

Penn Township  
Regular Meeting  
August 14, 2023

Supervisor Olafsson called the meeting to order at 6:31pm.

Prayer was given by Trustee Sparks.

Pledge of Allegiance was given.

Trustee Leach presented the minutes from the July 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. Supervisor Olafsson moved to approve the report. Leach seconded and roll call was done, yes-all. Motion approved.

Supervisor News was presented by Supervisor Olafsson. Supervisor Olafsson said we are waiting to hear back from Colony Bay.

#### New Business

Planning Board Housekeeping: Supervisor Olafsson moved to reappoint Carl Sparks (Planning Commission), Barb Olafsson (Planning Commission), and Jeff Green (Zoning Board) to the Boards that they currently serve. Treasure Rutherford seconded, and motion approved. Supervisor Olafsson confirmed the appointment of Israel Yoder to the Planning Board on December 10, 2022. Supervisor Olafsson reaffirmed the appointment of Israel Yoder to the Planning Board on August 14, 2022. Motion approved. Supervisor Olafsson appointed new member Craig Danzy to the Planning Board, Leach seconded. Motion approved.

Donnell Lake Speed Limits- Supervisor Olafsson reached out to Cass County Road Commission to order the road survey.

Election Inspector Management Update: Dave Gongwer is the current Electrical Inspector, working under Dobberteen. Dave Gongwer is going to start working on his own, and his new form will be found on the township website.

Clerk Greathouse & additional duties- Supervisor Olafsson moved to approve \$25 an hour for Clerk Greathouse to maintain the voter registration database. Roll done, unanimous yes.

Proposed Referendum- The recommendation for the Township Attorney was to deny the petition regarding the marijuana ordinance. The township Attorney advised the board to vote to make the notice public to Monica McMichael, Cass County Clerk. Supervisor Olafsson motioned to approve making the notice public to Monica McMichael. Rutherford seconded; motion approved.

## Reports

Clerk News- No report

Fire Report- was provided by Bogue. Bogue asked the board for approval to put Jimmy Vail Penn Township Fire Department roster. Olafsson motioned approval, Leach seconded, motion approved. Bogue wanted to make sure that the new members are on insurance.

Ambulance Report- was provided by Jason Pompey

Assessors Report – no report was provided.

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

Zoning Report- was provided by Leach.

Building report- was provided by Adam Dahlgren

Board Comments- Trustee Sparks and Trustee Leach discussed dust control.

## Public Comments

Resident 1- Mike Biesboer request notice of approval or denial of submitted petition 30 days after submission on July 31<sup>st</sup>, 2023. Mike addressed concerns of Planning Commission members and lack of communication. Mike asked board members to resign.

Resident 2- Peggy Biesboer addressed health concerns of the marijuana fields and the pollen. Patty Biesboer asked board members to resign.

Resident 3- Matt Harrington talked about the missed grants. Encouraged the board to meet off site and to smell the odor. Matt Harrington wanted to follow up on an email to Supervisor Olafsson.

Resident 4- Addressed concern of the road being blocked by Semi trucks dropping off at the marijuana field located on Donnell Lake St and Paradise Lake Rd.

Resident 5- Addressed health concerns she has experienced due to the marijuana fields. And mentioned that she feels there is conflict of interest between the board and the marijuana fields.

Resident 6- Mr. Bucher endorsed Jodi Bucher for the Planning commission board. Mr. Bucher feels that the board is overlooking requests made by residents.

Resident 7- Talked about transparency and how Jodi Bucher would bring diversity to the Planning Commission board. Residents don't feel like they are being heard.

Resident 8- Jodi Bucher talked about her experiences living across the street from the marijuana fields. She addressed concerns about random people walking on her property, drones over her property and the consent odor.

Supervisor Olafsson responded with what a typical board meeting layout is. Olafsson mentioned the issue regarding timing of agenda and how that can be improved. The Board is still within the timeframe to give the notice for the petition. Health issues related to farming are a concern for a lot of people. Road blocking is a concern. In a farming community, we should expect delays. Supervisor said that Craig Dansie has been waiting to be on the Planning Board. Planning Board will meet in September.

