

PENN TOWNSHIP

Regular Meeting

May 11, 2026

Board Members Present: Supervisor Oli Olafsson, Clerk Rhonda Barnett, Trustee Roger Leach, Trustee Scott Peters, Treasurer Paul Rutherford, Deputy Clerk Rachele Bogue

Board Member Absent: None

I. Call to Order

The regularly scheduled meeting of the Penn Township Board of Directors was called to order by Oli Olafsson at 6:48 pm at the Penn Township Hall.

Trustee Leach opened with prayer and led the Pledge of Allegiance.

II. Welcome and Introductions

III. Establishment of Agenda

Supervisor Olafsson made a motion to amend the agenda to add item “D. Resolution of Intent to Renew the Donnell Lake Plant Program-assessment amounts to remain the same.” Treasurer Rutherford supported the motion. A roll call vote was taken Olafsson-yes; Rutherford-yes; Leach-yes; Peters-yes; Barnett-yes. All members present were in favor, and the motion passed.

Supervisor Olafsson made a second motion to amend the agenda to add item “E. 30-day moratorium on data center decisions to allow time to write up a proper legal moratorium.” Trustee Leach supported the motion. A roll call vote was taken Olafsson-yes, Rutherford-yes, Leach-yes, Peters-no, Barnett-yes. Yays-4, Nays-1, the motion passed.

IV. Consent Agenda

Board Minutes 4/13/2026

Treasurer’s Report 5/11/2026

Supervisor Olafsson made proposal to do a consent agenda approval for last month’s Board minutes and treasurer’s report. Trustee Leach supported the motion. A roll call vote was taken Olafsson-yes, Rutherford-yes, Leach-yes, Peters-yes, Barnett-yes. All members present were in favor, and the motion passed.

V. Action Items

A. Budget Amendments

Supervisor Olafsson moved to postpone the motion to amend the budget until the next regular meeting. Trustee Leach supported the motion. All members voted to in agreement to postpone this item to next month’s meeting.

- B. Diamond Lake Yacht Club Liquor License was proposed for Board approval. Operation of the club downstairs will be open to the public while the upstairs will be members only. Mike & Jesse from “The Rock” will be operating the food & beverage facility. This is for a Class C liquor license. Hoping to open by August 1,2027.

Supervisor Olafsson made the motion to approve the application for the Diamond Lake Yacht Club liquor license. Treasurer Rutherford supported the motion. All members voted in favor of the motion. Motion was approved.

- C. Appointment of Nick Dussel as a member to the Planning Board. An error was made in appointing Nick Dussel to the “Zoning Board” at the December 2025 meeting, it should have read “Planning Board”.

Trustee Leach made a motion to approve Nick Dussel as a member of the Penn Township Planning Board. Supervisor Olafsson supported the motion. All members voted in favor of appointing Nick to the Planning Board. Motion was approved.

- D. Resolution of Intent to Renew the Donnell Lake Plant Program with the assessment amounts to remain the same.

Supervisor Olafsson made a motion to approve the proposed resolution assessment amounts. Trustee Leach supported the motion. A roll call vote was taken Supervisor Olafsson-yes; Trustee Peters-yes; Trustee Leach-yes; Treasurer Rutherford-yes; Clerk Barnett-yes. All members were in favor, and the motion passed.

- E. 30-day Moratorium on Data Center decisions. To allow for time to write up a proper legal moratorium on data center decisions, a motion was made to place a 30-day moratorium. This would allow time for the Planning Board to meet with the lawyer to draw up a moratorium ordinance providing a one-year hold on any data center or heavy industrial projects in the township. A date for the Planning Board meeting will be announced as soon as a location is secured that could support larger attendance numbers.

Supervisor Olafsson made a motion to have a 30-day moratorium on data center decisions. Trustee Leach supported the motion. Yays-4, Nays-1, the motion passed.

VI. Informational Items

- A. CLERK REPORT
No Report

- B. FIRE DEPARTMENT REPORT
Chief Bogue reported that the department responded to 24 runs in April. Last month they completed all fire hose testing for the 2026 year.

- C. CAUA REPORT
Rachele Bogue read the minutes of the March 2026 CAUA meeting. Minutes from this meeting will be attached to these minutes.

- D. AMBULANCE REPORT
Scott Chris reported that everything seems to be running smoothly with SMCAS. Nothing new to report.

