

**Palmyra Township
Regular Board Meeting Minutes
November 14, 2023**

Meeting called to order at 7:00 p.m. by Supervisor Dave Pixley at the Palmyra Township Hall, 6490 Palmyra Rd.

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

Members absent: None

Supervisor Pixley opened the meeting with the Pledge of Allegiance.

Audience Attendance: 5

Motion Whited, support Crane to approve the agenda as amended. **Motion carried**
Add to New Business: Snow Removal/Salt Application; Repair of Boiler Piping in Twp. Hall; PFD Officer Election

Public Comment: Ken Southwell stated that he attended the Special Drain Commission Meeting. He also thanked Supervisor Pixley for letting him know about the meeting.

Minutes & Reports

- Minutes: presented by Clerk Whited
- Financial: report presented by Deputy Treasurer Angie Koester
- Fire & EMS: report presented by Chief Paul Rohlan
- Code Officials:
 - Code Enforcement: N/A
 - 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: Trustee Mark Crane reported that the Planning Commission met on October 17, 2023. They continued their work on amending Article VIII of the Zoning Ordinance. The PC also scheduled their 2024 meetings as follows: Jan. 16th; March 19th; Sept. 17th; and Oct. 15th.
- Drain Commission: Supervisor Pixley reported that a meeting with the Drain Commission was scheduled on November 20, 2023, at 1:30pm.
- Park Committee: Clerk Chris Whited reported that she and Supervisor Pixley met with Chris Hennessey from Fleis & Vandenbrink to discuss the development of the park.
- Roads/Bridges: Supervisor Pixley reported that the road projects are up to date.

Motion Angie Koester, support Crane to approve the October 10, 2023 Regular Meeting Minutes, as well as the reports, and place them on file. **Motion carried**

Communications:

- Clerk Whited reported that she received a FOIA request on November 10th from FOIA Professional Services. She denied the request explaining that the information requested was not available.
- Fire fighter Chad Baugey presented the Board with a demonstrated of the new SCBA tanks.
- Supervisor Pixley reported that the FEMA Assistance to Firefighters Grant will open in January. He asked the Chief Rohlan would put together a committee that would research options of firetrucks. Supervisor Pixley also stated that an intense narrative will be required for grant submittal.

Unfinished Business:

- **Code Enforcement Officer:** Supervisor Pixley reported that a young man contacted him to express his interest in the Code Enforcement Officer position. The Young man is currently employed at the County Jail and is taking classes to become a road officer.
- **Headlight Repair Engine #2:** The headlight on Engine #2 is not repaired. Chief Rohlan is exploring the option of replacing the lights with LEDs. However, he is concerned that there may be a ground issue with the current headlight.
- **Township Public Comment Resolution:** Postponed until the December 12, 2023 Regular Meeting.

New Business:

- **PTFD –**
 - **Employment applications:** N/A
 - **Probation terminations:** N/A
- **Resignations:** N/A
- **Resolution for Central Lenawee Sewer Duplex Connections, PA0-700-0740-00:**

Supervisor Pixley explained that the CLSS Ordinance states that all matters concerning the sewer system must go through CLSS Management Committee and then to the Board for approval. It has been determined that the buildings are connected to the sewer pipe, and the septic tanks are dual compartment. In addition, sewer fees have been collected for a single unit instead of a two unit complex.

Motion Pixley, support Matt Koester to adopt the Resolution for Central Lenawee Sewer Duplex Connections PA0-700-0740-00. **Roll call vote:** Pixley – yes; Whited – yes; M. Koester – yes; Papenhagen – yes; Crane – yes **Motion carried**
- **PC membership ad in the Advance:** Motion Crane, support Whited to place an advertisement in the Blissfield Advance to advertise for two Planning Commission seats that need to be filled. The ad is to run in two circulations of the Advance. **Motion carried**

