

**Penn Township  
Regular Meeting  
August 8, 2022**

Oli called the meeting to order at 6:34 p.m. All board members were present.

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 Rutherford. Sparks moved to approve the report. Leach seconded and motion passed.

The Board remembered Tom Swartz.

John Ritzler thanked the Board for our support of the Cass Schools millage renewal.

The Board thanked Paddletek for their donation of 8 pickleball paddles. These will be available for public use.

Chuck Benson quoted \$600 to chip the tree tops at the Hall. Fitzsimons moved to approve the quote. Leach seconded and motion passed by unanimous roll call vote.

Colony Bay Condos want to connect to our water system. We are working on a plan to connect them to the system. Oli is working on the legal aspect. There will be a meeting with homeowners to determine the best path for connection (individually or as a group).

A homeowner at Diamond Harbor wants to combine assessments for the home and dock. We don't think this is allowed by state law. We have asked the homeowner's attorney to cite the law that he believes would allow this type of combination.

The attorney for Kurativ (Kelsey Lake operation) has been contacted about their delinquent license fee.

Common Citizens has been contacted about the remaining balance of their license fees.

Utility hearing information is available.

Various legislative updates and communication were discussed.

The Fire Department report was provided by Bogue. Oli and Jim met with a local builder regarding fire station improvements.

McGrew provided a CAUA report.

No County Commissioner report was available.

No Ambulance report was available.

McGrew provided an assessing report.

Leach provided a zoning report. We are going to give Mr. Sampson one more month before we will take action to get it cleaned up and assess the cost.

The bills were presented for payment. Check numbers 22424-22464 for a total of \$58,923.60 will be disbursed. Leach moved to approve the bills for payment. Sparks seconded and motion passed by unanimous roll call vote.

The meeting was adjourned at 7:52 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'L J Fitzsimons', written in a cursive style.

Lisa J. Fitzsimons  
Penn Township Clerk

**Penn Township  
Payroll Journal  
For the Period From Aug 1, 2022 to Aug 31, 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
8/8/22 JAMES E. BOGUE	320100	22424	1,866.67	
	100507			27.07
	350500			93.33
	100507			27.07
	350300			27.07
	100005			1,746.27
8/8/22 LISA J. FITZSIMONS	360100	22425	1,866.67	
	100507			250.00
	100507			27.07
	350500			93.33
	100507			27.07
	350300			27.07
8/8/22 ROGER W. LEACH	350100	22426	323.08	
	410100			224.00
	100507			7.93
	350500			27.35
	100507			7.93
	350300			7.93
8/8/22 PAUL O. RUTHERFORD	370100	22427	7,866.67	
	100507			345.55
	100507			114.07
	350500			393.33
	100507			114.07
	350300			114.07
8/8/22 LEE H. SPARKS	350100	22428	323.08	
	100507			4.68
	350500			16.15
	100507			4.68
	350300			4.68
	100005			302.25
8/8/22 OLI OLAFSSON	380100	22429	1,866.67	
	100507			27.07
	350500			93.33
	100507			27.07
	350300			27.07
	100005			1,746.27
8/8/22 KAREN YOUNG	310000	22430	166.67	
	100507			2.42
	350500			8.33
	100507			2.42
	350300			2.42
	100005			155.92
			<b>14,713.82</b>	<b>14,713.82</b>

