

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

The minutes of the previous meeting were approved with a motion made by Trustee Flynn and seconded by Trustee Johnson. A motion was made by Trustee Johnson and seconded by Trustee Flynn to approve Warrant #'s 14970-14993, Purchase Orders 63-2024 - 65-2024, Blanket Certificates 31-2024 - 33-2024, Payment Vouchers 67-2024 - 74-2-24, and Resolution 24-038.

Fiscal Officer Duling reported we have a CD maturing December 3rd and need to decide what to do with it. She presented a thank you card from the Historical Society thanking the trustees for letting them use the hall for no charge. She asked the three trustees and zoning inspector to turn in forms for the OTA winter conference.

Zoning Inspector Scott Hopkins reported there is a BZA hearing on December 5th. He has fielded calls for a few permits for ponds, lot splits, and additions.

Tim Tyrone reported the grease traps and septic tanks were pumped at the hall. He also reported that Armstrong came out to look at the spot that they want to pour a concrete pad on. Tyrone reported the handicap spot at the park looks great.

Hall coordinator April Lent reported the parking lot at the hall is showing a lot of cracks after being sealed last time. She reported Private Security was here and they were supposed to order a fire extinguisher for the hall. April reported the last geothermal unit was installed and the painting in the community hall is done.

Trustee Flynn reported the handicap pad at the park looks great and the contractor left concrete blankets on them for now. The grindings at the park are coming along nicely. Trustee Flynn thanked Fiscal Officer Duling for handling the payment issues with Willoway Nursery. Trustee Flynn reported a resident's son wants to do some community service at the cemetery.

Trustee Johnson moved to appoint Chairman Conrad to the RLCWA board for a four year term, Trustee Flynn seconded the motion. Trustee Johnson presented a proposal from Brett Linden for cemetery lawn care for \$19,524 and for turf care at the town hall for \$1,620. Johnson moved to accept the proposal, Trustee Flynn seconded the motion.

Chairman Conrad reported we are actively looking for additional members of the BZA and Zoning Commission board. Conrad reported the final geothermal unit is installed and running. Trustee Johnson forwarded an email to Chairman Conrad from Armstrong that needed notarized and approved. Conrad reported they are well over half done with installing new road signs in the township.

At 7:59pm Chairman Conrad made a motion to go into executive session to discuss the employment of a public employee.

A roll call vote was held:

Chairman Conrad	Yes
Trustee Johnson	Yes
Trustee Flynn	Yes

At 8:52pm, Trustee Conrad declared the meeting back in regular sessions.

A roll call vote was held:

Chairman Conrad        Here

Trustee Johnson        Here

Trustee Flynn           Here

With no further business to discuss, Chairman Conrad moved to adjourn the meeting at 8:53pm and Trustee Flynn seconded.