

PENFIELD TOWNSHIP TRUSTEES

December 5, 2023

The zoning resolution amendment hearing was called to order at 7:00 PM. All officers were present. Two guests attended the hearing. Zoning Commission Chairman Clark Lubaski recapped proposed changes. Trustee Johnson projected a power point presentation for all to see the proposed changes. Proposed changes will be discussed at the December 19th meeting and approved or disapproved. Hearing was adjourned at 7:35 PM.

The regular meeting of the Penfield Township Trustees was called to order at 7:36 PM. All officers were present. Three guests attended the meeting.

The minutes of the previous meeting were read and approved with a motion made by Chairman Flynn, seconded by Trustee Johnson. A motion was made to approve Voucher #'s 14534-14560, Payment Voucher 49-2023, PO#'s 53-54-2023, Withholding Voucher #52-2023, and the November Monthly Reports and Bank Reconciliation by Trustee Johnson, seconded by Trustee Conrad. Resolution # 23-016 regarding 20243 Whitehead Road was read and approved with a motion made by Chairman Flynn, seconded by Trustee Conrad.

Fiscal Officer Denes read the correspondence which included the LC Sheriff's report, a foreclosure notice was received from the LC Prosecutor's office, information from LINC regarding proposed Nalox boxes, a recall notice on the Silverado pickup truck, and the headstone coverage amendment from OTARMA. Denes advised that the turfgrass and mowing ads for the Town Hall and the Cemetery will be published on December 4th. Denes fielded a call from a Vermont Street resident with questions regarding the cell tower hearing.

Denes reported that Buck Webster was called out to service the geothermal unit in the Town Hall. He discovered a blown computer board and will order same. Denes fielded a call from Andrew Finton of LMRE who advised that the electric usage was high on geothermal meter #36-978-162. She met with Finton and it was determined that the compressor on the east geothermal unit was bad. Denes discussed this with Webster who advised that to replace the compressor would cost a minimum of \$3,800. Discussion was held and it was decided to replace this unit at an approximate cost of \$15,000. A motion was made to this effect by Chairman Flynn, seconded by Trustee Johnson.

Zoning Inspector Scott Hopkins reported that there will be a BZA hearing on the proposed tower on the Denham property on Vermont Street on 12/21/23. Burntwood signs will be applying for a Conditional Use variance. Hopkins reported that the Conditional Use Variance application for the Rt. 18 property is incomplete and he is still working with the property owner and will forward same to the BZA upon receipt of finished application. Hopkins will contact Jim Miller of the LC Land Bank regarding the procedure for demolition of 20243 Whitehead Road.

SMS owner April Lent advised that the large Christmas tree is dry-rotted and losing many needles. She questioned the Zoning Board meetings scheduling. She was advised by Trustees that she does not need to unlock the hall for Zoning Board or Recreation Board meetings as the Chairs have keys. The rental exit form was discussed and will be added to the Township website.

Assistant Fiscal Officer Rachael Duling questioned the LCTA correspondence regarding Penfield's decision not to join the other Lorain County Townships in the \$175 purchase of OTA training webinars. Penfield declined to join as there were too many unanswered questions regarding the availability of training materials to all employees and board members.

Trustee Johnson met with Millstone Property at the Cemetery to discuss requirements for turfgrass and mowing bid. Johnson received a noise resolution draft from Jacob Pullar of the LC Prosecutor's office and forwarded same to other trustees for review.

Trustee Conrad spoke with Brian Douglas whose driveway on St. Rt. 18 was damaged by the Aspire gas line installation. Conrad gave Douglas contact information for Aspire. Conrad discussed a ZOOM meeting with the Trash Consortium. The bids for the 4/1/24 thru 3/31/29 renewal have been received. Conrad left a message for Don Romancek regarding ditch projects but received no call back.

Chairman Flynn reported that Chairman Johnson advised that there was a tree down on the Cemetery fence. Bob Storms removed same from the driveway. Flynn will ask Colby Whitney to provide a fence repair quote. Flynn discussed the Nalox box installation and proposed one on the garage by the food pantry boxes, one at the Recreation Park, and a kit in the hall by the defibrillator box. Flynn discussed the date for the BZA Conditional Use Permit renewals. This information is included in the Zoning Resolution under the Conditional Use section. Going forward this date should be included on the renewal packets sent out. Flynn thanked Trustee Johnson for leading Concert set-up effort. Flynn advised that there were over 100 residents and 30 band members in attendance. The PHS Schoolhouse had in excess of 20 visitors. He thanked the volunteers. Flynn advised that the OTA Winter Conference registration is due January 17th.

At 8:33 PM Chairman Flynn made a motion to go into executive session to discuss employment of a public employee.

A roll call vote was held:

Chairman Flynn	Yes
Trustee Conrad	Yes
Trustee Johnson	Yes

Chairman Flynn declared the meeting back in regular session at 9:15 PM.

A roll call vote was held:

Chairman Flynn	Here
Trustee Conrad	Yes
Trustee Johnson	Here

Flynn discussed the possibility of upgrading the mower fleet and suggested looking at the Trade Show at the Winter Conference.

Trustee Conrad made a motion, seconded by Trustee Johnson to hire Tim Tyrone as part-time Maintenance Man at a rate of \$18.25 hourly. Trustee Johnson will contact Tyrone and advise.

With no additional business to discuss a motion was made to adjourn at 9:25 PM by Chairman Flynn, seconded by Trustee Johnson.