

**Penn Township  
Regular Meeting  
October 9, 2023**

Supervisor Olafsson called the meeting to order at 6:30pm.

Prayer was given by Trustee Sparks.

Pledge of Allegiance was given.

Trustee Leach presented the minutes from the September meeting, as prepared by Clerk Greathouse. Leach moved to approve the minutes. Sparks seconded and motion approved.

The Treasure's Report was presented by Treasure Rutherford, as prepared by Rutherford. Trustee Sparks moved to approve the report. Leach seconded and roll call was done, yes-all. Motion approved.

**Supervisor News**

Supervisor Olafsson introduced Scott Franko from Suft Internet. Mr. Franko informed the board and residents of the services Surf Internet can provide to the community.

Supervisor Olafsson spoke about a recent "False Fire Call" that was made in regards to the marijuana establishment at 17853 Donnell Lake St. Chief Bogue read the Fire Report.

Supervisor Olafsson stated that the Planning Commission has approved the amendments to the current marijuana ordinance.

At 7:00pm Supervisor paused regular meeting.

Hearing for delinquent utilities opened at 7:00pm

Leach moved to approve the mailing out of the delinquent utility bills, if paid by November 1<sup>st</sup>, the fee of \$50 will be waived. Supervisor Olafsson seconded. Motion approved.

**Reports**

The Park Report was presented by Clerk Greathouse, as prepared by Lisa Fitzsimons.

Clerk News- Election drop-box has been ordered.

Clerk Greathouse brought attention to the request from the hall manager, Karen young would like to get new 8 ft tables to replace several older tables and new carpet/flooring. Leach made motion to approve the purchase of 3 new tables. Supervisor Olafsson seconded. Roll call, all in favor. Motion approved.

The purchase of new flooring has been tabled; this will be budgeted for later.

Fire Department Report – Provided by Chief Jim Bogue.

CAUA Report- was provided by Leach, prepared by Diana McGrew.

Audit Report- Supervisor Olafsson informed board members and residents that the Auditors were pleased with Penn Township Audit.

Ambulance Report- no report was provided.

Assessors Report – no report was provided.

Zoning Report- was provided by Leach.

Building report- no report was provided.

### **Board Comments-**

Clerk Greathouse, requested an update on the Donnell Lake St road survey. Supervisor Olafsson said he will get in contact with Cass County Road Commission to check the status.

Supervisor Olafsson asked what decision has been made regarding security cameras.

Trustee Sparks is pleased with the drains on White Temple, Dutch Settlement, and several other roads.

### **Public Comments**

Resident 1: Bucher discussed the topic of the “False Fire Call” and why it was made.

Resident 2: Peggy Biesboer provided a personal background. She stated that she feels the board is letting the community down. She is for a 1-mile setback when it comes to marijuana establishments near residential zoned community.

Resident 3: Matt Harrington seeked legal option. He was referred to the Governmental Tort Liability Act of Michigan. He feels the township is protected by this Act if the township was to change the marijuana ordinance to enforce a 1-mile setback from residential areas.

Resident 4: Mike Biesboer asked the question- Is the Board willing to adopt an amendment to the current marijuana ordinance, a 1-mile setback from residential zones? He feels this is a realistic request. Biesboer also would like a commitment to request another Planning Commission meeting to review the request from the September 12 meeting.

Resident 5: Brian McKenzie, a local farmer. He is a member of the Michigan Farm Bureau Cannabis Advisory Committee. Part of his job is to come up with conflict resolution between neighbors and marijuana.

Resident 6: Has concerns of the RV on one of the marijuana establishments, whether it is being lived in or for security. There are concerns of a child being in the field.

Supervisor Olafsson closed public comments. Supervisor advised residents to call the CRA regarding a child being in fields or the burning of marijuana. These concerns are against CRA regulations.

The bills we were presented for payment by Clerk Greathouse. Check numbers 22978-23015 for a total of \$49,518.60 will be disbursed. Trustee Leach moved to approve the bills for payment. Sparks seconded and motion passed by unanimous roll call vote.

The meeting was adjourned at 8:09pm.

Respectfully Submitted,  
Chelsa Greathouse



Penn Township Clerk

**October 9, 2023  
PENN TOWNSHIP  
GENERAL ACCOUNT**

General Checking Account balance: September 1, 2023	\$ 1,019,154.94
Total disbursements for September, 2023	124,648.42
Total revenues for September, 2023	76,151.83

