

**Penn Township
Regular Meeting
April 11, 2022**

Fitzsimons called the meeting to order at 6:31 p.m. Oli and Rutherford were absent.

Leach presented the minutes from the prior meeting, as prepared by Fitzsimons. Leach moved to approve the minutes. Sparks seconded and motion passed.

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

Fitzsimons moved to approve the contract for dust control with CCRC. They will apply dust control to all gravel roads in the Township. Leach seconded and motion passed by unanimous roll call vote (Oli and Paul absent).

Fitzsimons moved to approve the water system service contract with the City of Dowagiac. Sparks seconded and motion passed.

One bid for cemetery mowing was received from Klippers Lawn Care. Leach moved to approve the bid. Sparks seconded and motion passed.

A marijuana grow on Donnell Lake St. is requesting 9 licenses. Adam indicated that all marijuana facilities requiring fencing need to apply for a permit since they are over 6 feet.

A Planning Commission meeting will be held on May 2nd to address a conditional use permit requested by Israel Yoder.

Fitzsimons moved to appoint Angie Stienman to the Board of Review. Leach seconded and motion passed.

The cell tower company acknowledged our notice of agreement cancellation that we sent them.

Another meeting regarding a non-motorized trail from Cassopolis to Lawless will be held in May. This project has grant funding potential.

Utility hearing information is available.

Various legislative updates and communication were discussed.

The Fire Department report was provided by Bogue.

McGrew provided a CAUA report. Kevin is going to get us information regarding the hydrant flushing.

No County Commissioner report was available.

No ambulance report was available.

McGrew provided an assessing report.

Leach provided a zoning report.

The bills were presented for payment. Check number 22277 for \$30,000.00 was issued in March for down payment of budgeted tennis court approved in March. Check numbers 22278-22315 for a total of \$45,589.52 will be disbursed. Leach moved to approve the bills for payment. Sparks seconded and motion passed by unanimous roll call vote (~~for~~ *present & 01 absent*).

The meeting was adjourned at 7:00 p.m.

Respectfully Submitted,



Lisa J. Fitzsimons
Penn Township Clerk

**Penn Township
Payroll Journal
For the Period From Apr 1, 2022 to Apr 30, 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
4/11/22	JAMES E. BOGUE	320100	22278	1,866.67	
		100507			27.07
		350500			93.33
		100507			27.07
		350300		27.07	
		100005			1,746.27
4/11/22	LISA J. FITZSIMONS	360100	22279	1,866.67	
		100507			400.00
		100507			27.07
		350500			93.33
		100507			27.07
		350300		27.07	
		100005			1,346.27
4/11/22	ROGER W. LEACH	350100	22280	323.08	
		410100		224.00	
		100507			7.93
		350500			27.35
		100507			7.93
		350300		7.93	
		100005			511.80
4/11/22	PAUL O. RUTHERFORD	370100	22281	1,866.67	
		100507			27.07
		350500			93.33
		100507			27.07
		350300		27.07	
		100005			1,746.27
4/11/22	LEE H. SPARKS	350100	22282	323.08	
		100507			4.68
		350500			16.15
		100507			4.68
		350300		4.68	
		100005			302.25
4/11/22	OLI OLAFSSON	380100	22283	1,866.67	
		100507			27.07
		350500			93.33
		100507			27.07
		350300		27.07	
		100005			1,746.27
4/11/22	KAREN YOUNG	310000	22284	166.67	
		100507			2.42
		350500			8.33
		100507			2.42
		350300		2.42	
		100005			155.92
				8,626.82	8,626.82

