

**Penn Township
Proposed Minutes
Regular Meeting
January 9, 2023**

Oli called the meeting to order at 6:32 p.m. Rutherford was 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 was presented by Leach, as prepared by Rutherford. Leach moved to approve the report. Sparks seconded and motion passed.

Karee Krause, Director of Cass County Veteran Affairs, was present to discuss programs and assistance for area veterans.

Members of the community were present to discuss various issues related to the outdoor marijuana grows.

We have met CCRC regarding road planning for next year.

The planning board met on Dec. 6th regarding proposed zoning changes for MEC property to the east of Decatur Road. The Board did not vote to approve or reject the proposal. A work session will be held before the February board meeting. There is no current plan for this property, but MEC would like to have zoning in place for future potential development.

The website is under development and should be live soon.

The Off /Season conditional use permit for Trent Vaughn has been executed.

Colony Bay Condos have reached a tentative agreement with the Township regarding connecting to the water supply. The costs are being calculated. The agreement is being finalized.

Various legislative updates and communication were discussed.

The Fire Department report was provided by Bogue.

No CAUA report was available.

No County Commissioner report was available.

No Ambulance report was available.

Rich McGrew provided an assessing report.

Leach provided a zoning report.

The bills were presented for payment. Check numbers 22614-22664 for a total of \$67,007.46 will be disbursed. Sparks moved to approve the bills for payment. Leach seconded and motion passed by unanimous roll call vote (Rutherford absent).

The meeting was adjourned at 7:37 p.m.

Respectfully Submitted,

Lisa J. Fitzsimons
Penn Township Clerk

**January 10, 2023
PENN TOWNSHIP
GENERAL ACCOUNT**

Checking Account balance: December 1, 2022	\$ 688,588.76
Total disbursements for December, 2022	58,856.88
Total revenues for December, 2022	6,907.94

<u>Receipt #</u>	<u>Date</u>	<u>Received from</u>	<u>Amount</u>
5043	12/12	Dobberteen Inspections (Plumbing, Mechanical and Electrical Permits)	4,556.00
5044	12/12	Trent Vaughn (Zoning)	700.00

December 31, 2022 Checking (Interest V#5045 \$1,651.94)

General Checking Total: \$636,639.82

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

Vandalia Sewer	\$ 47,248.27
Vandalia Water	\$ 69,772.13
Penn Water	\$ 198,855.42

Paul Rutherford

Paul Rutherford

Penn Township Treasurer

**Penn Township
Payroll Journal
For the Period From Jan 1, 2023 to Jan 31, 2023**

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
1/6/23 JAMES E. BOGUE	320100 100507 350500 100507 350300 100005	22614	1,866.67 27.07 93.33 27.07	 27.07 93.33 27.07 1,746.27
1/6/23 LISA J. FITZSIMONS	360100 100507 350500 100507 350300 100005	22615	1,866.67 27.07 93.33 27.07	 27.07 93.33 27.07 1,746.27
1/6/23 ROGER W. LEACH	350100 410100 100507 350500 100507 350300 100005	22616	323.08 224.00 7.93 27.35 7.93	 7.93 27.35 7.93 511.80
1/6/23 PAUL O. RUTHERFORD	370100 100507 350500 100507 350300 100005	22617	1,866.67 27.07 93.33 27.07	 27.07 93.33 27.07 1,746.27
1/6/23 LEE H. SPARKS	350100 100507 350500 100507 350300 100005	22618	323.08 4.68 16.15 4.68	 4.68 16.15 4.68 302.25
1/6/23 OLAFUR OLAFSSON	380100 100507 350500 100507 350300 100005	22619	1,866.67 27.07 93.33 27.07	 27.07 93.33 27.07 1,746.27
1/6/23 KAREN YOUNG	310000 100507 350500 100507 350300 100005	22620	166.67 2.42 8.33 2.42	 2.42 8.33 2.42 155.92
1/6/23 JEROMY J. BOGUE	320300 100507 350500 100507 350300 100005	22621	1,838.07 26.65 23.89 26.65	 26.65 23.89 26.65 1,787.53
1/6/23 MICHAEL C. BRADLEY	320300 100507 350500 100507 350300 100005	22622	2,450.76 35.54 31.86 35.54	 35.54 31.86 35.54 2,383.36
1/6/23	320300	22623	4,870.10	