**Penn Township  
Purchase Journal  
For the Period From Aug 1, 2022 to Aug 31, 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
8/8/22	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	072422	MECH INSPECT  DOBBERTEEN INSPECTIONS, INC.	454.75	454.75
8/8/22	320200 FIRE DEPT TRAVEL 100505 ACCOUNTS PAYABLE	0822	TRAVEL  JAMES BOGUE	125.00	125.00
8/8/22	360500 CLERK SUPPLIES/POS 360500 CLERK SUPPLIES/POS 360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	0822	INTERNET  OFFICE  ELECTION SUPP  LISA FITZSIMONS	95.40  9.29  38.66	143.35
8/8/22	321500 FIRE ELECTRIC 100505 ACCOUNTS PAYABLE	0822	ELECTRIC  AEP	600.00	600.00
8/8/22	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	0822	INTERNET  PAUL RUTHERFORD	95.40	95.40
8/8/22	320500 FIRE-OFFICE SUPPLIE 322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	0822	OFFICE  FIER SUPP /SERVICE  PENN TOWNSHIP FIRE DEPART	88.55  969.54	1,058.09
8/8/22	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	0822	ELECTION CHAIR/SCHOOL  ROSE GREEN	305.00	305.00
8/8/22	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	0822	ELECTION/SCHOOL  JACKIE MCINTYRE	255.00	255.00
8/8/22	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	0822	ELECT INSPECT  RON BELLAIRE	679.15	679.15
8/8/22	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	0822	ELECTION/SCHOOL  REBEKAH BROWN	255.00	255.00
8/8/22	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	0822	TELEPHONE  FRONTIER	116.65	116.65
8/8/22	360900 CLERK- ELECTIONS	0822	ELECTION/SCHOOL	255.00	

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	100505 ACCOUNTS PAYABLE		JEANNE GARBER		255.00
8/8/22	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	0822	ELECTION PUBS  JEFFERSON TOWNSHIP	71.75	71.75
8/8/22	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	0822	PHONES  VERIZON WIRELESS	334.73	334.73
8/8/22	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	0822	ELECTION/SCHOOL  CHARLENE HIEMSTRA	255.00	255.00
8/8/22	380300 SUPERVISOR- ASSESS 100505 ACCOUNTS PAYABLE	0822	ASSESSING  MCGREW ASSESSING SERVICES LLC	2,600.00	2,600.00
8/8/22	321100 FIRE TELEPHONE/FAX 100505 ACCOUNTS PAYABLE	0822	PHONE  OLI OLAFSSON	60.00	60.00
8/8/22	340100 BLDG INSPECT WAGE 340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	0822	BLDG INSPECT  OFFICE  ADAM DAHLGREN	6,081.75 140.00	6,221.75
8/8/22	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	0822	ELECTION/SCHOOL  ALEXIS MILLIRANS	255.00	255.00
8/8/22	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	0822	ELECTION/SCHOOL  LINDSAY GORHAM	255.00	255.00
8/8/22	360900 CLERK- ELECTIONS 360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	0822	ELECTION PREP  PRIMARY ELECTION INSPECT PATRICIA MITCELL	990.00 264.00	1,254.00
8/8/22	311500 HALL MISC. 100505 ACCOUNTS PAYABLE	0822A	HALL SUPP  LISA FITZSIMONS	17.70	17.70
8/8/22	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	102008	VOTER ID CARDS- REDSITRICT SPECTRUM PRINTERS	1,260.50	1,260.50
8/8/22	322100	1105	FIRE TRUCK SERVICE	742.52	

