

**Penn Township
Regular Meeting
September 9, 2024**

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

Supervisor Olafsson called the meeting to order at 6:31pm.

Prayer was given by Trustee Sparks.

Pledge of Allegiance was recited.

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

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

Ambulance Report- Provided by Scott Chris.

Assessor Report- Provided by Don Jollay.

Supervisor News

Supervisor Olafsson stated that Ambulance is going to be an ongoing issue. Penn Township Fire Department is looking at several new locations for build a fire station. Supervisor Olafsson shared the election issues that Penn Township and candidates faced this past month. A recount was conducted by county. The result was the same.

Trustee Rutherford moved to approve the hearing set for October 8th, 2024 at 7pm to hear objections to placing the delinquent water and sewer fee on tax bills. Trustee Leach second. All in favor.

Supervisor had a meeting with Joe Bellina from the Cass County Road Commission. Hollow Point is looking good. There has been some drainage issues that are being addressed. The Road Commission has removed several signs including pedestrian crossing and speed limit.

Reports

Fire Dept Report- Provided by Chief Bogue

Zoning Report- Provided by Roger Leach

Board Comments

Trustee Sparks is glad to see the roads being kept up.

Trustee Leach is wondering what the best road products are for long term use.

Public Comments

Resident 1- Lloyd Montgomery felt it was an unkind election but will continue to support Penn Township. Resident gave thanks to Clerk Greathouse for her hard work during the election.

Resident 2- Shelia Wittous gave thanks to Monica McMichael (county clerk) and Clerk Greathouse for their professionalism during this election and the recount. Shelia stated that she is the only person that Supervisor Olafsson shuts down when it comes to people speaking out of turn.

Resident 3- Matt Harrington shared a hand out to the board titled "I am committed to finding a solution to the problems caused by the marijuana farms, Oli Olafsson." This explained the Why?, What solutions should be considered and How this can be done.

Resident 4- Mike Biesboer encouraged the board to adopt an application and review procedure regarding road repair so that it is easy for residents to understand.

Resident 5- Scott Peters asked if the Treasure's Report will include the expenses that township had to pay for attorneys fees.

Supervisor Olafsson closed public comments

Supervisor Olafsson addressed the causes that negatively impacted the infrusture of Filley Dr. and properties. Filley Dr is not a road issue but a drain issue.

CAUA Report- Provided by Trustee Leach, prepared by Diana McGrew

The Bills were presented for payment by Clerk Greathouse. Checks 23462-23501 for a total of \$245,948.97 to be disbursed. Trustee Leach moved to approve the bills for payment. Trustee Sparks seconded, and motion passed by unanimous roll call vote.

Supervisor Olafsson discussed the Blight Program being used by County Treasure Hope Anderson.

The meeting was adjourned at 7:40pm

Respectfully submitted,

Chelsa Greathouse

Penn Township Clerk

**SEPTEMBER 9, 2024
PENN TOWNSHIP
GENERAL ACCOUNT**

General Checking Account balance: August 1, 2024	\$ 2,289,444.13
Total disbursements for August, 2024	120,760.03
Total revenues for August, 2024	38,745.46

<u>Receipt #</u>	<u>Date</u>	<u>Received from</u>	<u>Amount</u>
5228	8/09	Comcast (Franchise Fee)	4,815.86
5229	8/12	Adam Dahlgren (Building Permits)	4,821.00
5230	8/12	Next Step Inspections (Electrical Inspections)	4,086.40
5231	8/12	Dobberteen Inspections (Plumbing & Mechanical Permits)	2,011.90
5232	8/12	National American Insurance (Fire Settlement)	11,703.24
5233	8/15	Alisa Ridgway (Six Lots Young's Prairie Cemetery)	3,000.00

Aug 31, 2024 G W Jones (Interest V#5234 \$8,307.06)	\$ 2,207,429.56
<u>Cash Breakdown</u>	
August 31,2024 Restricted Funds Fire Dept.	\$ 1 500,000.00
August 31,2024 Cash Balance	\$ 707,429.56
Total Checking Balance	\$ 2,207,429.56

