

**Penn Township
Regular Meeting
January 13, 2025**

Board members present: Treasurer Paul Rutherford, Trustee Roger Leach, Trustee Scott Peters, and Clerk Rhonda Barnett. Absent: Supervisor Olafsson

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

Prayer was given by Trustee Leach.

Pledge of Allegiance was recited.

Minutes

Trustee Leach read the minutes from the meeting held on December 9, 2024, as prepared by Clerk Barnett. Treasurer Rutherford made the motion to accept the minutes as read and Trustee Peters seconded. Motion approved unanimously.

Treasurer's Report

The Treasurer's Report was prepared and presented by Treasurer Rutherford. Clerk Barnett made the motion to accept the report as presented with a second from Trustee Peters. Motion approved unanimously.

Supervisor News: Absent. Nothing to report.

Special Speaker:

Township Legal Counsel Sara Senica was present at the meeting to give a summary of the legal expenditures incurred by the Township post primary election. The public was invited to write down and submit any comments or questions to the clerk and the board will review and answer those at the next meeting.

Board Comments:

Trustee Leach asked if she would clarify what the Special Counsel found that determine that a special election would not be held. Sara said that Special Counsel found that the statutory language indicated that you had to have more than one vote in question to hold a special election and in this case, there was only one vote in question.

Treasurer Rutherford set the record straight saying that he paid his own legal fees.

Trustee Peters submitted a document to be added to these minutes that reads:

I hereby make the following Transparency Motion which I will give to the Clerk to be entered into the Minutes of this meeting word-for-word as it reads here so that there is no uncertainty as to what motion has been made here. I move that based on the citizen questions surrounding Penn Township's involvement to benefit the election

efforts of the Penn Township Treasurer and to otherwise influence the August 2024 Primary Election for Penn Township Treasurer and based on the resulting public controversy that has erupted over Penn Township's expenditures and involvement in the August 2024 Primary Election for Penn Township Treasurer, that Penn Township make all documents related to its involvement in the August 2024 Primary Election for Penn Township Treasurer available on its website by no later than January 31, 2025. Such documents shall include, but not be limited to the following:

1. All correspondence, email messages, text messages, and any other documents to or from any Penn Township official, employee and/or agent directly and indirectly related to the August 2024 Primary Election for Penn Township Treasurer.
2. All unredacted legal invoices from August 1, 2024, through December 31, 2024.
3. All unredacted communications (in any format) to or from any attorneys retained by Penn Township from August 1, 2024, through December 31, 2024.

There was not a second therefore the motion will not be considered.

Reports:

Clerk News: Nothing to report

Fire Department Report: Chief Jim Bogue gave an activity report. Penn and Newberg applied for and received a \$333,337.14 *Assistant Firefighters Grant* through FEMA. Penn used their share of that grant to acquire 20 SCBA kits.

CAUA Report: No Report

Ambulance Report: Scott Chris gave a report that a long-term contract between Central Cass Authority and SMCAS is in the works. Hopefully in place by the end of January.

Assessor Report: No Report

Zoning Report: Provided by Trustee Leach

New Business:

Treasurer Rutherford made a motion to appoint Diana McGrew to the ~~Election Board~~ *BOARD OF REVIEW*. Trustee Leach seconded. Motion approved unanimously.

Board Comments:

Trustee Peters brought up concerns over the Invoice for \$87,000 and what it covered. There was some discussion on two lawsuits being presented to the judge. One was Paul's and one was thrown out. Who paid for the other? Trustee Leach stated that we paid for the one that was rescinded on Monday morning.

Public Comments:

1. Elizabeth Bennett... Disappointed with the process of how purchases are made.
2. Cindy Peters... Recommended posting open Township positions on the website.
3. Jody Bucher... She followed the law and had to hire an attorney to protect herself.
4. Eric Dauster... Special Council to the Cass County Board of Canvassers and Cass County Clerk, every decision made by Cass County was done after consultation with the Michigan Bureau of Elections, that Penn Township had no authority to interject itself in an election involving one of its incumbents and has nothing to show for doing so. Also concerned about misstatements of fact with respect to this matter.
5. Bill ...? ... Constituents should be able to see the breakdown of how the \$87,000 was spent. Later commented that he believes Paul paid for his own legal expenses.
6. Jenny Flory... cannot believe that the \$87,000 was only for a weekend's work. In her opinion the whole board has acted in bad faith.
7. Richard Behnke: Concerned that Ms. Seneca acted on a news report that the election was tied, and that action led to the \$87,000 lawsuit
8. Lloyd Montgomery: Disappointed that nothing was accomplished tonight.
9. Joan High... State of Michigan sent a letter regarding Smart Vapes. These are new devices that are impacting young adults and contributing to addiction. Cannabis poisoning has increased annually since 2018... vaping injuries have increased since 2020.
10. Darby Bucher... August minutes showed that a special meeting took place on the 9th of August regarding the special election and the only attendees were Oli and Roger. There was no notice of the meeting and no minutes.
11. Jim B...? ... Asked if these public comments would be in the minutes.
12. Sheriff Clint Roach introduced Undersheriff Tim Scherer.

