

**Penn Township  
Regular Meeting  
July 8, 2024**

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

Supervisor Olafsson called the meeting to order at 6:30pm.

Prayer was given by Trustee Sparks.

Pledge of Allegiance was recited.

Supervisor Olafsson took a moment to remember Joe Goosens

Sheriff Behnke gave a update on the new recruits and addressed the Drug Enforcement Task force milage renewal.

Commission Joyce Locke – Talked about early voting taking place at the CCRC July 27th-August 4th, 8am to 4pm.

Sue Heinrich from the Council of Aging (COA) talked about the their popsal renewl on the ballot this upcoming election. She also shared upcoming events that are talking place.

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

Park & Rec Report- was provided by Wendy Grace, as prepared by Lisa Fitzsimons.

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.

**Public Comments**

Resident 1- Llyod Montgomery shared his concerns of road work on Hollow point and the transition from road to driveway.

Resident 2- Scott Peters introduced himself as a candidate for Trustee in the August 6, 2024 election.

Resident 3- Michael Plummer introduced himself as candidate for Trustee in the August 6, 2024 election.

Resident 4- Erikka Thalheimer feels that Penn is at its best version. She gave thanks to the board for their improvements.

Resident 5- Kathy King supports the Penn Twp board and gives them thanks for everything they are doing.

Resident 6- Mike Biesboer stated he support the marijuana grows but would like to look into limiting grow sites and favors setbacks. He stated FOPT supports the Fire Department.

Resident 7- Kevin Carright feels that the previous boards did great things for the area. He favors setbacks for marijuana grow sites from highly populated areas.

Resident 8- Deborah Chris appreciates the pickle-ball courts. She feels the smell has decreased and that marijuana isn't bad.

Resident 9- Jeanne Garber appreciates the sewer that was put in years ago.

Resident 10- Matt Harrington stated he feels the trustees have failed to uphold their promise to find a solution to the problems caused by the marijuana fields. He started introduced the members of the FOPT that are running as candidates for the upcoming election.

Resident 11- Cindy Peters feels the board is not protecting residents from the concerns of marijuana grows.

Resident 12- A grow from Alchemy Wellness feels he has tried to work with the concerned residents in return he has been harassed by the residents.

Resident 13- Joan High has 3 different marijuana grows near her property. She feels like she was not made aware of things going on or marijuana grows coming in.

Resident 14- Diane Meyers doesn't like that Donnell Lake is surrounded by marijuana grows.

Resident 15- (Name unknown) Feels that residents should buy the land so that marijuana grower can't use it.

Resident 16- Shelia Wittous feels that the hate mail received by Alchemy wellness is not necessarily from Friends of Penn Twp. She feels that the love of money is dividing the community.

Resident 17- Logan lives at a marijuana field and feels that they marijuana grows are providing jobs and bringing money into the community.

Resident 18- Scott Chris gave thanks to the board for the accomplishments the past four years.

Resident 19- Wendy Grace provided the history of her family in Cass County.

Resident 20- Jodi Bucher supports the Fire Department and local farmers. She stated that businesses and residents have been harassed because of the election signs in their yards.

Sheriff Behnke stated that residents CAN NOT register to vote at the CCRC. You must register with your local clerk.

Resident 21- Derby Bucher feels that personal greed as split the community.

Supervisor Olafsson closed public comments

## **New Business**

Supervisor Olafsson visited Van's Lane and is working on possible solutions.

Supervisor Olafsson discussed the drainage problem on Filley Dr/ Donnell Lake Street. He has reached out to Joe Bellina to help address the concern.

Laura Walker had a question about who is support to maintain the fire hydrants.

Supervisor Olafsson discussed the installation of tile on the Village of Vandalia basketball courts is complete.

Supervisor Olafsson, Trustee Sparks and Trustee Leach discussed the One Room School House. Carl Sparks is the only remaining member. The church still maintains the property.

### **Reports**

Clerk News- None provided

Fire Dept Report- Provided by Chief Bogue

Trustee Leach moved to seek legal council and if permitted move to purchase gravel for Van's Lane. Supervisor Olafsson second, roll call – unanimous yes, motion approved

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

Assessor Report- Provided by Don Jollay

Building Report- Provided by Adam Dahlgren.

Zoning Report- Provided by Roger Leach

### **Board Comments**

Trustee Sparks mentioned Joe Goosen.

Supervisor Olafsson talked about the zoning permit procedure.

