



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD – REGULAR MEETING
March 21, 2017 6PM



1. CALL MEETING TO ORDER*
2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
3. ROLL CALL
4. PRESENTATION
5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS*
6. TOWNSHIP MANAGER REPORT
7. BOARD MEMBER REPORTS AND ANNOUNCEMENTS
 - A. Treasurer's Quarterly Report
8. APPROVAL OF AGENDA
9. CONSENT AGENDA
 - A. Communications
 - B. Minutes – March 7, 2017 Regular Meeting
 - C. Bills
 - D. Redi-Ride Policy Change
 - E. Greater Lansing Area Regional Stormwater Memorandum of Agreement
 - F. Authority to Open Account (Name Change)
10. QUESTIONS FOR THE ATTORNEY
11. HEARINGS (CANARY)
 - A. Kansas Road Sanitary Sewer Special Assessment District #52
12. ACTION ITEMS (PINK)
 - A. Rezoning #16070 (Singh) 1954 Saginaw Highway RR (Rural Residential) to RDD (Multiple Family-5 units per acre)
 - B. Police and Fire August Millage 2017-2026
 - C. Sale of Property to Haslett Public Schools
 - D. Findings of the Local Officials Compensation Commission (LOCC)
 - E. Parks and Recreation Grant Applications
 - F. 2017-2019 TPOAM Non-Supervisory Professional Employees Contract
13. BOARD DISCUSSION ITEMS (ORCHID)
 - A. Sleepy Hollow Special Assessment Districts
 - B. Rezoning # 17010 (Portnoy & Tu) north of 2476 Jolly Road from RA (Single Family-Medium Density) to PO (Professional and Office)
 - C. Harkness Law Firm Contract
 - D. Meridian Township Vision and Mission Statements
 - E. Amendment to the DDA Loan Installment Payment Schedule
14. COMMENTS FROM THE PUBLIC*
15. OTHER MATTERS AND BOARD MEMBER COMMENTS
16. ADJOURNMENT
17. POSTSCRIPT – DAN OPSOMMER

All comments limited to 3 minutes, unless prior approval for additional time for good cause is obtained from the Supervisor.
Appointment of Supervisor Pro Tem and/ or Temporary Clerk if necessary.

Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Board by contacting:
Township Manager Frank L. Walsh, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4258 - Ten day notice is required.
Meeting Location: 5151 Marsh Road, Okemos, MI 48864 Township Hall

TOWNSHIP BOARD REGULAR MEETING COMMUNICATIONS, MARCH 21, 2017

(1) Board Deliberation (BD)

12B Liaison for Inter-Neighborhood Cooperation (LINC), PO Box 40, Okemos; RE: Proposed Police and Fire Millage

(2) Board Information (BI)

BI-1 Jack Pollard, 5730 Academic Way, Haslett; RE: Trails of Meridian Parks

BI-2 Paul and Judy Kindel, 2915 Margate Lane, Ease Lansing; RE: Opposition to Rezoning #16060 (Summer Park Realty)

BI-3 Kathy Bozyk, 4111 Spinnaker Lane, Okemos; RE: Deer in Meridian Township

BI-4 George Orban, Chair, Ingham County Historical Commission, PO Box 319, Mason; RE: Congratulatory letter on Meridian Township's 175th Anniversary

BI-5 Supervisor Styka; RE: Appreciation letter to MSU Dairy Store for its donation of ice cream to the Meridian Township Warming Shelter at the Central Fire Station

BI-6 Supervisor Styka; RE: Appreciation letter to the staff and volunteers of the American Red Cross for their efforts towards the Meridian Township Warming Shelter at the Central Fire Station

BI-7 Supervisor Styka; RE: Appreciation letter to Panera Bread for its donation of treats to the Meridian Township Warming Shelter at the Central Fire Station

(3) Staff Communications (SC)

SC-1 Manager Walsh; RE: Pennsylvania Public Utility Commission (PUC) Denies Utility Status to DAS Companies

SC-2 Director Kieselbach; Re: Site Plan Review Decisions as of March 1, 2017

(4) On File in the Clerk's Office (OF)

Material handed out at the March 7, 2017 Board Meeting

Township Manager Frank Walsh; RE: Letter from Warren M. Creamer, III, Managing Director, Robert W. Baird & Co., Inc., 1001 Bay Street, Traverse City; RE: Available options of the Township to address unfunded pension liabilities



TOWNSHIP BOARD MEETING

March 16, 2017

TREASURER'S REPORT

Collections

Distributions

Investments

**DELINQUENT PERSONAL PROPERTY TAX COLLECTION TOTALS FOR 2012,
2013, 2014, 2015 & 2016 TAX YEARS**

COLLECTED IN 2017 (TO 03-14-17)	\$	4,209.80
COLLECTED IN 2016	\$	64,935.10
TOTAL REMAINING COLLECTIBLE	\$	73,401.91

TOTAL 2016 TAX YEAR COLLECTIONS \$ 86,927,269.60

2016 TAX YEAR DISTRIBUTION TOTALS

STATE EDUCATION TAX	\$	9,704,788.55
HASLETT SCHOOLS	\$	5,160,383.23
OKEMOS SCHOOLS	\$	14,958,171.18
WILLIAMSTON SCHOOLS	\$	333,783.26
EAST LANSING SCHOOLS	\$	1,741,165.60
INGHAM INTERMEDIATE SCHOOL DISTRICT	\$	9,711,728.16
INGHAM COUNTY	\$	16,238,753.98
CATA	\$	4,814,747.78
CADL	\$	2,497,886.29
AIRPORT AUTHORITY	\$	1,118,639.22
LCC	\$	6,096,216.18
MERIDIAN OPERATING	\$	6,710,041.47
MERIDIAN SPECIAL MILLAGES	\$	5,805,708.35
MERIDIAN TOWNSHIP ADMIN	\$	847,462.94
MERIDIAN TOWNSHIP DDA OF OKEMOS	\$	14,796.77
INGHAM CO LANDBANK-BROWNFIELD DOUGLAS J	\$	994.39
TOTAL DISTRIBUTION:	\$	85,755,267.35

2/28/2017

CURRENT FIXED MATURITY INVESTMENTS

Maturity	Fund	Investment	Principal	Purc Date	Int. Rate	Certificate
04/19/17	general fund	Horizon Bank	1,000,000.00	04/19/16	0.90%	174271
10/01/27	general fund	DDA Loan	199,500.00	08/05/10	3.00%	
			<u>1,199,500.00</u>			
09/16/17	land pres	Commercial Bank	510,846.91	12/16/16	1.05%	1-4707
06/27/19	land pres	Bank of Holland (MBS)	150,000.00	07/12/12	1.35%	062649XV5
			<u>660,846.91</u>			
11/23/21	land pres res	Federal Natl Mtg (MBS)	330,000.00	05/19/16	1.50%	3136G3NP6
03/30/26	land pres res	Federal Natl Mtg (MBS)	500,000.00	03/30/16	1.25%	3136G3EX9
04/28/31	land pres res	Federal Natl Mtg (MBS)	1,000,000.00	04/28/16	2.00%	3136G3HS7
			<u>1,830,000.00</u>			
07/01/17	twp imp rev	Commercial Bank	507,638.53	07/01/16	0.75%	1-4708
			<u>507,638.53</u>			
4/22/2017	bike path	Horizon Bank	250,000.00	7/22/2016	0.75%	174601
			<u>250,000.00</u>			
Total Fixed Investments \$			4,447,985.44			

CURRENT NON-FIXED INVESTMENTS

2/28/2017

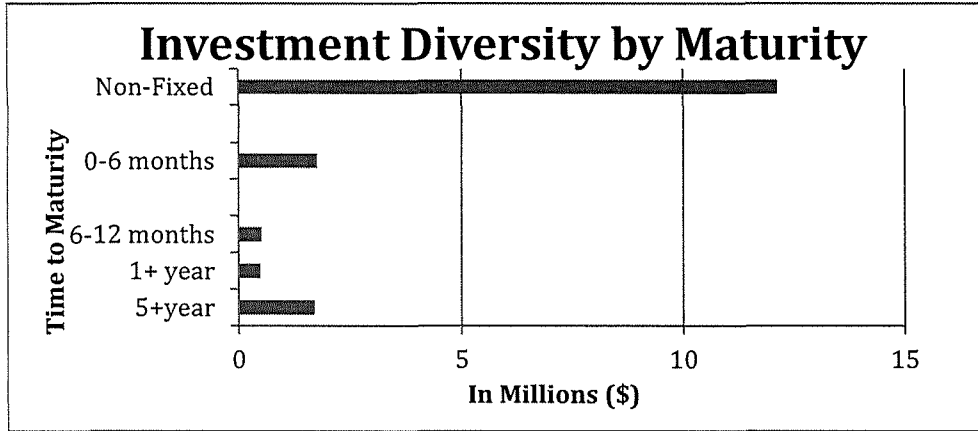
PURCH. DATE	FUND ACCOUNT NUMBER	INVESTMENT	PRINCIPAL	CURRENT RATE	INVESTMENT TYPE
8/1/2002	GF RMB-005463	MBS	\$ -	0.00%	money market
5/12/2008	GF 0289-0001	MI Class	\$ 8,029,186.64	0.94%	pooled funds
5/20/2009	GF 367213-06	MSU Fed. CU	\$ 5.00	0.00%	savings
5/28/2009	GF 367213-26	MSU Fed. CU	\$ 1,237,391.69	0.20%	money market
Total			\$ 9,266,583.33		
8/1/2002	LP RMB-007923	MBS	\$ 171.99	0.00%	money market
4/16/2003	LP 349977489	Flagstar	\$ 252,441.15	0.50%	savings
9/13/2013	LP 1153251051	Huntington	\$ 1,010,416.98	0.300%	money market
Total			\$ 1,263,030.12		
8/1/2002	LP-R RMB-008103	MBS	\$ -	0.00%	money market
1/16/2009	LP-R 7602000113	Horizon	\$ 200,754.66	0.15%	money market
11/27/09	LP-R 5478-7813	Wells Fargo	\$ -	0.00%	money market
Total			\$ 200,754.66		
8/1/2002	PM RMB-008145	MBS	\$ -	0.00%	money market
9/30/2008	PM 0289-0007	MI Class	\$ 1,005,376.15	0.94%	pooled funds
3/27/2014	PM 112832292	Flagstar	\$ 406,356.79	0.50%	savings
Total			\$ 1,411,732.94		
8/1/2002	SF RMB-007907	MBS	\$ -	0.00%	money market
1/8/2009	SF 340342006	Flagstar	\$ 5.48	0.00%	savings
Total			\$ 5.48		
12/1/2009	PA RMB-027657	MBS	\$ -	0.00%	money market
11/27/09	PA 5765-6311	Wells Fargo	\$ -	0.00%	money market
Total			\$ -		
2/8/2013	TA 0289-0003	MI Class	\$ -	0.00%	pooled funds
Total			\$ -		
8/1/2002	WF RMB-007915	MBS	\$ -	0.00%	money market
5/22/2009	WF 0289-0005	MI Class	\$ -	0.00%	pooled funds
Total			\$ -		
Total Non-Fixed Investments			\$ 12,142,106.53		
Total Fixed and Non-Fixed Investments			\$ 16,590,091.97		

FIXED MATURITY INVESTMENT TRANSACTIONS FOR FEBRUARY 2017

NON-FIXED INVESTMENT TRANSACTIONS FOR FEBRUARY 2017

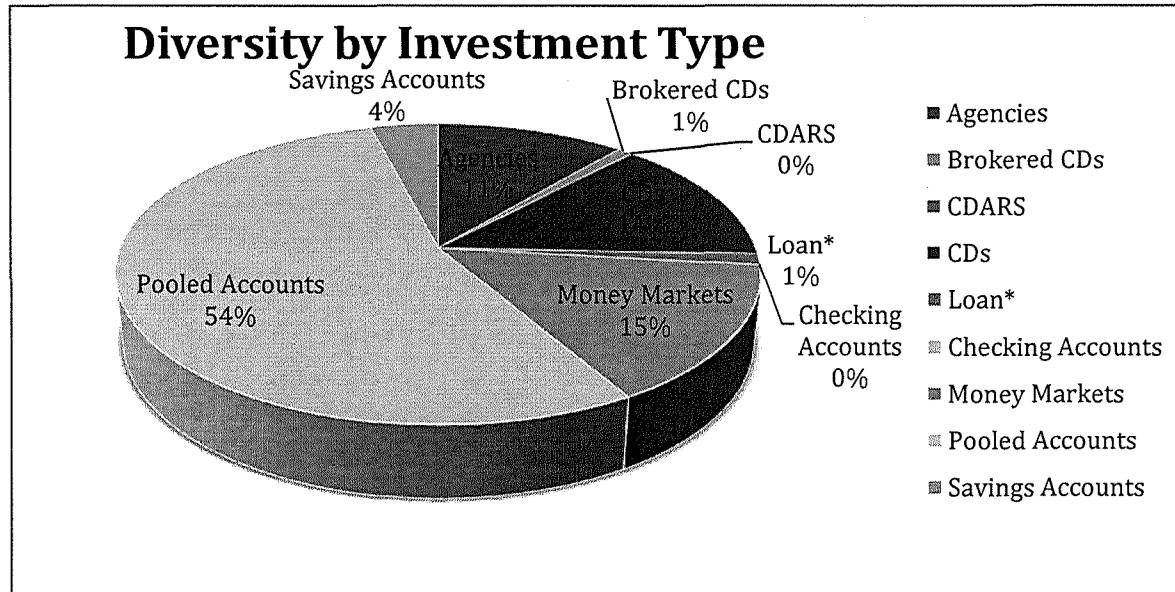
02/03/17	LAND PRESERVATION		
	ACH'd funds from MBS money market to Horizon checking	\$	171.99
02/17/17	GENERAL FUND		
	Wired funds from Horizon checking to MI Class	\$	3,500,000.00
02/17/17	TRUST & AGENCY		
	Wired funds from Horizon Checking to MI Class	\$	11,000,000.00
02/27/17	TRUST & AGENCY		
	Wired funds from MI Class to Horizon Checking	\$	11,002,829.59

Investment Report Charter Township of Meridian



Current Investment Portfolio Size

Certificate of Deposits	\$ 2,268,485.44
CDARS	\$ -
Brokered CD's	\$ 150,000.00
Agencies	\$ 1,830,000.00
Loan*	\$ 199,500.00
Money Markets	\$ 2,448,735.32
Checking Accounts	\$ -
Savings Accounts	\$ 658,808.42
Pooled Funds	\$ 9,034,562.79
	\$ 16,590,091.97



* Not an official investment but reflected for tracking purposes.

Bank	Amount Fixed	Amount Non-Fixed	Total Investment
Horizon	\$ 1,250,000.00	\$ 200,754.66	\$ 1,450,754.66
Flagstar	\$ -	\$ 658,803.42	\$ 658,803.42
MBS	\$ 1,980,000.00	\$ 171.99	\$ 1,980,171.99
MI Class	\$ -	\$ 9,034,562.79	\$ 9,034,562.79
Commercial Bank	\$ 1,018,485.44	\$ -	\$ 1,018,485.44
MSU Federal CU	\$ -	\$ 1,237,396.69	\$ 1,237,396.69
Wells Fargo	\$ -	\$ -	\$ -
Huntington	\$ -	\$ 1,010,416.98	\$ 1,010,416.98
Independent Bank	\$ -		\$ -
The Private Bank	\$ -		\$ -
DDA Loan	\$ 199,500.00	\$ -	\$ 199,500.00
Totals	\$ 4,447,985.44	\$ 12,142,106.53	\$ 16,590,091.97
% of total investment	26.81109573	73.18890427	100

Each investment institution has received and signed the Meridian Charter Township Investment Policy and Agreement to Comply.

The signed agreement specifies that they are adhering to Public Act 20.

12B

**CLERK'S OFFICE
BOARD COMMUNICATIONS
MARCH 21, 2017**

Board Deliberations (BD)



LIAISON FOR INTER-NEIGHBORHOOD COOPERATION

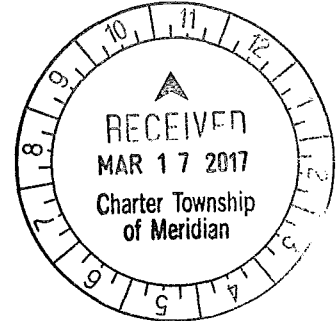


A MERIDIAN TOWNSHIP FEDERATED HOMEOWNER ASSOCIATION

P.O. Box 40 • Okemos, Michigan 48805

March 17, 2017

To: Meridian Township Board of Trustees
From: Liaison for Inter-Neighborhood Cooperation (LINC)
Re: Proposed Police and Fire millage



Dear Meridian Township Board,

At the March 16 meeting of the LINC Board of Directors we discussed the proposed Police and Fire millage. Recognizing that the most important economic issue facing the Township over the next ten years is the looming pension and health care legacy costs we were somewhat dismayed that the proposed millage goes way beyond that goal by “piggybacking” several less important items of immediate urgency and in effect holding the legacy liability costs hostage to the desire for increased personnel and equipment for the two departments. The “doom and gloom” scenario regarding the pension debt liability should be a separate issue for the taxpayers of Meridian Township and should not be tied to the arguably discretionary items in the proposal.

There was unanimous agreement among the LINC Board members that the millage request should be divided into two separate requests, one to cover the pension legacy liability and a separate one to cover the discretionary expenses. According to the figures provided at the last Board meeting it is clear that only 1 mill would be required to mitigate the future pension debt liability assuming that the MERS rate of return on investment remains at 7.75%, an assumption that is not supported by the current rates of return on investment (~4% for 2016). A separate millage request for personnel and equipment of 0.483 mills would allow the taxpayers to decide for themselves whether these requests are worthy of an additional tax burden. We think that combining the two is setting the millage request up for failure at the ballot box and would unnecessarily lead to negative consequences in the long term.

Looking at the statistics for the 2016 Citizen Satisfaction Survey for Sworn Personnel it is clear that in most categories citizens are very happy with the services provided by the Township. The lower rating for response time, while appearing to be much lower than the other ratings, could be due to several factors. First, was the survey sent to 1,200 township residents at random or only to those who had contact with sworn personnel? In addition, the response rate of 17% (209 respondents) leads to a margin of error of at least $\pm 5\%$ and could be as high as $\pm 7\%$. When that fact is taken into account, the difference in rating for response time compared to the other categories could disappear. We also think that the true measure of “response time” should be the actual response times rather than citizen’s perception of response times. Surely the Police Department has statistics on response times over the last few years. How has the actual response time changed? Therefore, we don’t think there is a proven need to increase the number of sworn officers by 5% and certainly not a need to tie this increase in personnel to the more important issue of pension liability debt.

MAR 21 2017

BD 12 B

MAR 21 2017

The 2015 Citizen Survey also speaks to the likelihood of a combined millage being supported by the voters. In that survey, citizens were asked to what extent they would support a property tax increase for "Public safety- police, fire and rescue services" and only 38% responded that they would strongly support such an increase while a larger number (46%) only somewhat supported an increase and 16% somewhat opposed or strongly opposed an increase. If the millage is to have a good chance of passing it is essential to sway those who somewhat support an increase in property taxes to vote for the increase. Forcing a nearly 50% increase in the request for discretionary items may actually backfire, leading to a denial of the overall millage request. It is important for the Township Board to recognize that most taxpayers in Meridian Township have above-average critical thinking skills and will come to recognize the need for mitigating the pension liability issue but may not be convinced, as we are not, that the additional discretionary request is crucial to the future financial stability of the Township.

We think it is important for taxpayers to be able to vote to raise their taxes based on their perception of the value obtained versus the cost of the tax increase. Clearly, a great deal of value is accrued by mitigating the pension debt liability and we think a majority of taxpayers would see the wisdom in making this investment for the future stability of the township. We are not as confident that a majority of residents would agree that we need to spend upwards of \$900,000 for a new ladder truck for the Fire Department when, as one of our Board members noted in a recent conversation with East Lansing Mayor, Mark Meadows, the city is considering buying an additional ladder truck of their own, and given that the 6- and 7-story buildings in the township would likely be served through the cooperative agreement with East Lansing, it makes us wonder whether we actually need to spend such a large sum of money for a ladder truck that would probably not be needed or rarely used.

In conclusion, we ask that you give Meridian Township taxpayers a choice in setting their priorities regarding funding of the Police and Fire Departments rather than having the Township do it for them by forcing them to pay for something they may not think is necessary. Backing someone into a corner and saying "do this or else" is not a good strategy and may lead to the loss of funding for the most urgent need of the Township, namely to fund our pension legacy costs. Please consider dividing the millage request into two separate requests; 1 mill for pension legacy and 0.483 mills for operational funds. We think that this is the path toward success for the Township and would strongly support at least the 1 mill portion of the request.

Sincerely,

LINC Board of Directors

MAR 21 2017

BD 1 & B
(page 2 of 2)
MAR 21 2017

9A

**CLERK'S OFFICE
BOARD COMMUNICATIONS
MARCH 21, 2017**

Board Information (BI)

Sandy Otto

From: jack pollard <duckmares@yahoo.com>
Sent: Saturday, March 04, 2017 11:06 AM
To: Board
Subject: TRAILS AT OF MERIDIAN PARK

I have been using the paved trails and others for years. Used to run there, but the last few years are primereley for walking my therapy doggies. Have net numerous people over the years and one common denominator we all seem to have is issues with ice on you walk ways and trails. I went to Nancy Moor park about it a couple of years back just to make an inquiry as to the salting schedule. Is there one and what about how or when it's done. I was met with a complete disconnect and an attitude of who was I to ask them. They dismissed it right away and finally said well that's blah blah's job. When I asked if blah blah was there they said they didn't know where blah blah was. About that time a guy came from a back office saying he was blah blah and that they salted if and when they decided to. He also acted insulted that someone would inquire. Nice office you have there. In the meantime I slipped a pulled my hamstring a couple of weeks ago on ice there and two other people I see there have fallen and both of them have broken their wrist. The falls were in the same part of the park. I do not understand why you guys cannot put up a sawhorse or some yellow tape or some other kind of identification. I'll bet this also falls on deaf ears as it's probably not in your job descriptions. What is wrong with you guys?

It's never too late to become the person you might have been.

All e-mails sent from this address are not necessarily the opinion of the sender and are intended for your amusement and entertainment only. Lord help me be the man my dogs think I am.

MAR 2 1 2017

BI-1

MAR 2 1 2017

Sandy Otto

From: Mark Kieselbach
Sent: Thursday, March 09, 2017 9:21 AM
To: Peter Menser; Sandy Otto
Subject: FW: Meridian Township Website Inquiry

From: Michelle Prinz
Sent: Thursday, March 09, 2017 9:10 AM
To: kindel@msu.edu
Cc: Frank Walsh; Mark Kieselbach
Subject: Meridian Township Website Inquiry

Judy,
Thanks for your recent inquiry. Mark Kieselbach, Community Planning and Development Director, will follow up with you shortly.

Thank you!



Michelle Prinz
Executive Assistant
prinz@meridian.mi.us
W 517.853.4258 | F 517.853.4251
5151 Marsh Road | Okemos, MI 48864
meridian.mi.us

Township Board and Commissions:
Planning Commission

First and Last Name: Paul/Judy Kindel

Address, City, Zip Code: 2915 Margate Lane E-mail Address: Telephone Number: (517)332-3091 Please enter your comments or suggestions here: To Planning Commission Members,

We are opposed to the rezoning of Parcel No. 16060 Summer Park Realty as presently presented by the developer.

MAR 21 2017

BI-2

MAR 21 2017

Sandy Otto

From: Kathy Bozyk <kbozyk21@comcast.net>
Sent: Saturday, March 11, 2017 10:32 PM
To: Board
Subject: Deer!!!
Attachments: IMG_20170311_110856.jpg

Dear Meridian Township board,

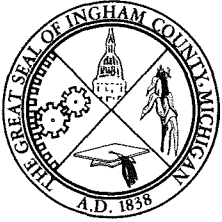
My name is Kathy Bozyk I have lived in the Shoals for 30 years. I am a master gardener and retired nurse. Once again I'm pleading for your attention to the ongoing marauding deer herds. This group was photographed in my Shoals yard at 11am Saturday morning. At 7pm 12 crossed in front of our car on Cornell road. At 9pm I counted 37 grazing under the flood lights at the driving range on Grand River. At this rate there will not be a plant left in my yard to garden. It is no wonder that Wasting Disease has been documented in the township. We need another hunt. Thanks for your attention to this matter.

Kathy Bozyk
March 11, 2017

MAR 21 2017

BI-3

MAR 21 2017



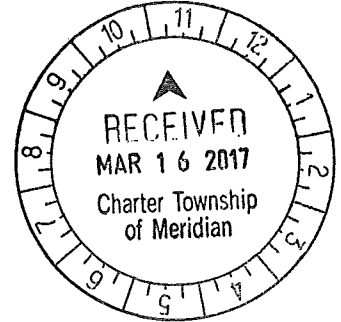
INGHAM COUNTY HISTORICAL COMMISSION

*Oldest County Historical Commission in the State of Michigan
Established February 9, 1971*

Ingham County Courthouse
P.O. Box 319; Mason, MI 48854
Tel: 517.676.7200; Fax: 517.676.7264



March 6, 2017



Mr. Ronald J. Styka, Supervisor
Meridian Township Board
Meridian Charter Township
5151 Marsh Road
Okemos MI 48864

Dear Mr. Styka and Township Board Members,

The Ingham County Historical Commission would like to congratulate Meridian Township on the occasion of the 175th Anniversary of its establishment by an Act of the State of Michigan on February 16th, 1842.

From a wilderness occupied by Native Americans and a handful of settlers, Meridian Township has developed into a vibrant community of industry, commerce, recreation, and arts and culture with some of the finest school districts in the State.

As we celebrate this milestone in the history of your Township, we celebrate and honor with you the people, their history and their personal stories from the earliest struggles to establish homesteads to the developed communities of today. We join you in celebrating this rich and diverse history and applaud your efforts to preserve your Township's heritage for future generations.

Again, our congratulations to Meridian Township for reaching this anniversary, and we wish you another 175 years!

Sincerely,

George Orban
Chair, On Behalf of the Commissioners

C: Deborah Guthrie, Communications Director ✓

MAR 21 2017

BI-4

MAR 21 2017



Meridian Township
5151 Marsh Road
Okemos, MI 48864

P 517.853.4000
F 517.853.4096

Township Board:

Ronald J. Styka
Supervisor

Brett Dreyfus
Township Clerk, CMMC

Julie Brixie
Treasurer

Phil Deschaine
Trustee

**Patricia Herring
Jackson**
Trustee

Dan Opsommer
Trustee

Kathy Ann Sundland
Trustee

Frank L. Walsh
Township Manager

03/13/2017

MSU Dairy Store
1140 South Anthony Hall
East Lansing, MI. 48824

Dear MSU Dairy Store:

Subject: Thank You!

On behalf of Meridian Township, members of the Township government and our residents, I would like to express appreciation for the donation of ice cream from the MSU Dairy Store to the Meridian Township Warming Shelter at the Central Fire Station. By opening the building to the public, several community members were able to shower, get a meal, and get warm during the difficult time following the recent storm. Your generous donation helped to make that happen.

The Township is fortunate to have steady community leadership like yours, and I admire your commitment to the residents of Meridian Township.

Working together with residents, local businesses, elected and appointed officials and staff, our projects and efforts aim to continue making Meridian a Prime Community. This cannot be done without volunteers and supporters like you.

Thanks again for your generosity in supporting this community endeavor.

Sincerely,

Ronald J. Styka
Meridian Township Supervisor

MAR 21 2017

BI-5

MAR 21 2017



Meridian Township
5151 Marsh Road
Okemos, MI 48864

P 517.853.4000
F 517.853.4096

Township Board:

Ronald J. Styka
Supervisor

Brett Dreyfus
Township Clerk, CMMC

Julie Brixie
Treasurer

Phil Deschaine
Trustee

**Patricia Herring
Jackson**
Trustee

Dan Opsommer
Trustee

Kathy Ann Sundland
Trustee

Frank L. Walsh
Township Manager

03/13/2017

American Red Cross
1800 East Grand River Avenue
Lansing, MI. 48912

Dear American Red Cross:

Subject: Thank You!

On behalf of Meridian Township, members of Township government and of our residents, I would like to express the appreciation of for the efforts of the American Red Cross staff and volunteers to the Meridian Township Warming Shelter at the Central Fire Station. By opening the building to the public, several community members were able to shower, get a meal, and get warm during the difficult time following the recent storm. Your generous donation helped to make that happen.

We are fortunate to have steady community leadership like yours, and I admire your commitment to the residents of Meridian Township.

Working together with residents, local businesses, elected and appointed officials and staff, our projects and efforts aim to continue making Meridian a Prime Community. This cannot be done without volunteers and supporters like those of the American Red Cross.

Thanks again for your generosity in supporting this community endeavor.

Sincerely,

Ronald J. Styka
Meridian Township Supervisor

MAR 21 2017

BI-6

MAR 21 2017



Meridian Township
5151 Marsh Road
Okemos, MI 48864

P 517.853.4000
F 517.853.4096

Township Board:

Ronald J. Styka
Supervisor

Brett Dreyfus
Township Clerk, CMMC

Julie Brixie
Treasurer

Phil Deschaine
Trustee

**Patricia Herring
Jackson**
Trustee

Dan Opsommer
Trustee

Kathy Ann Sundland
Trustee

Frank L. Walsh
Township Manager

03/13/2017

Panera Bread
4738 Central Park Drive
Okemos, MI. 48864

Dear Panera Bread:

Subject: Thank You!

