

**Penn Township
Regular Meeting
December 14, 2020**

Oli called the meeting to order at 6:30 p.m. The meeting was held via Zoom due to the current state of the pandemic. Sparks was absent.

Leach presented the minutes from the prior meeting, as prepared by Fitzsimons. Leach moved to approve the minutes. Oli seconded and motion passed.

Kevin Anderson and Tony McGhee were present to discuss the MEC water tower. MEC is applying for a grant for a water tower and utility lines. Penn will be the provider for the water. A resolution to include Penn Township in the grant process is proposed. The full cost would be paid by MEC and the grant funds. Penn is solely a co-applicant for the grant.

Oli moved to pass a resolution to authorize Penn Township as a co-applicant for the EDA CARES Act Recovery Assistance Program for the MEC Smart Park Project. Leach seconded and motion passed by unanimous roll call vote (Sparks absent).

The Treasurer's report was presented by Fitzsimons, as prepared by Rutherford. Leach moved to approve the report. Oli seconded and motion passed.

The Board thanked Dick for his service. Dick's accomplishments were highlighted: water/sewer projects, 425 Agreement with Cassopolis, natural gas service, high speed internet, and many others.

The Board wished Roger well on his recovery from Covid.

Oli presented an update on refinancing the special assessment bonds. This would result in significant savings to our residents. Bedzinski is working with the underwriters. All four townships have agreed to the refinance. The special assessment roll will have to be recalculated. We don't have a timeline for closing. There is no update on this project.

Jeffries St. is closed based on a ride around with the County Road Commission. The culvert was deemed to be too damaged for repair. We tried to apply for disaster mitigation funds, but we were denied. Clifford Poehlman recommended that we do a temporary repair to the culvert and apply for a bridge at a later date. Oli met with Joe. Joe has reached out to EGLE for approval for the temporary repair. We are waiting for the State's decision. The cost would be much less for a temporary fix and we will continue to pursue a permanent fix. There is no update on this project.

Oli met with an attorney regarding the township benefits of approving hemp/marijuana projects. We will keep this information in mind as we consider these projects in the future.

Mary Deneau is reviewing potential water and sewer funding to address potential issues with our water quality.

Oli and Paul met with Bob Thompson regarding road issues. They are going to monthly accounting and will most likely reduce their match by 8-10%.

A Michigan based cell tower site location company has contacted us regarding leasing space. They need a 50 X 50 area to construct a tower. Rutherford will be the point person for this potential project.

Lisa will continue to follow up with the auditors regarding the requirement for a building inspection special fund.

Lisa moved to approve Bob Montel's appointment to the BOR. Leach seconded and motion passed.

Hall rentals are currently being prohibited due to the Covid- 19 pandemic. The regular township meetings will be determined based on current Covid guidelines and status.

The December BOR will be held on December 15th. We need to reappoint the members in January.

Lisa moved to add Scott Chris to the Fire Dept. roster. Leach seconded and motion passed by unanimous roll call vote.

Lisa moved to remove Dick Mickey and add Oli Olaffson to the bank signature cards at Circle Credit Union and GW Jones Bank. Leach seconded and motion passed.

Public utility hearing information is available for review.

Various legislative updates and communication were discussed.

The Fire Department report was provided by Bogue. Connor Wright and Scott Hartsell have both resigned from the Fire Department.

No CAUA report was available.

No County Commissioner report was available.

No assessing report was available.

Leach provided a zoning report.

The bills were presented for payment. Check numbers 21703-21740 for a total of \$32,146.79 will be disbursed. Leach moved to approve the bills for payment. Oli seconded and motion passed by unanimous roll call vote (Sparks absent).

The meeting was adjourned at 7:36 p.m.

Respectfully Submitted,



Lisa J. Fitzsimons
Penn Township Clerk

**Penn Township
Payroll Journal
For the Period From Dec 1, 2020 to Dec 31, 2020**

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
12/14/20 JAMES E. BOGUE	320100 100507 350500 100507 350300 100005	21703	1,394.00 20.21	20.21 69.70 20.21 1,304.09
12/14/20 LISA J. FITZSIMONS	360100 100507 350500 100507 350300 100005	21704	1,394.00 20.21	20.21 69.70 20.21 1,304.09
12/14/20 ROGER W. LEACH	350100 410100 100507 350500 100507 350300 100005	21705	288.50 200.00 7.08	7.08 24.43 7.08 456.99
12/14/20 PAUL O. RUTHERFORD	370100 100507 350500 100507 350300 100005	21706	1,394.00 20.21	20.21 69.70 20.21 1,304.09
12/14/20 LEE H. SPARKS	350100 100507 350500 100507 350300 100005	21707	288.50 4.18	4.18 14.43 4.18 269.89
12/14/20 OLI OLAFFSON	380100 100507 350500 100507 350300 100005	21708	1,394.00 20.21	20.21 69.70 20.21 1,304.09
12/14/20 KAREN YOUNG	310000 100507 350500 100507 350300 100005	21709	166.67 2.42	2.42 8.33 2.42 155.92
			6,614.19	6,614.19

**Penn Township
Purchase Journal
For the Period From Dec 1, 2020 to Dec 31, 2020**

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
12/14/20	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	0270141	MAT SERVICE UNIFIRST	49.93	49.93
12/14/20	320200 FIRE DEPT TRAVEL 100505 ACCOUNTS PAYABLE	1220	TRAVEL JAMES BOGUE	125.00	125.00
12/14/20	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	1220	INTERNET LISA FITZSIMONS	95.40	95.40
12/14/20	350500 BOARD PENSION 100505 ACCOUNTS PAYABLE	1220	PENSION JOHN HANCOCK	4,503.82	4,503.82
12/14/20	321500 FIRE ELECTRIC 100505 ACCOUNTS PAYABLE	1220	ELECTIRC AEP	500.00	500.00
12/14/20	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	1220	INTERNET PAUL RUTHERFORD	95.40	95.40
12/14/20	322300 FIRE MISC 100505 ACCOUNTS PAYABLE	1220	HYDRANT FLUSHING PENN TOWNSHIP FIRE DEPART	2,450.00	2,450.00
12/14/20	311300 HALL CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	1220	SEWER/WATER ASSESS PENN TOWNSHIP	236.51	236.51
12/14/20	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	1220	ELECT INSPECT RON BELLAIRE	1,320.05	1,320.05
12/14/20	320900 FIRE COMMUNICATION 100505 ACCOUNTS PAYABLE	1220	TELEPHONE FRONTIER	131.66	131.66
12/14/20	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	1220	PHONE VERIZON WIRELESS	417.70	417.70
12/14/20	340100 BLDG INSPECT WAGE 340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	1220	BLDG PERMITS OFFICE HOURS RICHARD DREWS	4,504.15 105.00	4,609.15
12/14/20	322100	1220	DRONE CASE	30.69	

