

PENN TOWNSHIP ADVISORY BOARD
BOARD MEETING MINUTES

Penn Twp. Trustees Office, Russ Street

Telephone: 574-256-6213

Facsimile: 574-256-6234

Date: August 6th, 2018

Time: 6:30 pm

I. CALL TO ORDER & PLEDGE OF ALLEGIANCE

--Kent Hizer called the meeting to order at 6:30.

--Chief VanBrauene led the Pledge of Allegiance.

In Attendance:

Kent Hizer

Matthew Lentsch

Dave Schmidt

Doris J. Portolese: Penn Township Trustee

PTFD Chief John VanBrauene

Lynda Smith

Steve Dalton, Principal Cender & Company LLC, Municipal Finance Advisors

II. APPROVAL OF MINUTES

The July minutes were approved as presented.

III. NEW BUSINESS

- a. Additional appropriation for non-reverting fund resolution 2018-06
 1. A public hearing was held and at its conclusion the Penn Twp. Board approved and signed the additional appropriation for Non Reverting Fund Resolution 2018—06
- b. The Board and Trustee discussed the potential of selling its properties on 55300 Apple Road and 12197 McKinley. No final determination/authorization was made, the Board and Trustee felt that appraisals and more information was needed in order to effectively make the best decision. Additional information will be available at the September meeting and discussion regarding this authorization will take place at the September meeting.
- c. Steve Dalton from Cendar and Company led an informative discussion regarding the 2019 Penn Township budget. No formal action was taken and further discussion will take place at the September meeting.
- d. Resolution 2018-09: The Penn Twp. Board voter affirmatively to authorize the selling of the Penn Twp. Fire departments Chery Surbarban.

IV. OLD BUSINESS

- a. New Fire Station
 - o The Trustee, Fire Chief and the Penn Board discussed many, significant issues related to the building of a new fire station.

- The board communicated that they 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. Additionally, the Chief reported that the active shooter training at PHM went very well.

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 with the Board and the monthly financial reports. The board expressed their appreciation for the professionalism and hard work. They were accepted as presented.
- b. Doris communicated the MFP first and second quarter statistics.. MFP is also purportedly going to be working on a succession plan.

VIII. PUBLIC COMMENT

--None

IX. ADJOURNMENT

--Meeting adjourned at 8:20 PM

Next Board Meeting(s) and Public Adoption Hearing for the 2019 Budget

October 1st, 2018@ 6:30pm, Penn Township office on Russ Street