The Bills were presented for payment by Clerk Greathouse. Checks 23364-23410 for a total of \$103,845.56 will be disbursed. Trustee Sparks motioned to approve the bills for payment. Treasure Rutherford seconded, roll call – yes motion approved.

The meeting was adjourned at 8:15pm

Respectfully submitted,

Chelsa Greathouse

Penn Township Clerk

## **Special Board Meeting**

### **Approval of Election Workers**

On July 10, 2024 a special meeting was held at 5:30pm to approve the list of certified election workers.

Present: Supervisor Olafsson, Treasure Rutherford, Clerk Greathouse

Lindsay Gorham- Chairperson Dem

Rose Kelsheimer- Rep

Kelly Hargrove- Dem

Alexis Millirans- Rep

Ryli Burk- Rep

Mackenzie Boyer- Dem

Nola Hawkins- Rep

Supervisor Olafsson motioned to approve the list of election workers for the August 6, 2024 election.  
Treasure Rutherford second. Motion approved.

Meeting was adjourned at 5:45pm

Submitted by

Clerk Chelsa Greathouse

## Penn Township Payroll Journal For the Period From Jul 1, 2024 to Jul 31, 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
7/8/24 JAMES E. BOGUE	320100 100507 350500 100507 350300 100005	23364	2,079.00	30.15 103.95 30.15 30.15 1,944.90
7/8/24 LISA J. FITZSIMONS	380600 100507 350500 100507 350300 100005	23365	1,480.00	21.46 74.00 21.46 21.46 1,384.54
7/8/24 ROGER W. LEACH	350100 410100 100507 350500 100507 350300 100005	23366	339.25 249.42	8.54 29.43 8.54 550.70
7/8/24 PAUL O. RUTHERFORD	370100 100507 350500 100507 350300 100005	23367	2,079.00	30.15 103.95 30.15 30.15 1,944.90
7/8/24 LEE H. SPARKS	350100 100507 350500 100507 350300 100005	23368	339.25	4.92 16.96 4.92 317.37
7/8/24 CHELSA GREATHOUSE	360100 100507 100507 350500 100507 350300 100005	23369	2,079.00	75.84 30.15 103.95 30.15 30.15 30.15 1,869.06
7/8/24 OLAFUR OLAFSSON	380100 100507 350500 100507 350300 100005	23370	2,079.00	30.15 103.95 30.15 30.15 1,944.90
7/8/24 KAREN YOUNG	310000 100507 350500 100507 350300 100005	23371	227.50	3.30 11.38 3.30 3.30 212.82
			<b>11,110.24</b>	<b>11,110.24</b>

**Penn Township  
Purchase Journal  
For the Period From Jul 1, 2024 to Jul 31, 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
7/8/24	350700 BOARD AMBULANCE 100505 ACCOUNTS PAYABLE	06012024	AMBULANCE  CENTRAL CASS COUNTY AMBULANCE	31,862.47	31,862.47
7/8/24	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	062324	MECH/PLUMB INSPECT  DOBBERTEEN INSPECTIONS, INC.	284.75	284.75
7/8/24	311200 FACILITY MAINT 100505 ACCOUNTS PAYABLE	070124	MAINT CONTRACT  SPRAGUE FITZSIMONS	800.00	800.00
7/8/24	100507 FICA AND MEDICARE P 100505 ACCOUNTS PAYABLE	0724	2ND QTR 941  UNITED STATES TREASURY	1,180.29	1,180.29
7/8/24	320200 FIRE DEPT TRAVEL 100505 ACCOUNTS PAYABLE	0724	TRAVEL  JAMES BOGUE	125.00	125.00
7/8/24	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	0724	INTERNET  LISA FITZSIMONS	95.40	95.40
7/8/24	321500 FIRE ELECTRIC 100505 ACCOUNTS PAYABLE	0724	FIRE ELECTRIC  AEP	450.00	450.00
7/8/24	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	0724	INTERNET  PAUL RUTHERFORD	95.40	95.40
7/8/24	322100 FIRE EQUIPMENT MAI 322300 FIRE MISC 321900 FIRE BLDG MAINT/REP 311200 FACILITY MAINT 100505 ACCOUNTS PAYABLE	0724	FIRE DEPT  FIRE DEPT  FIRE DEPT  HALL  WB HAYDEN AND SONS	74.18  9.99  21.38  169.62	275.17
7/8/24	310500 COMMUNICATIONS 100505 ACCOUNTS PAYABLE	0724	PHONE  OLAFUR OLAFSSON	60.00	60.00
7/8/24	340100 BLDG INSPECT WAGE 340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	0724	BLDG PERMITS  OFFICE  ADAM DAHLGREN	5,025.20  140.00	5,165.20
7/8/24	380300 SUPERVISOR- ASSESS	0724	ASSESSING	3,412.50	

