

**Palmyra Township  
Regular Board Meeting Minutes  
October 10, 2023**

Meeting called to order at 7:04 p.m. by Supervisor Dave Pixley at the Palmyra Township Hall, 6490 Palmyra Rd.

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

Members absent: Matt Koester

Supervisor Pixley opened the meeting with the Pledge of Allegiance.

Audience Attendance: 5

Motion Crane, support Whited to approve the agenda as amended. **Motion carried**  
Add to New Business: Acceptance of Park Donation of \$50,000.

**Public Comment:** None

**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: 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: Trustee Mark Crane reported that the Planning Commission met on September 19<sup>th</sup> to discuss editing Article II – Definitions of the Zoning Ordinance. They also discussed the continuation of amending Article IV. The next meeting is October 17, 2023, at 7:00 pm.
- Drain Commission: report presented by Supervisor Pixley.
- Park Committee: Clerk Chris Whited reported that the Park Committee met on September 21<sup>st</sup> to discuss moving forward with contacting representatives of playground equipment to have them come to a Board meeting.
- Roads/Bridges: Supervisor Pixley reported that the paving should be completed next week on Pixley Rd. and Wellsville Hwy.

Motion Papenhagen, support Crane to approve the September 12, 2023 Regular Meeting Minutes, as well as the reports, and place them on file. **Motion carried**

**Communications:**

- Clerk Whited reported that the Township finally received the Election Security Grant of \$1500.
- Supervisor Pixley reported that during the PFD Officers meeting, the Officers decided to schedule the PFD Officer Election on December 1<sup>st</sup>. They will also have interested individuals submit their officer candidate applications by the end of the month of October.
- Supervisor Pixley reported that the Michigan Department of Treasury sent as a letter informing him that the Assessment Roll was audited on September 13, 2023, and that the roll was substantially compliant, receiving a perfect score. Supervisor Pixley thanked Assessor Christopher Renius for his hard work.

**Unfinished Business:**

- **Delinquent Sewer/Water Public Hearing:** Motion Papenhagen, support Crane to open the Delinquent Sewer/Water Public Hearing at 7:33 pm. **Motion carried**  
Supervisor Pixley stated that as of August 30, 2023, 56 out of the 220 properties that are on the sewer/water system are delinquent, owing a total of \$20,493.15. Before closing the Hearing, Supervisor Pixley read to the Board and the public *The Revenue Bond Act of 1933 (excerpt)*.  
Motion Crane, support Papenhagen to close the Delinquent Sewer/Water Public Hearing at 7:41 pm. **Motion Carried**
- **Resolution to Collect Delinquent Sewer/Water Charges:** Motion Crane, support Papenhagen to adopt the Resolution to Collect Delinquent Sewer/Water Charges. **Roll call vote:** Whited – yes; Pixley – yes; Crane – yes; Papenhagen – yes; Koester – absent **Motion carried**
- **Code Enforcement Officer:** Discussed with no action taken at this time. Supervisor Pixley stated that Cindy Dodge, from the Michigan Township Association, recommended that the Board draft a job description that outlines Code Enforcement duties.
- **Headlight Repair Engine #2:** Discussed with no action taken at this time. Chief Rohlan will look at a different course of action to get Engine 2 repaired.

**New Business:**

- **PTFD –**
  - **Employment applications:** N/A
  - **Probation terminations:** N/A
- **Resignations:** N/A
- **PFD/Township Trick or Treat:** The Palmyra Fire Department will be hosting Trick or Treat at the fire station on Tuesday, October 31, 2023, from 5 to 7 pm.
- **PFD SCBAs:** Motion Papenhagen, support Crane to allow Chief Rohlan to purchase from MacQueen Equipment, estimate #01459, ten (10) SCBAs, model MSAG1, at a cost of \$102,750; \$82,102.99 will come from the ARPA fund and the remaining \$20,647.01 will

be expensed in account 336-977 Equipment. **Roll call vote:** Whited – yes; Papenhagen – yes; Crane – yes; Pixley – yes; Koester – absent **Motion carried**

- **Pay for Interim Treasurer:** Motion Pixley, support Crane to pay the interim Treasurer the monthly rate of pay that is paid to the current Treasurer. **Roll call vote:** Pixley – yes; Crane – yes; Whited – yes; Papenhagen – yes; Koester – absent **Motion carried**
- **Appointment of Interim Treasurer:** Motion Pixley, support Whited to appoint Angie Koester as the interim treasurer, pursuant to MCL 41.58 of the General Law Township Act. **Roll call vote:** Pixley – yes; Whited – yes; Crane – yes; Papenhagen – yes; Koester – yes **Motion carried**
- **Goodwill Shredding Services:** Motion Papenhagen, support Pixley to allow Clerk Whited to use Goodwill shredding services, requesting a container to be delivered for documents that are scheduled to be destroyed. **Motion carried**
- **Township Meeting Public Comment Resolution:** Motion Pixley, support Crane to postpone the adoption of the Township Meeting Public Comment Resolution. **Motion carried**
- **Board Acceptance of \$50,000 Matching Park Donation:** Motion Papenhagen, support Crane to accept the \$50,000 matching park donation from the Hugh & Lee Ellen Driggs Foundation. **Roll call vote:** Papenhagen – yes; Crane – yes; Pixley – yes; Whited – yes; Koester - absent
- **Deputy Treasurer:** Motion Crane, support Pixley to approve Treasurer Angie Koester's appointment of Troy Koester as Deputy Treasurer. **Motion carried**

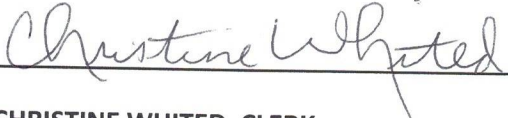
#### **Bill Payment**

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

#### **Adjournment**

Motion Crane, support Pixley to adjourn at 9:20 p.m. **Motion carried**

**Next Regular Meeting: October 10, 2023**

  
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**CHRISTINE WHITED, CLERK**

**THESE MINUTES WERE APPROVED NOVEMBER 14, 2023.**