Trustee Leach closed public comments.

Payment of the Bills:

An expense report for check numbers 23635 - 23690 totaling \$448,728.04, was prepared by Lisa Fitzsimons and read by Trustee Leach. Payroll Expenses equal \$49,006.46, all other expenses totaled \$399,721.58 which includes an online payment to John Hancock for \$275.00. Rutherford made a motion that we pay the bills as submitted; Peters seconded. Roll Call Vote: Leach, yes; Peters, yes; Rutherford, yes; Barnett, yes; motion passed.

The meeting was adjourned at 7:48 p.m.

Respectfully submitted,

Rhonda Barnett
Penn Township Clerk

**Penn Township
Purchase Journal
For the Period From Jan 1, 2025 to Jan 31, 2025**

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
1/4/25	311200 FACILITY MAINT 100505 ACCOUNTS PAYABLE	0034876340	TRASH SERVICE HIMCO	300.00	300.00
1/4/25	100507 FICA AND MEDICARE P 100505 ACCOUNTS PAYABLE	0125	4TH QTR 941 2024 UNITED STATES TREASURY	1,167.10	1,167.10
1/4/25	320200 FIRE DEPT TRAVEL 100505 ACCOUNTS PAYABLE	0125	TRAVEL JAMES BOGUE	125.00	125.00
1/4/25	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	0125	INTERNET LISA FITZSIMONS	95.40	95.40
1/4/25	310700 HALL ELECT/STREET L 321500 FIRE ELECTRIC 100505 ACCOUNTS PAYABLE	0125	ELECTRIC ELECTRIC AEP	375.00 600.00	975.00
1/4/25	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	0125	INTERNET PAUL RUTHERFORD	95.40	95.40
1/4/25	320200 FIRE DEPT TRAVEL 100505 ACCOUNTS PAYABLE	0125	FUEL ALLOW PENN TOWNSHIP FIRE DEPART	3,197.25	3,197.25
1/4/25	311500 HALL MISC. 322300 FIRE MISC 100505 ACCOUNTS PAYABLE	0125	WINTER 24 TAX BILL WINTER TAX BILL PENN TOWNSHIP	212.80 139.54	352.34
1/4/25	310900 HALL FUEL OIL 321700 FIRE FUEL OIL 100505 ACCOUNTS PAYABLE	0125	NATURAL GAS NATURAL GAS SEMCO ENERGY	300.00 1,200.00	1,500.00
1/4/25	310500 COMMUNICATIONS 100505 ACCOUNTS PAYABLE	0125	PHONE VERIZON WIRELESS	336.13	336.13
1/4/25	310500 COMMUNICATIONS 100505 ACCOUNTS PAYABLE	0125	PHONE OLAFUR OLAFSSON	60.00	60.00
1/4/25	380300 SUPERVISOR- ASSESS 100505 ACCOUNTS PAYABLE	0125	ASSESSING ASSESSING SOLUTIONS	3,412.50	3,412.50

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1/4/25	310500 COMMUNICATIONS 100505 ACCOUNTS PAYABLE	0125	PHONE RHONDA BARNETT	60.00	60.00
1/4/25	320500 FIRE-OFFICE SUPPLIE 322500 FIRE CAPITAL OUTLAY 320900 FIRE COMMUNICATION 322300 FIRE MISC 322500 FIRE CAPITAL OUTLAY 322100 FIRE EQUIPMENT MAI 321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	0125A	OFFICE HELMETS SCREEN PROTECT MISC GAS DETECT FIRE SUPP VENT PENN TOWNSHIP FIRE DEPART	233.10 640.00 225.60 201.26 1,016.18 403.72 15.31	2,735.17
1/4/25	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	1109	ELECT INSPECT NEXT STEP INSPECTIONS LLC	1,428.00	1,428.00
1/4/25	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	122324	PLUMB MECH INSPECT DOBBERTEEN INSPECTIONS, INC.	1,853.85	1,853.85
1/4/25	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	150635807	FIRE PEST CONTROL ROSE PEST SOLUTIONS	61.00	61.00
1/4/25	311200 FACILITY MAINT 100505 ACCOUNTS PAYABLE	150636335	HALL PEST ROSE PEST SOLUTIONS	65.00	65.00
1/4/25	322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	184998756 BAL	FIRE SUPP ULINE	85.38	85.38
1/4/25	330500 BD REVIEW-PRINT PU 100505 ACCOUNTS PAYABLE	1920450	BOR PUB LEADER PUBLICATIONS	35.00	35.00
1/4/25	310500 COMMUNICATIONS 380300 SUPERVISOR- ASSESS 100505 ACCOUNTS PAYABLE	202501550	WEBSITE,SOFTWARE ISSUE ASSESSING ASSIST, SOFTWARE KERRY COLLINS	445.75 460.00	905.75
1/4/25	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	242228	CONTRACT US BUSINESS SYSTEMS	136.28	136.28

