

Palmyra Township
Regular Board Meeting Minutes
March 8, 2022

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: 8

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

Add to New Business:

- Arbor Professional Solutions request for suit authorization to collect \$500
- PFD water hauling
- ESO Reporting software

Public Comment:

- Commissioner Jim Goetz reported that the Old County Courthouse renovation is complete with the exception of a few mechanical issues. He stated that an open house will soon be scheduled. Commissioner Goetz also reported that there is a lack of communication between the County ARPA Committee and the Commissioners regarding the disbursement of the ARPA funds. The Commissioners have stated their concerns to the committee and are hoping for more transparency.
- Supervisor Pixley reported that an E-Waste Recycling Event will take place at the Goodwill, 1357 Division St., on April 23, 2022, from 9:00 am to 1:00 pm.

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: N/A
 - Plumbing Inspector: N/A
- Planning Commission: Trustee Crane reported that the next Planning Commission meeting is scheduled on Tuesday, March 29, 2022. He also reported that the PC does

not have a recording secretary and have asked if Clerk Whited would be the recording secretary, but not a member of the PC. She agreed to help out.

- **Building Committee:** Supervisor Pixley reported that Consumer's Energy will fund 90% of the cost to upgrade the lighting fixtures in the Township Hall, but the Township must use Consumers' equipment and electrical contractor.
- **Drain Commission:** Supervisor Pixley reported that the next CLSS meeting is March 30, 2022, at 10:00 am.

Motion Koester, support Crane to approve the February 8, 2022 Regular Meeting minutes as written, as well as the reports as presented and place them on file. **Motion carried**

Communications:

- **Land Splits:** None
- **FOIA requests:** Gretchen Driskell and ESA Solar requests for "Red Letter" SES Ordinance and American Transparency FOIA request for payroll information.
- **Cemeteries:** Supervisor Pixley met with Dustin (Ropes & Rigging Tree Service) and found that there are three trees that have large split, but determined that there is no danger of the limbs falling. The limbs will be cut at a later date.
- **Roads & Bridges:** Supervisor Pixley reported that the Deerfield Rd. bridge between Humphrey Hwy. and Wilmoth/Palmyra Rd. will be closed from March 14th thru mid-November 2022.

Unfinished Business:

- **SES Ordinance:** Motion Whited, support Koester to table the SES Ordinance discussion until a later date to allow for the Board members to review the "Red Letter" SES Ordinance received from the attorney. **Motion carried**
- **Cemetery Bids:** Motion Whited, support Crane to accept Alec Parker's Masonry bid of \$16,350 to replace the piers at the entrances of the Main Cemetery and allow Supervisor Pixley to sign the contract. The cost shall come out of the Anonymous Donation Fund. **Motion carried**
- **Groundskeeper Bids:** Motion Pixley, support Koester to accept the D and C Lawn & Landscape bid of \$17,000 and allow Supervisor Pixley to sign the contract. **Roll call vote:** Pixley –yes; Koester – yes; Whited – yes; Papenhagen – yes; Crane – yes **Motion carried**

New Business:

- **PTFD –**
 - **Employment applications:** Noe
 - **Probation terminations:** None
 - **Resignations:** None
- **2021/2022 Budget Amendments:** Motion Papenhagen, support Koester to amend the following accounts of the 2021/2022 Budget (**Motion carried**):
 - **257-704 Wage – Land Split/Additional:** Increase from \$0.00 to \$600
 - **257-709 Assessor FICA:** Increase from \$0.00 to \$16

