

**Palmyra Township
Regular Board Meeting Minutes
December 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: Angie Koester

Supervisor Pixley opened the meeting with the Pledge of Allegiance.

Audience Attendance: 6

Agenda: Agenda was approve as presented.

Public Comment: David Spiegel stated that his son Jayden is attending the meeting for a government class assignment. The Board welcomed David and Jayden to the meeting.

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 met December 2, 2025, to discuss the amendments of the Zoning Ordinance regarding the solar energy escrow and decommissioning. He also stated that a public hearing for those amendments is scheduled on Tuesday, January 6, 2025, at 7:00 pm.
- Drain Commission: Supervisor Pixley reported that he is reviewing the current Sewer Ordinance for the purpose of updating it.
- Roads & Bridges: Supervisor Pixley reported that the Road Commission has completed the road projects in the township.
- FOIA Requests: None
- Park Committee: Clerk Whited reported that the Palmyra Masons presented to her and the Supervisor a \$500 donation, which is designated to the future construction of a shelter in the new park.
- Land Splits: None

Motion made by Whited and supported by Koester to approve the November 11, 2025 Regular Meeting Minutes, as well as the reports, and place them on file. **Motion carried**

Communications:

- **EMS Billing:** EMS Billing coordinator Stacey Rohlan reported that EMS/MC has become more transparent. However, there remains to be a problem with insurance companies not submitting timely payments, and EMS/MC not following up on those payments.
- **Man-Nor Farms Preliminary Engineering Report:** Supervisor Pixley reported that a kick-off meeting is scheduled on Thursday, December 11, 2025, 9:00 am, at the Township Hall. The meeting will consist of individuals from the EPA, EGLE, Lenawee County Drain Commission and himself. They group will be completing site visits at the Man-Nor Farms well; Madison Twp water tie-in; dump area; and the wells that were affected by the Adrian Oil Burner fuel spill.
- **Update on the Remediation of the Soil on the AFC Home Property:** Supervisor Pixley reported that EGLE has completed the installation of the pump system on the property that was once owned by Adrian Oil Burner Co. (currently Level – One Swimming Pools).
- **Code Enforcement Officer:** Supervisor Pixley reported that Code Enforcement Officer Darrin Kost will be resigning from his position as code enforcement officer effective January 1, 2026.
- **Lenawee Conservation District:** Supervisor Pixley reported that the Lenawee Conservation District is hosting Crops Day on January 9, 2026, at the Centre in Adrian.

Unfinished Business:

- **Employee Handbook/ESTA Policy:** Discussion is postponed until the February 10, 2026, Regular Meeting.
- **Fireworks Policy:** Discussion is postponed until the February 10, 2026, Regular Meeting.
- **PFD Building:** Motion made by Pixley and supported by Koester to accept the Fire Department Building Proposal Bid for \$593,285 submitted by Papenhagen Construction, and the subcontractors are to be named at a later date.

Roll call vote: Papenhagen – abstain; Whited – Yes; Crane – yes; Koester – yes; Pixley - yes
Motion carried

- **Township IDs:** Motion made by Pixley and supported by Crane to allow Angie Koester to create Township IDs for Board members, election inspectors, code enforcement officer, inspectors, and others as needed at a cost of \$10 each.
- **PFD Officer Election:** Motion made by Crane and supported by Papenhagen to approve the following PFD recommendations for the following officer positions:
 - Fire Chief – Paul Rohlan
 - Assistant Fire Chief – Brian Wilcox
 - Captains – Jeff Jackson; Ryan Hlavka; and Troy Swanson
 - Ambulance Coordinator – Stacey Rohlan
 - Billing Coordinator – Stacey Rohlan

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

- **PFD Discipline Policy:** Discussion is postponed until the February 10, 2026, Regular Meeting.

New Business:

- **PTFD –**
 - **Employment applications:** None

- **Probation terminations:** None
- **Resignations:** None
- **2026 Regular Meeting Dates:** Motion made by Pixley and supported by Whited to schedule the regular meetings on the following dates:
January – No meeting; February 10; March 10; April 14; May 12; June 9; July 14; August – no meeting; September 8; October 13; November 10; December 8 **Motion carried**
- **2026 Snow Removal:** Motion made by Whited and supported by Koester to accept 2026 Junior’s Landscaping & Outdoor Maintenance snow removal contract. **Motion carried**
- **Planning Commission Members:** Motion made by Pixley and supported by Papenhagen to appoint Ryan LaRose as a member of the Planning Commission with term beginning January 1, 2026 and ending December 31, 2028
Roll call vote: Crane – yes; Koester – yes; Whited – yes; Papenhagen – yes; Pixley – yes
Motion carried
- **Approval for Clerk to Pay the January Bills:** Motion made by Papenhagen and supported by Koester to allow the Clerk to pay the January bills. **Motion carried**
- **Amendment of Renewable Energy Overlay District Map:** Motion made by Crane and supported by Papenhagen to adopt Ordinance 25-07, amending the Renewable Energy Overlay Map in Section 8.13. The Overlay Map is to be expanded up to 1600 plus or minus gross acres, but not to exceed 1,000 net buildable acres. **Roll call vote:** Papenhagen – yes; Koester – yes; Whited – yes; Pixley – yes; Crane – yes **Motion carried**
- **MTA 2026 Annual Conference, April 20-23:** Motion made by Pixley and supported by Crane to allow all Board members to attend the MTA 2026 Annual Conference, April 20 – 23. **Motion carried**
- **2026 Hardship Resolution:** Motion made by Pixley and supported by Koester to adopt the 2026 Hardship Resolution. **Roll call vote:** Crane – yes; Papenhagen – yes; Koester – yes; Whited – yes; Pixley – yes **Motion carried**
- **PFD Safety Report:** Discussed with no action taken at this time.
- **Building & Grounds Committee Member:** Motion made by Pixley and supported by Koester to appoint Ryan LaRose as a member of the Building and Grounds Committee. **Motion carried**
- **Lenawee County Road Commission (LCRC) Annual Meeting:** Motion made by Papenhagen and supported by Crane to submit the following dates to the LCRC to attend the LCRC annual meeting: March 3, 2026, 10:00 am or March 3, 2026, 1:00 pm. **Motion carried**
- **Alternate Building & Grounds Committee Member:** Motion made by Pixley and supported by Koester to appoint Gary Sheldon as the alternate member of the Building & Grounds Committee. **Motion carried**

Bill Payment

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

Adjournment

Motion made by Whited and supported by Pixley to adjourn at 9:36 p.m. **Motion carried**

Next Regular Meeting: February 10, 2026