The bills we presented for payment. Check numbers 22897-22937 for a total of \$82,847.47 will be disbursed. Rutherford moved to approve the bills for payment. Leach seconded and motion passed by unanimous roll call vote.

The meeting was adjourned at 7:47pm

Respectfully Submitted,  
Chelsa Greathouse

A handwritten signature in cursive script, appearing to read "Chelsa Greathouse".

Penn Township Clerk

**AUGUST 14, 2023  
PENN TOWNSHIP  
GENERAL ACCOUNT**

<b>General Checking Account balance: July 1, 2023</b>		<b>\$ 1,115,875.43</b>	
<b>Total disbursements for July, 2023</b>		<b>98,123.30</b>	
<b>Total revenues for July, 2023</b>		<b>63,078.44</b>	
<b><u>Receipt #</u></b>	<b><u>Date</u></b>	<b><u>Received from</u></b>	<b><u>Amount</u></b>
5102	7/01	State of Michigan (Revenue Sharing)	25,082.00
5103	7/01	Cassopolis Public Schools (School Election)	2,817.29
5104	7/10	Adam Dahlgren (Building Permits)	1,000.00
5105	7/10	Doberteen Inspections (Plumbing,Electrial & Mechanical Permits)	3,343.15
5106	7/10	Nancy Ficken (Variance Fee)	700.00
5107	7/10	Federated (Fire Report)	10.00
5108	7/10	Penn Township Farms LLC (Marihuana Fees)	10,000.00
5109	7/10	Alchemy Wellness (Marihuana Fees)	10,500.00
5110	7/12	Penn Twp. Tax Acct (Summer Tax 2375 Parcels @2.50)	5,937.50
<b>July 31, 2023 G W Jones Balance (Interest V# 5111 \$3,688.50)</b>		<b>\$ 1,080,830.57</b>	
<b><u>Cash Breakdown</u></b>			
<b>July 31,2023 Restricted Funds Fire Dept.</b>		<b>295,000.00</b>	
<b>July 31,2023 Cash Balance</b>		<b><u>785,830.57</u></b>	
<b>Total Checking Balance</b>		<b><u>\$ 1,080,830.57</u></b>	

**Debt Retirement Accounts Plus \$58.75 Membership**

Vandalia Sewer	\$ 43,126.43
Vandalia Water	\$ 71,011.05
Penn Water	\$ 421,321.39

**Paul Rutherford**

**Penn Township Treasurer**

## Penn Township Payroll Journal For the Period From Aug 1, 2023 to Aug 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
8/14/23 JAMES E. BOGUE	320100 100507 350500 100507 350300 100005	22897	1,980.00	28.71 99.00 28.71 28.71 1,852.29
8/14/23 LISA J. FITZSIMONS	360100 100507 350500 100507 350300 100005	22898	1,480.00	21.46 74.00 21.46 1,384.54
8/14/23 ROGER W. LEACH	350100 410100 100507 350500 100507 350300 100005	22899	323.08 237.50	8.13 28.03 8.13 524.42
8/14/23 PAUL O. RUTHERFORD	370100 100507 100507 350500 100507 350300 100005	22900	8,140.00	356.29 118.03 407.00 118.03 7,258.68
8/14/23 LEE H. SPARKS	350100 100507 350500 100507 350300 100005	22901	323.08	4.68 16.15 4.68 302.25
8/14/23 CHELSA GREATHOUSE	360100 380100 100507 100507 350500 100507 350300 100005	22902	955.00 455.00	18.53 20.45 70.50 20.45 1,300.52
8/14/23 OLAFUR OLAFSSON	380100 100507 350500 100507 350300 100005	22903	1,980.00	28.71 99.00 28.71 1,852.29
8/14/23 KAREN YOUNG	310000 100507 350500 100507 350300 100005	22904	216.67	3.14 10.83 3.14 202.70
			<b>16,323.64</b>	<b>16,323.64</b>

