

Penn Township
Regular Meeting
January 8th, 2024

Board members present: Clerk Chelsa Greathouse, Treasure Paul Rutherford, Trustee Roger Leach, Trustee Lee Sparks

Trustee Leach called the meeting to order at 6:30pm.

Prayer was given by Trustee Sparks.

Pledge of Allegiance was recited.

Ambulance Report- Was provided by Beth Pompey. Trustee Leach moved to approve the amount of \$121,295.72 for the ambulance service for the year 2024. Trustee Sparks seconded, roll call- unanimous yes and motion approved.

Trustee Leach presented the minutes from the December meeting, as prepared by Clerk Greathouse. Trustee Leach moved to approve the minutes. Trustee Sparks seconded, roll call unanimous yes and motion approved.

The Treasures Report was presented Treasure Rutherford, as prepared by Rutherford. Trustee Leach moved to approve the report. Trustee Sparks seconded, roll call- unanimous yes, motion approved.

Board took time to remember Robert Birkhold and Dale Hartsell

New Business

The Board discussed the need to increase the Fire Department budget by \$23,000.00 for the purchase of a Zoll compression unit. Treasure Rutherford moved to approve the increase. Trustee Leach seconded, roll call- unanimous yes, motion approved.

Reports

Clerk Report – was provided by Clerk Greathouse

CAUA Report – was provided by Leach, prepared by Diana McGrew.

Assessor Report – no report.

Zoning Report- was provided by Leach.

Board Comments- No comments

Public Comments-

Resident 1- Matt Harrington had questions and concerns regarding the upcoming Planning Commission meeting. He believes the Planning Commission is not following the Michigan Planning Enabling Act and the Open Meetings Act.

The Bills were presented for payment by Clerk Greathouse. Checks 23085-23138 for a total of \$59,784.23 will be disbursed. Trustee Leach moved to approve the bills for payment. Treasure Rutherford seconded, and motion passed by unanimous roll call vote.

The meeting was adjourned at 7:16pm

Respectfully submitted,

Chelsa Greathouse

Penn Township Clerk

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**January 8, 2024
PENN TOWNSHIP
GENERAL ACCOUNT**

Checking Account balance: December 1, 2023	\$ 936,594.35
Total disbursements for December, 2023	46,534.32
Total revenues for December, 2023	21,920.27

<u>Receipt #</u>	<u>Date</u>	<u>Received from</u>	<u>Amount</u>
5143	12/08	Wagner Family Funerals (Two Funeral-Sibley & Garwood)	200.00
5144	12/08	State of Michigan (Prepaid Postage)	123.57
5145	12/11	Karen Young (Two Hall Rentals)	200.00
5146	12/11	Adam Dahlgren (Building Permits)	1,255.00
5147	12/11	Next Step Inspections (Electrical Inspections)	1,262.00
5148	12/11	Dobberteen Inspections (Plumbing, Mechanical and Electrical Permits)	2,474.00
5150	12/30	Calvin Twp. (Fire Contract)	13,000.00

December 31, 2023 G W Jones (Interest \$3,405.70 V#5151) Balance \$ 911,980.30

Cash Breakdown

Dec. 31, 2023 Restricted Funds Fire Dept.	\$ 295,000.00
Dec. 31, 2023 Cash Balance	\$ 616,980.30
General Checking Total:	\$911,980.30

Debt Retirement Accounts plus (\$58.75 Membership each Account)