Debt Retirement Accounts Balance Plus \$58.75 Membership

Vandalia Sewer	\$ 46,689.58
Vandalia Water	\$ 71,513.28
Penn Water	\$ 433,092.51

Paul Rutherford

Penn Township Treasurer

Penn Township Payroll Journal For the Period From Sep 1, 2024 to Sep 30, 2024

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
9/2/24 JAMES E. BOGUE	320100 100507 350500 100507 350300 100005	23462	2,079.00	30.15 103.95 30.15 30.15 1,944.90
9/2/24 LISA J. FITZSIMONS	380600 100507 350500 100507 350300 100005	23463	1,480.00	21.46 74.00 21.46 1,384.54
9/2/24 ROGER W. LEACH	350100 410100 100507 350500 100507 350300 100005	23464	339.25 249.42	8.54 29.43 8.54 550.70
9/2/24 PAUL O. RUTHERFORD	370100 100507 350500 100507 350300 100005	23465	2,079.00	30.15 103.95 30.15 1,944.90
9/2/24 LEE H. SPARKS	350100 100507 350500 100507 350300 100005	23466	339.25	4.92 16.96 4.92 317.37
9/2/24 CHELSA GREATHOUSE	360100 100507 100507 350500 100507 350300 100005	23467	2,079.00	75.84 30.15 103.95 30.15 1,869.06
9/2/24 OLAFUR OLAFSSON	380100 100507 350500 100507 350300 100005	23468	2,079.00	30.15 103.95 30.15 1,944.90
9/2/24 KAREN YOUNG	310000 100507 350500 100507 350300 100005	23469	227.50	3.30 11.38 3.30 212.82
			11,110.24	11,110.24

**Penn Township
Purchase Journal
For the Period From Sep 1, 2024 to Sep 30, 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
9/2/24	311400 PARKS PROGRAMMIN 100505 ACCOUNTS PAYABLE	081324	COURT RESERVE LISA FITZSIMONS	120.00	120.00
9/2/24	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	082324	MECH PLUMB INSPECT DOBBERTEEN INSPECTIONS, INC.	1,755.25	1,755.25
9/2/24	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	0824	ELECTION PUBS CALVIN TOWNSHIP	73.43	73.43
9/2/24	310500 COMMUNICATIONS 320900 FIRE COMMUNICATION 100505 ACCOUNTS PAYABLE	0924	HALL INTERNET FIRE INTERNET MIDWEST ENERGY COOP	300.00 400.00	700.00
9/2/24	320200 FIRE DEPT TRAVEL 100505 ACCOUNTS PAYABLE	0924	TRAVEL JAMES BOGUE	125.00	125.00
9/2/24	310500 COMMUNICATIONS 100505 ACCOUNTS PAYABLE	0924	WEBSITE MAINT KERRY COLLINS	352.00	352.00
9/2/24	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	0924	INTERNET LISA FITZSIMONS	95.40	95.40
9/2/24	350500 BOARD PENSION 100505 ACCOUNTS PAYABLE	0924	PENSION JOHN HANCOCK	7,864.45	7,864.45
9/2/24	321500 FIRE ELECTRIC 100505 ACCOUNTS PAYABLE	0924	FIRE ELECT AEP	400.00	400.00
9/2/24	320500 FIRE-OFFICE SUPPLIE 100505 ACCOUNTS PAYABLE	0924	LABOR POSTERS MICHIGAN LABOR LAW POSTER	105.47	105.47
9/2/24	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	0924	INTERNET PAUL RUTHERFORD	95.40	95.40
9/2/24	322300 FIRE MISC 322500 FIRE CAPITAL OUTLAY 322500 FIRE CAPITAL OUTLAY 320600 FIRE TRAINING	0924	KIDS OPEN HOUSE AUGER CHOKING TOOL TRAINING	168.48 948.35 1,125.84 253.65	

