

**Minutes
Penn Township Advisory Board Meeting
& Fire Territory Board Meeting
04 February 2025**

**Penn Township Office
210 East Russ Avenue
Mishawaka, IN 46545**

In Attendance

- Kent Hizer, Board President
- Dave Schmidt
- Kris Verash
- Doris Portolese, Trustee
- Chief Michael Gerndt
- Steve Dalton

Pledge of Allegiance

- Led by Chief Gerndt

Call to Order—Kent Hizer, Board President (5:30)

New Business

A. Conversation with Steve Dalton

- Discussion of Township finances, Penn Township Fire Department, and consolidation possibilities.
- Doris and Kent will represent Penn Township at an ad hoc meeting with representatives of other townships and fire Departments.

B. Approval of the 07 January 2025 Township Board Meeting Minutes.

- Kent moved
- Kris seconded
- Approved 3-0

C. Resolution 2025-04--Approval of the 2024 Annual Financial Report.

- Kris moved
- Kent seconded
- Approved 3-0

D. Resolution 2025-03--Approval of Assistance Standards and Guidelines

- Kris moved
- Kent seconded
- Approved 3-0

4. Old Business

- A. None.

5. Fire Chief's Report

- A. Chief Gerndt communicated his commitment to the steady improvement of the PTFD.
- B. The 77 Fund will launch March 1.

C. Public Safety Leadership Courses will be held March 13-15 at the Mishawaka Iron Works.

D. The Chief is forming a Leadership Book Club designed to promote a culture of mutual support. The first books are

--John Miller, ***QBQ! The Question Behind the Question: Practicing Personal Accountability at Work and in Life***

--John Miller, ***Outstanding! 47 Ways to Make Your Organization Exceptional***

E. Chief has initiated a review and update of the PTFD Mission Statement.

D. The Chief is pursuing reimbursement for fuel taxes.

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

--Dave seconded

--Approved 2-0

[Kris was called away for a personal matter.]

The next Board Meeting

03 March 2025

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