

# PENFIELD TOWNSHIP TRUSTEES

March 7, 2017

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 5 guests.

The minutes of the previous meeting were read and approved with a motion made by Duane Johnson, seconded by Richard Conrad. Fiscal Officer Denes advised of a correction to the previously approved minutes of February 7<sup>th</sup> that stated Inspector Richard Donahue reported that “an attorney at one of the sessions advised that conditions should be part of renewal proceedings for home occupations as this was the cleanest way to renew”. Zoning Chair Johnson questioned this to which Inspector Donahue advised that he read his monthly report at that meeting. Upon further review Inspector Donahue’s report stated “her reply was that the cleanest way to handle this was to specify that condition in the renewal of the conditional use permit.”

Voucher #'s 11698 – 11719, Withholding Voucher #'s 8 – 10-2017 and the Bank Reconciliation were approved with a motion made by Richard Conrad, seconded by Duane Johnson.

Fiscal Officer Denes read the correspondence which included the report of 12 units of blood collected at the last Red Cross Blood Drive with the next drive being held on 5/17, notice of a recycling workshop on 3/17, notice from the Health Dept. regarding diabetes info workshops on 3/2 & 3/16 at Wellington Fire Station #2, Community Development Block Grant information, and an introductory letter from Morris Family Tree Service, and additional info regarding the NOPEC Grant provisions, Denes reminded the Trustees that the newsletter was slated to be mailed in April, and that a 2<sup>nd</sup> fire extinguisher service quote still needs to be obtained. Denes discussed a budget work session with the Trustees and it was decided that the session would be held after the regular June 20<sup>th</sup> meeting as the budget is due to the County on July 20<sup>th</sup>. Denes reported that the monthly colored copies exceed our contracted amount at an additional cost of \$18.55. She reminded all that the monthly allocation for colored copies is 249 and that if a large number needs to be run that it must be coordinated w/her.

Deputy Bungard of the Lorain County Sheriff’s Dept. reminded all that it is the season for phone scammers to increase their activity with IRS & Lotto Sweepstake scams. He advised that the Citizen’s Academy begins 4/12 and covers LC sheriff’s activity. If interested, contact Donald Barker.

Zoning Inspector Richard Donahue presented his monthly zoning report and advised that a building permit and check had been obtained from Jay Murray.

Tim Tyrone as Park Board president advised that the Park Board's brunch will be held on April 9<sup>th</sup>. As Maintenance manager he reported that the wire for the scoreboard has been trenched in at the Park. He is securing quotes for replacement of the Town Hall's gutters from Weathertight & Coates Bros. He was advised that the gutters are residential gutters and are undersized for the facility. FO Denes asked that a quote be secured from Dan Kiser as well.

Roadman/Cemetery man Albrecht asked if a notice could be placed in the paper advising all that cemetery decorations will be removed by 3/23. FO Denes will submit notice to papers.

Trustee Conrad discussed the medical marijuana issue and it was decided to prepare a resolution prohibiting its growth in the Township pursuant to LC Prosecutor's recommendations.

Conrad advised that he had delivered to address signs to township residents.

Trustee Johnson reported on his attendance at a leadership input meeting at LCCC. He advised that a very informative tour was given. He discussed the re-installation of the Storybook Stroll signs w/maintenance man Tyrone. He reported that new LED shop lights had been installed and requested permission to purchase an additional 3 to 4 more for the garage. Johnson reported on communication with the family of Dilla Sue Seaman regarding future burial. A refund will be due the family and will be issued after burial.

Trustee Gordon reported that a representative from the 3 to 7 County Commissioners referendum had approached him regarding soliciting signatures on their petition on Dumpster Day. Discussion was held and it was decided to allow that. Trustee Gordon presented the 5 year contract from LC Emergency Management Agency for Technical Rescue Response. This contract now covers swift water rescues. The cost is determined per resident and this year it will be 31 cents per for a total of \$554.59. Discussion was held and Trustee Conrad made a motion, seconded by Trustee Johnson to enter into this contract. An invoice will be forthcoming.

With no additional business to discuss the meeting was adjourned at 8:03 PM with a motion made by Richard Conrad, seconded by Duane Johnson.