

# PENFIELD TOWNSHIP TRUSTEES

September 18, 2018

The regular meeting of the Penfield Township Trustees was called to order at 7:30 PM. All officers were present, with the exception of Trustee Conrad. Four guests attended the meeting.

The minutes of the previous meeting were read and approved with the correction that Deputy Chris Wohlever of the Lorain County Sheriff's office was in attendance. Voucher #'s 12353 thru 12367 the August Bank Reconciliation and monthly reports were approved with a motion made by Duane Johnson, seconded by Lloyd Gordon.

Fiscal Officer Denes read the correspondence, which included post audit letters from the State Auditor's Department, a letter from Linda VanMeter resigning as secretary of the Board of Zoning Appeals, information from Terri Bacs, treasurer of the Park Board regarding potential purchases to utilize Solid Waste Grant money, and a position paper from Lorain County Commissioner Candidate John Ciarrone. Fiscal Officer Denes questioned the invoice from Lagrange Township for Webster Road. The recently signed MOU specifies that costs for maintenance of this road are to be split evenly and the invoice is for more than half the cost. Denes questioned the Jones Road culvert start date as the SWAC grant expires at the end of the year. Trustee Gordon will call Denes Concrete regarding this matter.

Zoning Inspector Donahue requested that the Trustees pay for his attendance at the Zoning Conference in Blacklick sponsored by OTA. The Trustees agreed to pay his expenses. Donahue distributed an outline of how Lagrange Township operates their Zoning Commission & BZA. He also advised that the minutes from both boards are posted on their Township website. Donahue will not move forward on the Lucas property until the Trustees decide the verbiage defining nuisance properties. Donahue reported that there appear to be two junk vehicles at the roadway on the Anson property. Trustee Johnson will contact the Lorain County Sheriff's office to ascertain correct registration information on these vehicles. Donahue followed up on the Gresho property two weeks after the inspection with the Trustees and LCPH department. No progress has been made and a young resident was uncooperative & combative. Trustee Gordon will arrange to have the barns inspected by Wellington Fire District Chief Weatherbee. Zoning Inspector Donahue has proceeded with the paperwork for the Home Occupation renewals in the absence of a BZA Secretary. Donahue noted that a recent inspection of the Frank Clingan property shows them to be out of compliance with the terms of their home occupation permit. Clingan advised that he would be buying property in Oberlin and moving his business there. Donahue will request a written statement to this effect.

Rachel Norris, president of the KMS & KHS PTA requested the use of the Community Room for a Chili Cook-off Fund raiser on November 2<sup>nd</sup>. The Trustees granted permission at no charge.

Trustee Gordon discussed Candidates night, which is scheduled to be held at Penfield on October 18<sup>th</sup>. He has obtained two quotes for the meal, one from Dave Mandeville at the Spencer Twist and one from Wright's Catering. LCTA President Jean Haight advised that LCTA may help underwrite the cost of this meal, and it will be discussed at their September meeting. Gordon advised that the snowplow blade edge and spreader motor is in at Judco. He will arrange to pick it up. LC Assistant Prosecutor Gerry Innes advised that the Biosolid program slated for Field 1 is an acceptable agricultural use that will be monitored by the EPA. Gordon fielded a call from auctioneer Andy Suvar regarding use of the Township lots for parking for the Brown farm auction. Trustee Gordon reported that the Wellington Fire District is obtaining quotes for a three bay

addition to their Kelly St. facility. The cost will be approximately \$500,000 to \$600,000. The District also purchased a new 4-door pickup truck for \$39,000 with a \$6,800 trade-in allowance from Brother's Chevrolet.

Trustee Johnson reported on the Potluck dinner held by the Penfiel Historical Society. Johnson advised that SLCAD had used LMRE grant funds to purchase tactical vests. They also used their own funds to purchase additional vests & helmets. Johnson reported that there will be a cremation burial Saturday for Marvelle Jones that Bill Albrecht will handle. Johnson reviewed the subdivision update and reported that there was no real zoning regulation referenced, but that it referenced LC Community Development guidelines. Johnson has priced EZ up canopies for use at the cemetery on Memorial Day. Discussion was held and it was agreed to spend up to \$125 for the purchase of one. Johnson purchased Wet & Forget for use on the north side of the Town Hall and for the fence at the Cemetery.

A motion was made by Trustee Johnson, seconded by Trustee Gordon at 8:45 PM to go into executive session to discuss possible employment and/or discipline of an employee.

Roll call vote:

Duane Johnson – Yes

Lloyd Gordon – Yes

Rick Conrad – Absent

At 8:55 PM, BZA Chairwoman Jackie Johnson was asked to join the executive session.

At 9:10 PM the meeting was returned to regular session.

Roll call vote:

Duane Johnson – Yes

Lloyd Gordon – Yes

Rick Conrad – Yes

Trustee Johnson made a motion to hire Linda Albrecht as interim BZA secretary. Discussion was held and it was decided to name Linda Albrecht interim secretary for both Zoning Boards until further notice at the same rate of pay as the current secretary of both boards.

With no additional business to discuss, the meeting was adjourned at 9:24 PM with a motion made by Lloyd Gordon, seconded by Duane Johnson.