- **PC Training in Brooklyn:** Motion Papenhagen, support Pixley to allow Planning Commission members to attend the MSU PC Training in Brooklyn on November 29, 2023. 6:30 pm to 8:00 pm at a cost of \$25 per member. **Motion carried**
- **PA 116 Partial Termination Request, Ed Judson:** Motion Pixley, support M. Koester to accept the Partial Termination Request for parcel PA0-115-1075-00, PA 116 Agreement #46-67852-123124, submitted by Ed Judson. **Roll call vote:** Pixley – yes; Whited – yes; Crane – yes; M. Koester – yes; Papenhagen – yes **Motion carried**
- **Region II Membership Dues (\$548.37):** Motion Whited, support Pixley to renew Region II annual membership at a cost of \$548.37. **Motion carried**
- **Arbor Professional Solutions – Request for Information – Collections \$2,110:** Motion Pixley, support Crane to allow Arbor Professional Solutions to collect outstanding medical debts totaling \$2,110. **Motion carried**
- **Road Commission 2024 Annual Meeting Dates:** Motion Pixley, support M. Koester to tentatively schedule a meeting with the Road Commission on Tuesday, February 20, 2024, at 9:00 am to discuss 2024 Road Commission Budget and road projects. **Motion carried**
- **SCBA adapter fittings:** Motion Pixley, support Crane to allow the Fire Department to purchase the SCBA adapter fittings at a cost of \$797.88. **Motion carried**
- **PFD Thermal Imaging Cameras (TIC):** Motion Whited, support Crane to allow the Fire Department to purchase 4 TIC cameras and a drop in charger at a cost of \$2,500, and the cost shall be expensed in account 336-674 FD Donation Fund. **Motion carried**
- **Park Committee – Appointment of Jim Ruple:** Motion Whited, support Pixley to appoint Jim Ruple as a member of the Park Committee, replacing Chandra Ruple. **Motion carried**
- **MTA December 6th Training (\$178 for two classes):** Motion Pixley, support M. Koester to allow Board members to attend the MTA December 6th training in Mt. Pleasant. **Roll call vote:** Papenhagen – yes; Pixley – yes; Crane – yes; M. Koester – yes; Whited – yes **Motion carried**
- **Snow Removal – Cemeteries:** Motion Pixley, support Crane to renew the snow removal and salt application contract submitted by Junior’s Landscaping & Outdoor Maintenance. The contract states that snow removal at the Main Cemetery is \$250 per visit; snow removal at the Crane Cemetery will be \$100 per visit; salt application to PFD will be \$50 per visit; salt application at the Twp. Hall will be \$75 per visit. **Motion carried**
- **Repair of Twp. Hall Boiler Heating Pipes:** Motion Papenhagen, support M. Koester to have JC Mechanical repair the hanging boiler heat pipes at a cost of \$4,305. **Motion carried**
- **PFD Officer Election:** Motion Crane, support Pixley to accept the PFD Officer election of the following individuals for a two-year term (**Motion carried**):
 - **Paul Rohlan – Fire Chief**
 - **Brian Wilcox – Assistant Chief**
 - **Jeff Jackson – Captain**
 - **Troy Swanson – Captain**
 - **Ryan Hlavka – Captain**
 - **Charlie Deslover – Captain**

- **Stacey Rohlan – Ambulance Coordinator**
- **Plowing od PFD and Township Hall:** Motion Pixley, support Crane to allow Paul Rohlan to plow the fire station and the Township Hall at a cost of \$75 per plow.
Motion carried

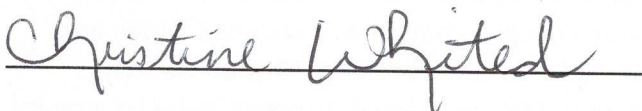
Bill Payment

Motion Pixley, support Whited to allow the Clerk to pay all Township and PTFD bills. **Motion carried**

Adjournment

Motion M. Koester, support Crane to adjourn at 9:07 p.m. **Motion carried**

Next Regular Meeting: December 12, 2023

A handwritten signature in cursive script that reads "Christine Whited". The signature is written over a solid horizontal line.

CHRISTINE WHITED, CLERK

THESE MINUTES WERE APPROVED DECEMBER 12, 2023.