

Penn Township
~~Proposed Minutes~~
Regular Meeting
December 12, 2022

Oli called the meeting to order at 6:32 p.m. All board members were present.

Leach presented the minutes from the prior meeting, with correction of Rutherford seconding the approval of the minutes at the October meeting, as prepared by Fitzsimons. Leach moved to approve the minutes. Sparks seconded and motion passed.

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

Oli provided Supervisor comments regarding public involvement, our policies, etc. Oli introduced Sara Senica, township attorney. Sara will be taking notes and gathering information for potential recommendations. A 60-day period for review and analysis is expected. Oli discussed the marijuana zoning ordinance and the reasons that this ordinance was adopted. The Fire Department was praised. Plans for building a new Fire Department were discussed.

Members of the community were present to discuss various issues related to the outdoor marijuana grows.

We have met CCRC regarding road planning for next year. Geneva Road is a potential option for MEC access.

The planning board met on Dec. 6th regarding proposed zoning changes for MEC property to the east of Decatur Road. The Board did not vote to approve or reject the proposal. There is a plan for work sessions regarding this issue later this winter. There is no current plan for this property, but MEC would like to have zoning in place for future potential development.

A conditional use permit has been applied for by Trent Vaughn. This is the old Bivouac property where boats are being stored. The board met on December 6th recommending approval. Leach moved to approve the conditional use permit. Rutherford seconded and motion passed.

The Zoning Board of Appeals met on Dec 6th to review a variance request from Gary Barnett to partition off 2 plus acres of farm ground for a family member to build a primary residence. The variance was granted.

There was discussion of changing the parceling off of 2 acres to build a new home. We would like to take fewer acres out of agriculture.

Mike Biesbor provided a presentation regarding opposition to the marijuana ordinance and a request for a website/online meeting access.

Kerry Collins has provided a quote for a new website for Penn Township. The cost to create the website is \$1,900.00. The annual domain fee is \$40.00. The monthly invoice to maintain and host the website is \$335.00. Oli moved to approve the quote from Kerry Collins. Rutherford seconded and motion passed by unanimous roll call vote.

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. The agreement is being reviewed for signature.

Various legislative updates and communication were discussed.

The Fire Department report was provided by Bogue.

No CAUA report was available.

No County Commissioner report was available.

No Ambulance report was available.

McGrew provided an assessing report.

Leach provided a zoning report. Oli and Roger met with Mr. and Mrs. Sampson regarding their recent house fire.

The bills were presented for payment. Check numbers 22579-22613 for a total of \$58,856.88 will be disbursed. Leach moved to approve the bills for payment. Rutherford seconded and motion passed by unanimous roll call vote.

The meeting was adjourned at 8:53 p.m.

Respectfully Submitted,



Lisa J. Fitzsimons
Penn Township Clerk

**Penn Township
Payroll Journal
For the Period From Dec 1, 2022 to Dec 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
12/12/22 JAMES E. BOGUE	320100 100507 350500 100507 350300 100005	22579	1,866.67	27.07 176.66 27.07 27.07 1,662.94
12/12/22 LISA J. FITZSIMONS	360100 100507 100507 350500 100507 350300 100005	22580	1,866.67	300.00 27.07 176.66 27.07 27.07 1,362.94
12/12/22 ROGER W. LEACH	350100 410100 100507 350500 100507 350300 100005	22581	323.08 224.00	7.93 51.78 7.93 487.37
12/12/22 PAUL O. RUTHERFORD	370100 100507 350500 100507 350300 100005	22582	1,866.67	27.07 176.66 27.07 27.07 1,662.94
12/12/22 LEE H. SPARKS	350100 100507 350500 100507 350300 100005	22583	323.08	4.68 30.58 4.68 287.82
12/12/22 OLAFUR OLAFSSON	380100 100507 350500 100507 350300 100005	22584	1,866.67	27.07 93.33 27.07 27.07 1,746.27
12/12/22 KAREN YOUNG	310000 100507 350500 100507 350300 100005	22585	166.67	2.42 16.66 2.42 147.59
			8,626.82	8,626.82