- E. ASSESSOR REPORT
Don Jollay reported that they just came out of settlement. They are moving ahead with assessments and are currently eight months ahead of schedule as far as reassessments go for the entire township.

- F. ZONING REPORT
Roger Leach reported that there was zoning approval granted for a 60x80x21 pole barn to be built over on Colony Bay Dr. Clearance was also just given zoning to rebuild a 20x30 structure over on Cara Ave.

- G. PARKS DEPARTMENT REPORT
Wendy Grace presented the Parks report noting that May Pickleball Season is in full swing and that the playground is being highly used. New adult seating options has been added around the area. Two fundraisers planned – Helping Hands in June and Fire Department in August. Full report will be attached to these minutes.

VII. Supervisor Comments

Supervisor Olafsson reviewed that a Planning Board session will still be scheduled to review data center moratorium language. As soon as a larger location has been secured to hold the meeting, information will be posted on the website.

Supervisor Olafsson reported that the township now has the deed in hand for the property that will be the new location of the Penn Township Fire Department on Calvin Center Rd just south of M-60.

VIII. Board Comments

Trustee Peters thanked everyone for coming out. Encouraged them to not give up and to come out to the next meeting.

Clerk Barnett acknowledged that the crowd may be disappointed, however there is a lot of lingo and lawyer talk that needs to be reviewed. We just want to cover our bases. Need to get something passed so we don't get a zoning application and are not prepared. Not all Board members agreed with different proposals that have been received. This is just a short-term pause to get everything in order.

Supervisor Olafsson reiterated that data centers are not allowed in ag zones, however moratoriums that have been put in place to date have been legally deficient – he is wanting to do this the right way.

Trustee Leach noted that health, safety and well-being of township residents is of utmost importance – there is too much information to go through, too much to be studied. Extensions will make this possible. Many other options are not addressed in current zoning ordinances and these need to be reviewed prior to receiving other applications.

Olafsson noted that the Heritage Southwest Intermediate School District has proposed building a tech school on 14 acres behind the COA on Geneva Lane. That land is zoned residential, so it falls within the zoning allowances.

Olafsson noted that he was sent materials regarding Dr. T.K. Lawless Park being a dark sky park and that any developments need to be subject to dark sky project protocols. He also agreed that many zoning ordinance changes needed to be revisited to keep up with the current times.

IX. Public Comments

Public Comments were received.

X. Payment of the Bills

Clerk Barnett presented the monthly bills to be paid.

Supervisor Olafsson moved that the bills be paid with check numbers 24393-24435 in the amount of \$36,274.41. Clerk Barnett supported the motion. Roll call vote was taken; Peters-yes; Leach-yes; Olafsson-yes; Barnett-yes; Rutherford-yes. Motion unanimously passed.

XI. Adjournment

A motion was made by Supervisor Olafsson, duly seconded by Clerk Barnett, adjournment of the meeting occurred at 8:10 p.m.

Respectfully submitted,

Rhonda Barnett, Penn Township Clerk

Date

Oli Olafsson, Penn Township Supervisor

Date

Penn Township Parks Report, May 2026

May is the beginning of our pickleball season in Penn Township. People have been playing on the courts and the playground has become a popular place for families and neighbor kids to enjoy fresh air and movement. We have a full slate of fun events planned for the season. If you haven't already, come check us out.

For the last four years PT Pickleball club has hosted a free, learn to play event in conjunction with the Cassopolis Council on Aging. It runs 4 consecutive Tuesdays, starting in May. We have 26 people registered to learn how to play or to level up their skills. Many of the players who play regularly at the courts started with our first COA sessions and now serve as volunteers for this event and others. We hear frequently that people enjoy the physical exercise from playing, but as important is the social aspect of the game. Friendships are being formed, both on and off the courts

On Wednesday evenings at the courts we are currently hosting an MLP League. Four teams of two men and two women play using a unique platform that matches two teams against each other each week. Scores are kept cumulatively, moving each team to a spot in the final playoff.

On Thursday evenings throughout the season we host a Pickleball and Apps Optional social. Players gather to play and if interested, bring an appetizer to share with other players. To round out the month we are hosting a Friday Night Fun on the 22nd, in conjunction with Memorial Day Weekend. *Registration is open on Court Reserve*

Anyone who uses the courts and the playground will see we have added some adult seating options. Several gliders were installed a few weeks ago and are already getting lots of use. Feedback from adults has been extremely positive. If you have young kids or visitors with young kids, we encourage you to check out this beautiful addition to the Township.