**Penn Township
Purchase Journal
For the Period From Dec 1, 2020 to Dec 31, 2020**

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
	FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE		BERGEN R/C HELICOPTERS		30.69
12/14/20	380300 SUPERVISOR- ASSESS 100505 ACCOUNTS PAYABLE	1220	ASSESSING	2,410.00	
			MCGREW ASSESSING SERVICES LLC		2,410.00
12/14/20	330100 BOARD OF REVIEW W 100505 ACCOUNTS PAYABLE	1220	ZOOM	15.89	
			OLI OLAFSSON		15.89
12/14/20	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	1220A	W-2 FORMS	42.02	
			LISA FITZSIMONS		42.02
12/14/20	322300 FIRE MISC 321900 FIRE BLDG MAINT/REP 322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	1220A	FIRE SUPP	312.25	
			FIRE SUPP	36.00	
			FIRE SUPP	86.32	
			PENN TOWNSHIP FIRE DEPART		434.57
12/14/20	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	150029116	PEST CONTROL	125.00	
			ROSE PEST SOLUTIONS		125.00
12/14/20	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	150514950	PEST CONTROL	41.00	
			ROSE PEST SOLUTIONS		41.00
12/14/20	322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	1508	MEDICAL KIT	1,399.20	
			PRO SAFETY INNOVATIONS LLC		1,399.20
12/14/20	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	15708	FALL CLEAN UP	480.00	
			KLIPPERS LAWN CARE SERVIC		480.00
12/14/20	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	1678	MECH PERMITS	2,950.35	
			DOBBERTEEN INSPECTIONS, INC.		2,950.35
12/14/20	322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	17418441	LANDING ZONE KIT	510.42	
			WS DARLEY & CO		510.42
12/14/20	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	20-56431	ELECTION CODING	1,290.00	
			MC & E/ELECTION SOURCE		1,290.00

**Penn Township
Purchase Journal
For the Period From Dec 1, 2020 to Dec 31, 2020**

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
12/14/20	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	2020	OFFICE SUPP SILVER CREEK TOWNSHIP	25.00	25.00
12/14/20	360900 CLERK- ELECTIONS 360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	2020	QVF MAINT POSTAGE LINDSAY KROHNE	360.00 105.00	465.00
12/14/20	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	223394	FIRE SUPP WB HAYDEN AND SONS	5.49	5.49
12/14/20	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	2651412	ANNUAL TRASH MICHIANA RECYCLING	198.00	198.00
12/14/20	320900 FIRE COMMUNICATION 100505 ACCOUNTS PAYABLE	27366	FIRE REPAIR SMR COMMUNICATIONS, INC.	16.00	16.00
12/14/20	320700 FIRE-OPERATING (GAS 100505 ACCOUNTS PAYABLE	4341	GAS SERVICE OIL CO.	111.21	111.21
12/14/20	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	65122	ELECTION SPECTRUM PRINTERS	431.15	431.15
12/14/20	322300 FIRE MISC 100505 ACCOUNTS PAYABLE	9732758041	FIRE SUPP GRAINGER	77.88	77.88
12/14/20	322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	R220010476	FIRE SUPP TRUCK CENTERS INC	402.66	402.66
12/14/20	380900 SUPERVISOR TAX ROL 100505 ACCOUNTS PAYABLE	TREAS 2021-01	LATE SUMMER 2020 TAXES CASS COUNTY	6.68	6.68
12/14/20	380900 SUPERVISOR TAX ROL 100505 ACCOUNTS PAYABLE	TREAS 2021-04	WINTER TAXES CASS COUNTY	44.80	44.80
				26,047.63	26,047.63

**DECEMBER 14, 2020
PENN TOWNSHIP
GENERAL ACCOUNT**

Checking Account balance: November 1, 2020	\$ 287,304.38
Total disbursements for November, 2020	28,522.41
Total revenues for November, 2020	40,628.49

<u>Receipt #</u>	<u>Date</u>	<u>Received from</u>	<u>Amount</u>
4798	11/01	State of Michigan (Revenue Sharing)	25,896.00
4799	11/03	Comcast (Franchise Fee)	1,730.33
4800	11/06	Comcast (Franchise Fee)	3,657.06
4801	11/09	Rich Drews (Building Permits)	3,364.00
4802	11/09	Ron Bellaire (Electrical Permits)	1,977.00
4803	11/09	Dobberteen Inspections (Mechanical & Plumbing Permits)	2,702.00
4804	11/09	Penn Fire Dept. (Tires)	1,000.00
4805	11/17	Penn Twp. Tax Acct. (Commercial Forest W-19)	3.92
4806	11/30	Calvin Twp. (Election Publication)	59.16
4807	11/30	LaGrange Twp. (Election Publication)	59.16

November 30, 2020 G W Jones Balance(Interest V#4808\$3.48)	6,482.10
November 30, 2020 Circle FCU(Membership 50.25 V4809 \$176.38)	292,928.36
General Checking Total	299,410.46

Plus \$ 57.75 Each Membership	
Vandalia Sewer	\$ 50,138.13
Vandalia Water	\$ 77,054.05
Penn Water	\$ 155,951.77

Paul Rutherford

Penn Township Treasurer

**Penn Township
Regular Meeting
November 9, 2020**

Mickey called the meeting to order at 6:30 p.m. Rutherford was absent.

Leach presented the minutes from the prior meeting, as prepared by Fitzsimons. Sparks moved to approve the minutes. Leach seconded and motion passed.

