

**Penn Township
Regular Meeting
November 8, 2021**

Oli called the meeting to order at 6:33 p.m. All board members were present.

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

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

Paul Hausler from Progressive AE was present to discuss their contract and bids received for the 2022-2026 Donnell Lake weed treatment. Fitzsimons moved to approve the Progressive contract to administer this plan. Oli seconded and motion passed by unanimous roll call vote. Paul recommended that we award the contract to PLM because the cost is reasonable and they are familiar with the lake. Oli moved to award the contract to PLM. Leach seconded and motion passed by unanimous roll call vote.

The Jeffries Street culvert repair is complete. The cost was approximately \$65,000 which was considerably less than the proposed bridge.

Mary Deneau is reviewing potential water and sewer funding to address potential issues with our water quality. We do have sediment build up in our water. Oli spoke with Dowagiac DPW regarding updates to the system to improve quality. Dowagiac is currently working with Deneau on this project.

There has been no action on the debt refinancing for our special assessment funds. All townships have completed their paperwork. Bendzinski is checking on the status of all required financial reporting to the State by all Townships. This has to be current in order for refinancing to move forward.

The MEC grant has been approved. A formal groundbreaking ceremony is forthcoming. Abonmarche, Oli and MEC will meet on November 11th regarding the scope of the upcoming projects in the industrial park.

Bill Schuld has inquired regarding sewer connections to parcels on the north side of Donnell Lake for a spec home. Oli has discussed sewer service with Kevin. Kevin suggested that we extend the system and require connection by the existing property owners. CAUA could pay for engineering fees in order to determine a plan. Deneau is working on a proposal with cost estimate. It has been proposed to run the line all the way to M-60.

The Covid Relief funding application was approved. We could receive up to \$150,000 of funding. The first installment of \$75,000.00 should arrive soon. The remaining money will be funded next year. The Jeffries St. repair will qualify as an expenditure for these funds.

The cell tower construction has not begun and we don't have any idea when this will happen. Oli would like us to consider a 90-day deadline. We will table this again until next month and determine if any progress has been made.

Oli met with representatives from Howell Point. We are trying to work out a plan for them to coordinate building plans in Howell Point with our zoning ordinance and their deed restrictions. Howell Point would need to create a process in order to review our plans without interfering with

our inspector's process. Our correspondence with Howell Point regarding the Frei Holdings property has been provided to an attorney via FOIA request.

The marijuana license application process has been simplified.

The White Temple road landfill was discussed. It is owned by an authority of 6 municipalities including Penn Township. No hunting leases will be allowed due to liability and tax exempt issues. There are also potential environmental concerns. The authority is defunct. The property will be inspected. We will explore getting clean title to the property.

Tim Mehall has requested to move a lot line in a platted subdivision, but it isn't possible because the lot would be nonconforming. He is going to purchase an additional lot and request an easement which will meet his goals.

There is a possibility of a trailer manufacturer in Vandalia in one of the former Bivouac buildings.

Utility hearing information is available.

Various legislative updates and communication were discussed.

The Fire Department report was provided by Bogue. They are planning a new driveway for the Fire Dept. The current asphalt is insufficient to support the newer heavier equipment. This will be planned for Spring 2022. The Fire Dept. is hosting an awards dinner on 11/10/21.

Diana provided a CAUA report.

No ambulance report was available.

No County Commissioner report was available.

McGrew provided an assessing report.

Leach provided a zoning report. The Sampson property in Penn was discussed. They have made a dent in the junk on the property, so we will continue to give them additional time. We will inspect the property again next month. Oli will address zoning issues at the Gatlin property on M-60 and it has been determined that we currently have no recourse. Leach addressed issues at the home on the corner of Quaker and White Temple. They have begun some clean up. We could consider a zoning change to address unlicensed vehicles.

Bob Price reported tree/rut issues on Diamond Island. Oli will follow up with the Road Commission in the Spring.

