

PENN TOWNSHIP
Regular Meeting
April 13, 2026

Board Members Present: Supervisor Oli Olafsson, Clerk Rhonda Barnett, Trustee Roger Leach, Trustee Scott Peters,

Board Member Absent: Treasurer Paul Rutherford, Deputy Clerk Rachele Bogue

I. Call to Order

The regularly scheduled meeting of the Penn Township Board of Directors was called to order by Oli Olafsson at 6:40 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

IV. Consent Agenda

Board Minutes 3/9/2026

Special Budget Meeting Minutes 3/16/2026

Treasurer's Report 4/13/2026

Supervisor Olafsson made proposal to do a consent agenda approval for last month's Board minutes, Special Budget meeting minutes, and Treasurer's report. Trustee Leach supported the motion. All members present were in favor, and the motion passed.

V. Action Items

- A. The review of the proposed budget for Donnell Lake Weed Control was discussed. Funds are collected annually from the lake residents, and the Township remits the funds to the contracted company. The Donnell Lake Aquatic Plant Control budget = \$18,000: \$10,000 for aquatic plant control, \$7,000 for administration, and \$1,000 for contingency funds.

On behalf of the Donnell Lake property owners, Supervisor Olafsson made a motion to approve the proposed contract. Trustee Leach supported the motion. A roll call vote was taken: Trustee Peters-yes; Trustee Leach-yes; Supervisor Olafsson-yes; Clerk Barnett-yes. Motion passed.

- B. Supervisor Olafsson presented the 2026 Penn Fire Department Personnel Roster for approval.

Supervisor Olafsson made a motion to approve this year's Penn Fire Department Personnel Roster. Trustee Leach supported the motion. All members voted in favor of approving the Roster. Motion passed.

- C. Supervisor Olafsson proposed approval of Klipper Lawn Care Service's contract for taking care of mowing the township grounds and cemeteries.

Supervisor Olafsson moved to approve the proposed contract for the 2026 season from Klipper Lawn Care Services. Trustee Leach supported the motion. A roll call vote was taken: Trustee Peters-yes; Supervisor Olafsson-yes; Trustee Leach-yes; Clerk Barnett-yes. Motion passed.

- D. Supervisor Olafsson suggested tabling the Goose Reduction Resolution until the organization could present the proof of the signatures to support the resolution being passed.

Trustee Leach made a motion to table the Goose Reduction Resolution. Supervisor Olafsson supported the motion. All members voted in favor of the motion. Motion Tabled.

VI. Informational Items

- A. CLERK REPORT
No Report

- B. FIRE DEPARTMENT REPORT

Chief Bogue reported that the department responded to 19 runs in March. Last month they participated in Ice-Rescue training on Donnell Lake, SCBA mask fit-testing, and Scott Chris did a training on fire tactics and strategies.

- C. CAUA REPORT

John Krepps reported that they hired a new janitor, there was a waterfront generator delivered, and they are dealing with water main breaks. He also noted that they have paid off their debt to the village and are debt-free currently.

- D. AMBULANCE REPORT

Scott Chris reported that everything seems to be running smoothly with SMCAS.

- E. ASSESSOR REPORT

No Report

- F. ZONING REPORT

Roger Leach reported that there was an H-frame power panel zoning clearance.

- G. PARKS DEPARTMENT REPORT

No Report

VII. Supervisor Comments

Supervisor Olafsson mentioned he received a few phone calls regarding the flapping of the fabric fence on M-60. He reached out to the people, and they removed the flapping parts immediately and will be taking down the rest of it and rebuilding the fence soon.

The Supervisor also reported that they did sign and close on the property for the new Fire Department. They are just waiting for the signed deed. The check has been written, and the agreement has been signed.

VIII. Board Comments

Trustee Peters addressed the smell of marijuana again. He's not sure what can be done but he would like to see something done. He called the State of Michigan Marijuana Board to get answers on what monies can be used for. The gentlemen could not comment on it but stated there were a lot of lawsuits on it.

Clerk Barnett mentioned that she had been approached about potential data centers coming in. She would like the planning commission to address a moratorium until we get more information on them.

Trustee Leach also received calls about potential data centers coming in.

IX. Public Comments
Public Comments were received.

X. Payment of the Bills
Clerk Barnett presented the monthly bills to be paid.

Trustee Leach moved that the bills be paid with check numbers 24338-24391 in the amount of \$193,549.51. Supervisor Olafsson supported the motion. Discussion occurred. Roll call vote was taken; Peters-no; Leach-yes; Olafsson-yes; Barnett-yes. Motion unanimously passed.

XI. Adjournment
A motion was made by Supervisor Olafsson, duly seconded by Trustee Peters, and passed by unanimous vote, approving the adjournment of the meeting at 7:38 p.m.