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1/4/25	311500 HALL MISC. 100505 ACCOUNTS PAYABLE	25538097	HALL SUPP ULINE	467.49	467.49
1/4/25	311200 FACILITY MAINT 100505 ACCOUNTS PAYABLE	2710	BATHROOM SIGNS BOLT LASERWORKS	36.00	36.00
1/4/25	322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	34135	AIRPACK GRANT- 50% NEWBURG WEST SHORE FIRE REPAIR	350,001.20	350,001.20
1/4/25	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	4215302407	MAT SERVICE CINTAS	98.17	98.17
1/4/25	311500 HALL MISC. 100505 ACCOUNTS PAYABLE	62243	DOOR SOFTWARE ISSUES ELECTRO MEDIA	480.00	480.00
1/4/25	311500 HALL MISC. 100505 ACCOUNTS PAYABLE	62285	HALL DOOR SOFTWARE ELECTRO MEDIA	60.00	60.00
1/4/25	311500 HALL MISC. 100505 ACCOUNTS PAYABLE	62286	HALL DOOR SOFTWARE ELECTRO MEDIA	60.00	60.00
1/4/25	380300 SUPERVISOR- ASSESS 100505 ACCOUNTS PAYABLE	DA24-10	DESIGNATED ASSESSOR FEE CASS COUNTY	200.00	200.00
1/4/25	322100 FIRE EQUIPMENT MAI 321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	DEC 24	FIRE FIRE WB HAYDEN AND SONS	19.99 14.48	34.47
1/4/25	322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	P40102	TURNOUT GEAR- INSURANCE CLAIM MACQUEEN EQUIPMENT	16,359.70	16,359.70
1/8/25	310000 HALL JANITOR WAGE 100505 ACCOUNTS PAYABLE	00201313	DONNELL ADMIN PROGRESSIVE A&E	1,750.00	1,750.00
1/8/25	370100 TREASURER- WAGE 100505 ACCOUNTS PAYABLE	0125	TREAS ASSIST AMY JUROFF	150.00	150.00
1/8/25	340100 BLDG INSPECT WAGE 340100	0125	BLDG INSPECT OFFICE	5,637.20 140.00	

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	BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE		ADAM DAHLGREN		5,777.20
1/8/25	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	125A	W2 EFILE LISA FITZSIMONS	30.80	30.80
1/8/25	311300 HALL CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	2640	HALL REMODEL EBY'S PROPERTY MANAGEMENT	4,960.00	4,960.00
				399,446.58	399,446.58
				399,446.58	399,446.58

**Penn Township
Payroll Journal
For the Period From Jan 1, 2025 to Jan 31, 2025**

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
1/4/25 JAMES E. BOGUE	320100 100507 350500 100507 350300 100005	23635	2,079.00 30.15	30.15 103.95 30.15 1,944.90
1/4/25 JEROMY J. BOGUE	320300 100507 350500 100507 350300 100005	23636	2,791.36 40.47	40.47 36.29 40.47 2,714.60
1/4/25 MICHAEL C. BRADLEY	320300 100507 350500 100507 350300 100005	23637	4,044.30 58.64	58.64 52.58 58.64 3,933.08
1/4/25 KEITH D. CARTER	320300 100507 350500 100507 350300 100005	23638	4,884.88 70.83	70.83 63.50 70.83 4,750.55
1/4/25 FLOYD E. DEUBNER	320300 100507 350500 100507 350300 100005	23639	174.46 2.53	2.53 2.27 2.53 169.66
1/4/25 LISA J. FITZSIMONS	380600 100507 350500 100507 350300 100005	23640	1,480.00 21.46	21.46 74.00 21.46 1,384.54
1/4/25 JASON HAYDEN	320300 100507 350500 100507 350300 100005	23641	2,981.68 43.23	43.23 38.76 43.23 2,899.69
1/4/25 JOSHUA K. KRAGER	320300 100507 350500 100507 350300 100005	23642	1,728.74 25.07	25.07 22.47 25.07 1,681.20
1/4/25 ROGER W. LEACH	350100 410100 100507 350500 100507 350300 100005	23643	339.25 249.42 8.54	8.54 29.43 8.54 550.70
1/4/25	320300	23644	63.44	