On behalf of Meridian Township, members of Township government and of our residents, I would like to express the appreciation of for Panera Bread's donation of tasty treats to the Meridian Township Warming Shelter at the Central Fire Station. By opening the building to the public, several community members were able to shower, get a meal, and get warm during the difficult time following the recent storm. Your generous donation helped to make that happen.

The Township is fortunate to have steady business leadership like yours, and I admire your commitment to the residents of Meridian Township.

Working together with residents, local businesses, elected and appointed officials and staff, our projects and efforts aim to continue making Meridian a Prime Community. This cannot be done without supporters like you.

Thanks again for your generosity in supporting this community endeavor.

Sincerely,

Ronald J. Styka
Meridian Township Supervisor



MAR 21 2017

BI-1

MAR 21 2017

**CLERK'S OFFICE
BOARD COMMUNICATIONS
MARCH 21, 2017**

Staff Communications (SC)

Brett Dreyfus

From: Frank Walsh
Sent: Monday, March 06, 2017 1:55 PM
To: Township Board
Subject: FW: [Members] Pennsylvania PUC Denies Utility Status to DAS Companies
Attachments: ATT00001.txt

FYI from Deborah on DAS ruling in the Keystone State.

Frank L. Walsh
Township Manager
walsh@meridian.mi.us
W 517.853.4254 | F 517.853.4251
5151 Marsh Road | Okemos, MI 48864

From: Deborah Guthrie
Sent: Monday, March 06, 2017 1:51 PM
To: Derek Perry; Frank Walsh
Subject: FW: [Members] Pennsylvania PUC Denies Utility Status to DAS Companies

FYI

From: members-bounces@lists.natoa.org [mailto:members-bounces@lists.natoa.org] **On Behalf Of** Cor Wilson
Sent: Friday, March 03, 2017 3:55 PM
To: members@lists.natoa.org
Cc: Natausha Horton <nhorton@cohenlawgroup.org>
Subject: Re: [Members] Pennsylvania PUC Denies Utility Status to DAS Companies

Good news, indeed!



.cor.
Coralie A. Wilson
Executive Director
NSCC/NSAC (CTV North Suburbs)

2670 Arthur Street
Roseville, MN 55113
651-792-7512
www.ctvnorthsuburbs.org



From: members-bounces@lists.natoa.org [mailto:members-bounces@lists.natoa.org] **On Behalf Of** Dan Cohen
Sent: Friday, March 3, 2017 2:32 PM
To: members@lists.natoa.org
Cc: Natausha Horton <nhorton@cohenlawgroup.org>
Subject: [Members] Pennsylvania PUC Denies Utility Status to DAS Companies

MAR 21 2017

SC-1

MAR 21 2017

Dear All:

I thought you could use some good news on a Friday afternoon! The Pennsylvania PUC voted yesterday to deny utility status to wireless companies that construct and operate DAS wireless systems. Attached please find the Motion by Commissioner Powelson that was approved in a 3-2 vote. As a result of the decision, not only will new DAS companies be denied utility status in Pennsylvania, but companies that hold that status now will have it rescinded. This decision was the result of a notice and comment proceeding that the PUC opened a year ago asking whether DAS companies should continue to receive utility status (and be issued Certificates of Public Convenience) pursuant to state and federal law. The wireless industry strongly opposed the motion, but did not win the day.

Our firm was privileged to represent the four statewide municipal associations in the proceeding. In addition and due to a team mobilization effort, over 100 municipalities filed written comments with the PUC opposing utility status for DAS. Special kudos to attorney Natausha Horton in our office who drafted the winning brief. While we're under no illusion that that wireless industry will simply accept this decision without a continued and aggressive fight (most likely in the State Legislature), it's good to know that local governments have a strong, principled legal argument in favor of local control of the public rights-of-way. Thanks, Dan

Daniel S. Cohen
Cohen Law Group
413 S. Main Street
Pittsburgh, PA 15215
Phone: (412) 447-0130, ext. 11
Fax: (412) 447-0129
dcohen@cohenlawgroup.org
www.cohenlawgroup.org

Confidentiality Notice and Disclaimer:

This message, and any attachments hereto, contains privileged and confidential information intended only for the use of the person or persons to whom the sender intended to address this message. If you are not the intended recipient, you are hereby notified that reading, copying, distributing, or disclosing the information transmitted by this message is strictly prohibited and may be unlawful. If you have received this message in error, please notify the sender immediately and delete the message and any attachments from your system.

MAR 21 2017
SC-1
(page 2 of 2)
MAR 21 2017

DEPARTMENT OF COMMUNITY PLANNING AND DEVELOPMENT

SITE PLAN REVIEW DECISIONS

Site Plan Review Approvals (as of 03/01/2017):

#16-15 (Okemos Pointe, LLC)

Request to construct a phase one of the Elevation at Okemos Pointe, mixed use planned unit development located at 2362 Jolly Road on an approximately 7.55 acre site, zoned C2.

Approved: 2/21/2017

G:\Community Planning & Development\Planning\SITE PLAN REVIEW (SPR)\SPR decisions\SPR decisions 03152017

MAR 21 2017

SC-2

MAR 21 2017

9B

PROPOSED BOARD MINUTES

PROPOSED MOTION:

Move to approve and ratify the minutes of the March 7, 2017 Regular Meeting as submitted.

ALTERNATE MOTION:

Move to approve and ratify the minutes of the March, 2017 Regular Meeting with the following amendment(s): [insert amendments].

**MARCH 21, 2017
REGULAR MEETING**

CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD REGULAR MEETING - **DRAFT** -
5151 Marsh Road, Okemos, MI 48864-1198
853-4000, Town Hall Room
TUESDAY, MARCH 7, 2017 **6:00 P.M.**

PRESENT: Supervisor Styka, Clerk Dreyfus, Treasurer Brixie, Trustees Deschaine, Jackson, Opsommer, Sundland
ABSENT: None
STAFF: Township Manager Frank Walsh, Assistant Township Manager/Director of Public Works and Engineering Derek Perry, Director of Community Planning & Development Mark Kieselbach, Police Chief David Hall, Fire Chief Fred Cowper, Director of Information Technology Stephen Gebes, Finance Director Miriam Mattison

1. CALL MEETING TO ORDER
Supervisor Styka called the meeting to order at 6:00 P.M.
2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
Supervisor Styka led the Pledge of Allegiance.
3. ROLL CALL
The Clerk called the roll of the Board.
4. PRESENTATION (None)
5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS
Supervisor Styka opened Public Remarks.

Leonard Provencher, 5824 Buena Parkway, Haslett, voiced concern the pancake breakfast to be held at the 2/42 Church location is incorrectly listed in Township publications as Township Fire Station #91. He believed 175th Anniversary celebration events would be better promoted as TBD (To Be Determined) until a location is selected.

Milton Scales, 2025 Central Park Drive, #1552, Okemos, read a prepared statement concerning Alexis Suehr, a young person who was diagnosed with a type of cancer in August, 2016 which has now left her paralyzed. He indicated a comedy show benefit will be held on Sunday, March 19th from 5:00 P.M. to 8:30 P.M. at the Old Town Marquee to assist with significant ongoing medical expenses.

Thomas Pinnavaia, 5901 E. Sleepy Hollow Lane, East Lansing, spoke on behalf on the residents in the neighborhood who have petitioned for infrastructure improvements. He noted two of the 19 existing wells in the neighborhood have arsenic contamination and need remediation, as well as two (2) failed septic fields. Mr. Pinnavaia requested financial assistance from the Township in terms of a 20 year payback period due to the substantial expense of the project. He added half of the current homeowners (10) are retirees on a limited or fixed income. Mr. Pinnavaia indicated some property owners own more than one parcel and the \$28,000 per parcel assessment is costly. Mr. Pinnavaia also requested the Township cover the cost of paving the road, which is estimated to be 10% of the project cost.

Jeff Kyes, KEBS, Inc., 2116 Haslett Rd, Haslett, and the applicant's representative for Rezoning #16070, availed himself for questions when this item comes up on the agenda. He noted the site has a relatively large wetland making it difficult to utilize as commercial, the designation proposed on the Master Plan. He believed multifamily would be the best use for this property.

Michelle Carlson, 964 Lantern Hill Drive, East Lansing, representative for the Arts Council of Greater Lansing, stated she is traveling to various Boards and public bodies to address the importance of arts in their community. She indicated arts provides \$3.3 million annually in revenue and 80 jobs in our region. Ms. Carlson noted a Placemaking Summit has been scheduled for October 3, 2017 in downtown Lansing which will feature the role of art in our community.

Supervisor Styka closed Public Remarks.

6. TOWNSHIP MANAGER REPORT

Manager Walsh reported the following:

- A tentative agreement has been reached with another collective bargaining union
- LOCC public hearing will be held March 15th at 6:00 P.M. in the Town Hall Room
- Members of the Local Officials Compensation Commission (LOCC) will be presenting their recommendation at the next Board meeting
- Legal contract for prosecutorial services expires at the end of April and will be on the March 21, 2017 agenda for discussion
- DAS (Distributed Antenna Systems) will be a discussion item on the March 21, 2017 agenda
- Parks & Recreation grant submittals due April 1st will be on the March 21, 2017 agenda
- First quarterly report is due March 31st
- March 9, 2017 unveiling of the Township's new branding theme at 11:00 A.M. in the Town Hall Room

7. BOARD MEMBER REPORTS AND ANNOUNCEMENTS

Treasurer Brixie attended a Land Preservation Advisory Board (LPAB) site visit which resulted in the discovery of a vernal pool with fairy shrimp in it, an endangered species in some states. She also reported her attendance at the last Economic Development Corporation (EDC), where members approved another matching grant for the purchase of a second 3D printer in the Haslett schools. Treasurer Brixie noted her attendance at the "groundbreaking" of the Women's Historical Museum at Meridian Mall as well as the ribbon cutting for Big John's Steak and Onion and Salon Red on Jolly Road.

Trustee Deschaine reported his attendance at the recent EDC meeting and the Transportation Commission meeting held on February 23, 2017. He noted the You've Got Talent fundraiser was held last weekend for Haslett schools, as well as today's *Lansing State Journal* article on Meridian Township spending millions of dollars on its park system, funded through voter approval of a park millage.

Supervisor Styka reported his attendance at the annual Police Awards ceremony held February 23rd. He indicated his attendance at the Okemos and Haslett School Board meetings where both districts expressed interest in commenting on the Township Master Plan. Supervisor Styka announced the Downtown Development Authority (DDA) met yesterday and voted to donate disco fish (on Hamilton Rd across from old MARC building) to the parks located within the DDA.

8. APPROVAL OF AGENDA

Clerk Dreyfus moved to approve the agenda as submitted. Seconded by Treasurer Brixie.

VOICE VOTE: Motion carried unanimously.

9. CONSENT AGENDA (SALMON)

Supervisor Styka reviewed the consent agenda.

Treasurer Brixie moved to adopt the Consent Agenda. Seconded by Trustee Jackson.

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus

NAYS: None

Motion carried unanimously.

A. Communications

Board Information (BI)

BI-1 Phyllis Vaughn, 6100 Balog Court, Haslett; RE: Comments on statements made during the February 21, 2017 Board Meeting

BI-2 Sundar Velu, 49 Flanders Road, Westborough, MA; RE: Concern with his rental property at 2669 Lupine Drive

BI-3 Sundar Velu, 49 Flanders Road, Westborough, MA; RE: Uncooperative tenant for furnace repair at 2669 Lupine Drive

BI-4 Liaison for Inter-Neighborhood Cooperation, PO Box 40, Okemos; RE: Rezoning Request #16060 (Summer Park Realty)

Treasurer Brixie moved that the communications be received and placed on file, and any communications not already assigned for disposition be referred to the Township Manager or Supervisor for follow-up. Seconded by Trustee Jackson.

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus

NAYS: None

Motion carried unanimously.

B. Minutes

Treasurer Brixie moved to approve and ratify the minutes of the February 21, 2017 Regular Meeting as submitted. Seconded by Trustee Jackson.

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus

NAYS: None

Motion carried unanimously.

C. Bills

Treasurer Brixie moved that the Township Board approve the Manager's Bills as follows:

Common Cash	\$	169,019.28
Public Works	\$	3,040.52
Trust & Agency	\$	5,146,389.74
Total Checks	\$	5,318,449.54
Credit Card Transactions (Feb. 16 th to Feb 28 th)	\$	14,190.17
Total Purchases	\$	<u>5,332,639.71</u>
ACH Payments	\$	<u>444,600.01</u>

Seconded by Trustee Jackson.

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus

NAYS: None

Motion carried unanimously.

[Bill list in Official Minute Book]

D. Flowage Easement Approval

Treasurer Brixie moved to authorize the Township Manager to execute the Flowage Easement between the Charter Township of Meridian and the Ingham County Drain Commissioner. Seconded by Trustee Jackson.

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus

NAYS: None

Motion carried unanimously.

E. Bennett Village Phase #2 Streetlighting Special Assessment District #424, **Resolution #1 and #2**

Treasurer Brixie moved to approve the Bennett Village Phase #2 Streetlighting Special Assessment District - Resolution #1, ordering plans to be prepared showing the streetlighting improvement, location, and estimate of cost; and Resolution #2, filing the plans showing the improvement, location and estimate of cost with the Clerk's Office, tentatively declaring intention to install and maintain 3 traditional w/cut-off streetlights and defray the cost of operation and maintenance by special assessment against the 13 benefiting units, and setting a public hearing for April 4, 2017.

Seconded by Trustee Jackson.

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus

NAYS: None

Motion carried unanimously.

10. QUESTIONS FOR THE ATTORNEY (None)

11. HEARINGS (None)

12. ACTION ITEMS

A. Meridian Township Brownfield Redevelopment Authority

Manager Walsh summarized the proposed Brownfield Redevelopment Authority (BRA) as outlined in staff memorandum dated march 2, 2017.

Trustee Deschaine moved to adopt the resolution of intent to establish a Brownfield Redevelopment Authority. Seconded by Trustee Jackson.

VOICE VOTE: Motion carried unanimously.

B. Dark Store Response

Manager Walsh summarized the dark store response as outlined in staff memorandum dated March 2, 2017.

Trustee Jackson moved to authorize the Township Manager to sign an engagement letter with William Fahey to submit a joint amicus brief to the Michigan Supreme Court in the amount not to exceed \$700 per community. Seconded by Treasurer Brixie.

Board and staff discussion:

- Court of Appeals agreed with Escanaba challenge
- Amicus (Friend of the Court) brief to be filed in the Michigan Supreme Court
- Total cost of the brief (inclusive of filing fees) is approximately \$12,000
- 15 additional communities above those noted in the staff memorandum have expressed interest in joining in the brief and the cost will be approximately \$400 per jurisdiction

- Mr. Fahey has sent out engagement letters to interested communities and once signed, he will collect funds from each municipality
- Board member belief the impact of the dark store practice has been detrimental to local communities, schools and small businesses within municipalities
- Inquiry if there is a way to demonstrate, through the drafting of specific language, how municipalities have come together to challenge the dark store theory
- Mr. Fahey is currently working closely with the originator of the appellate’s brief and the attorney who wrote the amicus brief for the Michigan Townships Association (MTA), the Michigan Municipal League (MML), the Michigan Association of Counties (MAC) and the school boards to stay in sync with the appellate’s specific intent

VOICE VOTE: Motion carried unanimously.

- C. Resolution Celebrating Women’s History Month
Trustee Jackson moved to approve the resolution commemorating Women’s History Month in Meridian Township. Seconded by Trustee Sundland.

Without objection, Trustee Deschaine read the resolution.

VOICE VOTE: Motion carried unanimously.

13. BOARD DISCUSSION ITEMS

- A. Sleepy Hollow Infrastructure Improvements

Assistant Township Manager/Director of Public Works and Engineering Perry summarized the proposed Sleepy Hollow infrastructure improvements as outlined in staff memorandum dated February 28, 2017.

Board and staff discussion:

- Sleepy Hollow is surrounded by neighborhoods which have water and sewer
- Some septic systems are failing and some wells contain arsenic
- Staff belief improvements are justifiable and necessary
- Through the special assessment process, the Township can make the improvements and then parcel owners would be responsible for the cost of improvements
- Three funding options:
 - Township Water and Sewer Funds, which are not in a position to pay for the improvements
 - Township Improvement Revolving Fund (TIRF) currently has approximately \$1 million in it, but this large scale project would deplete the fund
 - Staff recommendation to utilize the special assessment process
- Purpose of the Township’s water and sewer system is to protect human health
- Board member belief failing septic systems in older neighborhoods is a human health threat with potential water contamination
- Necessary signatures have been obtained to create a special assessment district (SAD), demonstrating neighborhood support for the project
- Board member interest in hearing details from bond counsel regarding the potential of using bonds to pay for the infrastructure improvements
- Estimate for road repair is \$95,000 - \$125,000 due to its extremely poor condition
- Typical to have a ten (10) year payback with 5% interest
- If the Township used existing TIRF funds, the 20-year payback would be problematic as there would not be funds available to use for other projects
- Preliminary discussion with bond counsel revealed special assessment bonds currently experience an approximate 3% interest rate, plus fees, for a 10-20 year term
- Deteriorating road could be a candidate for the Township’s local road paving projects

- Evaluation of cost sharing between the local road program and the project
- For comparison purposes, the Kansas Road sewer project (approximately \$100,000) was able to be paid for out of TIRF
- Suggestion to keep this issue on for discussion and invite bond counsel to attend a Board meeting to walk Board members through the bonding process and associated costs
- Staff to contact the Ingham County Road Department (ICRD) to ascertain Sleepy Hollow's ranking in the 2018 road paving program
- Sanitary connection fee of approximately \$2,600 and a water connection fee of \$3,600 is borne by the property owner at the time of connection and are costs in addition to the assessment
- Property owners can pay the special assessment in its entirety and not incur any interest fees, which are typically 5% per year

It was the consensus of the Board to have this item on for continued discussion at the March 21, 2017 Board meeting.

- B. Greater Lansing Area Regional Stormwater Memorandum of Agreement
 Assistant Township Manager/Director of Public Works and Engineering Perry summarized the proposed Greater Lansing Area Regional Stormwater Agreement as outlined in staff memorandum dated March 2, 2017.

Board and staff discussion:

- Water quality is critical and compliance involves meeting permitting requirements to protect the watershed
- Through the Tri-County Regional Planning Commission, the Township works together with other municipalities as a watershed rather than as individual communities
- Memorandum of Agreement allows Meridian Township to continue with the existing partnership

It was the consensus of the Board to place this item on for consent at its March 21, 2017 Board meeting.

- C. Rezoning #16070 (Singh) 1954 Saginaw Highway, RR (Rural Residential) to RDD (Multiple Family-5 units per acre)
 Director Kieselbach summarized the rezoning request as outlined in staff memorandum dated February 24, 2017.

Board and staff discussion:

- 1.6 acres is currently zoned RR
- Most properties to the west of the subject property are currently zoned RR
- Current Master Plan of adoption indicates a residential zoning category for the subject property of 1.25 to 3.5 dwelling units per acre (du/a)
- Proposed updated Master Plan indicates commercial zoning for all properties north of Saginaw Highway, which includes the subject property
- Bath Township calls for zoning somewhat equivalent to Meridian Township's mixed use planned unit development overlay district for property north of subject property
- Single family homes occupy all lots to the west of the subject property
- Concept plan submitted by the applicant shows six (6) units if rezoned to RDD
- Existing wetland on the site (approximately .28 acre) is subject to Township regulation as it is greater than .25 acres

- Proposed rezoning is not consistent with either the current Future Land Use Map (FLUM) or the proposed updated FLUM
- Inquiry about alternative zoning categories
 - RB is a single family category and could possibly be constructed as a condominium under a PUD
- If developed as RDD, a special use permit would be required for more than three (3) units
- Board member belief 550 feet of frontage on a triangular shaped lot makes it “difficult to develop as a commercial site”
- Rationale for the rezoning request to RDD appears arbitrary as single family homes would be consistent with all single family homes adjacent to the subject property

It was the consensus of the Board to place this item on for action at the March 21, 2017 Board meeting.

D. Redi-Ride Policy Change

Director Kieselbach summarized the proposed Redi-Ride Policy change as outlined in staff memorandum dated March 3, 2017.

Board and staff discussion:

- Goal is to reduce the number of no-shows for Redi-Ride
- Changes made in August of 2016 included a requirement that cancellations be made by 5:00 P.M. the day before a scheduled ride
- Data showed the opposite result intended as no shows have actually increased
- Revised thinking recommends an equal amount of time (4 hours) to both book a ride and to cancel a ride and the proposed policy change reflects that thinking
- CATA is implementing the same policy in the Delhi and Delta Township Redi-Ride programs
- 2016-2017 booking analysis compared total booked trips, capacity denials, client refusals to accept a different Redi-Ride due to overcapacity at their preferred time, cancellations, no shows, and percentages for each of those categories
- Less than one-third of one percent of clients could not secure a ride the day they needed it
- Concern with running empty Redi-Ride buses or Redi-Ride buses with available seat capacity

It was the consensus of the Board to place this item on for consent at the March 21, 2017 Board meeting.

E. Police and Fire Funding 2018-2028

Manager Walsh conducted a presentation on Police and Fire funding for 2018-2028 as outlined in staff memorandum dated March 2, 2017.

Finance Director Mattison provided an overview of the revenue stream to fund Police and Fire services which total \$10.4 million as well as Police and Fire expenditures:

- \$6.8 million from the operating millage
- Slightly over \$1 million from a fire millage
- Slightly under \$1 million from a police millage
- \$228,000 from a police contract with Williamstown Township
- \$1.3 million in ambulance services
- \$30,000 from ambulance services to Alaiedon Township
- Police and Fire expenditures are slightly over \$10 million

Finance Director Mattison addressed the Township's current Municipal Employees Retirement System (MERS) valuation funding ratio:

- In 2014-2015, Meridian Township's pension system was 59% funded
- Current funding ratio is 57% based on new assumptions implemented by MERS in 2016
- MERS' state average funding for pension systems is approximately 78%

Manger Walsh offered the following information:

- Reminder the Township levies 5 mills of general property tax but, due to the Headlee rollback, only 4.1 mills are currently being collected
- One mill of general property tax generates \$1.6 million annually
- To achieve 100% funding in 10 years, the approximate monthly employer contributions would be \$340,378 instead of \$219,164 (current amount paid monthly to fund MERS pension)

Police Chief Hall provided the following information:

- Police Department has 37 of the 39 budgeted positions filled and with a Township population of 42,000, the ratio is .88 officers/thousand residents
- National recommendation is 1.8 officers/1,000 residents
- Two (2) of the budgeted positions are for Williamstown Township
- Proposed millage would bring staffing to 39 and a per thousand ratio of .93 officers
- Need for the appropriate number of police officers is dependent upon:
 - Number of calls for service/work load
 - Types of crime in the community
 - What the Township can afford
 - Community desires
- Insufficient amount of unobligated time at current staffing levels
- 30% increase in calls for service over the past five (5) years
- Township police currently responds to any call

[Clerk Dreyfus left the room at 7:43 P.M.]

- Operational considerations:
 - Traffic issues constitute the biggest percentage of complaints
 - Provide medical first responder service
 - The Township provides two (2) school resource officers who are also part of the road team
 - 4,672 hours of on and off duty training
 - 630 hours for training a new officer
 - One (1) in four (4) to five (5) calls require officer backup
- Investigations include fraud, computer crimes and drug related issues
- Citizen survey shows high satisfaction with police in a variety of categories
- Outline of equipment costs over the next ten (10) years projected at nearly \$2 million

[Clerk Dreyfus returned at 7:45 P.M.]

Fire Chief Cowper provided the following information:

- Comparison between number of calls in 2003 (3,150) and 2016 (5,009)
 - 35 v. 30 emergency service response personnel
- 59% increase in incidents while experiencing a 14% decrease in personnel
- Midwest average of 1.4 firefighters per 1,000 residents would equate to 58 full time firefighters
- During the economic downturn, the Township's firefighters union agreed to the hiring of part-time paramedics/firefighters
 - National shortage of paramedics and improved economy has resulted in only one remaining part-time paramedic/firefighter
 - student enrollment in paramedic school is decreasing nationwide

- Need to purchase five (5) ambulances, one (1) fire engine and other vehicles over the next 10 years, as well as a fill station for air tanks, fire gear, ladder truck, etc. for an approximate cost of \$3 million
 - One (1) seven-story building and two (2) six-story buildings are located in Meridian Township, and the existing ladder truck cannot reach those heights
 - Current ladder truck is 18 years old, and a new one will need to be purchased within the next three (3) to four (4) years
- Necessity of immediate response to calls routinely requires the assistance of Meridian Township's mutual aid partners
- Expansion of the Township's response area includes Alaiedon Township's northern border (Jackson National Life, hotels, businesses, expressway, etc.), a total of 16 additional square miles
- Three (3) firefighters are currently on long-term disability, bringing the active suppression personnel number down to 27
- Meridian Fire Department received an award from Sparrow Hospital for the highest service of excellence in advanced life support transport in Mid-Michigan
- Ambulance is staffed with two (2) paramedics per run

Township Manager summary:

- Proposed millage will provide the following on an annual basis:
 - \$450,000 for equipment
 - \$1,454,568 additional payment into MERS
 - \$400,000 to hire two (2) police officers and two (2) fire fighters
 - \$200,000 for an 8% contingency (unspecified)
 - Total: \$2,504,568 per year
- Annual cost of the 1.483 mills for a homeowner with a \$200,000 house would be \$148
- 62% of MERS members pay more than the required contribution

Board and staff discussion:

- Board member belief the essential services provided by the Township is an important part of "who we are"
- Township Manager statement that if the millage doesn't pass, staff cuts (10-15 positions) would be proposed and the pension would be paid off over a 12-15 year period
- Inquiry as to whether providing essential services to Williamstown and Alaiedon Townships is "profitable"
 - All costs are covered under these agreements
- Request for staff to provide millage numbers for East Lansing
- Meridian Township taxes are lower than most jurisdictions
- The 10 year v. 20 year payback is based on a 7.75% assumed rate of return
 - Modifications in pension benefits and the contingency will cover fluctuations in the rate of return
 - 30 year total for MERS' rate of return is over 9%
- Hiring additional police and fire personnel will help "some" with overtime costs
- Administration is comfortable with overtime costs being part of the General Fund
- Millage will only be needed for 10 years and will not be renewed because the pension debt will be erased and the annual required contribution will dramatically be decreased
- The annual required contribution (ARC) to MERS is \$2.6 million just to maintain due to the pension legacy debt
- If the Township's pension system was adequately funded, it would require only a \$600,000 payment
- Comparison of tax rates:
 - 7.8 mills for Meridian Township, inclusive
 - 19.7 mills for the City of Lansing
 - 22.7 mills for the City of East Lansing
- Police and Fire are the largest generators of overtime by a significant factor and need to be addressed
- Goal of hiring four (4) essential personnel should reduce non-essential overtime

- Police and fire overtime contributes greatly to pension liability costs and reducing overtime helps to reduce the Township’s long-term debt
- No need to explain to citizens the Parks millage will be reduced by .3 next year because voters approved the millage in 2014 knowing the “double taxation” would end in two years

It was the consensus of the Board to place this item on for action at its March 21, 2017 Board meeting.

14. COMMENTS FROM THE PUBLIC

Supervisor Styka opened Public Remarks.

Leonard Provencher, 5824 Buena Parkway, Haslett, believed the Police and Fire millage was being brought forth to deal exclusively with the unfunded pension liability obligations. Mr. Provencher spoke in opposition to the proposed increase in Police and Fire personnel. He questioned how much of the proposed millage will be eroded over the next ten (10) years due to the Headlee override. Mr. Provencher inquired as to the anticipated growth in the size of Township population in ten (10) years. He thought additional residents coming into the Township detracts from the quality of life experienced by residents who currently reside in the Township and are committed to its continued success. Mr. Provencher believed the 35 foot vertical height limit is good for the Township, as we are a suburban community and should continue to be a suburban community.

Marina Ionescu, co-owner of property at 6233 W. Lake Drive, Haslett, questioned if there were numbers for the 5% interest rate charged v. payment in full for the Sleepy Hollow Infrastructure Improvements.

Supervisor Styka closed Public Remarks.

15. OTHER MATTERS AND BOARD MEMBER COMMENTS

Supervisor Styka addressed Board procedures and decorum, recommending not using names of individual citizens during Board member comment. He stated Board member comment should be directed at content and issues.

Clerk Dreyfus believed members of public bodies, including appointees to boards and commissions, also need to be held to the higher standard of not using the names of Board members and citizens in their communications.

Supervisor Styka acknowledged and agreed with comments made by Clerk Dreyfus.

16. ADJOURNMENT

Trustee Deschaine moved to adjourn. Seconded by Treasurer Brixie.

VOICE VOTE: Motion carried unanimously.

Supervisor Styka adjourned the meeting at 8:35 P.M.

