

**Penn Township
Regular Meeting
September 13, 2021**

Oli called the meeting to order at 6:30 p.m. Fitzsimons 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 Rutherford. Sparks moved to approve the report. Leach seconded and motion passed.

The board remembered Janet Allison, Alvernon Danzy and Carl Haines.

A synchronized hydrant flushing system has been proposed by Dowagiac's water and sewer engineer. A meeting is 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 application with EGLE has been submitted by Jeff VanBelle.

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 for refinancing to move forward.

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. We have now contracted with Cintas to provide this service.

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.

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. There is no update on this to date.

The Covid Relief funding application was submitted timely. We could receive up to \$150,000 of funding. The State is behind in processing these applications.

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.

Rutherford moved to hold a special hearing for delinquent utility bills on October 11, 2021 at 7:00 p.m. Leach seconded and motion passed. Rutherford will mail out notifications.

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.

The 3/31/21 financial statement audit is in process. Financial statements will be available at the October meeting. Revenue exceeded expenditures by approximately \$70,000.

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.

A fire on M-60 caused by an improper marijuana grow was discussed. Issues related to marijuana were discussed.

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.

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. Oli will address zoning issues at the Gatlin property on M-60. Leach will address issues at the home on the corner of Quaker and White Temple.

Rich Drews has submitted his letter of resignation as building inspector. He is proposing to switch positions with Adam Dahlgren. Adam would be chief inspector and Rich would be assistant. Rutherford moved to approve Dahlgren as our building inspector. Leach seconded and motion passed.

Paul and Oli will follow up on status of old dump on White Temple Road.

The bills were presented for payment. Check numbers 22034-22067 for a total of \$77,891.45 will be disbursed. Rutherford moved to approve the bills for payment. Leach seconded and motion passed by unanimous roll call vote (Fitzsimons absent).

The meeting was adjourned.

Respectfully Submitted,



Lisa J. Fitzsimons
Penn Township Clerk

**Penn Township
Payroll Journal
For the Period From Sep 1, 2021 to Sep 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
9/1/21 JAMES E. BOGUE	320100	22034	1,666.67	
	100507			24.17
	350500			83.33
	100507			24.17
	350300			24.17
	100005			1,559.17
9/1/21 LISA J. FITZSIMONS	360100	22035	1,666.67	
	100507			400.00
	100507			24.17
	350500			83.33
	100507			24.17
	350300			24.17
9/1/21 ROGER W. LEACH	350100	22036	288.50	
	410100			200.00
	100507			7.08
	350500			24.43
	100507			7.08
	350300			7.08
9/1/21 PAUL O. RUTHERFORD	370100	22037	1,666.67	
	100507			24.17
	350500			83.33
	100507			24.17
	350300			24.17
	100005			1,559.17
9/1/21 LEE H. SPARKS	350100	22038	288.50	
	100507			4.18
	350500			14.43
	100507			4.18
	350300			4.18
	100005			269.89
9/1/21 OLI OLAFFSON	380100	22039	1,666.67	
	100507			24.17
	350500			83.33
	100507			24.17
	350300			24.17
	100005			1,559.17
9/1/21 KAREN YOUNG	310000	22040	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 Sep 1, 2021 to Sep 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
9/1/21	320200 FIRE DEPT TRAVEL 100505 ACCOUNTS PAYABLE	0921	TRAVEL JAMES BOGUE	125.00	125.00
9/1/21	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	0921	ELECT INSPECT RON BELLAIRE	1,792.65	1,792.65
9/1/21	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	0921	PHONE OLI OLAFSSON	60.00	60.00
9/1/21	322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	141003154	HYDRO TEST SUMMIT FIRE PROTECTION	1,000.00	1,000.00
9/1/21	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	150535829	PEST CONTROL ROSE PEST SOLUTIONS	41.00	41.00
9/1/21	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	1850	GENERATOR MAINT RELAIBLE GENERATOR AND ELECTRIC LLC	357.35	357.35
9/1/21	350700 BOARD AMBULANCE 100505 ACCOUNTS PAYABLE	200	3RD QTR CENTRAL CASS COUNTY AMBULANCE	18,400.75	18,400.75
9/1/21	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	2035	MECH PLUMB INSPECT DOBBERTEEN INSPECTIONS, INC.	2,068.90	2,068.90
9/1/21	321900 FIRE BLDG MAINT/REP 400100 CEMETERY CONTRAC 100505 ACCOUNTS PAYABLE	20466	MOWING MOWING KLIPPERS LAWN CARE SERVIC	255.00 1,760.00	2,015.00
9/1/21	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	226835	FIRE SUPP WB HAYDEN AND SONS	17.98	17.98
9/1/21	320700 FIRE-OPERATING (GAS 100505 ACCOUNTS PAYABLE	243.05	FIRE GAS SERVICE OIL CO.	243.05	243.05
9/1/21	322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	25358	FOAM PAIL WEST SHORE FIRE REPAIR	1,200.00	1,200.00
9/1/21	321900	4092289354	MAT SERVICE	52.63	

