

PENN TOWNSHIP

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PENN TOWNSHIP ADVISORY BOARD BOARD MEETING MINUTES

Date: 10 July 2017
Time: 6:30 pm
Location: Jackson Road Fire Station

I. CALL TO ORDER & PLEDGE OF ALLEGIANCE

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

In attendance:

Kent Hizer
Matthew Lentsch
Dave Schmidt
Doris J. Portolese: Penn Township Trustee
Lynda Kay Smith, Township Office Manager
Gary Deardurff

II. APPROVAL OF MINUTES

Motion: Matt
Second: Kent
Resolved: Approved without modifications
Vote: Ayes: 3, Nays: 0

III. NEW BUSINESS

--Swearing in of Ronald Johnson and Ashley Kirkly as full-time members of PTFD. Members of the Board expressed their appreciation to Ronald and Ashley for their willingness to serve the residents of Penn Township.

--Presentation preliminary numbers for the 2018 Budget. Members discussed various items in the Budget.

Revision/Addendum to the Personnel Policy Manual regarding Sick Time and Performance management.

IV. OLD BUSINESS

- The 2018 Inter-Local agreement with the Town of Osceola will be signed within the month.
- Township agrees to use Steve Dalton (Cender) to assist in preparing the agreement and a timetable for forming a fire territory.
- The Board discussed the pros and cons of forming a joint department with Southwest Fire Territory.

V. FIRE CHIEF'S REPORT

- We heard the Chief's report and reviewed the statistics regarding runs and other FD activities. Everything looks good.
- The Board discussed various options regarding location and features of the possible new fire station.
- The Chief expressed his concerns about the Call Center operations. He is concerned about the number of errors and lost calls.

VI. MONTHLY REVIEW OF BUDGET & TOWNSHIP ASSISTANCE REPORTS

- Everything looks to be on track.

VII. TRUSTEE'S REPORT

- There is, at this time, no date for the fraud case.

VIII. PUBLIC COMMENT

- Gary Deardurff's comment: "Keep up the good work."

IX. ADJOURNMENT

- Meeting adjourned at 8:30 PM
- Next meeting is scheduled for 6:30 on 7 August 2017 at the Penn Township Office.