

**Palmyra Township
Regular Board Meeting Minutes
April 13, 2021**

Meeting called to order at 7:06 p.m. by Supervisor Dave Pixley at the Palmyra Township Hall, 6490 Palmyra Rd.

Members present: Dave Pixley, Matt Koester, Steve Papenhagen, Mark Crane. and Chris Whited

Members absent: None

Audience Attendance: 5

Motion Whited support Koester to approve the agenda as amended. **Motion carried**

- Add to Old Business:
 - *Credit Card Policy*
- Add to New Business:
 - *PA 116 Early Termination – PA0 134-3050-00, Reed Trust*
 - *Township mailbox*
 - *Cemetery Top Soil*
 - *Legal Counsel for Solar Ordinance*
 - *Treasurer laptop*

Public Comment:

- Craig Dunham reported that he had met with Michigan legislatures, who are working on 4 bills that will effect fire and EMS services. He also reported that his organization is asking Congress to expand the definition of EMS providers and firefighters. The "EMS Counts Act" aims to improve how the Department of Labor collects data on EMS providers and firefighters. The bill would require the Secretary of Labor to revise the Standard Occupational Classification System by dividing the occupation category of "Firefighter" into sub-categories identifying different levels of EMS cross training. This change would ensure a more accurate count of trained EMS professionals throughout the country.

Minutes & Reports:

- Minutes: presented by Clerk Whited
- Financial: report presented by Treasurer Koester
- Fire & EMS: report presented by Chief Paul Rohlan
- Code Officials:
 - Code Enforcement: report presented by Clerk Whited
 - Building Inspector: report presented by Clerk Whited
 - Electrical Inspector: report presented by Clerk Whited
 - Mechanical Inspector: report presented by Clerk Whited
 - Plumbing Inspector: report presented by Clerk Whited
- Planning Commission: Report presented by Laurie Isley. The Planning Commission will meet April 19, 2021, 7:00 pm, at the Palmyra Township Hall, 6490 Palmyra Rd.

- **Building Committee:** Trustee Mark Crane reported that some of the members of the Building Committee went to Jefferson Township to tour the new Jefferson Township Fire Department building.

Motion Whited, support Koester to approve the March 9, 2021 Regular Meeting minutes as written and the reports as presented and place on file. **Motion carried**

Communications:

- **Land Splits:** The following Land Division applications have been submitted to the Assessor:
 - PA0 117-1850-00, Maple City Gymnastics, Dmitre Iliev
 - PA0 129-3300-00, Maple Row Farms Properties, Dean McClenathen
 - PA0 134-3050-00, Donald B. & H. Fay Reed Trust
- **FOIA requests:** Clerk Whited reported that a FOIA request from National Resources Management, Sylvania, OH, submitted a FOIA request, and it was fulfilled April 2, 2021.
- **Cemeteries:** Clerk Whited reported that the Sexton, Kent Cannon, has reported that grass seed is not taking root on the new grave sites and has requested that the Township purchase topsoil, which will be put on top of the new grave sites to promote the new growth of grass.
- **Roads & Bridges:** Supervisor Pixley reported that he had a discussion with Lenawee County Road Commission Foreman, Jeremy, about Grosvenor Hwy., between Craig Rd. and Gorman Rd. Supervisor Pixley said that the section of Grosvenor isn't that bad and questioned why the Road Commission recommended it for repair. Jeremy replied that if that section is completed, then the entire corner of the Township would be complete. Supervisor Pixley recommended that the Board members drive that section of Grosvenor to determine whether or not the Township should spend the money on it.
- **Palmyra Township Hall property survey:** Supervisor Pixley reported that Bartolo Survey ran into an issue with the property survey. An older survey shows that a half acre belongs to Dan Beckey. In addition, there is a discrepancy with the width of the drive that goes to Rouget Rd.
- **County Commissioner Goetz:** County Commissioner Jim Goetz reported that beginning April 13th, the County has opened up COVID 19 vaccination registration for all individuals age 18 and older. He also reported that the remodel of the Old Courthouse is almost complete. The expected date of completion is August 31, 2021. He also reported that the cost of remodel is approximately \$8,000,000, mainly due to bringing the building up to code. Commission Goetz also reported that there have been issues at the Recycling Center. The machines have been jamming, and as a result, there is a proposal to purchase a bigger machine at a cost of \$28,000. The company furnishing the new recycling machine will also repair the old units at a cost of \$12,000 per unit (3 units).