Respectfully submitted,

Rhonda Barnett, Penn Township Clerk

Date

Oli Olafsson, Penn Township Supervisor

**April 13, 2026
PENN TOWNSHIP
GENERAL ACCOUNT**

Checking Account balance March 1, 2026			\$ 2,982,498.22
Total Disbursements for March, 2026			68,633.56
Total revenues for March 2026			310,156.76
<u>Receipt #</u>	<u>Date</u>	<u>Received from</u>	<u>Amount</u>
5404	3/1	State of Michigan (Revenue Sharing)	25,890.00
5405	3/2	Wagner Family Funerals (One burial & Lot)	600.00
5406	3/7	Calvin Twp. (Contract)	37,500.00
5407	3/7	Penn Township Tax Account (5th Settlement W-25)	108,734.43
5408	3/9	Next Step Inspections (Electrical Inspections)	1,122.00
5409	3/9	Doberteen Inspections (Plumbing and Mechanical Permits)	1,085.00
5410	3/16	State of Michigan (Personal Property Reimbursement)	32.36
5411	3/11	Penn Township Tax Account (Settlement W-25 IFT's)	12,609.93
5412	3/17	State of Michigan (Local Community Stabilization)	4,894.31
5413	3/25	Bud Huffman (Locks on Play Ground)	70.00
5414	3/25	Adam Dahlgren (Building Permit)	500.00
5415	3/7	Penn Township Tax Account (6th Settlement W-25)	110,166.11
March 31, 2026		Balance GW Jones(Interest V#5416 \$6,952.62)	\$3,224,2021.42
Mar. 31, 2026		Restricted Funds Fire Dept.	\$ 2,400,000.00
Mar. 31, 2026		Cash Balance	\$ 824,021.42
		General Checking Total	\$ 3,224,021.42

Debt Retirement Accounts (\$53.75 Membership each account)

Vandalia Sewer	\$ 40,110.95
Vandalia Water	\$ 60,120.07
Penn Water	\$ 514,016.78

Paul Rutherford

Penn Township Treasurer

**Penn Township
Payroll Journal
For the Period From Apr 1, 2026 to Apr 30, 2026**

Filter Criteria includes: Report order is by Check Date. Report is printed in Detail Format.

Date	GL Acct ID	Reference	Debit Amt	Credit Amt
4/13/26	320100	24338	2,248.50	
JAMES E. BOGUE	100507			32.60
	350500			112.43
	100507			32.60
				1.46
	350300		32.60	
			1.46	
	100005			2,103.47
4/13/26	380600	24339	1,600.83	
LISA J. FITZSIMONS	100507			23.21
	350500			80.04
	100507			23.21
				1.04
	350300		23.21	
			1.04	
	100005			1,497.58
4/13/26	350100	24340	366.92	
ROGER W. LEACH	410100		618.00	
	100507			14.28
	350500			49.25
	100507			14.28
				0.64
	350300		14.28	
			0.64	
	100005			921.39
4/13/26	370100	24341	2,248.50	
PAUL O. RUTHERFORD	100507			32.60
	350500			112.43
	100507			32.60
				1.46
	350300		32.60	
			1.46	
	100005			2,103.47
4/13/26	310000	24342	309.00	
ASHLEY N. WENCES	100507			4.48
	350500			15.45
	100507			4.48
				0.20
	350300		4.48	
			0.20	
	100005			289.07
4/13/26	380100	24343	2,248.50	
OLAFUR OLAFSSON	100507			32.60
	350500			112.43
	100507			32.60
				1.46
	350300		32.60	
			1.46	
	100005			2,103.47
4/13/26	350100	24344	366.92	
SCOTT PETERS	100507			5.32
	350500			18.35
	100507			5.32
				0.24
	350300		5.32	
			0.24	
	100005			343.25
4/13/26	360100	24345	2,248.50	

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Date Employee	GL Acct ID	Reference	Debit Amt	Credit Amt
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
			12,441.32	12,441.32