Vandalia Sewer	\$ 45,671.16
Vandalia Water	\$ 67,319.03
Penn Water	\$ 195,451.59

Paul Rutherford

Penn Township Treasurer

**Penn Township
Purchase Journal
For the Period From Jan 1, 2024 to Jan 31, 2024**

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
1/4/24	100507 FICA AND MEDICARE P 100505 ACCOUNTS PAYABLE	0124	4TH QTR PAYROLL UNITED STATES TREASURY	1,060.37	1,060.37
1/4/24	320200 FIRE DEPT TRAVEL 100505 ACCOUNTS PAYABLE	0124	TRAVEL JAMES BOGUE	125.00	125.00
1/4/24	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	0124	INTERNET LISA FITZSIMONS	95.40	95.40
1/4/24	310700 HALL ELECT/STREET L 321500 FIRE ELECTRIC 100505 ACCOUNTS PAYABLE	0124	HALL ELECT FIRE ELECT AEP	300.00 500.00	800.00
1/4/24	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	0124	INTERNET PAUL RUTHERFORD	95.40	95.40
1/4/24	320700 FIRE-OPERATING (GAS 100505 ACCOUNTS PAYABLE	0124	FUEL SURCHARGE PENN TOWNSHIP FIRE DEPART	3,200.00	3,200.00
1/4/24	311500 HALL MISC. 311500 HALL MISC. 100505 ACCOUNTS PAYABLE	0124	WATER/SEWER ASSESS WATER/SEWER ASSESS PENN TOWNSHIP	143.38 218.73	362.11
1/4/24	320300 FIREFIGHTER WAGES 100505 ACCOUNTS PAYABLE	0124	2023 FIRE POINTS WOLFGANG GLESS	2,085.73	2,085.73
1/4/24	370100 TREASURER- WAGE 100505 ACCOUNTS PAYABLE	0124	TREAS ASSIST AMY JUROFF	300.00	300.00
1/4/24	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	0124	PHONE VERIZON WIRELESS	334.26	334.26
1/4/24	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	0124	PHONE OLAFUR OLAFSSON	60.00	60.00
1/4/24	340100 BLDG INSPECT WAGE 340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	0124	BLG INSPECT OFFICE ADAM DAHLGREN	1,886.15 105.00	1,991.15

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1/4/24	380300 SUPERVISOR- ASSESS 100505 ACCOUNTS PAYABLE	0124	ASSESSING ASSESSING SOLUTIONS	3,250.00	3,250.00
1/4/24	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	0124	PHONE CHELSA GREATHOUSE	60.00	60.00
1/4/24	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	0124A	OFFICE SUPP LISA FITZSIMONS	69.83	69.83
1/4/24	322300 FIRE MISC 320500 FIRE-OFFICE SUPPLIE 320900 FIRE COMMUNICATION 320600 FIRE TRAINING 322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	0124A	FIRE SUPP FIRE SUPP FIRE SUPP FIRE TRAINONG FIRE SUPP PENN TOWNSHIP FIRE DEPART	506.46 181.56 45.55 310.00 495.59	1,539.16
1/4/24	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	1032	ELECT INSPECT NEXT STEP INSPECTIONS LLC	825.35	825.35
1/4/24	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	122323	PLUMB MECH DOBBERTEEN INSPECTIONS, INC.	1,490.90	1,490.90
1/4/24	322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	161539	SAW CASS OUTDOOR POWER EQUIPM	857.00	857.00
1/4/24	330500 BD REVIEW-PRINT PU 100505 ACCOUNTS PAYABLE	1748861	BOR PUB LEADER PUBLICATIONS	44.32	44.32
1/4/24	322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	180615	SAFETY CONES FIRE SAFETY USA	335.90	335.90
1/4/24	380300 SUPERVISOR- ASSESS 310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	202401469	ASSESSOR EQUIP/SUPPORT WEBSITE KERRY COLLINS	380.49 335.00	715.49
1/4/24	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	222084	CONTRACT US BUSINESS SYSTEMS	123.90	123.90

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1/4/24	322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	23421	PUMP MFE, INC.	715.98	715.98
1/4/24	322100 FIRE EQUIPMENT MAI 322300 FIRE MISC 100505 ACCOUNTS PAYABLE	236151/317	FIRE SUPP FIRE SUPP WB HAYDEN AND SONS	2.07 4.78	6.85
1/4/24	320900 FIRE COMMUNICATION 100505 ACCOUNTS PAYABLE	28566	REPAIRS SMR COMMUNICATIONS, INC.	575.00	575.00
1/4/24	322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	3225	AED PADS PRO SAFETY INNOVATIONS LLC	81.00	81.00
1/4/24	322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	385969	FIRE NOZZLES WS DARLEY & CO	3,206.90	3,206.90
1/4/24	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	4175109038	MAT SERVICE CINTAS	59.74	59.74
1/4/24	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	4177901051	MAT SERVICE CINTAS	59.74	59.74
1/4/24	322300 FIRE MISC 100505 ACCOUNTS PAYABLE	871248	FIRE SUPP NYE UNIFORM	163.50	163.50
1/4/24	322300 FIRE MISC 100505 ACCOUNTS PAYABLE	871254	FIRE SUPP NYE UNIFORM	138.75	138.75
1/4/24	322300 FIRE MISC 100505 ACCOUNTS PAYABLE	871353	FIRE SUPP NYE UNIFORM	122.50	122.50
				24,951.23	24,951.23
				24,951.23	24,951.23