Wendy Grace, on behalf of

Lisa Fitzsimons

Cassopolis Area Utilities Authority
Regular Meeting Minutes
March 23, 2026

Chairperson Hass called the Regular Meeting of the Cassopolis Area Utilities Authority (CAUA) order at 3:30 p.m.

ROLL CALL: Dean Hass, Tonia Williams, Gene Decker, Dwight Dyes, Emilie LaGrow and Jo Krebs.

Absent: Harry Shaffer.

Also present: Kevin Anderson, and Amanda Sleigh.

PUBLIC COMMENTS

None

MINUTES

Motion by Decker and seconded by Krebs to approve the minutes from February 17, 2026. Motion Carried Unanimously.

FINANCIAL REPORT

Motion by Decker, seconded by Dyes to accept the monthly financial report. Motion carried unanimously.

WATER SYSTEM REPORTS & ACTIONS

The operations report provided in the agenda packet was reviewed with Anderson. The vendor for the generator for the pumps has informed us that the delivery has been delivered and installation will take place soon.

SEWER SYSTEM REPORTS & ACTIONS

The General Manager's report was reviewed.

O&M Report from Village of Cassopolis was reviewed.

APPROVAL OF INVOICES

Moved by Shaffer, seconded by Krebs to approve invoices presented totaling \$47,053.61. Voted Yes: All. Motion carried.

INTERCEPTOR SEWER UPDATE

LaGrow gave an update regarding the Village's interceptor sewer bond project including a review of the village's selection process for engineering support. Jones & Henry and Abonmarche will be partnering to complete the design work and provide construction engineering for the project.

LOAN PAYOFF REQUEST

LaGrow asked the CAUA to consider early payoff of the two outstanding loans with the Village of Cassopolis. After reviewing the balance sheet, the CAUA determined that paying the loans off early would not negatively impact customer rates or the ability to continue to make capital improvements. Moved by Krebs, seconded by Dyes to pay off the two loans with the Village of Cassopolis. Voted Yes: All. Motion carried.

The CAUA expressed a willingness to share in the cost of a bypass pump when an agreement of terms is completed.

NEXT MEETING

Monday, April 20, 2026 at 3:30 pm at Cassopolis Village Hall, 121 Disbrow, Cassopolis, Michigan

BOARD COMMENTS

None.

ADJOURNMENT

Moved by LaGrow, seconded by Krebs to adjourn the meeting at 3:48 pm. Motion carried unanimously.

Respectfully Submitted,

Kevin Anderson

**MAY 11, 2026
PENN TOWNSHIP
GENERAL ACCOUNT**

General Checking Account balance: April 1, 2026	\$ 3,224,021.42
Voided ck# 24370 Reissued # 24392 ck# 24391 Voided	
Total disbursements for April, 2026	193,549.51
Total revenues for April, 2026	66,748.14

<u>Receipt #</u>	<u>Date</u>	<u>Received from</u>	<u>Amount</u>
5415	4/14	Next Step Inspections (Electrical Inspections)	165.00
5416	4/14	Adam Dahlgren (Building Inspections)	1,493.00
5417	4/14	Dobberteen Inspections (Mechanical & Plumbing Permits)	1,135.00
5418	4/30	Cass County (Homestead Denial)	530.75
5419	4/30	MPM-P Marshall LLC (Marijuana Permits)	56,500.00
April 30, 2026 Checking Balance (Interest V#5420 \$ 6,924.39)			\$ 3,117,315.05

Cash Breakdown

April 30, 2026 Restricted Funds Fire Dept.	2,320,000.00
April 30, 2026 Cash Balance	777,220.05
Total Checking Balance	3,097,220.05

Debt Retirement Accounts (\$ 58.75 Membership each account)

