

PENN TOWNSHIP  
Regular Meeting  
February 9, 2026

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

Board Member Absent: Supervisor Oli Olafsson

I. Call to Order

The regularly scheduled meeting of the Penn Township Board of Directors was called to order by Roger Leach at 6:34 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 1/12/2025

Treasurer's Report 2/9/2025

**A motion was made by Trustee Peters to approve the consent agenda, duly seconded by Treasurer Rutherford. All were in favor, motion passed.**

V. Action Items

- A. Trustee Leach presented a resolution to approve EGLE, in cooperation with the Donnell Lake Conservation Club permission to access the lake bottom to build and install fish habitats in Donnell Lake, including around the island.

**Treasurer Rutherford made a motion to pass the resolution allowing EGLE access to Donnell Lake bottom to install fish habitats. Trustee Peters supported the motion. All were in favor, motion passed.**

Don Jollay presented the 2026 Poverty Resolution to the Board.

**Clerk Barnett made a motion to approve the 2026 Poverty Resolution as presented. Treasurer Rutherford supported the motion. All were in favor, motion passed.**

VI. Informational Items

A. CLERK REPORT

Clerk Barnett presented the Board with a document from the Michigan Township Association to review on "Principles of Governance." This will be presented at the March meeting for approval by the Board.

Also presented was a resolution passed by the Cass County Board of Commissioners regarding transparency for data centers for the Board to review.

B. FIRE DEPARTMENT REPORT

Chief Bogue reported that the department responded to 8 runs in January. Last month they participated in Zole Auto-Pulse and Rescue Task Force training. The Scott air packs were also tested.

C. CAUA REPORT

No Report

D. AMBULANCE REPORT

Fireman Chris reported that there was nothing new to report.

E. ASSESSOR REPORT

Assessor Jollay reported that the equalization was completed, an audit will be happening in the next few weeks. The March Board of Review public notices posted soon. 2026 role is completed moving on to 2027.

F. ZONING REPORT

Trustee Leach reported that there were no new projects are in the works.

G. PARKS DEPARTMENT REPORT

No Report

VII. Supervisor Comments

None

VIII. Board Comments

Trustee Peters requested more investigation be done to mist/mask the cannabis odor in Penn Township.

IX. Public Comments

Public Comments were received.

X. Payment of the Bills

**Treasurer Rutherford moved, Trustee Peters supported that the bills be paid with check numbers 24260-24291 in the amount of \$31,291.58. Roll call vote was taken: Peters-yes; Leach-yes; Rutherford-yes; Barnett-yes. Motion unanimously passed.**

XI. Adjournment

**A motion was made by Trustee Leach, duly seconded by Clerk Barnett, and passed by unanimous vote, approving the adjournment of the meeting at 7:19 p.m.**

Respectfully submitted,

\_\_\_\_\_  
Rhonda Barnett, Penn Township Clerk

\_\_\_\_\_  
Date

\_\_\_\_\_  
Oli Olafsson, Penn Township Supervisor

\_\_\_\_\_  
Date

February 9, 2026  
**PENN TOWNSHIP  
GENERAL ACCOUNT**

Checking Account Balance: January 1, 2026	\$ 2,838,351.88
Total disbursements for January, 2026	84,785.97
Total revenues for January, 2026	102,878.20

<u>Receipt #</u>	<u>Date</u>	<u>Received from</u>	<u>Amount</u>
5384	1/03	State of Michigan (Revenue Sharing Sales Tax)	25,993.00
5385	1/03	Next Step Inspections (Electoral Inspections)	457.00
5386	1/17	Dobberteen Inspections (Plumbing and Mechanical Permits)	1,763.00
5387	1/17	County of Cass (Swampland PILT)	17.52
5388	1/17	Adam Dahlgren (Building Permits)	3,079.00
5389	1/17	Jenna Anderson (Hall Rental)	250.00
5390	1/17	Wagoner Custom Homes (Two Hall Rentals)	500.00
5391	1/17	Waylon-B-Day (One Hall Rental)	250.00
5392	1/20	Penn Township Tax Acct. (2 <sup>nd</sup> Settlement W-25)	61,450.74
5393	1/20	State of Michigan (Revenue Sharing)	17.06
5394	1/26	Scott Wellman (Hall Rental)	125.00
5395	1/30	Cass County Medical Care (Election Reimbursement)	2,047.66
5396	1/30	AEP ( Leader Publication)	404.70

