

**Palmyra Township
Regular Board Meeting Minutes
September 9, 2025**

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, Mark Crane, Steve Papenhagen, Angie Koester, Chris Whited

Members absent: None

Supervisor Pixley opened the meeting with the Pledge of Allegiance.

Audience Attendance: 10

Agenda: Motion made by Crane & supported by Whited to approve the agenda as presented. **Motion carried**

Public Comment:

- Jeff Ehlert stated that he is pleased that the playground equipment is being installed.
- Craig Dunham stated that traffic in the Township needs to be addressed. He stated that vehicles are traveling at excessive speeds on Deerfield Road and would like the Township to get the Lenawee County Sheriff involved.
- Barbara Bailey stated that the old store property at the corner of Rouget Rd. and Lenawee St. has overgrown grass and weeds and the building is falling apart. Clerk Whited explained that the Code Enforcement Officer Darrin Kost has issued a citation to the property owner.
- Scott Mayville asked the Board if there was a noise ordinance. Treasurer Koester explained that a noise ordinance would be difficult to enforce due to the agricultural nature of the community, i.e. farms with loud dryer bins, farm equipment, etc.

Minutes & Reports

- Minutes: presented by Clerk Whited
- Financial: report presented by 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 had a special meeting on Monday, September 8th, to discuss amending the overlay map, application fee, and escrow fee for renewable energy projects.
- Drain Commission: Supervisor Pixley reported that he wants to address sewer funding and expenses at the next CLSS meeting.

- Roads & Bridges: Supervisor Pixley reported that the Road Commission has completed most of the road work with the exception of paint on the seal coated roads and gravel on Engel Road. He also reported that the salt brine well is now operational, and Palmyra is third on the list for brine application.
- FOIA Requests: Clerk Whited reported that she received two FOIA requests, one from Morgan Powell for a copy of the budget and the other from Blissfield Advance editor Doug Donelly asking for a copy of a letter sent to the Township by REW attorney Mike Vogt. Both requests were fulfilled.
- Park Committee: Clerk Whited reported that the playground equipment is currently being installed. Supervisor Pixley reported that he contacted K & B Asphalt and Slusarski Excavating and Paving for bids on the park parking lot. He also stated that he spoke to Lisa Easterwood from Fleis & VandenBrink to obtain an engineered plan for parking lot. He has requested a quote for the plan.
- Land Splits: Frederick Martolock submitted a Land Division application for PA0-127-1050-00 on September 9, 2025. The application has been submitted to the Assessor.

Motion made by Koester and supported by Crane to approve the July 8, 2025 Regular Meeting Minutes and the August 5th & September 4th Special Meeting minutes, as well as the reports, and place them on file. **Motion carried**

Communications:

- **2024-2025 Audit:** Clerk Whited reported that the 2024 – 2025 Audit is complete and the auditor Meredith Francis will have the report completed by the end of September.
- **House Bill 4706 – Passed by House on September 4, 2025:** Supervisor Pixley reported that House Bill 4706 would eliminate statutory revenue sharing for 88% of Michigan's 1,240 townships and reduce others to 98% of FY 2024 levels. He urged the Board members and residents to contact their Senator to urge him to vote no.

Unfinished Business:

- **Request to Consider AA for Use of the Twp Hall, Stacey Soldwich:** Stacey has decided to forgo the use of the Twp Hall.
- **MABAS Michigan Presentation by Aric Massing:** Presentation is postponed until the October 14th regular meeting.
- **2045 Master Plan Maps:** Supervisor Pixley showed the Board the sample zoning map he received from Derek Wilt. He explained that Derek Wilt can produce the needed maps for the 2045 Master Plan as well as a well-defined Zoning Map. The discussion is postponed until the October 14th Regular Meeting.
- **Employee Handbook/ESTA Policy:** Clerk Whited reported that the attorney is still working on the Employee Handbook and ESTA Policy.
- **Fireworks Policy:** Supervisor Pixley reported that Fireworks Policy is in progress.

New Business:

- **PTFD –**
 - **Employment applications:** None
 - **Probation terminations:** None
 - **Resignations:** None

