

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

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, Matt Koester, Steve Papenhagen, Mark Crane. and Chris Whited

Members absent: None

Audience Attendance: 15

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

Add to New Business:

- Region 2 PC Annual Dinner
- Electrical Inspector fee
- Township Information Flyers
- Strike Arbor Professional Solutions Collection

Minutes & Reports:

- Minutes: presented by Clerk Whited
- Financial: report presented by Treasurer Koester
- Fire & EMS: report presented by Asst. Chief Brian Wilcox
- 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: Laurie Isley reported that the Planning Commission had a meeting on October 5th to review the Zoning Ordinance, beginning in Article 5 – Nonconformities.
- Building Committee: Mark Crane reported that the Building Committee has scheduled a public meeting on Thursday, October 14, 2021, 12:00 pm, at the Palmyra Township Hall. Items to be discussed are the newly drafted building plans and review of budgetary list for the cost of the proposed structure.
- Financial Statements: Meredith Francis – Financial Statements are available to view.

Motion Koester, support Whited to approve the September 14th Regular Meeting minutes as written and the reports as presented and place on file. **Motion carried**

Communications:

- **Land Splits:** None
- **FOIA requests:** None
- **Cemeteries:** Clerk Whited reported that the downed trees and limbs have been removed by Aden Porter and Treasurer Matt Koester and Keith Knierim.
- **Roads & Bridges:** Supervisor Pixley reported that work on Grosvenor, between Rouget and Deerfield will be completed this week, and the culvert on Humphrey Hwy. remains to be replaced.
- **MTA Professional Development Retreat:** Supervisor Pixley reported that he has signed up for the Supervisor Professional Development Retreat.
- **Building Committee meeting:** Mark Crane reported that the Building Committee has scheduled a public meeting on Thursday, October 14, 2021, 12:00 pm, at the Palmyra Township Hall. Items to be discussed are the newly drafted building plans and review of budgetary list for the cost of the proposed structure.

Unfinished Business:

- **Dual Dispatch:** Motion Pixley, support Whited to temporarily suspend Dual Dispatch and return to mutual aid support, and to allow the Supervisor to draft a letter to the Lenawee County Sheriff's Department notifying them that Dual Dispatch has been placed on hold. **Motion carried**
- **ACH/Electronic Payments Policy/Resolution:** Motion Whited, support Pixley to adopt the *Palmyra Township Policy for ACH Arrangements & Electronic Transactions of Funds* and the *Resolution to Authorize Use of ACH Arrangements & Electronic Transactions of Fund* **Roll call vote:** Papenhagen – yes; Whited – yes; Pixley – yes; Crane – yes; Koester – yes; **Motion carried**
- **ARPA funds:** The Township has received the first installment of the ARPA funds on September 23, 2021.
- **Hall ceiling fans:** Discussed with no action required at this time.
- **PFD painted valve fitting for Engine -1:** Discussion tabled until more information is gathered.
- **Electrical Inspector:** Motion Crane, support Koester to change Heath Platt's status from interim Electrical Inspector to permanent Electrical Inspector. **Roll call vote:** Koester – yes; Crane – yes; Pixley – yes; Whited – yes; Papenhagen – yes **Motion carried**
- **PFD Election of Officers:** Supervisor Pixley reported that only one application has been received, and the deadline to turn in applications is October 22nd.
- **Repair of Engine -1:** Motion Whited, support Crane that the PFD have H&H repair the brakes on Engine – 1 as soon as the parts come in. **Motion carried**

- **Village sewer:** Supervisor Pixley reported that the drain of a home on the east side of Sycamore St. is a private drain, and in order to have it repaired, residents of the Village must submit a petition to the Board to add it to Tile Number 2.
- **SES Special Meeting:** Supervisor Pixley has called a Special Meeting for Solar Energy Systems to be scheduled on Tuesday, December 7, 2021, at 7:00 pm.

New Business:

- **PTFD –**
 - **Employment applications:** None
 - **Probation terminations:** None
 - **Resignations:** None
- **Online PFD training:** Motion Pixley, support Koester to allow Assistant Chief Brian Wilcox to purchase from Lexipol a one-year subscription of the online Fire Rescue Academy at a cost that shall not exceed \$1,500. **Motion carried**
- **Repair of Engine – 2:** Supervisor Pixley reported that Engine – 2 would not start, and it was determined that both batteries were dead. As a result, PFD had K&S Tire install two new batteries at a cost of \$395.
- **Region 2 PC Annual Dinner:** Motion Pixley, support Papenahgen to allow the Township Board and Planning Commission members to attend the Region 2 PC Annual Dinner, and the cost of \$35 per person will be paid by Palmyra Township. **Motion carried**
The renewal of the MTA Online subscription was also discussed with no action taken.
- **Electrical Inspector fee:** Motion Whited, support Papenhagen that the Electrical Inspector fee be set at \$60 per inspection. **Motion carried**
- **Palmyra Township Information/Contact Flyers:** Treasurer Koester reported that any changes to the flyer needs to be submitted to him or the Deputy Treasurer no later than October 20th.

Public Comment:

Mark Knoblauch stated that Michigan State University Extension/University of Michigan Graham Sustainability Institute has released PLANNING & ZONING FOR SOLAR ENERGY SYSTEMS: A GUIDE FOR MICHIGAN LOCAL GOVERNMENTS. He recommends that the Board members read the document.

Bill Payment

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

Motion carried

Adjournment

Motion Crane, support Koester to adjourn at 9:05 p.m. **Motion carried**

Next Regular Meeting: November 9, 2021