January 31, 2026 G W Jones (Interest \$6,523.52 V#5397) Balance \$ 2,856,444.11

Cash Breakdown

Jan. 31, 2026 Restricted Funds Fire Dept.	\$ 2,400,000.00
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Jan. 31, 2026 Cash Balance	\$ 456,444.11
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General Checking Total	\$ 2,856,444.11
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Debt Retirement Accounts (\$53.75 Membership each account)

<b>Vandalia Sewer</b>	<b>\$ 39,725.18</b>
<b>Vandalia Water</b>	<b>\$ 74,784.41</b>
<b>Penn Water</b>	<b>\$ 330,004.66</b>

**Paul Rutherford**

**Penn Township Treasurer**

**Penn Township  
Purchase Journal**

**For the Period From Feb 1, 2026 to Feb 28, 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
2/5/26	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	012326	PLUMB MECH INSPECT  DOBBERTEEN INSPECTIONS, INC.	884.00	884.00
2/5/26	380300 SUPERVISOR- ASSESS 100505 ACCOUNTS PAYABLE	022026	ASSESSING  ASSESSING SOLUTIONS	3,518.29	3,518.29
2/5/26	320200 FIRE DEPT TRAVEL 100505 ACCOUNTS PAYABLE	0226	travel  JAMES BOGUE	150.00	150.00
2/5/26	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	0226	internet  LISA FITZSIMONS	114.00	114.00
2/5/26	310700 HALL ELECT/STREET L 321500 FIRE ELECTRIC 100505 ACCOUNTS PAYABLE	0226	ELECT  ELECT  AEP	400.00 500.00	900.00
2/5/26	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	0226	internet  PAUL RUTHERFORD	114.00	114.00
2/5/26	322300 FIRE MISC 322300 FIRE MISC 320600 FIRE TRAINING 320600 FIRE TRAINING 320600 FIRE TRAINING 322100 FIRE EQUIPMENT MAI 322500 FIRE CAPITAL OUTLAY 322300 FIRE MISC 322300 FIRE MISC 100505 ACCOUNTS PAYABLE	0226	MISC  MISC  TRAINING SUPP  TRAINING SUPP  TRAINING SUPP  TIRE PRESSURE GAUGE  DRESSING CHEST SEAL  DRESS UNIFORMS  DRESS UNIFORMS  PENN TOWNSHIP FIRE DEPART	192.56 87.98 21.39 56.65 21.39 239.07 343.44 190.70 95.35	1,248.53
2/5/26	322100 FIRE EQUIPMENT MAI 321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	0226	FIRE SUPP  FIRE SUPP  WB HAYDEN AND SONS	13.98 23.97	37.95
2/5/26	370100 TREASURER- WAGE 100505 ACCOUNTS PAYABLE	0226	TREAS ASSIST  AMY JUROFF	550.00	550.00

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2/5/26	310900 HALL FUEL OIL	0226	HEAT	180.00	
	321700 FIRE FUEL OIL		HEAT	720.00	
	100505 ACCOUNTS PAYABLE		SEMCO ENERGY		900.00
2/5/26	310500 COMMUNICATIONS	0226	PHONE	296.81	
	100505 ACCOUNTS PAYABLE		VERIZON WIRELESS		296.81
2/5/26	310500 COMMUNICATIONS	0226	phone	60.00	
	100505 ACCOUNTS PAYABLE		OLAFUR OLAFSSON		60.00
2/5/26	380700 SUPERVISOR SUPP/P	0226	ASSESSING POSTAGE	1,966.11	
	100505 ACCOUNTS PAYABLE		ANGIE STEINMAN		1,966.11
2/5/26	310500 COMMUNICATIONS	0226	phone	60.00	
	100505 ACCOUNTS PAYABLE		RHONDA BARNETT		60.00
2/5/26	360300 DEPUTY CLERK WAGE	0226	DEPUTY CLERK	225.00	
	100505 ACCOUNTS PAYABLE		RACHELE BOGUE		225.00
2/5/26	321900 FIRE BLDG MAINT/REP	0226A	SNOWPLOW	480.00	
	322300 FIRE MISC		MISC FIRE	59.95	
	100505 ACCOUNTS PAYABLE		JAMES BOGUE		539.95
2/5/26	360500 CLERK SUPPLIES/POS	0226A	POSTAGE	34.40	
	100505 ACCOUNTS PAYABLE		LISA FITZSIMONS		34.40
2/5/26	320900 FIRE COMMUNICATION	0226A	ACTIVE 911 SUB	324.00	
	100505 ACCOUNTS PAYABLE		PENN TOWNSHIP FIRE DEPART		324.00
2/5/26	380300 SUPERVISOR- ASSESS	0226A	VET EXEMPT	450.00	
	100505 ACCOUNTS PAYABLE		ANGIE STEINMAN		450.00
2/5/26	360500 CLERK SUPPLIES/POS	0226B	FAX SERVICE- ANNUAL	90.00	
	100505 ACCOUNTS PAYABLE		LISA FITZSIMONS		90.00
2/5/26	340100 BLDG INSPECT WAGE	1216	ELECT INSPECT	481.10	
	100505 ACCOUNTS PAYABLE		NEXT STEP INSPECTIONS LLC		481.10
2/5/26	321900	150667200	PEST CONTROL	63.00	