**Penn Township
Purchase Journal
For the Period From Apr 1, 2026 to Apr 30, 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
4/8/26	322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	02612	LADDER TEST NHTS	440.20	440.20
4/8/26	330700 BD REVIEW MISC 100505 ACCOUNTS PAYABLE	03232026	BOR ANGIE STEINMAN	79.66	79.66
4/8/26	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	032326	PLUMB MECH INSPECT DOBBERTEEN INSPECTIONS, INC.	964.75	964.75
4/8/26	100507 FICA AND MEDICARE P 100505 ACCOUNTS PAYABLE	0331	1ST QTR 941 UNITED STATES TREASURY	2,610.23	2,610.23
4/8/26	380300 SUPERVISOR- ASSESS 100505 ACCOUNTS PAYABLE	042026	ASSESSING ASSESSING SOLUTIONS	3,613.28	3,613.28
4/8/26	320900 FIRE COMMUNICATION 320900 FIRE COMMUNICATION 310500 COMMUNICATIONS 100505 ACCOUNTS PAYABLE	0426	FIRE INTERNET SIGN ELECTRIC HALL INTERNET MIDWEST ENERGY COOP	350.00 100.00 275.00	725.00
4/8/26	320200 FIRE DEPT TRAVEL 100505 ACCOUNTS PAYABLE	0426	TRAVEL JAMES BOGUE	150.00	150.00
4/8/26	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	0426	INTERNET LISA FITZSIMONS	114.00	114.00
4/8/26	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	0426	INTERNET PAUL RUTHERFORD	114.00	114.00
4/8/26	350700 BOARD AMBULANCE 100505 ACCOUNTS PAYABLE	0426	4/26-6/26 AMBULANCE CENTRAL CASS COUNTY AMBULANCE	37,012.50	37,012.50
4/8/26	310500 COMMUNICATIONS 100505 ACCOUNTS PAYABLE	0426	PHONE VERIZON WIRELESS	284.83	284.83
4/8/26	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	0426	BATHROOM REPAIRS GROVER'S SERVICE	475.00	475.00
4/8/26	310500	0426	PHONE	60.00	

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	COMMUNICATIONS 100505 ACCOUNTS PAYABLE		OLAFUR OLAFSSON		60.00
4/8/26	340100 BLDG INSPECT WAGE 340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	0426	OFFICE- MARCH BLDG PERMITS ADAM DAHLGREN	140.00 1,269.05	 1,409.05
4/8/26	311200 FACILITY MAINT 100505 ACCOUNTS PAYABLE	0426	LEAF BLOWER GAS SPRAGUE FITZSIMONS	9.60	 9.60
4/8/26	310500 COMMUNICATIONS 100505 ACCOUNTS PAYABLE	0426	PHONE RHONDA BARNETT	60.00	 60.00
4/8/26	360300 DEPUTY CLERK WAGE 100505 ACCOUNTS PAYABLE	0426	DEPUTY CLERK RACHELE BOGUE	500.00	 500.00
4/8/26	320900 FIRE COMMUNICATION 100505 ACCOUNTS PAYABLE	0426	FIRE IPAD SERVICE AT&T MOBILITY	45.00	 45.00
4/8/26	311500 HALL MISC. 100505 ACCOUNTS PAYABLE	0426A	HALL OFFICE CHAIR LISA FITZSIMONS	105.99	 105.99
4/8/26	311500 HALL MISC. 100505 ACCOUNTS PAYABLE	0426A	HALL OFFICE CHAIRS PENN TOWNSHIP FIRE DEPART	529.95	 529.95
4/8/26	311200 FACILITY MAINT 100505 ACCOUNTS PAYABLE	0426A	MEN'S BATHROOM GROVER'S SERVICE	620.00	 620.00
4/8/26	351300 BOARD INSURANCE/B 100505 ACCOUNTS PAYABLE	1002564340	WORKERS COMP ACCIDENT FUND INS COMPANY OF AMERICA	1,995.00	 1,995.00
4/8/26	311500 HALL MISC. 100505 ACCOUNTS PAYABLE	1209	PARK SIGNS GRAFFITI GRAPHICS	510.00	 510.00
4/8/26	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	12235884T181	TRASH/RECYCLE HIMCO	450.00	 450.00
4/8/26	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	1235	ELECT INSPECT NEXT STEP INSPECTIONS LLC	140.25	 140.25

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4/8/26	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	150672260	FIRE PEST CONTROL ROSE PEST SOLUTIONS	63.00	63.00
4/8/26	311200 FACILITY MAINT 100505 ACCOUNTS PAYABLE	150672700	hall pest ROSE PEST SOLUTIONS	65.00	65.00
4/8/26	310500 COMMUNICATIONS 100505 ACCOUNTS PAYABLE	202601674	WEBSITE KERRY COLLINS	372.00	372.00
4/8/26	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	25069	ALARM HAAS SYSTEMS	96.00	96.00
4/8/26	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	266548	CONTRACT US BUSINESS SYSTEMS	164.89	164.89
4/8/26	311200 FACILITY MAINT 100505 ACCOUNTS PAYABLE	2681	BATHROOM REPAIR EBY'S PROPERTY MANAGEMENT	410.00	410.00
4/8/26	320700 FIRE-OPERATING (GAS 100505 ACCOUNTS PAYABLE	30101	FIRE GAS SERVICE OIL CO.	191.05	191.05
4/8/26	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	346733225	CHECKS SAGE CHECKS AND FORMS	400.74	400.74
4/8/26	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	4263024788	MAT SERVICE CINTAS	129.66	129.66
4/8/26	311300 HALL CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	4849	PARK SEATING PUMPKIN PATCH MARKET	5,636.58	5,636.58
4/8/26	322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	709210	BATTERIES DIVISION TIRE AND BATTERY	320.00	320.00
4/8/26	352300 BOARD - ROAD COMM 100505 ACCOUNTS PAYABLE	805702	DUST CONTROL CASS ROAD COMMISSION	19,112.08	19,112.08
4/8/26	311200 FACILITY MAINT 100505 ACCOUNTS PAYABLE	i559	PORTABLEL TOILET VRT ENTERPRISES, INC.	236.00	236.00

