

**Palmyra Township
Regular Board Meeting Minutes
April 13, 2017**

Meeting called to order at 7:05 pm by Supervisor James Isley at the Palmyra Community Room.

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

Members absent: None

Audience Attendance: 10

Motion Papenhagen, support Pooley to approve agenda as amended. *Motion carried*
Under *New Business* add: Body repair to Bravo 5; Annual Audit; Special recognition – Judy Marcus

Public Comment:

- Kayleen King reported that items attached to her mother's grave marker have been removed.
- Bob Knoblauch (District 7 Commissioner) reported that the re-established Tax Allocation Board is reviewing tax distribution for the purpose of determining the need for a November 2017 Ballot proposal to reset the tax millage rate.

Minutes & Reports:

- Minutes: presented by Clerk Whited
- Financial: report presented by Treasurer 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: n/a
- Planning Commission: report presented by Trustee Pooley

Motion Pooley, support Isley to approve the March 8th Regular Meeting minutes and the March 13th, 20th, 27th, and April 10th Special Meeting minutes. *Motion carried.*

Motion Papenhagen, support Pooley to approve all reports on hand and place on file. *Motion carried*

Communications:

- Land Splits: None
- FOIA requests: None
- Cemeteries: Clerk Whited reported that she had driven through the Main Cemetery and observed that it has been cleaned up.
- Purchase of property: Discussed with no action required at this time.

- Proposed Zoning Ordinance review: Trustee Papenhagen reported that the amending process of the proposed Zoning Ordinance will continue.
- Board of Review: Supervisor Isley reported that the review has been completed.
- PA 116 Application of 3/8/2017 – PA0 103-4805-00: Supervisor Isley reported that he has contacted Diane Knoblauch by email and by direct mail but has had no response.
- Lincoln Day Dinner, May 18th: Discussed with no action required.
- LCRC Speed Limit training, April 27th: Discussed with no action required.
- Donna Baker/Lally Group P.C: Supervisor Isley reported that Donna Baker will be working with the Lally Group P.C. to provide auditing and review services.

Unfinished Business:

- Motion Isley, support Papenhagen that the 2017 - 2018 Budget be approved. *Motion carried.*

New Business:

- PTFD –
 - Employment applications: n/a
 - Probation terminations: n/a
 - Resignations: n/a
- Signage: Scott Dusseau reported that there may be an issue of where his signs are located. Discussed with no action taken.
- Motion Isley, support Whited that a Cemetery Commission meeting be called prior to the May 11, 2017, Regular Meeting to discuss cemetery mapping and review of the Cemetery Ordinance. *Motion carried.*
- Crane Cemetery tree/brush removal: Discussed with no action required at this time. Trustee Pooley will count marked trees at the cemetery.
- Crane Cemetery Drive: Discussed with no action required at this time. Supervisor Isley will check the specifications.
- Motion Pooley, support Koester to table the Lenawee County Road Commission estimates until the April 17, 2017, Special Board Meeting. *Motion carried.*
- Grant Agreement: The discussion of the Grant Agreement will be tabled until the May 11, 2017, Regular Meeting.
- Motion Isley, support Pooley to have Clerk Whited obtain annual audit quotes from no less than five accounting firms. *Motion carried.*
- Motion Isley, support Pooley to require Palmyra Township to pay for the EMT license renewal fees, effective January 1, 2017.
Motion Koester, support Whited to amend the previous motion by adding a proration of the license renewal fee as determined by the number of fire departments on which the EMT serves. *Motion carried.*
- Motion Pooley, support Papenhagen that Chief Rohlan obtain no less than three estimates on the body work to be completed on Bravo 5. *Motion carried.*
- Special recognition – Judy Marcus: Judy Marcus is congratulated for receiving the “Citizen of the Year” award from the Salvation Army.
- Township Website: Clerk Whited will have items updated on Township website.
- Land-split fee: Discussed with no action required at this time.
- Partial payments on collecting personal property taxes: Discussed with no action taken at this time. Supervisor Isley will seek legal counsel from Frank Riley.

- Flag placement in cemeteries: Trustee Pooley volunteers to set flags on the sites.

Bill Payment:

Motion Isley, support Papenhagen to pay all Twp. and PTFD bills as presented. *Motion carried*

Supervisor Isley calls for a Special Meeting to be held on Monday, April 17, 2017, at 7:00 pm, for the purpose of reviewing the proposed Zoning Ordinance and road bids.

Motion Papenhagen, support Koester to adjourn at 9:27 pm. *Motion carried*

Next Regular Meeting will be held on May 11, 2017, at 7:00 pm.