Vandalia Sewer	\$ 40,228.48
Vandalia Water	\$ 60,293.07
Penn Water	\$ 514,852.27

Paul Rutherford

Penn Township Treasurer

**Penn Township
Purchase Journal**

For the Period From May 1, 2026 to May 31, 2026

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
5/6/26	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	042326	PLUMB MECH INSPECT DOBBERTEEN INSPECTIONS, INC.	1,088.00	1,088.00
5/6/26	322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	042926	LAND PURCHASE CASS COUNTY TITLE OFFICE, INC.	420.04	420.04
5/6/26	380300 SUPERVISOR- ASSESS 100505 ACCOUNTS PAYABLE	052026	ASSESSING ASSESSING SOLUTIONS	3,613.28	3,613.28
5/6/26	310700 HALL ELECT/STREET L 321500 FIRE ELECTRIC 100505 ACCOUNTS PAYABLE	0526	SEWER HALL SEWER FIRE CAUA	150.00 300.00	450.00
5/6/26	320200 FIRE DEPT TRAVEL 100505 ACCOUNTS PAYABLE	0526	TRAVEL JAMES BOGUE	150.00	150.00
5/6/26	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	0526	INTERNET LISA FITZSIMONS	114.00	114.00
5/6/26	310700 HALL ELECT/STREET L 310700 HALL ELECT/STREET L 321500 FIRE ELECTRIC 100505 ACCOUNTS PAYABLE	0526	STREET LIGHTS SIGN ELECT ELECT AEP	100.00 200.00 600.00	900.00
5/6/26	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	0526	INTERNET PAUL RUTHERFORD	114.00	114.00
5/6/26	322300 FIRE MISC 320500 FIRE-OFFICE SUPPLIE 322500 FIRE CAPITAL OUTLAY 320500 FIRE-OFFICE SUPPLIE 322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	0526	MISC LAPTOP BATT GLOVES FILE CAB KEY STORZ PENN TOWNSHIP FIRE DEPART	42.35 104.99 494.12 28.21 368.28	1,037.95
5/6/26	311500 HALL MISC. 322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	0526	HALL SUPP FIRE SUPP WB HAYDEN AND SONS	159.90 4.49	164.39

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5/6/26	310500 COMMUNICATIONS 100505 ACCOUNTS PAYABLE	0526	PHONE VERIZON WIRELESS	284.71	284.71
5/6/26	310500 COMMUNICATIONS 100505 ACCOUNTS PAYABLE	0526	PHONE OLAFUR OLAFSSON	60.00	60.00
5/6/26	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	0526	BLDG PERMITS ADAM DAHLGREN	4,131.00	4,131.00
5/6/26	311200 FACILITY MAINT 100505 ACCOUNTS PAYABLE	0526	GAS- MOWER/BLOWER SPRAGUE FITZSIMONS	50.30	50.30
5/6/26	351900 BOARD MISC 100505 ACCOUNTS PAYABLE	0526	APRIL SEC GREG PRICE	100.00	100.00
5/6/26	310500 COMMUNICATIONS 100505 ACCOUNTS PAYABLE	0526	PHONE RHONDA BARNETT	60.00	60.00
5/6/26	360300 DEPUTY CLERK WAGE 100505 ACCOUNTS PAYABLE	0526	DEPUTY CLERK RACHELE BOGUE	200.00	200.00
5/6/26	330100 BOARD OF REVIEW W 100505 ACCOUNTS PAYABLE	0526	BOR KIMBERLY LASKERO	50.00	50.00
5/6/26	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	0526A	COPY PAPER LISA FITZSIMONS	52.46	52.46
5/6/26	311500 HALL MISC. 100505 ACCOUNTS PAYABLE	0526B	HALL SUPP LISA FITZSIMONS	13.77	13.77
5/6/26	311400 PARKS PROGRAMMIN 100505 ACCOUNTS PAYABLE	0526C	COA SERIES SUPPLIES LISA FITZSIMONS	67.34	67.34
5/6/26	311500 HALL MISC. 100505 ACCOUNTS PAYABLE	0526D	HALL SUPP LISA FITZSIMONS	45.73	45.73
5/6/26	311400 PARKS PROGRAMMIN 100505 ACCOUNTS PAYABLE	0526E	PICKLEHEADS SUBSCRIPTION LISA FITZSIMONS	74.99	74.99

