

PENFIELD TOWNSHIP TRUSTEES

April 5, 2022

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. A motion was made to approve Voucher #'s 13784-13807, Withholding Voucher #'s 9-11-2022, the March Bank Reconciliation, and Monthly reports, as well as Resolution #22-003 approving the Township's participation in the LC Engineers Chip & Seal program, by Trustee Flynn, seconded by Trustee Conrad.

Fiscal Officer Denes read the correspondence which included the LC Sheriff's report, results of the 3/23 American Red Cross Blood Drive, which collected 25 units of blood from 28 donors, information on the 2022 LCTA membership drive, which end 6/1/22, the '21 Lorain County Engineer's bridge inspection form, a request from the LC Commissioners for shared projects utilizing ARPA funds, and a thank you note from LSWCD for the use of the hall for their meeting. Denes reported that notice was received and forwarded to Hall Coordinator Theresa Seman regarding expiration of defibrillator pads. Denes advised that Sherry Wilson will read the Veteran's names at the Memorial Day observance. Denes asked about the need for a Memorial Day Committee and advised that two residents had expressed interest in participating. Denes questioned who was maintaining the Veteran's list. Denes asked about scheduling cleaning of the Town Hall. She will schedule same.

Assistant Hall Coordinator Tom Seman reported that a leak was discovered in the men's restroom at the Ball Park when the water was turned on for the season. The trustees advised him to call Terry Lyons to repair same. Seman advised that everything is set for the Recreation Board's Easter Brunch on April 10th. A permit for the Brunch has been received from the Health Department. Seman met with Monique Sherban of the Elyria Public Library to discuss additional signs on the Storybook Stroll.

Zoning Inspector Brett Linden reported that he has compiled a property zoning compliance watch list which will help monitor properties that are not currently in compliance with zoning requirements. Linden reported that resident Fowler, on Foster Road, has combined two parcels which resulted in a new parcel number being assigned in 2022. Linden questioned whether, as such, if the zoning variance granted on a grandfathered lot needs to be returned to the BZA for review. Additionally, part of the newly created lot has been deemed unbuildable and Linden expressed concern over future tracking of this status. Linden will pursue more information from the County Prosecutor's office.

ISA certified arborists Rachel and Zach Duncan discussed tree work with the Trustees. This would include assessment and inventory of existing trees, future planting plan maps which would consider location needs, shade, ornamental, etc. They also discussed a commemorative tree planting plan. The Trustees asked Duncan's to prepare a proposal for the Roadside Park and the Town Hall properties.

BZA 1st Alternate Amy Younglas had no questions or comments.

BZA Chair Brad Niece also had no questions or comments, nor did Recreation Board Treasurer Rachael Duling.

Trustee Conrad reported on the RLCWA meeting. He and Trustee Flynn met with Don Romancek regarding the Whitehead/Webster Road project. They decided to change the focus of the project to cleaning the ditch which would decrease the cost of the project from \$105,000 to \$59,000. Conrad reported that he turned the SWAC grant

application into Peter Zwick, who reviewed same. The LC Storm Water Drainage Plan was discussed with Matt Arnold. SWAC will pursue the removal of sediment to improve water flow. All Trustees attended the LCTA meeting and discussed the speed issue on Peck Wadsworth Road with Captain Daniel Ashdown of the LC Sheriff's office. Ashdown will increase patrols of this road.

Trustee Flynn reported that he and Chairman Johnson met with Colby Whitney to obtain a quote on the new fence section on the north border of the Town Hall property. The quote received was contingent upon the Township removing the old fence. Whitney has time in his schedule to commence work immediately. Denes questioned the prior decision to seek competitive bids for all fence work in the Township including repair of existing fencing. After discussion it was decided that Denes will contact Crest Fence to obtain a bid on this section of new fencing. Flynn reported that Hot Stove had cleaned out the crock at the Recreation Park, but the water is still not flowing. Trustee Conrad will contact the LC Engineer's office regarding jetting out the remaining drains to remove sediment. The belt on the gator failed while the Hot Stove was using it. Trustees discussed and will have Bob Storms repair same. Flynn reported that new hoses and wands for the sprayer will be purchased at a cost of \$150. Flynn advised that he ordered another 20 tons of road salt which completes our contract for ODOT contract 018-22.

Chairman Johnson advised that he had been contacted by a resident regarding missing cemetery decorations. He advised resident of the spring cleanup dates and was able to retrieve the decoration in question. Johnson reported that SLCAD is interviewing for a new director. Johnson received a complaint regarding animals not being contained on a Rt. 18 property and being hit on the road. Johnson advised that the Ball Park field lights LED conversion study conducted by Andrew Finton of LMRE was not financially feasible. While the kilowatt usage does not increase the cost tremendously the demand cost increases the cost for the whole month. Johnson will pursue the estimated cost to hold multiple lit games within the same billing cycle. Discussion was held with the Zoning Inspector, Trustees, and Recreation Board regarding their portable sign being in the right of way for extended periods of time. Linden advised all of the guidelines to bring sign into compliance.

Chairman Johnson called an Executive Session at 9:04 PM to discuss possible employment of a public employee and the potential purchase of property.

Roll Call:

Chairman Johnson	Yes
Trustee Flynn	Yes
Trustee Conrad	Yes

Chairman Johnson called the meeting back into regular session at 10:14 PM.

Roll Call:

Chairman Johnson	Here
Trustee Flynn	Yes
Trustee Conrad	Yes

Fiscal Officer Denes proposed hiring Rachael Duling as assistant fiscal officer at a rate of pay of \$18 hourly with an annual cap of \$5,000 effective April 5th, 2022. This appropriation will be funded with ARPA funds. Chairman Johnson made a motion seconded by Trustee Conrad to approve this appropriation.

With no additional business to discuss the meeting was adjourned at 10:33 PM.