- **Rebecca Frederick:** Motion made by Pixley and supported by Crane to allow Rebecca Frederick to complete the EMT class, and the Board will reevaluate whether or not to terminate her employment if she does not pass the EMT class. **Motion carried**
- **2026 Palmyra Days Event:** Motion made by Pixley and supported by Crane to allow the Township to host a special community event in the summer of 2026, and allow Shelly LaTour and her committee to pursue a “Palmyra Day/Pioneer Day” event. **Motion carried**
- **EMS Billing:** Discussion is postponed until the October 17th regular meeting. Clerk Whited will contact Vanessa Zack about terminating the current contract with EMS/MC Board.
- **PFD Station Power Washing:** The discussion is postponed until the March 10, 2026 regular meeting.
- **PFD Building:** Supervisor Pixley reported that he will be meeting with a couple of contractors this week to discuss the construction of a fire station.
- **PFD Discipline Policy:** Supervisor Pixley reported that the PFD Discipline Policy is in progress.
- **Community Host Agreement:** Motion made by Crane and supported by Koester to send the revised Community Host Agreement to RWE attorney Mike Vogt for review. **Roll call vote:** Crane – yes; Pixley – yes; Papenhagen – yes; Whited – yes; Koester – yes **Motion carried**
- **Safety Inspection Services Proposal, Ryan Hlavka:** Motion made by Crane and supported by Pixley to contract Ryan Hlavka as the Township Safety Inspector. **Roll call vote:** Koester – yes; Papenhagen – yes; Crane – yes; Pixley – yes; Whited – yes **Motion carried**
- **EGLE Community Energy Mgt Program Grant:** Discussed with no action taken at this time.
- **Burial Site Buy Back, Sandra Fogarty:** Motion made by Koester and supported by Pixley to allow the Township to purchase from Kevin & Stephanie Packard the unused burial sites located in the Palmyra Main Cemetery, Section D, Lot 63, Sites 1 & 2, at a cost of \$400 (\$200 for each site). **Motion carried**
- **Cemetery Fence:** Supervisor Pixley and Clerk Whited are waiting for Tecumseh/Adrian Fence to submit a bid to replace the Palmyra Main Cemetery fence. When the bid is received, Clerk Whited will schedule a Cemetery Committee meeting.
- **PA 116 Enrollments:**
 - Motion made by Pixley and supported by Whited to approve the Application for Farmland Development Rights Agreement submitted by James Leonard for PA0-104-4800-00, and for the Clerk to submit it to the reviewing agencies. **Roll call vote:** Crane – yes; Koester – yes; Pixley – yes; Whited – yes; Papenhagen – yes **Motion carried**
 - Motion made by Koester and supported by Pixley to approve the Application for Farmland Development Rights Agreement submitted by James Leonard for PA0-109-2305-00, and for the Clerk to submit it to the reviewing agencies. **Roll call vote:** Crane – yes; Koester – yes; Pixley – yes; Whited – yes; Papenhagen – yes **Motion carried**
 - Motion made by Crane and supported by Koester to approve the Application for Farmland Development Rights Agreement submitted by James Leonard for PA0-104-4575-00, and for the Clerk to submit it to the reviewing agencies. **Roll call vote:** Papenhagen – yes; Koester – yes; Pixley – yes; Crane – yes; Whited – yes **Motion carried**
 - Motion made by Crane and supported by Koester to approve the Application for Farmland Development Rights Agreement submitted by James Leonard for PA0-104-4700-00, and for the Clerk to submit it to the reviewing agencies. **Roll call vote:** Papenhagen – yes; Pixley – yes; Whited – yes; Crane – yes; Koester – yes; **Motion carried**

- **Kohler Generator Warranty & Annual Oncue Monitor:** Motion made by Papenhagen and supported by Pixley to purchase from Adrian Electric and Generator the one-year maintenance agreement and the annual Oncue Monitor at a cost of \$575. **Motion carried**
- **Schedule Public Hearing for Delinquent Water & Sewer:** Motion made by Papenhagen and supported by Crane to schedule a Delinquent Water & Sewer public hearing during the regular Board meeting on October 14, 2025, and to allow the Supervisor to set a minimum delinquent rate of \$100 for collections. **Roll call vote:** Papenhagen – yes; Pixley – yes; Whited – yes; Crane – yes; Koester – yes **Motion carried**
- **MTA Clerks’ Professional Development Retreat:** Motion made by Koester and supported by Papenhagen to allow the Clerk to attend the MTA Clerks’ Professional Development Retreat on Monday, September 29, 2025. **Motion carried**
- **Advertisement for Planning Commission Members:** Motion made by Papenhagen and supported by Whited to allow the Supervisor to advertise in the Blissfield Advance the need for Planning Commission members, and to run the ads in the months of October and November. **Motion carried**
- **Planning Commission Zoning Maps:** Discussion is postponed until the October 14, 2025 regular meeting.
- **TLC Investment:** Motion made by Pixley and supported by Papenhagen to allow the Treasurer to move the PFD funds of \$157,858.74 from the savings account to a Money Market account. **Motion carried**

Bill Payment

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

Adjournment

Motion Pixley, support Koester to adjourn at 10:11 p.m. **Motion carried**

Next Regular Meeting: October 14, 2025