

Penn Township
St. Joseph County, Indiana

Advisory Board Meeting
September 14th, 2020
210 East Russ Ave, Mishawaka, IN 46545

Minutes

5:30 pm: Pledge of Allegiance

Meeting called to order by Dave Schmidt, Board President

Attendance:

Dave Schmidt- President

Kent Hizer- Board member (Acting secretary)

Doris Portolese- Trustee

John VanBrouaene- Fire Chief

1 member of the public

Absent: Lacy Hahn-Normandin

New Business:

Minutes from June 2020 not available. Adoption of the minutes tabled until Oct 5th meeting.

President Schmidt open the hearing of the 2021 Budget.

Discussion was made relating to the fire department currently running at a budget deficit with additional funds from the fire account cash balance making up the difference. According to the DLGF, we are at a maximum levy as to the question of creating additional revenues from tax resources. The fire department continues to develop and use non-reverting funds (non-tax) to offset some of the expenditures from the general fire fund.

Overall, the Trustee has asked to increase the 2021 budget versus the 2020 budget by \$117,255.00. This is broken down by funds as shown below:

Rainy Day Fund: Zero change

Township- General: + \$6,280

Township Assistance: +\$15,750

Fire: +\$148,645

Cum Fire: (-\$53, 460)

President Schmidt open the floor for comments from the public. There were none.
With no further comment, President Schmidt closed the budget hearing.

Resolution 2020-10 Intention not to defer township payroll taxes was presented by Trustee Portolese. A motion was made by Kent Hizer to approve. The motion was seconded by Dave Schmidt. The motion passed 2-0.

Old Business:

New Fire Station:

A pre-bid meeting was to be held on September 18th. The bids for all phases was to open on September 21st and close on September 30th, 2020. A groundbreaking date will be made once the bids are accepted and the Gantt chart will be updated with timelines.

Fire chief's report:

The Fire Chief, John VanBrouaene distributed his reports to the Trustee and the Board electronically.

Chief VanBrouaene notified the board that he created a new position of Operations Chief and hired Keith Witt to serve in that position. He also informed the board they would be hiring two new paramedics.

Trustee's Report:

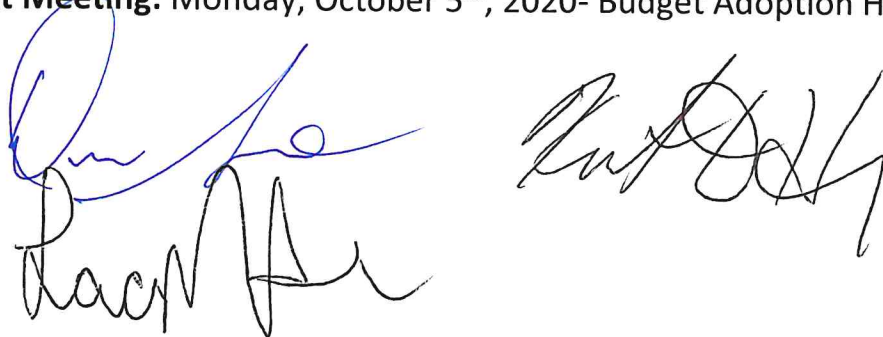
Trustee Portolese distributed the monthly TA-7 reports.

President Schmidt adjourned the regular meeting. He asked the member of the public to leave as he intended to convene an Executive Session to discuss personnel Issue's which are not open to the public.

Executive Session:

President Schmidt opened an Executive Session to discuss personnel matters within the Penn Township organization. After the session was completed, President Schmidt closed the session.

Next Meeting: Monday, October 5th, 2020- Budget Adoption Hearing. Trustee's Office.

Two handwritten signatures are present at the bottom of the page. The signature on the left is written in blue ink and appears to be 'Dave Schmidt'. The signature on the right is written in black ink and appears to be 'Kent Hizer'.