

**Palmyra Township
Regular Board Meeting Minutes
January 12, 2021**

Meeting called to order at 7:00 p.m. by Supervisor Dave Pixley via Zoom video conference due to the MDHHS order to gathering restrictions of no more than 10 people.

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

Members absent: None

Audience Attendance: 8

Motion Whited support Koester to approve the agenda as amended.

- Add to New Business:
 - *Ambulance bill from Fire Department Member*
 - *Man-Nor Farms Water System Sanitary Survey*
 - *Central Lenawee Sewer System (CLSS) Delegate appointments*

Roll call vote: Papenhagen – yes; Whited – yes; Koester – yes; Pixley – yes; Crane – yes

Motion carried

Public Comment: Lenawee County Commission Jim Goetz stated that Covid 19 vaccine is available in Lenawee County and will be distributed based on the Michigan Department of Health and Human Services priority groups.

Minutes & Reports:

- Minutes: presented by Clerk Whited
- Financial: report presented by Treasurer Koester
- Fire & EMS: report presented by 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: Mark Crane reported that the Planning Commission has scheduled an organizational meeting on Thursday, February 4, 2021, at 7:00 PM.
- Building Committee: Trustee Steve Papenhagen reported that no meeting has been scheduled due to the MDHHS gathering restrictions.

Motion Crane, support Koester to approve the December 8, 2020 Regular Meeting minutes and the December 23, 2020 Special Meeting minutes as written and place on file. **Roll call vote:** Crane – yes; Pixley – yes; Papenhagen; Koester – yes; Whited – yes **Motion carried**

Motion Crane, support Koester to approve all reports presented and place on file. **Roll call vote:** Crane – yes; Pixley – yes; Papenhagen; Koester – yes; Whited – yes **Motion carried**

Communications:

- **Land Splits:** None
- **FOIA requests:** Information on 6353 Palmyra Rd. was requested by Robert Curran of Pemco Limited. The Clerk fulfilled the request.
- **Cemeteries:** None
- **Roads & Bridges:** No report available

Unfinished Business:

- **Deputy Clerk:** Clerk Whited has appointed Deborah DeSeranno as her Deputy Clerk.
- **Palmyra Plaza upgrades:** Discussed was the work that has been completed on the building, including the installation of light fixtures, painting, updated fire extinguishers, and continued work on the roof.
- **Palmyra Plaza boiler quotes:** Motion Pixley, support Koester to accept J&C Mechanical's proposal to install a new boiler unit at a cost that shall not exceed \$15,500, and allow the Supervisor to sign the contract. **Roll call vote:** Koester – yes; Crane – yes; Whited – yes; Papenhagen – yes; Pixley – yes **Motion Carried**

New Business:

- **PTFD –**
 - **Employment applications:** None
 - **Probation terminations:** None
 - **Resignations:** None
- **Offer closed meeting session for two firefighters to discuss continued service to the township:** Two firefighters who did not meet the run hours' criteria desire to discuss with the Board their continued service to the township. The Board has offered both firefighters the option to enter into a closed meeting during the February 9, 2021 Regular Meeting.
- **2020 Volunteer Fire Assistance Project Agreement (50% grant sharing program):** Motion Whited, support Koester to approve the 2020 Volunteer Fire Assistance Project Agreement and allow Chief Rohlan and Clerk Whited to sign the application. **Roll call vote:** Papenhagen – yes; Pixley – yes; Whited – yes; Crane – yes; Koester – yes **Motion Carried**
- **PTFD UV sanitizing light system (already purchased):** Motion Pixley, support Whited to reimburse the Palmyra Township Firefighters' Association the cost of the UV sanitizing light system (\$319.99), and to permit the Township to purchase a second UV sanitizing light system at a cost that shall not exceed \$320.00. **Roll call vote:** Whited – yes; Crane – yes; Papenhagen – yes; Koester – yes; Pixley - yes **Motion Carried**
- **Digicom quote for second radio for radio room:** Motion Pixley, support Koester to table the radio purchase until the February 9, 2021 Regular Meeting. **Roll call vote:** Whited – yes; Crane – yes; Papenhagen – yes; Koester – yes; Pixley – yes **Motion Carried**
- **Palmyra Township road projects:** Board members will drive Grosvenor Hwy, Station Rd., Myers Hwy., and Cook Rd. to assess the condition of the roads.