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	100505 ACCOUNTS PAYABLE		ASSESSING SOLUTIONS		3,412.50
7/8/24	310500 COMMUNICATIONS 100505 ACCOUNTS PAYABLE	0724	PHONE	60.00	
			CHELSEA GREATHOUSE		60.00
7/8/24	311400 PARKS PROGRAMMIN 311500 HALL MISC. 311500 HALL MISC. 311500 HALL MISC. 311500 HALL MISC. 100505 ACCOUNTS PAYABLE	0724A	TOURNAMENT PRIZES	53.19	
			JULY 4TH DECOR	72.08	
			HANGING NET SUPPLIES	180.19	
			HANGING NET SUPPLIES	15.57	
			HANGING NET SUPPLIES	133.53	
			LISA FITZSIMONS		454.56
7/8/24	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	0724A	POSTAGE/SUPPLIES	194.29	
			CHELSEA GREATHOUSE		194.29
7/8/24	311200 FACILITY MAINT 100505 ACCOUNTS PAYABLE	0724A	GAS	15.01	
			SPRAGUE FITZSIMONS		15.01
7/8/24	311400 PARKS PROGRAMMIN 100505 ACCOUNTS PAYABLE	0724B	GAGA PIT	259.72	
			LISA FITZSIMONS		259.72
7/8/24	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	0724B	ELECTION SUPP	29.45	
			CHELSEA GREATHOUSE		29.45
7/8/24	311200 FACILITY MAINT 100505 ACCOUNTS PAYABLE	0724C	BLEACH FOR DUMPSTERS	7.16	
			LISA FITZSIMONS		7.16
7/8/24	311200 FACILITY MAINT 100505 ACCOUNTS PAYABLE	106331	PORTABLE TOILET	124.00	
			VRT ENTERPRISES, INC.		124.00
7/8/24	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	1065	ELECT INSPECT	1,945.65	
			NEXT STEP INSPECTIONS LLC		1,945.65
7/8/24	311300 HALL CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	12631	PARKING EXPANSION	3,170.00	
			CRIPPS EXCAVATING, INC.		3,170.00
7/8/24	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	150619963	PEST CONTROL	61.00	
			ROSE PEST SOLUTIONS		61.00

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7/8/24	322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	164450	CHAIN  CASS OUTDOOR POWER EQUIPM	67.98	67.98
7/8/24	311300 HALL CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	1836	FENCE GATE/POSTS  JC FENCING	2,952.00	2,952.00
7/8/24	330500 BD REVIEW-PRINT PU 100505 ACCOUNTS PAYABLE	1838013	BOR PUB  LEADER PUBLICATIONS	67.64	67.64
7/8/24	351100 BOARD- Weed Control 100505 ACCOUNTS PAYABLE	198521	DONNELL LAKE WEED ADMIN PROGRESSIVE A&E	1,750.00	1,750.00
7/8/24	320700 FIRE-OPERATING (GAS 100505 ACCOUNTS PAYABLE	19877	FIRE GAS  SERVICE OIL CO.	250.27	250.27
7/8/24	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	2024.-02	SUMMER 24 TAXES FOLDING CASS COUNTY	44.68	44.68
7/8/24	310500 COMMUNICATIONS 100505 ACCOUNTS PAYABLE	202401518	WEBSITE  KERRY COLLINS	352.00	352.00
7/8/24	321900 FIRE BLDG MAINT/REP 400100 CEMETERY CONTRAC 100505 ACCOUNTS PAYABLE	20240472	MOWING  MOWING  KLIPPERS LAWN CARE SERVIC	168.30 1,548.80	1,717.10
7/8/24	322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	20417	FIRE EXTINGUISH/ SERVICE ALL POINTS FIRE AND SAFE	2,190.49	2,190.49
7/8/24	322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	20827	FIRE EXTINGUISH SERVICE ALL POINTS FIRE AND SAFE	93.00	93.00
7/8/24	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	21345	ALARM  HAAS SYSTEMS	96.00	96.00
7/8/24	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	232258	6/9-98 CONTRACT  US BUSINESS SYSTEMS	123.90	123.90
7/8/24	311300 HALL CAPITAL OUTLAY	2615	FLOOR BAL	3,000.00	



