

**Penn Township
Regular Meeting
~~Proposed Minutes~~
October 10, 2022**

Oli called the meeting to order at 6:36 p.m. All board members were present.

Leach presented the minutes from the prior meeting, as prepared by Fitzsimons. Oli moved to approve the minutes. Leach seconded and motion passed.

The Treasurer's report was presented by Rutherford. Leach moved to approve the report. Sparks seconded and motion passed.

The pickleball fence is complete. The tennis court fence is complete. The concrete for the pavilion is complete. The ceiling for the pavilion and the sidewalk to the tennis court are outstanding. The tables are here and just need to be installed.

The planning board will meet regarding proposed zoning changes for MEC property to the east of Decatur Road.

The public hearing for delinquent utilities was opened at 7:00 p.m. Total water charges delinquent amount to \$9,771.06 and sewer are \$28,701.51. Payments will be accepted until November 1st. After 11/1, they will be placed on the tax bill plus a \$50 fee. Fitzsimons moved to approve this action. Oli seconded and motion passed. The Public Hearing was closed at 7:03 p.m.

Colony Bay Condos have reached a tentative agreement with the Township regarding connecting to the water supply. In light of extensive improvements to the property, the Township will allow a single meter connection as long as liability, maintenance and fee schedules are agreed upon.

A homeowner at Diamond Harbor wants to combine assessments for the home and dock. We don't think this is allowed by state law. We have asked the homeowner's attorney to cite the law that he believes would allow this type of combination.

A barn construction builder on Donnell Lake has inquired regarding filling in property. He was instructed to discuss any wetland issues with Soil Conservation District and EGLE.

A new electrical inspector has been contracted to take over electrical inspection duties for Penn Township. The Board thanks Ron Bellaire for his service. David Gongwer will take over as the new electrical inspector.

The new pavement on Decatur Road has been approved for marking.

County Road Commission proposed installing several speed limit signs around Diamond Lake. Rutherford and Oli will inspect the proposed areas. The traffic study is complete. The State Police will act after our inspection and approval.

The F-65 was completed by our auditors and submitted to the State.

Frontier service has been disconnected. The Fire Department is connected through MEC for internet and phone service. The Hall will be connected as soon as MEC contacts us. Both phone numbers were ported over. Comcast will be canceled now that everything is working properly with MEC.

Various legislative updates and communication were discussed.

The Fire Department report was provided by Bogue.

McGrew provided a CAUA report.

No County Commissioner report was available.

No Ambulance report was available.

McGrew provided an assessing report. They are also preparing for an AMAR audit.

Leach provided a zoning report. Mr. Sampson had a recent house fire so zoning enforcement action will be postponed.

The bills were presented for payment. Check numbers 22499-22528 for a total of \$46,247.91 will be disbursed. Leach moved to approve the bills for payment. Sparks seconded and motion passed by unanimous roll call vote.

Members of the community were present to discuss the odor of the outdoor marijuana grows.

The meeting was adjourned at 8:12 p.m.

Respectfully Submitted,



Lisa J. Fitzsimons
Penn Township Clerk

**Penn Township
Payroll Journal
For the Period From Oct 1, 2022 to Oct 31, 2022**

Filter Criteria includes: Report order is by Check Date. Report is printed in Detail Format.

Date Employee	GL Acct ID	Reference	Debit Amt	Credit Amt
10/10/22 JAMES E. BOGUE	320100	22499	1,866.67	
	100507			27.07
	350500			93.33
	100507			27.07
	350300			27.07
	100005			1,746.27
10/10/22 LISA J. FITZSIMONS	360100	22500	1,866.67	
	100507			300.00
	100507			27.07
	350500			93.33
	100507			27.07
	350300			27.07
10/10/22 ROGER W. LEACH	350100	22501	323.08	
	410100			224.00
	100507			7.93
	350500			27.35
	100507			7.93
	350300			7.93
10/10/22 PAUL O. RUTHERFORD	370100	22502	1,866.67	
	100507			27.07
	350500			93.33
	100507			27.07
	350300			27.07
	100005			1,746.27
10/10/22 LEE H. SPARKS	350100	22503	323.08	
	100507			4.68
	350500			16.15
	100507			4.68
	350300			4.68
	100005			302.25
10/10/22 OLAFUR OLAFSSON	380100	22504	1,866.67	
	100507			27.07
	350500			93.33
	100507			27.07
	350300			27.07
	100005			1,746.27
10/10/22 KAREN YOUNG	310000	22505	166.67	
	100507			2.42
	350500			8.33
	100507			2.42
	350300			2.42
	100005			155.92
			8,626.82	8,626.82

**Penn Township
Purchase Journal
For the Period From Oct 1, 2022 to Oct 31, 2022**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by Date. Report is printed in Detail Format.

Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
10/10/22	320700 FIRE-OPERATING (GAS 100505 ACCOUNTS PAYABLE	10206	FIRE GAS SERVICE OIL CO.	150.84	150.84
10/10/22	100507 FICA AND MEDICARE P 100505 ACCOUNTS PAYABLE	1022	3RD QTR 941 UNITED STATES TREASURY	1,959.36	1,959.36
10/10/22	320200 FIRE DEPT TRAVEL 100505 ACCOUNTS PAYABLE	1022	TRAVEL JAMES BOGUE	125.00	125.00
10/10/22	321500 FIRE ELECTRIC 100505 ACCOUNTS PAYABLE	1022	FIRE ELECTRIC AEP	600.00	600.00
10/10/22	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	1022	INTERNET PAUL RUTHERFORD	95.40	95.40
10/10/22	320600 FIRE TRAINING 322300 FIRE MISC 322100 FIRE EQUIPMENT MAI 322300 FIRE MISC 100505 ACCOUNTS PAYABLE	1022	FIRE TRAINING FIRE SAFETY KITS FIRE BATTERIES FIRE OFFICE PENN TOWNSHIP FIRE DEPART	92.19 270.94 282.19 120.00	765.32
10/10/22	352500 BOARD- CPA FEES 100505 ACCOUNTS PAYABLE	1022	F65 REHMANN ROBSON	1,500.00	1,500.00
10/10/22	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	1022	ELECT INSPECT RON BELLAIRE	977.50	977.50
10/10/22	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	1022	PHONE VERIZON WIRELESS	334.09	334.09
10/10/22	380300 SUPERVISOR- ASSESS 100505 ACCOUNTS PAYABLE	1022	ASSESSING MCGREW ASSESSING SERVICES LLC	2,600.00	2,600.00
10/10/22	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	1022	TELEPHONE OLAFUR OLAFSSON	60.00	60.00
10/10/22	340100 BLDG INSPECT WAGE	1022	BLDG PERMTIS	1,514.70	

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	340100 BLDG INSPECT WAGE		OFFICE	175.00	
	100505 ACCOUNTS PAYABLE		ADAM DAHLGREN		1,689.70
10/10/22	360500 CLERK SUPPLIES/POS	1022A	INTERNET	95.40	
	100505 ACCOUNTS PAYABLE		LISA FITZSIMONS		95.40
10/10/22	360500 CLERK SUPPLIES/POS	1022B	SAGE ANNUAL SUPPORT	1,526.40	
	100505 ACCOUNTS PAYABLE		LISA FITZSIMONS		1,526.40
10/10/22	360900 CLERK- ELECTIONS	1022C	ELECTION POSTAGE	1.40	
	100505 ACCOUNTS PAYABLE		LISA FITZSIMONS		1.40
10/10/22	311300 HALL CAPITAL OUTLAY	1022D	PARK EQUIPMENT	3,149.93	
	100505 ACCOUNTS PAYABLE		LISA FITZSIMONS		3,149.93
10/10/22	311300 HALL CAPITAL OUTLAY	106	HALL CONCRETE	5,500.00	
	100505 ACCOUNTS PAYABLE		QUALITY MASONRY		5,500.00
10/10/22	321900 FIRE BLDG MAINT/REP	20859	MOWING	224.40	
	400100 CEMETERY CONTRAC		MOWING	1,548.80	
	100505 ACCOUNTS PAYABLE		KLIPPERS LAWN CARE SERVIC		1,773.20
10/10/22	311500 HALL MISC.	231177	HALL SUPP	159.74	
	100505 ACCOUNTS PAYABLE		WB HAYDEN AND SONS		159.74
10/10/22	311300 HALL CAPITAL OUTLAY	252	HALL PAVILION	10,360.00	
	100505 ACCOUNTS PAYABLE		PROGRESS R GLASS INC.		10,360.00
10/10/22	322100 FIRE EQUIPMENT MAI	28469	FIRE TESTIGN	1,740.00	
	100505 ACCOUNTS PAYABLE		WEST SHORE FIRE REPAIR		1,740.00
10/10/22	322500 FIRE CAPITAL OUTLAY	32731	SAFETY VESTS	1,409.75	
	100505 ACCOUNTS PAYABLE		DINGES FIRE COMPANY		1,409.75
10/10/22	321900 FIRE BLDG MAINT/REP	4133072908	MAT SERVICE FIRE	55.47	
	100505 ACCOUNTS PAYABLE		CINTAS		55.47
10/10/22	322500	69765	KOCHEK EQUIP	1,155.96	