The Treasurer's report was presented by Leach, as prepared by Rutherford. Sparks moved to approve the report. Leach seconded and motion passed.

Dick swore in the newly elected officials: Supervisor-Oli Olafsson, Clerk-Lisa Fitzsimons, Trustees-Roger Leach and Lee Sparks.

The Board remembered Donna Stoll.

The public, Fire Dept. and the Board thanked Dick for his service. Dick served as Supervisor from 2009-2020.

Beth Pompey provided the ambulance report.

Fitzsimons reported on the election.

Oli presented an update on refinancing the special assessment bonds. This would result in significant savings to our residents. Bedzinski is working with the underwriters. All four townships have agreed to the refinance. The special assessment roll will have to be recalculated. We don't have a timeline for closing.

Jeffries St. is closed based on a ride around with the County Road Commission. The culvert was deemed to be too damaged for repair. We tried to apply for disaster mitigation funds, but we were denied. Clifford Poehlman recommended that we do a temporary repair to the culvert and apply for a bridge at a later date. Oli met with Joe. Joe has reached out to EGLE for approval for the temporary repair. We are waiting for the State's decision. The cost would be much less for a temporary fix and we will continue to pursue a permanent fix.

The Nykamp/Deneau/Anderson meeting has been delayed. They will meet this week regarding the water system.

We will follow up with the Road Commission on their annual report and recommendations.

Hall rentals are currently being prohibited due to the Covid- 19 pandemic. The regular township meetings will be determined based on current Covid guidelines and status.

The December BOR will be held on December 15th. We need to reappoint the members in January.

Public utility hearing information is available for review.

Various legislative updates and communication were discussed.

The Fire Department report was provided by Bogue.

No CAUA report was available.

No County Commissioner report was available.

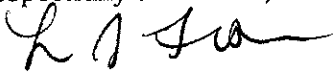
The assessing report was provided by McGrew.

Leach provided a zoning report.

The bills were presented for payment. Check numbers 21660-21702 for a total of \$28,522.41 will be disbursed. Sparks moved to approve the bills for payment. Leach seconded and motion passed by unanimous roll call vote (Rutherford absent).

The meeting was adjourned at 7:36 p.m.

Respectfully Submitted,



Lisa J. Fitzsimons
Penn Township Clerk

**Penn Township
Payroll Journal
For the Period From Nov 1, 2020 to Nov 30, 2020**

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
11/9/20 JAMES E. BOGUE	320100 100507 350500 100507 350300 100005	21660	1,394.00 20.21 1,304.09	20.21 69.70 20.21
11/9/20 LISA J. FITZSIMONS	360100 100507 100507 350500 100507 350300 100005	21661	4,354.00 63.13 4,048.78	63.13 24.39 217.70 63.13
11/9/20 ROGER W. LEACH	350100 410100 100507 350500 100507 350300 100005	21662	288.50 200.00 7.08 7.08 456.99	24.43 7.08
11/9/20 RICHARD D. MICKEY	380100 100507 100507 350500 100507 350300 100005	21663	1,394.00 20.21 20.21 1,111.83	192.26 20.21 69.70 20.21
11/9/20 PAUL O. RUTHERFORD	370100 100507 350500 100507 350300 100005	21664	1,394.00 20.21 20.21 1,304.09	20.21 69.70 20.21
11/9/20 LEE H. SPARKS	350100 100507 350500 100507 350300 100005	21665	288.50 4.18 4.18 269.89	14.43 4.18
11/9/20 KAREN YOUNG	310000 100507 350500 100507 350300 100005	21666	166.67 2.42 2.42 155.92	2.42 8.33 2.42
			9,617.11	9,617.11

**Penn Township
Purchase Journal**

For the Period From Nov 1, 2020 to Nov 30, 2020

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
11/9/20	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	0266472	MAT SERVICE UNIFIRST	43.75	43.75
11/9/20	320200 FIRE DEPT TRAVEL 100505 ACCOUNTS PAYABLE	1120	TRAVEL JAMES BOGUE	125.00	125.00
11/9/20	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	1120	INTERNET LISA FITZSIMONS	95.40	95.40
11/9/20	350500 BOARD PENSION 100505 ACCOUNTS PAYABLE	1120	PENSION FEE JOHN HANCOCK	277.50	277.50
11/9/20	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	1120	TREASURER ENVELOPES/POSTAGE MARY BROWN	667.05	667.05
11/9/20	320500 FIRE-OFFICE SUPPLIE 100505 ACCOUNTS PAYABLE	1120	DUES MICHIGAN STATE FIREMEN'S	75.00	75.00
11/9/20	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	1120	INTERNET PAUL RUTHERFORD	95.40	95.40
11/9/20	322300 FIRE MISC 100505 ACCOUNTS PAYABLE	1120	DONALD DERR TAGS PENN TOWNSHIP FIRE DEPART	359.87	359.87
11/9/20	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	1120	ELECTION CHAIR ROSE GREEN	250.00	250.00
11/9/20	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	1120	postage US POSTMASTER	125.00	125.00
11/9/20	380700 SUPERVISOR SUPP/P 100505 ACCOUNTS PAYABLE	1120	CONFERENCING SERVICE DICK MICKEY	84.46	84.46
11/9/20	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	1120	ELECTION JACKIE MCINTYRE	175.00	175.00
11/9/20	340100 BLDG INSPECT WAGE 100505	1120	ELECT INSPECT RON BELLAIRE	1,680.45	1,680.45