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	100505 ACCOUNTS PAYABLE		EBY'S PROPERTY MANAGEMENT		3,000.00
7/8/24	311300 HALL CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	2619	HALL REMODEL	9,083.00	
			EBY'S PROPERTY MANAGEMENT		9,083.00
7/8/24	320900 FIRE COMMUNICATION 100505 ACCOUNTS PAYABLE	28831	FIRE SERVICE	460.00	
			SMR COMMUNICATIONS, INC.		460.00
7/8/24	351100 BOARD- Weed Control 100505 ACCOUNTS PAYABLE	3012835	DONNELL WEED	405.00	
			PLM LAKE AND LAND MGMT CORP		405.00
7/8/24	311200 FACILITY MAINT 100505 ACCOUNTS PAYABLE	30888	HALL FANS	299.50	
			CARTER ELECTRIC MOTOR SER		299.50
7/8/24	322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	32940	AIR PACK TEST	495.00	
			WEST SHORE FIRE REPAIR		495.00
7/8/24	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	365195	ENVELOPES	145.59	
			PREFERRED PRINTING		145.59
7/8/24	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	4195228982	MAT SERVICE	61.65	
			CINTAS		61.65
7/8/24	311500 HALL MISC. 100505 ACCOUNTS PAYABLE	5463	VENDING MACHINE	134.82	
			THE SNACK BOX, INC.		134.82
7/8/24	322100 FIRE EQUIPMENT MAI 322300 FIRE MISC 322300 FIRE MISC 320500 FIRE-OFFICE SUPPLIE 322300 FIRE MISC 321900 FIRE BLDG MAINT/REP 311500 HALL MISC. 322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	724	FIRE SUPP	1,682.71	
			FIRE MISC	279.97	
			FIRE MISC	156.00	
			FIRE OFFICE	5.30	
			FIRE MISC	114.54	
			FIRE BUILDING	41.85	
			HALL SUPP	52.98	
			FIRE SUPP	21.79	
			PENN TOWNSHIP FIRE DEPART		2,355.14
7/8/24	310500 COMMUNICATIONS 100505	724	PHONE	334.17	
			VERIZON WIRELESS		334.17

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	ACCOUNTS PAYABLE				
7/8/24	352300 BOARD - ROAD COMMI 100505 ACCOUNTS PAYABLE	804741	DUST CONTROL  CASS ROAD COMMISSION	16,669.02	  16,669.02
7/8/24	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	IN227165	3/9-68 CONTRACT  US BUSINESS SYSTEMS	123.90	  123.90
				<b>93,398.87</b>	<b>93,398.87</b>
				<b>93,398.87</b>	<b>93,398.87</b>

**JULY 8, 2024  
PENN TOWNSHIP  
GENERAL ACCOUNT**

General Checking Account balance: June 1, 2024	\$ 2,135,861.02
Total disbursements for June, 2024	195,355.10
Total revenues for June, 2024	323,484.01

Receipt #	Date	Received from	Amount
5207	6/05	Pure Sun Grown LLC (Marihuana Fees)	49,000.00
5208	6/02	Sugars Farmz LLC (Marihuana Fees)	147,500.00
5209	6/05	Alchemy Wellness South ( Marihuana Fees)	10,500.00
5210	6/10	Adam Dahlgren (Building Permits)	6,921.00
5218	6/10	Next Step Inspections Electrical Inspections)	1,935.00
5219	6/10	Doberteen Inspections) (Mechanical and Plumbing Permits)	1,644.00
5211	6/10	Sugars Farmz LLC (Marihuana Fees)	15,000.00
5212	6/14	Diamond Field LLC (Marihuana Fees)	77,500.00
5213	6/05	Local Community Stabilization Authority (Metro Funds)	5,233.38

June 30, 2024 Checking Balance(Interest V#5214 \$8,250.63)	\$ 2,263,989.93
<b><u>Cash Breakdown</u></b>	
June 30, 2024 Restricted Funds Fire Dept.	1,500,000.00
June 30, 2024 Cash Balance	<u>763,989.93</u>
Total Checking Balance	<u>\$ 2,263,989.93</u>

<b>Debt Retirement Accounts plus(\$ 58.75 Membership each Account)</b>	
Vandalia Sewer	\$ 48,617.62
Vandalia Water	\$ 70,988.57
Penn Water	\$ 427,168.50

**Paul Rutherford**

**Penn Township Treasurer**