

**Penn Township
Regular Meeting
March 14, 2022**

Oli called the meeting to order at 6:30 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.

The board remembered Janeen Godfrey and Ty Purkhiser.

Sheriff Behnke was present to discuss current issues.

The hydrant flushing changes were discussed. Jim is concerned about hydrants not being accessible if each hydrant is not exercised regularly. Dianna will express our concerns.

We have not heard back from the Cell Tower Company. Fitzsimons moved to authorize Oli to end the agreement with them. Rutherford seconded and motion passed.

A second meeting regarding a non-motorized trail from Cassopolis to Lawless will be held in the near future. This project has grant funding potential.

MEC is still waiting on permits from AEP to utilize their poles to bring internet service to the Township Hall.

CCRC notified us of a county wide dust control program. Our cost would be \$15,000. Oli will follow up with Great Lakes regarding current year pricing for spot coverage and all gravel road coverage. Lee indicated that treating all gravel roads would preserve the roads.

Oli moved to approve the poverty exemption for real estate taxes. Rutherford seconded and motion passed.

Leach moved to approve a one year contract for McGrew Assessing in the amount of \$31,200 for the year. The other terms are identical to the current contract. Oli seconded and motion passed.

Peggy Ayers is interested in the building manager position at the Hall. The Board will take this under advisement.

No mowing bids were received. We will revisit in April.

We have not received the certificates for the new municipal bonds.

The Township has been approached regarding a speed limit on Donnell Lake St.

A new marijuana grow facility is being built at the corner of Donnell Lake St. and Paradise Lake St. The initial growing application has been received. A neighbor was present to express his concerns regarding the facility.

We are proposing updates to the Penn Township Hall. Front door, flooring, interior doors and walls are being considered.

Oli moved to adopt the 2018 plumbing codes for Penn Township. Leach seconded and motion passed.

Oli presented the 3/31/22 budget for consideration. Sparks moved to approve the budget. Oli seconded and the motion passed by unanimous roll call vote.

Utility hearing information is available.

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.

Oli will forward the quarterly ambulance report via email.

McGrew provided an assessing report.

Leach provided a zoning report.

The bills were presented for payment. Check numbers 22243-22276 for a total of \$49,588.61 will be disbursed. Sparks moved to approve the bills for payment. Leach seconded and motion passed by unanimous roll call vote.

The meeting was adjourned at 8:43 p.m.

Respectfully Submitted,



Lisa J. Fitzsimons
Penn Township Clerk

**Penn Township
Purchase Journal**

For the Period From Mar 1, 2022 to Mar 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
3/14/22	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	013122	PLUMB MECH INSPECT DOBBERTEEN INSPECTIONS, INC.	926.50	926.50
3/14/22	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	022822	PLUMB MECH INSPECT DOBBERTEEN INSPECTIONS, INC.	1,079.50	1,079.50
3/14/22	320200 FIRE DEPT TRAVEL 100505 ACCOUNTS PAYABLE	0322	TRAVEL JAMES BOGUE	125.00	125.00
3/14/22	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	0322	INTERNET LISA FITZSIMONS	95.40	95.40
3/14/22	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	0322	TAX COLLECTION MARY BROWN	100.00	100.00
3/14/22	321500 FIRE ELECTRIC 100505 ACCOUNTS PAYABLE	0322	ELECTRIC AEP	108.66	108.66
3/14/22	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	0322	INERNET PAUL RUTHERFORD	95.40	95.40
3/14/22	320500 FIRE-OFFICE SUPPLIE 321900 FIRE BLDG MAINT/REP 320600 FIRE TRAINING 322300 FIRE MISC 320900 FIRE COMMUNICATION 320100 FIRE CHIEF SALARY 322100 FIRE EQUIPMENT MAI 322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	0322	FIRE OFFICE FIRE LIGHTS FIRE SUPP FIRE SUPP FIRE SUPP FIRE SUPP FIRE SUPP ROAD FLARE KT PENN TOWNSHIP FIRE DEPART	419.09 1,273.19 54.08 191.19 47.09 284.16 90.99 459.85	2,819.64
3/14/22	310900 HALL FUEL OIL 321700 FIRE FUEL OIL 100505 ACCOUNTS PAYABLE	0322	HEAT HEAT SEMCO ENERGY	142.77 571.10	713.87
3/14/22	340100 BLDG INSPECT WAGE	0322	ELECT PERMITS	146.20	