**Penn Township
Purchase Journal
For the Period From Nov 1, 2020 to Nov 30, 2020**

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
	ACCOUNTS PAYABLE				
11/9/20	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	1120	ELECTION REBEKAH BROWN	175.00	175.00
11/9/20	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	1120	ELECTION GARY GRAVIT SR.	175.00	175.00
11/9/20	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	1120	TELEPHONE FRONTIER	136.81	136.81
11/9/20	320900 FIRE COMMUNICATION 100505 ACCOUNTS PAYABLE	1120	FIRE INTERNET COMCAST	400.00	400.00
11/9/20	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	1120	ELECTION JEANNE GARBER	175.00	175.00
11/9/20	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	1120	CELL PHONE VERIZON WIRELESS	434.96	434.96
11/9/20	340100 BLDG INSPECT WAGE 340100 BLDG INSPECT WAGE 340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	1120	BLDG INSPECT BLDG INSPECT SHORTAGE- OCT BLDG OFFICE HOURS RICHARD DREWS	2,859.40 255.00 140.00	3,254.40
11/9/20	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	1120	ELECTION BELINDA GRAVIT	175.00	175.00
11/9/20	400100 CEMETERY CONTRAC 100505 ACCOUNTS PAYABLE	1120	KINCHELOE LANDSCAPING WABIGON GARDENERS	500.00	500.00
11/9/20	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	1120	ELECTION CHARLENE HIEMSTRA	175.00	175.00
11/9/20	380300 SUPERVISOR- ASSESS 100505 ACCOUNTS PAYABLE	1120	ASSESSING MCGREW ASSESSING SERVICES LLC	2,410.00	2,410.00
11/9/20	360900 CLERK- ELECTIONS	1120	ELECTION/SCHOOL	205.00	

**Penn Township
Purchase Journal
For the Period From Nov 1, 2020 to Nov 30, 2020**

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
	100505 ACCOUNTS PAYABLE		DEBBIE CHRIS		205.00
11/9/20	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	1120	ELECTION/SCHOOL	205.00	
			SANDY WRIGHT		205.00
11/9/20	322300 FIRE MISC 100505 ACCOUNTS PAYABLE	1120A	AIR MASK BAG CORD	3.84	
			JAMES BOGUE		3.84
11/9/20	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	1120A	ELECTION CLEANING SUPP	17.28	
			LISA FITZSIMONS		17.28
11/9/20	360900 CLERK- ELECTIONS 360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	1120A	NOV ELECTION	175.00	
			AUG ELECTION/SCHOOL	205.00	
			JODI BUCHER		380.00
11/9/20	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	1120B	ELECTION PREP- AUG/NOV	1,040.00	
			JODI BUCHER		1,040.00
11/9/20	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	1124705	ELECTION PUB	48.50	
			LEADER PUBLICATIONS		48.50
11/9/20	381100 SUPERVISOR-PRINT/P 100505 ACCOUNTS PAYABLE	1127814	ORV ORD	354.96	
			LEADER PUBLICATIONS		354.96
11/9/20	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	1131363	ELECTION PUB	103.72	
			LEADER PUBLICATIONS		103.72
11/9/20	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	13705	QVF SUPP	66.94	
			MICHIGAN ELECTION RESOURC		66.94
11/9/20	311200 HALL BLDG. MAINT 400100 CEMETERY CONTRAC 100505 ACCOUNTS PAYABLE	15676	MOWING	291.00	
			MOWING	706.40	
			KLIPPERS LAWN CARE SERVIC		997.40
11/9/20	322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	1571993	HYDRO TEST	1,040.00	
			SUMMIT FIRE PROTECTION		1,040.00
11/9/20	340100	1640	MECH INSPECT	2,296.70	

**Penn Township
Purchase Journal
For the Period From Nov 1, 2020 to Nov 30, 2020**

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
	BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE		DOBBERTEEN INSPECTIONS, INC.		2,296.70
11/9/20	311200 HALL BLDG. MAINT 321900 FIRE BLDG MAINT/REP 320700 FIRE-OPERATING (GAS 100505 ACCOUNTS PAYABLE	222777	HALL MAINT FIRE BLDG MAINT FIRE GAS WB HAYDEN AND SONS	107.26 154.93 125.82	 388.01
11/9/20	320500 FIRE-OFFICE SUPPLIE 100505 ACCOUNTS PAYABLE	2378102	LABOR POSTERS MICHIGAN LABOR LAW POSTER	418.00	418.00
11/9/20	320700 FIRE-OPERATING (GAS 100505 ACCOUNTS PAYABLE	3914	FIRE GAS SERVICE OIL CO.	191.42	191.42
11/9/20	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	43029	DROP BOX DECALS CREATIVE VINYL SIGNS	49.00	49.00
				19,870.82	19,870.82

NOVEMBER 9, 2020
 PENN TOWNSHIP
 GENERAL ACCOUNT

Checking Account balance: October 1, 2020	\$ 320,441.54
Voided and reissued ck. # 21390	\$ 198.43
Total disbursements for October, 2020	44,078.11
Total revenues for October, 2020	10,742.52

<u>Receipt #</u>	<u>Date</u>	<u>Received from</u>	<u>Amount</u>
4790	10/12	Rich Drews (Building Permits)	6,335.00
4791	10/12	Ron Bellaire (Electrical Permits)	1,503.00
4792	10/12	Dobberteen Inspections (Mechanical & Plumbing Permits)	1,888.00
4793	10/12	Trussell Family (Burial and Cremetation)	200.00
4794	10/12	Fire Findings (Fire Report)	10.00
4795	10/28	Beverly Senger (Miller Lot Prairie Grove)	500.00

October 31, 2020 G W Jones(Interest \$4.86 V#4796)	Balance	\$3,595.40
October 31, 2020 Circle FCU (Membership 50.25V4797 Int. 301.66)		\$ 283,658.73
General Checking Total		\$ 287,304.38

Plus \$ 57.75 Each Membership

Vandalia Sewer	\$ 49,596.34
Vandalia Water	\$ 77,008.05
Penn Water	\$155,857.29

Paul Rutherford

Paul Rutherford

Penn Township Treasurer

**Penn Township
Regular Meeting
October 12, 2020**

Mickey called the meeting to order at 6:30 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. Leach moved to approve the report. Sparks seconded and motion passed.

The Board remembered Clifford Jones and Dorothy Mickey's two sisters.

Oli presented information on refinancing the special assessment bonds. This would result in significant savings to our residents. We need to figure out the technical process and coordinate with the County and the other townships. Oli will continue to pursue this and report back.

The public hearing on delinquent water was opened at 7:00 p.m. The delinquent water (18 properties for a total of \$6,187.09) and sewer (57 parcels for a total of \$31,209.80) bills will be placed on the tax bill if not paid by November 1st. This is a current list as of today. Fitzsimons moved to place the delinquent amounts as of November 1st on the tax bills. Mickey seconded and motion passed. The hearing was closed at 7:05 p.m.

