

PENN TOWNSHIP

13960 Jackson Rd.
Mishawaka, IN 46544
574-255-5075

PENN TOWNSHIP ADVISORY BOARD

BOARD MEETING MINUTES

Date: December 10, 2018
Time: 6:30 pm
Location: Penn Fire Department, Jackson Road

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
Lynda Kay Smith, Township Office Manager
Chief John VanBrauene
Folks from Core ...the Folks from Epoch...

II. APPROVAL OF 01 OCTOBER 2018 TOWNSHIP BOARD MINUTES

Motion: Matt
Second: Dave
Resolved: Approved without modifications
--Approved: Yes: 3, No: 0

III. NEW BUSINESS

Epoch and CORE Construction Update

- The representatives from CORE, Epoch, Chief John and Trustee gave a lengthy update on the status of the new fire station project. Many variables regarding the different property sites (PHM, Kizer, Penn Twp. Current fire station site, etc.) potential, **adverse environmental findings** on the Penn site as well a budget and timing were discussed. The role of St. Joe County was also discussed in the development of the project. As things stand at this point, no development support is seen to be forthcoming from St. Joe County Government. A further environmental study was going to be done? A further conversation of Chief and Doris with the Superintendent of PHM schools was supposed to be schedule for the week after the board meeting?
- The project as it stands, without the County support on the PHM site, would not be able to meet the criteria of a life span of up to 50 years and would not include the ideal number bays (4), nor the community room nor the tactical space for the St. Joe County Police.
- The way, in which the Folks from Epoch and CORE represented the project as it stands now, the only way in which the project could move forward and stay within budget, and include all that has been deemed a necessary part of the project with the known variables was to strongly consider building the new fire station at the site of the current Penn Fire station on Mckinley.
- There was also discussion regarding the best placement of new Penn Fire Station in regard to response time.
- There was additional discussion regarding about another alternative site.
- Penn Twp. Board member Matt Lentsch made a motion to approve the building of the new Penn Fire Station at the current site of the Mckinley Ave. Penn Fire station. There was not a second to the motion and the motion thus did not move forward.
- The very lengthy presentation and subsequent discussion ended without any concrete resolution!

Nepotism Certification

- Doris reviewed the nepotism certification and the board members signed the appropriate certification forms.

--Resolutions 2018-21 (Revised)

Motion: Kent

Second: Dave

--Approved: Yes: 3, No: 0

--Resolutions 2018-22 Transfer of Funds

Motion: Matt

Second: Dave

--Approved: Yes: 3, No: 0

--Approval of 2019 Holiday Schedule

Motion: Kent

Second: Dave

--Approved: Yes: 3, No: 0

--Travel Policy Revision

Motion: Matt

Second: Kent

--Approved: Yes: 2, No: 1

IV. OLD BUSINESS

--New fire station

--Nothing more to discuss

V. FIRE CHIEF'S REPORT

--Sent out in advance, nothing new to discuss

VI. MONTHLY REVIEW OF BUDGET & TOWNSHIP ASSISTANCE REPORTS

--Everything looks to be on track.

VII. TRUSTEE'S REPORT

--Nothing new to report

VIII. PUBLIC COMMENT

--none

IX. ADJOURNMENT

--Meeting adjourned at 8:25 PM