

**Penn Township
Regular Meeting
August 9, 2021**

Oli called the meeting to order at 6:35 p.m. Rutherford was absent.

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

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

The board congratulated Jim and Linda Bogue as they were honored as Grand Marshalls of the 2021 Cass County Fair.

The board also thanked our local Fire Depts., Sheriff's Dept. and other first responders for their service to the community.

A synchronized hydrant flushing system has been proposed by Dowagiac's water and sewer engineer. A meeting is to be scheduled to address our questions regarding the program. The agreed upon schedule has to work for both the Penn Fire Dept. and CAUA or we may have to end our participation.

The Jeffries drainage application has been submitted. Road Commission has authorized the drain commission to proceed with the project. The survey has been ordered and a quote is in process.

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.

The dust control treatment was completed in July 12th.

There has been no action on the debt refinancing for our special assessment funds. All townships have completed their paperwork.

We discovered that UniFirst was not providing the mat service that they were hired to provide. It was discovered that they have not been providing the proper service for at least 8 months. Bogue recommends that we terminate UniFirst and hire a replacement company. We have changed the locks on the Dept. door. We have requested a refund of 6 months of service and ½ of the new lock. We have not heard back from them. Oli will follow up with their corporate office. Bogue is currently communicating with Cintas to provide this service. He will provide Oli with the proposed contract for review.

The MEC grant is in the final phase. The grant will not cover the water tower, but MEC is confident that they have the funds for the system. Penn will not be responsible. MEC has a tenant for the new park. The tenant is an aluminum recycling plant that will create 70-100 jobs.

Bill Schuld has inquired regarding sewer connections to parcels on the north side of Donnell Lake for a spec home. Oli will follow up with Dick Mickey regarding sewer planning for this area.

The 425 agreement with Cassopolis is being reviewed by the Road Commission to determine future road maintenance and control. Joe Bellina will contact us before any action is taken relative to

Decatur Road changes. We would need to use Decatur Road if there is a future need for a sewer interceptor to Dowagiac.

Dave Allen from MEC wants to meet with Oli regarding fiber optics for the County Fire Stations and municipal buildings. This project may get grant funding.

The Covid Relief funding application was submitted timely. We could receive up to \$150,000 of funding.

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.

There have been complaints about short term rentals on Donnell Lake. These are not prohibited by any existing ordinance. Penn Township doesn't have the capacity to enforce any such ordinance.

There is a new boat storage business on the old Bivouac property on M-60. This is a trial business and if it is successful, we will need to rezone as commercial.

We received a foreclosure notice on the Wallace property. We will continue to monitor this with the Cass County Treasurer as she has an existing agreement with Mr. Wallace.

Utility hearing information is available.

Various legislative updates and communication were discussed.

August 21st is the Hazardous Waste and Tire collection at the Road Commission.

No Fire Department report was available.

McGrew 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.

The bills were presented for payment. Check numbers 22003-22033 for a total of \$43,008.68 will be disbursed. Leach moved to approve the bills for payment. Sparks seconded and motion passed by unanimous roll call vote (Rutherford absent).

The meeting was adjourned at 7:41 p.m.

Respectfully Submitted,



Lisa J. Fitzsimons
Penn Township Clerk

Penn Township Payroll Journal For the Period From Aug 1, 2021 to Aug 31, 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
8/9/21 JAMES E. BOGUE	320100	22003	1,666.67	
	100507			24.17
	350500			83.33
	100507			24.17
	350300			24.17
	100005			1,559.17
8/9/21 LISA J. FITZSIMONS	360100	22004	1,666.67	
	100507			400.00
	100507			24.17
	350500			83.33
	100507			24.17
	350300			24.17
8/9/21 ROGER W. LEACH	350100	22005	288.50	
	410100			200.00
	100507			7.08
	350500			24.43
	100507			7.08
	350300			7.08
8/9/21 PAUL O. RUTHERFORD	370100	22006	1,666.67	
	100507			24.17
	350500			83.33
	100507			24.17
	350300			24.17
	100005			1,559.17
8/9/21 LEE H. SPARKS	350100	22007	288.50	
	100507			4.18
	350500			14.43
	100507			4.18
	350300			4.18
	100005			269.89
8/9/21 OLI OLAFFSON	380100	22008	1,666.67	
	100507			24.17
	350500			83.33
	100507			24.17
	350300			24.17
	100005			1,559.17
8/9/21 KAREN YOUNG	310000	22009	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 Aug 1, 2021 to Aug 31, 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
8/9/21	320200 FIRE DEPT TRAVEL 100505 ACCOUNTS PAYABLE	0821	TRAVEL JAMES BOGUE	125.00	125.00
8/9/21	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	0821	internet PAUL RUTHERFORD	95.40	95.40
8/9/21	322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	0821	FIRE BATTERY PENN TOWNSHIP FIRE DEPART	54.99	54.99
8/9/21	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	0821	ELECT INSPECT RON BELLAIRE	395.25	395.25
8/9/21	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	0821	TELEPHONE FRONTIER	129.67	129.67
8/9/21	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	0821	PHONE VERIZON WIRELESS	341.48	341.48
8/9/21	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	0821	BLDG INSPECT RICHARD DREWS	260.00	260.00
8/9/21	380300 SUPERVISOR- ASSESS 100505 ACCOUNTS PAYABLE	0821	ASSESSING MCGREW ASSESSING SERVICES LLC	2,530.00	2,530.00
8/9/21	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	0821	PHONE OLI OLAFSSON	60.00	60.00
8/9/21	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	0821B	COPY PAPER LISA FITZSIMONS	31.79	31.79
8/9/21	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	0821a	internet LISA FITZSIMONS	95.40	95.40
8/9/21	351100 BOARD- Weed Control 100505 ACCOUNTS PAYABLE	1261061	DONNELL WEED PUB LEADER PUBLICATIONS	161.80	161.80
8/9/21	380300 SUPERVISOR- ASSESS 100505	136494	ANNUAL SUPPOR/SERVICE BS&A SOFTWARE	987.00	987.00