- **RRWC Membership dues:** Motion Whited, support Pixley to pay the \$208 RRWC membership dues. **Roll call vote:** Whited – yes; Papenhagen – yes; Pixley – yes; Crane – yes; Koester – yes **Motion Carried**
- **RRWC Delegate:** Motion Pixley, support Koester to appoint Jim Isley as the RRWC delegate. **Roll call vote:** Papenhagen – yes; Pixley – yes; Whited – yes; Crane – yes; Koester – yes **Motion Carried**
- **RRWC Alternate Delegate:** Motion Pixley, support Whited to appoint Mark Crane as the RRWC alternate delegate. **Roll call vote:** Whited – yes; Koester – yes; Pixley – yes; Papenhagen – yes; Crane – abstain **Motion Carried**
- **2020-2021 Budget:** Supervisor Pixley and Clerk Whited will review the 2020-2021 Budget.
- **Property PA0-107-1100-00:** Motion Pixley, support Crane to table the discussion until the February 9, 2021 Regular Meeting. **Roll call vote:** Papenhagen – yes; Crane – yes; Whited – yes; Pixley – yes; Koester – yes **Motion Carried**
- **Board of Review (BOR) appointments:**
 - Motion Pixley, support Crane to appoint Gary Sheldon to the BOR for the term 01/01/2021 to 12/31/2022. **Roll call vote:** Crane – yes; Papenhagen – yes; Whited – yes; Pixley – yes; Koester – yes **Motion Carried**
 - Motion Pixley, support Koester to appoint Judy Marcus to the BOR for the term 01/01/2021 to 12/31/2022. **Roll call vote:** Whited – yes; Papenhagen – yes; Koester – yes; Pixley – yes; Crane – yes **Motion Carried**
 - Motion Pixley, support Koester to appoint Aaron Whitmore to the BOR for the term 01/01/2021 to 12/31/2022. **Roll call vote:** Koester – yes; Pixley – yes; Crane – yes; Papenhagen – yes; Whited – yes **Motion Carried**
- **Board of Review (BOR) alternate member:** Motion Whited, support Pixley to appoint Deborah DeSerano as a BOR alternate member. **Roll call vote:** Crane – yes; Whited – yes; Pixley – yes; Koester – yes; Papenhagen – yes **Motion Carried**
- **Ambulance bill submitted by Fire Department Member:** Discussed with no action taken at this time.
- **PTFD Liaison:** Motion Whited, support Crane to appoint Supervisor Dave Pixley as the PTFD liaison. **Roll call vote:** Whited – yes; Pixley – abstain; Koester – yes; Crane – yes; Papenhagen – yes **Motion Carried**
- **Man-Nor Farms Water System Sanitary Survey:** Discussed with no action taken at this time. Supervisor Pixley will continue communication with Tom Gillenwater of the Lenawee County Drain Commission to make sure that follow-up is implemented.
- **Central Lenawee Sewer System (CLSS) Delegate appointments:** Motion Koester, support Crane to appoint Supervisor Pixley and Joshua Leupold as the CLSS delegates. **Roll call vote:** Crane – yes; Papenhagen – yes; Whited – yes; Koester – yes; Pixley – abstain **Motion Carried**

Bill Payment

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

Roll call vote: Crane – yes; Whited – yes; Koester – yes; Papenhagen – yes; Pixley – yes

Motion carried

Adjournment

Motion Koester, support Pixley to adjourn at 9:40 p.m. **Roll call vote:** Koester – yes;

Whited – yes; Pixley – yes; Crane – yes; Papenhagen – yes **Motion carried**

Next Regular Meeting: February 9, 2021

Christine Whited, CLERK

THESE MINUTES WERE APPROVED FEBRUARY 9, 2021.