

2025 Penfield Township Organizational Meeting

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

Deputy Osborne reported we have had calls on animals in roadways, suspicious conditions with vehicle spotlighting, and traffic complaints. She reported the monthly police reports are not currently available on the website.

1. Trustee Flynn made a motion, seconded by Trustee Conrad to elect Trustee Johnson as Chairman of the Trustees for 2025.
2. Trustee Johnson made a motion, seconded by Trustee Conrad to elect Trustee Flynn as Vice Chairman of the Trustees for 2025.
3. Trustee Flynn made a motion, seconded by Trustee Conrad to elect Trustee Johnson as Penfield Township's representative to the Board of Trustees of the South Lorain County Ambulance District with Trustee Flynn serving as alternative for a term of one year commencing 1/1/2025.
4. Trustee Conrad made a motion, seconded by Trustee Johnson to elect Trustee Flynn as Penfield Township's representative to the Wellington Fire District Board with Trustee Johnson serving as alternate.
5. Trustee Flynn made a motion, seconded by Trustee Johnson to elect Trustee Conrad as Penfield Township's representative to RLCWA Board.
6. Trustee Johnson made a motion, seconded by Trustee Conrad to elect Trustee Flynn as Drug Officer for 2025.
7. Trustee Flynn made a motion, seconded by Trustee Conrad to elect Trustee Johnson as Penfield Township's cemetery sexton.
8. Trustee Johnson made a motion, seconded by Trustee Flynn to appoint Trustee Conrad as Penfield Township's representative to the Trash Consortium.
9. Trustee Conrad made a motion, seconded by Trustee Johnson that all three trustees shall jointly chair the Town Hall Department.

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10. Trustee Conrad made a motion, seconded by Trustee Johnson that all three trustees shall jointly chair the Road Department.
11. Trustee Conrad made a motion, seconded by Trustee Flynn to elect Trustee Johnson as Penfield Township's representative for KEY Collaborative.
12. Trustee Flynn made a motion, seconded by Trustee Johnson that Huntington will continue as the township's primary depository for funds.
13. Trustee Johnson made a motion, seconded by Trustee Conrad that the Township Trustee meetings will be held at 7:30PM on the 1st and 3rd Tuesdays of each month at the Township Hall, with the exception of July 1st and August 19th. The year end meeting will be December 29th at 10am. The organizational meeting will be held January 6th, 2025.
14. Trustee Johnson made a motion, seconded by Trustee Flynn that Lorain County Beautiful Day will be held May 17th, 2025.
15. Trustee Conrad made a motion, seconded by Trustee Flynn that dumpster days will be held May 17th, August 9th, and October 11th.
16. Trustee Conrad made a motion, seconded by Trustee Flynn that the Spring Concert will be held on April 26th and the Christmas Concert will be held on December 6th.
17. Trustee Johnson made a motion, seconded by Trustee Flynn to hold the 2026 Budget Hearing on June 17th, 2025 at 7:30pm.
18. Trustee Johnson made a motion, seconded by Trustee Conrad to establish the Fiscal Officer's authority to make supplemental appropriations and to execute transfers to and from investment accounts as needed to conduct township business.
19. Trustee Conrad made a motion, seconded by Trustee Johnson authorizing the Fiscal Officer to create Blanket Certificates up to a maximum of \$5,000 each with expiration dates of 12/31/25.
20. Trustee Johnson made a motion, seconded by Trustee Flynn to reimburse mileage at the 2025 IRS rate of \$0.70/mile.

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21. Trustee Flynn made a motion, seconded by Trustee Johnson that the Trustee and Fiscal Officer salaries will be paid in compliance with ORC 505.24.
22. Trustee Johnson made a motion, seconded by Trustee Conrad that the maximum monthly payment for health care through Lorain County Commissioners for the Trustees and Fiscal Officer will be \$11,602.08 with an annual total to not exceed \$139,224.96.
23. Trustee Johnson made a motion, seconded by Trustee Flynn that the Records Retention Committee consists of Chairperson, Trustee Johnson, Fiscal Officer, Rachael Duling and Amy Younglas as the township resident. The committee will meet at a date to be decided prior to year end.
24. Trustee Flynn made a motion, seconded by Trustee Conrad to continue the Monday & Thursday exercise group rental rate at \$10 per person, per month.

Trustee Johnson made a motion, seconded by Trustee Flynn to go into Executive Session at 7:50pm to discuss employment of public employees.

Chairman Johnson Yes

Trustee Conrad Yes

Trustee Flynn Yes

Chairman Johnson called the meeting back in regular session at 9:39pm.

Chairman Johnson Here

Trustee Conrad Here

Trustee Flynn Here

25. Trustee Conrad made a motion, seconded by Trustee Johnson that the following employees be re-hired for 2025; Bob Storms at \$21/hour, Scott Hopkins at \$950/month, and Tim Tyrone at \$18.75/hour.
26. Trustee Conrad made a motion, seconded by Trustee Flynn to appoint the following to the Zoning Board and BZA: Bill Axford to the Zoning Board, John Devereaux to the BZA and Don Hill to the BZA and to reappoint Dean Bremke to the BZA, Bruce Ramsey to the Zoning Board, and Jack Dillon who is getting moved from alternate to Zoning Board member.

All fees will be determined at the Policy Review Meeting on January 8th, 2025. With no further business to discuss, Chairman Johnson moved to adjourn the organizational meeting at 9:47pm, seconded by Trustee Flynn.