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Date Employee	GL Acct ID	Reference	Debit Amt	Credit Amt
EDWARD D. PAULSEN	100507			0.92
	350500			0.82
	100507			0.92
	350300		0.92	
	100005			61.70
1/4/25 JASON A. POMPEY	320300	23645	348.92	
	100507			5.06
	350500			4.54
	100507			5.06
	350300		5.06	
	100005			339.32
1/4/25 ERIC S. RUTH	320300	23646	1,237.08	
	100507			17.94
	350500			16.08
	100507			17.94
	350300		17.94	
	100005			1,203.06
1/4/25 PAUL O. RUTHERFORD	370100	23647	2,079.00	
	100507			30.15
	350500			103.95
	100507			30.15
	350300		30.15	
	100005			1,944.90
1/4/25 SCOTT J. WELLMAN	320300	23648	3,568.50	
	100507			51.74
	350500			46.39
	100507			51.74
	350300		51.74	
	100005			3,470.37
1/4/25 ASHLEY N. WENCES	310000	23649	227.50	
	100507			3.30
	350500			11.38
	100507			3.30
	350300		3.30	
	100005			212.82
1/4/25 CHRIS BERGEN	320300	23650	4,980.04	
	100507			72.21
	350500			64.74
	100507			72.21
	350300		72.21	
	100005			4,843.09
1/4/25 LJ BROWN	320300	23651	2,125.24	
	100507			30.82
	350500			27.63
	100507			30.82
	350300		30.82	
	100005			2,066.79
1/4/25 SCOTT CHRIS	320300	23652	4,298.06	
	100507			62.32
	350500			55.87
	100507			62.32
	350300		62.32	
	100005			4,179.87
1/4/25 LAMAR GILLAM	320300	23653	1,189.50	
	100507			17.25
	350500			15.46

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	100507			17.25
	350300		17.25	
	100005			1,156.79
1/4/25 JOSHUA DEUBNER	320300	23654	1,903.20	
	100507			27.60
	350500			24.74
	100507			27.60
	350300		27.60	
	100005			1,850.86
1/4/25 OLAFUR OLAFSSON	380100	23655	2,079.00	
	100507			30.15
	350500			103.95
	100507			30.15
	350300		30.15	
	100005			1,944.90
1/4/25 SCOTT PETERS	350100	23656	339.25	
	100507			4.92
	350500			16.96
	100507			4.92
	350300		4.92	
	100005			317.37
1/4/25 RHONDA J. BARNETT	360100	23657	2,079.00	
	100507			75.84
	100507			30.15
	350500			103.95
	100507			30.15
	350300		30.15	
	100005			1,869.06
1/4/25 SYDNIE WELLMAN	320300	23658	3,298.88	
	100507			47.83
	350500			42.89
	100507			47.83
	350300		47.83	
	100005			3,208.16
1/4/25 JIMMIE VAIL	320300	23659	317.20	
	100507			4.60
	350500			4.12
	100507			4.60
	350300		4.60	
	100005			308.48
			51,624.78	51,624.78

**January 13, 2025
PENN TOWNSHIP
GENERAL ACCOUNT**

Checking Account balance: December 1, 2024	\$ 2,025,342.50
Total disbursements for December, 2024	163,263.34
Total revenues for December, 2024	342,861.69

<u>Receipt #</u>	<u>Date</u>	<u>Received from</u>	<u>Amount</u>
5260	12/09	Adam Dahlgren (Building Permits)	1,373.00
5261	12/09	Next Step Inspections (Electrical Inspections)	200.00
5262	12/09	Dobberteen Inspections (Plumbing and Mechanical Permits)	1,298.00
5263	12/09	Penn Fire Dept. (Fire Report)	10.00
5264	12/20	Ashley Young (Hall Rental)	100.00
5265	12/26	Billings Funeral Home (Burial)	100.00
5268	12/17	FEMA (Fire Grant Penn & Newberg)	333,337.14

December 31, 2024 G W Jones (Interest \$6,443.55 V#5266) Balance \$ 2,204,940.85

Cash Breakdown

Dec. 31, 2024 Restricted Funds Fire Dept.	\$ 1,500,000.00
Dec. 31, 2024 Cash Balance	\$ 704,940.85

General Checking Total \$ 2,204,940.85

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

Vandalia Sewer	\$ 45,002.48
Vandalia Water	\$ 73,721.14
Penn Water	\$ 217,799.72

Paul Rutherford

Penn Township Treasurer