**Penn Township  
Purchase Journal  
For the Period From Aug 1, 2023 to Aug 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
8/14/23	351100 BOARD- Weed Control 100505 ACCOUNTS PAYABLE	00193544	donnell admin  PROGRESSIVE A&E	1,750.00	1,750.00
8/14/23	322100 FIRE EQUIPMENT MAI 100505 ACCOUNTS PAYABLE	01002	LADDER TEST  NHTS	331.00	331.00
8/14/23	311200 HALL BLDG. MAINT 100505 ACCOUNTS PAYABLE	071323	weed killer  LISA FITZSIMONS	6.34	6.34
8/14/23	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	07523	ELECT INSPECT  DOBBERTEEN INSPECTIONS, INC.	2,372.35	2,372.35
8/14/23	340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	0752523 PE	MECH PLUMB  DOBBERTEEN INSPECTIONS, INC.	2,076.55	2,076.55
8/14/23	321500 FIRE ELECTRIC 100505 ACCOUNTS PAYABLE	0823	FIRE SEWER  CAUA	300.00	300.00
8/14/23	320200 FIRE DEPT TRAVEL 100505 ACCOUNTS PAYABLE	0823	TRAVEL  JAMES BOGUE	125.00	125.00
8/14/23	322500 FIRE CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	0823	BATTERY BACKUP AND BAGS KEITH CARTER	736.64	736.64
8/14/23	360500 CLERK SUPPLIES/POS 100505 ACCOUNTS PAYABLE	0823	INTERNET  LISA FITZSIMONS	95.40	95.40
8/14/23	321500 FIRE ELECTRIC 100505 ACCOUNTS PAYABLE	0823	FIRE ELECT  AEP	500.00	500.00
8/14/23	370300 TREASURER-SUPPLIE 100505 ACCOUNTS PAYABLE	0823	INTERNET  PAUL RUTHERFORD	95.40	95.40
8/14/23	322300 FIRE MISC 320900 FIRE COMMUNICATION 322300 FIRE MISC 100505 ACCOUNTS PAYABLE	0823	FIRE MISC  FIRE RADIO CHARGERS  FIRE COOLER  PENN TOWNSHIP FIRE DEPART	525.72 312.03 406.18	1,243.93
8/14/23	320500	0823	PO BOX	72.00	

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	FIRE-OFFICE SUPPLIE 100505 ACCOUNTS PAYABLE		US POSTMASTER		72.00
8/14/23	310700 HALL ELECT/STREET L 100505 ACCOUNTS PAYABLE	0823	WATER  CITY OF DOWAGIAC	150.00	150.00
8/14/23	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	0823	PHONES  VERIZON WIRELESS	333.30	333.30
8/14/23	351900 BOARD MISC 100505 ACCOUNTS PAYABLE	0823	JUNE/JULY SEC  BERGEN R/C HELICOPTERS	135.00	135.00
8/14/23	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	0823	PHONE  OLAFUR OLAFSSON	60.00	60.00
8/14/23	340100 BLDG INSPECT WAGE 340100 BLDG INSPECT WAGE 100505 ACCOUNTS PAYABLE	0823	BLDG PERMITS  OFFICE  ADAM DAHLGREN	1,593.75 140.00	1,733.75
8/14/23	380300 SUPERVISOR- ASSESS 100505 ACCOUNTS PAYABLE	0823	ASSESSING  ASSESSING SOLUTIONS	3,250.00	3,250.00
8/14/23	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	0823	PHONE  CHELSA GREATHOUSE	60.00	60.00
8/14/23	322300 FIRE MISC 100505 ACCOUNTS PAYABLE	0823	COSTCO MEMBERSHIP  COSTCO MEMBESHIP	120.00	120.00
8/14/23	320900 FIRE COMMUNICATION 100505 ACCOUNTS PAYABLE	0823 FIRE	FIRE INT  MIDWEST ENERGY COOP	300.00	300.00
8/14/23	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	0823 HALL	HALL INTERNET PH  MIDWEST ENERGY COOP	300.00	300.00
8/14/23	311300 HALL CAPITAL OUTLAY 100505 ACCOUNTS PAYABLE	0823B	PORTABLE NET  LISA FITZSIMONS	477.53	477.53
8/14/23	320700 FIRE-OPERATING (GAS 100505 ACCOUNTS PAYABLE	12390	GAS  SERVICE OIL CO.	40.09	40.09