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KEITH D. CARTER	100507			70.62
	350500			63.31
	100507			70.62
	350300		70.62	
	100005			4,736.17
1/6/23 FLOYD E. DEUBNER	320300	22624	267.07	
	100507			3.87
	350500			3.47
	100507			3.87
	350300		3.87	
	100005			259.73
1/6/23 WOLFGANG R. GLESS	320300	22625	2,183.69	
	100507			31.66
	350500			28.39
	100507			31.66
	350300		31.66	
	100005			2,123.64
1/6/23 JASON HAYDEN	320300	22626	2,702.12	
	100507			39.18
	350500			35.13
	100507			39.18
	350300		39.18	
	100005			2,627.81
1/6/23 JOSHUA K. KRAGER	320300	22627	1,366.77	
	100507			19.82
	350500			17.77
	100507			19.82
	350300		19.82	
	100005			1,329.18
1/6/23 EDWARD D. PAULSEN	320300	22628	125.68	
	100507			1.82
	350500			1.63
	100507			1.82
	350300		1.82	
	100005			122.23
1/6/23 JASON A. POMPEY	320300	22629	518.43	
	100507			7.52
	350500			6.74
	100507			7.52
	350300		7.52	
	100005			504.17
1/6/23 ERIC S. RUTH	320300	22630	1,178.25	
	100507			17.08
	350500			15.32
	100507			17.08
	350300		17.08	
	100005			1,145.85
1/6/23 SCOTT J. WELLMAN	320300	22631	2,922.06	
	100507			42.37
	350500			37.99
	100507			42.37
	350300		42.37	
	100005			2,841.70
1/6/23 CHRIS BERGEN	320300	22632	4,037.47	
	100507			58.54
	350500			52.49

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Date Employee	GL Acct ID	Reference	Debit Amt	Credit Amt
	100507			58.54
	350300		58.54	
	100005			3,926.44
1/6/23 LJ BROWN	320300	22633	2,183.69	
	100507			31.66
	350500			28.39
	100507			31.66
	350300		31.66	
	100005			2,123.64
1/6/23 SCOTT CHRIS	320300	22634	2,293.66	
	100507			33.26
	350500			29.82
	100507			33.26
	350300		33.26	
	100005			2,230.58
1/6/23 LAMAR GILLAM	320300	22635	1,178.25	
	100507			17.08
	350500			15.32
	100507			17.08
	350300		17.08	
	100005			1,145.85
1/6/23 JOSHUA DEUBNER	320300	22636	926.89	
	100507			13.44
	350500			12.05
	100507			13.44
	350300		13.44	
	100005			901.40
			40,119.89	40,119.89

**Penn Township
Purchase Journal
For the Period From Jan 1, 2023 to Jan 10, 2023**

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
1/6/23	350900 BOARD-LEGAL 100505 ACCOUNTS PAYABLE	010623	LEGAL LAW OFFICE OF SARA SENICA	4,560.00	4,560.00
1/6/23	351300 BOARD INSURANCE/B 100505 ACCOUNTS PAYABLE	0123	WC AUDIT ACCIDENT FUND INS COMPANY OF AMERICA	1,444.00	1,444.00
1/6/23	320200 FIRE DEPT TRAVEL 100505 ACCOUNTS PAYABLE	0123	TRAVEL JAMES BOGUE	125.00	125.00
1/6/23	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	0123	INTERNET LISA FITZSIMONS	95.40	95.40
1/6/23	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	0123	INTERNET PAUL RUTHERFORD	95.40	95.40
1/6/23	320700 FIRE-OPERATING (GAS 100505 ACCOUNTS PAYABLE	0123	GAS ALLOW PENN TOWNSHIP FIRE DEPART	3,000.00	3,000.00
1/6/23	310900 HALL FUEL OIL 321700 FIRE FUEL OIL 100505 ACCOUNTS PAYABLE	0123	NATURAL GAS NATURAL GAS SEMCO ENERGY	300.00 1,200.00	1,500.00
1/6/23	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	0123	TELEPHONE VERIZON WIRELESS	334.53	334.53
1/6/23	310100 HALL MISC. SERVICES 100505 ACCOUNTS PAYABLE	0123	SEC BERGEN R/C HELICOPTERS	90.00	90.00
1/6/23	380300 SUPERVISOR- ASSESS 100505 ACCOUNTS PAYABLE	0123	ASSESSING MCGREW ASSESSING SERVICES LLC	2,600.00	2,600.00
1/6/23	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	0123	PHONE OLAFUR OLAFSSON	60.00	60.00
1/6/23	340100 BLDG INSPECT WAGE 340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	0123	BLDG PERMITS OFFICER HOURS ADAM DAHLGREN	859.35 175.00	1,034.35
1/6/23	320900	0123F	FIRE	150.24	

