

PENN TOWNSHIP

210 East Russ Street

Mishawaka, Indiana 46545

Telephone: 574-256-6213

Facsimile: 574-256-6234

PENN TOWNSHIP ADVISORY BOARD BOARD MEETING MINUTES

Date: 8 August 2016

Time: 6:30 pm

Location: Penn Township Trustee's Office

I. CALL TO ORDER & PLEDGE OF ALLEGIANCE

-Board President Ken Hizer called the meeting to order at 6:30.

-Chief VanBrauene led the Pledge of Allegiance.

A Word of Appreciation to Lynda Smith for securing a new flag pole.

II. ROLL CALL

In Attendance:

Kent Hizer

Matthew Lentsch

Dave Schmidt

Doris J. Portolese: Penn Township Trustee

Lynda Kay Smith

John VanBrauene: Chief, PTFD

III. APPROVAL OF MINUTES

Motion: Kent Hizer

Second: Matt Lentsch

Resolved: Approved without modifications

Vote: Ayes: 3 Nays: 0

IV. NEW BUSINESS

--Board members signed the Memorandum of Understanding with the City of Mishawaka related to the Community Garden located adjacent to the Township property located at 315 Lincolnway W, Mishawaka. Trustee Doris Portolese expressed her optimism that the City will cover the costs for an upgrade of the west windows.

(See Trustee's Report for other items.)

V. MONTHLY REVIEW OF BUDGET & TOWNSHIP ASSISTANCE REPORTS

-Everything looks to be on track.

VI. OLD BUSINESS

-A brief update on the Advisory Board for the possible relocation of McKinley Fire Station. There is some possibility of obtaining some property just west of Bittersweet Road that is owned by the PHM School Corporation.

There was a wide-ranging discussion of possible funding streams for the fire station, both public and private.

VII. TRUSTEE'S REPORT

-Mrs. Portolese will meet with representatives of the DLGF on August 15. Will report at the next Board meeting.

-Staff will be participating in training provided by the Indiana Township Association September 19-21.

-Mrs. Portolese reported that the Jeff Dean case will likely go to trial.

VIII. FIRE CHIEF'S REPORT

-Chief VanBrouaene gave an update on the complaint about a 9 Jun 2016 EMS run. The Chief outlined the follow up to the complaint. He has collected statements from PTFD staff involved in the run.

-Specs are being prepared for a new Battalion Chief vehicle. Purchase is planned for 2017. The funds will come from the Cum Fire Fund.

-The Department is moving forward on the purchase of a hose truck. The funds will come from the sale of Engine 13.

-The FD will be upgrading the communication system for the fire stations. The new system is Locution. It costs \$30,260.45 plus \$1799.00 per year for maintenance.

-Medic 13 is now in service.

IX. PUBLIC COMMENT

-None

X. ADJOURNMENT

Meeting adjourned at 8:00 PM