<u>Receipt #</u>	<u>Date</u>	<u>Received from</u>	<u>Amount</u>
5117	9/01	State of Michigan (Revenue Sharing: Sales Tax)	24,398.00
5118	9/05	Cass County (Commercial Forest)	1.32
5119	9/05	Calvin TWP. (Contract & Runs)	35,400.00
5120	9/11	Karen Young (One Hall Rental)	100.00
5121	9/11	Adam Dalhgren (Building Permits)	7,866.00
5122	9/11	Next Step Inspections (Electrical Permits)	940.00
5123	9/11	Doberteen Inspections (Plumbing & Mechanical Permits)	830.00
5124	9/11	Penn Fire Dept. (Fire Report)	10.00
5125	9/21	State of Michigan ( 2,122.38 Medical Marijuana Excise, Homestead Denial 8.16)	2,130.54
5126	9/21	Gary Bargerhuff (Three Cemetery Lots Young's Prairie)	750.00
Sept. 30, 2023 G W Jones(Interest V#5127 \$3,725.97)			\$ 970,658.35
<u>Cash Breakdown</u>			
Sept. 30, 2023 Restricted Funds Fire Dept.			\$ 295,000.00
Sept. 30, 2023 Cash Balance			\$ 675,658.35
Total Checking Balance :			\$ 970,658.35

Debt Retirement Accounts	Balance Plus	\$ 58.75 Membership
Vandalia Sewer	\$ 43,928.91	
Vandalia Water	\$ 65,902.87	
Penn Water	\$ 423,010.14	

**Paul Rutherford**

**Penn Township Treasurer**

## Penn Township Payroll Journal For the Period From Oct 1, 2023 to Oct 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
10/8/23 JAMES E. BOGUE	320100 100507 350500 100507 350300 100005	22972	1,980.00	28.71 99.00 28.71 28.71 1,852.29
10/8/23 LISA J. FITZSIMONS	360100 100507 350500 100507 350300 100005	22973	1,480.00	21.46 74.00 21.46 21.46 1,384.54
10/8/23 ROGER W. LEACH	350100 410100 100507 350500 100507 350300 100005	22974	323.08 237.50	8.13 28.03 8.13 524.42
10/8/23 PAUL O. RUTHERFORD	370100 100507 350500 100507 350300 100005	22975	1,980.00	28.71 99.00 28.71 28.71 1,852.29
10/8/23 LEE H. SPARKS	350100 100507 350500 100507 350300 100005	22976	323.08	4.68 16.15 4.68 4.68 302.25
10/8/23 CHELSA GREATHOUSE	360100 380100 100507 100507 350500 100507 350300 100005	22977	1,080.00 455.00	30.41 22.26 76.75 22.26 22.26 1,405.58
10/8/23 OLAFUR OLAFSSON	380100 100507 350500 100507 350300 100005	22978	1,980.00	28.71 99.00 28.71 28.71 1,852.29
10/8/23 KAREN YOUNG	310000 100507 350500 100507 350300 100005	22979	216.67	3.14 10.83 3.14 3.14 202.70
			<b>10,201.13</b>	<b>10,201.13</b>

**Penn Township  
Purchase Journal  
For the Period From Oct 1, 2023 to Oct 31, 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
10/8/23	320900 FIRE COMMUNICATION 100505 ACCOUNTS PAYABLE	1023	FIRE INTERNET  MIDWEST ENERGY COOP	144.70	144.70
10/8/23	100507 FICA AND MEDICARE P 100505 ACCOUNTS PAYABLE	1023	3RD QTR 941  UNITED STATES TREASURY	1,519.56	1,519.56
10/8/23	320200 FIRE DEPT TRAVEL 100505 ACCOUNTS PAYABLE	1023	TRAVEL  JAMES BOGUE	125.00	125.00
10/8/23	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	1023	INTERNET  LISA FITZSIMONS	95.40	95.40
10/8/23	321500 FIRE ELECTRIC 100505 ACCOUNTS PAYABLE	1023	FIRE ELECTRIC  AEP	600.00	600.00
10/8/23	320500 FIRE-OFFICE SUPPLIE 100505 ACCOUNTS PAYABLE	1023	LABOR POSTERS  MICHIGAN LABOR LAW POSTER	105.47	105.47
10/8/23	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	1023	INTERNET  PAUL RUTHERFORD	95.40	95.40
10/8/23	322500 FIRE CAPITAL OUTLAY 322300 FIRE MISC 322100 FIRE EQUIPMENT MAI 320500 FIRE-OFFICE SUPPLIE 100505 ACCOUNTS PAYABLE	1023	FIRE HEADBANDS/GAS DET/HOSE FIRE MISC FIRE SUPP FIRE OFFICE PENN TOWNSHIP FIRE DEPART	1,549.26 50.69 207.71 160.05	1,967.71
10/8/23	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	1023	TELEPHONE  VERIZON WIRELESS	333.94	333.94
10/8/23	351900 BOARD MISC 100505 ACCOUNTS PAYABLE	1023	AUG/SEPT  BERGEN R/C HELICOPTERS	105.00	105.00
10/8/23	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	1023	PHONE  OLAFUR OLAFSSON	60.00	60.00
10/8/23	340100 BLDG INSPECT WAGE 340100 BLDG INSPECT WAGE	1023	BLDG PERMITS  BLDG OFFICE	4,288.25 175.00	

