

# PENFIELD TOWNSHIP TRUSTEES

February 7, 2023

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 Johnson. Nine guests attended the meeting.

The minutes of the previous meeting were read and approved with a motion made by Trustee Conrad, seconded by Chairman Flynn. A motion was made to approve Voucher #'s 14147 thru 14176, Payment Voucher # 4-2023, and PO # 31-2023 with a motion made by Chairman Flynn seconded by Trustee Conrad.

Fiscal Officer Denes read the correspondence which included notice from the Board of Elections, info on the 2023 NOPEC grants, and an update report required by the DOC on Cemetery operations. Denes will forward same to Sexton Johnson. Denes provided 3 bids received for the Cemetery mowing and 11 for the OPWC Webster Road Resurfacing project for later review. Denes reported that a legal notice will be published in the Rural Urban regarding the 2022 Financial Reports which will be available for review at the March 7<sup>th</sup> meeting. Denes received delivery of the Verizon cell phone for the zoning inspector and gave same to Hopkins.

New zoning inspector Scott Hopkins reported that he received a call from a resident regarding construction of a greenhouse on West Road. He also fielded a call from someone looking to purchase a non-conforming lot and asking what would be required to be able to build on it. Hopkins advised that would require a variance from the BZA.

Assistant Hall Rental Coordinator Tom Seman received a call from a party interested in renting the hall for a craft show. Discussion was held and the trustees deemed it a reasonable rental request. Seman introduced Jessica Fye, advisor for the 1<sup>st</sup> Class Kids and Critters 4-H Club. She requested use of the hall as a central location for her 4-H Club meetings. She has 24 children in her club, but no Penfield residents. Discussion was held and she is willing to recruit Penfield children to the club prior to the registration deadline of April 15<sup>th</sup>. Discussion was held and Rachael Duling offered her services as a Cloverbud advisor to meet the Penfield component of free rental. A motion was made by Chairman Flynn, seconded by Trustee Conrad to approve this usage.

Trustee Conrad reported on the OTA Winter Conference attended by Chairman Flynn, Trustee Johnson, Fiscal Officer Vicki Denes, Zoning Inspector Scott Hopkins and himself. Many good sessions were attended and much information gathered. The Trustees drove the roads with Steve Adams and Shaun Duffala of the LC Engineer's office and determined that Jones Road east of Rt. 301 to County line and Sooy Road would be part of the engineer's annual chip and seal program. The engineer's estimate for this work was \$54,000. Trustee Conrad will forward this estimate to FO Denes for preparation of the required chip and seal resolution. Conrad advised that culvert work on Indian Hollow Road should commence in May and will require road closure for 3 to 6 weeks. Conrad advised that Lagrange Township questioned Phase II of the OPWC Webster Road resurfacing project. Conrad requested that Lagrange Township handle all paperwork for this project. Conrad reported on his attendance at the Fairs Forever fund-raising campaign for their proposed expansion plan. Proposed projects and anticipated costs are: Expo Center \$6.5 million, Beef Barn \$1.5 million, Horse Arena \$2.2 million and Parking Lot Improvements \$1.8 million, for a total of \$ \$12 million. The Fair Board has currently raised \$1.5 mill from the Board of Directors of the Ag Society, \$1.5 million from the LC Commissioners, and an additional \$500,000 from individual board members and other community supporters. In addition, Farm Credit and Ag Credit have pledged banking services for this project. The Board has identified

a list of potential donors and has begun active cultivation and solicitation. Ross Foundation has pledged a \$4 million commitment for naming rights of the Expo Center and Horse Arena.

Chairman Flynn reported on a session he attended at the OTA Conference on Building better relationships with your county engineer. As part of this session utilizing the engineers for berming jobs, ditch dipping, etc. was discussed. Flynn approached Shaun Duffala regarding this and Shaun was going to discuss with his boss. He asked that requests be made in writing and they will consider based on availability of resources. Chairman Flynn asked Trustee Conrad to set up a meeting with Chad Hamman to discuss needed work for the Short Road ditch project. Flynn advised that Hall Rental Coordinators Tom and Theresa Seman received a call from Keystone Local School Superintendent Dan White regarding the free use of the Community Room for a Planning Retreat on March 16<sup>th</sup>. Much discussion was held and Fiscal Officer Denes requested that all Township and Government entities served by the Keystone Local School District contribute to the \$300 cost of the space rental. Chairman Flynn will reach out to Superintendent White to discuss this matter. A motion was made by Trustee Conrad, seconded by Chairman Flynn to allow this free usage. Flynn reported that WFD and SLCAD will be voting on a resolution in support of the Harris Radio system. If both entities pass the resolution, they will ask member entities to draft resolutions as well.

The Cemetery mowing bids were opened:

Slam Dunk	\$19,800
Done Rite	\$400 per cut
Brett Linden	\$17,880

Discussion was held and the Linden quote included weed control application. A motion was made by Trustee Conrad, seconded by Chairman Flynn to accept Linden's bid.

The Webster Road Resurfacing bids were opened:

Crossroads Asphalt	\$163,321.50
Erie Blacktop	\$163,855.20
Melway Paving	\$163,895.85
Kokosing Construction	\$165,988.00
Geauga Highway	\$168,913.00
Sarver Paving	\$169,580.99
Barbicas Construction	\$172,070.00
Precision Paving	\$180,582.00
Ronyak Paving	\$184,433.50
Plas Bros. Paving	\$186,273.92
Chagrin Valley Paving	\$189,020.50

All bids were reviewed and the decision was tabled until the February 21<sup>st</sup> meeting when Trustee Johnson will be in attendance and possibly representatives from Lagrange Township, who are co-applicants on this OPWC project

With no additional business to discuss, the meeting was adjourned at 9:50 PM with a motion made by Trustee Conrad, seconded by Chairman Flynn.