

**Palmyra Township
Regular Board Meeting Minutes
May 12, 2020**

Meeting called to order at 7:03 p.m. by Supervisor James Isley via GoToMeeting.com video conference

Members present: James Isley, Matt Koester, Steve Papenhagen, Perry Pooley. and Chris Whited

Members absent: None

Audience Attendance: 5

Motion Isley, support Pooley to approve the agenda as presented.

Roll call vote: Papenhagen – yes; Pooley – yes; Whited– yes; Koester – yes; Isley – Yes.

Motion carried

Public Comment: None

Minutes & Reports:

- Minutes: presented by Clerk Whited
- Financial: report presented by Treasurer Koester
- Fire & EMS: report presented by Paul Rohlan
- Code Officials:
 - Code Enforcement: report presented by Clerk Whited
 - Building Inspector: N/A
 - Electrical Inspector: N/A
 - Mechanical Inspector: N/A
 - Plumbing Inspector: N/A
- Planning Commission: report presented by Dave Pixley – Next PC Meeting will be October 6, 2020
- Building Committee: N/A

Motion Pooley, support Whited to approve the April 14, 2020 Regular Meeting minutes as presented and place on file. **Roll call vote:** Whited – yes; Koester – yes; Isley – yes; Pooley – yes; Papenhagen – Yes. **Motion carried**

Motion Whited, support Pooley to approve all reports presented and place on file. **Roll call vote:** Whited – yes; Koester – yes; Isley – yes; Pooley – yes; Papenhagen – Yes. **Motion carried**

Communications:

- **Land Splits:** N/A
- **FOIA requests:** None
- **Cemeteries:** Clerk Whited reported that new flags have been placed on the Veterans' burial sites.

- **Roads & Bridges:** N/A
- **Cares Act Provider Relief Funds:** Clerk Whited reported that \$1,107.84 was electronically deposited into the General Fund for the Township ambulance service. The funds can only be used to prevent, prepare for, and respond to coronavirus, and the funds shall reimburse the Township only for health care related expenses or lost revenues that are attributable to coronavirus.
- **Fire Department Pancake Breakfast:** Chief Rohlan reported the 2020 Memorial Day pancake breakfast will be cancelled due to Governor Whitmer's "Stay Home, Stay Safe" executive order 2020-70.
- **Palmyra Township Officials:** Supervisor Isley announced that he is not running for the Office of Supervisor. He reported that Dave Pixley and Brenda Reyome are running for the Office of Supervisor; Christine Whited is running for the Office of Clerk; Matt Koester is running for the Office of Treasurer; and Perry Pooley, Steve Papenhagen, Sarah Smith, and Mark Crane are running for the two Offices of Trustee.

Unfinished Business:

- **Memorial Day Parade:** Motion Koester, support Pooley to cancel the 2020 Memorial Day parade due to Governor Whitmer's "Stay Home, Stay Safe" executive order 2020-70. **Roll call vote:** Isley – yes, Papenhagen – yes, Whited – yes, Pooley – yes, Koester – yes **Motion carried**

New Business:

- **PTFD –**
 - **Employment applications:** None
 - **Probation terminations:** None
 - **Resignations:** None
- **PFD Pagers:** Motion Pooley, support Koester to allow the PTFD to purchase five (5) Unication G-5 pagers and one (1) Unication G-4 pager at a cost that shall not exceed \$4,200. **Roll call vote:** Koester – yes; Whited – yes; Whited – yes; Isley – yes; Papenhagen - yes **Motion carried**
- **PFD on-line training:** Supervisor Isley will attend the PTFD Officers' meeting on June 6, 2020, to address the importance of officers and firefighters acquiring the yearly requirement of 24 hours of on-line training.
- **Township Hall re-opening:** Clerk Whited discussed Michigan Township Association (MTA) recommended procedures to re-open the Township Hall to the public.
- **Salary Resolutions;** Motion Isley, support Pooley that the Salary Resolutions be adopted.
Motion Koester, support Pooley to amend the Clerk's Salary Resolution to a yearly salary level of \$17,000. **Roll call vote:** Papenhagen – yes, Koester – yes, Isley – yes, Pooley – yes, Whited – yes **Motion carried**
Motion Isley, support Pooley to adopt the Salary Resolutions of the Offices of the Supervisor (\$12,500), Clerk (\$17,000), Treasurer (\$12,500), and Trustees (\$3,000). **Roll call vote:** Isley – yes, Whited – yes, Koester – yes, Papenhagen – yes, Pooley – yes **Motion carried**
- **Budget Amendment:** Motion Isley, support Whited to amend the budget by increasing the total of the Township Officials' payroll budget line items to \$48,000.

Roll call vote: Pooley – yes, Isley – yes, Koester – yes, Papenhagen – yes, Whited – yes **Motion carried**

- **Election supplies:** Motion Isley, support Koester to allow the Clerk to order an additional 150 AV Ballot envelopes on top of the 250 AV Ballot envelopes the State of Michigan will pay for. **Roll call vote:** Isley – yes, Papenhagen – yes, Pooley – yes, Koester – yes, Whited – yes **Motion carried**

Bill Payment

- Motion Pooley, support Isley to pay all Twp. and PTFD bills as presented – **Roll call vote:** Whited – yes; Pooley – yes; Koester – yes; Papenhagen – yes; Isley - yes **Motion carried**

Adjournment

Motion Papenhagen, support Koester to adjourn at 8:18 p.m. **Roll call vote:** Koester – yes; Whited – yes; Papenhagen – yes; Isley – yes; Pooley - yes **Motion carried**

Next Regular Meeting: June 9, 2020

Christine Whited, CLERK

THESE MINUTES WERE APPROVED JUNE 9, 2020, AS WRITTEN.