

**Penn Township Trustee
Board Meeting Agenda
February 9, 2015**

1. Call to Order – Kent Hizer
2. Pledge of Allegiance
3. New Business
 - a. Annual Report-County Auditor's Office within 10 days & Publish
 - b. R100 Completed 01/15/2015, OPEB Report Completed 02/09/2015
 - c. 1782 Notice, received, reviewed, changes made & returned
02/06/2015
 - d. 2015 Eligibility Standards & Guidelines Resolution & Adoption
(Resolution 2015-1)
 - e. Cender & Company new accounting firm
 - f. Liz Stoll-Designation of Trustee

Board member Matt Lentsch:

- Metrics – dashboard indicators for:
 - Emergency services
 - Poor relief (January attached)
 - Food pantry (Year-end attached & Director to provide quarterly)
- Status of the transition in the Trustee office; Cost savings you have made through efficiency, efficiency in operations, employee retention, turnover and hiring; just would like an overview.
- Scheduling meetings for the remainder of the year and then posting all meetings on the website. I believe that we should meet monthly. We will always have business to attend to, even during the summer.
- Making sure the Mike Hays from the food pantry knows that he is invited to all meetings, but the expectation is that he attend quarterly and we should give him those dates in advance.
- Possible audit for the last business year – discuss and potentially get quotes.

- All insurance Board and directors insurance – do have it or are we going to get it. Are we going to bit our insurance out?
- The Indiana Township Association upcoming legislative conference – March 1-3; I am planning to attend, is that in our budget to be funded by the Penn Twp. Budget?
- Emergency funding, is there a way to eventually stop borrowing for operations, looking past this year and into the future; quotes from other possible lending sources including the City of Mishawaka and they have indicated to me that they would consider loaning \$'s at 4%. Bidding out of the \$'s we need and to get a better interest rate.
- The potential of eventually getting all services under one roof and planning to do that and then selling one the current facilities – long term goal.

4. Approval of minutes – January minutes

5. Old Business

- a. All necessary paperwork received by Indiana Bond Bank
- b. Update on Slatile @ Mishawaka Food Pantry
- c. Insurance Claim

6. Monthly Review of Budget

7. Trustee Report

- a. Saved over \$5,800.00 in trash service over this year – should be complete for next month
- b. Employee changes

8. Fire Chief Report

9. Adjourn

Next Board Meetings:

March 9, 2015 at 6:30 p.m. at Jackson Road Fire Department

April 13, 2015 at 6:30 p.m.