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	FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE		ALL HANDS FIRE EQUIPMENT		1,155.96
10/10/22	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	92422	MECH PLUMB INSPECT	799.00	
			DOBBERTEEN INSPECTIONS, INC.		799.00
10/10/22	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	EQ0927	LABELS CASS COUNTY	9.40	9.40
				38,592.86	38,592.86

October 10, 2022
PENN TOWNSHIP
GENERAL ACCOUNT

General Checking Account balance: September 1, 2022	\$ 698,466.79
Total disbursements for September, 2022	87,117.99
Total revenues for September, 2022	61,104.09


<u>Receipt #</u>	<u>Date</u>	<u>Received from</u>	<u>Amount</u>
5012	9/01	State of Michigan (Revenue Sharing: Sales Tax)	27,569.00
5013	9/01	Wagner Funeral Home (Hartsell Burial)	100.00
5014	9/09	Cass County (Commercial Forest)	2.49
5015	9/12	Karen Young (One Hall Rental)	50.00
5016	9/12	Adam Dalhgren (Building Permits)	10,373.00
5017	9/12	Ron Bellaire (Electrical Permits)	1,635.00
5018	9/12	Calvin Township (Fire Contract & Runs)	18,600.00
5019	9/12	Doberteen Inspections (Plumbing & Mechanical Permits)	2,629.00

Sept. 30, 2022 G W Jones(Interest V#5020 \$145.60)

General Checking Total: \$ 672,452.89

Debt Retirement Accounts Balance Plus \$ 59.50 Membership

Vandalia Sewer	\$ 45,253.29
Vandalia Water	\$ 69,729.13
Penn Water	\$ 422,545.91

Paul Rutherford

Penn Township Treasurer

**Penn Township
Election Commission
October 10, 2022**

Oli called the meeting to order at 6:15 p.m. Rutherford, Oli and Fitzsimons were present.

Fitzsimons moved to appoint the following Election Inspectors for the November 8, 2022 General Election:

Rose Green (D)- Chair
Jackie McIntyre (D)
Gary Gravit (D)
Belinda Gravit (D)
Lindsay Gorham (D)
Jeanne Garber (R)
Rebekah Brown (R)
Charlene Hiemstra (R)
Alexis Millirans (R)
Debbie Chris (R)

Oli seconded and motion passed.

Fitzsimons moved to appoint the following individuals as the Receiving Board for the November 8, 2022 General Election:

Gary Gravit (D)
Charlene Hiemstra (R)

Oli seconded and motion passed.

Fitzsimons moved to appoint the following individuals to perform the Public Accuracy Test on October 31st at 3:00 p.m. for the November 8, 2022 General Election:

Lisa Fitzsimons – Clerk (R)
Patricia Mitchell- Deputy Clerk (D)
Paul Rutherford- Election Commission Member (R)

Rutherford seconded and motion passed.

Oli moved to authorize Clerk Fitzsimons to make any necessary changes or substitutions to the above appointments prior to the November 8, 2022 General Election. Fitzsimons seconded and motion passed.

The meeting was adjourned at 6:20 p.m.

Respectfully Submitted,



Oli Olafsson

Penn Township Supervisor

Penn Township Election Commission Member