

PENN TOWNSHIP ADVISORY BOARD

BOARD MEETING MINUTES

Penn Township Office

Telephone: 574-256-6213

Facsimile: 574-256-6234

Date: July 9th, 2018

Time: 6:30 pm

I. CALL TO ORDER & PLEDGE OF ALLEGIANCE

--Matt Lentsch called the meeting to order at 6:30. There was not a quorum at the meeting, so Penn Township business was discussed, but no official business/action was taken.

--Chief VanBrauene led the Pledge of Allegiance.

In Attendance:

Matthew Lentsch

Doris J. Portolese: Penn Township Trustee

PTFD Chief John VanBrauene

Lynda Smith

II. APPROVAL OF MINUTES

The June minutes were presented.

III. NEW BUSINESS

a. Additional appropriation for non-reverting fund resolution 2018-06

1. **The resolution was tabled until the July 9th meeting, but because a quorum did not exist it will be presented again at the August meeting.**

IV. OLD BUSINESS

a. New Fire Station

- The Trustee, Fire Chief and the one Penn Board discussed a few outstanding issues related to the building of a new fire station.
- Matt again communicated that he would like to see a detailed timeline that shows the date a task or step in the process is going to be completed by whom and updated regularly. Doris agreed that she would take care of putting together a timeline as soon as possible and would distribute it to the Board.
- Chief communicated that he is working diligently with CORE to further design the new fire station.

V. FIRE CHIEF'S REPORT

The detailed report was sent by email and there was some discussion by the Chief and the Board.

VI. MONTHLY REVIEW OF BUDGET & TOWNSHIP ASSISTANCE REPORTS

--Everything looks to be on track.

VII. TRUSTEE'S REPORT

- a. The Trustee and Lynda discussed the TA - 7 as well as a very brief report on Township business with the Board and the monthly financial reports. Matt expressed appreciation for the professionalism and hard work.

VIII. PUBLIC COMMENT

--None

IX. ADJOURNMENT

--Meeting adjourned at 7:45 PM

Next Board Meeting(s)/Hearings

August 6th 2018@ 6:30pm

Penn Township office on Russ
Street