RONALD J. STYKA
TOWNSHIP SUPERVISOR

BRETT DREYFUS, CMMC
TOWNSHIP CLERK

Sandra K. Otto, Secretary



To: Board Members
From: Miriam Mattison
Miriam Mattison, Finance Director
Date: March 16, 2017
Re: Board Bills

MOVED THAT THE TOWNSHIP BOARD APPROVE THE MANAGER'S
BILLS AS FOLLOWS:

COMMON CASH	\$	121,137.68
PUBLIC WORKS	\$	440,652.63
TRUST & AGENCY	\$	214,759.88
TOTAL CHECKS:	\$	776,550.19
CREDIT CARD TRANSACTIONS Mar 1 to Mar 15	\$	10,363.37
TOTAL PURCHASES:	\$	<u>786,913.56</u>
ACH PAYMENTS	\$	<u>685,461.68</u>

Attachment:
Copy of Petty Cash Transactions - Administrative \$300.95

03/16/2017 10:36 AM
 User: hudecek
 DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
 EXP CHECK RUN DATES 03/21/2017 - 03/21/2017
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GF

Vendor Name	Description	Amount	Check #
1. 20/20 PRINTING			
	GUS MACKER POSTCARDS	273.30	
2. 4IMPRINT			
	COASTERS FOR 2016 FRIEND OF THE PARK CEREMONY	507.01	
3. AIRGAS GREAT LAKES			
	STANDING PO - MEDICAL OXYGEN	443.90	
4. AT & T			
	SERVICE	31.99	
5. AT&T			
	SERVICE	82.66	
	SERVICE	109.13	
	SERVICE	82.66	
	SERVICE	187.82	
	SERVICE	105.01	
	SERVICE	374.64	
	SERVICE	2,198.73	
	SERVICE	2,411.11	
	TOTAL	5,551.76	
6. AT&T MOBILITY			
	SERVICE	90.93	
7. AUTO VALUE OF EAST LANSING			
	FLEET REPAIR PARTS 2017	54.59	
	FLEET REPAIR PARTS 2017	16.29	
	FLEET REPAIR PARTS 2017	115.78	
	FLEET REPAIR PARTS 2017	57.58	
	FLEET REPAIR PARTS 2017	32.38	
	FLEET REPAIR PARTS 2017	36.38	
	TOTAL	313.00	
8. AUTOMATED BUSINESS EQUIPMENT			
	SERVICE ON MARTIN YALE MACHINE	160.00	
9. BANNASCH WELDING INC			
	WELDING/PLOW PARTS	360.00	
10. BARYAMES CLEANERS			
	STANDARD POLICE UNIFORM CLEANING	1,172.40	
11. BECKS PROPANE			
	PROPANE FOR HNC	366.96	94699
12. BOARD OF WATER & LIGHT			
	STREET LIGHT SERVICE	455.09	
13. BS&A SOFTWARE			
	PERMIT TRAINING BARNUM & QUINLIVAN	410.00	
14. CATHERINE ADAMS			
	REIMBURSEMENT FOR MILEAGE-JANUARY	116.36	
	REIMBURSEMENT FOR MILEAGE - FEBRUARY	52.43	
	TOTAL	168.79	
15. CDW			
	ADOBE CC LICENSES - 10 MONTHS	8,153.76	
	DELL 24 INCH MONITOR P2417H	720.00	
	TOTAL	8,873.76	
16. CINTAS CORPORATION #725			
	UNIFORM RENTAL 2017	33.03	
	UNIFORM RENTAL 2017	33.03	
	UNIFORM RENTAL 2017	33.03	
	TOTAL	99.09	
17. CITY PULSE			
	TWP NOTICES	135.81	

03/16/2017 10:36 AM
 User: hudecek
 DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
 EXP CHECK RUN DATES 03/21/2017 - 03/21/2017
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GF

Vendor Name	Description	Amount	Check #
18. COMCAST CABLE	CABLE INTERNET	149.85	
	SERVICE	6.42	
	TOTAL	156.27	
19. COMPLETE BATTERY SOURCE	BATTERIES FOR CAMERA'S	24.07	
20. CONSUMERS ENERGY	EMERG CRC PAYMN'T TO RESTORE SERVICE	151.00	94628
	EMERG CRC PAYMN'T TO RESTORE SERVICE	211.00	94627
	TOTAL	362.00	
21. CONVERGENT MEDIA DESIGNS, LLC	EDITING WORKSTATION UPGRADES	3,200.00	
22. COURTESY FORD	FORD REPAIR PARTS 2017	306.41	
	FORD REPAIR PARTS 2017	248.67	
	FORD REPAIR PARTS 2017	64.68	
	FORD REPAIR PARTS 2017	142.79	
	FORD REPAIR PARTS 2017	37.26	
	FILTER ON #60-106	7.50	
	PARTS #60-101	6.50	
	PARTS #60-104	6.50	
	TOTAL	820.31	
23. CREATIVE PRODUCT SOURCING	DARE PRODUCTS	534.10	
24. CUMMINS BRIDGEWAY LLC	REPAIR GENERATOR FIRE #92	498.60	
	ANNUAL GENERATOR LOADBANK / MAINTENANCE 2017	450.18	
	ANNUAL GENERATOR LOADBANK / MAINTENANCE 2017	561.85	
	ANNUAL GENERATOR LOADBANK / MAINTENANCE 2017	263.01	
	ANNUAL GENERATOR LOADBANK / MAINTENANCE 2017	418.42	
	TOTAL	2,192.06	
25. DANIEL KING	REIMBURSEMENT FOR MILEAGE - FEBRUARY	124.65	
	REIMBURSEMENT FOR MILEAGE TO 3/9/17	122.51	
	TOTAL	247.16	
26. DAVID HALL	REIMBURSEMENT FOR TRAVEL/TRAINING EXPENSE	69.19	
27. DBI	LABELS	21.57	
28. DIETZ JANITORIAL SERVICE INC	JANITORIAL SERVICE PSB, MUN BUILD, HARRIS CENTER 2	2,001.90	
	JANITORIAL SERVICE PSB, MUN BUILD, HARRIS CENTER 2	343.00	
	TOTAL	2,344.90	
29. DOUGLASS SAFETY SYSTEMS LLC	STANDING PO - FIRE EQUIPMENT/GEAR	64.12	
	STANDING PO - FIRE EQUIPMENT/GEAR	179.80	
	TOTAL	243.92	
30. EDWARD BESONEN	TRAINING LUNCHES 4 @ 12.50	50.00	
31. FD HAYES ELECTRIC	REPAIR UNDERGROUND WIRING FOR POLE LIGHTS	255.00	
32. FIRST COMMUNICATIONS	MONTHLY SERVICE	838.93	
33. GIGUERE HOMES INC.	REFUND SOIL EROSION PERMIT-1435 KALORAMA WAY	25.00	

03/16/2017 10:36 AM
User: hudecek
DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
EXP CHECK RUN DATES 03/21/2017 - 03/21/2017
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: GF

Vendor Name	Description	Amount	Check #
34. GRANGER	SERVICE	76.00	
	SERVICE	111.00	
	SERVICE	128.51	
	SERVICE	65.44	
	SERVICE	87.00	
	SERVICE	17.50	
	SERVICE	134.82	
	TOTAL	620.27	
35. HALT FIRE INC	PARTS #500 & #501	240.61	
36. HASLETT PUBLIC SCHOOLS	MAINTENANCE REIMBURSEMENT FOR LAST QTR 2016	4,434.39	
37. INGHAM COUNTY CLERK	NOTARY PUBLIC FILING FOR L. HAGAN	10.00	
38. IRON MOUNTAIN	RECORD SHREDDING SERVICE	49.35	
39. JEFFORY BROUGHTON	STANDING PO - RADIO COMMUNICATION REPAIRS/PARTS	1,528.50	
40. JOHN HECKAMAN	WORK BOOT REIMBURSEMENT	169.99	
41. JOHNSON & ANDERSON INC	CONVERSION OF FLEET SERVICES CMMS TO CITYWORKS PER	45.00	
42. JUNGLE JANE PROMOTIONS	PADFOLIOS	1,726.90	
43. KCI	ASSESSMENT NOTICES AND POSTAGE	7,064.90	
44. KIT RICH	REIMBURSEMENT FOR MILEAGE-FEBRUARY	67.95	
45. KIWANIS CLUB OF HASLETT	FLAGS OVER MERIDIAN FOR 9 PARK SITES	324.00	
46. KOLACHE KITCHEN	FARM MARKET VENDOR	44.00	
47. LANSING UNIFORM COMPANY	POLICE UNIFORM PURCHASE - SHOES AND BOOTS	209.95	
	STANDARD POLICE UNIFORM PURCHASE	218.95	
	STANSING PO - UNIFORMS	446.20	
	STANSING PO - UNIFORMS	285.90	
	STANDARD POLICE UNIFORM PURCHASE	50.00	
	STANDARD POLICE UNIFORM PURCHASE	25.00	
	TOTAL	1,236.00	
48. LEXISNEXIS RISK SOLUTIONS INC	E CITATION SOFTWARE	13,133.40	
49. LIFELOC TECHNOLOGIES INC	SUPPLIES	105.00	
50. M3 GROUP INC	PHASE 3 - JANUARY	3,125.00	
51. MAURER-FOSTER	NOTARY PUBLIC BOND FOR L. HAGAN	50.00	
52. MCLAREN PHARMACY SERVICES	RX SUPPLIES	81.42	
53. MEDICAL MANAGEMENT SYSTEMS	OF PROFESSIONAL SERVICE	6,944.79	
54. MELANIE BUTT	REFUND INSURANCE ADJ APPLIED	87.00	
55. MERIDIAN MALL	TRAVELING PICTORIAL	500.00	
	LEASE PAYMENT FOR FOOD TRUCK RALLY	1,500.00	
	TOTAL	2,000.00	
56. MERIDIAN TOWNSHIP	TRANSFER FOR FLEX CHECKING 3/17/17 PAYROLL	1,201.89	

03/16/2017 10:36 AM
 User: hudecek
 DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
 EXP CHECK RUN DATES 03/21/2017 - 03/21/2017
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GF

Vendor Name	Description	Amount	Check #
57. MERIDIAN TOWNSHIP PETTY CASH			
	REIMB MILEAGE D. HUGHES-DECEMBER	5.40	
	REIMB MILEAGE D. FELDPAUSCH-DECEMBER	5.94	
	REIMB MILEAGE S. OTTO-DECEMBER	12.42	
	REIMB MILEAGE J. HORVATH-JANUARY	16.59	
	REIMB MILEAGE R. LEMLEY-JANUARY	14.45	
	REIMB MILEAGE D. HUGHES-JANUARY	11.77	
	REIMB MILEAGE B. DREYFUS-JANUARY	28.35	
	REIMB MILEAGE B. DREYFUS-JANUARY	10.70	
	JEOPARDY ASSESSMENT-HAMPTON JEWELERS	30.00	
	ENACTMENT DAY PARKING FEES-LANSING CAPITAL	9.25	
	CAMCA ELECTION BOARD MTG-J. HORVATH	12.27	
	PARKING FOR ALPACT-D. HALL	4.50	
	REIMB MILEAGE INGHAM CTY CLERK-J. HORVATH	11.77	
	REIMB MILEAGE TO POST OFFICE-J. HORVATH	5.35	
	REIMB MILEAGE POST OFFICE-D. HUGHS-FEBRUARY	11.24	
	REIMB MILEAGE TO BANK-M. GROOP	3.48	
	REIMB MILEAGE POST OFFICE-R. LEMLEY-FEBRUARY	12.35	
	PLANNING SUPPLIES-B. MOTIL	2.11	
	REIMB MILEAGE POST OFFICE-J. HORVATH-FEBRUARY	4.82	
	JEOPORDY ASSESSMENT & DISCHARGE-J. BRIXIE	40.00	
	JEOPORDY DISCHARGE-J. BRIXIE	20.00	
	REIMB MILEAGE INGHAM CO CLERK J. BRIXIE	11.77	
	PIZZA-EXTENSIVE CRIMINAL SCHOOL-D. HALL	16.42	
	TOTAL	300.95	
58. MICHIGAN.COM	FARMERS MARKET ADVERTISING-FEBRUARY	167.00	
59. MID-MICHIGAN CODE OFFICIALS ASSOC	MEMB FOR: BOLEK, WALL, HECKAMAN	180.00	94695
60. MOORE MEDICAL LLC			
	STANDING PO FOR EMS SUPPLIES/EQUIPMENT	28.50	
	STANDING PO FOR EMS SUPPLIES/EQUIPMENT	713.62	
	MISC SUPPLIES	169.00	
	TOTAL	911.12	
61. NAPA			
	FLEET REPAIR PARTS 2017	228.54	
	FLEET REPAIR PARTS 2017	(12.45)	
	TOTAL	216.09	
62. OFILIA DIAZ	FARM MARKET VENDOR	34.00	
63. OKEMOS MARATHON	22" WIPER BLADES	36.00	
64. OKEMOS PUBLIC SCHOOLS	5 DZ COOKIES	30.00	
65. OVERHEAD DOOR OF LANSING			
	INSTALL ELECTRONIC PHOTO EYE AND TRANSMITTERS SER	1,058.00	
	PARTS & LABOR	698.00	
	PARTS & LABOR - NORTH STATION	321.52	
	TOTAL	2,077.52	
66. PARAMOUNT COFFEE CO.			
	COFFEEMATE	50.40	
	COFFEE - BREAKFAST BLEND	61.10	
	TOTAL	111.50	
67. PITNEY BOWES	LEASING CHARGE	822.00	
68. PLANNING & ZONING CENTER INC	PLANNING/ZONING NEWS-15 COPIES	370.00	
69. PLM LAKE & LAND MANAGEMENT	REIMBURSEMENT FOR 2017 PERMIT APPLICATION FEE	1,500.00	

03/16/2017 10:36 AM
 User: hudecek
 DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
 EXP CHECK RUN DATES 03/21/2017 - 03/21/2017
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GF

Vendor Name	Description	Amount	Check #
70. PROGRESSIVE AE	LAKE LANSING WATERSHED MANAGEMENT CONTRACT 2008-20	500.00	
71. PRO-TECH MECHANICAL SERVICES	REPAIR HEAT - PUBLIC SAFETY BUILDING	105.00	
	REPAIR BOILER - MUNICIPAL BUILDING	587.84	
	TOTAL	692.84	
72. QUALITY TIRE INC	STATE CONTRACT TIRES	206.68	
73. R A MECHANICAL LLC	REFUND OVER P'MT: 2053 ASHLAND, PM17-0131	5.00	
74. RACHEL MCDANIEL	REIMBURSEMENT FOR MILEAGE	20.06	
75. RECLAIMED BY DESIGN	MARCH RECYCLING CENTER SERVICE	2,000.00	
76. RESERVE ACCOUNT	TWP MONTHLY POSTAGE 2017-MARCH	3,000.00	
77. ROBIN FAUST	REIMB MILEAGE - FEBRUARY	25.15	
78. S.V.C.I.C.C.	MEMBER DUES - M WALL	15.00	94698
	CLASS REGISTRATION- 3 INSPECTORS	135.00	94697
	TOTAL	150.00	
79. SHAHEEN CHEVROLET INC	PARTS & LABOR #508	546.70	
	PARTS & LABOR #508	192.76	
	PARTS & LABOR #508	206.85	
	PARTS & LABOR #508	881.21	
	TOTAL	1,827.52	
80. SIGNATURE FORD INC.	FORD F-250 4X4 PICKUP	24,868.00	
81. SKILLPATH SEMINARS	SEMINAR FOR R. LEMLEY	149.25	
82. SOLDAN'S FEED & PET SUPPLIES	CANINE SUPPLIES FOR TWO DOGS	27.99	
83. SPARROW OCCUPATIONAL	PROFESSIONAL SERVICE FOR FEBRUARY	203.00	
	PROFESSIONAL SERVICE FOR FEBRUARY	275.00	
	TOTAL	478.00	
84. SPRINT	CELLULAR PHONE SERVICE FOR SGT'S VEHICLES	98.88	
85. ST MARTHA CONFERENCE OF	EMERG CRC PAYMENT TO AVOID EVICTION	250.00	94629
86. STATE OF MICHIGAN	NOTARY PUBLIC FILING - L. HAGAN	10.00	
	EVIDENCE RETRIEVAL TRAINING	50.00	
	TOTAL	60.00	
87. SWAGIT PRODUCTIONS, LLC	STREAMING & CLOSED CAPTIONING	3,462.00	
88. THE CHEESE PEOPLE OF GRAND RAPIDS	FARM MARKET VENDOR	15.00	
89. TITUS FARM LLC	FARM MARKET VENDOR	115.00	
90. TODD FRANK	REIMBURSEMENT FOR CDL LICENSE RENEWAL	70.00	
91. TRUCK COLLISION SERVICE	BOB CAT FORK REPAIR #307	696.50	
92. TVU NETWORKS	SERVICE FOR FEBRUARY	500.00	

03/16/2017 10:36 AM
User: hudecek
DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
EXP CHECK RUN DATES 03/21/2017 - 03/21/2017
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: GF

Vendor Name	Description	Amount	Check #
93. USA SOFTBALL OF MICHIGAN	2017 BAT CERTIFICATE HOLOGRAMS	75.00	
TOTAL - ALL VENDORS		121,137.68	
FUND TOTALS:			
Fund 101 - GENERAL FUND		70,342.46	
Fund 208 - PARK MILLAGE		966.76	
Fund 211 - PARK RESTRICTED/DESIGNATED		375.00	
Fund 230 - CABLE TV		17,042.66	
Fund 246 - TIRF		2,000.00	
Fund 250 - COMMUNITY NEEDS FUND		612.00	
Fund 661 - MOTOR POOL		29,798.80	
PAYMENT TYPE TOTALS			
Paper Check		121,137.68	

03/16/2017 09:49 AM
 User: hudecek
 DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
 EXP CHECK RUN DATES 03/21/2017 - 03/21/2017
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: PW

Vendor Name	Description	Amount	Check #
1. BARNHART & SON	REPAIR @ 5118 PARK LAKE RD SEWER	54.28	
2. BOARD OF WATER & LIGHT	MAINTENANCE FOR HULETT PUMPING STATION 7-1 TO 12-3	1,630.87	
3. CITY OF EAST LANSING	OP COSTS BOARD OF WATER & LIGHT JOLLY RD INTERCONN	217,597.50	
	SEWER OPERATIONS BILLING - MARCH	205,698.75	
	TOTAL	423,296.25	
4. CUMMINS BRIDGEWAY LLC	GENERATOR REPIARS SIERRA RIDGE LIFT STATION	969.17	
	ANNUAL GENERATOR LOADBANK / MAINTENANCE 2017	184.45	
	ANNUAL GENERATOR LOADBANK / MAINTENANCE 2017	184.45	
	ANNUAL GENERATOR LOADBANK / MAINTENANCE 2017	368.89	
	ANNUAL GENERATOR LOADBANK / MAINTENANCE 2017	368.89	
	ANNUAL GENERATOR LOADBANK / MAINTENANCE 2017	448.07	
	ANNUAL GENERATOR LOADBANK / MAINTENANCE 2017	253.75	
	ANNUAL GENERATOR LOADBANK / MAINTENANCE 2017	253.74	
	ANNUAL GENERATOR LOADBANK / MAINTENANCE 2017	253.74	
	ANNUAL GENERATOR LOADBANK / MAINTENANCE 2017	418.42	
	ANNUAL GENERATOR LOADBANK / MAINTENANCE 2017	418.42	
	ANNUAL GENERATOR LOADBANK / MAINTENANCE 2017	253.74	
	ANNUAL GENERATOR LOADBANK / MAINTENANCE 2017	263.01	
	TOTAL	4,638.74	
5. FERGUNSON SUPPLIES	WATER REPARTS 2017	1,038.91	
	WATER REPARTS 2017	94.88	
	WATER REPARTS 2017	342.00	
	TOTAL	1,475.79	
6. FISHBECK, THOMPSON, CARR & HUBER	SAW GRANT - WETLAND MONITORING	2,961.55	
7. IDC CORPORATION	LIFT STATION CONTROL REPAIRS	169.75	
8. JAMES JETTON	REUFND OVERPM'T FINAL @ SNRI-004238-0000-01	211.10	
9. JOHNSON & ANDERSON INC	SCADA RADIO, PLC AND CENTRAL HMI MODERNIZATION	1,495.00	
10. MICHIGAN PLUMBING	REPAIR CAUSED BY WATER LINE INSTALATION	3,450.00	
11. MIKE ELLIS	REIMB FOR MILEAGE	73.94	
12. NATIONAL SAFETY COMPLIANCE, INC	MISC SUPPLIES	69.00	
13. SME	TESTING FOR PARK LAKE RD SANITARY SEWER REPAIR	722.25	
14. STATE OF MICHIGAN	WATER SAMPLES	280.00	
15. TRANSNATION TITLE	REFUND OVERPM'T FINAL @ KEWA-002287-0000-01	107.60	
16. TRI-COUNTY TITLE AGENCY LLC	REFUND OVER PAYMN'T FINAL @ PAWN-002018-0000-04	16.51	
TOTAL - ALL VENDORS		440,652.63	
FUND TOTALS:			
Fund 590 - SEWER FUND		212,196.17	
Fund 591 - WATER FUND		228,456.46	
PAYMENT TYPE TOTALS			
Paper Check		440,652.63	

03/16/2017 10:37 AM
User: hudecek
DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
EXP CHECK RUN DATES 03/21/2017 - 03/21/2017
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: TA

Vendor Name	Description	Amount	Check #
1. DIRECTV LLC	REFUND OVERPM'T DELINQ PPTAX	16.41	
2. EAST LANSING PUBLIC SCHOOLS	SUMMER TAX COLLECTION	7.13	12012
3. HASLETT PUBLIC SCHOOLS	SUMMER & WINTER TAX COLLECTION	37,121.05	12013
4. INGHAM INTERMEDIATE SCHOOL	SUMMER TAX & DELINQ PPTAX COLLECTION	8,780.34	12014
5. LANSING COMMUNITY COLLEGE	WINTER & DELINQ PPTAX COLLECTION	73,277.81	12015
6. MERIDIAN TOWNSHIP DDA	WINTER TAX PAYOUT TO 2/28/17	7,413.61	12016
7. OKEMOS PUBLIC SCHOOLS	WINTER-SUMMER-DELINQ PPTAX COLLECTION	87,412.38	12017
8. SCOTT & SHARON CARTER	REFUND OVERPM'T WINTER TAX @ 1563 FOREST HILLS	22.48	12019
9. STATE OF MICHIGAN	ENDING SOR REGISTRATION - JAN	180.00	12020
10. WILLIAMSTON SCHOOLS	WINTER TAX COLLECTION	528.67	12018
TOTAL - ALL VENDORS		214,759.88	
FUND TOTALS:			
Fund 701 - TRUST & AGENCY		214,759.88	
PAYMENT TYPE TOTALS			
Paper Check		214,759.88	

Date	Merchant Name	Amount	Account Name
2017/03/02	ADOBE *CREATIVE CLOUD	(\$224.96)	DEBORAH GUTHRIE
2017/03/13	ALLTRAILS COM	\$29.99	CATHERINE ADAMS
2017/03/01	AMAZON MKTPLACE PMTS	\$52.47	MICHELLE PRINZ
2017/03/01	AMAZON MKTPLACE PMTS	\$5.22	MICHELLE PRINZ
2017/03/02	AMAZON MKTPLACE PMTS	\$28.00	MICHELLE PRINZ
2017/03/02	AMAZON MKTPLACE PMTS	\$34.00	MICHELLE PRINZ
2017/03/03	AMAZON MKTPLACE PMTS	\$17.99	MICHELLE PRINZ
2017/03/07	AMAZON MKTPLACE PMTS	\$4.92	MICHELLE PRINZ
2017/03/09	AMAZON MKTPLACE PMTS	\$1.96	MICHELLE PRINZ
2017/03/11	AMAZON MKTPLACE PMTS	\$8.72	MICHELLE PRINZ
2017/03/13	AMAZON MKTPLACE PMTS	\$32.85	MICHELLE PRINZ
2017/03/09	AMAZON MKTPLACE PMTS	\$14.47	BENJAMIN MAKULSKI
2017/03/01	AMAZON MKTPLACE PMTS	\$51.10	KATHERINE RICH
2017/03/01	AMAZON MKTPLACE PMTS	\$58.95	KATHERINE RICH
2017/03/03	AMAZON MKTPLACE PMTS	\$16.50	CHRISTOPHER DOMEYER
2017/03/05	AMAZON MKTPLACE PMTS	\$65.97	CHRISTOPHER DOMEYER
2017/03/09	AMAZON MKTPLACE PMTS	\$27.99	CHRISTOPHER DOMEYER
2017/03/01	AMAZON MKTPLACE PMTS	\$74.42	CATHERINE ADAMS
2017/03/02	AMAZON.COM	\$4.05	MICHELLE PRINZ
2017/03/10	AMAZON.COM	\$77.98	KATHERINE RICH
2017/03/02	AMAZON.COM	\$9.05	CHRISTOPHER DOMEYER
2017/03/02	AMAZON.COM AMZN.COM/BILL	\$102.64	MICHELLE PRINZ
2017/03/08	AMAZON.COM AMZN.COM/BILL	\$13.99	KATHERINE RICH
2017/03/10	AMAZON.COM AMZN.COM/BILL	\$19.24	CHRISTOPHER DOMEYER
2017/03/01	AMWAY GRAND PLAZA HOTE	\$542.88	LUANN MAISNER
2017/03/10	ASAP PRINTING	\$184.73	KATHERINE RICH
2017/03/06	BARYAMES CLEANERS 17 NORT	\$5.30	WILLIAM PRIESE
2017/03/09	BED BATH & BEYOND #369	\$29.99	ANDREA SMILEY
2017/03/06	BELLE TIRE 044	\$80.00	TODD FRANK
2017/03/11	BIGGBY COFFEE 203	\$20.36	BRANDIE YATES
2017/03/07	COMCAST	\$134.85	DEBORAH GUTHRIE
2017/03/07	COMCAST	\$124.90	DEBORAH GUTHRIE
2017/03/14	COMPLETE BATTERY SOURCE	\$10.11	JAY GRAHAM
2017/03/03	CORAL GABLES OF EAST LANS	\$293.61	FRANK L WALSH
2017/03/14	DUSTY'S CELLAR CORP	\$75.00	JANE GREENWAY
2017/03/10	GFS STORE #1901	\$53.73	ANDREA SMILEY
2017/03/10	GFS STORE #1901	\$316.19	ANDREA SMILEY
2017/03/10	GFS STORE #1901	\$78.90	ANDREA SMILEY
2017/03/13	GFS STORE #1901	\$82.21	ROBIN FAUST
2017/03/10	HAMPTON INN OF WEST BL	\$558.90	WILLIAM PRIESE
2017/03/01	HASLETT TRUE VALUE HARDW	(\$28.47)	ROBERT MACKENZIE
2017/03/01	HASLETT TRUE VALUE HARDW	\$28.47	ROBERT MACKENZIE
2017/03/10	HITCHES AND MORE INC	\$75.95	TODD FRANK
2017/03/08	HOBBY LOBBY #360	\$15.98	WILLIAM RICHARDSON
2017/03/02	HOBBY LOBBY #360	\$8.99	CHRISTOPHER DOMEYER
2017/03/08	JETS PIZZA OF HASLETT	\$93.58	WILLIAM PRIESE

2017/03/08	JETS PIZZA OF HASLETT	\$177.00	WILLIAM PRIESE
2017/03/03	KIMBALL MIDWEST	\$76.19	TODD FRANK
2017/03/14	KROGER #793	\$8.68	JANE GREENWAY
2017/03/02	LANSING BREWING COMPANY	\$15.70	LUANN MAISNER
2017/03/02	LARRY CUSHION TROPHIES	\$12.00	CHRISTOPHER DOMEYER
2017/03/08	LEXISNEXIS RISK SOL EPIC	\$50.00	KEN PLAGA
2017/03/13	MANDARIN EXPRESS #550 TOW	\$11.20	WILLIAM PRIESE
2017/03/08	MEIJER INC #025 Q01	\$5.18	KRISTI SCHAEING
2017/03/01	MEIJER INC #025 Q01	\$21.43	SCOTT DAWSON
2017/03/13	MEIJER INC #025 Q01	\$158.34	JANE GREENWAY
2017/03/10	MEIJER INC #025 Q01	\$47.98	CATHERINE ADAMS
2017/03/08	MICHIGAN BATTERY EQUIPME	\$178.00	TODD FRANK
2017/03/10	MICHIGAN BATTERY EQUIPME	\$230.00	TODD FRANK
2017/03/14	MICHIGAN BATTERY EQUIPME	\$178.00	TODD FRANK
2017/03/02	MICHIGAN MUNICIPAL LEAGUE	\$150.00	DEREK PERRY
2017/03/02	MICHIGAN MUNICIPAL TREASU	\$550.00	JULIE BRIXIE
2017/03/01	MICHIGAN RECREATION & PAR	\$40.00	MICHAEL DEVLIN
2017/03/08	MICHIGAN SUPPLY CO	\$216.86	TODD FRANK
2017/03/07	MID MICHIGAN EMERGENCY E	\$117.00	TODD FRANK
2017/03/08	MIDWEST POWER EQUIPMEN	\$30.98	KEITH HEWITT
2017/03/10	MIDWEST POWER EQUIPMEN	\$55.00	KEITH HEWITT
2017/03/08	MJLLCDBANEW	\$395.00	KRISTI SCHAEING
2017/03/09	MORSON LEASING	\$1,480.82	TODD FRANK
2017/03/07	MSU PAYMENTS	\$30.00	LAWRENCE BOBB
2017/03/07	MSU PAYMENTS	\$30.00	LAWRENCE BOBB
2017/03/07	MSU PAYMENTS	\$30.00	ROBERT MACKENZIE
2017/03/07	MSU PAYMENTS	\$30.00	ROBERT MACKENZIE
2017/03/07	MSU PAYMENTS	\$30.00	ROBERT MACKENZIE
2017/03/08	NATIONAL EMERGENCY TRAIN	\$296.00	WILLIAM PRIESE
2017/03/10	OFFICEMAX/OFFICEDEPOT #61	\$111.56	KATHERINE RICH
2017/03/03	OFFICEMAX/OFFICEDEPOT #61	\$12.49	CHRISTOPHER DOMEYER
2017/03/02	OFFICEMAX/OFFICEDEPOT #61	\$28.97	DAVID LESTER
2017/03/10	OFFICEMAX/OFFICEDEPOT #61	\$18.10	KENNITH PHINNEY
2017/03/08	OFFICEMAX/OFFICEDEPOT #61	\$39.79	WILLIAM PRIESE
2017/03/14	OKEMOS HDWE INC	\$17.97	ROBERT MACKENZIE
2017/03/02	OKEMOS HDWE INC	\$2.99	TOM OXENDER
2017/03/13	OKEMOS HDWE INC	(\$9.99)	TOM OXENDER
2017/03/13	OKEMOS HDWE INC	\$9.99	TOM OXENDER
2017/03/10	OLIVE GARDEN 00011874	\$118.25	KENNITH PHINNEY
2017/03/01	PARKING EP/PS	\$10.00	YOUNES ISHRAIDI
2017/03/02	PARKING EP/PS	\$10.00	YOUNES ISHRAIDI
2017/03/03	PAYPAL *SMEMSIC	\$50.00	WILLIAM PRIESE
2017/03/14	PERSONALIZED PAPER STORE	\$36.78	MICHELLE PRINZ
2017/03/08	PET SUPPLIES PLUS #193	\$4.70	CATHERINE ADAMS
2017/03/10	PETSMART # 0724	\$7.00	CATHERINE ADAMS
2017/03/02	POTAWATOMI INN	(\$17.43)	DENNIS ANTONE
2017/03/02	POTAWATOMI INN	\$372.80	DENNIS ANTONE