Jeffries St. is closed based on a ride around with the County Road Commission. The culvert was deemed to be too damaged for repair. We tried to apply for disaster mitigation funds, but we were denied. Clifford Poehlman recommended that we do a temporary repair to the culvert and apply for a bridge at a later date.

The Wabigon Gardeners have requested \$500 for the care and maintenance of the Kincheloe Memorial. Mickey moved to approve the funding. Leach seconded and motion passed by unanimous roll call vote.

Many local farmers have expressed interest in growing marijuana. Oli spoke with Sara Senica regarding this issue. This has been a good revenue raiser for other local jurisdictions and farmers with little down side to the Township. Sara has some recommendations if we were to pursue this opportunity. We should explore the potential tax revenue and possible ramifications. We have the liberty to place restrictions on any projects that are approved. Oli will continue the conversation with Senica, Behnke and some current providers to gather more information.

A hearing was opened at 7:36 p.m. regarding the ORV ordinance. All parties have been properly notified. We are planning for it to be applicable on all roads except Decatur Road (north of M-60), Fox Street (west of Decatur), Village of Vandalia streets and Calvin Center Road. There was no interest from other townships to join in on this ordinance. This will be effective upon publication after the public hearing. Leach moved to approve Ordinance 10-12-2020. Rutherford seconded and motion passed by unanimous roll call vote. The hearing was closed at 7:41 p.m.

The MEC 425 agreement is complete and has been recorded with Cass County.

Oli and Dick are meeting with Wightman this week to discuss future sewer and water issues including the MEC water extension.

Hall rentals are currently being prohibited due to the Covid- 19 pandemic. The regular township meetings will take place in person with proper social distancing.

The November election was discussed. We have a secure ballot drop box at the hall for absentee ballots.

Public utility hearing information is available for review.

The F-65 has been submitted for the 3/31/20 FYE.

Various legislative updates and communication were discussed.

Lou Ann Bates is resigning from the Board of Review effective immediately.

The Fire Department report was provided by Bogue.

The CAUA report was provided by McGrew.

The assessing report was provided by McGrew. Fitzsimons will complete the weed analysis to determine the new assessment.

The County Commissioner report was provided by File. Lawless is hosting a Halloween event on the 17th. Lawless is also hosting a dark sky event on the 16th and 17th.

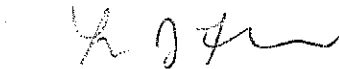
No ambulance report was available.

Leach provided a zoning report.

The bills were presented for payment. Check numbers 21626-21659 for a total of \$44,078.11 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 8:28 p.m.

Respectfully Submitted,



Lisa J. Fitzsimons
Penn Township Clerk

**Penn Township
Payroll Journal
For the Period From Oct 1, 2020 to Oct 31, 2020**

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
10/12/20 JAMES E. BOGUE	320100 100507 350500 100507 350300 100005	21626	1,394.00 20.21	20.21 69.70 20.21 1,304.09
10/12/20 LISA J. FITZSIMONS	360100 100507 350500 100507 350300 100005	21627	1,394.00 20.21	20.21 69.70 20.21 1,304.09
10/12/20 ROGER W. LEACH	350100 410100 100507 350500 100507 350300 100005	21628	288.50 200.00 7.08	7.08 24.43 7.08 456.99
10/12/20 RICHARD D. MICKEY	380100 100507 100507 350500 100507 350300 100005	21629	1,394.00 20.21	192.26 20.21 69.70 20.21 1,111.83
10/12/20 PAUL O. RUTHERFORD	370100 100507 350500 100507 350300 100005	21630	1,394.00 20.21	20.21 69.70 20.21 1,304.09
10/12/20 LEE H. SPARKS	350100 100507 350500 100507 350300 100005	21631	288.50 4.18	4.18 14.43 4.18 269.89
10/12/20 KAREN YOUNG	310000 100507 350500 100507 350300 100005	21632	166.67 2.42	2.42 8.33 2.42 155.92
			6,614.19	6,614.19

**Penn Township
Purchase Journal
For the Period From Oct 1, 2020 to Oct 31, 2020**

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
10/12/20	320200 FIRE DEPT TRAVEL 100505 ACCOUNTS PAYABLE	1020	travel JAMES BOGUE	125.00	125.00
10/12/20	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	1020	internet LISA FITZSIMONS	95.40	95.40
10/12/20	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	1020	internet PAUL RUTHERFORD	95.40	95.40
10/12/20	322100 FIRE EQUIPMENT MAI 322300 FIRE MISC 322300 FIRE MISC 322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	1020	BATTERY SCBA MASK MISC TIRES/REPAIR- TANKER PENN TOWNSHIP FIRE DEPART	133.55 42.45 77.32 9,266.41	9,519.73
10/12/20	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	1020	ELECT INSPECT RON BELLAIRE	1,277.55	1,277.55
10/12/20	321100 FIRE TELEPHONE/FAX 100505 ACCOUNTS PAYABLE	1020	TELEPHONE FRONTIER	132.89	132.89
10/12/20	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	1020	cell phone VERIZON WIRELESS	434.28	434.28
10/12/20	340100 BLDG INSPECT WAGE 340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	1020	BLDG INPSPECT BLDG OFFICE HOURS RICHARD DREWS	5,129.75 70.00	5,199.75
10/12/20	380300 SUPERVISOR- ASSESS 100505 ACCOUNTS PAYABLE	1020	assessing MCGREW ASSESSING SERVICES LLC	2,410.00	2,410.00
10/12/20	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	1020A	ELECTION POSTAGE LISA FITZSIMONS	140.00	140.00
10/12/20	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	1120727	ELECTION PUB LEADER PUBLICATIONS	131.44	131.44