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	ACCOUNTS PAYABLE				
8/9/21	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	150533332	PEST CONTROL ROSE PEST SOLUTIONS	41.00	41.00
8/9/21	322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	17439329	FIRE DETECTOR WS DARLEY & CO	500.88	500.88
8/9/21	322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	1780	FIRE SUPP PRO SAFETY INNOCATIONS LLC	134.54	134.54
8/9/21	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	1983	PLUMB/MECH DOBBERTEEN INSPECTIONS, INC.	1,456.05	1,456.05
8/9/21	311200 HALL BLDG. MAINT 400100 CEMETERY CONTRAC 100505 ACCOUNTS PAYABLE	20405	MOWING MOWING KLIPPERS LAWN CARE SERVIC	204.00 1,488.00	1,692.00
8/9/21	322100 FIRE EQUIPMENT MAI 320500 FIRE-OFFICE SUPPLIE 100505 ACCOUNTS PAYABLE	226189/286	FIRE SUPP FIRE UPS WB HAYDEN AND SONS	59.99 19.13	79.12
8/9/21	351300 BOARD INSURANCE/B 100505 ACCOUNTS PAYABLE	42806	BOARD A H POLICY BEREBDS HENDRICKS STUIT	630.00	630.00
8/9/21	320700 FIRE-OPERATING (GAS 100505 ACCOUNTS PAYABLE	6191	FIRE GAS SERVICE OIL CO.	174.18	174.18
8/9/21	351100 BOARD- Weed Control 100505 ACCOUNTS PAYABLE	7000179	DONNELL WEEDS PLM LAKE AND LAND MGMT CORP	2,559.30	2,559.30
8/9/21	322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	7306-7313	TRUCK SERVICE - FIRE BACK ROADS SERVICES	6,155.29	6,155.29
8/9/21	352300 BOARD - ROAD COMM 100505 ACCOUNTS PAYABLE	852021	DUST CONTROL GREAT LAKES CHLORIDE, INC.	9,020.00	9,020.00
8/9/21	380300 SUPERVISOR- ASSESS	EQUAL DA 21-20	DESIGNATED ASSESSOR FEE	200.00	

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	100505 ACCOUNTS PAYABLE		CASS COUNTY		200.00
8/9/21	380900 SUPERVISOR TAX ROL 100505 ACCOUNTS PAYABLE	EQUAL EQ21-10	TAX ADMIN FEE/MAPPING CASS COUNTY	8,379.06	8,379.06
				36,289.20	36,289.20
				36,289.20	36,289.20

**AUGUST 9, 2021
PENN TOWNSHIP
GENERAL ACCOUNT**

General Checking Account balance: July 1, 2021	\$ 581,111.87
Total disbursements for July, 2021	43,119.32
Total revenues for July, 2021	38,000.66

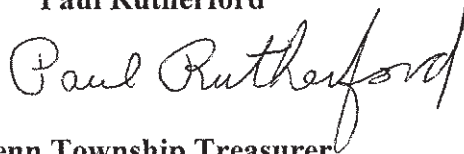
<u>Receipt #</u>	<u>Date</u>	<u>Received from</u>	<u>Amount</u>
4882	7/01	State of Michigan (Revenue Sharing)	23,033.00
4883	7/12	Rich Drews (Building Permits)	2,701.00
4884	7/12	Ron Bellaire (Electrical Permits)	2,865.00
4885	7/13	Doberteen Inspections (Plumbing & Mechanical Permits)	3,431.00
4886	7/17	Penn Twp. Tax Acct (Summer Tax 2359 Parcels @2.50)	5,897.50
4887	7/26	Penn TWP. Tax Acct. W2020 Commercial Forest (W-20 Tax)	2.52

July 31, 2021 G W Jones Balance (Interest V# 4888 \$5.60)	10,453.59
July 31, 2021 Circle FCU Membership \$51.25	51.25
July 31, 2021 Circle FCU Membership (V4889 Int. \$65.04)	565,488.37
Total:	\$ 575,993.21

Debt Retirement Accounts Plus \$58.50 Membership

Vandalia Sewer	\$ 46,459.86
Vandalia Water	\$ 79,565.25
Penn Water	\$ 400,724.90

Paul Rutherford



Penn Township Treasurer