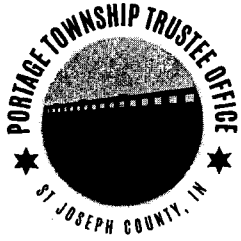




Meeting Minutes
Township Board of Portage Township, St. Joseph County, Indiana
September 9, 2024
Office of Portage Township Trustee
340 Columbia Ave., South Bend, IN 46601
[Online Link](#)

- I. Call Meeting to Order
Meeting called to order at 5:03 pm
- II. Roll Call
Board Chair Muhammad Shabazz, Board Members Ryan Hill & Cheryl Ashe, Trustee Jason Critchlow, Township Counsel Alex Bowman, and Bond Counsel Tom Everett present.
- III. Approval of Agenda
Ms. Ashe motioned to accept, seconded by Mr. Shabazz, passed unanimously.
- IV. Approval of Minutes – August 20, 2024 Regular Meeting
Mr. Hill noted a minor correct. Mr. Shabazz motioned to approve, seconded by Ms. Ashe, and passed unanimously.
- V. Public Comment
None.
- VI. New Business
 - a. 21-2024 Resolution authorizing new financial institution
Trustee described resolution authorizing Trustee and staff to transfer assets to a new banking insitutions. Ms. Ashe motioned to approve, seconded by Mr. Shabazz, and passed unanimously.
 - b. 22-2024 Amendment to Bond Resolution
Bon Counsel Tom Everett explained minor changes to original Bond resolution which will ensure appropriate use for 340 Columbia building. Mr. Shabazz motioned to approve, seconded by Ms. Ashe, and passed unanimously.
 - c. 23-2024 Resolution Authorizing Tax Anticipation Warrant
Township Counsel Alex Bowman explained this resolution authorizes the Township to bid banking institutions seeking a \$4 million bridge loan. The need for this is due to the initiation of the new Fire Territory and tax levy payments behind retroactive. Therefore, the Township will be in need of upfront money to cover costs until those levies become available later in the year. Mr. Shabazz motioned to approve, seconded by Mr. Hill, and passed unanimously.
 - d. 2025 Budget Adoption
No additional discussion from previous meeting. Mr. Hill made a motion to approve, seconded by Mr. Shabazz, passed unanimously.
 - i. 24-2024 Township Salaries 2025



Clarification was given that the current acting Fire chief is not being paid in the 2024 budget year. Mr. Shabazz motioned to approve, seconded by Ms. Ashe, and passed unanimously.

- e. Agenda amended to add 25-2024 regarding amendment to the original Bond Resolution. It was realized this resolution was left off of the agenda. However, this resolution was advertised in the proper media and provided to the board ahead of this meeting. Mr. Shabazz motioned to add this item to the agenda, seconded by Ms. Ashe, and passed unanimously.

Details of this resolution were shared by Mr. Everett earlier and there were no further questions. Mr. Shabazz motioned to approve, seconded by Ms. Ashe, and passed unanimously.

VII. Old Business

There was no old business.

VIII. Trustee's Report

a. Budget/Assistance

Budget and assistance numbers were reviewed by the Trustee. Applications for assistance have continued to increase from year to year.

b. Facilities

Trustee Critchlow gave an update on the Due Diligence for 340 Columbia. This is expected to be completed on scheduled in October.

c. St. Joseph County Fire Territory

No update.

d. Southwest Central Fire Territory

No update.

e. Cedar Glen

No update.

f. Health First Grant

No update.

g. Community

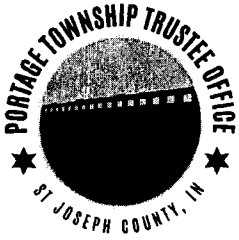
No update.

IX. Other Discussion Items

There were no other discussion items.

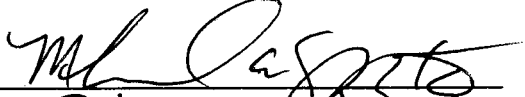
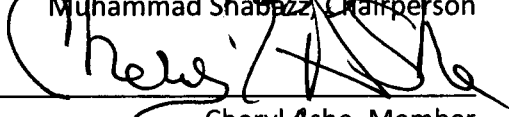
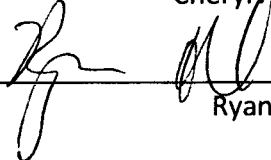
X. Adjournment

Meeting was adjourned with a motion by Mr. Shabazz at 5:58 pm.



A BRIDGE TO STRONGER FUTURES

Trustee Jason Critchlow


Muhammad Shabazz, Chairperson

Cheryl Ashe, Member

Ryan Hill, Member

Attest:

Jason Critchlow
Portage Township Trustee

10-15-24

Date