

Palmyra Township
Regular Board Meeting Minutes
October 14, 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: 7

Agenda: Agenda was approve as presented.

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 had a public hearing on October 7, 2025, concerning the amended overlay map. The Planning Commission approved the amended map and will now be sent to the Lenawee County Planning Commission.
- Drain Commission: Supervisor Pixley reported that he will be scheduling a meeting with Drain Commissioner Ed Scheffler and the Deputy Drain Commissioners to discuss the Central Lenawee Sewer System financial reports.
- Roads & Bridges: Supervisor Pixley reported that the Road Commission has completed the paving of the primary roads in Palmyra, and the only project that is not complete is the stoning of Engel Road,
- FOIA Requests: Clerk Whited reported that she received a FOIA request from Rachel Bissett, and the request was fulfilled on October 02, 2025.
- Park Committee: Clerk Whited reported that the Palmyra Fire Department will donate a bench to the park.
- Land Splits: None

Motion made by Koester and supported by Crane to approve the September 9, 2025 Regular Meeting Minutes, as well as the reports, and place them on file. **Motion carried**

Communications:

- **2024-2025 Audit – Meredith Francis:** Meredith reported that the Township’s governmental funds are in excellent shape. As of March 31, 2025, the Township has 1.1 million dollars of unassigned funds. Meredith also reported that Palmyra’s portion of the Central Lenawee Sewer System operating and maintenance account has a deficit of approximately \$50,000. She highly recommended increasing the billing fees that are allocated to that account, as expenses of the system are increasing while revenue is decreasing.
- **Man-Nor Farms Preliminary Engineering Report:** Supervisor Pixley reported that he and Clerk Whited met with the EPA to discuss the development of a plan for the Man-Nor Farms water system. Preliminary steps include designing a communication plan and determining the criteria for development of a water system.
- **Update on the Remediation of the Soil on the AFC Home Property:** Supervisor Pixley reported that EGLE has begun drilling eleven remediation wells and three monitoring wells on the property that was once owned by Adrian Oil Burner Co. (currently Level – One Swimming Pools). A second building will also be erected to house a pump system.
- **Other Communication:** Supervisor Pixley reported that Board members are invited to the Lenawee County Adoption Day on Tuesday, November 18, 2025, beginning at 1:30 pm. Board members are also invited to the Catherine Cobb Safe House Tenth Annual Heroes Event on November 6, 2025, at 6:00 pm, and fee is \$75 per person.

Unfinished Business:

- **MABAS Michigan Presentation by Aric Massingill:** Adrian Fire Department Chief presented the Board with information concerning the Mutual Aid Box Alarm System (MABAS) that is active in Lenawee County. He stated that the Palmyra Township Fire Department is the only Department that has not a member of the system. The MABAS provides mutual aid all over the State of Michigan. Motion made by Koester to allow Supervisor Pixley to sign the Mutual Aid Box Alarm System agreement which will allow the Palmyra Township Fire Department to participate in the interlocal agreement. **Roll call vote:** Koester – yes; Pixley – yes; Whited – yes; Papenhagen – yes; Crane – yes **Motion carried**
- **2045 Master Plan Maps:** Discussion is postponed until the November 11, 2025, Regular Meeting.
- **Planning Commission Renewable Energy Overlay Map:** Planning Commission Chairman John Turpening presented to the Board the amended renewable energy overlay map. The Planning Commission increased the overlay by approximately 900 acres. The total overlay map is approximately 1700 acres, with approximately 1000 usable acres.
- **Employee Handbook/ESTA Policy:** Discussion is postponed until the November 11, 2025, Regular Meeting.
- **Fireworks Policy:** Discussion is postponed until the November 11, 2025, Regular Meeting.
- **Township IDs:** Discussion is postponed until the November 11, 2025, Regular Meeting.
- **Cemetery Fence Bids:** Supervisor Pixley reported that fence bids came in at \$82,472 and \$120,441. Supervisor Pixley stated that the Cemetery Commission will have to discuss fence options during their November meeting.
- **Community Host Agreement:** Motion made by Pixley and supported by Crane to allow Supervisor Pixley to sign the Community Host Agreement and send it to RWE. **Roll call vote:** Papenhagen – yes; Crane – yes; Whited – yes; Koester – yes; Pixley – yes **Motion carried**

