

**Penn Township Advisory Board Meeting
Minutes**

2 January 2024
Trustee's Office
210 East Russ Ave
Mishawaka, Indiana 46545

In Attendance

Kent Hizer, Board President
Dave Schmidt
Kris Verash
Doris Portolese, Trustee
Chief Witt, Penn Township Fire Department

1. Pledge of Allegiance led by Chief Witt
2. Call to Order – Doris Portolese, Trustee (5.30 PM)
3. New Business
 - A. Election of new Board officers
 - Conducted by the Trustee
 - Kent Hizer named President
 - Dave Schmidt named Secretary
 - Kent presided over the rest of the meeting.
 - B. Approval of the 6 December 2023 Township Board Minutes.
 - Moved by Kent
 - Seconded by Dave
 - Approved 3-0
 - B. Resolution 2024-01 Nepotism in Contracting. All members signed.
 - C. Resolution 2024-02 Nepotism in Employment. All members signed.

D. Transfers to Rainy Day

- Moved by Kent
- Seconded by Kris
- Approved 3-0

E. Approval for one-half of the Shive Hattery Invoice for Station #13, up to \$14,490.25.

- Moved by Kent
- Seconded by Kris
- Approved 3-0

4. Old Business

A. The final completion of the Baby Box installation is awaiting the resolution of technical problems with the latch.

B. The interviews for the Director of the Mishawaka Food Pantry are ongoing. A decision may be announced soon.

C. The Mishawaka Food Pantry raised over \$30,000 in their recent auction.

5. Fire Chief's Report.

A. Five individuals will be interviewed as candidates for two positions.

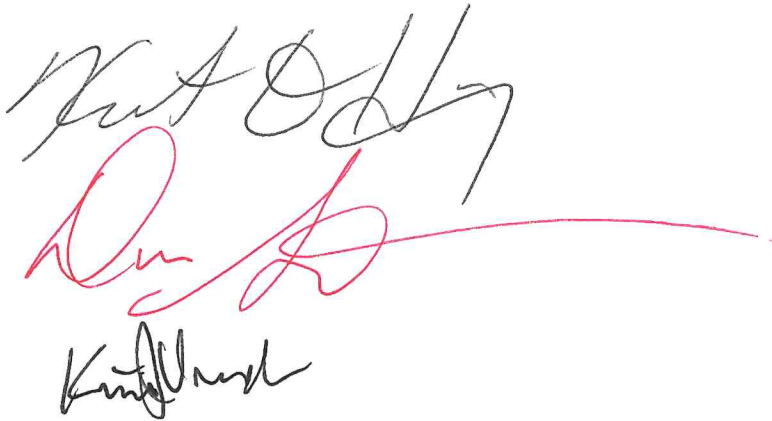
B. The PTFD received \$21,000 grant for overtime costs from FEMA COVID Relief Funds. An additional \$7,600 grant to cover supplies, especially emergency medical supplies.

6. Trustee's Report

A. The November TA-7 and Financials will come in the near future.

7. The meeting was adjourned at 5:56

The next Board Meeting
5 February 2024
5:30 PM
Trustee's Office
210 East Russ Ave
Mishawaka, Indiana 46545

The image shows three handwritten signatures. The top signature is in black ink and appears to be 'Kent Oddy'. The middle signature is in red ink and is more stylized, possibly 'Dan A'. The bottom signature is in black ink and appears to be 'Kantland'.