

**Palmyra Township  
Regular Board Meeting Minutes  
November 11, 2025**

Meeting called to order at 7:03 p.m. by Supervisor Dave Pixley at the Palmyra Township Hall, 6490 Palmyra Rd.

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

Members absent: Angie Koester

Supervisor Pixley opened the meeting with the Pledge of Allegiance.

Audience Attendance: 5

**Agenda:** Agenda was approve as presented.

**Public Comment:** Craig Dunham reported that he had attended the EMS World Expo conference in Indianapolis. He stated that the Expo had valuable information, especially for EMS billing. There were discussions on an initiative for working on a solution to solve EMS problems. Craig also stated that there is an initiative to draft a bill that would establish a broader federal EMS grant program.

**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 has scheduled a Special Meeting on Monday, November 17, 2025, 7:00 pm, to discuss the draft Zoning Ordinance amendments for Article VIII, Section 13.
- Drain Commission: Supervisor Pixley reported that a meeting will be scheduled in December with the Drain Commission, the Palmyra Township auditor Meredith Frances, and himself to discuss the Central Lenawee Sewer System financial reports.
- 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 two individuals will be donating park benches in honor of their husbands.
- Land Splits: None

Motion made by Crane and supported by Whited to approve the October 14, 2025 Regular Meeting Minutes, as well as the reports, and place them on file. **Motion carried**

### **Communications:**

- **Man-Nor Farms Preliminary Engineering Report:** Supervisor Pixley reported that he attended a meeting last week that included 15 individuals from EGLE and the EPA. They discussed possible negotiations with potential sources of water. Also discussed was financial assistance and technical assistance.
- **Update on the Remediation of the Soil on the AFC Home Property:** Supervisor Pixley reported that EGLE has completed the installation of the eleven remediation wells and the three monitoring wells on the property that was once owned by Adrian Oil Burner Co. (currently Level – One Swimming Pools). The second building has also been erected, and the pump system is currently being installed in it.

### **Unfinished Business:**

- **2045 Master Plan Maps:** Supervisor Pixley reported that he and the Planning Commission Chair John Turpening had decided that the maps that are currently on file will be added to the 2045 Master Plan.
- **Planning Commission Zoning Maps:** Planning Commission Chairman John Turpening and Supervisor Pixley will be working on updating the zoning map during the winter months.
- **PFD Building:** Supervisor Pixley presented to the Board a Fire Station Scope of Work and spreadsheets with the breakdown of building estimated costs.

Motion made by Crane and supported by Whited to eliminate for consideration the bid submitted by Elgin.

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

Motion made by Pixley and supported by Crane to eliminate for consideration the bid submitted by Toledo Barn. **Roll call vote:** Papenhagen – abstain; Whited – Yes; Crane – yes; Pixley – yes; Koester – absent **Motion carried**

- **Employee Handbook/ESTA Policy:** Discussion is postponed until the December 9, 2025, Regular Meeting.
- **Fireworks Policy:** Discussion is postponed until the December 9, 2025, Regular Meeting.
- **Township IDs:** Discussion is postponed until the December 9, 2025, Regular Meeting.
- **PFD Officer Election:** Supervisor Pixley reported that the PFD Officer Election will be held on Sunday, December 7, 2025, 8:30 am, at the PFD Fire Station. Supervisor Pixley and Trustee Mark Crane will be attending the election.
- **PFD Discipline Policy:** Discussion is postponed until the December 9, 2025, Regular Meeting.

### **New Business:**

- **PTFD –**
  - **Employment applications:** None
  - **Probation terminations:** None
  - **Resignations:** None
- **Appointment of Cemetery Commission Members:** Motion made by Pixley and supported by Whited to appoint Judy Marcus, Deborah Deseranno, and Brenda Reyome as members of the Cemetery Commission. **Motion carried**

- **Investment of the Mature Six-Month CD:** Motion made by Pixley and supported by Papenhagen to allow the Treasurer to move the CD funds into a money market account. **Roll call vote:** Papenhagen – yes; Pixley – yes; Whited – yes; Crane – yes; Koester - absent **Motion carried**

**Bill Payment**

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

**Adjournment**

Motion made by Whited and supported by Papenhagen to adjourn at 9:12 p.m. **Motion carried**

**Next Regular Meeting: December 9, 2025**