The bills were presented for payment. Check numbers 22106-22137 for a total of \$95,385.86 will be disbursed. Oli moved to approve the bills for payment. Leach seconded and motion passed by unanimous roll call vote.

The meeting was adjourned at 8:11 p.m.

Respectfully Submitted,



Lisa J. Fitzsimons
Penn Township Clerk

**Penn Township
Payroll Journal
For the Period From Nov 1, 2021 to Nov 30, 2021**

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
11/8/21 JAMES E. BOGUE	320100	22106	1,666.67	
	100507			24.17
	350500			83.33
	100507			24.17
	350300			24.17
	100005			1,559.17
11/8/21 LISA J. FITZSIMONS	360100	22107	1,666.67	
	100507			850.00
	100507			24.17
	350500			83.33
	100507			24.17
	350300			24.17
11/8/21 ROGER W. LEACH	350100	22108	288.50	
	410100			200.00
	100507			7.08
	350500			24.43
	100507			7.08
	350300			7.08
11/8/21 PAUL O. RUTHERFORD	370100	22109	1,666.67	
	100507			24.17
	350500			83.33
	100507			24.17
	350300			24.17
	100005			1,559.17
11/8/21 LEE H. SPARKS	350100	22110	288.50	
	100507			4.18
	350500			14.43
	100507			4.18
	350300			4.18
	100005			269.89
11/8/21 OLI OLAFFSON	380100	22111	1,666.67	
	100507			24.17
	350500			83.33
	100507			24.17
	350300			24.17
	100005			1,559.17
11/8/21 KAREN YOUNG	310000	22112	166.67	
	100507			2.42
	350500			8.33
	100507			2.42
	350300			2.42
	100005			155.92
			7,720.71	7,720.71

**Penn Township
Purchase Journal**

For the Period From Nov 1, 2021 to Nov 30, 2021

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
11/8/21	322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	0727665	HOSE HOOK HEIMAN, INC.	206.90	206.90
11/8/21	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	102521	MECH INSPECT DOBBERTEEN INSPECTIONS, INC.	1,837.70	1,837.70
11/8/21	351100 BOARD- Weed Control 100505 ACCOUNTS PAYABLE	10434	LITTLE FISH WEED CLARKE	147.00	147.00
11/8/21	352300 BOARD - ROAD COMMI 100505 ACCOUNTS PAYABLE	1121	JEFFRIES CASS ROAD COMMISSION	65,406.50	65,406.50
11/8/21	320200 FIRE DEPT TRAVEL 100505 ACCOUNTS PAYABLE	1121	TRAVEL JAMES BOGUE	125.00	125.00
11/8/21	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	1121	internet LISA FITZSIMONS	95.40	95.40
11/8/21	350500 BOARD PENSION 100505 ACCOUNTS PAYABLE	1121	PENSION BILLING JOHN HANCOCK	277.50	277.50
11/8/21	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	1121	TREASURER ENVELOPES MARY BROWN	1,049.60	1,049.60
11/8/21	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	1121	internet PAUL RUTHERFORD	95.40	95.40
11/8/21	322300 FIRE MISC 320700 FIRE-OPERATING (GAS 322300 FIRE MISC 322100 FIRE EQUIPMENT MAI 322500 FIRE CAPITAL OUTLAY 322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	1121	FIRE MISC FIRE GAS FIRE PINS FIRE LIGHT FIRE SUCTION CUP FIRE SUPP PENN TOWNSHIP FIRE DEPART	97.15 80.00 793.37 150.21 173.96 30.55	1,325.24
11/8/21	370300 TREASURER-SUPPLIE 100505	1121	POSTAGE US POSTMASTER	116.00	116.00

