

Minutes

Penn Township Advisory Board Meeting

07 January 2025

Penn Township Fire Station #14

13960 Jackson Road

Mishawaka, IN 46544

In Attendance

- Kent Hizer, Board President
- Dave Schmidt
- Kris Verash
- Doris Portolese, Trustee
- Chief Keith Witt
- Chief Michael Gerndt
- Members of the PTFD to be sworn in

Plus their friends, family, and coworkers

Pledge of Allegiance (5:30 PM)

Swearing In Ceremony

Chief Witt officiating

--Chief Michael Gerndt

Chief Gerndt officiating

--Alica Farkas

--Tiffany Gilbert



--Isiah Mourning

--Samuel Nowak

Penn Township Board Meeting

Call to Order—Doris Portolese, Trustee (6:15 pm)

--Trustee Portolese conducted the Annual Board Officers Election

--Kent Hizer was selected to serve as President

-Nominated by Dave

-Seconded by Kris

--Approved 3-0

--Dave Schmidt was selected to serve as Secretary

-Nominated by Kent

-Seconded by Kris

--Approved 3-0

Kent Hizer assumes the chair

New Business

A. Approval of the 02 December 2024 Township Board Meeting Minutes.

-Kent moved

-Kris seconded

--Approved 3-0

B. Annual Board of Finance Investment Report—Provided by Trustee Portolese

C. Resolution 2024-13—Rainy Day Transfer

-Kent moved

-Dave seconded

--Approved 3-0

D. Resolution 2024-14—Authorizing Account Transfer

-Dave moved

-Kent seconded

--Approved 3-0

E. Resolution 2025-01—Nepotism in Contracting

-Kent moved

-Dave seconded

--Approved 3-0

F. Resolution 2025-02—Nepotism in Employment

-Kent moved

-Kris seconded

--Approved 3-0

G. Merit System Update

-Full-time employees of the PTFD voted 18-4 to turn down the merit system

-Materials related to the vote are in the custody of the Township attorney.

4. Old Business

A. None.

5. Fire Chief's Report

A. Chief Witt will continue to serve the Township on two projects

-Provide follow-up on the active shooter readiness program

-Provide oversight for the completion of the Training Facility behind Station #13

6. Trustee's Report

A. Trustee Portolese announced that the TA-7 and the Financials will be delivered by email.

7. The meeting was adjourned

-Kent moved

-Kris seconded

--Approved 3-0

The next Board Meeting

TUESDAY

04 February 2025

5:30 PM

Penn Township Office

210 East Russ Avenu

Mishawaka, IN 46545