

PENN TOWNSHIP ADVISORY BOARD

BOARD MEETING MINUTES

Date: June 8, 2015

Time: 6:30 pm

Location: Penn Township Fire Department
Jackson Road
Mishawaka, In 46544

I. CALL TO ORDER & PLEDGE OF ALLEGIANCE

The meeting was called to order at 6:30 by Ken Hizer-President.

II. ROLL CALL

Board Member Attendance:

Ken Hizer	President		
Dave Schmidt	Secretary		
Matthew Lentsch	Board Member		
John VanBruaene	Fire Chief		
Doris J. Portolese	Trustee		
Lynda Kay Smith	Admin		

Other Attendees: Michael Castellon, Penn Township Assessor

III. APPROVAL OF MINUTES

Motion: Matt Lentsch

Second: Kent Hizer

Vote: Ayes: 3 Nays: 0

Resolved: Approved without modifications

IV. OLD BUSINESS

Update on the Countywide Health Insurance.

Trustee made two unsuccessful informal attempts to visit Osceola Fire Chief and Clerk to discuss contract for EMS and transport. The goal is to build positive working relationships.

The Trustee filed a civil complaint against former Trustee Jeff Dean. Intention is to recover Township funds.

The Trustee will seek a signed agreement with Sarah Sharp outlining her repayment of Township funds.

V. NEW BUSINESS

Joseph Braniff was sworn in as a member of the PTFD.

Honored FF Paramedic Person and FF Franco for their courageous attempt to rescue the victim of a house fire. They entered the structure, located the victim, and performed lifesaving procedures. Unfortunately the victim died of his injuries.

Mr. and Mrs. Culver came to the Board meeting to offer publically their gratitude to members of the PTFD who responded to Mr. Culver's cardiac emergency and successfully conducted lifesaving procedures.

Fun Fair will be held in August. Township residents are invited. Focus will be on back-to-school safety.

Adoption of Resolution 2015-2: Service Agreement with Fire Recovery USA

Motion: Dave Schmidt

Vote: Ayes: 3

Nays: 0

Adoption of Resolution 2015-03: Interfund Fire Loan for \$100,000.00. Move funds from Cum Fire Fund #1190 to Firefighting Fund #1111.

Vote: Ayes: 3

Nays: 0

VI. FIRE CHIEF REPORT

Fire Chief John VanBruaene informed the Board that Chief Kaz will be traveling to Germany to participate in an international summit on fire behavior. This is an honor to be invited. Chief Kaz's participation will come at no cost to the Township.

VII. TRUSTEE REPORT

The Trustee is undergoing training in preparation for the Budget approval process. She will distribute a schedule outlining the steps to approval.

VIII. MONTHLY REVIEW OF BUDGET & TOWNSHIP ASSISTANCE REPORTS

Everything looks to be on track.

IX. PUBLIC COMMENT

Penn Township Assessor discussed recent activities of his office. He is working diligently to professionalize the operation of the Township Assessor's Office. He indicated that tax revenue may increase slightly due to increases in the value of real estate.

X. ADJOURNMENT

Meeting adjourned at 8:09 PM

Next meetings

6.30 PM July 13 at Jackson Road Fire Station

6.30 PM August 10 at Penn Township Office

MINUTES CERTIFICATION:

Proposed minutes respectfully submitted,

Board Secretary/Recording Secretary

Minutes Approved by the Township Advisory Board

Board Secretary/Recording Secretary