- **247-900 Printing & Publishing:** Increase from \$50 to \$200
 - **247-960 Misc. expense:** Increase from \$0.00 to \$123
 - **265-704 Wage – Per Meeting:** Increase from \$1,000 to \$1,150
 - **265-709 Building & Grounds FICA:** Increase from \$0.00 to \$88
 - **372-704 Wage – Per Inspection/Permit:** Increase from \$5,000 to \$6,000
 - **372-870 Mileage:** Increase from \$1,400 to \$1,500
 - **567-709 Cemetery FICA:** Increase from \$16 to \$34
 - **567-801 Professional/Contract Services:** Increase from \$4,500 to \$8,500
 - **567-920 Utility – Electric:** Increase from \$300 to \$350
 - **567-955 Miscellaneous Expense:** Increase from \$550 to \$1100
 - **567-964 Refund:** Increase from \$400 to \$600
 - **373-751 Supplies:** Increase from \$0.00 to \$113.17
 - **336-752 FD Operating Supplies:** Increase from \$0.00 to \$300
 - **336-826 Billing Fee Expense:** Increase from \$3,200 to \$4,500
 - **336-848 ALS Assessments:** Increase from \$10,000 to \$12,500
 - **336-862 Fuel:** Increase from \$3,000 to \$3,500
 - **336-934 Repair/Maintenance – Other:** Increase from \$7,000 to \$8,000
 - **336-961 Membership & Dues:** Increase from \$400 to \$500
 - **335-709 Liaison FICA:** Increase from \$0.00 to \$23
 - **375-703 Wage-Per Inspection/Permit:** Increase from \$2,000 to \$3000
 - **333-851 Postage:** Increase from \$0.00 to \$23
 - **333-861 Mileage:** Increase from \$300 to \$360
 - **701-709 Planning Commission FICA:** Increase from \$153 to \$191
 - **171-751 Office Supplies:** Increase from \$0.00 to \$206
 - **101-750 Software:** Increase from \$450 to \$500
 - **101-801 Professional/Contract Services:** Increase from \$13,000 to \$16,000
 - **101-805 Fees:** Increase from \$0.00 to \$50
 - **101-900 Printing & Publishing:** Increase from \$1,500 to \$2,200
 - **101-920 - Electric:** Increase from \$1,800 to \$1,950
 - **101-921-002 *6490 Palmyra Rd – Gas:** Increase from \$1,200 to \$2,800
 - **101-961 Dues & Memberships:** Increase from \$2,700 to \$2852
 - **101-977 Equipment:** Increase from \$450 to \$920
 - **253-751 Office Supplies:** Increase from \$0.00 to \$58.00
 - **253-977 Equipment:** Increase from \$0.00 to \$710.17
 - **255-704 Wages – Hourly:** Increase from \$1,700 to \$1,950
 - **255-709 Deputy Treasurer – FICA:** Increase from \$77 to \$148
 - **703-801 Professional Services:** Increase from \$0.00 to \$1200
- **2022/2023 Budget Hearing:** Motion Koester, support Whited to open the Budget Hearing at 8:30 pm (**Motion carried**). The Board reviewed the 2022/2023 Budget as presented by Supervisor Pixley. Amy Campbell requested the total income and expenses as stated in the 2022/2023 Budget.
Motion Crane, support Koester to close the Budget Hearing at 8:50 pm. **Motion carried**

- **2022/2023 Budget Adoption:** Motion Papenhagen, support Koester to adopt the 2022/2023 Budget as presented. **Roll call vote:** Crane – yes; Koester – yes; Pixley – yes; Whited –yes; Papenhagen – yes **Motion carried**
- **County ARPA Grant – FD COT:** Supervisor Pixley reported that the cost of \$55,000 for a PFD ambulance power COT is tentatively funded with ARPA funds. The Board agreed that Supervisor Pixley should submit to the County ARPA Committee a request of \$160,000 for a generator that will allow the Township Hall to be used in the event of emergencies and disasters.
- **USDA Requirements:** Discussed with no action taken at this time.
- **Arbor Professional Solutions Request for Suit Authorization, Acct. #20292960-\$500:** Motion Koester, support Papenhagen to authorize Arbor Professional Solutions to collect the balance of \$500 on account #20292960. **Motion carried**
- **FD Water Hauling:** Discussed with no action taken at this time. There will be a search of a certified water hauler the Township can use to supply water to the fire station.
- **ESO Reporting Software:** Motion Whited, support Koester to allow the PFD to switch to the ESO Software for fire incident reporting at a cost of \$1,590. **Motion carried**
- **Planning Commission Secretary:** Motion Pixley, support Koester to hire Clerk Whited as the PC recording secretary, paying her \$60 per meeting for a total of five meetings. **Motion carried**

Bill Payment

Motion Pixley, support Crane to pay all Twp. and PTFD bills.

Motion carried

Adjournment

Motion Pixley, support Koester to adjourn at 10:00 p.m. **Motion carried**

Next Regular Meeting: April 12, 2022