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	100505 ACCOUNTS PAYABLE		PENN TOWNSHIP FIRE DEPART		2,496.32
9/2/24	311500 HALL MISC. 321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	0924	HALL SUPP	109.64	
			FIRE SUPP	17.98	
			WB HAYDEN AND SONS		127.62
9/2/24	310500 COMMUNICATIONS 100505 ACCOUNTS PAYABLE	0924	PHONE	334.31	
			VERIZON WIRELESS		334.31
9/2/24	310500 COMMUNICATIONS 100505 ACCOUNTS PAYABLE	0924	PHONE	60.00	
			OLAFUR OLAFSSON		60.00
9/2/24	340100 BLDG INSPECT WAGE 340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	0924	BLDG INSPECT	4,981.85	
			OFFCIE HOURS	140.00	
			ADAM DAHLGREN		5,121.85
9/2/24	380300 SUPERVISOR- ASSESS 100505 ACCOUNTS PAYABLE	0924	ASSESSING	3,412.50	
			ASSESSING SOLUTIONS		3,412.50
9/2/24	310500 COMMUNICATIONS 100505 ACCOUNTS PAYABLE	0924	PHONE	60.00	
			CHELSEA GREATHOUSE		60.00
9/2/24	311200 FACILITY MAINT 100505 ACCOUNTS PAYABLE	0924	PORTABLE TOILET	124.00	
			VRT ENTERPRISES, INC.		124.00
9/2/24	322300 FIRE MISC 100505 ACCOUNTS PAYABLE	0924	MEMBERSHIP	130.00	
			COSTCO MEMBESHIP		130.00
9/2/24	351900 BOARD MISC 100505 ACCOUNTS PAYABLE	0924	SEC	100.00	
			GREG PRICE		100.00
9/2/24	311500 HALL MISC. 100505 ACCOUNTS PAYABLE	0924B	PAPER TOWELS	16.04	
			LISA FITZSIMONS		16.04
9/2/24	351300 BOARD INSURANCE/B 100505 ACCOUNTS PAYABLE	1001569063	WC INS	6,557.00	
			ACCIDENT FUND INS COMPANY OF AMERICA		6,557.00
9/2/24	311200 FACILITY MAINT 100505	1005	HALL MAINT	800.00	
			SPRAGUE FITZSIMONS		800.00

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	ACCOUNTS PAYABLE				
9/2/24	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	1079	ELECT INSPECT NEXT STEP INSPECTIONS LLC	1,007.25	1,007.25
9/2/24	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	150625729	PEST CONTROL ROSE PEST SOLUTIONS	61.00	61.00
9/2/24	400100 CEMETERY CONTRAC 321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	20240561	MOWING MOWING KLIPPERS LAWN CARE SERVIC	1,548.80 224.40	1,773.20
9/2/24	351300 BOARD INSURANCE/B 321300 FIRE INSURANCE/BON 321300 FIRE INSURANCE/BON 100505 ACCOUNTS PAYABLE	52927	INSURANCE INSURANCE DRONE INS BERENDS HENDRICKS STUIT	2,860.00 19,619.00 350.00	22,829.00
9/2/24	311500 HALL MISC. 100505 ACCOUNTS PAYABLE	5573	VENDING THE SNACK BOX, INC.	179.76	179.76
9/2/24	352300 BOARD - ROAD COMMI 100505 ACCOUNTS PAYABLE	804941	POKAGON FINAL CASS ROAD COMMISSION	32,785.54	32,785.54
9/2/24	352300 BOARD - ROAD COMMI 100505 ACCOUNTS PAYABLE	804942	QUINNESEC CASS ROAD COMMISSION	7,177.04	7,177.04
9/2/24	352300 BOARD - ROAD COMMI 100505 ACCOUNTS PAYABLE	804943	FINAL HOWELL CASS ROAD COMMISSION	88,125.06	88,125.06
9/2/24	351100 BOARD- Weed Control 100505 ACCOUNTS PAYABLE	A217833	DIAMOND PLM LAKE AND LAND MGMT CORP	3,074.42	3,074.42
9/2/24	351100 BOARD- Weed Control 100505 ACCOUNTS PAYABLE	A217844	DIAMOND PLM LAKE AND LAND MGMT CORP	608.84	608.84
9/2/24	351100 BOARD- Weed Control 100505 ACCOUNTS PAYABLE	PSI083682	LITTLE FISH SOLITUDE LAKE MANAGEMENT	1,683.52	1,683.52
9/2/24	351100 BOARD- Weed Control	PSI092557	LITTLE FISH WEED	204.00	

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	100505 ACCOUNTS PAYABLE		SOLITUDE LAKE MANAGEMENT		204.00
9/17/24	350700 BOARD AMBULANCE	09072024	SEP-NOV 24 AMBULANCE BILLING	30,925.41	
	100505 ACCOUNTS PAYABLE		CENTRAL CASS COUNTY AMBULANCE		30,925.41
9/17/24	311300 HALL CAPITAL OUTLAY	2626	HALL REMODEL	14,319.70	
	100505 ACCOUNTS PAYABLE		EBY'S PROPERTY MANAGEMENT		14,319.70
				235,779.78	235,779.78
				235,779.78	235,779.78