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4/13/26	351100 BOARD- Weed Control 100505 ACCOUNTS PAYABLE	00208610	DONNELL LAKE ADMIN PROGRESSIVE A&E	1,750.00	1,750.00
4/13/26	330100 BOARD OF REVIEW W 100505 ACCOUNTS PAYABLE	0326	BOARD OF RVW BIANCA MAY	250.00	250.00
4/13/26	330100 BOARD OF REVIEW W 100505 ACCOUNTS PAYABLE	0326	BOARD OF REVIEW DIANNA MCGREW	350.00	350.00
4/13/26	330100 BOARD OF REVIEW W 100505 ACCOUNTS PAYABLE	0326	BOARD OF RVW CARL SPARKS	300.00	300.00
4/13/26	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	0426	POSTAGE US POSTMASTER	78.00	78.00
4/13/26	311500 HALL MISC. 321900 FIRE BLDG MAINT/REP 311500 HALL MISC. 311500 HALL MISC. 311500 HALL MISC. 322100 FIRE EQUIPMENT MAI 322100 FIRE EQUIPMENT MAI 322100 FIRE EQUIPMENT MAI 322100 FIRE EQUIPMENT MAI 322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	0426	32163 HALL SUPP 32701 FIRE SUPP 32937 HALL SUPP 32965 HALL SUPP 32966 HALL SUPP 33087 FIRE SUPP 33055 FIRE SUPP 33167 FIRE SUPP 33767 FIRE SUPP 33793 FIRE SUPP 33847 FIRE SUPP WB HAYDEN AND SONS	145.99 45.98 136.31 224.97 31.99 8.10 32.97 1.74 9.99 16.96 3.09	658.09
4/13/26	351900 BOARD MISC 100505 ACCOUNTS PAYABLE	0426	SEC GREG PRICE	100.00	100.00
4/13/26	322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	0426	LAND PURCHASE MCKENZIE HIGHLANDS I AND II	80,000.00	80,000.00
4/13/26	322100 FIRE EQUIPMENT MAI 321900 FIRE BLDG MAINT/REP	0426B	SUPP BLDG MAINT	815.69 23.31	

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	322300 FIRE MISC		MISC	382.43	
	320900 FIRE COMMUNICATION		PAGERS	1,437.35	
	322100 FIRE EQUIPMENT MAI		AED PADS	864.20	
	322500 FIRE CAPITAL OUTLAY		IPADS/SAFETY FLASHER	2,283.69	
	100505 ACCOUNTS PAYABLE		PENN TOWNSHIP FIRE DEPART		5,806.67
4/13/26	311500 HALL MISC. 100505 ACCOUNTS PAYABLE	0426B	REPLACEMENT LOCKS SPRAGUE FITZSIMONS	63.52	63.52
4/13/26	311400 PARKS PROGRAMMIN 100505 ACCOUNTS PAYABLE	0426C	COURT RESERVE LISA FITZSIMONS	120.00	120.00
4/13/26	311500 HALL MISC. 100505 ACCOUNTS PAYABLE	0426D	NETS LISA FITZSIMONS	317.79	317.79
4/13/26	311400 PARKS PROGRAMMIN 100505 ACCOUNTS PAYABLE	0426E	PROJECTOR/SCREEN, PARK SUPP LISA FITZSIMONS	247.95	247.95
4/13/26	311300 HALL CAPITAL OUTLAY 311500 HALL MISC. 100505 ACCOUNTS PAYABLE	0426G	ICE MAKER JANITORIAL SUPP LISA FITZSIMONS	1,390.25 412.08	1,802.33
4/13/26	311300 HALL CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	0622	DRILL BOARD DRILLPICKLE	1,378.15	1,378.15
4/13/26	311200 FACILITY MAINT 100505 ACCOUNTS PAYABLE	1020	MAINT SPRAGUE FITZSIMONS	1,050.00	1,050.00
4/13/26	311300 HALL CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	8183	COURT RESURFACE IDEAL COATINGS	7,398.49	7,398.49
				181,886.28	181,886.28
				181,886.28	181,886.28