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8/14/23	380300 SUPERVISOR- ASSESS 100505 ACCOUNTS PAYABLE	148888	ASSESSING SYSTEM  BS&A SOFTWARE	1,101.00	1,101.00
8/14/23	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	150592488	PEST CONTROL  ROSE PEST SOLUTIONS	58.00	58.00
8/14/23	330500 BD REVIEW-PRINT PU 100505 ACCOUNTS PAYABLE	1670349	BOR PUB  LEADER PUBLICATIONS	91.18	91.18
8/14/23	321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	19277	QUARTERLY ALARM  HAAS SYSTEMS	96.00	96.00
8/14/23	310500 HALL TELEPHONE 100505 ACCOUNTS PAYABLE	202201450	WEBSITE MAINT  KERRY COLLINS	335.00	335.00
8/14/23	400100 CEMETERY CONTRAC 311200 HALL BLDG. MAINT 100505 ACCOUNTS PAYABLE	20230125	MOWING  MOWING  KLIPPERS LAWN CARE SERVIC	1,161.60  168.30	1,329.90
8/14/23	400100 CEMETERY CONTRAC 321900 FIRE BLDG MAINT/REP 100505 ACCOUNTS PAYABLE	20230136	MOWING  MOWING  KLIPPERS LAWN CARE SERVIC	1,548.80  224.40	1,773.20
8/14/23	330700 BD REVIEW MISC 100505 ACCOUNTS PAYABLE	213091	BD OF RVW TRAINING  MICHIGAN TOWNSHIP ASSOCIA	150.00	150.00
8/14/23	311200 HALL BLDG. MAINT 100505 ACCOUNTS PAYABLE	23-103598	PORTABLE TOILET  VRT ENTERPRISES, INC.	116.00	116.00
8/14/23	311200 HALL BLDG. MAINT 100505 ACCOUNTS PAYABLE	23-104087	PORTABLE TOILET  VRT ENTERPRISES, INC.	116.00	116.00
8/14/23	350700 BOARD AMBULANCE 100505 ACCOUNTS PAYABLE	230	3RD AND 4TH QTR  CENTRAL CASS COUNTY AMBULANCE	36,201.50	36,201.50
8/14/23	321900 FIRE BLDG MAINT/REP 322300 FIRE MISC 311200	233857	FIRE SUPP  FIRE MISC  HALL SUPP	11.99  24.99  47.94	



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	HALL BLDG. MAINT 311200		HALL SUPP	44.36	
	HALL BLDG. MAINT 100505		WB HAYDEN AND SONS		129.28
8/14/23	321900 FIRE BLDG MAINT/REP 100505	4160988848	MAT SERVICE	59.74	
	ACCOUNTS PAYABLE		CINTAS		59.74
8/14/23	321900 FIRE BLDG MAINT/REP 100505	4163789357	MAT SERVICE	59.74	
	ACCOUNTS PAYABLE		CINTAS		59.74
8/14/23	351100 BOARD- Weed Control 100505	7000634	DONNELL WEED	2,667.50	
	ACCOUNTS PAYABLE		PLM LAKE AND LAND MGMT CORP		2,667.50
8/14/23	351100 BOARD- Weed Control 100505	MS19212	DIAMOND WEED	4,607.38	
	ACCOUNTS PAYABLE		PLM LAKE AND LAND MGMT CORP		4,607.38
8/14/23	351100 BOARD- Weed Control 100505	MS19216	DIAMOND	2,614.08	
	ACCOUNTS PAYABLE		PLM LAKE AND LAND MGMT CORP		2,614.08
				<b>68,169.78</b>	<b>68,169.78</b>
				<b>68,169.78</b>	<b>68,169.78</b>