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5/6/26	311500 HALL MISC. 100505 ACCOUNTS PAYABLE	0526F	HALL CHAIRS LISA FITZSIMONS	670.44	670.44
5/6/26	311200 FACILITY MAINT 100505 ACCOUNTS PAYABLE	1021	MAINT SPRAGUE FITZSIMONS	1,050.00	1,050.00
5/6/26	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	1244	ELECT INSPECT NEXT STEP INSPECTIONS LLC	1,578.45	1,578.45
5/6/26	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	150674344	FIRE PEST ROSE PEST SOLUTIONS	65.00	65.00
5/6/26	311200 FACILITY MAINT 100505 ACCOUNTS PAYABLE	150674800	PEST CONTROL ROSE PEST SOLUTIONS	67.00	67.00
5/6/26	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	167778	TAX SYSTEM SUPP FEE BS&A SOFTWARE	1,068.00	1,068.00
5/6/26	311500 HALL MISC. 100505 ACCOUNTS PAYABLE	173696	SUPPLIES CASS OUTDOOR POWER EQUIPM	63.78	63.78
5/6/26	322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	17584519	FIRE ADAPTER WS DARLEY & CO	348.90	348.90
5/6/26	400100 CEMETERY CONTRAC 100505 ACCOUNTS PAYABLE	20260041	LAWN CARE KLIPPERS LAWN CARE SERVIC	555.70	555.70
5/6/26	310500 COMMUNICATIONS 100505 ACCOUNTS PAYABLE	202601686	WEBSITE KERRY COLLINS	372.00	372.00
5/6/26	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	26-1682	ELECTION SUPP MC & E/ELECTION SOURCE	781.03	781.03
5/6/26	320900 FIRE COMMUNICATION 100505 ACCOUNTS PAYABLE	28736546144X041	FIRE IPAD WIRELESS SERVICE AT&T MOBILITY	275.16	275.16
5/6/26	322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	31731	FIRE HOSE TESTING NHTS	3,492.00	3,492.00

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5/6/26	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	4266031947	MAT SERVICE CINTAS	129.66	129.66
5/6/26	311200 FACILITY MAINT 100505 ACCOUNTS PAYABLE	4906689	SPRING CLEAN UP/LAWN CARE SCOTT CHRIS	500.00	500.00
5/6/26	360700 CLERK-PUBLISH/PRINT 100505 ACCOUNTS PAYABLE	71411848	PUBLIC NOTICE- BUDGET HERALD PALLADIUM	251.70	251.70
5/6/26	320700 FIRE-OPERATING (GAS 100505 ACCOUNTS PAYABLE	CFSI30593	FIRE GAS SERVICE OIL CO.	14.68	14.68
5/6/26	311200 FACILITY MAINT 100505 ACCOUNTS PAYABLE	I946	PORTABLE TOILET VRT ENTERPRISES, INC.	136.00	136.00
5/6/26	351100 BOARD- Weed Control 100505 ACCOUNTS PAYABLE	PSI259705	LITTLE FISH WEED SOLITUDE LAKE MANAGEMENT	227.22	227.22
				24,888.68	24,888.68
				24,888.68	24,888.68

**Penn Township
Payroll Journal
For the Period From May 1, 2026 to May 31, 2026**

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
5/6/26 JAMES E. BOGUE	320100	24393	2,248.50	
	100507			32.60
	350500			112.43
	100507			32.60
				1.46
	350300			32.60
	1.46			
	100005			2,103.47
5/6/26 LISA J. FITZSIMONS	380600	24394	1,600.83	
	100507			23.21
	350500			80.04
	100507			23.21
				1.04
	350300			23.21
	1.04			
	100005			1,497.58
5/6/26 ROGER W. LEACH	350100	24395	366.92	
	410100			618.00
	100507			14.28
	350500			49.25
	100507			14.28
				0.64
	350300	14.28		
	0.64			
	100005			921.39
5/6/26 PAUL O. RUTHERFORD	370100	24396	2,248.50	
	100507			32.60
	350500			112.43
	100507			32.60
				1.46
	350300			32.60
	1.46			
	100005			2,103.47
5/6/26 ASHLEY N. WENCES	310000	24397	309.00	
	100507			4.48
	350500			15.45
	100507			4.48
				0.20
	350300			4.48
	0.20			
	100005			289.07
5/6/26 OLAFUR OLAFSSON	380100	24398	2,248.50	
	100507			32.60
	350500			112.43
	100507			32.60
				1.46
	350300			32.60
	1.46			
	100005			2,103.47
5/6/26 SCOTT PETERS	350100	24399	366.92	
	100507			5.32
	350500			18.35
	100507			5.32
				0.24
	350300			5.32
	0.24			
	100005			343.25
5/6/26	360100	24400	2,248.50	

Penn Township Payroll Journal

For the Period From May 1, 2026 to May 31, 2026

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Date	GL Acct ID	Reference	Debit Amt	Credit Amt
Employee				
RHONDA J. BARNETT	100507			79.44
	100507			32.60
	350500			112.43
	100507			32.60
				1.46
	350300		32.60	
			1.46	
	100005			2,024.03
			<u>12,441.32</u>	<u>12,441.32</u>