

PENFIELD TOWNSHIP TRUSTEES

May 7, 2019

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

Voucher #'s 12636 – 12658, Purchase Order #36-2019, Withholding Vouchers 16-2019 & 19-2019 and Purchase Voucher #18-2019 were approved with a motion made by Trustee Johnson, seconded by Trustee Conrad.

Fiscal Officer Denes read the correspondence which included information regarding the E-check required on the 2013 Freightliner, backflow testing paperwork required by RLCWA (given to Maintenance man Tyrone to schedule), a Memorial Day Grant sponsored by the LC Commissioners, the NOPEC annual report, information on the May 11th Mercy Health Screening, the LCPH department budget for 2020, the LCSW Annual Report, and the LCOOA Steak Fry. Denes reported on the May 6th visit to the Michael Spatafore residence that she and Trustee Flynn made in response to their letter regarding a drainage problem. Trustee Flynn will follow up with the Lorain County Engineer's office. Denes reported that cleaning of the Town Hall has been scheduled to begin Tuesday, May 14th. She asked that window screens be permanently removed from the Town Hall windows. Many are in ill repair and with the climate controlled hall, windows shouldn't be opened. Denes passed Sherwin Williams paint grant information to PHS Secretary Jackie Johnson. Denes reported that there were 61 attendees and 25 band members at the Spring Concert. The paperwork has been forwarded to Plas Brothers Paving for the parking lot repair which will begin in October. Denes reported that dumpsters, mulch and flowers have been lined up for Pride Day. She continues to work on volunteers. Denes reminded all that a speaker and minister are still needed for Memorial Day.

Zoning Inspector in training Brett Linden had nothing to report.

Maintenance man Tyrone reported that a culvert is needed at the rec park to ease mowing. Discussion was held regarding same. Discussion was also held regarding maintenance of the small ball field behind the Town Hall. FO Denes advised serious attention is needed. Tyrone will remove screens before cleaning commences.

Zoning Secretary Albrecht reported that a Zoning Hearing will be held on June 4th at 7 PM.

Well-Help Board member Jackie Johnson reported on the Well-Help annual banquet. She reported that 1,605 families, 959 seniors, 2,234 adults, and 1,781 children were served in 2018. The Board's total expenses were \$86,175, with \$60,521 of that going toward food. As PHS Secretary, she reminded all of the Easter Seal stuff the truck day held in conjunction with the Township's May 18th Pride Day.

Roadman Albrecht reported that the fence has been repaired at the Cemetery. He asked what Country Lawn Care's treatment schedule was for the Cemetery. FO Denes will call.

Trustee Flynn provided additional information on the Spatafore culvert, and reported that he will contact the LC Engineer's office regarding the same. Perhaps Peter Zwick can inspect at the same time that he inspects the Jones Road drainage tile repair. Flynn reported that the Fire Department has all deeds finalized and that the bid process will begin shortly. Flynn reported that Adele will man the concession stand on Pride Day and will bring a helper. Discussion was held regarding a missing reflector and curve ahead sign on Jones Road East. The Trustees will research and order signs.

Trustee Conrad reported that he had printed off the resolutions pertaining to the Subdivision requirements and delivered them to Peter Zwick. He reported on his visit to the Francis Hevener property to view the drainage issues she was having. The Curtis Ditch runs thru her property and is on a scheduled maintenance plan. Steve Adams of the LC Engineer's office will address this issue as well as a tile blowout. Conrad spoke with an ODOT Supervisor regarding the NW and SW corners of St. Rt. 301 and Webster Road. ODOT wrote up a work order to fix same. Conrad fielded a call from a resident on Indian Hollow between Rt. 18 and 301. Their neighbor is impeding water flow. Conrad instructed them to call the LC Engineer's office. Conrad took the fence posts up to the Cemetery and Farnsworth has begun the fence repair. Trustee Conrad was called in for a random drug test.

Chairman Johnson discussed the repair of the lawn. FO Denes reported that it is on MTC's schedule as soon as it dries out enough to repair. Johnson discussed the salt bunker repair, as well as tree trimming on Jones Road. Scheduling of the Ball Park Pavilion rental was discussed, and Tyrone will handle. The Memorial Day program was discussed. Johnson will post another plea for a speaker on Facebook. Workers for dumpster day were discussed.

With no additional business to discuss, a motion was made to adjourn at 8:30 PM.