2017/03/02	POTAWATOMI INN	\$372.80	DENNIS ANTONE
2017/03/02	POTAWATOMI INN	(\$17.43)	LUANN MAISNER
2017/03/08	PP*MIASSNBROAD	\$110.00	BENJAMIN MAKULSKI
2017/03/03	SOLDANS FEEDS PET S	\$8.94	CATHERINE ADAMS
2017/03/13	SQ *ON A MISSION LL	\$50.00	WILLIAM PRIESE
2017/03/02	STAMPRIITE	\$49.00	SANDRA OTTO
2017/03/01	SUPPLYPLAZA.COM	\$36.99	CHRISTOPHER DOMEYER
2017/03/03	TAPCO	\$37.20	DEREK PERRY
2017/03/08	TARGET 00003657	\$42.94	ANDREA SMILEY
2017/03/09	TARGET 00003657	(\$12.99)	ANDREA SMILEY
2017/03/09	TARGET 00003657	(\$25.98)	ANDREA SMILEY
2017/03/09	TARGET 00003657	\$60.96	ANDREA SMILEY
2017/03/13	TGI_FRIDAYS #0061	\$31.00	WILLIAM PRIESE
2017/03/06	THE HOME DEPOT #2723	\$11.03	ROBERT STACY
2017/03/08	THE HOME DEPOT #2723	\$2.97	ROBERT STACY
2017/03/10	THE HOME DEPOT #2723	\$6.29	ROBERT STACY
2017/03/02	THE HOME DEPOT #2723	\$8.46	PETER VASILION
2017/03/03	THE HOME DEPOT #2723	\$9.98	PETER VASILION
2017/03/13	THE HOME DEPOT #2723	\$49.98	PETER VASILION
2017/03/13	THE HOME DEPOT #2723	\$24.96	MIKE ELLIS
2017/03/02	THE HOME DEPOT #2723	\$44.16	DAVID LESTER
2017/03/07	THE HOME DEPOT #2723	\$71.88	DAVID LESTER
2017/03/01	THE HOME DEPOT #2723	\$3.97	ROBERT MACKENZIE
2017/03/01	THE HOME DEPOT #2723	\$5.80	ROBERT MACKENZIE
2017/03/02	THE HOME DEPOT #2723	\$206.62	ROBERT MACKENZIE
2017/03/03	THE HOME DEPOT #2723	\$6.97	ROBERT MACKENZIE
2017/03/09	TOM'S FOOD	\$158.92	ANDREA SMILEY
2017/03/10	TOP HAT CRICKET FARM INC	\$29.14	CATHERINE ADAMS
2017/03/06	USPS PO 2569800864	\$6.65	ROBIN FAUST
2017/03/13	WAL-MART #2866	\$45.92	MATTHEW WALTERS
2017/03/11	WM SUPERCENTER #3726	\$55.04	ANDREA SMILEY
2017/03/03	WW GRAINGER	\$82.20	TOM OXENDER

\$10,363.37

ACH Transactions

<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Purpose</u>
03/09/17	Consumers Energy	46,316.80	Gas & Electric
03/15/17	Mers	212,330.87	Employee Retirement
03/16/17	Elan	28,903.23	Credit Card Purchases - February
03/16/17	Various Financial Institutions	258,885.85	Direct Deposit 3/21/17 Payroll
03/16/17	IRS	103,731.89	Payroll Taxes 3/21/17 Payroll
03/16/17	ICMA	34,558.65	Payroll Deductions 3/21/17 Payroll
03/13/17	MTC	600.28	Sewer & Water Bills
03/14/17	Deluxe Business System	134.11	Deposit Slips (Banking)
	Total ACH Payments	<u><u>685,461.68</u></u>	

User: hudecek

DB: Meridian

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
71483	MERIDIAN TOWNSHIP PETTY CASH	03/01/2017	03/21/2017	5.40	5.40	Open	Y
71484	MERIDIAN TOWNSHIP PETTY CASH	03/01/2017	03/21/2017	5.94	5.94	Open	Y
71485	MERIDIAN TOWNSHIP PETTY CASH	03/01/2017	03/21/2017	12.42	12.42	Open	Y
71486	MERIDIAN TOWNSHIP PETTY CASH	01/25/2017	03/21/2017	16.59	16.59	Open	Y
71487	MERIDIAN TOWNSHIP PETTY CASH	03/01/2017	03/21/2017	14.45	14.45	Open	Y
71488	MERIDIAN TOWNSHIP PETTY CASH	03/01/2017	03/21/2017	11.77	11.77	Open	Y
71489	MERIDIAN TOWNSHIP PETTY CASH	03/01/2017	03/21/2017	28.35	28.35	Open	Y
71490	MERIDIAN TOWNSHIP PETTY CASH	03/01/2017	03/21/2017	10.70	10.70	Open	Y
71491	MERIDIAN TOWNSHIP PETTY CASH	02/08/2017	03/21/2017	30.00	30.00	Open	Y
71492	MERIDIAN TOWNSHIP PETTY CASH	02/17/2017	03/21/2017	9.25	9.25	Open	Y
71493	MERIDIAN TOWNSHIP PETTY CASH	02/21/2017	03/21/2017	12.27	12.27	Open	Y
71494	MERIDIAN TOWNSHIP PETTY CASH	02/22/2017	03/21/2017	4.50	4.50	Open	Y
71495	MERIDIAN TOWNSHIP PETTY CASH	02/27/2017	03/21/2017	11.77	11.77	Open	Y
71496	MERIDIAN TOWNSHIP PETTY CASH	03/01/2017	03/21/2017	5.35	5.35	Open	Y
71497	MERIDIAN TOWNSHIP PETTY CASH	02/27/2017	03/21/2017	11.24	11.24	Open	Y
71498	MERIDIAN TOWNSHIP PETTY CASH	02/24/2017	03/21/2017	3.48	3.48	Open	Y
71499	MERIDIAN TOWNSHIP PETTY CASH	03/01/2017	03/21/2017	12.35	12.35	Open	Y
71500	MERIDIAN TOWNSHIP PETTY CASH	03/06/2017	03/21/2017	2.11	2.11	Open	Y
71501	MERIDIAN TOWNSHIP PETTY CASH	03/07/2017	03/21/2017	4.82	4.82	Open	Y
71502	MERIDIAN TOWNSHIP PETTY CASH	03/08/2017	03/21/2017	40.00	40.00	Open	Y
71503	MERIDIAN TOWNSHIP PETTY CASH	03/09/2017	03/21/2017	20.00	20.00	Open	Y
71504	MERIDIAN TOWNSHIP PETTY CASH	03/09/2017	03/21/2017	11.77	11.77	Open	Y
71505	MERIDIAN TOWNSHIP PETTY CASH	03/09/2017	03/21/2017	16.42	16.42	Open	Y

# of Invoices:	23	# Due:	23	Totals:	300.95	300.95
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00

Net of Invoices and Credit Memos:				300.95	300.95
-----------------------------------	--	--	--	--------	--------

--- TOTALS BY GL DISTRIBUTION ---

101-170.191-825.000	PROFESSIONAL CONFERENCES/DUES	12.27
101-170.191-870.000	MILEAGE	11.77
101-170.201-870.000	MILEAGE	34.35
101-170.215-870.000	MILEAGE	105.03
101-170.253-870.000	MILEAGE	15.25
101-170.253-955.000	MISCELLANEOUS	90.00
101-300.301-728.000	OPERATING SUPPLIES	20.92
101-300.400-728.000	OPERATING SUPPLIES	2.11
101-750.775-880.000	COMMUNITY PROMOTION	9.25

User: hudecek

DB: Meridian

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
--- TOTALS BY FUND ---							
	101 - GENERAL FUND			300.95	300.95		
--- TOTALS BY DEPT/ACTIVITY ---							
	170.191 - ELECTIONS			24.04	24.04		
	170.201 - ACCOUNTING			34.35	34.35		
	170.215 - CLERK			105.03	105.03		
	170.253 - TREASURER			105.25	105.25		
	300.301 - POLICE			20.92	20.92		
	300.400 - DEV. CONTROL-PLANNING/A			2.11	2.11		
	750.775 - COMMUNITY ACTIVITIES			9.25	9.25		

Date	Name	Description	#	Amount	Fait
01.03.17	Danielle Hughes	mileage-(PO)	4776	5.40	SG
1/5/17	Deanne Fardpausch	mileage - post office	4777	5.94	SG
1/9/17	Sandy Otto	mileage - Post office, Monroeville	4778	12.42	SG
1/25/17	Jean Horvath	CMCA Annual Mtg	4779	16.59	SG
1.31.17	R. Lemley	mileage to/from PO	4780	14.45	AMT
1/31/17	Danielle Hughes	mileage - post office	4781	11.77	SG
2.3.17	B. Dreyfus	mileage - Ingham Co. Clerk	4782	28.35	AMT
2.3.17	B. Dreyfus	mileage - office of seal	4783	6.10	AMT
02.08.17	Julie Brixie	jeopardy assessment	4784	\$30.00	SG
2/17/17	Deborah Guthrie	Eventmt Day parking	4785	\$9.25	SG
2/21/17	Jean Horvath	CMCA meeting	4786	\$12.27	SG
2/22/17	David Hall	Parking for on campus	4787	\$4.50	AMT
2/27/17	Jean Horvath	Mileage - Ingham Co Clerk	4788	\$11.77	SG
2/27/17	Jean Horvath	Mileage - Post office	4789	\$5.35	SG
2.28.17	Danielle Hughes	mileage - post office	4790	\$11.24	SG
2.28.17	Maryann Group	mileage - bank deposits	4791	\$3.48	AMT
3.2-17	Rebecca Lemley	Mileage - post office	4792	\$12.35	SG
03.06.17	Ben Mohl	operating supplies	4793	\$2.11	SG
3.8.17	Sandy Otto	mileage - post	4794	\$4.82	AMT
3.8-17	Julie Brixie	Jeopardy assessment & discharge	4795	\$40.00	SG
3-9-17	Julie Brixie	Jeopardy discharge	4796	\$20.00	SG
3-9-17	Julie Brixie	Mileage - Ingham Co.	4797	\$11.77	SG
3.14.17	Dore Hall	Extensive School Criminal Investigation	4798	\$16.42	SG

U-51-8
3
Clemson



9. D

To: Board Members
From: Mark Kieselbach
Mark Kieselbach
Director, Community Planning and Development
Date: March 17, 2017
Re: Redi-Ride Policy change

The Board at its meeting on March 7, 2017 discussed the recommendation from the Meridian Transportation Commission (MTC) to change the Redi-Ride policy regarding cancellation notices. Currently cancellations are required to be made by 5 p.m. the day before the scheduled ride. The intent of the rule was to reduce the number of no-shows, however, it had the opposite effect and the number has increased.

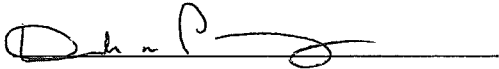
At the MTC meeting on February 23, 2017 the Commission and representatives from Capital Area Transportation Authority (CATA) discussed an alternative to the policy and having a four (4) hour cancellation. The four (4) hour cancellation notice would allow riders to cancel with less notice but still give CATA time to fill the vacant seat. The MTC unanimously recommended the policy change to a cancellation being made at least four (4) hours before the ride is scheduled.

The following motion has been provided for the Board's consideration:

Move to recommend to CATA for implementation the change to the Redi-Ride policy for a cancellation notice to be at least four (4) before the ride is scheduled.



9. E

To: Board Members
From: 
Derek N. Perry, Assistant Township Manager
Director of Public Works & Engineering
Date: March 21, 2017
Re: Greater Lansing Area Regional Stormwater Memorandum of Agreement

Since 2008, Meridian Township has partnered with area communities to comply with our federal and state stormwater National Pollutant Discharge Elimination System Phase II (NPDES II) permit requirements as a watershed. This holistic approach allows for better management and protection of our vital water resources.

A major component of the NPDES II is the MS4 (Municipal Separate Storm Sewer System) program and as a member of the Greater Lansing Area Regional Storm Water Program (GLRC) we receive assistance with the preparation, implementation and compliance of our mandatory MS4 permit. Stewardship, public education and employee training are major components of the MS4 program and at the end of the year a report is generated that details the accomplishments of the program. A copy of this document was included in the information packet that was provided at the March 2, 2017 meeting.

The current 2012 agreement is expiring and the GLRC is now requesting that area participants renew their membership in the organization. The proposed Memorandum of Agreement would extend our partnership until April 30, 2022.

The Department of Public Works is a strong advocate of the GLRC and values the assistance we receive with complying with our NPDES II and MS4 permits. We highly recommend that the partnership continue as outlined in the attached Resolution and associated Memorandum of Agreement.

The following motion is recommended for Board consideration:

MOVE TO APPROVE THE GREATER LANSING AREA REGIONAL STORM WATER PROGRAM RESOLUTION AND ASSOCIATED MEMORANDUM OF AGREEMENT.

Attachments: Resolution
Memorandum of Agreement

GREATER LANSING AREA REGIONAL STORM WATER PROGRAM
Charter Township of Meridian
March 7, 2017

RESOLUTION

At the regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 21st day of March 2017 at 6:30 p.m., local time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, the United States Environmental Protection Agency (USEPA) and the Michigan Department of Environmental Quality (MDEQ) have required communities in the Greater Lansing tri-county region to apply for and maintain compliance with a National Pollutant Discharge Elimination System Phase II (NPDES II) permit, and;

WHEREAS, the communities prepared, reviewed, and proposed a Memorandum of Agreement for adoption by all the communities and agencies to formalize and establish the Greater Lansing Regional Committee for Stormwater Management (GLRC), and;

WHEREAS, participation in the GLRC advances local efforts for responsible stewardship of our natural resources, allows for the cooperative management of the watersheds in our community and this region, and assists the participating municipalities and their departments in complying with the regulatory requirements promulgated by the MDEQ and the USEPA Municipal Separate Storm Sewer System (MS4) stormwater discharge permits, and;

WHEREAS, the Memorandum of Agreement which was adopted by these municipalities and agencies originally in 2008, was revised and updated and re-adopted in 2012, and has now been prepared reflecting changes in the participating communities and activities to meet permit requirements and extending the period of the agreement to April 30, 2022, now;

NOW THEREFORE BE IT RESOLVED THAT THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, hereby approves the Greater Lansing Regional Committee for Stormwater Management Memorandum of Agreement revised by the GLRC on December 8,

2016 and authorizes payment of the appropriate annual assessment for support of the Greater Lansing Regional Committee, and;

BE IT FURTHER RESOLVED, that the community’s representative to the Greater Lansing Regional Committee is Department of Public Works Chief Engineer, Younes Ishraidi, with Director of Public Works & Engineering, Derek N. Perry as alternate.

Yeas: _____

Nays: _____

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)

) ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk for the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Charter Township of Meridian Township Board at a meeting held on the 21st day of March, 2017, and further certify that the above Resolution was adopted at said meeting.

Brett Dreyfus, CMMC, Township Clerk

Charter Township of Meridian

**GREATER LANSING REGIONAL COMMITTEE
for Stormwater Management**

MEMORANDUM OF AGREEMENT - DECEMBER 8, 2016

**Original Agreement- MAY 21, 2004
Revised and Adopted-DECEMBER 13, 2012**

I. PURPOSE

It is the purpose of this Memorandum of Agreement (hereinafter the Agreement) to set forth the composition, duties, and responsibilities of the Greater Lansing Regional Committee for Stormwater Management (hereinafter the "GLRC") to be formed as more particularly described below. Local public agencies, institutions, and communities believe there are substantial benefits that can be derived under this Agreement through cooperative management of the Grand River, Red Cedar River and Looking Glass River watersheds to protect the Waters of the State; to meet local initiatives for protecting the environment; and in providing mutual assistance in meeting the requirements under the Michigan Department of Environmental Quality (MDEQ) National Pollutant Discharge Elimination System (NPDES) Permit for Municipal Separate Storm Sewer Systems, (hereinafter the "MS4 Permit") or similar stormwater discharge permits issued to public entities within the Grand River, Red Cedar River, and Looking Glass River watersheds.

The Agreement will also provide a framework for consideration of new, permanent watershed organizations with potentially broader responsibilities that could provide a more cost effective and efficient means to meet state and federal requirements, and public expectations for restoration and maintenance of the beneficial uses of the watersheds.

II. HISTORY OF GLRC

On November 15, 1999, Delta Township and the City of Lansing hosted a meeting for several local communities. The meeting notice stated that this was to be "an informal meeting to discuss the Stormwater Phase II program (now referred to as the MS4 program) and how, or if, there may be a way to pool resources on a regional basis".

Representatives from various communities, counties and MDEQ discussed the Federal Regulations for Stormwater Phase II and the MDEQ's program allowing a "Voluntary Permit Program." Originally nine communities and three counties were listed as designated communities by MDEQ.

Subsequent meetings were held to continue exploring the feasibility and cost of a cooperative effort. On June 8, 2000, a draft Resolution was prepared for the establishment of the "Greater Lansing Area Regional NPDES Phase II Stormwater Regulations Committee" and for each community to name a representative to serve on the committee.

Throughout the remainder of 2000, the committee obtained Resolutions from each community; elected officers; received proposals and interviewed four consulting firms. Tetra Tech MPS was selected to assist the Committee in determining how to best comply with the Phase II Stormwater Rules. Tri-County Regional Planning Commission (TCRPC) also assisted the Committee in providing contractual, fiduciary, and administrative support.

In May 2001, Tetra Tech MPS completed the "Step 1 – Permit Strategy Development" study which incorporated the Committee's decision (April 20, 2001) to proceed as a group using the State's Voluntary General Permit approach. The Committee then agreed to retain Tetra Tech MPS to prepare the Voluntary General Permit Application for each of the nine communities. The cost for each community was based on a formula that included weighted factors for population and land area. Eight of the nine communities then passed a second resolution agreeing to continue as a group with voluntary general permits using the distribution of costs as presented. Williamstown Township elected to proceed with a jurisdictionally based permit.

The eight communities proceeding under the voluntary general permit, also formally agreed to have the watershed management plans developed under the individual drain commissioners.

On January 25, 2002, the Committee agreed to retain Tetra Tech MPS to prepare a watershed management plan for the Grand River, Looking Glass River, and the Red Cedar River. Again, the allocation of cost agreed to by everyone was based on weighted factors involving the percent of population and land in each watershed. Each community adopted a third resolution committing their appropriate funds for the watershed management plans.

A Public Education Advisory Committee was organized to assist in the educational portion of Voluntary General Permit Applications.

Throughout 2002 and 2003 fourteen additional communities within the three watersheds were invited to join the committee. Ten communities were required to meet the MS4 Permit requirements based on the 2000 census.

Eight communities ultimately joined and participated in the regional approach and completed the Voluntary General Permit Application utilizing Tetra Tech MPS.

In March 2003, all sixteen communities and the three counties submitted their Voluntary General Permit Applications to MDEQ. In November 2003, certificates of coverage were issued to each of the sixteen communities and to each of the three counties.

In 2006 Lansing Public Schools and DeWitt Public Schools joined the GLRC.

In 2007, a lawsuit filed by a Township in Kalamazoo County, established that some townships no longer required an MS4 Permit from MDEQ. As this case relates to the GLRC, MDEQ determined that Alaiedon, Bath, Oneida, Watertown, and Windsor Townships would no longer need an MS4 Permit.

At the December 14, 2007 GLRC meeting, the GLRC membership took formal action to establish an Associate Membership category to encourage any public agency, institution, or community who did not have an MS4 Permit to join the GLRC.

In 2012, the City of DeWitt entered into an agreement nesting DeWitt Public Schools.

In 2012, the MDEQ changed the process for permit renewal, instead of issuing a general watershed based permit; individual MS4 permits will be issued. The application process will detail all activities of the GLRC and members through two separate applications. Then, the MDEQ will review and negotiate, with the end result being MDEQ issuing a permit specific for each member.

In 2016, Waverly Community Schools joined the GLRC.

iii. GREATER LANSING REGIONAL COMMITTEE (GLRC)

A. Term

While the ultimate organization of the GLRC and its responsibilities has evolved over time and after thoughtful review of alternatives, the signatories to this Agreement want to continue to work together under the following terms to assure the continuation of responsibility for essential services. These stormwater management services provide for the legal and financial responsibility to meet state and federal stormwater discharge permit requirements as well as local initiatives to protect the Waters of the State.

The current GLRC agreement expires on April 30, 2017. This agreement replaces the current GLRC agreement in its entirety for the period expiring **April 30, 2022**. As confirmed by MDEQ, expiration of the current permit is September 30, 2017; an application will be due to MDEQ by April 17, 2017. The members may mutually agree to renew and/or extend the term of the GLRC under the provisions contained in this Agreement.

Any member community may withdraw from this Agreement and the GLRC by delivering to the Executive Committee a resolution of withdrawal adopted by its governing body. Any such withdrawal adopted shall be effective 30 days following delivery of withdrawal, provided however, that any withdrawing community shall remain liable for payment of its annual assessment through the end of the current fiscal year.

B. Composition

Membership in the GLRC shall consist of "full members", "associate members", and "ex-officio members".

The full members of the GLRC shall consist of a representative, or designated alternate, appointed by the appropriate governing body in each township, city, village, school district, institution, and county within the Grand River, Red Cedar River and Looking Glass River watersheds that has an MDEQ NPDES MS4 Permit and that are signatory to this Agreement.

The associate members of the GLRC shall consist of a representative, or designated alternate, appointed by the governing body in each township, city, village, school district,

institution, and county within the Grand River, Red Cedar River and Looking Glass River watersheds that does not have an MDEQ NPDES MS4 permit and that are signatory to this Agreement. However, once an associate member obtains an MDEQ NPDES MS4 Permit, they must become a full member of the GLRC.

Members, and designated alternates, shall serve until replaced in writing by the appointing authority.

The GLRC may also include ex-officio representatives from such agencies as Tri-County Regional Planning Commission (TCRPC), MDEQ and others as determined by the GLRC.

C. Public Participation

All meetings of the GLRC shall be noticed and conducted in accordance with the Michigan Open Meetings Act, MCL 15.261, et seq. The GLRC and/or its Executive Committee shall:

- Determine the rules for public participation
- Schedule meetings at facilities that are fully accessible to the interested public, and
- Routinely provide notice of meeting times and places at publicly accessible locations

D. Voting

The GLRC shall take all formal actions by a simple majority vote of a quorum. A quorum shall consist of one more than fifty (50%) of the GLRC members, or their designated alternates, eligible to vote. Members eligible to vote are those full members and associate members authorized in writing by an appropriate governing authority that has adopted this Agreement and that has paid its assessment. Ex-officio members shall be non-voting members of the GLRC.

E. Election of Officers and Appointment of Executive Committee

The GLRC shall annually elect, from among its members, a Chair, a Vice-Chair, a Secretary and a Treasurer. The Chair and the Vice-Chair shall be elected or appointed officials, or employees of a voting full member of the GLRC. The Secretary and Treasurer may be representatives of any full, associate, or ex-officio member of the GLRC. Officers elected by the GLRC may serve up to three consecutive terms. All terms shall be for one calendar year. The Vice Chair, or the Treasurer in the event the Vice-Chair is unavailable, may assume the duties of the Chair if the Chair is unavailable.

The Executive Committee shall have a maximum of eight voting members consisting of:

- (2) the Chair and Vice Chair of the GLRC
- (3) one representative or alternate from each member county
- (3) the Chairs of the Illicit Discharge Elimination Plan (IDEP), Public Education Plan (PEP), and Total Maximum Daily Load (TMDL) Committees

The Chair of the GLRC shall chair the Executive Committee, with the responsibility succeeding to the Vice Chair, then the Chair of the PEP Committee if the Chair of the GLRC is absent. If neither the Vice Chair of the GLRC nor the Chair of the PEP

Committee is present at an Executive Committee meeting, the Chair of the IDEP Committee shall serve as Chair for the meeting. The Chair of the GLRC shall not have an alternate serve on his behalf on the Executive Committee.

The Executive Committee will seek consensus on all issues brought before it. In the absence of consensus, the Executive Committee will adopt motions only when a majority of its members vote in favor of a motion. Each full and associate member will have one vote. A County or Committee may designate an alternate to serve and vote on behalf of their appointed representative to the Executive Committee.

F. Meetings

The GLRC shall meet at least twice each year at a designated time and location established by the Executive Committee. Agendas for GLRC meetings will be distributed and circulated to all members at least two weeks in advance of all meetings. The Executive Committee will meet at least five times each year at the call of the Chair. All meetings of the GLRC, Executive Committee, standing committees or special committees established under the GLRC shall operate under the Robert's Rules of Order unless modified by a majority vote of the GLRC members. The meetings of the GLRC may be rotated to locations throughout the three watersheds allowing any member or community agency to host a meeting.

G. GLRC Duties

The GLRC shall have the following duties:

1. Budget and Assessments

The fiscal year for the GLRC shall coincide with the calendar year.

Upon execution of this Agreement, review and approve the annual budget for the GLRC and establish the allocation of annual assessments for each member category. The GLRC shall adopt a budget before each December 31 for the calendar year that follows.

2. Standing Committees

Establish and outline a charge for up to three standing committees. The IDEP, PEP, and TMDL Committees will continue to function. Any member or designated alternate may serve on any standing committee. See Appendix A for a chart of the GLRC structure.

3. Watershed Management

The GLRC is committed to working with watershed partners in the region. This includes but is not limited to: Middle Grand River Watershed Planning Project (319), Red Cedar River Watershed Planning Project (319), Friends of the Looking Glass River Watershed, Middle Grand River Organization of Watersheds (MGROW), Mid-Michigan Environmental Action Council (Mid-MEAC), student groups, etc. The GLRC values the watershed efforts being conducted and will work with these groups to improve water resources in the Tri-County region.

4. Other Duties

- Maintain official written record of meetings that includes attendance, issues discussed and votes taken.
- Recommend to member communities, institutions, school districts, and counties any subsequent changes needed to this Agreement.
- Take other actions required, including delegation of responsibilities to the Chair or Executive Committee to carry out the purposes and conduct the business of the GLRC including, but not limited to, directing the activities of any committees established under this Agreement or subsequently authorized by the GLRC.
- Encourage and promote public input into decisions and recommendations of the GLRC, and of all committees established by the GLRC.

H. Executive Committee Duties

The Executive Committee shall have the following duties:

1. Budget

With the advice of the standing committees, supervise the expenditure of GLRC monies consistent with the approved annual budget.

2. Supervise Staff and Arrange Support Services

Arrange for the services of staff responsible for facilitating meetings, preparing agendas, and negotiating and advocating on behalf of the GLRC. Supervise and provide direction to staff of the GLRC, make provisions for necessary management support services for operation of the GLRC.

All staff or employees employed by the GLRC shall be and remain at all times solely the agents, servants, or employees of the GLRC and shall not be construed for any purposes to be an agent, servant, or employee of any constituent member of the GLRC.

3. Provide Forum for Discussion

Provide a forum for discussion, and, if appropriate, resolution of issues related to the implementation of this Agreement brought to its attention by any member of the GLRC.

4. Other Duties

- Assist the standing committees and special committees of the GLRC in meeting their respective responsibilities.
- Maintain a brief written record of each Executive Committee meeting including, at a minimum, attendance, list of issues, and a record of decisions.
- Take other actions that are consistent with the provisions of this Agreement and direction provided by the GLRC.

IV. RESOLUTION

The communities, institutions, school districts, and counties entering into this Agreement shall do so by the passage of a formal resolution, or exercising authority that includes the ability to commit to the payment of their appropriate assessments based on their membership category for support of the GLRC. In subsequent years, communities, institutions, school districts, and counties shall indicate their acceptance to continue this Agreement, should it remain unchanged, through the

payment of their appropriate annual assessment in support of annual budgets approved by the GLRC.

Modifications to this Agreement as may be recommended by formal action of the GLRC shall be subject to acceptance of the appropriate authority of each community, institution, school district, or county.

Services provided through the GLRC and grant funds if obtained for stormwater management shall be, to the extent practical, limited to members that have signed and met their respective financial obligations under this Agreement.

V. FIDUCIARY SERVICES

The TCRPC has agreed to provide fiduciary services for the collection and expenditure of assessments paid under the terms of this Agreement. It is understood that the assessments paid under the terms of this Agreement will be used only for the services identified in the GLRC Annual Budget as adopted by the GLRC members. It is further understood that the assessments paid may be used to provide the required local match for federal grant dollars used to support the annual GLRC budget.

