

**Palmyra Township
Regular Board Meeting Minutes
April 14, 2020**

Meeting called to order at 7:02 p.m. by Supervisor James Isley via GoToMeeting.com video conference

Members present: James Isley, Matt Koester, Steve Papenhagen, Perry Pooley. and Chris Whited

Members absent: None

Audience Attendance: 6

Motion Isley, support Pooley to approve the agenda as amended
Add the following to *New Business*:

- Fire apparatus repair
- PA0-104-4100-00

Roll call vote: Koester – yes; Pooley – yes; Isley – yes; Whited – yes; Papenhagen – Yes.
Motion carried

Public Comment: None

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: N/A
 - Plumbing Inspector: N/A
- Planning Commission: report presented by Dave Pixley – Next PC Meeting will be May 5, 2020
- Building Committee: report presented by Steve Papenhagen

Motion Whited, support Koester to approve the February 11, 2020 Regular Meeting minutes; the March 24, 2020 Special Meeting Minutes; the March 31, 2020, 6:00 pm Special Meeting Minutes (Budget Hearing); and the March 31, 2020, 7:00 Special Meeting Minutes as presented and place on file. **Roll call vote:** Koester – yes; Pooley – yes; Isley – yes; Whited – yes; Papenhagen – Yes. **Motion carried**

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

Communications:

- **Land Splits:** 12 splits in Section 18
- **FOIA requests:** None
- **Cemeteries:** N/A
- **Roads & Bridges:** Clerk whited reported that a sink hole on Lenawee Hwy, just south of the railroad tracks, continues to grow. Supervisor will take a look at it.

Unfinished Business:

- **Assessing proposals:** Motion Isley, support Pooley to accept the assessing contract of Renius and Renius for \$18.00 per parcel (1,405 parcels), in addition to the employment contract for Chris Renius to sign the tax roll.
Motion Whited, support Pooley to amend the previous statement of \$18.00 per parcel to state \$17.00 per parcel. **Roll call vote:** Koester – no; Pooley – yes; Isley – yes; Whited – yes; Papenhagen – Yes.
Motion carried
Motion Isley, support Papenhagen to accept the assessing contract of Renius and Renius for \$17.00 per parcel (1,405 parcels), in addition to the employment contract for Chris Renius to sign the tax roll. **Roll call vote:** Pooley – no; Papenhagen – yes; Isley – yes; Whited – yes; Koester – no.. **Motion carried**
- **Computerized Assessment Roll:** Motion Whited, support Isley to have the Clerk sign Form 5446, *Request for New Certification for Use of a Computerized Assessment Roll by a Local Unit*, and mail it to the State Tax Commission. **Roll call vote:** Isley – yes; Whited – yes; Pooley – yes; Papenhagen – yes; Koester – Yes.
Motion carried
- **Roads:** Motion Koester, support Papenhagen to submit to the Road Commission Estimate 3387 (crackfill, seal coat, & fog seal of Craig Rd); Estimate 3974 (culvert replacement & shoulder removal, hot patch on Grosvenor Hwy); Estimate 3975 (replace culvert on Cook Rd.); Estimate 3976 (2" limestone on Sharp Rd.) Estimate 4107 (Asphalt wedge, seal coat, & fog seal on Rouget Rd.); Estimate 3972 (crackfill, seal coat, & fog seal of Wellsville Hwy), and allow the Supervisor to sign the contracts. **Roll call vote:** Isley – yes; Pooley – yes; Koester – yes; Papenhagen – yes; Whited - yes **Motion carried**
- **2019-2020 Budget amendments:** Motion Whited, support Koester to amend the 2019/2020 budget expenses by \$30,867.42 (See chart below). **Roll call vote:** Isley – yes; Pooley – yes; Koester – yes; Papenhagen – yes; Whited - yes **Motion carried**

New Business:

- **PTFD –**
 - **Employment applications:** Motion Koester, support Papenhagen that Dustin Irwin be approved for employment with the PTFD and be put on a six-month probation period. **Roll call vote:** Whited – Yes; Pooley – Yes; Koester – Yes; Isley – Yes; Papenhagen – Yes. **Motion carried**
 - **Probation terminations:** None
 - **Resignations:** None
- **Revise website:** Discussed with no action taken.

- **Fire apparatus repair:** Motion Koester, support Isley to have the pitman arm replaced on Brush Truck 4. K & S Tire will repair the truck at a cost that shall not exceed \$550. **Roll call vote:** Isley – yes; Pooley – yes; Koester – yes; Papenhagen – yes; Whited - yes **Motion carried**
- **Pontem software subscription:** Motion Isley, support Whited to renew the Pontem software subscription at a cost of \$640. **Roll call vote:** Papenhagen – yes; Isley – yes; Pooley – yes; Koester – yes; Whited – yes **Motion carried**
- **PA0-104-4100-00:** Motion Isley, support Pooley that the Supervisor be allowed to confer with Attorney Jeff Juby to pursue the cleanup or demolition process of property PA0-104-4100-00. **Roll call vote:** Pooley – yes; Koester – yes; Whited – yes; Papenhagen – yes; Isley - yes **Motion carried**

Bill Payment

- Motion Koester, support Isley to pay all Twp. and PTFD bills as presented – **Roll call vote:** Isley – yes; Pooley – yes; Koester – yes; Papenhagen – yes; Whited - yes **Motion carried**

Adjournment

Motion Papenhagen, support Koester to adjourn at 8:42 p.m. **Roll call vote:** Koester – yes; Whited – yes; Papenhagen – yes; Isley – yes; Pooley - yes **Motion carried**

Next Regular Meeting: May12, 2020

Palmyra Township 2019 - 2020 Budget Amendments (April 14, 2020)						
Account Name	Account Number	Amount Budgeted	Current	Difference	Increase By	Amended Budget
Cemetery: Software Support	567-933	\$0.00	\$585.00	-\$585.00	\$585.00	\$585.00
Fire Department: Wage - Salary- Officers	336-703	\$13,000.00	\$16,599.92	-\$3,599.92	\$3,600.00	\$16,600.00
Fire Department : Wager - Hourly - FF Pay	336-704	\$37,000.00	\$44,991.96	-\$7,991.96	\$8,000.00	\$45,000.00
Fire Department: Insurance	336-840	\$4,000.00	\$15,853.44	\$11,853.44	\$11,853.44	\$15,853.44
Fire Department: Communications	336-850	\$0.00	\$376.48	-\$376.48	\$376.48	\$376.48
Fire Department: Equipment	336-977	\$25,000.00	\$29,388.70	-\$4,388.70	\$4,388.70	\$29,388.70
Planning Commission: Office Supplies	410-751	\$50.00	\$147.30	-\$97.30	\$97.30	\$147.30
Planning Commission: Books	410-790	\$0.00	\$451.50	-\$451.50	\$451.50	\$451.50
Township Expenses: Professional/Contract	101-801	\$10,000.00	\$11,515.22	-\$1,515.22	\$1,515.00	\$11,515.00
	TOTAL	\$89,050.00	\$119,909.52	\$30,859.52	\$30,867.42	\$119,917.42

Approved May 12, 2020

Christine Whited, CLERK

THESE MINUTES WERE APPROVED MAY 12, 2020, AS WRITTEN.