee Gary Burnett to take lead on it. Conrad has received notice from Jessica Hozalski that the projects are being engineered and forwarded the letter that will be sent to all affected residents as well as the address list and maps of affected properties.

Trustee Flynn discussed the need to show the impact the Curtis Ditch Phase IV project would have on residents and will go door to door to encourage their submission of flooding issues and costs for use in the grant application submission. Chairman Johnson volunteered his help. Flynn discussed the new water wagon pump with Bill and Bob and will purchase the one suggested. Flynn reported that all Trustees looked at roadside mowers at the OTA winter conference and asked Tony Polen to prepare a quote. Flynn was approached by a member of the LC Soil and Water Department regarding using the hall on March 22<sup>nd</sup> at 10:30AM to hold a Medina/Lorain County Cover Crop meeting free of charge. Discussion was held and it was agreed to provide the usage free of charge.

Chairman Johnson reported that he had completed the inventory of the electronic components. Trustee Conrad reported that the equipment inventory is complete, but the total inventory has not been reviewed. FO Denes will review and complete the inventory. Chairman Johnson advised that he needs a new lead on the Newsletter project after handling this for 8 years. Trustee Flynn volunteered to take over same and will procure template from Johnson, he will also try to recruit the help of a resident in the creation. FO Denes asked if a survey was to be included this time. Johnson suggested a work session to discuss the content of same. FO Denes will purchase all newsletter supplies, procure address labels, make necessary copies and recruit youth groups to help fold on April 6<sup>th</sup>. Chairman Johnson advised that he would take the LCPH Department's Healthy Places Grant information to the Recreation Board meeting on February 9<sup>th</sup>.

With no additional business to discuss, the meeting was adjourned at 9:00 PM with a motion made by Trustee Flynn, seconded by Trustee Conrad.