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	100505 ACCOUNTS PAYABLE		ADAM DAHLGREN		4,463.25
10/8/23	380300 SUPERVISOR- ASSESS 100505 ACCOUNTS PAYABLE	1023	ASSESSING ASSESSING SOLUTIONS	3,250.00	3,250.00
10/8/23	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	1023	PHONE CHELSA GREATHOUSE	60.00	60.00
10/8/23	311200 HALL BLDG. MAINT 100505 ACCOUNTS PAYABLE	1023A	HALL SUPP LISA FITZSIMONS	16.43	16.43
10/8/23	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	1023B	ENVELOPES LISA FITZSIMONS	27.14	27.14
10/8/23	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	1023C	ACCOUNTING SOFTWARE ANNUAL LISA FITZSIMONS	1,659.96	1,659.96
10/8/23	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	1026	ELECT INSPECT NEXT STEP INSPECTIONS LLC	2,413.15	2,413.15
10/8/23	322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	1360-1365	FIRE TRUCK SERVICE BACK ROADS SERVICES	5,481.13	5,481.13
10/8/23	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	150597643	PEST COTROL ROSE PEST SOLUTIONS	58.00	58.00
10/8/23	380500 SUPERVISOR- REASSE 100505 ACCOUNTS PAYABLE	1684	ASSESSING SOFTWARE PIVOT POINT PARTNERS LLC	694.75	694.75
10/8/23	390500 PLAN COMM- PRINT/P 100505 ACCOUNTS PAYABLE	1705194	PLANNING PUB LEADER PUBLICATIONS	35.00	35.00
10/8/23	322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	17499855	FIRE SUPP WS DARLEY & CO	412.12	412.12
10/8/23	351100 BOARD- Weed Control 100505 ACCOUNTS PAYABLE	19217	DIAMOND WEED PLM LAKE AND LAND MGMT CORP	2,170.00	2,170.00
10/8/23	351100 BOARD- Weed Control	194773	DIAMOND ADMIN	4,340.00	

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	100505 ACCOUNTS PAYABLE		PROGRESSIVE A&E		4,340.00
10/8/23	351100 BOARD- Weed Control 100505 ACCOUNTS PAYABLE	194778	DONNELL ADMIN PROGRESSIVE A&E	1,750.00	1,750.00
10/8/23	311200 HALL BLDG. MAINT 100505 ACCOUNTS PAYABLE	19658	HALL LIGHT BENDER ELECTRIC	398.50	398.50
10/8/23	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	19790	QUARTERLY ALARM HAAS SYSTEMS	96.00	96.00
10/8/23	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	202201452	SEPT WEBSITE KERRY COLLINS	335.00	335.00
10/8/23	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	202201456	OCT WEBSITE KERRY COLLINS	335.00	335.00
10/8/23	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	216802	CONTRACT US BUSINESS SYSTEMS	123.90	123.90
10/8/23	311200 HALL BLDG. MAINT 100505 ACCOUNTS PAYABLE	23-104552	PORTABLE TOILET VRT ENTERPRISES, INC.	145.00	145.00
10/8/23	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	235155	FIRE SUPP WB HAYDEN AND SONS	8.99	8.99
10/8/23	320900 FIRE COMMUNICATION 100505 ACCOUNTS PAYABLE	28471	FIRE BATTERIES SMR COMMUNICATIONS, INC.	270.08	270.08
10/8/23	322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	31096	FACEPIECE WEST SHORE FIRE REPAIR	330.00	330.00
10/8/23	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	4166512720	MAT SERVICE CINTAS	59.74	59.74
10/8/23	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	4169427522	MAT SERVICE CINTAS	59.74	59.74
10/8/23	351100 BOARD- Weed Control	4482	LITTLE FISH WEED	3,298.05	



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	100505 ACCOUNTS PAYABLE		SOLITUDE LAKE MANAGEMENT		3,298.05
10/8/23	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	82423	MECH PLUMB  DOBBERTEEN INSPECTIONS, INC.	564.40	564.40
10/8/23	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	92523	MECH PLUMB PEMRITS  DOBBERTEEN INSPECTIONS, INC.	969.00	969.00
10/8/23	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	EQ-23-01	LABELS  CASS COUNTY	14.95	14.95
10/8/23	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	O319475338	CHECKS/W2S  SAGE CHECKS AND FORMS	424.60	424.60
10/8/23	320700 FIRE-OPERATING (GAS 100505 ACCOUNTS PAYABLE	SEPT STMT	FIRE GAS  SERVICE OIL CO.	191.18	191.18
				<b>39,607.24</b>	<b>39,607.24</b>
				<b>39,607.24</b>	<b>39,607.24</b>