Meeting called to order at 7:01 p.m. by Supervisor James Isley at the Palmyra Community Room.

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

Members absent: Perry Pooley

Audience Attendance: 7

Motion Pooley, support Whited to approve the agenda as amended - *Motion carried*

Add the following to *New Business*:
- PTFD Radio Strap/Holder
- Amend Code Enforcement computer estimate
- Well Drilling

**Public Comment:**
- Dave Pixley expressed a concern of the possibility of silos (located on Humphrey Hwy.) becoming a hazard due to their decaying condition.

**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: 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: report presented by Dave Pixley
- Building Committee: Steve Papenhagen

Motion Koester, support Whited to approve the November 14, 2019 Regular Meeting minutes as presented and place on file. *Motion carried*

Motion Koester, support Whited to approve all reports presented and place on file. *Motion carried*

**Communications:**
- **Land Splits:** None
- **FOIA requests:** None
- **Cemeteries:** No report given
• **Rocks & Bridges:** A question was raised as to whether or not the Raisin Center Hwy. road project was completed.

• **PC Special Meeting:** Dave Pixley reported that a Planning Commission Special Meeting will be held on Tuesday, December 17, 2019, at the Palmyra Township Hall.

**Unfinished Business:**

- **Planning Commission appointments:**
  - A nomination by the Palmyra Township Board Chair, Jim Isley, to appoint Dave Pixley as a member of the Planning Commission for term beginning January 1, 2020, and ending December 31, 2022. Motion Koester, support Whited that Dave Pixley be appointed as a member of the Planning Commission. Motion carried
  - A nomination by the Palmyra Township Board Chair, Jim Isley, to appoint Vivian Pell as a member of the Planning Commission for a term beginning January 1, 2020, and ending December 31, 2022. Motion Koester, support Whited that Vivian Pell be appointed as a member of the Planning Commission. Motion carried

- **PTFD officer appointments:**
  - Motion Koester, support Isley that Paul Rohlan be appointed as Chief of the Palmyra Township Fire Department for the term beginning January 1, 2020, through December 31, 2021. **Roll call vote:** Pooley – Absent, Isley – Yes, Whited – Yes, Koester – Yes, Papenhagen - Yes **Motion Carried**
  - Motion Isley, support Koester that Brian Wilcox be appointed as Assistant Chief of the Palmyra Township Fire Department for the term beginning January 1, 2020 through December 31, 2021. **Roll call vote:** Pooley – Absent, Isley – Yes, Whited – Yes, Koester – Yes, Papenhagen - Yes **Motion Carried**
  - Motion Isley, support Koester that Troy Swanson be appointed as Captain of the Palmyra Township Fire Department for the term beginning January 1, 2020, through December 31, 2021. **Roll call vote:** Pooley – Absent, Isley – Yes, Whited – Yes, Koester – Yes, Papenhagen - Yes **Motion Carried**
  - Motion Isley, support Koester that Jeff Jackson be appointed as Captain of the Palmyra Township Fire Department for the term beginning January 1, 2020, through December 31, 2021. **Roll call vote:** Pooley – Absent, Isley – Yes, Whited – Yes, Koester – Yes, Papenhagen - Yes **Motion Carried**
  - Motion Isley, support Koester that Ryan Hlavka be appointed as Captain of the Palmyra Township Fire Department for the term beginning January 1, 2020, through December 31, 2021. **Roll call vote:** Pooley – Absent, Isley – Yes, Whited – Yes, Koester – Yes, Papenhagen - Yes **Motion Carried**
  - Motion Isley, support Koester that Charlie Desloover be appointed as Captain of the Palmyra Township Fire Department for the term beginning January 1, 2020, through December 31, 2021. **Roll call vote:** Pooley – Absent, Isley – Yes, Whited – Yes, Koester – Yes, Papenhagen - Yes **Motion Carried**
  - Motion Isley, support Koester that Dave Sanchez be appointed as Safety Officer of the Palmyra Township Fire Department for the term beginning January 1, 2020, through December 31, 2021. **Roll call vote:** Pooley – Absent, Isley – Yes, Whited – Yes, Koester – Yes, Papenhagen - Yes **Motion Carried**
Motion Isley, support Koester that Charlie Desloover be appointed as Training Officer of the Palmyra Township Fire Department for the term beginning January 1, 2020, through December 31, 2021. **Roll call vote:** Pooley – Absent, Isley – Yes, Whited – Yes, Koester – Yes, Papenhagen - Yes 

**Motion Carried**

**New Business:**

- **PTFD –**
  - **Employment applications:** None
  - **Probation terminations:** None
  - **Resignations:** Coty Lemley submitted his resignation effective December 1, 2019. Melissa Henry submitted her resignation effective December 12, 2019.
  - **QuickBooks subscription renewal:** Motion Isley, support Papenhagen that Clerk Whited purchase the 2020 QuickBooks Pro with Enhanced Payroll at a cost that is not to exceed $300. **Motion Carried**
  - **2020 MTA Board of Review Training:** Tabled until the January Regular Board Meeting.
  - **E-Poll Book computer purchase:** Motion Whited, support Papenhagen that the Clerk purchase an E-Poll Book laptop from IT Right at a cost that is not to exceed $1200. **Motion Carried**
  - **Jeremy Davis’s FD probation reduction:** Motion Isley, support Whited that Jeremy Davis’s probation period be reduced from a six-month period to a three-month period, resulting in Jeremy’s probation period expiring on November 1, 2019. **Motion carried**
  - **2020 Regular Meeting dates/times:** Motion Isley to schedule the 2020 regular Board meetings on the second Thursday of the month. **Motion failed due to lack of support.**
    - Motion Koester, support Papenhagen to schedule the 2020 regular Board meetings on the second Tuesday of the month at 7:00 pm. **Motion carried**
  - **Lucas CPR Device:** Motion Whited, support Koester that the PTFD purchase from Stryker a Lucas CPR device at a cost of $15,349.58, and the cost shall come from the FD Donation Fund. **Roll call vote:** Koester – yes, Papenhagen – yes, Isley – yes, Whited – yes, Pooley – absent **Motion carried**
  - **Radio straps/holder:** Motion Papenhagen, support Koester that Assistant Chief Brian Wilcox purchase seven (7) radio straps/holders at a cost that shall not exceed $700. **Motion carried**
  - **Increase the Nov. 14, 2019, Code Enforcement computer estimate:** Motion Isley support Koester to increase the Code Enforcement computer estimate from $400 to $500, which includes the cost of the installation of 2019 Microsoft Word. **Motion carried**
  - **Well drilling:** Motion Isley, support Koester to allocate $7,000 for the drilling of a well and water testing on property PA0-700-8011-00. Work shall be completed by Gordon & Sons Water Well Drilling, and Trustee Steve Papenhagen will facilitate the project. **Roll call vote:** Papenhagen – yes, Isley – yes, Koester – yes, Whited – yes, Pooley – absent **Motion Carried**

*Bill Payment*

Motion Isley, support Papenhagen to pay all Twp. and PTFD bills as presented – **Motion Carried**
Adjournment
Motion Papenhagen, support Koester to adjourn at 8:45 p.m. - *Motion carried*

Next Regular Meeting: January 14, 2020

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Christine Whited, CLERK

*THSE MINUTES WERE APPROVED JANUARY 14, 2020, AS WRITTEN.*