

PENFIELD TOWNSHIP TRUSTEES

December 6, 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 6 guests.

The minutes of the previous meeting were read and approved with a motion made by Duane Johnson, seconded by Lloyd Gordon. Voucher #'s 11567 thru 11613, purchase orders 54-54-2016, the Bank Reconciliation and the Monthly Reports were approved with a motion made by Lloyd Gordon, seconded by Richard Conrad. Resolution 2016.12.06.01 defining the location of commercially zoned property was passed with a motion made by Lloyd Gordon, seconded by Duane Johnson. Resolution 2016.12.06.02 appointing Richard Conrad to the RLCWA board for his 2nd four year term was passed with a motion made by Duane Johnson, seconded by Lloyd Gordon. Resolution 2016.12.06.02 amending the Township's revenue and appropriations was passed with a motion made by Lloyd Gordon, seconded by Duane Johnson.

Fiscal Officer Denes read the correspondence which included notice from James Cordes & the County Commissioners regarding a 3 month health care premium holiday, a letter from the Lorain County General Health District regarding progress of the countywide services they will be providing, a thank you from the Board of Elections for the use of our hall on election day, a thank you from Penfield Partners 4-H Club thanking the Trustees for the use of the hall for their meetings, the ballot for the OTARMA Board of Directors, 3 utility locates and an invitation to NCW's Holiday Party. Denes gave a copy of the inventory to maintenance man Tim Tyrone for completion by the next meeting. Denes questioned which roads will need attention in 2017 for budgeting purposes. The January 19th LCTA meeting which is hosted by Penfield Township was discussed. Denes advised that Finkel's liability policy expires in March and provided Cemetery Sexton Johnson with a copy of the policy. Trustee Conrad provided Denes with a copy of the SWAC grant application which he submitted for the Jones Rd. culvert project.

Zoning Inspector Donahue distributed his monthly report and advised that he has 3 open cases that he is working to resolve.

Maintenance man Tim Tyrone advised that the parking lot at the Ball Park had been damaged again. He reported it to the Lorain County Sheriff's office. There are currently 2 functional surveillance cameras at the park with 3 more to be installed. The Sheriff recommended posting signs that advised of the surveillance.

PHS Secretary Linda VanMeter reported that their display at the winter concert was very well received.

Trustee Conrad reported that the SWAC application for funding the Jones Rd. culvert project has been submitted. If the grant is awarded the Township will be responsible for \$2,215 of the total cost of \$8,860. Conrad advised that he had followed up on the missing Webster Rd. sign with Shaun Duffala who replaced Lee Tansey at the Engineer's office.

Trustee Gordon commended the PHS on their Winter Concert display, saying it was excellent! He reminded all of the Red Cross Blood Drive on 12/14 from 3 until 7. He advised that he had purchased 10 gallons of DEF fluid which should get us through the winter. He looked at the diesel leak on the fuel tank but doesn't have the correct sized fitting to repair. He slowed the leak & will repair as soon as he gets the correct sized fitting.

Trustee Johnson reported that the flowers at the Cemetery have been cleaned up. He reminded all of the Year End/Organizational meeting to be held December 28th at 10 AM. Johnson advised that the KEY Collaborative is hosting a walking program at the elementary school as well as usage of the Keystone weight facility. He will post signs with information regarding their upcoming events. Johnson also reported that he and Tim Tyrone poured a footer for the Yost grave, and conducted the burial of Alice Klink. Trustee Johnson moved to go into Executive Session at 8:17 PM to discuss employee hiring and compensation. Fiscal Officer Denes gave the roll call:

Johnson – Yes

Gordon – Yes

Conrad – Yes.

At 8:40 PM Johnson declared the meeting back in regular session. Fiscal Officer Denes gave the roll call:

Johnson – Yes

Gordon – Yes

Conrad – Yes

Trustee Johnson made a motion seconded by Lloyd Gordon to procure gift cards for the Park Board members from Fort's. FO Denes will purchase & give to Park Board president Tim Tyrone for distribution.

With no additional business to discuss the meeting was adjourned at 8:42PM.