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	FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE		CINTAS		52.63
9/1/21	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	4094888306	MAT SERVICE	52.63	
			CINTAS		52.63
9/1/21	351300 BOARD INSURANCE/B 321300 FIRE INSURANCE/BON 100505 ACCOUNTS PAYABLE	43103	INS	2,564.75	
			INS	14,486.25	
			BEREBDS HENDRICKS STUIT		17,051.00
9/1/21	351100 BOARD- Weed Control 100505 ACCOUNTS PAYABLE	70000191	DIAMOND WEED	950.92	
			PLM LAKE AND LAND MGMT CORP		950.92
9/1/21	351100 BOARD- Weed Control 100505 ACCOUNTS PAYABLE	7000223	DONNELL WEED	1,207.87	
			PLM LAKE AND LAND MGMT CORP		1,207.87
9/1/21	351300 BOARD INSURANCE/B 321300 FIRE INSURANCE/BON 100505 ACCOUNTS PAYABLE	921	WC	1,434.88	
			WC	4,076.12	
			ACCIDENT FUND OF MICHIGAN		5,511.00
9/1/21	350500 BOARD PENSION 100505 ACCOUNTS PAYABLE	921	pension	5,948.92	
			JOHN HANCOCK		5,948.92
9/1/21	321500 FIRE ELECTRIC 100505 ACCOUNTS PAYABLE	921	ELECTRIC	800.00	
			AEP		800.00
9/1/21	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	921	internet	95.40	
			PAUL RUTHERFORD		95.40
9/1/21	322300 FIRE MISC 321900 FIRE BLDG MAINT/REP 322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	921	FIRE SUPP	236.88	
			FIRE SUPP	191.17	
			FIRE SUPP	20.92	
			PENN TOWNSHIP FIRE DEPART		448.97
9/1/21	320900 FIRE COMMUNICATION 100505 ACCOUNTS PAYABLE	921	PHONE	129.24	
			FRONTIER		129.24
9/1/21	320900	921	FIRE INTERNET	500.00	

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	FIRE COMMUNICATION 100505 ACCOUNTS PAYABLE		COMCAST		500.00
9/1/21	310500 HALL TELEPHONE 320900 FIRE COMMUNICATION 100505 ACCOUNTS PAYABLE	921	phone	207.88	
			phone	151.16	
			VERIZON WIRELESS		359.04
9/1/21	340100 BLDG INSPECT WAGE 340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	921	bdg inspect	3,345.60	
			office hours	140.00	
			RICHARD DREWS		3,485.60
9/1/21	380300 SUPERVISOR- ASSESS 100505 ACCOUNTS PAYABLE	921	ASSESSING	2,530.00	
			MCGREW ASSESSING SERVICES LLC		2,530.00
9/1/21	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	921A	INTERNET	95.40	
			LISA FITZSIMONS		95.40
9/1/21	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	921B	PHONE CASE	24.37	
			LISA FITZSIMONS		24.37
9/1/21	311300 HALL CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	921C	COMPUTER	1,156.74	
			LISA FITZSIMONS		1,156.74
9/1/21	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	921D	SAGE SUPPORT AND SOFTWARE RENEWAL	1,474.46	
			LISA FITZSIMONS		1,474.46
9/1/21	351100 BOARD- Weed Control 100505 ACCOUNTS PAYABLE	9733	LITTLE FISH WEED	1,976.10	
			CLARKE		1,976.10
				71,171.97	71,171.97

SEPTEMBER 13, 2021
PENN TOWNSHIP
GENERAL ACCOUNT

General Checking Account balance: August 1, 2021	\$ 575,993.21
Total disbursements for August, 2021	43,008.68
Total revenues for August, 2021	22,392.45

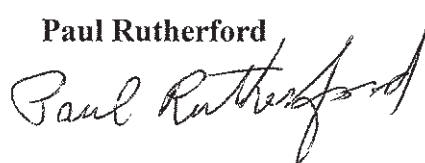
<u>Receipt #</u>	<u>Date</u>	<u>Received from</u>	<u>Amount</u>
4891	8/04	Comcast (Franchise Fee)	5,035.66
4892	8/09	Rich Drews (Building Permits)	100.00
4893	8/09	Ron Bellaire (Electrical Permits)	465.00
4894	8/09	Dobberteen Inspections (Plumbing & Mechanical Permits)	1,713.00
4895	8/14	George Gikopoulos (Three Marijuana Permits)	15,000.00

Aug 31, 2021 G W Jones (Interest V#4896 \$16.06)	\$ 89,774.63
Aug 31, 2021 Circle FCU Membership 51.25	\$ 51.25
Aug 31, 2021 Circle FCU (V4897 Int. \$62.73)	\$ 465,551.10
General Checking Total:	\$ 555,376.98

Debt Retirement Accounts Balance Plus \$58.50 Membership

Vandalia Sewer	\$ 46,465.50
Vandalia Water	\$ 79,575.11
Penn Water	\$ 400,775.68

Paul Rutherford



Penn Township Treasurer