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	FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE		ROSE PEST SOLUTIONS		63.00
2/5/26	311200 FACILITY MAINT 100505 ACCOUNTS PAYABLE	150667650	PEST CONTROL  ROSE PEST SOLUTIONS	65.00	65.00
2/5/26	310700 HALL ELECT/STREET L 380300 SUPERVISOR- ASSESS 100505 ACCOUNTS PAYABLE	202601656	WEBSITE  ASSESSOR PC  KERRY COLLINS	362.00  125.00	487.00
2/5/26	352500 BOARD- CPA FEES 100505 ACCOUNTS PAYABLE	20703	1099 SERVICE  JULIE DRIER CPA	76.50	76.50
2/5/26	322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	2428789	BATTERIES  MES SERVICE COMPANY, LLC	1,637.24	1,637.24
2/5/26	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	24668	sec system servie  HAAS SYSTEMS	210.50	210.50
2/5/26	322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	26003	HOSE  MFE, INC.	4,366.70	4,366.70
2/5/26	320700 FIRE-OPERATING (GAS 100505 ACCOUNTS PAYABLE	29145	FIRE GAS  SERVICE OIL CO.	222.46	222.46
2/5/26	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	4257013102	MAT SERVICE  CINTAS	129.66	129.66
2/5/26	380700 SUPERVISOR SUPP/P 100505 ACCOUNTS PAYABLE	PP26-10	PPT POSTAGE  CASS COUNTY	40.56	40.56
				<b>20,242.76</b>	<b>20,242.76</b>

**Penn Township  
Payroll Journal  
For the Period From Feb 1, 2026 to Feb 28, 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
2/5/26 JAMES E. BOGUE	320100 100507 350500 100507 350300 100005	24260	2,183.00    31.65	 31.65 109.15 31.65  2,042.20
2/5/26 LISA J. FITZSIMONS	380600 100507 350500 100507 350300 100005	24261	1,554.17    22.54	 22.54 77.71 22.54  1,453.92
2/5/26 ROGER W. LEACH	350100 410100 100507 350500 100507 350300 100005	24262	356.25 600.00    13.87	  13.87 47.81 13.87  894.57
2/5/26 PAUL O. RUTHERFORD	370100 100507 350500 100507 350300 100005	24263	2,183.00    31.65	 31.65 109.15 31.65  2,042.20
2/5/26 ASHLEY N. WENCES	310000 100507 350500 100507  350300  100005	24264	300.00     4.35 0.20	 4.35 15.00 4.35 0.20  280.65
2/5/26 OLAFUR OLAFSSON	380100 100507 350500 100507  350300  100005	24265	2,183.00     31.65 1.42	 31.65 109.15 31.65 1.42  2,042.20
2/5/26 SCOTT PETERS	350100 100507 350500 100507  350300  100005	24266	356.25     5.17 0.23	 5.17 17.81 5.17 0.23  333.27
2/5/26 RHONDA J. BARNETT	360100 100507 100507 350500 100507  350300  100005	24267	2,183.00     31.65 1.42	 82.39 31.65 109.15 31.65 1.42  1,959.81

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<b>Date Employee</b>	<b>GL Acct ID</b>	<b>Reference</b>	<b>Debit Amt</b>	<b>Credit Amt</b>
			<u>12,074.47</u>	<u>12,074.47</u>

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