**Penn Township
Purchase Journal
For the Period From Apr 1, 2022 to Apr 30, 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
4/11/22	321500 FIRE ELECTRIC 100505 ACCOUNTS PAYABLE	0422	MARCH SEWER CAUA	60.60	60.60
4/11/22	100507 FICA AND MEDICARE P 100505 ACCOUNTS PAYABLE	0422	1ST QTR 941 UNITED STATES TREASURY	2,629.20	2,629.20
4/11/22	320200 FIRE DEPT TRAVEL 100505 ACCOUNTS PAYABLE	0422	TRAVEL JAMES BOGUE	125.00	125.00
4/11/22	350500 BOARD PENSION 100505 ACCOUNTS PAYABLE	0422	PENSION FEE JOHN HANCOCK	277.50	277.50
4/11/22	310700 HALL ELECT/STREET L 321500 FIRE ELECTRIC 310700 HALL ELECT/STREET L 100505 ACCOUNTS PAYABLE	0422	ELECTRIC- MARCH ELECTRIC - MARCH ELECTRIC- MARCH AEP	7.14 267.10 31.00	305.24
4/11/22	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	0422	INTERNET PAUL RUTHERFORD	95.40	95.40
4/11/22	322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	0422	COMPUTER PURCH 4/22 PENN TOWNSHIP FIRE DEPART	1,000.00	1,000.00
4/11/22	310900 HALL FUEL OIL 321700 FIRE FUEL OIL 100505 ACCOUNTS PAYABLE	0422	NATURAL GAS- MARCH NATURAL GAS- MARCH SEMCO ENERGY	155.85 623.41	779.26
4/11/22	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	0422	MARCH ELECT INSPECT RON BELLAIRE	365.50	365.50
4/11/22	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	0422	PHONE - MARCH FRONTIER	128.00	128.00
4/11/22	320900 FIRE COMMUNICATION 310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	0422	FIRE CELL BD CELL VERIZON WIRELESS	104.72 219.23	323.95

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4/11/22	330100 BOARD OF REVIEW W 100505 ACCOUNTS PAYABLE	0422	BOR JEFF GREEN	250.00	250.00
4/11/22	380300 SUPERVISOR- ASSESS 100505 ACCOUNTS PAYABLE	0422	ASSESSING MCGREW ASSESSING SERVICES LLC	2,600.00	2,600.00
4/11/22	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	0422	PHONE OLI OLAFSSON	60.00	60.00
4/11/22	330100 BOARD OF REVIEW W 100505 ACCOUNTS PAYABLE	0422	BOR CARL SPARKS	250.00	250.00
4/11/22	330100 BOARD OF REVIEW W 100505 ACCOUNTS PAYABLE	0422	BOR MIKE BERGEN	200.00	200.00
4/11/22	340100 BLDG INSPECT WAGE 340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	0422	bldg inspect thru march offcie hours thru march ADAM DAHLGREN	5,857.35 315.00	6,172.35
4/11/22	330100 BOARD OF REVIEW W 100505 ACCOUNTS PAYABLE	0422	BOR ROBERT MONTEL	200.00	200.00
4/11/22	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	0422A	INTERNET LISA FITZSIMONS	95.40	95.40
4/11/22	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	0422B	PRINTER INK LISA FITZSIMONS	140.86	140.86
4/11/22	322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	108471	HURST TOOL- PURCH 3/23/22 APOLLO FIRE EQUIPMENT	13,580.00	13,580.00
4/11/22	390500 PLAN COMM- PRINT/P 100505 ACCOUNTS PAYABLE	1416631	PLANNING PUB LEADER PUBLICATIONS	35.00	35.00
4/11/22	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	150551345	PEST CONTROL- MARCH ROSE PEST SOLUTIONS	41.00	41.00
4/11/22	321900	16645	ALARM SERVICE 4/1-6/30	96.00	

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	FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE		HAAS SYSTEMS		96.00
4/11/22	351100 BOARD- Weed Control 100505 ACCOUNTS PAYABLE	186803	DONNELL LAKE ADMIN PROGRESSIVE A&E	1,750.00	1,750.00
4/11/22	311300 HALL CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	19158	HALL LIGHTS- 3/30/22 BENDER ELECTRIC	1,469.20	1,469.20
4/11/22	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	202201374	IT SUPPORT KERRY COLLINS	50.00	50.00
4/11/22	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	228836/914	FIRE SUPP WB HAYDEN AND SONS	129.34	129.34
4/11/22	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	32422	MARCH MECH INSPECT DOBBERTEEN INSPECTIONS, INC.	960.50	960.50
4/11/22	322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	502	LADDER TEST NHTS	294.25	294.25
4/11/22	320700 FIRE-OPERATING (GAS 100505 ACCOUNTS PAYABLE	8562	FIRE GAS SERVICE OIL CO.	170.92	170.92
4/11/22	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	9960	ALARM LOCKS/SERVICE 3/22 ELMER'S LOCKSMITH	3,400.00	3,400.00
				38,034.47	38,034.47

