

PENN TOWNSHIP ADVISORY BOARD
BOARD MEETING MINUTES

Date: February 5th, 2018
Time: 6:30 pm
Location: 210 East Russ Street

I. CALL TO ORDER & PLEDGE OF ALLEGIANCE

--Kent Hizer called the meeting to order at 6:30.
--Chief VanBrauene led the Pledge of Allegiance.

In Attendance:

Kent Hizer
Matthew Lentsch
Dave Schmidt
Doris J. Portolese: Penn Township Trustee
Linda Smith
Steve Dalton, Principal Cender & Company LLC, Municipal Finance Advisors
Victoria Wolf, Attorney
PTFD Chief John VanBrauene

II. APPROVAL OF MINUTES

Because of a glitch with emails the January minutes were not available for review and acceptance.

III. NEW BUSINESS

- Discussion of resolution 2018- 01 an Procedure (Fire Territory) – Victoria Wolf
 - Victoria gave an overview of the 2018-01.
 - There was serious discussion regarding who was to be a member of the Executive Committee as well as who was to have voting rights. An agreement was reached and it was determined that the language was to be as written below:
 - Fire Protection Executive Committee.
 - a. *Membership will consist of three (3) voting members and two (2) non-voting members:*
 - i. *The Township Trustee of Penn Township shall be a voting member.*
 - ii. *The President and Secretary of the Penn Township Advisory Board shall each be voting members. The third member of the Penn Township Advisory Board shall be a non-voting member and will act in an advisory capacity.*
 - iii. *The Town of Osceola Town Council President shall be a non-voting representative of the Town's Citizens and will act in an advisory capacity.*

iv. A quorum consists of a majority of the voting members of the Committee. All decisions of the Committee require the affirmative vote of two (2) of the voting members.

- The 2017 annual financial report resolution 2018 (2) was presented by Doris and Linda and was approved by the Penn Township Advisory Board.

IV. OLD BUSINESS

▪ New Fire Station

- The Trustee discussed issues related to potential property for the new fire station.

V. FIRE CHIEF'S REPORT

The report was sent by email and there was some explanation by the Chief and the Board.

VI. MONTHLY REVIEW OF BUDGET & TOWNSHIP ASSISTANCE REPORTS

--Everything looks to be on track.

VII. TRUSTEE'S REPORT

- The Trustee and Linda informed the board regarding the TA - 7 and the monthly financial reports. The board expressed their appreciation for the professionalism and hard work. They were accepted as presented.

VIII. PUBLIC COMMENT

--None

IX. ADJOURNMENT

--Meeting adjourned at 8:25 PM

-- The March meeting will take place March 21, 2018 at the Penn Township Trustee's office. This will also be the third