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	100505 ACCOUNTS PAYABLE		RON BELLAIRE		146.20
3/14/22	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	0322	TELEPHONE FRONTIER	83.41	83.41
3/14/22	320900 FIRE COMMUNICATION 100505 ACCOUNTS PAYABLE	0322	FIRE INTERNET COMCAST	160.86	160.86
3/14/22	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	0322	PHONES VERIZON WIRELESS	323.95	323.95
3/14/22	380300 SUPERVISOR- ASSESS 100505 ACCOUNTS PAYABLE	0322	ASSESSING MCGREW ASSESSING SERVICES LLC	2,530.00	2,530.00
3/14/22	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	0322	PHONE OLI OLAFSSON	60.00	60.00
3/14/22	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	0322A	SNOW PLOW JAMES BOGUE	200.00	200.00
3/14/22	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	0322A	OFFICE SUPP LISA FITZSIMONS	8.48	8.48
3/14/22	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	0322B	ICLOUD LISA FITZSIMONS	47.76	47.76
3/14/22	350500 BOARD PENSION 100505 ACCOUNTS PAYABLE	033122	PENSION JOHN HANCOCK	5,243.31	5,243.31
3/14/22	322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	108038	TURNOUT GEAR APOLLO FIRE EQUIPMENT	5,730.36	5,730.36
3/14/22	322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	122484	FIRE SUPP CASS AUTO SUPPLY CO, INC.	145.54	145.54
3/14/22	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	150549584	PEST CONTROL ROSE PEST SOLUTIONS	41.00	41.00

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3/14/22	322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	17458772	FIRE GLOVES WS DARLEY & CO	314.53	314.53
3/14/22	350700 BOARD AMBULANCE 100505 ACCOUNTS PAYABLE	209	AMBULANCE CENTRAL CASS COUNTY AMBULANCE	18,100.75	18,100.75
3/14/22	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	22-507	TABULATOR MAINT MC & E/ELECTION SOURCE	385.00	385.00
3/14/22	321900 FIRE BLDG MAINT/REP 311500 HALL MISC. 100505 ACCOUNTS PAYABLE	228595	FIRE SUPP HALL SUPP WB HAYDEN AND SONS	169.43 46.96	216.39
3/14/22	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	4111192921	MAT SERVICE CINTAS	52.63	52.63
3/14/22	320600 FIRE TRAINING 100505 ACCOUNTS PAYABLE	43488	FIRE TARGET SOLUTIONS LEARNING LLC	2,753.38	2,753.38
3/14/22	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	69247	QVF SUPP SPECTRUM PRINTERS	54.17	54.17
3/14/22	320500 FIRE-OFFICE SUPPLIE 100505 ACCOUNTS PAYABLE	74392	FIRE SOFTWARE ESO SOLUTIONS	131.13	131.13
3/14/22	320700 FIRE-OPERATING (GAS 100505 ACCOUNTS PAYABLE	8328	FIRE GAS SERVICE OIL CO.	76.31	76.31
3/28/22	311300 HALL CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	0322	TENNIS DOWNPAYMENT SPORT COURT CONSTRUCTION	30,000.00	30,000.00
				72,869.13	72,869.13

Penn Township Payroll Journal For the Period From Mar 1, 2022 to Mar 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
3/14/22 JAMES E. BOGUE	320100	22243	1,666.67	
	100507			24.17
	350500			83.33
	100507			24.17
	350300			24.17
	100005			1,559.17
3/14/22 LISA J. FITZSIMONS	360100	22244	1,666.67	
	100507			400.00
	100507			24.17
	350500			83.33
	100507			24.17
	350300			24.17
3/14/22 ROGER W. LEACH	350100	22245	288.50	
	410100			200.00
	100507			7.08
	350500			24.43
	100507			7.08
	350300			7.08
3/14/22 PAUL O. RUTHERFORD	370100	22246	1,666.67	
	100507			24.17
	350500			83.33
	100507			24.17
	350300			24.17
	100005			1,559.17
3/14/22 LEE H. SPARKS	350100	22247	288.50	
	100507			4.18
	350500			14.43
	100507			4.18
	350300			4.18
	100005			269.89
3/14/22 OLI OLAFFSON	380100	22248	1,666.67	
	100507			24.17
	350500			83.33
	100507			24.17
	350300			24.17
	100005			1,559.17
3/14/22 KAREN YOUNG	310000	22249	166.67	
	100507			2.42
	350500			8.33
	100507			2.42
	350300			2.42
	100005			155.92
			7,720.71	7,720.71


March 14, 2022
PENN TOWNSHIP
GENERAL ACCOUNT

Checking Account balance: February 1, 20201	\$ 639,832.19
Total disbursements for February, 2021	83,845.12
Total revenues for February, 2021	170,394.45

<u>Receipt #</u>	<u>Date</u>	<u>Received from</u>	<u>Amount</u>
4944	2/14	Ron Bellaire (Electrical Permits)	323.00
4945	2/14	Bernard Garwood (Two Lots Prairie Grove)	500.00
4835	2/14	Penn Township Tax Account (3 rd Settlement W-21)	96,035.65
4947	2/20	Cass County (Homestead Denial)	198.79
4948	2/28	Penn Township Tax Account (4th Settlement W-21)	68,229.56
4954	2/02	Comcast (Franchise Fees)	4,984.69
February 28, 202 Balance GW Jones(Interest V#4949 \$122.76)			\$ 726,381.52

Debt Retirement Accounts (\$59.00 Membership each account)

Vandalia Sewer	\$ 37,497.48
Vandalia Water	\$ 86,453.23
Penn Water	\$ 370,682.20

Paul Rutherford

Penn Township Treasurer