

PENFIELD TOWNSHIP TRUSTEES

May 3, 2016

The regular meeting of the Penfield Township Trustees was called to order at 7:30 PM. All officers were present. The meeting was attended by 9 guests.

The minutes of the previous meeting were read and approved with a motion made by Richard Conrad, seconded by Lloyd Gordon. Voucher #'s 11259 thru 11282, PO #'s 32-33-2016, and WH Voucher #'s 17-19-2016 were approved with a motion made by Duane Johnson, seconded by Lloyd Gordon. Fiscal Officer Denes read the correspondence which included 4 utility locates, a letter pertaining to the awarding of the OPWC job for the Webster Rd. project to Erie Blacktop, and a letter regarding the 2016 C & S project for Jones Rd. from the Engineer's office. There was also an email from Southshore advising that a check for \$2,902.82 for past due franchise fees is in the mail. The Webster Rd. project can be awarded to Erie upon receipt of the OPWC agreement which should come in early July. Erie propose to commence work 8/31/16 and complete the project before 9/15/16. The price for the Jones Rd. Chip & Seal project thru the LC Engineer's program is \$35,263.13. The cost to the Township for the same project in 2013 was \$38,000. FO Denes has received a check from PERSO for \$2,998.83 to repair the damage at the Cemetery. FO Denes advised that two quotes for the Town Hall cleaning were received. Cleaning will be scheduled for the first two weeks in May. FO Denes advised that the application and guidelines for the 2016 SW Grant have been received. The Township is eligible for \$2,371.00. Denes has scheduled the annual 4th grade KES field trip to the Township recycling center for 6/2/16 at 9:30 AM. There will be 115 students in attendance for a program delivered by Brandi Schnell of LCSW. The students will use the pavilion at the Recreation Park afterwards for a picnic. FO Denes reported that 109 ads were sold for the LCTA Directory with receipts in excess of \$18,000

Zoning Inspector Richard reported on his attendance at the OTA Zoning Inspector's meeting. He provided members of the Zoning Boards with copies of the conference information. He distributed the April monthly zoning report which included his interpretation of the 4/13 BZA meeting to consider requests for Home Occupations from Beryl & Tami Blaylock & James Guy.

Park employee Neil Crawford asked if the tape around the former tennis courts could be removed. He was advised to mow around it for now as there is an Eagle Scout project underway that will install permanent fencing. Crawford reported that the lawn roller had been returned by Park Board President Tim Tyrone who had taken it home to replace the bearings. Crawford also advised that all benches at the Recreation Park have been fixed. Crawford asked what the progress was on the completion of the padlock for the new diesel tank. Trustee Gordon is working on completion.

Trustee Richard Conrad reported that he had spoken with resident Tony Ursanic regarding resident Pat Jackson's request to clean up the tree line so that it no longer traps trash. Ursanic advised that he would not allow cleanup of his half of the tree line, but would do it himself in the fall. Conrad was in receipt of letters from the LC Engineer's office pertaining to the Curtis Ditch Phase III project and the phase II Lateral. The Engineers provided a list of 7 contractors that do this type of work. Conrad will request additional copies of the site plan maps to be sent out by FO Denes with a request for quotes on the work. Conrad advised that the most recent load of recyclables delivered to Ashland Recycling were worth \$163.11. This did not include the bale of scent jugs which has not been assessed yet. Trustee Conrad provided the

tally to FO Denes to await payment. Conrad met with Paul Osad from RecycleIt out of Brookpark to ascertain interest and pricing on recycled materials.

Trustee Gordon reported that LMRE has repaired the security light in the Town Hall parking lot. He has contacted K & M to repair the salt storage shed's roof. Gordon has confirmed the speaker for Memorial Day and is awaiting a return call from the priest at St. Patrick's. Gordon reported that the damaged tree at the cemetery has been removed.

Trustee Johnson reported that the Spring Concert was attended by 59 people with 24 band members. Johnson advised that there are two headstone footers to be installed at the Cemetery. Johnson reported that he had discovered and repaired a slight glitch with the zoning resolution on the new website. Johnson further advised that the chairs in the recycling building were picked up by the Izaak Walton league. He discussed leveling and seeding an existing grave with Bill Albrecht. He also reported on the LCTA Spring Banquet.

At 8:14 PM Trustee Johnson made a motion to go into executive session to discuss compensation and hiring of public employee(s), motion seconded by Richard Conrad. Upon roll call, the vote was as follows:

Lloyd Gordon	“yes”
Richard Conrad	“yes”
Duane Johnson	“yes”

Fiscal Officer Denes was asked to join the session.

At 8:45 PM Trustee Johnson declared the Board back in regular session. Upon roll call, the vote was as follows:

Lloyd Gordon	“here”
Richard Conrad	“here”
Duane Johnson	“here”

When back in session discussion was held regarding hiring a part time handyman to do repairs at all Township facilities. Trustee Conrad made a motion, seconded by Trustee Gordon to do so. Trustee Johnson will place information on the Township website and Facebook page.

With no additional business the meeting was adjourned at 8:58 PM with a motion made by Richard Conrad, seconded by Lloyd Gordon.

With no additional business to discuss, the meeting was adjourned at 8:23 PM with a motion made by Trustee Conrad, seconded by Trustee Gordon.