**Penn Township
Purchase Journal
For the Period From Dec 1, 2022 to Dec 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
12/12/22	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	112522	ELECT INSPECT DOBBERTEEN INSPECTIONS, INC.	1,678.75	1,678.75
12/12/22	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	112522M	MECH/PLUMB DOBBERTEEN INSPECTIONS, INC.	2,193.85	2,193.85
12/12/22	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	112922	HALL INTERNET MIDWEST ENERGY COOP	119.68	119.68
12/12/22	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	112922	OFFICE SUPP- QVF SILVER CREEK TOWNSHIP	40.00	40.00
12/12/22	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	121222	INTERNET PAUL RUTHERFORD	95.40	95.40
12/12/22	321500 FIRE ELECTRIC 100505 ACCOUNTS PAYABLE	1222	SEWER CAUA	400.00	400.00
12/12/22	320200 FIRE DEPT TRAVEL 100505 ACCOUNTS PAYABLE	1222	TRAVEL JAMES BOGUE	125.00	125.00
12/12/22	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	1222	INTERNET LISA FITZSIMONS	95.40	95.40
12/12/22	350500 BOARD PENSION 100505 ACCOUNTS PAYABLE	1222	PENSION CONT- EE/ER JOHN HANCOCK	5,102.10	5,102.10
12/12/22	310700 HALL ELECT/STREET L 321500 FIRE ELECTRIC 100505 ACCOUNTS PAYABLE	1222	HALL ELECTRIC FIRE ELECTRIC AEP	300.00 650.00	950.00
12/12/22	322300 FIRE MISC 322100 FIRE EQUIPMENT MAI 321900 FIRE BLDG MAINT/REP 322500 FIRE CAPITAL OUTLAY 320900 FIRE COMMUNICATION 100505	1222	FIRE MISC FIRE EQUIP FIRE BLDG FIRE EQUIP FIRE PENN TOWNSHIP FIRE DEPART	164.66 23.54 105.78 106.26 488.31	888.55

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	ACCOUNTS PAYABLE		DEPART		
12/12/22	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	1222	FIRE MISC	5.68	
			WB HAYDEN AND SONS		5.68
12/12/22	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	1222	TELEPHONE	333.80	
			VERIZON WIRELESS		333.80
12/12/22	310100 HALL MISC. SERVICES 100505 ACCOUNTS PAYABLE	1222	SEC	45.00	
			BERGEN R/C HELICOPTERS		45.00
12/12/22	380300 SUPERVISOR- ASSESS 100505 ACCOUNTS PAYABLE	1222	assessing	2,600.00	
			MCGREW ASSESSING SERVICES LLC		2,600.00
12/12/22	360900 CLERK- ELECTIONS 360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	1222	QVF MAINT	510.00	
			QVF POSTAGE	172.00	
			LINDSAY KROHNE		682.00
12/12/22	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	1222	PHONE	60.00	
			OLAFUR OLAFSSON		60.00
12/12/22	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	1222	MAT SERVICE	9.14	
			CINTAS		9.14
12/12/22	200900 MISCELLANEOUS INC 100505 ACCOUNTS PAYABLE	1222	MJ LICENSE RETURN LESS ADMIN FEE VIANCA CASTRO	4,500.00	
					4,500.00
12/12/22	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	1222A	SNOW PLOW	50.00	
			JAMES BOGUE		50.00
12/12/22	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	1222A	OFFICE	5.30	
			LISA FITZSIMONS		5.30
12/12/22	322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	1222A	DEED RECORDING	73.00	
			PAUL RUTHERFORD		73.00
12/12/22	380700 SUPERVISOR SUPP/P 100505 ACCOUNTS PAYABLE	1222A	POSTAGE/OFFICE	70.36	
			OLAFUR OLAFSSON		70.36

