

**Palmyra Township
Regular Board Meeting Minutes
January 12, 2017**

Meeting called to order at 7:02 pm by Supervisor James Isley at the Palmyra Community Room.

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

Members absent: None

Audience Attendance: 11

Motion Pooley, support Papenhagen to approve agenda as amended. *Motion carried*

Add to Communications: Rabies Clinic, VanNieuwenhze property, MTA Training – Building a Better Budget, Examining Board Roles and Effective Meetings

Add to New Business: Township Credit Card, PTFD Engine-2 Repairs, PTFD Officer Training, PTFD Equipment Purchase

Public Comment: Time was allotted with no comments made.

Minutes & Reports:

- Minutes: presented by Clerk Whited
- Financial: report presented by Treasurer Koester
- Fire & EMS: report presented by Chief Rohlan
- Code Officials: reports presented by Clerk Whited
- Planning Commission: Next will be held Tuesday, January 17

Motion Koester, support Pooley to approve the December 8th Regular Meeting minutes as written. *Motion carried*

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

Communications:

- Land Splits: None
- FOIA requests: None
- Cemeteries:
 - Supervisor Isley to contact Aden Porter to check Palmyra Main and Crane Cemeteries for fallen tree limbs and debris caused by the gusty winds.
 - Matt Koester reported that someone complained about an individual taking their dog to the Palmyra Main Cemetery to let it run. Supervisor Isley will write a letter addressing the situation and send it to that individual.
- Purchase of property: Supervisor Isley reported that the State of Michigan has approximately \$72,000 in liens on parcel PA0 700-8011-00. At this time the Township will not proceed with the purchase of the property.
- Palmyra No. 1 tile expansion: Discussed with no action required at this time.

- Sycamore St. drainage: Discussed with no action taken at this time.
- Solid Waste Plan Meeting, Jan. 18th, 4:30 – 6:30: Discussed with no action required.
- Palmyra Township Training, Scheduled February 23rd, 7:00 – 9:00 pm: Discussed with no action required.
- Rabies Clinic: A rabies vaccination clinic will be held at the Palmyra Community Room on Saturday, January 28th, 10:00 am – 12:00 pm. Treasurer Matt Koester will also be there to issue dog licenses.
- VanNieuwenhze property: Discussed with no action taken at this time.
- MTA Training — *Building a Better Budget, Examining Board Roles and Effective Meetings*: Discussed with no action required.

Unfinished Business:

- Lenawee County Solid Waste Plan: Discussed with no action taken at this time.
- Cemetery tree trimming: Discussed with no action taken at this time.
- Zoning Ordinance review: Motion Isley, support Koester to hold Special Meetings at the Palmyra Community Room on January 16th and 23rd, 7:00 pm, for the purpose of reviewing the new Zoning Ordinance. *Motion carried*

New Business:

- PTFD –
 - Employment applications: 2 applications were presented for review.
Motion Isley, Support Pooley to consider Rey Barrios for immediate employment with the PTFD without probation.
Roll call vote: Isley, Whited, Pooley, Papenhagen, Koester – All Yes. *Motion carried*
Motion Isley, support Pooley to consider David Sanchez for immediate employment with the PTFD without probation.
Roll call vote: Koester, Whited, Isley, Pooley, Papenhagen – All Yes. *Motion carried*
 - Probation terminations: n/a
 - Resignations: n/a
- PA 116 Applications:
 - PA0 127-3300-00 Gary Iott: Motion Isley, support Pooley to affirm the application and supporting documents and have the Clerk forward on to the appropriate reviewing agencies. *Motion carried*
- LCRC meeting: Motion Papenhagen, support Pooley to allow Supervisor Isley to arrange a meeting with the LCRC. *Motion carried*
- 2017 assessing contract: Discussed with no action taken.
- Cemetery policy changes:
 - Motion Koester, support Isley to strike “during the winter months following the fall cleanup periods” and add “from October 15th thru April 15th” of item g) in Section 9 of the Palmyra Township Cemetery Ordinance, and to strike item h) and replace the letter i) with letter h). *Motion carried*
 - Motion Isley, support Papenhagen to sell burial sites only in the Palmyra Main and Crane cemeteries. *Motion carried*
 - Motion Isley, support Papenhagen to price/sell burial sites in the Palmyra Main and Crane cemeteries for \$200 – resident and \$400 – nonresident. *Motion carried*

- PC appointment: Motion Isley, support Koester to appoint Vivian Pehl to the PTPC with her term ending December 31, 2019.
Roll call vote: Papenhagen – Yes, Isley – Yes, Koester – Yes, Whited – Yes, Pooley – NO
Motion carried
- 2017 – 2018 BOR appointments: Motion Isley, support Pooley to appoint Gary Sheldon, Ryan Mapstone, and Judy Marcus as regular BOR members, and to appoint Josh Leupold as an alternate. *Motion carried*
- Land divisions: Motion Pooley, support Papenhagen to have Supervisor Isley write a letter asking to complete division assessments for land splits. *Motion carried*
- Training material: Motion Isley, support Papenhagen to allow the Township Board members to purchase MTA training materials (specifically books) at a cost not to exceed \$700. *Motion carried*
- Township credit card: Motion Isley, support Papenhagen to allow the Clerk to obtain a credit card in the name of Palmyra Township with a credit limit of \$2,000. The credit card is to be kept in the custody of the Clerk. *Motion carried*
- PTFD Engine-2 repairs: Discussed with no action taken
- PTFD Officer Training: Motion Pooley, support Koester to allow Coty Lemley to attend Officer Training at a cost not to exceed \$80 and to allow mileage expense reimbursement. *Motion carried*
- PTFD equipment purchase: Motion Pooley, support Papenhagen for the approval of the PTFD to purchase equipment in an amount not to exceed \$3000 to utilize awarded grant money (cost of equipment will be reimbursed by grant funding). Money is to come out of the “Apparatus and Operating” account. *Motion carried*

Bill Payment:

Motion Pooley, support Koester to pay all Twp. and PTFD bills as presented. *Motion carried*

Motion Koester, support Whited to adjourn at 8:57 pm. *Motion carried*