TCRPC has agreed to provide the Executive Committee full and complete access to records concerning the use of the funds collected from the members so that all expenditures of monies collected through assessments to members can be audited through a process determined to be appropriate by the Executive Committee. TCRPC has further agreed to provide a financial accounting of all funds collected and expended to the GLRC within 45 days following the end of each calendar year. Copies of the annual accounting and audit reports shall be made available to all GLRC member communities upon request. TCRPC shall obtain Executive Committee consensus before expenditure of any of the assessments collected.

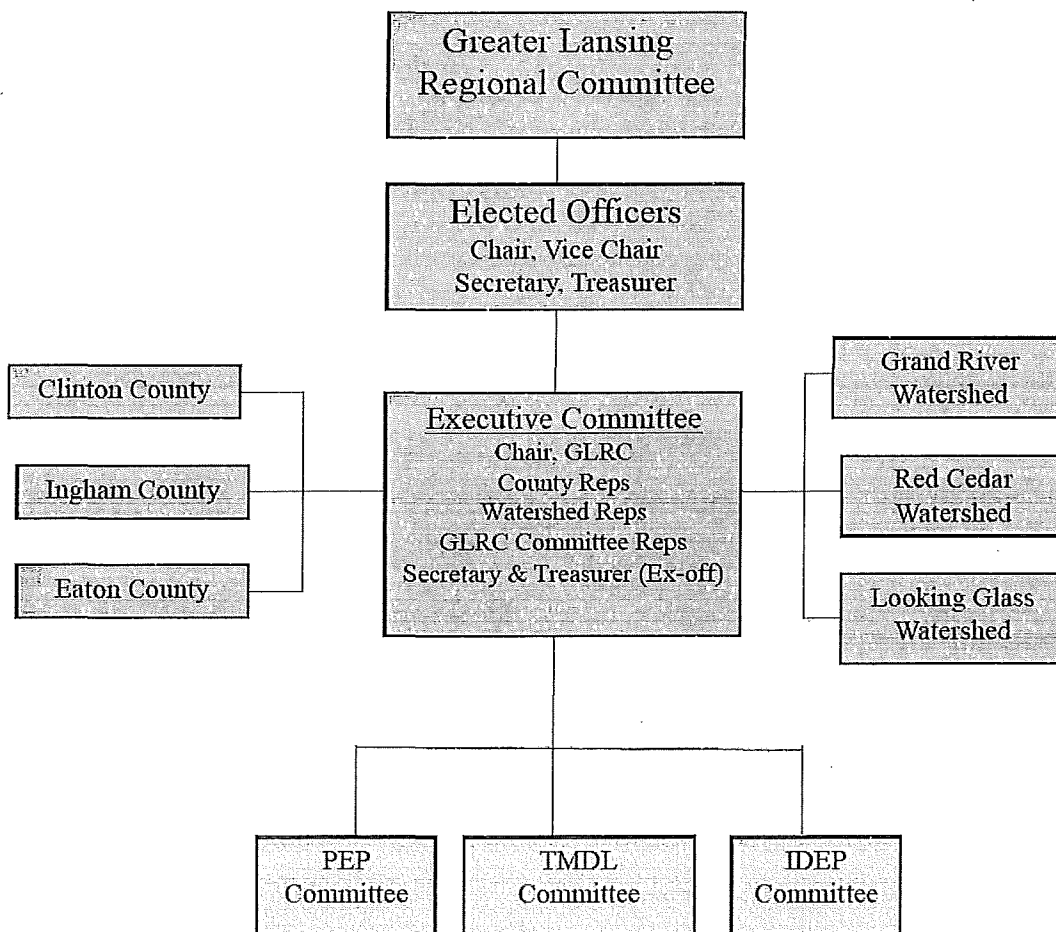
VI. INDEMNIFICATION, INSURANCE AND LEGAL FEES

Each signatory to this agreement, as part of its general liability coverage, shall maintain coverage for any damages, claims, causes of action, or actions of any nature whatsoever arising from this agreement, and does hereby agree to indemnify and save and hold harmless each other signatory, respectively, its officers, employees, and agents from and against any and all such damages, claims, actions and causes of action, including legal fees, based on this agreement, as may arise from any action taken or permitted by each signatory, respectively.

This agreement is not intended to create a legal entity subject to suit. Nothing in this section shall be construed to give any third party any claim to which said third party would not otherwise be entitled, nor shall it abrogate or diminish the defense of governmental immunity, or any other defense, for any claim against any party.

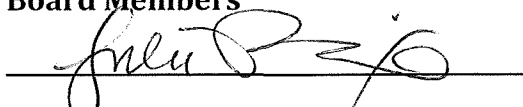
APPENDIX A

STRUCTURE OF THE
GREATER LANSING REGIONAL COMMITTEE
FOR STORMWATER MANAGEMENT





9. F

To: Board Members
From: 
Julie Brixie, Township Treasurer
Date: March 16, 2017
Re: Authority to open account (name changes)

Two financial institutions recently had name changes. This is a resolution to approve the following institution(s) and/or security broker/dealer(s) for the purpose of depositing and investing Township funds according to our Investment Policy and within PA 20 Guidelines.

Move to adopt a resolution entitled "Authority to Open an Account" at:

**Commercial Bank (formerly Mason State Bank)
MI Class- administered by Public Trust Advisors (formerly MBIA Class)**

RESOLUTION OF CHARTER TOWNSHIP OF MERIDIAN
AUTHORITY TO OPEN ACCOUNT

I hereby certify that I Brett Dreyfus am the duly elected and qualified Clerk and the keeper of the records of Charter Township of Meridian and that the following is a true and complete copy of a resolution duly adopted at a meeting of the Township Board held on _____, and that such resolution shall be in full force and effect, as of _____.

RESOLVED, That _____, ("Bank"), is hereby designated a depository of Charter Township of Meridian and that funds deposited therein may be withdrawn upon checks or other instruments of Charter Township of Meridian ("Township").

RESOLVED FURTHER, That all checks, drafts, notes, withdrawals or orders drawn against said funds shall be signed by Julie Brixie, Township Treasurer, or any two of the following: Ronald J. Styka, Supervisor; Frank L. Walsh, Manager; and Brett Dreyfus, Clerk.

RESOLVED FURTHER, That Julie Brixie, Township Treasurer, is authorized to make verbal telephone requests upon the Bank for the purchase of investments (by use of the Personal Identification Number assigned to her if required by the Bank) and in the case of her inability to exercise this function, any two of the following may issue written instructions to the Bank for the purchase of investments: Ronald J. Styka, Supervisor; Frank L Walsh, Manager; and Brett Dreyfus, Clerk.

RESOLVED FURTHER, That the Bank is hereby authorized and directed to honor any withdrawals and to pay any checks and other instruments drawn against said funds, to the order of the Treasurer or any two of the above named officials signing and/or countersigning such instruments.

RESOLVED FURTHER, That the above designated officers are hereby authorized to execute, on behalf of the Township, signature cards, or other documents, containing the rules and regulations of the Bank and the conditions under which deposits are accepted, and to agree on behalf of the Township to those rules, regulations, and conditions as amended.

RESOLVED FURTHER, That the Clerk shall certify to the Bank the names, of those holding the offices or positions listed above and shall thereafter as changes in those offices may occur, immediately certify to the Bank a revised list of officers who are authorized to act in accordance with this resolution. Bank may rely on such certifications and shall be indemnified by the Township from and against any claims, expenses, or losses resulting from honoring the signature of any officer so certified, or from refusing to honor any signature not so certified. These resolutions shall remain in force until written notice to the contrary shall have been received by the Bank, but receipt of such notice shall not affect any prior action taken by the Bank in reliance on this resolution or any certification made in connection herewith.

I further certify that the following are the titles, names and genuine signatures of the OFFICERS AUTHORIZED BY THE ABOVE RESOLUTIONS.

NAME and TITLE, SIGNATURE

FACSIMILE SIGNATURE (if used)

Julie Brixie, Treasurer

Ronald J. Styka, Supervisor

Frank L. Walsh, Manager

Brett Dreyfus, Clerk

I hereby certify the above and I have hereunto subscribed my name as Clerk of Meridian Charter Township on _____.

Brett Dreyfus, Township Clerk

386007712

Township's Tax Payer ID#



11. A

To: Board Members

From:

Derek N. Perry, Assistant Township Manager
Director of Public Works & Engineering

From:

Younes Ishraidi, P.E.
Chief Engineer

Date: March 17, 2017

Re: Kansas Road Public Sanitary Sewer Improvement
Special Assessment District #52 - Public Hearing for Final Assessments

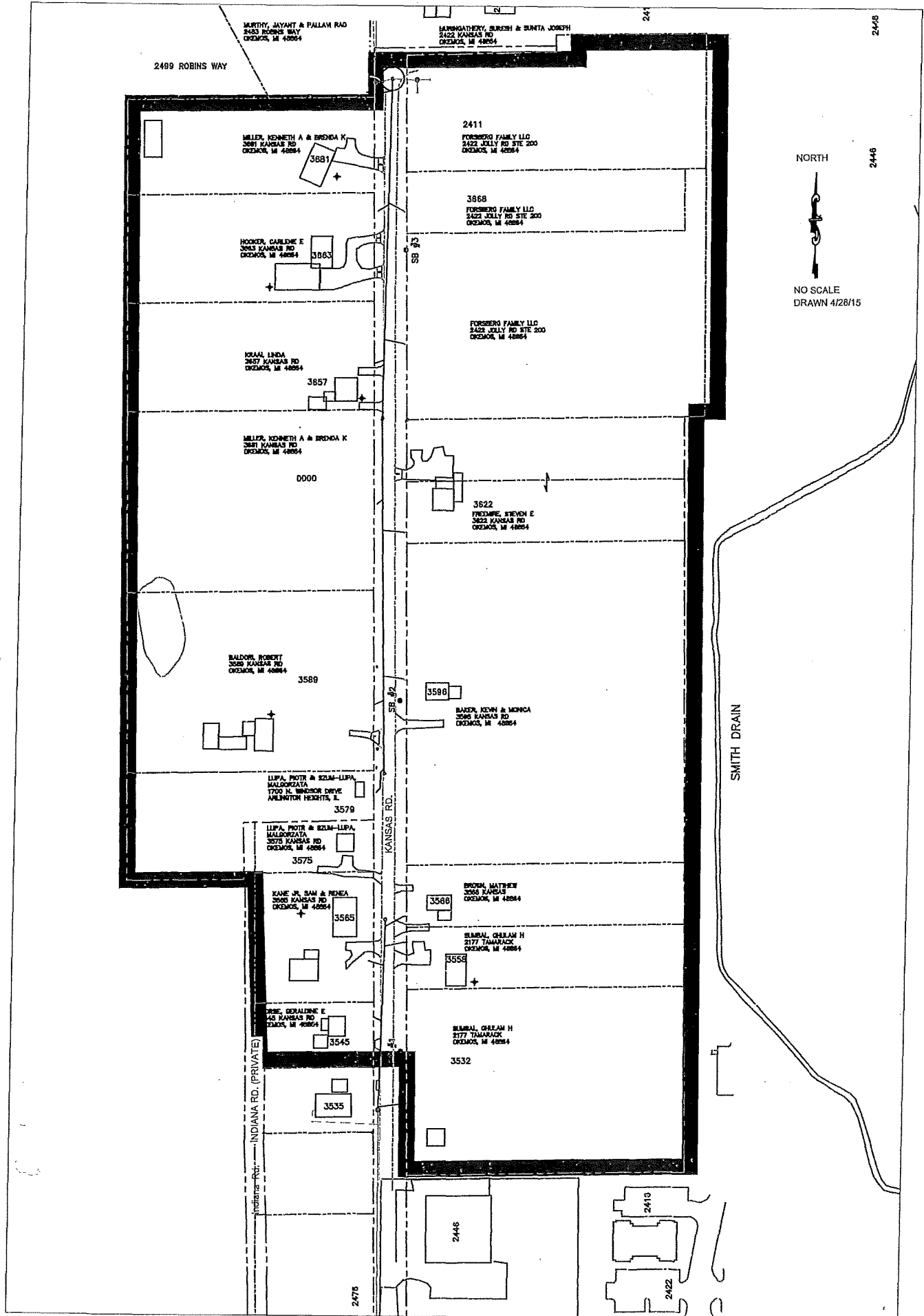
On November 17, 2015, the Township Board adopted Resolution #3, which approved the construction of the sanitary sewer improvement along Kansas Road, approved the plans and cost estimate, determined the district, and directed an assessment roll be made.

The project has been completed, at a final cost of \$115,191.25. On February 21, 2017 Resolution #4 was approved which set the final assessments for 16 lots at \$7,199.45 per parcel, and set the public hearing for the final roll for March 21, 2017.

Upon closer examination of the district, it was noticed that the number of parcels has been increased from the time Resolution #3 was approved, due to a parcel split of 3575 Kansas. Consequently the number of parcels within the district has been increased to 17 parcels. The final assessments have been revised to reflect the new number of parcels, with all original 16 parcels assessed \$6,829.08 and the new parcel assessed \$5,925.92. The new parcel, 33-02-02-33-351-018, assessment amount reflect the fact it did not receive a lateral. As such, the proposed assessment for this parcel will be an amount equal to the original assessment minus the cost of a lateral. The owner of the new parcel has been notified by staff regarding the proposed assessment.

The public hearing is to hear comments in favor and/or objections to the proposed Kansas Road Sanitary Sewer Special Assessment District # 52 special assessment roll.

2015 KANSAS ROAD SANITARY SEWERASSESSMENT DISTRICT #52



PROPOSED FINAL ASSESSMENT ROLL

			Mailing Address						Assessment
	Parcel #	Address	Primary Name	Street Address	City	ST	Zip		
1	3302-02-33-301-003	3663 Kansas Road	Carlene E. Hooker	3663 Kansas Road	Okemos	MI	48864	\$6,829.08	
2	3302-02-33-301-004	3657 Kansas Road	Linda Kraai	3657 Kansas Road	Okemos	MI	48864	\$6,829.08	
3	3302-02-33-301-009	3681 Kansas Road	Kenneth & Brenda Miller	3681 Kansas Road	Okemos	MI	48864	\$6,829.08	
4	3302-02-33-302-003	2411 Kansas Road	Forsberg Family LLC	2422 Jolly Road, Suite 200	Okemos	MI	48864	\$6,829.08	
5	3302-02-33-302-004	3668 Kansas Road	Forsberg Family LLC	2422 Jolly Road, Suite 200	Okemos	MI	48864	\$6,829.08	
6	3302-02-33-302-005	0 Kansas Road	Forsberg Family LLC	2422 Jolly Road, Suite 200	Okemos	MI	48864	\$6,829.08	
7	3302-02-33-351-016	0 Kansas Road	Kenneth & Brenda Miller	3681 Kansas Road	Okemos	MI	48864	\$6,829.08	
8	3302-02-33-351-017	3589 Kansas Road	Robert Baldori	2719 Mt. Hope Road	Okemos	MI	48864	\$6,829.08	
9	3302-02-33-351-018	3579 Indiana Road	Piotr Lupa & Malgorzata Szum-Lupa	3575 Kansas Road	Okemos	IL	60004	\$5,925.92	
10	3302-02-33-352-008	3575 Kansas Road	Piotr Lupa & Malgorzata Szum-Lupa	3575 Kansas Road	Okemos	MI	48864	\$6,829.08	
11	3302-02-33-352-002	3565 Kansas Road	Sam & Renea Kane Jr.	3565 Kansas Road	Okemos	MI	48864	\$6,829.08	
12	3302-02-33-352-003	3545 Kansas Road	Geraldine E. Morse	3545 Kansas Road	Okemos	MI	48864	\$6,829.08	
13	3302-02-33-353-002	3596 Kansas Road	Kevin & Monica Baker	3596 Kansas Road	Okemos	MI	48864	\$6,829.08	
14	3302-02-33-353-003	3566 Kansas Road	Matthew Brown	3566 Kansas Road	Okemos	MI	48864	\$6,829.08	
15	3302-02-33-353-004	3558 Kansas Road	Ghulam H. Sumbal	1998 Jolly Road	Okemos	MI	48864	\$6,829.08	
16	3302-02-33-353-005	3532 Kansas Road	Ghulam H. Sumbal	1998 Jolly Road	Okemos	MI	48864	\$6,829.08	
17	3302-02-33-353-017	3622 Kansas Road	Steven E. Freemire	3622 Kansas Road	Okemos	MI	48864	\$6,829.08	

\$115,191.20



To: Board Members
From: Mark Kieselbach
Mark Kieselbach
Director, Community Planning and Development
Date: March 17, 2017
Re: Rezoning #16070 (Singh) 1954 Saginaw Highway from RR (Rural Residential)
to RDD (Multiple Family)

Rezoning #16070 is a request to rezone approximately 1.6 acres at 1954 Saginaw Highway from RR (Rural Residential) to RDD (Multiple Family-5 units per acre). The site is on the northwest side of Saginaw Highway directly south of Bath Township. The Township Board discussed the rezoning at its March 7, 2017 meeting.

Township Board Options

The Township Board may approve or deny the proposed rezoning from RR (Rural Residential) to RDD (Multiple Family-5 units per acre). The case may be referred to the Planning Commission for its recommendation if the Board amends the proposal. A resolution consistent with the Planning Commission's recommendation is attached.

If the Board is not in favor of the rezoning the staff will prepare a resolution to deny the rezoning for a future meeting.

**Move to adopt the resolution to introduce for publication and subsequent adoption
Rezoning #16070.**

Attachment

1. Resolution to Approve

RESOLUTION TO APPROVE

Rezoning #16070
Singh
1954 Saginaw Highway
INTRODUCTION

RESOLUTION

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 21st day of March, 2017, at 6:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, Balaram K. Singh requested a rezoning of approximately 1.6 acres located at 1954 Saginaw Highway from RR (Rural Residential) to RDD (Multiple Family-5 units per acre); and

WHEREAS, the Planning Commission held a public hearing and discussed the rezoning at its meeting on January 9, 2017 and recommended approval at its meeting on January 23, 2017; and

WHEREAS, the Township Board discussed the rezoning at its meeting on March 7, 2017 and has reviewed the staff and Planning Commission material forwarded under cover memorandum dated February 24, 2017; and

WHEREAS, the subject site meets or exceeds the minimum standards for lot area and lot width of the proposed RDD (Multiple Family-5 units per acre) zoning district; and

WHEREAS, the subject site is located on Saginaw Highway which is designated as a Principal Arterial and adjacent to commercial uses to the northeast and an industrial use to the south; and

WHEREAS, the proposed rezoning would result in a logical and orderly development pattern consistent with the Master Plan preference for providing a transition between commercial uses to the northeast and single family residential uses to the west; and

WHEREAS, Public sanitary sewer is available to serve the subject site and public water is available to extend to the subject site; and

NOW THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby **INTRODUCES FOR PUBLICATION AND SUBSEQUENT ADOPTION** Ordinance No. _____, entitled Ordinance Amending the Zoning Map of Meridian Township pursuant to Rezoning #16070 to rezone approximately 1.6 acres from RR (Rural Residential) to RDD (Multiple Family-5 units per acre).

BE IT FURTHER RESOLVED that the Clerk of the Charter Township of Meridian is directed to publish the Ordinance in the form in which it is introduced at least once prior to the next regular meeting of the Township Board.

ADOPTED: YEAS: _____

NAYS: _____

STATE OF MICHIGAN)

) ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Chair of the Planning Commission of the Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and a complete copy of a resolution adopted at a regular meeting of the Planning Commission on the 21st day of March, 2017.

Brett Dreyfus, CMMC
Township Clerk

ORDINANCE NO. _____
ORDINANCE AMENDING THE ZONING DISTRICT MAP
OF MERIDIAN TOWNSHIP
PURSUANT TO REZONING #16070

The Charter Township of Meridian ordains:

Section 1. Amending the Zoning District Map.

A. The Zoning District Map of Meridian Township, as adopted in Section 86-312 of the Code of the Charter Township of Meridian, Michigan, as previously amended, is hereby amended by changing the RR (Rural Residential) District symbol and indication as shown on the Zoning District Map, for 1954 Saginaw Highway, the property legally described as:

A parcel of land in the Northwest fractional 1/4 of Section 3, T4N, R1W, Meridian Township, Ingham County, Michigan, the surveyed boundary of said parcel described as: Beginning at the Northwest corner of said fractional Section 3; thence N89 degrees, 44 feet, 21 inches E along the Standard north line of said Section 3 a distance of 473.68 feet to the Northwesterly right-of-way line of Saginaw Highway (M-78); thence S57 degrees, 29 feet, 13 inches W along said Northwesterly line 555.24 feet to the West line of said Section 3; thence N01 degrees, 03 feet, 17 inches W along said West line 296.33 feet to the Point of Beginning; said parcel containing 1.61 acres, more or less; said parcel subject to all easements and restrictions if any.

to that of the RDD (Multiple Family-5 units per acre).

Section 2. Validity and Severability. The provisions of this Ordinance are severable and the invalidity of any phrase, clause or part of this Ordinance shall not affect the validity or effectiveness of the remainder of the Ordinance.

Section 3. Repealer Clause. All ordinances or parts of ordinances in conflict therewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 4. Savings Clause. This Ordinance does not affect rights and duties matured, penalties that were incurred, and proceedings that were begun, before its effective date.

Section 5. Effective Date. This Ordinance shall be effective seven (7) days after its publication or upon such later date as may be required under Section 402 of the Michigan Zoning Enabling Act (MCL 125.3402) after filing of a notice of intent to file a petition for a referendum.

Ronald J. Styka, Township Supervisor

Brett Dreyfus, CMMC, Township Clerk

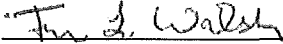
Legal description confirmed by:

Mark Kieselbach, Director
Community Planning and Development

Stephen O. Schultz, Township Attorney



12. B

To: Board Members
From: 
Frank L. Walsh, Township Manager
Date: March 16, 2017
Re: Police and Fire August Millage 2017-2026

Over the past 8-10 months, in several public meetings, I've stressed the need to figure out how to continue funding our current \$10,008,085 police and fire annual budget given the mighty challenges we face. I believe we are coming to a real fork in the road. At the last Board meeting, our team presented the Board with a plan to provide long term funding for police and fire operations and pay down our significant pension obligations by 2028.

We are at a point where we must develop and implement a 10 year plan to provide consistent funding for our police and fire operations. If we fail to act, the looming changes in service delivery will be felt across-the-board.

On Tuesday evening, we will review the attached Police and Fire Protection Millage Proposal. I look forward to seeking your feedback as we embark on putting public safety first.

In the meantime, please contact me if you have questions.

The following motion is proposed for Board consideration:

MOVE TO ADOPT THE ATTACHED RESOLUTION FOR A POLICE AND FIRE PROTECTION MILLAGE 2017-2026 TO BE PLACED ON THE BALLOT FOR THE TUESDAY, AUGUST 8, 2017 ELECTION.

Attachments:

1. Resolution to Adopt Police and Fire Protection Millage Proposal
2. Police and Fire Millage PowerPoint Presentation (3/7/17)

**CHARTER TOWNSHIP OF MERIDIAN
INGHAM COUNTY, MICHIGAN**

**RESOLUTION TO ADOPT
POLICE AND FIRE PROTECTION MILLAGE PROPOSAL**

At a regular meeting of the Township Board of Meridian Charter Township, Ingham County, Michigan, held at the Meridian Charter Township Municipal Building, 5151 Marsh Rd., Okemos, MI 48653, on the 21st day of March, 2017, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

The following Resolution was moved by _____ and seconded by _____.

WHEREAS, townships may provide police and fire protection, as authorized by MCL 41.801, et seq, and other applicable statutes; and

WHEREAS, townships may impose and levy ad valorem property taxes to finance lawful public services, as authorized by the Michigan Constitution of 1963 and other laws; and

WHEREAS, the Township Board of Meridian Charter Township wishes to propose a new millage to be levied for police and fire protection for ten (10) years, 2017 through 2026 inclusive, at a millage rate of 1.483 mills.

NOW, THEREFORE, BE IT RESOLVED that:

1. The Township Board of Meridian Charter Township, Ingham County, Michigan, approves the millage question language attached to this Resolution as Exhibit A, and directs the Township Clerk to submit it to the Ingham County Clerk to be placed on the August 8, 2017, election ballot within Meridian Charter Township.

2. The Township Clerk is directed to post and publish notices of registration and notices of election, have ballots prepared and provided in sufficient quantity, and to do all things and provide all supplies necessary for the submission of this question at the election as required by law.

3. The Notice of Election for said election in Meridian Charter Township shall include notice of the submission of this question in substantially the form attached to this Resolution as Exhibit B.

4. The question to be voted on at said election shall be stated in substantially the same form and manner appearing on the foregoing Notice of Election attached as Exhibit B.

5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

Roll call vote:

Yes: _____

No: _____

Absent/Abstain: _____

The Supervisor declared the resolution adopted.

Ronald J. Styka, Township Supervisor
Meridian Charter Township

CERTIFICATE

STATE OF MICHIGAN)
) ss
COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk for Meridian Charter Township, Ingham County, Michigan, HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of Meridian Charter Township at a meeting held on the 21st day of March, 2017, and further certify that the above Resolution was adopted at said meeting.

Brett Dreyfus, CMMC, Township Clerk
Meridian Charter Township

EXHIBIT A

PROPOSED BALLOT QUESTION LANGUAGE

**MERIDIAN CHARTER TOWNSHIP
POLICE AND FIRE PROTECTION MILLAGE**

Shall Meridian Charter Township impose an increase of up to 1.483 mills (\$1.483 per \$1,000 of taxable value) in the tax limitation imposed under Article IX, Sec. 6 of the Michigan Constitution and levy it for ten (10) years, 2017 through 2026 inclusive, to provide police and fire protection, which increase would raise an estimated \$2,497,738 in 2017?

Yes ____

No ____

EXHIBIT B

NOTICE OF ELECTION

**TO THE QUALIFIED ELECTORS
OF MERIDIAN CHARTER TOWNSHIP**

PLEASE TAKE NOTICE that at the election to be held in Meridian Charter Township, Ingham County, Michigan, on Tuesday, August 8, 2017, the following question shall be submitted to the qualified electors:

**MERIDIAN CHARTER TOWNSHIP
POLICE AND FIRE PROTECTION MILLAGE**

Shall Meridian Charter Township impose an increase of up to 1.483 mills (\$1.483 per \$1,000 of taxable value) in the tax limitation imposed under Article IX, Sec. 6 of the Michigan Constitution and levy it for ten (10) years, 2017 through 2026 inclusive, to provide police and fire protection, which increase would raise an estimated \$2,497,738 in 2017?

Yes ____

No ____

QUALIFICATIONS OF ELECTORS

All properly registered and qualified electors within Meridian Charter Township are entitled to vote on the question. The places of election will be the regular voting places in Meridian Charter Township, Ingham County, Michigan. The polls will be open from 7:00 am until 8:00 p.m.

Brett Dreyfus, CMMC, Township Clerk
Meridian Charter Township
Ingham County, Michigan



POLICE-FIRE FUNDING 2017-2026

MERIDIAN TOWNSHIP EXISTS TO CREATE A SUSTAINABLE COMMUNITY THROUGH THE MOST EFFECTIVE USE OF AVAILABLE RESOURCES THAT ACHIEVE THE HIGHEST QUALITY OF LIFE.

1

2017 ACTION PLAN

- A. Finalize adoption of the 2017 Master Plan.
- B. Implement a results-oriented strategy to redevelop and improve walkability of Downtown Okemos, Downtown Haslett, Carriage Hills Commercial Area, and the Grand River Corridor.
- C. Continue our efforts to ratify five unresolved collective bargaining agreements and implement a decisive global strategy to eliminate our pension debt as outlined in the 2015 Municipal Employees' Retirement System (MERS) actuarial study.
- D. Implement a comprehensive Township wide branding strategy and website implementation at such a pace that doesn't place a major burden on our annual operating budget.
- E. Continue our collective efforts to foster an environment that is welcoming, diverse and inclusive.
- F. Develop a plan that affords the community an opportunity to fund our exemplary police and fire departments at an appropriate level.
- G. Provide the requisite information to the Township Board for final consideration of adopting the Meridian Township Brownfield Redevelopment Plan & Authority.
- H. Review and update the Township's Mixed Use Planned Unit Development (MUPUD) Ordinance.
- I. Continue to seek opportunities to reduce overall operating costs.
- J. Draft and implement requirements for the licensing process associated with medical marijuana.

2

2017 ACTION PLAN

C. Continue our efforts to ratify five unresolved collective bargaining agreements and implement a decisive global strategy to eliminate our pension debt as outlined in the 2015 Municipal Employees' Retirement System (MERS) actuarial study.

F. Develop a plan that affords the community an opportunity to fund our exemplary police and fire departments at an appropriate level.

DISCUSSION POINTS

1. Funding Issues
2. Police Department Overview
3. Fire Department Overview
4. Summary

POLICE – FIRE BUDGET – REVENUE SOURCES

Revenue

4.1875	Operating Millage	\$6,841,700
0.6385	Fire Millage	\$1,043,300
0.6061	Police Millage	\$990,370
	Williamston Police Contract	\$228,000
	Ambulance Service	\$1,300,000
	Service to Alaiedon Twp.	\$30,000
	Total Revenue	\$10,433,370

5

POLICE – FIRE BUDGET

Revenue

(From Previous slide)	Total Revenue	\$10,433,370
-----------------------	----------------------	---------------------

Expenditures

Expense

	Fire Budget	\$4,805,990
	Police Budget	\$5,202,095
	Total Expenditures	\$10,008,085

6

FUNDED RATIO

(MERS VALUATION REPORT 2015-PAGE 7)

	New Assumptions	Previous Assumptions	Previous Assumptions
	12/31/2015	12/31/2015	12/31/2014
Funded Ratio	57%	59%	59%

MERS STATE AVERAGE 78%

7

ASSUMING THAT EXPERIENCE OF THE PLAN MEETS ACTUARIAL ASSUMPTIONS

(MERS VALUATION REPORT 2015-PAGE 9)

- To accelerate to a 100% funding ratio in 10 years, estimated monthly employer contributions for the entire employer would be \$ 340,378, instead of \$ 219,164.