Unfinished Business:

- **2021/2022 Budget Amendments:** Motion Pixley, support Koester to amend the 2021/2022 Budget by adding \$43,517 to Road Match income account 446-581 and increasing Road expense account 446-934 from \$165,000 to \$209,000. **Roll call**

vote: Koester – yes; Pixley – yes; Whited – yes; Papenhagen – yes; Crane – yes Motion Carried

- **Credit Card Policy update:** Motion Pixley, support Whited to table the discussion of updating the Credit Card Policy until the May 11, 2021 regular meeting. **Motion carried**

New Business:

- **PTFD –**
 - **Employment applications:** None
 - **Probation terminations:** None
 - **Resignations:** John Flint has submitted his resignation effective March 28, 2021.
- **PTFD emergency repairs:** Motion Koester, support Crane to allow the Supervisor to approve discretionary spending up to \$5,000 on Fire Department emergency repairs. **Motion Carried**
- **Fire hose replacement:** Four fire hoses were damaged in a brush fire and have been replaced at a cost of \$160 each. No action required.
- **PTFD wish list:** Motion Pixley, support Whited to allow Chief Rohlan to purchase 20 pager batteries (\$634); the Welch Allyn Spot Vital Signs Monitor (\$1,303); and the pediatric/child BP cuff (\$30) at a cost that shall not exceed \$2,100. **Motion Carried**
- **Township Hall housekeeping:** Motion Crane, support Papenhagen to hire Stacy Rohlan to clean the Palmyra Township Hall once a week, up to 3 hrs. per week, at \$12 an hour. **Motion Carried**
- **Memorial Day Parade:** Motion Pixley, support Koester that the prizes be the same as those awarded during the previous parades in recent years. **Motion Carried**
- **Cemetery Flags:** Clerk Whited and Supervisor Pixley have volunteered to place the flags on the Veteran burial sites.
- **Cemetery trees:** Motion Papenhagen, support Whited to allow the Supervisor to sign the Ropes and Riggings Tree Service contract to remove three trees, trim two maples and a pine, grind stumps, and remove tree debris at a cost that shall not exceed \$4,075. The cost shall be paid out of the Cemetery Donation Fund. **Motion Carried**
- **Palmyra Township Hall sign:** Motion Crane support Koester to approve \$2,000 for the new Township Hall sign. **Motion Carried**
- **Boiler inspection requirements:** Motion Pixley, support Whited to table the discussion of the boiler inspection requirements until the May 11, 2021 regular meeting. **Motion carried**
- **Pay raise for Deputy Clerk and Deputy Treasurer:** Motion Whited, support Koester to increase the hourly pay of the Deputy Clerk and Deputy Treasurer from \$11/hr. to \$12/hr. **Motion carried**
- **Burial site buy back, 1 site, \$200, Section D, Lot 133, Tim Moran:** Motion Whited, support Koester that the Township purchase from Tim Moran a burial site in the Palmyra Main Cemetery, Section D, Lot 133, Site 1 for \$200. **Motion carried**
- **Arbor Professional Services:** Motion Pixley, support Koester to approve the authorization to collect \$584 on account 2053012 and \$542.93 on account 2053022 on the condition that the individuals are not Palmyra Township Residents. **Motion carried**

- **Fire Department property appraisal:** No action taken at this time. The Supervisor will contact a real estate agent to get an appraisal.
- **Topsoil for the Palmyra Main Cemetery:** Motion Whited, support Papenhagen to purchase from Longnecker Nursery 6 yards of topsoil at a cost that shall not exceed \$300. **Motion carried**
- **PA 116 Partial Release request, Donald B. & H. Fay Reed Trust, PA0 134-3050-00:** Motion Pixley, support Crane to table the PA 116 Partial Release request for PA0 134-3050-00 until the May 11, 2021, regular meeting. **Motion carried**
- **Mailbox:** Motion Whited, support Koester to purchase a mailbox and post at a cost that shall not exceed \$200 and cancel the PO Box 97 subscription. **Motion carried**
- **Legal Counsel for Solar Ordinance:** Clerk Whited will contact Riga Township Clerk to inquire about the attorney they used to help with their solar ordinance.
- **Treasurer laptop:** Motion Pixley, support Crane to purchase the HP 15T-DW300 laptop for the Treasurer at a cost that shall not exceed \$850. **Motion carried**

Bill Payment

Motion Koester, support Pixley to pay all Twp. and PTFD bills as presented.

Motion carried

Adjournment

Motion Pixley, support Crane to adjourn at 9:54 p.m. **Motion carried**

Next Regular Meeting: May 11, 2021