- **EMS Billing:** EMS billing coordinator Stacey Rohlan reported that EMC/MC is back peddling to try to fix what they broke when they acquired the AccuMed Group. She stated that the current contract with EMS/MC expires in July, and at that time, EMS/MC services will be reevaluated to determine whether or not the PFD renews the contract.
- **PFD Building:** Supervisor Pixley will create a spreadsheet that will break-out the specific costs of the contractors' bids.
- **PFD Discipline Policy:** Discussion is postponed until the November 11, 2025, Regular Meeting.

New Business:

- **PTFD –**
 - **Employment applications:** None
 - **Probation terminations:** None
 - **Resignations:** None
- **Delinquent Water/Sewer Fee Collections Public Hearing:**

Opening of Public Hearing: Motion made by Whited and supported by Crane to open the Delinquent Water/Sewer Fee Collections Public Hearing at 9:11 pm. **Motion carried**

No public comment was given during the hearing. Supervisor Pixley stated that 64 letters were sent to property owners notifying them of their delinquencies.

Closing of Pubic Hearing: Motion made by Koester and supported by Papenhagen to close the public hearing at 9:14 pm. **Motion carried**

Adoption of Resolution to Collect Delinquent Water & Sewer Charges: Motion made by Crane and supported by Koester to adopt the Resolution to Collect Delinquent Water & Sewer Charges, which will allow the Township to enter a lien on the next tax roll against the property.

Roll call vote: Crane – yes; Koester – yes; Pixley – yes; Papenhagen – yes; Whited – yes

Motion carried
- **Palmyra Township Brochure Insert:** Treasurer Angie Koester distributed the brochure to the Board members for review. Brochure will be mailed with the winter tax bills.
- **November 18th Legislative Dinner:** Discussed with no action required.
- **Code Enforcement Officer Phone:** Motion made by Pixley and supported by Koester for Clerk Whited to cancel the AT&T service on the phone. **Motion carried**
- **Mike Homier to Review Renewable Energy Ordinances for Continuity & Clarification:** Motion made by Crane and supported by Papenhagen to send the Solar Energy Ordinance to Mike Homier for the purpose of reviewing and editing/adding decommissioning, escrow, application process, and application fee language. **Roll call vote:** Crane – yes; Papenhagen – yes; Whited – yes; Koester – yes; Pixley – yes **Motion carried**
- **Expense for Sewer Riser Pipe Replacement at Big D's property (Township Owned):** Motion made by Pixley and supported by Koester to allow the Lenawee County Drain Commission to replace the riser pipes with schedule 80 PVC pipes, and the Drain Commission will use County employees to complete the work at a cost of \$20,000. **Motion carried**
- **Frame's Pest Control Contract:** Motion made by Whited and supported by Koester to cancel the Rose Pest Solutions contract and accept the Frame's Pest Control contract with a monthly service fee of \$50. **Motion carried**
- **PFD Officer Election:** Motion made by Whited and supported by Koester to decrease the number of PFD captain positions from four to three. **Roll call vote:** Pixley – yes; Koester – yes; Crane – yes; Whited – yes; Crane – yes **Motion carried**

- **PFD Turnout Gear:** Motion made by Pixley and supported by Whited to allow Chief Paul Rohlan to purchase three sets of turnout gear from Axes and Irons at a cost of \$11,111.49.
Motion carried

Bill Payment

Motion made by Pixley and supported by Whited to allow the Clerk to pay all Township and PTFD bills. **Motion carried**

Adjournment

Motion made by Koester and supported by Papenhagen to adjourn at 10:05 p.m. **Motion carried**

Next Regular Meeting: November 11, 2025