

PENFIELD TOWNSHIP TRUSTEES

February 20, 2024

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

The minutes of the previous meeting were read and approved with the correction of “Zoning Inspector Scott Hopkins will send a letter to the owner of the blue ranch on Whitehead Road” not lienholder, with a motion made by Trustee Flynn, seconded by Trustee Johnson. Voucher #'s 14638-14653, PO #'s 28-29-2024, and BC #23-2024 were approved with a motion made by Trustee Johnson, seconded by Trustee Flynn.

Fiscal Officer Denes read the correspondence which included information regarding the Pride Day Virtual meeting on April 11th at 9:30 AM. Denes ordered repair kit for the xylophone at the Recreation Park from Meyer Designs. Denes reported that she has prepared the invoice to Vertical Bridge for the Denham, Vermont Street Tower permit at Zoning Inspector Hopkins request and it will be mailed February 20th. Denes placed the legal notice for review of 2023 Financial reports, as well as the Cemetery decoration removal notice. Denes contacted the Bicentennial Tree Committee regarding the location of Penfield's tree at the Roadside Park. She was advised that the committee will reach out to advise planting dates so that the location can be marked. Denes prepared the invoice for KHS's usage of the ball field for 2024 and will mail February 21st. Denes reported that the Lagrange Community Band was booked for April 20th at 7 PM. Trustee Johnson advised that the halls were rented for that day. Denes will reschedule. Denes reported that the proper paperwork for the demolition of 20243 Whitehead Road has been submitted to the LC Port Authority and the LC Land Reutilization department.

Zoning inspector Scott Hopkins reported that Nicole Finnerty will notify of the demolition bid walk-thru for 20243 Whitehead Road. Trustee Flynn asked to be notified of the date and time of the walk-thru. Hopkins sent a certified letter to the owner of the blue ranch on Whitehead Road which was signed for on February 15th. He will continue to monitor. A resident has requested information on solar panels.

Zoning Commission Chair, Chuck Magel advised that the zoning resolution cannabis verbiage needs review. He reported that they have not selected a vice-chairperson yet. Zoning Resolution changes were discussed. FO Denes advised that a copy of all recorded changes is kept in the Fiscal Office.

Fiscal Officer Elect Rachael Duling reported that she will be unable to attend the April 11th LC Beautiful Day Virtual meeting. Trustee Johnson will handle same. Duling discussed the April 1st LC Bicentennial Time Capsule deadline and suggested involving the Penfield Historical Society in preparing Penfield's selection. Duling will order pies for the April Earth Day Concert when the correct date is confirmed.

BZA member Greg Younglas had no questions or comments.

Zoning Secretary Amy Smith would like to make all new copies of the Zoning Resolution for all members to remedy the collation issue. She thanked the Trustees for the use of the Community Room for her Father's celebration of life.

BZA Chair Amy Younglas reminded all that there is a home occupation hearing on February 21st and a use variance hearing on February 28th.

SMS owner April Lent reported that the BZA hearing will be held in the Town Hall, the Boy Scouts Banquet will be in the Community Room, and the Recreation Board will meet in the Conference Room on February 21st. April will schedule Erie Janitorial the first week in April. She received a call from the group For the Love of Christmas regarding usage of the Hall for a fund-raising car show. She advised them to attend a meeting and discuss this with the Trustees. She requested a lock box on the Town Hall thermostat to help with the control of the temperature. She also requested spinning mylar bird deterrents. Trustee Johnson will order same.

Recreation Board Chair, Tim Smith will forward electronic roster to FO Denes.

Zoning Commission Alternate Jack Dillon had no questions or comments.

Zoning Commission Member Linda Dillon questioned whether the proposed car show might be held in conjunction with one of the Recreation Board Food Truck nights. April advised that they were discussing providing their own food service. She discussed her concern with the Eclipse committee advertising the Recreation Board's involvement in this event without discussion. FO Denes advised that she had given the Seman's the date of the Recreation Board's next meeting

Trustee Flynn discussed the proposed cannabis resolutions. He will poll fellow Trustees at future LCTA meetings. Solar and wind zoning was discussed as per legislation passed in 2017. He advised that the Zoning Commission should be thinking about reviewing township zoning as it pertains to this issue. Flynn advised that the Lorain County Engineers asked for the Trustee's support of the Permissive Use Tax increase. He urged all to reach out to the LC Commissioners to discuss this proposed increase.

Trustee Johnson reported that he has received the order of solar glasses for the Eclipse event. He also received Naloxone signage and camera surveillance signage. The increase of his credit card limit to \$2,500 was discussed as well as the Fiscal Officer's limit decrease to \$5,000. A motion was made by Chairman Conrad, seconded by Trustee Flynn to effect these changes.

Chairman Conrad reported that he has scheduled the road inspection drive with the LC Engineer's office for February 21st at 10 AM. He reported on his discussion with Lagrange Trustee Rita Canfield regarding the Webster Road maintenance MOU. The Webster Road MOU submitted by Lagrange Township for review has been pulled and the existing MOU from Penfield will stand after their discussion. Chairman Conrad reported that he picked up 3 new fire extinguishers from Z Protection Services at Maintenance man Tim Tyrone's request. Hall Coordinator April Lent advised that Superior Fire took 5 extinguishers to service, and when they return them the Township will be adequately covered. Conrad advised that he spoke with Trustee Dave Fisher regarding some of their residents wishing to use Rumpke for trash pickup. Conrad gave him information regarding joining the LC Trash Consortium. Chairman Conrad will take the new Land Rental Agreement to Roger Knapp for signature. Conrad reported that Don Romancek told Trustee Flynn at the LCTA meeting that ditch work is moving forward. Conrad plans on attending the Commissioners meeting regarding the Gott Ditch on March 5th at 4:30 PM.

At 8:49 PM Chairman Conrad moved to go into executive session to discuss employment of a public employee.

A roll call vote was held:

Chairman Conrad	Yes
Trustee Johnson	Yes
Trustee Flynn	Yes

At 9:55 Chairman Conrad declared the meeting back in regular session.

Roll Call:

Chairman Conrad	Yes
Trustee Johnson	Here
Trustee Flynn	Here

With no additional business to discuss the meeting was adjourned at 9:57 PM with a motion made by Trustee Flynn, seconded by Trustee Johnson.