

**Penn Township Advisory Board Meeting
Minutes**

4 March 2024
13960 Jackson Road
Mishawaka, IN 46544

In Attendance

Kent Hizer, Board President
Dave Schmidt
Kris Verash
Doris Portolese, Trustee
Chief Witt, Penn Township Fire Department
Family and friends of Luke Quick and Jordan Verhaeghe
George Bashura

1. Pledge of Allegiance led by Chief Witt
2. Call to Order – Kent Hizer (5.30 PM)
3. New Business
 - A. Swearing in ceremony.
 - Luke Quick
 - Jordan Verhaeghe
 - B. Approval of the February 5th Board Meeting Minutes.
 - Krish moved
 - Kent seconded
 - Approved 3-0
 - C. Discussion of the 77 Retirement Fund tabled.
4. Old Business
 - A. Baby Box Dedication scheduled for March 19.
 - B. No progress on the billboard.
5. Fire Chief's Report.
 - A. Chief Witt reported that the Department had a busy month.
 - B. PTFD has had some cross-training with the Mishawaka Fire Department.
 - C. The ISO rating materials were submitted. The response is due in approximately 30 days.



Kent Hizer

D. The Chief reported on the current state of our preparation for an active shooter incident. The County-wide document, Incident Command Protocols, is waiting for input from the St. Joseph County Police Department. Advanced Shooter Command training will be on March 11-13 and additional training will take place in June.

E. We should expect some work to begin on the Training Facility at the end of May or early June. The St. Joseph Commissioners agreed to provide funds for the construction.

6. Trustee's Report

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

B. Luann Hazen will be the new Director of the Mishawaka Food Pantry.

7. The meeting was adjourned at 6:20.

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