

Penn Township Advisory Board
Minutes
13 April 2015
(Township Office)

Penn Advisory Board President Kent Hizer called the meeting to order at 6:30

Fire Chief John VanBrouaene led in the Pledge of Allegiance

The Minutes of 9 March 2015 were approved.

Motion: Matt Lentsch. Seconded: Kent Hizer.

New Business

Trustee Doris Portolese reported on negotiations with the County on health insurance coverage. (The current insurance provider is United Healthcare.) It seems that proposed rates will be higher than those communicated to us last year. . Mrs. Portolese will explore other options, including the City of Mishawaka. She will report on these conversations at the next Board meeting.

Trustee Portolese reported on a possible offer for the property directly to the east of the Township Offices. Mrs. Portolese may recommend that her office use Joe Grabill to represent the Township in negotiating any possible sale.

Board discussed a fire billing/cost recovery program. Chief VanBrouaene presented information from Fire Recovery USA. Included was a proposed fee schedule.

Board discussed the payment of restitution by Jeff Dean and Sarah Sharpe. Both Mr. Lentsch and Mr. Hizer voiced support for the Trustee pursuing restitution from Mr. Dean.

Board had an extensive and wide-ranging discussion of the proposed “community gardens” to be located adjacent to the 315 Lincolnway property. Board supports the Trustee negotiating with the City of Mishawaka regarding the property. The Board approved allocating up to \$500 to secure the property.

Mike Hayes gave the Quarterly Report of the Mishawaka Food Pantry. Matt Lentsch reminded all of the importance and value of measurable data.

Old Business

Trustee reported that Township staff have been visiting the Mishawaka Food Pantry twice a month. Goal is to provide better service to Township residents.

There was a wide-ranging discussion regarding the possibility of consolidating Township operations and MFP into a single location. Further discussion of the possible merits of bringing together other not-for-profit service agencies into a larger, combined use, facility.

Trustee Report

Trustee reported on her work on updating the Employee Handbook and integrating it with the PTFD Handbook.

Trustee reported that she has eliminated tax charges on many Township bills.

Trustee and Fire Chief will be meeting with the Osceola Town Clerk and Fire Chief to present the need for Penn Township to have a signed agreement for EMS and transport.

Monthly Review of the Budget

Everything seems to be in order.

Fire Chief Report.

In addition to items listed above, Chief VanBrouaene updated the Board on various activities of the PTFD. Notable among these were

The scheduled "active shooter" training at Grissom Middle School

The lead paramedic leaving PTFD for another position

Next Board meeting was rescheduled from 11 May to 5 May.

Meeting was adjourned at 8:33

Submitted for Board approval by Dave Schmidt, Board Secretary