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	ACCOUNTS PAYABLE				
11/8/21	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	1121	ELECT INSPECT RON BELLAIRE	165.75	165.75
11/8/21	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	1121	TELEPHONE FRONTIER	129.34	129.34
11/8/21	310500 HALL TELEPHONE 320900 FIRE COMMUNICATION 100505 ACCOUNTS PAYABLE	1121	PHONE PHONE VERIZON WIRELESS	419.49 138.41	557.90
11/8/21	380300 SUPERVISOR- ASSESS 100505 ACCOUNTS PAYABLE	1121	ASSESSING MCGREW ASSESSING SERVICES LLC	2,530.00	2,530.00
11/8/21	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	1121	phone OLI OLAFSSON	60.00	60.00
11/8/21	340100 BLDG INSPECT WAGE 340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	1121	BLDG INSPECT OFFICE ADAM DAHLGREN	8,702.30 140.00	8,842.30
11/8/21	370300 TREASURER-SUPPLIE 370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	1121A	OFFICE OFFICE PAUL RUTHERFORD	4.63 29.26	33.89
11/8/21	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	150540407	PEST CONTROL ROSE PEST SOLUTIONS	41.00	41.00
11/8/21	322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	17447944	FIRE GLOVES WS DARLEY & CO	668.71	668.71
11/8/21	322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	17448777	FIRE SUPP-KNIFE WS DARLEY & CO	631.21	631.21
11/8/21	321900 FIRE BLDG MAINT/REP 400100 CEMETERY CONTRAC 100505	20500	MOWING MOWING KLIPPERS LAWN CARE	204.00 1,448.00	1,652.00

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
	ACCOUNTS PAYABLE		SERVIC		
11/8/21	311200 HALL BLDG. MAINT 400100 CEMETERY CONTRAC 100505 ACCOUNTS PAYABLE	20536	MOWING	153.00	
			MOWING	1,096.00	
			KLIPPERS LAWN CARE SERVIC		1,249.00
11/8/21	322300 FIRE MISC 322100 FIRE EQUIPMENT MAI 321900 FIRE BLDG MAINT/REP 311500 HALL MISC. 100505 ACCOUNTS PAYABLE	227398	FIRE SUPP	4.29	
			FIRE SUPP	21.96	
			FIRE SUPP	78.37	
			HALL SUPP	132.89	
			WB HAYDEN AND SONS		237.51
11/8/21	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	4100321389	MAT SERVICE	52.43	
			CINTAS		52.43
11/8/21	320700 FIRE-OPERATING (GAS 100505 ACCOUNTS PAYABLE	6917	GAS	173.10	
			SERVICE OIL CO.		173.10
11/8/21	352500 BOARD- CPA FEES 100505 ACCOUNTS PAYABLE	694619	F65	750.00	
			REHMANN ROBSON		750.00
11/8/21	322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	7369	PUMP TEST	660.00	
			BACK ROADS SERVICES		660.00
				89,116.38	89,116.38
				89,116.38	89,116.38

**NOVEMBER 8, 2021
PENN TOWNSHIP
GENERAL ACCOUNT**

Checking Account balance: October 1, 2021	\$ 513,751.28
Voided and reissued ck. # 22042	1,792.65
Total disbursements for October, 2021	52,967.97
Total revenues for October, 2021	24,841.58

<u>Receipt #</u>	<u>Date</u>	<u>Received from</u>	<u>Amount</u>
4909	10/11	Adam Dahlgren (Building Permits)	3,431.00
4910	10/11	Ron Bellaire (Electrical Permits)	1,292.00
4911	10/11	Dobberteen Inspections (Mechanical & Plumbing Permits)	2,449.00
4912	10/11	Calvin Twp. (Fire)	17,400.00
4913	10/18	State of MI (Election Supplies)	200.00
4915	10/31	Circle FCU (Interest - Acct. Closed)	.25

October 31, 2021 G W Jones(Interest \$69.33 V#4914) Balance \$487,417.54

Plus \$ 58.75 Each Membership

Vandalia Sewer	\$ 46,476.60
Vandalia Water	\$ 73,383.52
Penn Water	\$174,377.29

Paul Rutherford



Penn Township Treasurer