

**Palmyra Township
Regular Board Meeting Minutes
December 12, 2023**

Meeting called to order at 7:01 p.m. by Supervisor Dave Pixley at the Palmyra Township Hall, 6490 Palmyra Rd.

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

Members absent: Matt Koester

Supervisor Pixley opened the meeting with the Pledge of Allegiance.

Audience Attendance: 11

Motion Papenhagen, support Crane to approve the agenda as presented. **Motion carried**

Public Comment:

- Jeff Ehlert, a member of the Palmyra Masonic Lodge, announced that the brothers of the Palmyra Masonic Lodge would like to present a donation toward the new park. On behalf of the Palmyra Masonic Lodge, a check for \$1000 was presented to the Palmyra Township Board for the development of the community park. The Board thanked the Palmyra Masonic Lodge for their generous donation.
- Jim Leonard, a Palmyra Township resident, asked the Board if a notice would be published in the newspaper concerning a suspension of the Ordinance due to an appearance of allowing people to do whatever they want (Jim was trying to get his point across. The Ordinance is not suspended). Supervisor Pixley stated that the Township is in the process of taking care of some of the Ordinance violators, which takes time.

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: N/A
 - Building Inspector: report presented by Clerk Whited
 - Electrical Inspector: report presented by Clerk Whited
 - Mechanical Inspector: N/A
 - Plumbing Inspector: N/A
- Planning Commission: Next meeting of the Planning Commission is January 16, 2024.

- Drain Commission: Supervisor Pixley reported that he attended the quarterly meeting Drain Commission meeting on Tuesday, December 12, 2023. At the meeting, the 2024 Budget for the Central Lenawee Sewer was presented. He explained that there was a lengthy conversation concerning large deficits in the Central Lenawee Sewer System Plant O & M and the Collection System O & M. Supervisor Pixley said that the Business Manager, Kara Choate, would contact the Township Auditor to discuss the deficits.
- Park Committee: Clerk Chris Whited reported that Chris Hennessey from Fleis & Vandenbrink sent the Township a Conceptual Planning & Cost Estimate for the development of community park. Clerk Whited said that she and Supervisor Pixley will be scheduling a meeting with Chris Hennessey to discuss the report.
- Roads/Bridges: Supervisor Pixley reported that the road projects are completed.

Motion Crane, support Papenhagen to approve the November 14, 2023 Regular Meeting Minutes, as well as the reports, and place them on file. **Motion carried**

Communications:

- Supervisor Pixley reported that Comcast sent communication explaining that Shop HQ is no longer available to Comcast subscribers
- Supervisor Pixley read to the Board a letter he received from Terry and Paula Fox. Terry wrote that he and his wife are now dealing with rats from trash accumulated at his next-door neighbor's home to the west. He also wrote that the neighbor's vicious dogs bark at all hours of the day and night, and the dogs are very destructive. He also stated that he and his wife are considering selling their home, and if they take a loss in the sale of their home due to the neighbor's trash and dogs, they would sue the Township for that loss. Supervisor Pixley stated that he has contacted the Township attorney Jeff Juby to check on the status of the Fox complaint, but he has not yet received a reply from him.
- Supervisor Pixley reported that JC Mechanical has reinforced the boiler water pipes, therefore they should not sag. They will also move the heaters to floor level.

Unfinished Business:

- **Code Enforcement Officer:** Motion Pixley, support Papenhagen to hire Clayton Montange as the Palmyra Township Code Enforcement Officer, and place him on a six-month probation period with pay of \$16.50 per hour. **Roll call vote:** Koester – yes; Crane – yes; Whited – yes; Papenhagen – yes; Pixley – yes **Motion carried**
- **Headlight Repair Engine #2:** Chief Paul Rohlan reported that the headlights have been ordered and will be installed by the someone on the fire department. He also stated that the truck will still need to go to a mechanic to make sure there is not a wiring issue.
- **Township Public Comment Resolution:** Discussed with no action taken at this time.
- **Planning Commission Membership:** Supervisor Pixley Reported that an advertisement for the need of Planning Commission members was placed in two cycles of the Advance newspaper, but there was no response to the ad. However, Trustee Mark Crane stated that a couple of individuals spoke to him about their interest as a Planning Commission member. Mark will check contact them to see if they are still interested.

New Business:

- **PTFD –**
 - **Employment applications:** N/A
 - **Probation terminations:** N/A
- **Resignations:** N/A
- **Grant for Future Fire Truck:** Motion Papenhagen, support Crane to contract Lexipol as the grant writer for the FEMA Assistance to Firefighters Grant (AFG) FY23 Vehicle at a cost of \$3,750. **Roll call vote:** Pixley – yes; Whited – yes; Papenhagen – yes; Crane – yes; Koester – yes **Motion carried**
- **2024 Palmyra Twp Poverty Exemption Resolution:** Motion Pixley, support Papenhagen to adopt the 2024 Palmyra Township Poverty Exemption Resolution. **Roll call vote:** Koester – yes; Whited – yes; Crane – yes; Pixley – yes; Papenhagen – yes **Motion carried**
- **2024 Regular Meeting Dates:** Motion Pixley, support Papenhagen to approve the following dates for the 2024 Palmyra Township Regular Board Meetings: January – No Meeting; February 13; March 12; April 9; May 14; June 11; July 9; August – No Meeting; September 10; October 8; November 12; December 10. **Motion carried**
- **PA 116 Enrollment Applications, PA0-128-1555-00 & PA0-128-4055-00, Ed Judson:** Motion Pixley, support Whited to approve PA 116 enrollment application for PA0-1555-00 submitted by Ed Judson, and submit it to the required agencies. **Roll call vote:** Koester – yes; Papenhagen – yes; Pixley – yes; Crane – yes; Whited – yes **Motion carried**
The PA 116 enrollment application for PA0-128-4055-00 was not considered due to missing Deed and information.
- **MTA Educational Conference & Expo, April 22 – 25:** Motion Pixley, support Crane to allow Board members to attend the MTA Educational Conference & Expo, April 22 – 25, 2024, at a cost that shall not exceed \$400 per person plus hotel stay and mileage. **Motion carried**
- **Approval to Pay the January 2024 Bills:** Motion Papenhagen, support Crane to allow the Clerk to pay the January 2024 bills. **Motion carried**
- **Approval to send one Board of Review member to the MTA BOR Training:** Motion Pixley, support Papenhagen to allow Aaron Whitmore to attend the MTA BOR training at a cost of \$100. **Motion carried**

Bill Payment

Motion Koester support Whited to allow the Clerk to pay all Township and PTFD bills. **Motion carried**

Adjournment

Motion Koester, support Papenhagen to adjourn at 9:11 p.m. **Motion carried**

Next Regular Meeting: February 13, 2024