

PENN TOWNSHIP  
210 East Russ Street  
Mishawaka, Indiana 46545  
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PENN TOWNSHIP ADVISORY BOARD  
BOARD MEETING MINUTES

Date: 14 September 2015  
Time: 6:30 pm  
Location: Penn Township Office  
Mishawaka, IN 46545

I. CALL TO ORDER & PLEDGE OF ALLEGIANCE

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

II. ROLL CALL

In Attendance:

Kent Hizer  
Dave Schmidt  
Matthew Lentsch  
Doris J. Portolese  
Lynda Kay Smith  
John VanBrouaene

Guests:

Steve Dalton (Cender)

III. APPROVAL OF MINUTES

Motion: Kent Hizer

Second: Dave Schmidt

Resolved: Approved (with the correction of "Ken" to "Kent")

Vote: Approved 3-0

IV. NEW BUSINESS

-Public Hearing on the Budget

Matt moved and Kent seconded the motion to accept the Budget

Vote: Approved 3-0

-Resolution 2015-05

Interfund transfer to Firefighting Fund

Vote: Approved 3-0

-Resolution 2015-06

For non-reverting monies (Fire Recovery USA funds)

Matt moved, Kent seconded

Vote: Approved 3-0

## V. MONTHLY REVIEW OF BUDGET & TOWNSHIP ASSISTANCE REPORTS

-Everything looks to be on track.

## VI. OLD BUSINESS

-Trustee Portolese updated the Board on progress on the ongoing effort to obtain a settlement on the damage to the Lincolnway property (315 Lincolnway West, Mishawaka)

## VII. TRUSTEE REPORT

-Mrs. Portolese reported on work on the windows and parking lot that needs to be done on the Lincolnway property (315 Lincolnway West, Mishawaka).

-Mrs. Portolese discussed the hearing on September 18. Former Trustee Jeff Dean will be asking for dismissal.

-Mrs. Portolese reported that she will be corresponding with the St. Joseph County Commissioners concerning the Public Safety LOIT for 2017 Budget Year.

## VIII. FIRE CHIEF REPORT

-The Trustee and the Fire Chief will contact Jamie O'Brien (Counsel for Osceola) to discuss the relationship between PTFD and the Osceola FD.

-The Fire Chief, the Trustee, and the Board discussed possible scenarios in the relationships between PTFD and the FDs of Osceola and Madison TWP.

-The Chief reported that we may need to purchase a new industrial grade washing machine. The one used to clean turnout gear is not functioning properly.

## IX. PUBLIC COMMENT

-None

X. ADJOURNMENT

Future meetings:

12 October at Penn Township Office

9 November at Penn South Fire Station (Jackson Rd)

Meeting adjourned at 8:24 PM