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Purchase Journal**

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	FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE		BACK ROADS SERVICES		742.52
8/8/22	351100 BOARD- Weed Control 100505 ACCOUNTS PAYABLE	12164	LITTLE FISH CLARKE	2,122.05	2,122.05
8/8/22	351100 BOARD- Weed Control 100505 ACCOUNTS PAYABLE	12518	LITTEL FISH CLARKE	773.54	773.54
8/8/22	351100 BOARD- Weed Control 100505 ACCOUNTS PAYABLE	13442	LITTEL FISH CLARKE	1,014.30	1,014.30
8/8/22	380300 SUPERVISOR- ASSESS 100505 ACCOUNTS PAYABLE	142666	SOFTWARE ANNUAL SUPP BS&A SOFTWARE	1,020.00	1,020.00
8/8/22	3225 100505 ACCOUNTS PAYABLE	17469755	FIRE LIGHTS/HOSE WS DARLEY & CO	259.31	259.31
8/8/22	3225 100505 ACCOUNTS PAYABLE	17470178	FIRE TOOLS WS DARLEY & CO	433.60	433.60
8/8/22	3225 100505 ACCOUNTS PAYABLE	17470580	FIRE SUPP WS DARLEY & CO	175.87	175.87
8/8/22	321900 FIRE BLDG MAINT/REP 400100 CEMETERY CONTRAC 100505 ACCOUNTS PAYABLE	20780	MOWING MOWING KLIPPERS LAWN CARE SERVIC	224.40 1,548.80	1,773.20
8/8/22	322100 FIRE EQUIPMENT MAI 321900 FIRE BLDG MAINT/REP 320500 FIRE-OFFICE SUPPLIE 100505 ACCOUNTS PAYABLE	230405	FIRE SUPP FIRE SUPP FIRE OFFICE WB HAYDEN AND SONS	56.53 109.00 25.37	190.90
8/8/22	311300 HALL CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	339003	CHIP TREE BRANCHES- HALL CB TREE	600.00	600.00
8/8/22	351300 BOARD INSURANCE/B 100505	46092	DRONE BEREBDS HENDRICKS	350.00	350.00

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	ACCOUNTS PAYABLE		STUIT		
8/8/22	351100 BOARD- Weed Control 100505 ACCOUNTS PAYABLE	7000404	DONNELL	3,240.00	
			PLM LAKE AND LAND MGMT CORP		3,240.00
8/8/22	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	70817	ELECTION SUPP	1,132.95	
			SPECTRUM PRINTERS		1,132.95
8/8/22	352300 BOARD - ROAD COMMI 100505 ACCOUNTS PAYABLE	803972	DUST	14,945.50	
			CASS ROAD COMMISSION		14,945.50
8/8/22	320700 FIRE-OPERATING (GAS 100505 ACCOUNTS PAYABLE	9582	FIRE GAS	49.54	
			SERVICE OIL CO.		49.54
8/8/22	380300 SUPERVISOR- ASSESS 100505 ACCOUNTS PAYABLE	DA 22-10	ASSESSOR FEE	200.00	
			CASS COUNTY		200.00
				<b>45,951.10</b>	<b>45,951.10</b>
				<b>45,951.10</b>	<b>45,951.10</b>

AUGUST 8, 2022  
PENN TOWNSHIP  
GENERAL ACCOUNT

General Checking Account balance: July 1, 2022	\$ 688,742.57
Total disbursements for July, 2022	179,737.28
Total revenues for July, 2022	124,958.99
Bank Error	.50

<u>Receipt #</u>	<u>Date</u>	<u>Received from</u>	<u>Amount</u>
4992	7/01	State of Michigan - <i>DARPA - Covid funds</i> (Revenue Sharing)	75,505.39
4993	7/01	State of Michigan (Revenue Sharing)	25,155.00
4994	7/11	Karen Young (One Hall Rental)	50.00
4995	7/11	Adam Dahlgren (Building Permits)	550.00
4996	7/11	Ron Bellaire (Electrical Permits)	1,036.00
4997	7/11	Doberteen Inspections (Plumbing & Mechanical Permits)	1,482.00
4998	7/12	Penn Twp. Tax Acct (Summer Tax 2372 Parcels @2.50)	5,930.00
4999	7/14	Penn TWP. Tax Acct. W2021 Commercial Forest (W-21 Tax)	2.50
5000	7/15	Wagner Family Funerals (Burial)	100.00
5001	7/20	Kathleen Pea (Marihuana Permit)	5,000.00
5002	7/20	Penn Township Farms LLC (Marihuana Permit)	10,000.00

July 31, 2022 G W Jones Balance (Interest V# 5003 \$148.10)	
Balance General Fund	\$ 633,964.78

**Debt Retirement Accounts Plus \$59.50 Membership**

Vandalia Sewer	\$ 50,046.91
Vandalia Water	\$ 75,570.88
Penn Water	\$ 422,370.05

Paul Rutherford  
*Paul Rutherford*  
Penn Township Treasurer