Total cost over 10 years is \$40,845,360

- To accelerate to a 100% funding ratio in 20 years, estimated monthly employer contributions for the entire employer would be \$ 232,770, instead of \$ 219,164.

Total cost over 20 years is \$55,864,800

8

MILLAGE/REVENUE ANNUAL BASIS

3 mills	\$4,800,000
2 mills	\$3,200,000
1.483 mills	\$2,497,738
1 mill	\$1,600,000

9

POLICE

- Staffing
- Calls for Service
- Equipment



10

POPULATION

2016 – 42,161

2010 – 39,688

2000 – 39,125

11

BUDGETED POSITIONS

39 Budgeted Positions

Officers per Thousand – .83

- Based on 47,000 population
- Including Williamstown Township

37 Excluding Williamstown Township

Officers per Thousand – .88

- Based on 42,000 population

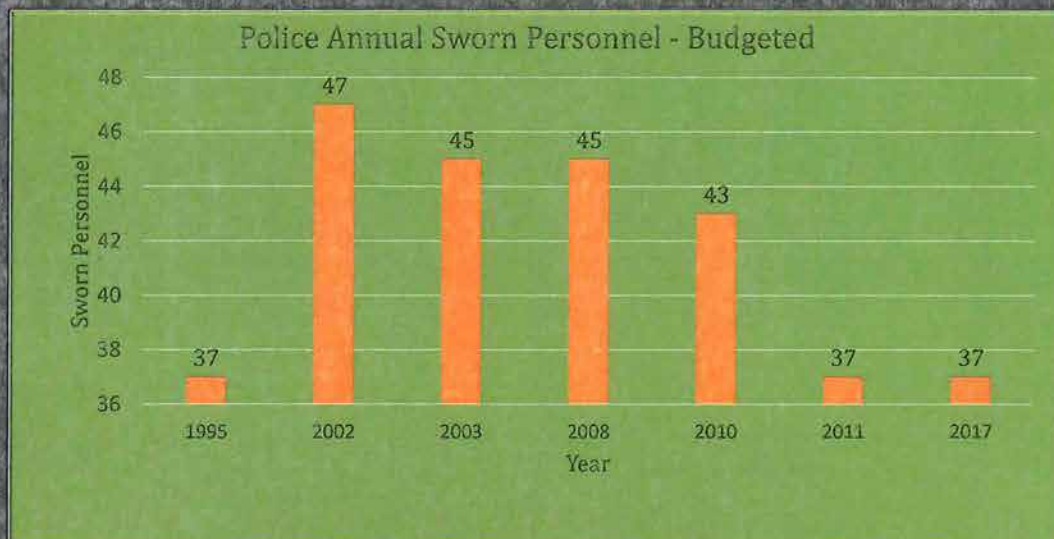
12

STAFFING COMPARED TO OTHER JURISDICTIONS

Police Agency	Population	Officers	Officer/1000
Norton Shores City	24208	29	1.20
Van Buren Township	28202	42	1.49
Pittsfield Township	38033	41	1.08
Saginaw Township	39647	43	1.11
Bloomfield Township	42112	70	1.66
Portage	48177	53	1.12
East Lansing	48471	54	1.11
Kentwood	51357	70	1.36
Novi	58726	67	1.14

13

STAFFING NUMBERS



14

THE LOWEST SWORN PERSONNEL BUDGETED

2017 - 37

1995 - 37

15

PROPOSED STAFFING

Proposed millage would bring staffing to 39 and a per thousand ratio of .93

16

RECOMMENDED RATIO OFFICERS PER THOUSAND

1.8 Officers per Thousand

- Bureau of Justice Statistics

The number of officers is dependent upon:

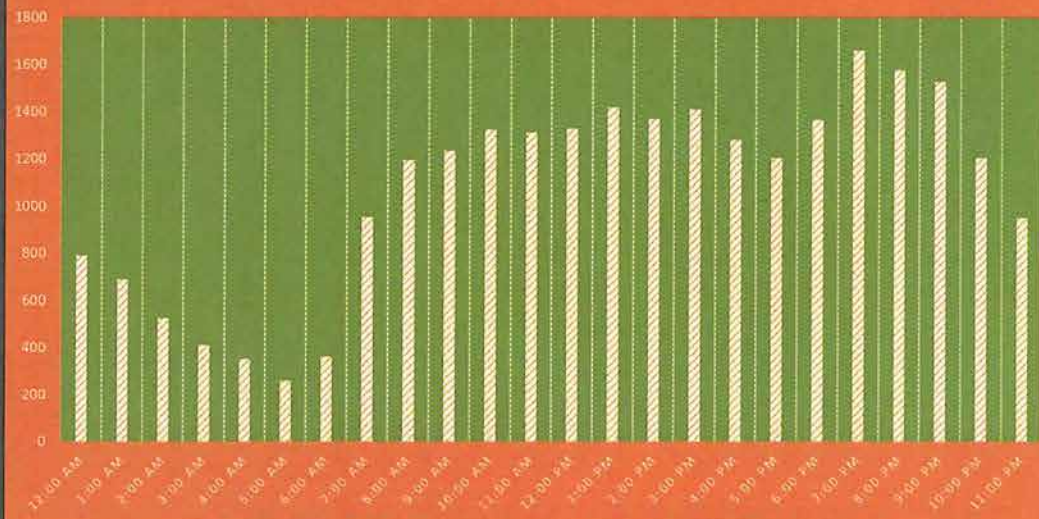
- Number of Calls-for-Service – work load
- Types of crimes in the community
- What the Township can afford
- Community desires

Reactionary mode, officers are doing less proactive work, reduce unobligated time (40-50%)

17

CALLS FOR SERVICE BY HOUR OF DAY

Time of Day



18

CALLS-FOR-SERVICE

30% Increase in calls-for-service over past 5 years

19

OPERATIONAL CONSIDERATIONS

- Respond to any call
- We invest time with our citizens which keeps police on calls longer
- Citizen's most concerned about traffic
- Self-initiated calls down
- Medical First Responder

20

OPERATIONAL CONSIDERATIONS

- School Resource Officers
- Training – 4,672 hours
- New Officer training – 630 hours
- Officer Injuries and Illnesses
- Officer backup

21

INVESTIGATIONS

- Fraud and computer crimes
- Drug Issues (Opiates)
- Drug Team
- Last four major criminal calls were drug related

22

2016 CITIZEN SATISFACTION SURVEY FOR SWORN PERSONNEL

Category	Rating of Excellent/Good
Helpfulness	92%
Friendliness	91%
Knowledge	91%
Quality of Service	91%
Professional Conduct	92%
Response Time	86%

23

PROJECTED EQUIPMENT PURCHASES NEXT 10 YEARS

VEHICLES	\$1,140,000
UNMARKED VEHICLES	\$150,000
IN-CAR CAMERAS	\$122,500
CAR COMPUTERS	\$38,000
SECURITY CAMERAS	\$16,000
BODY WORN CAMERAS	\$213,000
MOBILE RADIOS	\$67,000
PORTABLE RADIOS	\$120,000
MIC FEES	\$100,000
TOTAL	\$1,966,500

24

FIRE

- Staffing
- Calls for Service
- Equipment



25

2003 VS. 2016

<u>2003</u>	<u>2016</u>
3,150 Incidents 35 Suppression Personnel	5,009 Incidents 30 Suppression Personnel

26

2003-2016 ...

+59% Incidents
-14% Personnel

27

MIDWEST AVERAGE

1.4 Firefighters per
1,000 Residents

(Information provided by the National Fire Protection Association)

28

PART -TIME PROGRAM

2012-Present
Served its purpose
Economy Improved
National Shortage
Regional Hiring Increase

29



5 Ambulances, 1 Fire Engine, Other Vehicles

30



SCBA Fill Station & Packs & Fire Gear

31



Ladder Truck=\$900,000

TOTAL EQUIPMENT NEXT 10 YEARS

5 AMBULANCES	\$1,000,000
LADDER TRUCK	\$900,000
ENGINE	\$500,000
SCBA FILL STATION & PACKS	\$250,000
FIRE GEAR	\$200,000
OTHER VEHICLES	\$150,000
TOTAL	\$3,000,000

33

ANSWERING THE CALLS

Immediate Response
Alaiedon Agreement
Mutual Aid

34

AWARD WINNING SERVICE



35

THE NUMBERS (Annual Costs)

Equipment	\$500,000
Additional MERS Payment	\$1,454,568
Personnel (4)	\$400,000
Contingency 5.7%	\$143,170
Total	\$2,497,738

1.483 (mills) x 1,684,246,863 (2017 Taxable Value)=\$2,497,738

36

SUMMARY Q & A

- 1. How many years is the appropriate amount to pay out our MERS unfunded liability?**
- 2. What is the total increase in millage per year needed to properly fund both the Meridian Police and Fire Departments?**

37

SUMMARY Q & A

- 3. What will happen if we are not successful in August, given the fact that we desire to meet our unfunded pension liability over the next 10 years?**
- 4. Why not seek a higher millage in order to set aside funds to guarantee a 100% funding ratio by 2028?**

38

SUMMARY Q & A

5. If approved, how much will the 1.483 levy cost per year for an owner of a \$200,000 (taxable value) home?
6. Is it unusual for a community to pay more to MERS than is required on an annual basis?

39


QUESTIONS?



40



12. C

To: Board Members
From: 
Derek N. Perry, Assistant Township Manager
Director of Public Works & Engineering
Date: March 21, 2017
Re: Sale of Property to Haslett Public Schools

Last summer, Meridian Township acquired the property located at 5681 School St. in Haslett at no cost from the County of Ingham as part of a tax foreclosure. As part of that process, the Ingham County Treasurer, Eric Schertzing, contacted the Township Treasurer regarding our interest in acquiring the property as it's located within the municipality.

Because the property is located directly adjacent to the Ralya Elementary School, Treasurer Brixie facilitated a discussion between the Haslett School District and the Township in regards to whether the School District had a need for the property. Based on that initial contact, and subsequent conversations with School officials, it was determined that the Haslett School District did have an interest and that they would like to pursue acquisition from the Township.

If the Township Board would like to pursue a sale of the property (\$1.00) to the Haslett Public Schools, the attached Resolution to Authorize the Sale of Property would sanction staff to proceed with the transaction. As noted in the Resolution, by selling the property to the Haslett Public School District, the property will continue to provide a public benefit to our residents.

The following motion is recommended for Board consideration:

**MOVE TO APPROVE THE RESOLUTION TO AUTHORIZE THE SALE OF PROPERTY
KNOWN AS 5681 SCHOOL ST. HASLETT, MI. PARCEL NO. 33-02-02-10-432-007**

Attachments: Resolution
Copy of Quit Claim Deed

**CHARTER TOWNSHIP OF MERIDIAN
INGHAM COUNTY, MICHIGAN
RESOLUTION TO AUTHORIZE SALE OF PROPERTY**

At a regular meeting of the CHARTER TOWNSHIP OF MERIDIAN, Ingham County, Michigan, held at the Meridian Municipal Building, 5151 Marsh Road, Okemos, Michigan, on the 21st day of March, 2017, at 6:00 p.m., Eastern Daylight Time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____
and supported by _____:

WHEREAS, the Township Board wishes to sell the property located at 5681 School Street, Parcel No. 33-02-02-10-432-007 ("the Property"); and

WHEREAS, the Township Board finds the Property is no longer needed for public use by the Township; and

WHEREAS, the Haslett Public Schools has expressed an interest in the property for future use by the district; and

WHEREAS, the Township Board finds that the best use of the property is for the Haslett Public Schools to provide an ongoing benefit to the public; and

WHEREAS, the sale of the Property is determined to be in the best interests of both the Township and the Haslett Public Schools;

NOW, THEREFORE, BE IT RESOLVED by the Township Board of the Charter Township of Meridian, Ingham County, Michigan, as follows:

1. The Township Board approves the sale of the Property to Haslett Public Schools for the sum of one dollar and zero cents (\$1.00).

2. The Township Board authorizes and directs the Township Supervisor and the Township Clerk to execute such documents as are necessary to effect the sale of the Property, including but not limited to the quit claim deed transferring the Property to Haslett Public Schools.

3. All prior resolutions and parts of prior resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

Yeas: _____

Nays: _____

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)
) ss
COUNTY OF INGHAM)

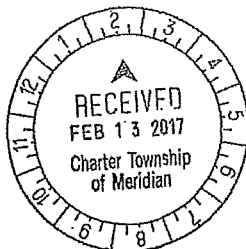
I, the undersigned, the duly qualified and acting Clerk for the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Charter Township of Meridian Township Board at a meeting held on the 21st day of March, 2017, and further certify that the above Resolution was adopted at said meeting.

Brett Dreyfus, CMMC, Township Clerk
Charter Township of Meridian



8 3 0 9 1 0 7
Tx:4191029
1/23/2017 10:12:00 AM

2017-002656
DERRICK QUINNEY
INGHAM COUNTY MICHIGAN
REGISTER OF DEEDS
RECORDED ON:
01/24/2017 10:02 AM
PAGES: 1



INGHAM COUNTY TREASURER'S CERTIFICATE
I HEREBY CERTIFY that there are no TAX LIENS or TITLES
held by the state or any individual against the within description, and
all TAXES on same are paid for five years previous to the date of this
instrument as appears by the records of this office except as stated.

1-23-2017
Eric Schertzing
Eric Schertzing, Ingham County Treasurer
Sec. 135, Act 206, 1893 as amended

QUIT CLAIM DEED

Eric Schertzing, acting in his official capacity as the Ingham County Treasurer, whose address is Courthouse, P.O. Box 215, Mason MI 48854 (Grantor)

QUIT CLAIMS to the **Meridian Charter Township**, whose address is 5151 Marsh Road, Okemos, MI 48864 (Grantee)

The following real property commonly known as 5681 School, Haslett, MI 48840 and described as

MP 2063 COM. AT A PT. 208.66 FT. N OF THE SE COR. OF BLK. 16.-N. 66 FT.-W. 132 FT.-S. 66 FT.-E. 132 FT. TO BEG., BLOCK 16 VILLAGE OF NEMOKA.

Further identified as permanent parcel ID number 33-02-02-10-432-007

For the sum of One dollar and zero cents (\$1.00)

This Deed does not pertain to parcels of unplatted land and, therefore, the right to divisions under Section 108 of the Land Division Act, Act No. 288 of the Public Acts of 1967 and the Michigan Right to Farm Act provisions of Section 109 of said Land Division Act are not applicable.

This conveyance is made pursuant to Public Act 123 of 1999 (as amended), more specifically MCL211.78m.

This conveyance is made pursuant to Meridian Charter Township action, dated June 21, 2016.

This instrument is exempt from Michigan Real Estate transfer taxes pursuant to MCL 207.505(h)(i) and MCL 207.526(h)(i) for County and State tax respectively.

Dated this December 1, 2016

Eric Schertzing
By Eric Schertzing
Ingham County Treasurer

STATE OF MICHIGAN)

INGHAM COUNTY)

Acknowledged before me this 1st day of December, 2016 by Eric Schertzing, Ingham County Treasurer

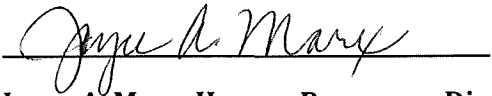
Joseph G. Bonsall

Joseph G. Bonsall
Notary Public, State of Michigan, County of Ingham
My commission expires April 2, 2022
Acting in the County of Ingham

Drafted by: Joseph G. Bonsall, P.O. Box 215, Mason, MI 48854

When recorded return to: Grantee
Send future tax bills to: Grantee



To: Board Members
From: 
Joyce A. Marx, Human Resources Director
Date: March 16, 2017
Re: Findings of the Local Officials Compensation Commission (LOCC)

The Local Officials Compensation Commission (LOCC) consists of five members that meet biannually to determine the salaries of the elected officials (Supervisor, Clerk, Treasurer, Trustees, and Park Commissioners). I am reporting the official findings made at the Public Hearing on Wednesday, March 15, 2017.

The determination of the Commission for 2017 and 2018 was filed with the Township Clerk on Thursday, March 16, 2017 and will be in effect 30 days following its filing unless rejected by the Township Board with a 2/3 vote.

Attached to this memorandum is the determination of salaries for elected officials for 2017 and 2018 and the compensation survey data used for the determination.

Attachments:

1. Determination of Salaries for Elected Officials for 2017 and 2018
2. Compensation Survey Data



Meridian Township
5151 Marsh Road
Okemos, MI 48864

P 517.853.4000
F 517.853.4096

Township Board:

Ronald J. Styka
Supervisor

Brett Dreyfus
Township Clerk, CMMC

Julie Brixie
Treasurer

Phil Deschaine
Trustee

**Patricia Herring
Jackson**
Trustee

Dan Opsommer
Trustee

Kathy Ann Sundland
Trustee

Frank L. Walsh
Township Manager

03/16/2017

Brett Dreyfus, Township Clerk
Charter Township of Meridian
5151 Marsh Road
Okemos, MI. 48864

Dear Clerk Dreyfus:

Subject: Determination of Salaries for Elected Officials-2017 and 2018

The Charter Township of Meridian Local Officials Compensation Commission met in accordance with Section 2-258 and -259 of the Township Code of Ordinances and has determined the following compensation for elected officials and hereby reports its decision to the Township Board.

Supervisor: Effective April 1, 2017 to December 31, 2017, the Township Supervisor shall be paid an annualized salary of \$21,651. Effective January 1, 2018, such annualized salary shall be increased to \$22,084.

Trustees: Effective April 1, 2017 to December 31, 2017, Trustees shall be paid an annualized salary of \$10,409. Effective January 1, 2018, such annualized salary shall be increased to \$10,617.

Township Clerk & Township Treasurer: Effective April 1, 2017 to December 31, 2017, the Township Clerk and Township Treasurer shall be paid an annualized salary of \$73,762. Effective January 1, 2018, such annualized salary shall be increased to \$75,237.

Park Commission: Members of the Park Commission for the years of 2017 and 2018 shall be paid \$45 per meeting (either work session of commission meeting) with a maximum of twenty-four (24) meetings per year.

Sincerely,

James B. Doyle
Chairperson
Local Officials Compensation Commission

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S		
1	As of January 27, 2017			2016	2017	2017	2017	2017		2016	If not	2017	If not	Parks & Rec	Parks & Rec	Amount	Meetings	Dedicated			
2	Township	2010	2017	Taxable	Twp.	Twp.	Twp.	Twp.	# of	Emp.	% of	Emp.	% of	Yes or No	Elected?	of	Per Year	Millage?	Levy		
3		Population	estimated	Value	Supervisor	Clerk	Treasurer	Trustee	full time	Wages	Increase	Wages	Increase			Per Diem					
4			population						emp.	Frozen?		Frozen?	will be								
5	PART TIME TOWNSHIP BOARDS																				
6																					
7	Bloomfield Char Twp	41,123	41,258	3,465,000,000	\$154,084	\$134,367	\$134,367	\$200/mtg	280	No	2%	No	2.00%	No							
8	Bridgeport Twp	10,780	10,350	206,330,885	\$8,500	\$8,500	\$8,500	\$60/mtg		No	2%	Yes		Yes	No	30	varies	No	No		
9																					
10	Canton Charter Twp	90,173	91,515	3,562,784,826	\$116,295	\$99,586	\$99,586	\$12,094	350	No	2%	No	2%	Yes				4	No		
11	Cascade Charter Twp	17,134	18,000	1,452,050,221	\$15,000	\$11,701	\$11,701	\$5,960	45	No	1.60%	No	0.60%	No					No		
12	Chesterfield Char Twp	43,381	45,111	1,511,011,206	\$84,031	\$85,613	\$85,613	\$10,850	160	No	varies	No		Yes	No	\$30	10	No	No		
13	Commerce Char Twp	35,874	41,399	1,851,453,860	\$87,433	\$82,442	\$82,442	\$150/mtg	50	No	2%	No	2%	No					Yes	.3878 mil	
14																					
15	Davison Char Twp	19,575		477,682,770	\$72,923	\$57,704	\$49,593	\$13,308	39	Yes		Yes		No					No		
16	Delhi Charter Twp	25,877	27,000	718,888,120	\$24,402	\$69,382	\$24,402	\$10,847	65	No	2.5%	No	2.0%	Yes	Yes	\$60	12	No	No		
17	Delta Charter Twp	32,921	35,390	1.4 billion	\$25,000	\$80,000	\$17,000	\$12,500	124	No	1%	No	2%	Yes	No	\$50	12	No	No		
18																					
19	Genesee Charter Twp	21,581	21,244	342,854,400	\$70,430	\$63,392	\$63,392	\$12,845	29	Yes		No	5%	No					No		
20	Georgetown Char Twp	47,000	51,000	1,522,000,000	\$16,275	\$11,440	\$10,815	\$3,559	30	No	2%	No	2.50%	No					No		
21	Grand Blanc Char Twp	37,508	36,739	1,172,403,483	\$18,000	\$59,972	\$59,972	\$5,703	85	No	2.0%	No	2%	Yes	No				12	No	
22																					
23	Holland Charter Twp.	35,636		1,209,446,073	\$31,360	\$31,360	\$31,360	\$100.65/mtg	37	No	2.50%	No	3.00%	No					No		
24																					
25	Meridian Charter Twp	39,688	42,000	1,640,026,000	\$21,650	\$73,761	\$73,761	\$10,408	150	No	1%	No	2%	Yes	Yes	\$45	24	Yes	0.6646		
26																					
27	Oshtemo Char Twp	22,000		759,174,223	\$69,663	\$69,663	\$69,663	\$2,520ant+\$100 brdmtg/\$50com mtg	30	No	1.50%	No	0.5% cola	No					No		
28																					
29	Plainfield Charter Twp	30,000	32,000	1,158,846,950	\$15,000	\$32,000	\$20,000	\$110/mtg.	50	No	20%	No	20%	Yes	No				varies	Yes	5 mil/10 yrs
30																					
31	Thomas Twp	11,987	11,987	418,000,000	\$9,750	\$9,750	\$9,750	\$85/mtg-\$45/com	26	No	2.0%	No	2.00%	Yes	Yes	\$25/\$30	12	No	No		
32	Tittabawassee Twp	9,726	10,480	293,189,862	\$12,700	\$12,700	\$12,700	\$300/per mtg	12	No	3.00%	No	3.00%	Yes	No	\$75-chair/\$50-reg	9	No	No		
33																					
34	Waterford Charter Twp	71,707	73,441	1,982,165,446	\$94,564	\$85,275	\$85,275	\$11,420	334	No	2.00%	No	2% some	No	No				12	Yes	.5 mil
35																					
36	Ypsilanti Charter Twp	53,362	53,362	1,149,212,674	\$79,400	\$79,400	\$79,400	\$15,000	101	No	1.50%	No	1.5%	Yes	Yes	\$50	14	Yes	1 mil		
37																					
38	SAGINAW CHAR TWP	40,840	40,840	1,219,255,544	\$19,622	\$16,308	\$16,308	\$5,000	114	No		No		Yes	Yes	\$35	12	No	No		
39																					
40	RECOMMENDATION OF THE COMPENSATION COMMISSION for TOWNSHIP BOARD																				
41	FY 2017 - 2018																				
42	% Change																				
43																					
44	FY2018-2019																				
45	% Change																				
46																					
47	Salaries in bold red represent FULL TIME positions										Survey Prepared by Rob Grose, Twp. Mgr.										
48																					

MEMORANDUM

TO: Township Board

12-E

FROM:



LuAnn Maisner, CPRP
Director of Parks and Recreation



DATE: March 8, 2017

RE: 2017 PROPOSED GRANT APPLICATIONS FOR PARK DEVELOPMENT

In an effort to leverage our local Park Millage funds, the Park Commission strives to seek grant support whenever possible. The Park Commission conducted a public hearing for the following projects at their March 14, 2017 and unanimously passed a resolution to support submittal of grant applications.

The following projects are proposed for submission to the Michigan Department of Natural Resources for consideration:

1. Riverside Accessible Pavilion at Meridian Riverfront Park/Harris Nature Center

Michigan Natural Resources Trust Fund Program

Project Cost: \$100,000

Local Match: 50% - \$50,000

Motion for Township Board Consideration

TO APPROVE THE ATTACHED RESOLUTION SUPPORTING SUBMITTAL OF A GRANT APPLICATION TO THE MICHIGAN NATURAL RESOURCES TRUST FUND PROGRAM FOR CONSTRUCTION OF A UNIVERSALLY ACCESSIBLE PAVILION FACILITY AND ACCESS SIDEWALKS IN MERIDIAN RIVERFRONT PARK/HARRIS NATURE CENTER WITH AN ESTIMATED TOTAL PROJECT COST OF \$100,000, PROVIDING A 50% LOCAL MATCH OF \$50,000 FROM THE TOWNSHIP'S PARK MILLAGE FUND.

2. Riverside Accessible Waterless Restroom at Meridian Riverfront Park/Harris Nature Center

Land and Water Conservation Fund Program

Project Cost: \$100,000

Local Match: 50% - \$50,000

Motion for Township Board Consideration

TO APPROVE THE ATTACHED RESOLUTION APPROVING SUBMITTAL OF A GRANT APPLICATION TO THE LAND AND WATER CONSERVATION FUND PROGRAM FOR CONSTRUCTION OF A WATERLESS RESTROOM AND ACCESS SIDEWALKS IN MERIDIAN RIVERFRONT PARK/HARRIS NATURE CENTER WITH AN ESTIMATED TOTAL PROJECT COST OF \$100,000, PROVIDING A 50% LOCAL MATCH OF \$50,000 FROM THE TOWNSHIP'S PARK MILLAGE FUND.

Applications are due to the Michigan Department of Natural Resources by April 1, 2017 with decisions rendered in December, 2017. If successful, construction projects would most likely take place in 2019.

Project details and Resolution are attached.

**Riverside Accessible Pavilion at Meridian Riverfront Park/Harris Nature
Center
RESOLUTION**

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 21st day of March, 2017 at 7:00 p.m., Local Time.

PRESENT:

ABSENT:

The following resolution was offered by _____ and supported by _____:

WHEREAS, the Michigan Department of Natural Resources accepts grant requests from local units of government to assist in development and acquisition of recreation properties; and

WHEREAS, it is possible to have up to 75% of the total project cost funded by the Natural Resources Trust Fund program; and

WHEREAS, the Park Commission is interested leveraging local Park Millage Funds by obtaining supplemental grant funding for park projects whenever possible; and

WHEREAS, Meridian Township has prepared a grant application for submission to the Michigan Natural Resources Trust Fund for total project cost of \$100,000 of improvements to Meridian Riverfront Park consisting of an accessible pavilion and sidewalks to improve and expand recreation opportunities for visitors to the Harris Nature Center, Meridian Riverfront Park trails, and Red Cedar River kayak and canoe enthusiasts; and

WHEREAS, this project is identified and supported in the Central Park Master Plan and in the 2017-2021 Parks and Recreation Master Plan adopted by the Meridian Township Board and Park Commission, and is on file with the Michigan Department of Natural Resources; and

WHEREAS, the grant request is outlined and justified in the 2016-2021 Capital Improvements Program adopted by the Township Board and Park Commission; and

WHEREAS, park development and improvements are supported by Township Board Policy and 2017 Goals and Objectives; and

WHEREAS, this grant request was open to public review on March 14, 2017; and

NOW, THEREFORE BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, as follows:

To support submission of a grant application to the Michigan Natural Resources Trust Fund for development of a universally accessible pavilion in Meridian Riverfront Park/Harris Nature Center with a total project cost of \$100,000. Fifty (50%) percent local match in the amount of \$50,000 will be funded by the Park Millage, with the remaining fifty (50%) percent (\$50,000) funded by the MNRTF grant.

ADOPTED:

YEAS:

NAYS: None

STATE OF MICHIGAN)
) ss
COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and a complete copy of a resolution adopted at a regular meeting of the Township Board on the 21st of March, 2017.

Brett Dreyfus, Clerk

**Riverside Accessible Waterless Restroom at
Meridian Riverfront Park/Harris Nature Center
RESOLUTION**

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 21st day of March, 2017 at 7:00 p.m., Local Time.

PRESENT:

ABSENT:

The following resolution was offered by _____ and supported by _____:

WHEREAS, the Michigan Department of Natural Resources accepts grant requests from local units of government to assist in development and acquisition of recreation properties; and

WHEREAS, it is possible to have up to 50% of the total project cost funded by the Land and Water Conservation Fund program; and

WHEREAS, the Park Commission is interested leveraging local Park Millage Funds by obtaining supplemental grant funding for park projects whenever possible; and

WHEREAS, Meridian Township has prepared a grant application for submission to the Michigan Natural Resources Trust Fund for \$100,000 of improvements to Meridian Riverfront Park consisting of an accessible waterless restroom to improve recreation opportunities and accessibility for visitors of all abilities; and

WHEREAS, this project is identified and supported in the Central Park Master Plan and in the 2017-2021 Parks and Recreation Master Plan adopted by the Meridian Township Board and Park Commission, and is on file with the Michigan Department of Natural Resources; and

WHEREAS, the grant request is outlined and justified in the 2016-2021 Capital Improvements Program adopted by the Township Board and Park Commission; and

WHEREAS, park development and improvements are supported by Township Board Policy and 2017 Goals and Objectives; and

WHEREAS, this grant request was open to public review on March 14, 2017; and

NOW, THEREFORE BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, as follows:

To support submission of a grant application to the Michigan Natural Resources Trust Fund, Land and Water Conservation Fund for development of a universally accessible waterless restroom in Meridian Riverfront Park/Harris Nature Center with a total project cost of \$100,000. Fifty (50%) percent local match in the amount of \$50,000 will be funded by the Park Millage, with the remaining fifty (50%) percent (\$50,000) funded by the Land and Water Conservation Fund grant.