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12/12/22	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	1222B	COPY PAPER LISA FITZSIMONS	42.39	42.39
12/12/22	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	1222C	PRINTER INK LISA FITZSIMONS	253.22	253.22
12/12/22	322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	130889	FIRE SUPP CASS AUTO SUPPLY CO, INC.	26.07	26.07
12/12/22	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	150572373	PEST CONTROL FIRE ROSE PEST SOLUTIONS	45.00	45.00
12/12/22	390500 PLAN COMM- PRINT/P 100505 ACCOUNTS PAYABLE	1546042	PLANNING PUB LEADER PUBLICATIONS	41.24	41.24
12/12/22	410500 ZONING-PRINT/PUBLIS 100505 ACCOUNTS PAYABLE	1546072	ZONING PUB LEADER PUBLICATIONS	35.00	35.00
12/12/22	390500 PLAN COMM- PRINT/P 100505 ACCOUNTS PAYABLE	1552133	PLANNING PUB LEADER PUBLICATIONS	41.24	41.24
12/12/22	410500 ZONING-PRINT/PUBLIS 100505 ACCOUNTS PAYABLE	1552134	ZONING PUB LEADER PUBLICATIONS	35.00	35.00
12/12/22	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	202039	COPIER CONTRACT US BUSINESS SYSTEMS	111.55	111.55
12/12/22	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	22-7222	BALLOT CODING MC & E/ELECTION SOURCE	900.00	900.00
12/12/22	350700 BOARD AMBULANCE 100505 ACCOUNTS PAYABLE	221	AMBULANCE CENTRAL CASS COUNTY AMBULANCE	18,394.22	18,394.22
12/12/22	322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	5567	STROTZ ADAPT HEIMAN, INC.	505.22	505.22
12/12/22	322500 FIRE CAPITAL OUTLAY	8352/8753	HURST EQUIP	10,274.60	

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	100505 ACCOUNTS PAYABLE		MACQUEEN EQUIPMENT		10,274.60
12/12/22	320900 FIRE COMMUNICATION 100505 ACCOUNTS PAYABLE	FIRE 1222	FIRE INTERNET	125.24	
			MIDWEST ENERGY COOP		125.24
12/12/22	322300 FIRE MISC 100505 ACCOUNTS PAYABLE	FIRE W22	NEW LOT TAXES	171.01	
			PENN TOWNSHIP		171.01
12/12/22	380900 SUPERVISOR TAX ROL 100505 ACCOUNTS PAYABLE	TR 2023-01	LATE SUMMER TAXES	3.38	
			CASS COUNTY		3.38
12/12/22	380900 SUPERVISOR TAX ROL 100505 ACCOUNTS PAYABLE	TR 2023-02	WINTER TAX FOLDING	45.12	
			CASS COUNTY		45.12
12/12/22	311300 HALL CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	W22 HALL	HALL/FIRE SEWER/WATER	224.66	
			PENN TOWNSHIP		224.66
12/12/22	200400 TAXES INCL DELINQUE 100505 ACCOUNTS PAYABLE	treasurer	TAX ADJ- TAX SALE LOSS	101.84	
			CASS COUNTY		101.84
				51,499.01	51,499.01

**DECEMBER 12, 2022
PENN TOWNSHIP
GENERAL ACCOUNT**

Checking Account balance: November 1, 2022	\$ 636,437.66
Total disbursements for November, 2022	49,166.15
Voided CK# 22506	1,155.96
Total revenues for November, 2022	100,161.29

<u>Receipt #</u>	<u>Date</u>	<u>Received from</u>	<u>Amount</u>
5029	11/01	State of Michigan (Revenue Sharing)	28,727.00
5030	11/02	Comcast (Franchise Fee)	5,458.65
5031	11/03	Wagner Family Funerals (One Burial)	100.00
5032	11/08	H H AL Fresco LLC (Marijuana Permit)	15,000.00
5033	11/08	H H AL Frasco LLC (Marijuana Permit)	25,000.00
5034	11/08	MEC (Rezoning Fee)	700.00
5035	11/14	Karen Young (One Hall Rental)	50.00
5036	11/14	Adam Dahlgren (Building Permits)	3,901.75
5037	11/14	Dobberteen Inspections (Mechanical & Plumbing & Electrical Permits)	4,033.00
5038	11/14	Sandra Wright (Marijuana Permit)	5,000.00
5039	11/14	Jeff Janus (Fire Report)	10.00
5040	11/14	Calvin Township (Fire Contract)	1,000.00
5041	11/23	Axon Properties LLC (Two Marijuana Permits)	10,000.00
November 30, 2022 G W Jones (Interest V#5042)			1,180.89

General Checking Total

688,588.76

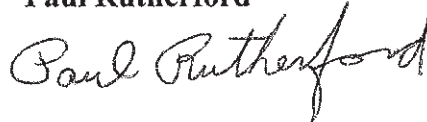
Plus \$ 58.75 Each Membership

Vandalia Sewer \$ 46,253.39

Vandalia Water \$ 69,743.61

Penn Water \$ 198,813.53

Paul Rutherford

A handwritten signature in cursive script that reads "Paul Rutherford".

Penn Township Treasurer