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	FIRE COMMUNICATION 100505 ACCOUNTS PAYABLE		MIDWEST ENERGY COOP		150.24
1/6/23	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	0123H	HALL MIDWEST ENERGY COOP	119.68	119.68
1/6/23	320700 FIRE-OPERATING (GAS 100505 ACCOUNTS PAYABLE	10760	FIRE GAS SERVICE OIL CO.	88.91	88.91
1/6/23	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	122422	PLUMB/MECH INSPECT DOBBERTEEN INSPECTIONS, INC.	1,298.80	1,298.80
1/6/23	100507 FICA AND MEDICARE P 100505 ACCOUNTS PAYABLE	123	4TH QTR 941 2022 UNITED STATES TREASURY	1,539.81	1,539.81
1/6/23	310700 HALL ELECT/STREET L 100505 ACCOUNTS PAYABLE	123	ELECTRIC AEP	450.00	450.00
1/6/23	310700 HALL ELECT/STREET L 100505 ACCOUNTS PAYABLE	123	HALL WATER CITY OF DOWAGIAC	150.00	150.00
1/6/23	321900 FIRE BLDG MAINT/REP 322300 FIRE MISC 100505 ACCOUNTS PAYABLE	123A	SNOW PLOW STOP SIGN DECALS JAMES BOGUE	150.00 357.70	507.70
1/6/23	322500 FIRE CAPITAL OUTLAY 320900 FIRE COMMUNICATION 320500 FIRE-OFFICE SUPPLIE 100505 ACCOUNTS PAYABLE	123A	DRONE RADIO CHARGER OFFICE SUPP PENN TOWNSHIP FIRE DEPART	6,157.00 525.00 89.86	6,771.86
1/6/23	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	150575242	PEST CONTROL ROSE PEST SOLUTIONS	45.00	45.00
1/6/23	322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	16427	FIRE SUPP SPENCER MANUFACTURING,INC	59.03	59.03
1/6/23	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	18242	QUARTERLY ALARM HAAS SYSTEMS	96.00	96.00

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1/6/23	310100 HALL MISC. SERVICES 100505 ACCOUNTS PAYABLE	21033	FALL CLEAN UP KLIPPERS LAWN CARE SERVIC	472.50	472.50
1/6/23	322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	23000	STREAMLIGHT MFE, INC.	753.21	753.21
1/6/23	322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	232084/119	FIRE SUPP WB HAYDEN AND SONS	76.95	76.95
1/6/23	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	3484293	FIRE TRASH SERVICE- ANNUAL MICHIANA RECYCLING	198.00	198.00
1/6/23	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	4141325355	MAT SERVICE CINTAS	55.47	55.47
1/6/23	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	843743	W2 FORMS SAGE CHECKS AND FORMS	50.02	50.02
1/6/23	322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	915976	FIRE ADAPT HEIMAN, INC.	91.50	91.50
1/6/23	322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	916269	FIRE ADAPT HEIMAN, INC.	505.22	505.22
1/6/23	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	PN 122422	ELECT INSPECT DOBBERTEEN INSPECTIONS, INC.	444.55	444.55
				28,863.13	28,863.13
				28,863.13	28,863.13