**Penn Township
Purchase Journal**

For the Period From Oct 1, 2020 to Oct 31, 2020

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
10/12/20	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	13280	ALARM HAAS SYSTEMS	96.00	96.00
10/12/20	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	13589	qvf supplies MICHIGAN ELECTION RESOURC	38.84	38.84
10/12/20	321900 FIRE BLDG MAINT/REP 400100 CEMETERY CONTRAC 100505 ACCOUNTS PAYABLE	15637	MOWING MOWING KLIPPERS LAWN CARE SERVIC	204.00 1,412.80	1,616.80
10/12/20	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	1616	PLUMB MECH INSPECT DOBBERTEEN INSPECTIONS, INC.	1,604.80	1,604.80
10/12/20	351100 BOARD- Weed Control 100505 ACCOUNTS PAYABLE	179552	DIAMOND WEED ADMIN PROGRESSIVE A&E	4,720.00	4,720.00
10/12/20	351100 BOARD- Weed Control 100505 ACCOUNTS PAYABLE	179555	DONNELL WEED ADMIN PROGRESSIVE A&E	1,625.00	1,625.00
10/12/20	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	20-55213	tabulator paper MC & E/ELECTION SOURCE	43.55	43.55
10/12/20	320900 FIRE COMMUNICATION 100505 ACCOUNTS PAYABLE	27300	BATTERIES SMR COMMUNICATIONS, INC.	536.00	536.00
10/12/20	320900 FIRE COMMUNICATION 100505 ACCOUNTS PAYABLE	27304	PAGERS SMR COMMUNICATIONS, INC.	1,698.00	1,698.00
10/12/20	380700 SUPERVISOR SUPP/P 100505 ACCOUNTS PAYABLE	33236	LABELS PREFERRED PRINTING	83.95	83.95
10/12/20	320700 FIRE-OPERATING (GAS 100505 ACCOUNTS PAYABLE	3771	FIRE GAS SERVICE OIL CO.	68.21	68.21
10/12/20	100507 FICA AND MEDICARE P 100505 ACCOUNTS PAYABLE	3RD QTR 941	3RD QTR 941 UNITED STATES TREASURY	2,934.30	2,934.30
10/12/20	352500	621892	F65 PREP	1,000.00	

**Penn Township
Purchase Journal**

For the Period From Oct 1, 2020 to Oct 31, 2020

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
	BOARD- CPA FEES 100505 ACCOUNTS PAYABLE		REHMANN ROBSON		1,000.00
10/12/20	390300 PLAN COMM- SUPP/PO 100505 ACCOUNTS PAYABLE	67729	MEC EASEMENT DRAWINGS WIGHTMAN AND ASSOC	1,720.00	1,720.00
10/12/20	311200 HALL BLDG. MAINT 311200 HALL BLDG. MAINT 100505 ACCOUNTS PAYABLE	876007	HALL CLEANING HALL SUPPLIES KAREN YOUNG	300.00 18.17	318.17
10/12/20	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	990259308	MAT SERVICE UNIFIRST	43.75	43.75
10/12/20	380900 SUPERVISOR TAX ROL 100505 ACCOUNTS PAYABLE	EQ 20-22	LABELS CASS COUNTY	8.60	8.60
10/12/20	322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	OCT STMT	FIRE SUPP CASS OUTDOOR POWER EQUIPM	66.98	66.98
10/12/20	311200 HALL BLDG. MAINT 321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	SEPT STMT	HALL SUPP FIRE SUPP WB HAYDEN AND SONS	166.90 21.49	188.39
				37,972.78	37,972.78

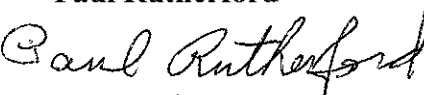
October 12, 2020
**PENN TOWNSHIP
 GENERAL ACCOUNT**

General Checking Account balance: September 1, 2020	\$ 389,618.91
Total disbursements for September, 2020	95,158.08
Total revenues for September, 2020	25,980.71

<u>Receipt #</u>	<u>Date</u>	<u>Received from</u>	<u>Amount</u>
4782	9/01	State of Michigan (Revenue Sharing: Sales Tax)	18,617.00
4783	9/14	Rich Drews (Building Permits)	3,644.00
4784	9/14	Ron Bellaire (Electrical Permits)	1,700.00
4785	9/14	Doberteen Inspections (Plumbing & Mechanical Permits)	1,585.00
4786	9/16	Wagner Funeral Home (Richard Wright Burial)	100.00
4787	9/28	Berends Hendricks (Refund)	21.00

Sept. 30, 2020 G W Jones(Interest V#4788 \$20.30)	Balance \$ 27,034.22
Sept. 30, 2020 Circle FCU Membership 50.25(V4789 Int. 293.41)	\$ 293,407.32
General Checking Total:	\$ 320,441.54

Debt Retirement Accounts	Balance Plus	\$ 57.50 Membership
Vandalia Sewer	\$ 49,102.16	
Vandalia Water	\$ 83,476.54	
Penn Water	\$ 377,878.50	

Paul Rutherford

 Penn Township Treasurer

**Penn Township
Regular Meeting
September 14, 2020**

Mickey called the meeting to order at 6:36 p.m. Sparks arrived at 7:05 p.m.

Leach presented the minutes from the prior meeting, as prepared by Fitzsimons. Leach moved to approve the minutes. Mickey seconded and motion passed.

The Treasurer's report was presented by Rutherford. Leach moved to approve the report. Mickey seconded and motion passed.

The Board remembered Richard Wright.

McGrew provided an assessor report. Tony Meyaard, former Cass County Equalization Director, has agreed to become the designated Contract Assessor as required by the State. All townships throughout the state are required to appoint a designated assessor in case our assessor has an AMAR review default or can't fulfill the requirements of the local assessor. We have to pay an annual retainer fee of \$200. Mickey moved to approve the contract. Fitzsimons seconded and motion passed by unanimous roll vote.

Mickey presented a resolution confirming the special assessment roll and directing collection of the special assessments for the Diamond Lake weed project. Mickey moved to approve the resolution. Leach seconded and motion passed.

McGrew provided a CAUA report.

A hearing will be held on October 12th at 7:30 p.m. regarding the ORV ordinance. All parties have been properly notified. We are planning for it to be applicable on all roads except Decatur Road (north of M-60), Fox Street (west of Decatur) and Calvin Center Road. There was no interest from other townships to join in on this ordinance. The Village of Vandalia will address the issue tonight to determine if Vandalia roads are to be included or not. This will be effective upon publication after the public hearing.