ADOPTED:

YEAS:

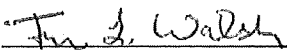
NAYS: None

STATE OF MICHIGAN)
) ss
COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and a complete copy of a resolution adopted at a regular meeting of the Township Board on the 21st of March, 2017.

Brett Dreyfus



To: Board Members
From: 
Frank L. Walsh, Township Manager
Date: March 13, 2017
Re: 2017-2019 TPOAM Non-Supervisory Professional Employees Contract

After months of meaningful discussions, we have reached a tentative agreement with the Non-Supervisory Professional Employees. The team was led by Rick Bolek and Jay Graham. Our internal team consisted of Human Resources Director Joyce Marx, Assistant Township Manager Derek Perry, and Labor Counsel Helen Mills. This unit consists of 22 members. They have a defined contribution pension plan and are not a part of the Municipal Employees' Retirement System (MERS).

The key changes to the current contract include:

Wages- A 2% increase for 2017, 2018, and 2019. Also, a one-time payment of \$400.00 paid to each member of the bargaining unit employed on the date of ratification of the successor agreement.

Holidays- Additional holiday added-President's Day

Sick Leave- Graduated reduction of sick leave sell back of a maximum of thirty (30) hours in 2017, twenty-five (25) hours in 2018, and twenty (20) hours in 2019.

The following motion is proposed for Board consideration:

MOVE TO APPROVE THE 2017-2019 COLLECTIVE BARGAINING AGREEMENT AS TENTATIVELY AGREED TO AND FURTHER RATIFIED BY THE TPOAM NON-SUPERVISORY PROFESSIONAL EMPLOYEES.



To: Board Members

From:

**Derek N. Perry, Assistant Township Manager
Director of Public Works & Engineering**

**Younes Ishraidi, P.E.
Chief Engineer**

Date: March 21, 2017

Re: Sleepy Hollow Special Assessment District (CONTINUED DISCUSSION)

Two petitions to establish two special assessment districts (SAD), for sanitary sewer & water infrastructure extensions, in the Sleepy Hollow area, were received and discussed by the previous Township Board on August 4, 2016 (Township Board notes attached).

The sanitary sewer petition was signed by property owners representing approximately 56% of the land area within the proposed sanitary assessment district. The sanitary sewer petition includes the Sleepy Hollow subdivision and parts of Newton Road and Lake Lansing Road (Sanitary Service Area Map).

The water petition was signed by property owners representing approximately 66% of the land area within the water assessment district. The water petition is only for the Sleepy Hollow subdivision (Water Service Area Map).

Both petitions requested that the Township Board provide for an assessment period of 20 years due to the high cost of the assessments. Similar assessments are typically established by the Township for a 10 to 15 year period. A history of several utility projects and their payment terms is included in your information for review.

At the August 4, 2016 meeting the Township Board discussed the petitions and concerns arose regarding the 20 year assessment period request and the overall financial impact the longer-term assessment period would have on the Township Improvement Revolving Fund (TIRF). At the conclusion of the Township Board discussion, staff was directed to investigate alternative funding and ways to reduce the cost of the proposed infrastructure project.

Since that time, Township staff has modified the sanitary sewer design to reduce the overall cost of the project in a strong attempt to lower the assessment costs per parcel. These reductions in costs are shown on the attached cost estimate sheet. Also, there were 2 lot combinations since the original petition in Sleepy Hollow Subdivision bringing total parcels for the sanitary sewer SAD from 43 to 41 and total parcels for the water SAD from 29 to 28.



The revised sanitary sewer special assessment district will divide the sanitary sewer cost equally among all parcels serviced by gravity, with the other parcels along Sleepy Hollow also paying for the road repairs to Sleepy Hollow Lane to provide equity amongst the individual property owners from improvements that they are receiving.

It's important to note that the condition of West and East Sleepy Hollow Lane is very poor and has not received any significant road work in over 25 years according to our records. If sanitary sewer is installed, the road would need to be reconstructed. Because of the poor road, the sanitary sewer SAD estimate includes paying for the road reconstruction at a cost of approximately \$95,000 to \$150,000 depending on the Ingham County Road Department requirements. With the necessary inclusion of all of the road costs above and beyond the sanitary sewer infrastructure in the SAD, the petitioners have requested that some form of relief be considered by the Township Board. One funding source identified is our local road program and the petitioners request that a portion be used in an upcoming years to assist with the road reconstruction costs.

With the new sanitary sewer design, the approximate cost for Sleepy Hollow parcels serviced by gravity is \$17,000/parcel. The original assessment was \$19,000/parcel. The approximate cost for Lake Lansing Road and Newton Road parcels with the new design is \$14,000/parcel. The original assessment was \$17,500/parcel.

The water main assessment district will divide the water utility cost equally among all benefiting parcels. The approximate cost for the water main for the Sleepy Hollow parcels is \$8,000/parcel. As with all assessments, the final assessments would be based on actual construction costs.

If the Township Board would like to proceed with the installation of water and sewer infrastructure in the Sleepy Hollow neighborhood we are prepared to present the first two required P.A. 188 of 1954 Resolutions and have included draft Resolutions #1 and #2 for your review. Resolution #1 orders the plans and cost estimates to be prepared. Resolution #2 tentatively declares the intention to make the improvement; to defray the cost by special assessment, tentatively designates the districts; and sets a public hearing.

At the March 7, 2017 Township Board meeting, the Administration was directed to investigate and present information to the Board on the ability to fund the project using Special Assessment Bonds. On Tuesday night, Warren Creamer, Managing Director of Robert W. Baird, will be in attendance to discuss the process and answer questions. As you may recall, Mr. Creamer provided financial advice and assistance to the Township on the Central Fire Station funding process and most recently our long-term pension liability obligations.

Attachment(s):

August 4, 2016 Board Discussion

Tom Pinnavaia, 5901 E. Sleepy Hollow Lane, East Lansing, addressed the proposed Sleepy Hollow Infrastructure Improvements. He noted the deteriorating condition of his neighborhood's road, well water and septic systems. Mr. Pinnavaia stated there was general support for the concept of installing a sanitary sewer and water main, while acknowledging the exceptional cost. He requested a 20 year payback assessment which would allow residents to afford the needed improvements.

Board Discussion:

E. Sleepy Hollow Infrastructure Improvements

Assistant Township Manager/Director of Public Works & Engineering Derek Perry summarized the process for the infrastructure improvements requested through petitions as outlined in staff memorandum dated July 29, 2016.

Board discussion:

- Concern the Township does not have sufficient funds in the Township Improvement Revolving Fund (TIRF) to pay for this special assessment project
- Emergency hook up would typically be funded through the general fund
- Allocating such a large amount would limit the Township's ability to fund other projects
- Sleepy Hollow has low land with poorly drained soils
- There is a human health component to the proposed infrastructure improvements
- Variety of taxes being paid for parcels in Sleepy Hollow (\$1,200-\$6,500 per year) with homes on the property
- Many of the vacant lots are owned by residents who live adjacent to them
- Road paving would be accomplished through this project
- Fact sheet is created by the Engineering Department based upon input by the petitioners
- Petition was circulated with the parameters described in the Board packet
- Petitioners are aware the Township Board does not have to extend the payback period to 20 years
- Petitioners are aware of the cost is per parcel, not per home in Sleepy Hollow
- Staff synopsis of the process to bond for this project
- Payback period of 20 years would be necessary due to the high cost of this large assessment project (water, sewer and road repairs at a total estimation of \$900,000)
- Request for staff to explore multiple options, some with up front incentives and bring back to the Board for discussion
- Board option of not assessing the property owner 100% of the cost
- Property owners do not have to pay the benefit for the vacant lots as they will not hook up
- Township does not require residents to hook up unless their well and/or septic system fails

It was the consensus of the Board for staff to provide other funding options and bring back to the Board for further discussion.

Project	Term (yrs)	Rate
Bennet Sewer	17	5%
Hawthorne Water	10	5%
Hulett Road Paving	5	5%
Piper Road Paving	10	5%
Sewer	10	5%
Sewer	10	5%
Herron Court Sewer	20	5%
Jolly Oak Road Paving	10	5%
Perry Road Paving	5	5%
Mt. Hope Sewer	20	5%

Sleepy Hollow Area Sanitary, Water & Road Improvement Cost Estimate (REV)

41	Parcels Impacted	This option requires 3 southern parcels of Sleepy Hollow to connect to a force main using grinder pumps. As a result, these parcels will only be charged a fee of \$5,000 for the sewer main installation. These parcels are 201-013, 203-010, 203-009
1775	Linear feet of 8" sanitary sewer main (sleepy Hollow parcels)	
950	Linear feet of 8" sanitary sewer main (newton & LL Roads)	
2725	Linear feet of 8" sanitary sewer main (combined)	

Sanitary Sewer Cost

ITEM	QTY	UNITS	PRICE	SUBTOTAL
8" PVC Sanitary Sewer Main	2725	LF	150	\$ 408,750
6" PVC Sanitary Sewer Lead - Short	21	EA	1200	\$ 25,200
6" PVC Sanitary Sewer Lead - Long	19	EA	2000	\$ 38,000
6" PVC Sanitary Sewer Lead - 200' Long	1	EA	5000	\$ 5,000.00
Sanitary Sewer Manhole	11	EA	5000	\$ 55,000
Force Main	340	LF	15	\$ 5,100
Total Sewer Cost 537,050				\$ 537,050
Southern Parcels Payments				\$ (15,000)
Sanitary Cost per parcel (gravity)	38			\$ 13,738

Partial Road Repair Cost 95,000	1	LS	95000	\$ 95,000
Road Repair Cost per parcel (Sleepy Hollow)	29			\$ 3,275.86
Sleepy Hollow sewer assessment per Parcel (gravity)	29			\$ 17,014
Sleepy Hollow sewer assessment per Parcel (force main)	3			\$ 5,000
Newton & Lake Lansing sewer assessment Per Parcel (gravity)	9			\$ 13,738

Water Cost 224,000				\$ 224,000
Sleepy Hollow water assessment per parcel	28			\$ 8,000

\$ 856,000

FACT SHEET

SLEEPY HOLLOW SANITARY SEWER SPECIAL ASSESSMENT DISTRICT

The proposed sanitary sewer extension will involve installation of approximately 2,725 feet of gravity main, including 1,775 feet to service parcels fronting East & West Sleepy Hollow Lanes, and 950 feet to service parcels fronting Newton & Lake Lansing Roads. There will also be approximately 340 feet of force main installed on the south side of Sleepy Hollow to service the parcels too low to be serviced by gravity main. The proposed design also involves installation of lateral lines from the main to the road Right of Way line for all parcels within the Special Assessment District. The estimated total cost for the sanitary gravity main for the entire Special Assessment District is \$537,000 Including Laterals. The cost includes paying for most of Sleepy Hollow Lane road improvement, set at \$95,000, which is only included with the assessments for sleepy Hollow Parcels.

The estimated Special Assessment District costs will be \$17,000 per parcel for the Sleepy Hollow parcels being serviced by gravity, \$5,000 for the 3 southern parcels serviced by force main, and \$13,750 per parcel for Newton & Lake Lansing Road's parcels.

Final assessments would be based on actual construction costs.

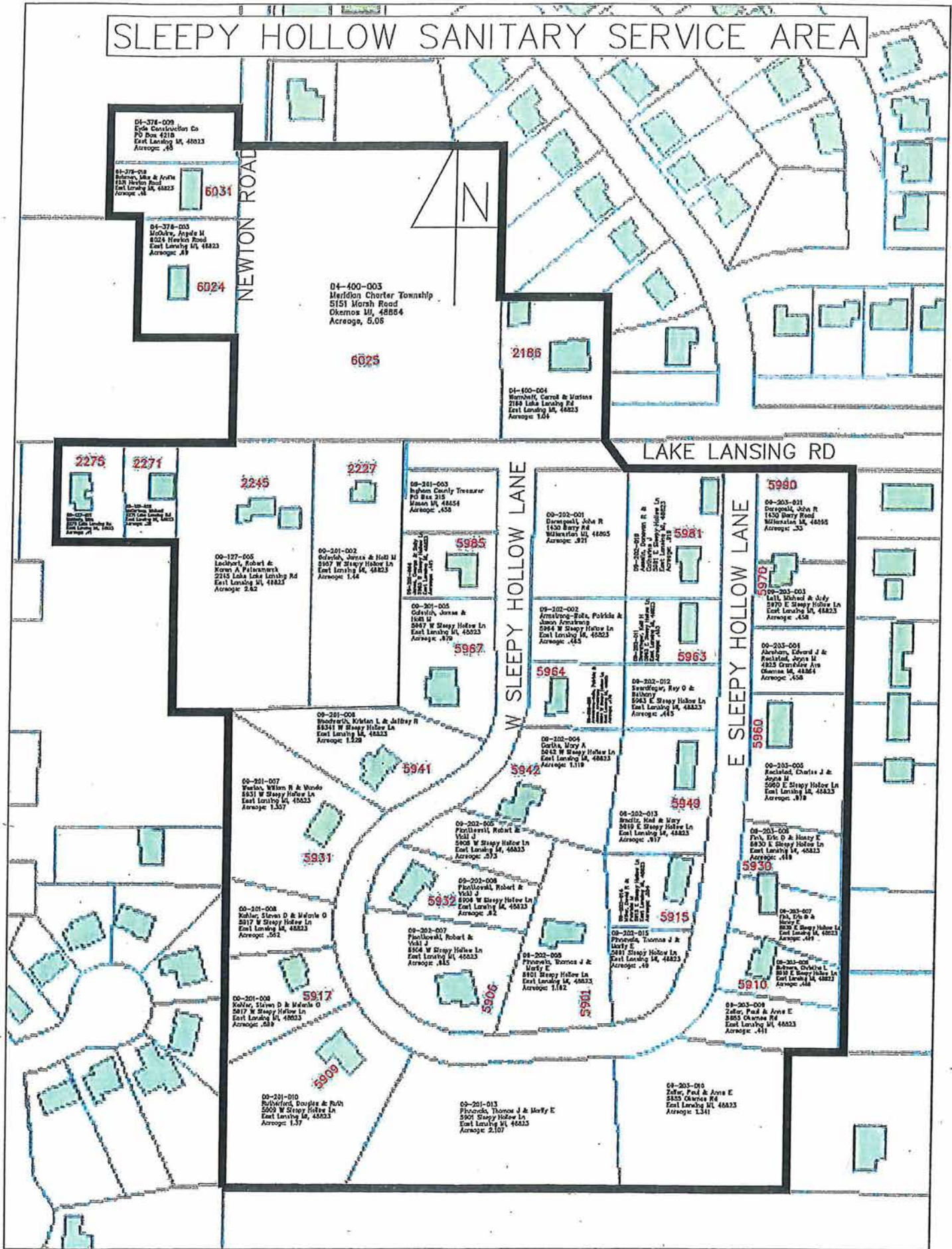
The assessment may be paid in full, or over a period of several years at 5% interest. The proposed payback period for this petition is 20 years.

Valid signatures from owners representing more than 50% of the total acreage within the district are required for a valid petition. A public hearing conducted by the Township Board will follow a successful petition.

In addition to the assessments, property owners will have to pay for connection and inspection fees to obtain a sanitary permit. Currently the sanitary connection and inspection fees are about \$2,604.

In order to connect to the Township's sanitary system, after the installation of the sanitary main, the homeowner will need to contract with a licensed contractor to connect to the new system at the lateral located at the road Right of Way, and disconnect and abandon the septic system, per county health department requirements. We estimate the cost for the gravity lateral connection on average to be about \$3,000.

SLEEPY HOLLOW SANITARY SERVICE AREA



04-376-009
Epic Construction Co
PO Box 4218
East Lansing MI, 48823
Acreage .45

04-376-008
Baker, Mike & Anita
122 Newton Road
East Lansing MI, 48823
Acreage .44

04-376-005
McClary, Apple H
8025 Newton Road
East Lansing MI, 48823
Acreage .41

NEWTON ROAD



04-400-003
Meridian Charter Township
5151 Marsh Road
Okemos MI, 48864
Acreage 5.05

04-600-004
Wurmshel, Carol & Martin
2118 Lake Lansing Rd
East Lansing MI, 48823
Acreage 1.04

04-376-007
Baker, Mike & Anita
122 Newton Road
East Lansing MI, 48823
Acreage .44

00-177-005
Lambert, Robert &
Karen A Palamara
2215 Lake Lansing Rd
East Lansing MI, 48823
Acreage 2.82

00-201-002
Odehly, James & Hall H
2807 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage 1.44

00-201-003
Higham County Treasurer
PO Box 215
Kalamazoo MI, 48854
Acreage .53

00-202-001
Davenport, John R
1430 Barry Rd
Waltham MI, 48895
Acreage .321

00-202-002
Armstrong, Pat, Patricia &
Jason Armstrong
5944 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .445

00-202-001
Davenport, John R
1430 Barry Rd
Waltham MI, 48895
Acreage .321

00-203-001
Alachon, Edward J &
Rebecca, Joyce H
4823 Grandview Ave
Okemos MI, 48864
Acreage .558

00-203-001
Alachon, Edward J &
Rebecca, Joyce H
4823 Grandview Ave
Okemos MI, 48864
Acreage .558

00-201-007
Wether, William R & Wanda
8831 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage 1.57

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-202-005
Pantlowski, Robert &
Yvett J
5908 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .4

00-202-004
Curtis, Vicky A
5842 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage 1.119

00-202-012
Sawdough, Ray O &
Bailony
5943 E Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .445

00-202-012
Sawdough, Ray O &
Bailony
5943 E Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .445

00-203-005
Reichard, Charles J &
Anne H
5900 E Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .618

00-203-005
Reichard, Charles J &
Anne H
5900 E Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .618

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-202-007
Pantlowski, Robert &
Yvett J
5904 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .415

00-202-008
Pantlowski, Robert &
Yvett J
5904 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .415

00-202-008
Pantlowski, Robert &
Yvett J
5904 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .415

00-202-015
Petrovic, Thomas J &
Mary E
5881 Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .49

00-202-015
Petrovic, Thomas J &
Mary E
5881 Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .49

00-203-007
Zeller, Paul & Anne E
5855 Okemos Rd
East Lansing MI, 48823
Acreage 1.341

00-203-007
Zeller, Paul & Anne E
5855 Okemos Rd
East Lansing MI, 48823
Acreage 1.341

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-013
Petrovic, Thomas J & Mary E
5901 Sleepy Hollow Ln
East Lansing MI, 48823
Acreage 2.107

00-201-013
Petrovic, Thomas J & Mary E
5901 Sleepy Hollow Ln
East Lansing MI, 48823
Acreage 2.107

00-203-008
Zeller, Paul & Anne E
5855 Okemos Rd
East Lansing MI, 48823
Acreage 1.341

00-203-008
Zeller, Paul & Anne E
5855 Okemos Rd
East Lansing MI, 48823
Acreage 1.341

00-203-008
Zeller, Paul & Anne E
5855 Okemos Rd
East Lansing MI, 48823
Acreage 1.341

00-203-008
Zeller, Paul & Anne E
5855 Okemos Rd
East Lansing MI, 48823
Acreage 1.341

00-203-008
Zeller, Paul & Anne E
5855 Okemos Rd
East Lansing MI, 48823
Acreage 1.341

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

00-201-008
Wether, Steven D & Wanda O
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage .551

DRAFT

SLEEPY HOLLOW PUBLIC SANITARY SEWER IMPROVEMENT SPECIAL ASSESSMENT DISTRICT #53

RESOLUTION NO. 1

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, Michigan, 48864-1198, Phone (517) 853-4000 on March 21, 2017, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____

and supported by _____.

WHEREAS, a petition has been filed with the Township Board of the Charter Township of Meridian, County of Ingham, Michigan pursuant to Act 188, Public Acts of Michigan, 1954, as amended, signed by the record owners of more than fifty-percent (50%) of the total land area of the proposed special assessment district set forth in said petitions described as follows:

Located in the NE ¼ of Section 9, Meridian Township, T4N, R1W, Ingham County, Michigan, all of Sleepy Hollow Subdivision including Lots 1 through 23, also from a point commencing 1119.49 feet East of the N¼ corner of said Section 9 to the place of beginning; thence South 200 feet; thence West 171.59 feet; then North 200 feet; thence east 171.59 feet to the place of beginning, also part of the south half of section 4 and part of the north half of section 9, Meridian Township, T4N, R1W, Ingham County, Michigan, commencing at the S¼ corner of section 4 and the place of beginning; thence North 187 feet; thence West 177 feet; thence North 210 feet; thence West 56 feet; thence North 200 feet; thence East 233 feet to the centerline of Newton Road; thence South 77 feet; thence East 481.6 feet; thence South 270 feet; thence East 200 feet; thence South 250 feet; thence West 371.2 feet along the south line of Section 4; thence south 477.9 feet south of said south line; thence West 410.4 feet; thence North 297.9 feet; thence West 216.5 feet; thence North 180 feet; thence East 316.5 feet back to the place of beginning. exclude all road right of ways.

WHEREAS, said petition of landowners requests the public sanitary sewer improvement by constructing a sanitary sewer main in Sleepy Hollow Subdivision, along Newton road south of existing sewer and along Lake Lansing Road east from Newton road; and,

WHEREAS, said petition has been verified as to signature, ownership and percentage of ownership and area; and

WHEREAS, the Township Board desires to proceed on said petitions;

DRAFT

**SLEEPY HOLLOW PUBLIC SANITARY SEWER IMPROVEMENT
SPECIAL ASSESSMENT DISTRICT #53
RESOLUTION NO. 1**

Page 2

NOW, THEREFORE, BE IT RESOLVED:

The Township Engineer is hereby ordered to prepare plans showing the improvements, the location therefore and estimates of the cost thereof, pursuant to the project as set forth in the petition of landowners and as previously set forth in this resolution.

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)

)ss.

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Meridian, Ingham County, Michigan, **DO HEREBY CERTIFY** that the foregoing is a true and complete copy of proceedings taken by the Township Board at a regular meeting held on March 21, 2017.

Brett Dreyfus, CMMC, Township Clerk

DRAFT

SLEEPY HOLLOW PUBLIC SANITARY SEWER IMPROVEMENT SPECIAL ASSESSMENT DISTRICT NO. 53

RESOLUTION NO. 2

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, Michigan 48864-1198, Phone (517) 853-4000, on March 21, 2017, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, the Township Board of the Charter Township of Meridian deems it advisable and necessary for the public health, safety, and welfare of the Township and its inhabitants to make the following described public improvements:

Construct sanitary sewer main from the lift station on the northeast corner of E. Sleepy Hollow Lane and Lake Lansing Road intersection, south and through Sleepy Hollow Subdivision, and beginning at existing sanitary sewer main on Newton Road south to Lake Lansing Road and then east along Lake Lansing Road, and from a manhole west of 2275 Lake Lansing Road heading east approximately 180 feet. Lateral leads to each property will also be installed from the sanitary main to the road right of way to service all parcels in the proposed special assessment district, Section 9 and Section 4, Meridian Township, Ingham County, Michigan, T4N, R1W;

and, to defray the cost thereof by special assessment equally against the properties specially benefited thereby; and

WHEREAS, the Township Board has caused to be prepared by the Township Engineer, plans showing the improvement and location thereof and an estimate of the cost thereof; in accordance with a petition filed with said Board pursuant to Act 188, Public Acts of Michigan, 1954, as amended; and

WHEREAS, the same has been received by the Township Board; and

WHEREAS, the Township Board desires to proceed further with the improvements.

NOW, THEREFORE, BE IT RESOLVED by the Township Board of the Charter Township of Meridian, Ingham County, Michigan, as follows:

1. The plans showing the improvement and location thereof and an estimate of the cost thereof be filed with the Township Clerk and be available for public examination.

DRAFT

**SLEEPY HOLLOW PUBLIC SANITARY SEWER IMPROVEMENT
SPECIAL ASSESSMENT DISTRICT NO. 53
RESOLUTION NO. 2**

Page 2

2. The Township Board tentatively declares its intention to make the following described sanitary sewer improvements:

Construct sanitary sewer main from the lift station on the northeast corner of E. Sleepy Hollow Lane and Lake Lansing Road intersection, south and through Sleepy Hollow Subdivision, and beginning at existing sanitary sewer main on Newton Road south to Lake Lansing Road and then east along Lake Lansing Road, and from a manhole west of 2275 Lake Lansing Road heading east approximately 180 feet. Lateral leads to each property will also be installed from the sanitary main to the road right of way to service all parcels in the proposed special assessment district, Section 9 and Section 4, Meridian Township, Ingham County, Michigan, T4N, R1W;
3. There is hereby tentatively designated a special assessment district against which the cost of said improvement is to be assessed, consisting of the lots and parcels of land described as:
Located in the NE $\frac{1}{4}$ of Section 9, Meridian Township, T4N, R1W, Ingham County, Michigan, all of Sleepy Hollow Subdivision including Lots 1 through 23, also from a point commencing 1119.49 feet East of the N $\frac{1}{4}$ corner of said Section 9 to the place of beginning; thence South 200 feet; thence West 171.59 feet; then North 200 feet; thence east 171.59 feet to the place of beginning, also part of the south half of section 4 and part of the north half of section 9, Meridian Township, T4N, R1W, Ingham County, Michigan, commencing at the S $\frac{1}{4}$ corner of section 4 and the place of beginning; thence North 187 feet; thence West 177 feet; thence North 210 feet; thence West 56 feet; thence North 200 feet; thence East 233 feet to the centerline of Newton Road; thence South 77 feet; thence East 481.6 feet; thence South 270 feet; thence East 200 feet; thence South 250 feet; thence West 371.2 feet along the south line of Section 4; thence south 477.9 feet south of said south line; thence West 410.4 feet; thence North 297.9 feet; thence West 216.5 feet; thence North 180 feet; thence East 316.5 feet back to the place of beginning. exclude all road right of ways.
4. The Township Board shall meet in the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, MI on Tuesday, April 18, 2017 at 6:00 p.m. at which time and place the Township Board will hear objections to the petition, the improvement and to the special assessment district therefore. All objections must be raised in person at the hearing or filed in writing with the Clerk at or before the time of the hearing.
5. The Township Clerk is hereby ordered to cause notice of such hearing and the fact that the Township Board is proceeding on a proper petition, to be published twice prior to said hearing in a newspaper of general circulation in the Township, the first publication to be at least ten (10) days before the time of the hearing, and pursuant to Act 188, Public Acts of Michigan, 1954, as amended, shall cause said notice to be mailed by first class mail to all record owners of, or parties in interest in, property in the special assessment district, at the addresses shown on the current tax records of the Township, at least ten (10) full days before the date of said hearing.
6. Said notice shall be in substantially the following form: (SEE ATTACHED NOTICE)

DRAFT

MERIDIAN TOWNSHIP RESIDENTS

SLEEPY HOLLOW PUBLIC SANITARY SEWER IMPROVEMENT SPECIAL ASSESSMENT DISTRICT #53

NOTICE OF HEARING

TO THE RECORD OWNERS OF, OR PARTIES IN INTEREST IN, THE FOLLOWING PROPERTY CONSTITUTING THE PROPOSED SPECIAL ASSESSMENT DISTRICT:

Located in the NE ¼ of Section 9, Meridian Township, T4N, R1W, Ingham County, Michigan, all of Sleepy Hollow Subdivision including Lots 1 through 23, also from a point commencing 1119.49 feet East of the N¼ corner of said Section 9 to the place of beginning; thence South 200 feet; thence West 171.59 feet; then North 200 feet; thence east 171.59 feet to the place of beginning, also part of the south half of section 4 and part of the north half of section 9, Meridian Township, T4N, R1W, Ingham County, Michigan, commencing at the S¼ corner of section 4 and the place of beginning; thence North 187 feet; thence West 177 feet; thence North 210 feet; thence West 56 feet; thence North 200 feet; thence East 233 feet to the centerline of Newton Road; thence South 77 feet; thence East 481.6 feet; thence South 270 feet; thence East 200 feet; thence South 250 feet; thence West 371.2 feet along the south line of Section 4; thence south 477.9 feet south of said south line; thence West 410.4 feet; thence North 297.9 feet; thence West 216.5 feet; thence North 180 feet; thence East 316.5 feet back to the place of beginning. exclude all road right of ways.

PLEASE TAKE NOTICE that the Township Board of the Charter Township of Meridian, acting on a proper petition signed by the record owners of more than fifty percent (50%) of the total land area above described has determined to make the following described public sanitary sewer improvements:

Construct sanitary sewer main from the lift station on the northeast corner of E. Sleepy Hollow Lane and Lake Lansing Road intersection, south and through Sleepy Hollow Subdivision, and beginning at existing sanitary sewer main on Newton Road south to Lake Lansing Road and then east along Lake Lansing Road, and from a manhole west of 2275 Lake Lansing Road heading east approximately 180 feet. Lateral leads to each property will also be installed from the sanitary main to the road right of way to service all parcels in the proposed special assessment district, Section 9 and Section 4, Meridian Township, Ingham County, Michigan, T4N, R1W;

Plans and estimates have been prepared and are on file with the Township Clerk for public examination.

