

**Palmyra Township
Regular Board Meeting Minutes
April 8, 2025**

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, Angie Koester, Steve Papenhagen, Chris Whited

Members absent: None

Supervisor Pixley opened the meeting with the Pledge of Allegiance.

Audience Attendance: 10

Motion Koester, support Whited to approve the agenda as amended:

- Add “Hold Harmless Agreement” to New Business
- Add “PFD Radio Purchase – Lucas County” to New Business

Motion carried

Public Comment: None

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 now has the Master Plan in Word format, which allows the Planning Commission to easily edit the document. He also reported that Carmen Loar is now editing the Master Plan.
- Drain Commission: Supervisor Pixley reported that he will be meeting with the Lenawee County Drain Commissioner Ed Scheffler sometime in May to discuss sewer rate adjustments.
- Roads & Bridges: N/A
- FOIA Requests: None
- Park Committee: N/A
- Land Splits: None

Motion Koester, support Whited to approve the March 11, 2024 Regular Meeting Minutes, as well as the reports, and place them on file. **Motion carried**

Communications:

- **Ryan Carpenter – RRD Project Manager, EGLE – Adrian Oil Burner Remediation:** Ryan reported that the Adrian Oil Burner operated from 1963 to 2000. In 1984, there was an underground tank that released gasoline into the soil. Adrian Oil Burner began clean up, but in 2014, the State of Michigan discovered that it was not cleaned up. It was discovered that approximately 30,000 gallons of gasoline was still in the soil, and was 30 feet deep. The gasoline eventually leached into the ground water, and is submerged under the water. The State has been consistently sampling the ground water, and Ryan reported that only one well is affected. Ryan stated that EGLE is monitoring the monitoring network twice a year. He stated that the ground water is treated before it is discharged back into the County drain. He said that the remediation will be expanded, and they are in the process of getting a permit from the Lenawee County Drain Commission to install an underground drain line that will run southeast along US 223, then southward under US 223, emptying into the Lenawee County drain in a nearby field.
- **Great Lakes Community Action Partnership:** Amy Hatfield and Louis Vinson III presented to the Board, in regards to municipal water in Palmyra Township, the Rural Community Assistance Program, which can help communities access safe drinking water supplies and provide assistance in grants and loans, as well as providing other services. Louis reported that they will be working with Madison and Palmyra officials to get water to Palmyra Township.

Unfinished Business:

- **2024-2025 Budget Amendments:** Motion Koester, support Whited to allow the \$1,050 difference in the 2025 – 2026 Budget. **Motion Carried**
- **OMA Training:** Supervisor Pixley stated that the Open Meetings Act training will be held during a Planning Commission regular meeting, most likely on Tuesday, June 3, 2025, at 7:00 pm. The meeting will be open for Board members, as well as Planning Commission members, Board of Review members, and Zoning Board of Appeals members.
- **Township Hall Lighting:** Motion Pixley, support Papenhagen to contract Adrian Electric and Generator to replace the Hall meeting room lights with LED lights at a cost of \$1250. **Motion carried**
- **Township Hall Meeting Room Ceiling Fans:** Motion Crane, support Koester to allow Supervisor Pixley to purchase ceiling fan remotes and a longer ceiling fan downrod at a cost that shall not exceed \$100. **Motion carried**

New Business:

- **PTFD –**
 - **Employment applications:** N/A
 - **Probation terminations:** N/A
 - **Resignations:** N/A

- **ESO Fleet Management Software:** Discussion is postponed until the May 13, 2025 regular meeting. Board members will watch a product info video to better understand the function of the software.
- **ID Card Printer:** Discussion is postponed until the May 13, 2025 regular meeting. Clerk Whited will research the Pronto Bronze ID card maker.
- **MDOT Performance Resolution for Municipalities for the Memorial Day Parade:** Motion Pixley, support Papenhagen to adopt the MDOT Performance Resolution for Municipalities and allow Supervisor Pixley and Clerk Whited to sign it. Clerk Whited will submit the Resolution and the Request & Order to Close State Highway to the MDOT to obtain permission to close a portion of US Highway 223 for the Memorial Day Parade. **Motion carried**
- **Township Hall Sidewalk Repair:** Motion Koester, support Crane to allow Rock Hard Concrete to replace the Township Hall east sidewalk at a cost of \$750. **Motion carried**
- **Hold Harmless Agreement:** Motion Pixley, support Koester to donate the retired SCBA equipment to Tim Shaw and allow Supervisor Pixley to sign the Hold Harmless Agreement. **Motion carried**
- **PFD Radio Purchase for Lucas County Communications Upgrade:** Motion Koester, support Whited to allow Chief Paul Rohlan to purchase six portable radios at a cost of \$225 each, which will allow EMS personnel to communicate with Lucas County hospitals when in route. **Motion carried**

Bill Payment

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

Adjournment

Motion Koester, support Whited to adjourn at 8:46 p.m. **Motion carried**

Next Regular Meeting: May 13, 2025