The MEC 425 agreement is complete and has been recorded with Cass County. Oli and Mickey will meet with Kevin Anderson this week to make a plan for the MEC water extension.

A request to vacate the Beach Ave. road end on Donnell Lake has been rescinded. Penn Township has the first right to take ownership of the lot.

Mickey reported on a plan to refinance the debt for the water and sewer projects. The Penn Water estimated savings are \$545,895 over the life of the loan. There are some added reporting requirements. Vandalia sewer savings will be \$59,162. Vandalia water savings will be \$68,044. The terms will be the same except early payoff is not allowed. Oli will meet with Becky to discuss the options.

Hall rentals are currently being prohibited due to the Covid- 19 pandemic. The meetings will take place in person with proper social distancing.

Mickey moved to hold the delinquent utility hearing to be held on October 12th at 7:00 p.m. Rutherford seconded and motion passed.

Cemetery procedures need to be updated. Richard Dussel suggested a \$125 grave marking fee that would go to the sexton. He also suggested \$100 grave opening fee for both regular burials and cremations that would go to the Township. He also suggested a cremation burial fee of \$50 if performed by the sexton. The lot charge is \$250 for residents and \$500 for non-residents. Paul moved to update the charges as detailed above. Leach seconded and motion passed.

Mickey moved to approve \$300 to pay Karen Young to do a deep clean on the hall. Leach seconded and motion passed.

Mickey provided an update on our budgeted revenue. The revenue sharing is projected to be only \$2,000 under our budget. This is a big improvement from the prior update.

The True the Vote FOIA has been withdrawn.

The November election was discussed. We will have a secure ballot drop box at the hall. Absentee ballots will be sent out the week of 9/21.

Public utility hearing information is available for review.

Various legislative updates and communication were discussed.

The Fire Department report was provided by Bogue.

No County Commissioner report was available.

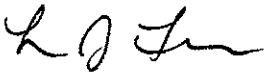
No ambulance report was available.

Leach provided a zoning report.

The bills were presented for payment. Check numbers 21592-21625 for a total of \$95,158.08 will be disbursed. Sparks moved to approve the bills for payment. Leach seconded and motion passed by unanimous roll call vote.

The meeting was adjourned at 8:35 p.m.

Respectfully Submitted,



Lisa J. Fitzsimons
Penn Township Clerk

**Penn Township
Purchase Journal
For the Period From Sep 1, 2020 to Sep 30, 2020**

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
9/9/20	322500 FIRE CAPITAL OUTLAY	0888128-IN	fire stortz	717.35	
	322500 FIRE CAPITAL OUTLAY		fire cones	208.55	
	100505 ACCOUNTS PAYABLE		HEIMAN, INC.		925.90
9/9/20	351300 BOARD INSURANCE/B	0920	w/c	3,461.46	
	321300 FIRE INSURANCE/BON		w/c	1,996.54	
	100505 ACCOUNTS PAYABLE		ACCIDENT FUND OF MICHIGAN		5,458.00
9/9/20	320200 FIRE DEPT TRAVEL	0920	TRAVEL	125.00	
	100505 ACCOUNTS PAYABLE		JAMES BOGUE		125.00
9/9/20	350500 BOARD PENSION	0920	3rd qtr retirement	5,223.02	
	100505 ACCOUNTS PAYABLE		JOHN HANCOCK		5,223.02
9/9/20	321500 FIRE ELECTRIC	0920	electric	600.00	
	100505 ACCOUNTS PAYABLE		AEP		600.00
9/9/20	370300 TREASURER-SUPPLIE	0920	INTERNET	95.40	
	100505 ACCOUNTS PAYABLE		PAUL RUTHERFORD		95.40
9/9/20	320500 FIRE-OFFICE SUPPLIE	0920	office supp	83.66	
	322300 FIRE MISC		fire misc	44.75	
	322300 FIRE MISC		account tags	359.87	
	100505 ACCOUNTS PAYABLE		PENN TOWNSHIP FIRE DEPART		488.28
9/9/20	370300 TREASURER-SUPPLIE	0920	treasurer postage	55.00	
	100505 ACCOUNTS PAYABLE		US POSTMASTER		55.00
9/9/20	380700 SUPERVISOR SUPP/P	0920	postage	97.75	
	100505 ACCOUNTS PAYABLE		DICK MICKEY		97.75
9/9/20	340100 BLDG INSPECT WAGE	0920	elect inspect	1,445.00	
	100505 ACCOUNTS PAYABLE		RON BELLAIRE		1,445.00
9/9/20	310500 HALL TELEPHONE	0920	telephone	131.22	
	100505 ACCOUNTS PAYABLE		FRONTIER		131.22

**Penn Township
Purchase Journal**

For the Period From Sep 1, 2020 to Sep 30, 2020

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
9/9/20	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	0920	cell phones VERIZON WIRELESS	490.19	490.19
9/9/20	340100 BLDG INSPECT WAGE 340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	0920	bldg inspct office hours RICHARD DREWS	3,097.40 70.00	3,167.40
9/9/20	380300 SUPERVISOR- ASSESS 100505 ACCOUNTS PAYABLE	0920	ASSESSING MCGREW ASSESSING SERVICES LLC	2,410.00	2,410.00
9/9/20	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	0920A	INTERNET LISA FITZSIMONS	95.40	95.40
9/9/20	380700 SUPERVISOR SUPP/P 100505 ACCOUNTS PAYABLE	0920B	RECORDING FEE- 425 DICK MICKEY	30.00	30.00
9/9/20	360900 CLERK- ELECTIONS 370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	0920E	POSTAGE POSTAGE LISA FITZSIMONS	182.00 55.00	237.00
9/9/20	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	0920b	election supp LISA FITZSIMONS	137.79	137.79
9/9/20	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	0920c	election supp LISA FITZSIMONS	9.38	9.38
9/9/20	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	0920d	sage software annual support LISA FITZSIMONS	1,442.66	1,442.66
9/9/20	321900 FIRE BLDG MAINT/REP 400100 CEMETERY CONTRAC 100505 ACCOUNTS PAYABLE	15598	MOWING MOWING KLIPPERS LAWN CARE SERVIC	204.00 1,412.80	1,616.80
9/9/20	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	1560	mech/plumb inspect DOBBERTEEN INSPECTIONS, INC.	1,347.25	1,347.25
9/9/20	322500 FIRE CAPITAL OUTLAY	17404194	lamphead bal due	2,492.03	

