

# PENFIELD TOWNSHIP TRUSTEES

May 21, 2024

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

The minutes of the previous meeting were approved with a motion made by Trustee Flynn, seconded by Trustee Johnson. Trustee Johnson moved to approve Resolution 24-030, Purchase Order 39-2024, Payment Vouchers 23-2024 - 24-2024, and Warrants 14742-14755. Trustee Flynn seconded.

Fiscal Officer Duling completed a Purchase Order for the Memorial Day Expense Reimbursement. She presented a thank you card from a resident thanking the Trustees for getting their heat turned back on. She presented a sponsor letter from Penfield resident, Emma Lewis. She is planning on attending a leadership conference and is raising funds for her trip. Duling will research if we are able to donate to her. Duling presented two letters stating we need backflow testing inspections. Fiscal Officer Duling reported she had an email from resident Mark Belter stating their project is complete after a fire and they want their check released. Zoning Inspector Scott Hopkins followed up on this and said to go ahead and release the check.

Hall coordinator, April Lent, said we had someone reach out to cancel their reservation that was within the 90 days, and the Trustees said to go ahead and refund the security deposit.

Jack Dillon reported that he emailed Chairman Conrad about a sandblasting quote.

Trustee Flynn said we may have one mower to demo by the end of the week. Bob Storms is handling the recall on the letter presented at the previous meeting. Terry Lyons is calling in an OUPS ticket to prepare for the drainage work to be done at the town hall. Trustee Flynn wanted to thank all of the volunteers and helpers who showed up to Beautiful Day last Saturday.

Trustee Johnson reported Tim Tyrone had new keys and locks made for the septic system access. There were six footers poured at the cemetery. He fielded a few cemetery calls. Johnson reported the geothermal unit is leaking and someone is coming to look at it. Johnson reported the county is hosting two zoning programs, and members were questioning how they could get this information. Trustee Flynn advised to reach out to zoning secretary Amy Smith. Johnson updated the Veterans' list for the Memorial Day Program.

Chairman Conrad reported he has confirmed speakers for the Memorial Day Program. He asked Fiscal Officer Duling to update the program and print 120 copies. He received two bids for

sandblasting and painting the salt bed truck: Bank's Manufacturing for \$1500 and MPC Sandblasting and Painting for \$2500. Conrad will make arrangements with Bank's Manufacturing to complete sandblasting and painting. Conrad reported that a resident reported vandalism at the park; he reported it and the Sheriff filed a report. Chairman Conrad reported that the Webster Road ditch project is about to be scheduled for a public hearing. The Gott ditch has been contracted out and the Wellington creek ditch is making progress.

At 7:57pm, Trustee Johnson moved to go into executive session to discuss employment of a public employee, seconded by Trustee Flynn.

Chairman Conrad - yes

Trustee Johnson - yes

Trustee Flynn – yes

Regular session was called back into order at 8:15pm.

Chairman Conrad - here

Trustee Johnson - here

Trustee Flynn - here

With no further business to discuss, Trustee Flynn moved to adjourn the meeting at 8:17pm and Trustee Johnson seconded.