

## PENFIELD TOWNSHIP TRUSTEES

**July 19, 2022**

The 2023 Budget Hearing was called to order at 7:15 PM. All officers were present, and 2 guests attended the meeting. Assistant fiscal officer Rachael Duling presented the budget for fiscal officer Denes and discussion was held. A motion was made by Trustee Flynn, seconded by Trustee Conrad to close the budget hearing. Budget Hearing was closed at 7:20 PM.

The regular meeting of the Penfield Township Trustees was called to order at 7:30 PM. All officers were present. 9 guests attended the meeting. Voucher #'s 13896 through 13924, WH Voucher #'s 20-22-2022, PO #'s 41-42-2022, Warrant payment reallocation 13724, BC #29-2-022, and the June Bank reconciliation, and Monthly reports were approved with a motion made by Trustee Flynn seconded by Trustee Conrad.

The minutes of the previous meeting were read and approved with a motion made by Trustee Conrad seconded by Trustee Flynn.

Zoning Inspector Brett Linden reported:

- Violation on July 14th for a resident building a structure on Jones Road without a permit.
- Updates from Diane Landers (Foster Road house fire) has a general contractor, demo for house is scheduled for next week, wants insurance retainer returned from township (when Brett see's house down to foundation he will let trustees know and they will let Vicki know it's good to cut a check). They will start rebuilding as soon as it's demolished but we haven't received any plans. We should wait to issue check until we have plans for new house
- Received message from GPD group (power company) two permits, one for driveway, one for tower (both expired), can't extend permits because they were expired. Do we need to write new permits, if we write new permits do we charge for them – litigation caused holdup, issue new permits for no charge, Brett will reference old expired permits.
- July 1st – Lorain County Prosecutors office – everything has been approved for Jones Road tower.
- July 15th had a meeting with Short Action Customs to try to finalize BZA application.
- Received call from resident on Whitehead Road attempting to lot split acreage (two residents on one parcel) – may require BZA hearing for variance on frontage or acreage.
- Correspondence with Rachael Duling – wanting to build a building on her property for storing and selling seed to farmers, does use fall under agriculture or does it need to go to BZA for conditional use, read agriculture use defined – trustees will get back with an answer.

Brett Linden as resident – his son Jacob is available for the rest of the summer and wants to pressure wash all of the vinyl fencing. Trustee Flynn said he will have more fuel for use and will coordinate with Brett and Bill or Bob to show him how to use the water wagon.

Resident Stephanie Denholm– new resident from the city and still drives an hour to downtown Akron (activities director), trying to turn a farm into an extremely energy efficient venue that will eventually turn into a mini golf setup. They are trying to clean up the property. They want to possibly put in drainage through their yard that could benefit their neighbors as well down the road. Brett gave them his phone number to continue the process. She wanted to know where to find asphalt grindings, but Brett reminded them the parking lot must be impervious and dirt free. Interested in purchasing the lot next door to them (Brett advised to check the auditor's office to find that information).

Resident Rick Cadwell – emailing with Brett Linden, need to widen driveway by double, putting in a parking area, wants to obtain permit for both – Brett advised he

needs a plot plan with all detail (he emailed the entire list of what is needed). Lorain County Public Health Department to evaluate septic system and get approval for bathrooms. Brett advised to start by emailing plot plan and going from there. Brett advised to read and know their gas line easements (that is not the township's responsibility) and to contact Columbia Gas in order to learn more about what their plans are and how their property is affected.

LC Sheriff's Deputy Nicole Osborne reported 64 calls for service last month, 41 are traffic stops, 2 fraud complaints, and theft of a catalytic converter. Lots of scam calls (fake company will make a call and send a large check to someone for "office supplies" and the check is fraudulent), scam calls of deputies calling saying you have to pay your warrant and where to meet to pay it.

Tom Seman – policy about deposits for parties that deal with people who work for the township (can we drop the deposit for the hall, only paying the rental). Chairman Johnson said we are still requiring a deposit. Movie night will be held July 30<sup>th</sup>. A 4-H Social will be held 7/23 at the pavilion: can Tom open the restroom for them – trustees said yes. Trustee Conrad said Tom had backflow checked by rural water, backflow and survey are completed.

Trustee Conrad:

- Roger Knapp signed the land rent contract and gave rent check to Conrad
- Brian and Tiffany Fields 3944 Short Road, reported ditch not draining well. Really hard to get to. Include ditch on cleaning when we get to Jones Road ditch cleaning.
- County Engineers office – OPWC grant in conjunction with LaGrange township to pave Webster Road. Spoke to Shawn Duffala, we need to go to website portal and bring up agreement and get it signed and then we can bid the project. He advised to bid project out in the winter for first thing in the spring because price could be lower.
- P&J Sanitation – ran out of toilet paper, he said he knows the park gets used a lot and recommended a bigger unit with a double dispenser or make sure Tom has extra.
- Called Regal Sandblasting about sandblasting and painting the township truck bed– left two messages to get pricing.

Trustee Flynn:

- Reached out to Buck Webster about water at geothermal wells and followed up – not a leak because everything is operating correctly. Not sure where water is coming from, wells are still full.
- Parking lot – still hasn't backfilled West entrance with asphalt, but everything else looks good.
- LCTA dinner (expecting about 50 people) – Bread n' Brew \$17/person for dinner, dessert, coffee, and tea. Spencer Twist asked if he should provide plates, silverware, and drinks or just food (waiting for a price both ways) Rick moved to allocate no more than \$17/person for dinner, Duane seconded.
- Chip and Seal – new revised start date July 26<sup>th</sup>. Bid out road repairs to Melway and Plas (both provided very different quotes) we need to decide by Thursday 7/21.
- Ditches – working with Fred Pitts, neighboring townships (Wellington, Huntington, Pitts, Rochester) got a Gradall through a SWAC program, do work at no charge as long as they can get truck drivers while cleaning ditches for all townships.

Chairman Johnson

- Moved to accept the 2023 budget in the amount of \$1,208,364 as presented. Trustee Flynn seconded. Roll call – Duane - yes, Eric - yes, Rick – yes
- Ordered majority of electronic components for network and security upgrade.
- Alamo mower sold for \$4,100 and was picked up.

- Asked Bill to get stone from Archer's and spread it on Jones Road – they only had screenings and it was like dust, may need to put additional gravel down because screenings disappear.
- Short Road culvert – Duane and Eric looked at it, need to do something to keep section from falling into ravine, 2 ft off the road is a 4 ft hole, Eric says bid it out to have it fixed, all three trustees are going to go look at culvert together
- Historical Society wants to put outhouse in yard permanently and wants to know where to put it. It will be mounted on a slab of concrete so it doesn't sink. Eric may have a slab of concrete to donate, thinking maybe NW of the schoolhouse.
- Completed Lorain County Hazard Mitigation Survey for earthquakes, tornadoes, hazardous waste spills, thunderstorms, windstorms, etc.

With no further business to discuss, Trustee Flynn moved to adjourn, Trustee Conrad seconded.