**Penn Township
Purchase Journal**

For the Period From Sep 1, 2020 to Sep 30, 2020

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
	100505 ACCOUNTS PAYABLE		WS DARLEY & CO		2,492.03
9/9/20	360900 CLERK- ELECTIONS 100505 ACCOUNTS PAYABLE	20-53340	AUGUST ELECTION CODING MC & E/ELECTION SOURCE	860.00	860.00
9/9/20	350700 BOARD AMBULANCE 100505 ACCOUNTS PAYABLE	204	AMBULANCE CENTRAL CASS COUNTY AMBULANCE	18,300.75	18,300.75
9/9/20	311200 HALL BLDG. MAINT 321900 FIRE BLDG MAINT/REP 321900 FIRE BLDG MAINT/REP 322300 FIRE MISC 100505 ACCOUNTS PAYABLE	221968	hall supp fire supply fire supply fire supply	5.96 19.96 13.98 39.98	79.88
9/9/20	311300 HALL CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	3	hall sidewalk QUALITY MASONRY	3,650.00	3,650.00
9/9/20	351300 BOARD INSURANCE/B 100505 ACCOUNTS PAYABLE	39547	INSURANCE BEREBDS HENDRICKS STUIT	17,716.00	17,716.00
9/9/20	351100 BOARD- Weed Control 100505 ACCOUNTS PAYABLE	7000025	DONNELL WEED PLM LAKE AND LAND MGMT CORP	1,810.40	1,810.40
9/9/20	351100 BOARD- Weed Control 100505 ACCOUNTS PAYABLE	7000030	DIAMOND WEED PLM LAKE AND LAND MGMT CORP	1,586.43	1,586.43
9/9/20	380900 SUPERVISOR TAX ROL 100505 ACCOUNTS PAYABLE	EQ 20-10	PROPERTY TAX ADMIN FEE CASS COUNTY	8,382.40	8,382.40
9/9/20	351100 BOARD- Weed Control 100505 ACCOUNTS PAYABLE	MS198843	DIAMOND WEED PLM LAKE AND LAND MGMT CORP	3,311.89	3,311.89
9/9/20	351100 BOARD- Weed Control 100505 ACCOUNTS PAYABLE	MS198851	DONNELL WEED PLM LAKE AND LAND MGMT CORP	4,264.95	4,264.95
9/16/20	320700 FIRE-OPERATING (GAS 100505 ACCOUNTS PAYABLE	3546	FIRE GAS SERVICE OIL CO.	127.96	127.96

**Penn Township
Purchase Journal**

For the Period From Sep 1, 2020 to Sep 30, 2020

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
9/16/20	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	990255641	MAT SERVICE UNIFIRST	43.75	43.75
				<u>88,254.88</u>	<u>88,254.88</u>

Penn Township Payroll Journal For the Period From Sep 1, 2020 to Sep 30, 2020

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
9/9/20 JAMES E. BOGUE	320100 100507 350500 100507 350300 100005	21592	1,394.00 20.21	20.21 69.70 20.21 1,304.09
9/9/20 LISA J. FITZSIMONS	360100 360900 100507 350500 100507 350300 100005	21593	1,394.00 900.00 33.26	33.26 114.70 33.26 2,146.04
9/9/20 ROGER W. LEACH	350100 410100 100507 350500 100507 350300 100005	21594	288.50 200.00 7.08	7.08 24.43 7.08 456.99
9/9/20 RICHARD D. MICKEY	380100 100507 100507 350500 100507 350300 100005	21595	1,394.00 20.21	192.26 20.21 69.70 20.21 1,111.83
9/9/20 PAUL O. RUTHERFORD	370100 100507 350500 100507 350300 100005	21596	1,559.00 22.61	22.61 77.95 22.61 1,458.44
9/9/20 LEE H. SPARKS	350100 100507 350500 100507 350300 100005	21597	288.50 4.18	4.18 14.43 4.18 269.89
9/9/20 KAREN YOUNG	310000 100507 350500 100507 350300 100005	21598	166.67 2.42	2.42 8.33 2.42 155.92
			7,694.64	7,694.64

**SEPTEMBER 14, 2020
PENN TOWNSHIP
GENERAL ACCOUNT**

General Checking Account balance: August 1, 2020	\$ 420,016.76
Total disbursements for August, 2020	47,718.96
Total revenues for August, 2020	17,321.11

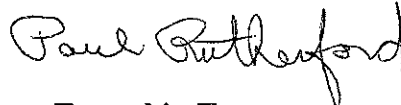
<u>Receipt #</u>	<u>Date</u>	<u>Received from</u>	<u>Amount</u>
4773	8/10	Rich Drews (Building Permits)	5,279.00
4774	8/10	Ron Bellaire (Electrical Permits)	602.00
4775	8/10	Dobberteen Inspections (Plumbing & Mechanical Permits)	1,085.00
4776	8/10	Accident Fund (Dividend)	590.60
4777	8/05	Comcast (Franchise Fee)	4,932.39
4778	8/20	Kathy Blakemore (Variance)	300.00
4779	8/28	State of Michigan (Reimbursement 3/10/2020 Election)	4,229.08

Aug 31, 2020 G W Jones (Interest V#4780 \$30.93)	\$ 122,172.00
Aug 31, 2020 Circle FCU Membership 57.50 (V4781 Int. \$272.11)	\$ 267,446.91
General Checking Total:	\$ 389,618.91

Debt Retirement Accounts Balance Plus \$56.50 Membership

Vandalia Sewer	\$ 48,306.90
Vandalia Water	\$ 83,393.46
Penn Water	\$ 377,494.08

Paul Rutherford



Penn Township Treasurer