

PENN TOWNSHIP  
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PENN TOWNSHIP ADVISORY BOARD  
BOARD MEETING MINUTES

Date: 14 December 2015  
Time: 6:30 pm  
Location: Penn Township Office

I. CALL TO ORDER & PLEDGE OF ALLEGIANCE

-Kent Hizer called the meeting to order  
-Dave led the Pledge of Allegiance

II. ROLL CALL

In Attendance:

Kent Hizer  
Matthew Lentsch  
Dave Schmidt  
Doris J. Portolese

Guests:

Jenifer Blouin

III. APPROVAL OF MINUTES

Motion: Matt Lentsch  
Second: Dave Schmidt  
Approved: 3-0

IV. NEW BUSINESS

Jenifer Blouin (Bethel College intern) gave an informative presentation regarding her work on the Township Cemeteries. She significantly advanced the organization of files related to the cemeteries.

All Board members signed the certification of compliance regarding nepotism in employment and contracting.

Board members signed pending bond paperwork.

Passed Resolution 2015-10 moving \$5,000 from General Township Fund, \$5,000 from Poor Relief Fund, \$5,000 from Township Assistance Fund, and \$141.50 from Excess Levy Fund to the Rainy Day Fund.

Motion: Matt

Second: Dave

Vote: 3-0

Passed Resolution 2015-11 moving \$41,000 from Section 2 (supplies) and \$70,000 from Section 3 (other services) to the budget for part-time Firefighters.

Motion: Kent

Second: Matt

Vote: 3-0

Board approved the bid from Crossroads Ambulance Services for the re-chassis of the EMS rig for the amount of \$140,780.00.

Motion: Kent

Second: Matt

Vote: 3-0

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

Everything looks to be on track.

## VI. OLD BUSINESS

No business transacted.

## VII. TRUSTEE REPORT

Trustee Portolese informed the Board that there is an investigation into a potential case of recipient fraud. She is working with DA Cotter on this case. Board members expressed their appreciation for the diligence of the Trustee and her staff in this matter.

## VIII. FIRE CHIEF REPORT

Chief VanBrouaene was not able to attend. Trustee Portolese indicated that there were no matters of concern.

#### IX. PUBLIC COMMENT

-None

#### X. ADJOURNMENT

Future meetings:

5 January at Penn Township Office

8 February at Penn South (Jackson Road) Fire Station

Meeting adjourned at 8:15 PM