TAKE FURTHER NOTICE that the Township Board will meet Tuesday, April 18, 2017, at 6:00 p.m. at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, MI 48864-1198, for the purpose of hearing objections to the petition, the improvement and the special assessment therefore. The Township Board is also interested in hearing those that favor the proposed project.

To object to the improvements, you or your agent may appear in person at the hearing or you must file your objections in writing with the Township Clerk at or before the time of the hearing.

"FOR PURPOSES OF THIS HEARING, THE AMOUNT TO BE ASSESSED AGAINST YOUR PROPERTY IS ESTIMATED TO BE \$17,014 FOR SLEEPY HOLLOW GRAVITY MAIN PARCELS, \$5,000 FOR SLEEPY HOLLOW FORCE MAIN PARCELS, AND \$13,738 FOR NEWTON ROAD AND LAKE LANSING ROAD PARCELS."

Dated: _____

Brett Dreyfus, CMMC, Township Clerk
Charter Township of Meridian

DRAFT

**SLEEPY HOLLOW PUBLIC SANITARY SEWER IMPROVEMENT
SPECIAL ASSESSMENT DISTRICT NO. 53
RESOLUTION NO. 2**

Page 3

7. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

ADOPTED:

YEAS: _____

NAYS: _____

Resolution declared adopted.

STATE OF MICHIGAN)

)ss.

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Meridian, Ingham County, **DO HEREBY CERTIFY**, that the foregoing is a true and complete copy of proceedings taken by the Township Board at a regular meeting held on March 21, 2017.

Brett Dreyfus, CMMC, Township Clerk

FACT SHEET

SLEEPY HOLLOW WATER MAIN SPECIAL ASSESSMENT DISTRICT

The proposed water main extension will involve installation of approximately 2,500 feet to service parcels fronting East & West Sleepy Hollow Lanes. The estimated total cost for the water main is approximately \$224,000. The estimated Special Assessment District costs will be \$8,000 per parcel across the 28 parcels in the Special Assessment District.

Final assessments would be based on actual construction costs.

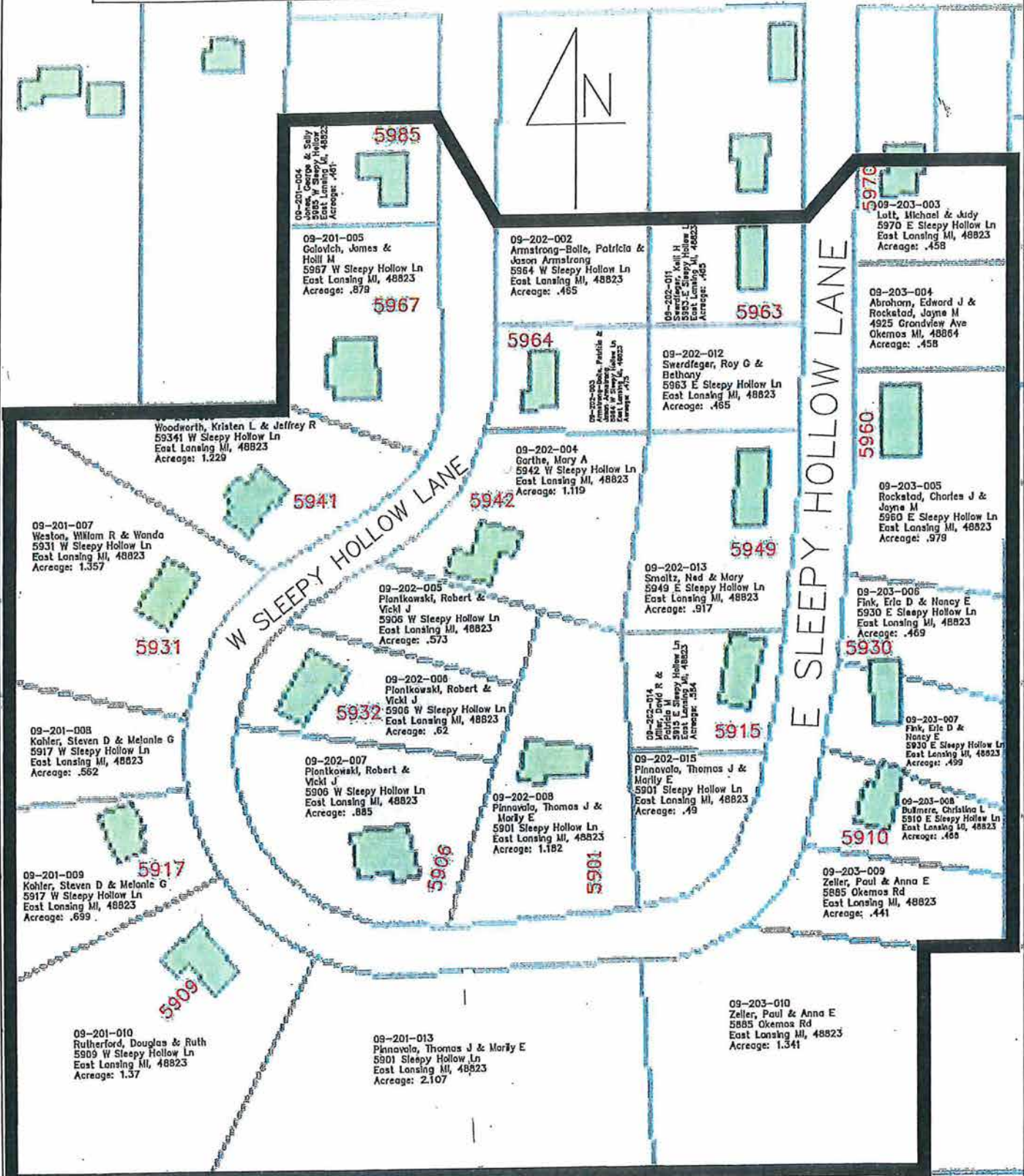
The assessment may be paid in full, or over a period of several years at 5% interest. The proposed payback period for this petition is 20 years.

Valid signatures from owners representing more than 50% of the total acreage within the district are required for a valid petition. A public hearing conducted by the Township Board will follow a successful petition.

In addition to the assessments, property owners will have to pay for connection and inspection fees to obtain a water permit. Currently the water connection and inspection fees are about \$3,620.

In order to connect to the Township's water system, after the installation of the water main, the homeowner will need to contract with a licensed contractor to connect to the new system from the road Right of Way, and disconnect from the existing well. We estimate the cost for the water service connection on average to be about \$2,500. The existing well will have to be disconnected before, or at the same time, the new water service is installed at the house. The cost of disconnecting the well is the homeowner's responsibility.

SLEEPY HOLLOW WATER SERVICE AREA



09-201-004
Jones, George & Sally
5985 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage: .461

5985

09-201-005
Colovich, James &
Holl M
5987 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage: .879

5967

09-202-002
Armstrong-Belle, Patricia &
Jason Armstrong
5964 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage: .465

5964

09-202-011
Kitt H
5963 E Sleepy Hollow Ln
East Lansing MI, 48823
Acreage: .465

5963

09-203-003
Lott, Michael & Jidy
5970 E Sleepy Hollow Ln
East Lansing MI, 48823
Acreage: .458

5970

09-203-004
Abraham, Edward J &
Rocketad, Jayne M
4925 Grandview Ave
Okemos MI, 48864
Acreage: .458

5960

09-202-012
Swerdfeger, Roy G &
Bethony
5963 E Sleepy Hollow Ln
East Lansing MI, 48823
Acreage: .465

5960

Woodworth, Kristen L. & Jeffrey R
5931 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage: 1.229

5941

09-202-004
Garthe, Mary A
5942 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage: 1.119

5942

09-201-007
Weston, William R & Wonda
5931 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage: 1.357

5931

09-202-013
Smolitz, Ned & Mary
5949 E Sleepy Hollow Ln
East Lansing MI, 48823
Acreage: .917

5949

09-203-005
Rocketad, Charles J &
Jayne M
5960 E Sleepy Hollow Ln
East Lansing MI, 48823
Acreage: .979

5930

09-202-005
Piontkowski, Robert &
Vicki J
5906 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage: .573

5932

09-203-006
Fink, Eric D & Nancy E
5930 E Sleepy Hollow Ln
East Lansing MI, 48823
Acreage: .469

5930

09-202-006
Piontkowski, Robert &
Vicki J
5906 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage: .62

5932

09-202-014
Miller, David R &
Patricia M
5915 E Sleepy Hollow Ln
East Lansing MI, 48823
Acreage: .354

5915

09-201-008
Kahler, Steven D & Melanie G
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage: .562

5917

09-203-007
Fink, Eric D &
Nancy E
5930 E Sleepy Hollow Ln
East Lansing MI, 48823
Acreage: .469

5910

09-202-007
Piontkowski, Robert &
Vicki J
5906 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage: .885

5906

09-202-008
Pinnavolo, Thomas J &
Marly E
5901 Sleepy Hollow Ln
East Lansing MI, 48823
Acreage: 1.182

5901

09-202-015
Pinnavolo, Thomas J &
Marly E
5901 Sleepy Hollow Ln
East Lansing MI, 48823
Acreage: .49

5910

09-201-009
Kohler, Steven D & Melanie G
5917 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage: .699

5909

09-203-009
Zeller, Paul & Anna E
5885 Okemos Rd
East Lansing MI, 48823
Acreage: .441

5910

09-201-010
Rutherford, Douglas & Ruth
5909 W Sleepy Hollow Ln
East Lansing MI, 48823
Acreage: 1.37

5909

09-201-013
Pinnavolo, Thomas J & Marly E
5901 Sleepy Hollow Ln
East Lansing MI, 48823
Acreage: 2.107

5901

09-203-010
Zeller, Paul & Anna E
5885 Okemos Rd
East Lansing MI, 48823
Acreage: 1.341

5901

DRAFT

SLEEPY HOLLOW PUBLIC WATER MAIN IMPROVEMENT SPECIAL ASSESSMENT DISTRICT #49

RESOLUTION NO. 1

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, Michigan, 48864-1198, Phone (517) 853-4000 on March 21, 2017, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____
and supported by _____.

WHEREAS, a petition has been filed with the Township Board of the Charter Township of Meridian, County of Ingham, Michigan pursuant to Act 188, Public Acts of Michigan, 1954, as amended, signed by the record owners of more than fifty-percent (50%) of the total land area of the proposed special assessment district set forth in said petitions described as follows:

Located in the NE ¼ of Section 9, Meridian Township, T4N, R1W, Ingham County, Michigan, part of Sleepy Hollow subdivision including all lots except for lot 23, lot 14, and the north half of lot 1.

WHEREAS, said petition of landowners requests the public water main improvement by constructing a water main in Sleepy Hollow Subdivision; and,

WHEREAS, said petition has been verified as to signature, ownership and percentage of ownership and area; and

WHEREAS, the Township Board desires to proceed on said petitions;

NOW, THEREFORE, BE IT RESOLVED:

The Township Engineer is hereby ordered to prepare plans showing the improvements, the location therefore and estimates of the cost thereof, pursuant to the project as set forth in the petition of landowners and as previously set forth in this resolution.

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)

)ss.

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Meridian, Ingham County, Michigan, **DO HEREBY CERTIFY** that the foregoing is a true and complete copy of proceedings taken by the Township Board at a regular meeting held on March 21, 2017.

Brett Dreyfus, CMMC, Township Clerk

DRAFT

SLEEPY HOLLOW PUBLIC WATER MAIN IMPROVEMENT SPECIAL ASSESSMENT DISTRICT #49

RESOLUTION NO. 2

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, Michigan 48864-1198, Phone (517) 853-4000, on March 21, 2017, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, the Township Board of the Charter Township of Meridian deems it advisable and necessary for the public health, safety, and welfare of the Township and its inhabitants to make the following described public improvements:

Construct 8" water main extending south from Lake Lansing Road along E Sleepy Hollow Lane through Sleepy Hollow subdivision connecting back on Lake Lansing Road at W Sleepy Hollow Lane, totaling approximately 2,550 feet, in Section 9, Meridian Township, Ingham County, Michigan, T4N, R1W;

and, to defray the cost thereof by special assessment equally against the properties specially benefited thereby; and

WHEREAS, the Township Board has caused to be prepared by the Township Engineer, plans showing the improvement and location thereof and an estimate of the cost thereof; in accordance with a petition filed with said Board pursuant to Act 188, Public Acts of Michigan, 1954, as amended; and

WHEREAS, the same has been received by the Township Board; and

WHEREAS, the Township Board desires to proceed further with the improvements.

NOW, THEREFORE, BE IT RESOLVED by the Township Board of the Charter Township of Meridian, Ingham County, Michigan, as follows:

1. The plans showing the improvement and location thereof and an estimate of the cost thereof be filed with the Township Clerk and be available for public examination.
2. The Township Board tentatively declares its intention to make the following described sanitary sewer improvements:

Construct 8" water main extending south from Lake Lansing Road along E Sleepy Hollow Lane through Sleepy Hollow subdivision connecting back on Lake Lansing Road at W Sleepy Hollow Lane, totaling approximately 2,550 feet, in the proposed special assessment district, Section 9, Meridian Township, Ingham County, Michigan, T4N, R1W.

DRAFT

**Sleepy Hollow Public Water Main Improvement
Special Assessment District
Resolution #2
Page 2**

3. There is hereby tentatively designated a special assessment district against which the cost of said improvement is to be assessed, consisting of the lots and parcels of land described as:

Located in the NE ¼ of Section 9, Meridian Township, T4N, R1W, Ingham County, Michigan, part of Sleepy Hollow subdivision including all lots except for lot 23, lot 14, and the north half of lot 1.
4. The Township Board shall meet in the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, MI on Tuesday, April 18, 2017 at 6:00 p.m. at which time and place the Township Board will hear objections to the petition, the improvement and to the special assessment district therefore. All objections must be raised in person at the hearing or filed in writing with the Clerk at or before the time of the hearing.
5. The Township Clerk is hereby ordered to cause notice of such hearing and the fact that the Township Board is proceeding on a proper petition, to be published twice prior to said hearing in a newspaper of general circulation in the Township, the first publication to be at least ten (10) days before the time of the hearing, and pursuant to Act 188, Public Acts of Michigan, 1954, as amended, shall cause said notice to be mailed by first class mail to all record owners of, or parties in interest in, property in the special assessment district, at the addresses shown on the current tax records of the Township, at least ten (10) full days before the date of said hearing.
6. Said notice shall be in substantially the following form: (SEE ATTACHED NOTICE)
7. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

ADOPTED:

YEAS: _____

 NAYS: _____

Resolution declared adopted.

STATE OF MICHIGAN)

)ss.

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Meridian, Ingham County, **DO HEREBY CERTIFY**, that the foregoing is a true and complete copy of proceedings taken by the Township Board at a regular meeting held on Tuesday, March 21, 2017.

Brett Dreyfus, CMMC, Township Clerk

DRAFT

MERIDIAN TOWNSHIP RESIDENTS

SLEEPY HOLLOW PUBLIC WATER MAIN IMPROVEMENT SPECIAL ASSESSMENT DISTRICT #49

NOTICE OF HEARING

TO THE RECORD OWNERS OF, OR PARTIES IN INTEREST IN, THE FOLLOWING PROPERTY
CONSTITUTING THE PROPOSED SPECIAL ASSESSMENT DISTRICT:

Located in the NE ¼ of Section 9, Meridian Township, T4N, R1W, Ingham County, Michigan, part of Sleepy Hollow subdivision including all lots except for lot 23, lot 14, and the north half of lot 1.

PLEASE TAKE NOTICE that the Township Board of the Charter Township of Meridian, acting on a proper petition signed by the record owners of more than fifty percent (50%) of the total land area above described has determined to make the following described public water main improvements:

Construct 8" water main extending south from Lake Lansing Road along E Sleepy Hollow Lane through Sleepy Hollow subdivision connecting back on Lake Lansing Road at W Sleepy Hollow Lane, totaling approximately 2,550 feet, in the proposed special assessment district, Section 9, Meridian Township, Ingham County, Michigan, T4N, R1W

and, to defray the cost thereof by special assessment equally against the properties specially benefited thereby.

Plans and estimates have been prepared and are on file with the Township Clerk for public examination.

TAKE FURTHER NOTICE that the Township Board will meet April 18, 2017, at 6:00 p.m. at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, MI 48864-1198, for the purpose of hearing objections to the petition, the improvement and the special assessment therefore. The Township Board is also interested in hearing those that favor the proposed project.

To object to the improvements, you or your agent may appear in person at the hearing or you must file your objections in writing with the Township Clerk at or before the time of the hearing.

"FOR PURPOSES OF THIS HEARING, THE AMOUNT TO BE ASSESSED AGAINST YOUR PROPERTY IS ESTIMATED TO BE \$8,000."

Dated: _____

Brett Dreyfus, CMMC, Township Clerk
Charter Township of Meridian



To: Board Members
From: Mark Kieselbach
Mark Kieselbach
Director, Community Planning and Development
Date: March 17, 2017
Re: Rezoning #17010 (Portnoy & Tu), rezone 0.56 acre parcel north of 2476 Jolly Road (Parcel I.D. #33-352-006) from RA (Single Family-Medium Density) to PO (Professional and Office)

Portnoy & Tu, DDS have requested to rezone a vacant 0.56 acre parcel north of 2476 Jolly Road from RA (Single Family-Medium Density) to PO (Professional and Office). The property is located north of Jolly Road, between Kansas Street and Indiana Road. Along with the rezoning application, the applicant submitted a site plan showing a 4,332 square foot dentist office. The building is depicted on the subject parcel and the 0.94 acre parcel (2476 Jolly Road) to the south which is currently zoned PO (Professional and Office). The site plan is not condition of the rezoning.

The Planning Commission held the public hearing on the rezoning request at its February 13, 2017 meeting and voted 8-0 to recommend approval at the February 27, 2017 meeting to PO, citing the following reasons for its decision:

- The subject site meets and exceeds the minimum standards for lot area and lot width of the proposed PO (Professional and Office) zoning district.
- The subject site is adjacent to an existing PO (Professional and Office) zoning district to the south.
- Public water and sanitary sewer services are available to serve the site.
- The proposed rezoning would result in a logical and orderly development pattern by providing a transition between Jolly Road and office zoning to the south and single family residential uses to the north.

A staff memorandum outlining the rezoning and minutes from the Planning Commission meetings at which the rezoning was discussed are attached for the Board's review.

Township Board Options

The Township Board may approve or deny the proposed rezoning from RA (Single Family-Medium Density) to PO (Professional and Office). If the Board amends the proposal, the request may be

Memo to Township Board
March 17, 2017
Re: Rezoning #17010
Page 2

referred back to the Planning Commission for a recommendation. A resolution will be provided at a future meeting.

Attachments

1. Staff memorandum dated February 10, 2017
2. Resolution recommending approval dated February 13, 2017
3. Planning Commission minutes dated February 13, 2017 (public hearing) and February 27, 2017 (decision)
4. Site plan prepared by DC Engineering received on January 24, 2017

**Rezoning #17010
(Portnoy)
February 13, 2017**

APPLICANT: Portnoy & Tu, DDS
1738 Hamilton Road
Okemos, MI 48864

STATUS OF APPLICANT: Contingent Purchaser

REQUEST: Rezone to PO (Professional and Office)

CURRENT ZONING: RA (Single Family, Medium Density)

LOCATION: A vacant lot north of 2476 Jolly Road (Tax I.D. # 33-352-006)

AREA OF SUBJECT SITE: .56 acres

EXISTING LAND USE: Vacant land

**EXISTING LAND USES
IN AREA:** North: Single Family House
South: Vacant Lot
East: Midwest Power Equipment
West: Light of Calvary Church & Single Family House

CURRENT ZONING IN AREA: North: RA (Single Family, Medium Density)
South: PO (Professional and Office)
East: I (Industrial)
West: RA (Single Family, Medium Density)

**FUTURE LAND USE
DESIGNATION:** Residential 1.25 – 3.5 dwelling units per acre (du/a)

FUTURE LAND USE MAP: North: Residential 1.25.– 3.5 du/a
South: Office
East: Office & Residential 1.25 – 3.5 du/a
West: Institutional & Residential 1.25 – 3.5 du/a

MEMORANDUM

TO: Planning Commission

FROM: *Peter Menser*
Peter Menser
Senior Planner

Keith Chapman
Keith Chapman
Assistant Planner

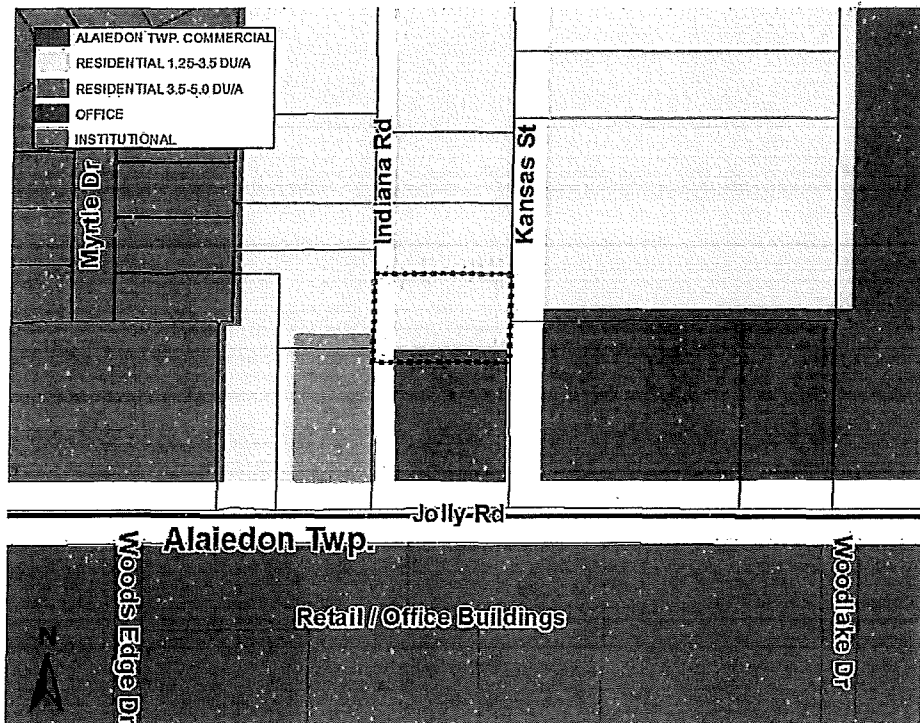
DATE: February 10, 2017

RE: Rezoning #17010 (Portnoy & Tu), request to rezone an approximate .56 acre parcel north of 2476 Jolly Road (Tax I.D. # 33-352-006) from RA (Single Family, Medium Density) to PO (Professional and Office).

Portnoy & Tu, DDS has requested the rezoning of a .56 acre vacant lot (Tax I.D. # 33-352-006) north of 2476 Jolly Road from RA (Single Family, Medium Density) to PO (Professional and Office). Along with the rezoning application, the applicant submitted a site plan showing a 4,332 square foot dentist office. The building is depicted on the subject parcel and the 0.94 acre parcel to the south which is currently zoned PO (Professional and Office). The rezoning request is not tied to the building that is shown on the site plan.

Master Plan

The Future Land Use Map from the 2005 Master Plan designates the subject property in the Residential 1.25-3.5 dwelling units per acre (du/a) category.

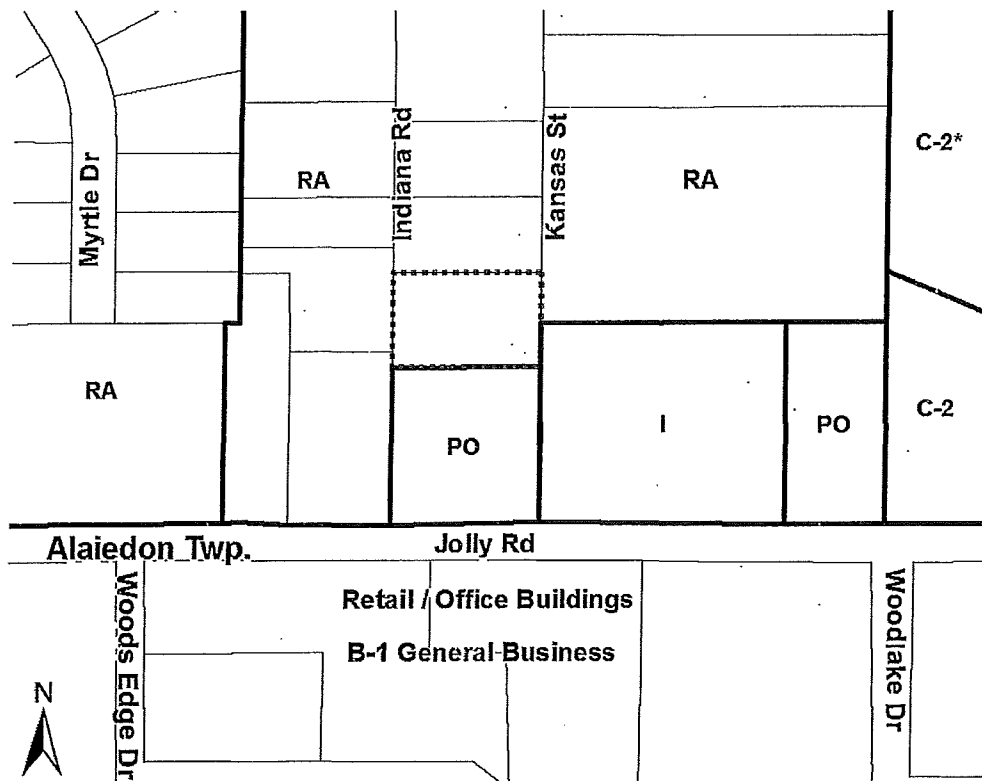


Zoning

The subject site is zoned RA (Single Family, Medium Density). With 124 feet of lot width on Kansas Street and .56 acres (24,393.60 sq. ft.) in lot area, the site meets the minimum standards for both lot area and lot width for both the current RA and proposed PO zoning districts. The following table illustrates the minimum lot width and lot area requirements for the existing RA and proposed PO zoning districts:

	Lot Width (feet)	Lot Area (sq. ft.)
RA district	80	10,000
PO district	50	5,000

ZONING MAP



Physical Features

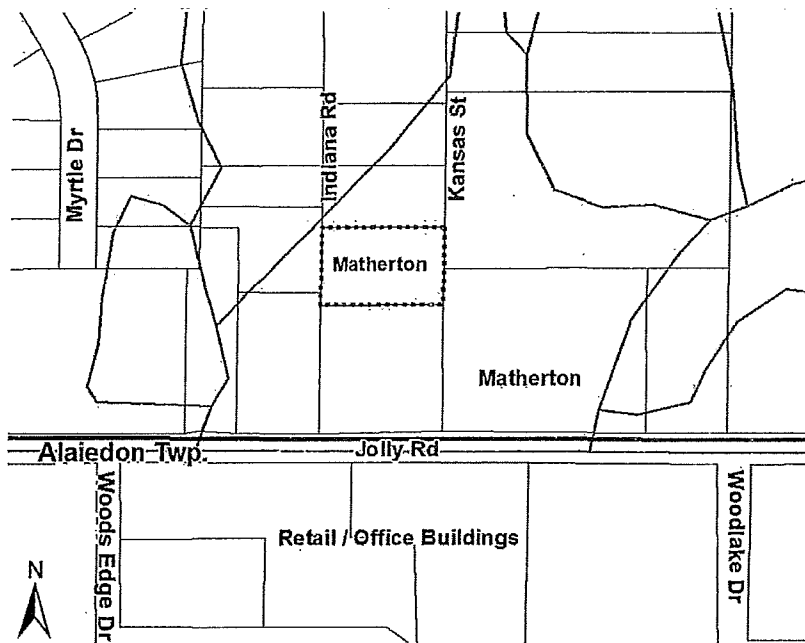
The topography of the vacant site is level with elevations ranging from 882 feet above sea level in the western part of the parcel fronting on Indiana Road to a low point of 880 feet above mean sea level near Kansas Street. The northern portion of the site contains dense trees and shrubs. The Flood Insurance Rate Map (FIRM) for Meridian Township indicates the property is not located in a floodplain and does not contain wetlands. The Greenspace map does not show any features on this site.

Soils

The following chart summarizes soil information for the subject site.

SOIL ASSOCIATION	SEVERE LIMITATIONS
Matherton	Wetness

SOILS MAP



Streets and Traffic

The site fronts on Jolly Road, Kansas Street, and Indiana Road. Jolly Road is a four-lane road designated as a Principal Arterial. Kansas Street is a two lane local street, and Indiana Road is a private drive. There is an existing seven foot pathway south of the subject property along Jolly Road. The most recent (2009) traffic count information from the Ingham County Road Department (ICRD) for Jolly Road eastbound between Woodlake Drive and Kansas Street showed a total of 4,973 vehicles in a 24 hour period. Westbound traffic between Kansas Street and Hulett Road showed a total of 4,329 vehicles in a 24 hour period.

The Economic Analysis chapter of the 2005 Master Plan notes approximately 30,577 square feet of land is needed to accommodate 10,000 square feet of office space. After factoring in the amount of land area necessary for the building, setbacks, the required parking and internal access drives, and open space it may be possible for the .56 acre site to accommodate a building up to 7,318 square feet in size. A rezoning traffic study was not required since any of the possible uses permitted in the PO district in a building of approximately 7,318 square feet would not generate peak hour vehicle trips of 100 or greater than the current RA zoning district.

REZ #17010 (Portnoy & Tu)
Planning Commission (2/13/17)
Page 4

The information below compares traffic generation between the existing RA zoning district and proposed PO zoning district. It estimates future traffic by using data from the highest potential traffic generator in each zoning district, which in this case is one single family house for the RA district and a medical-dental building in the proposed PO zoning. The proposed PO zoning was calculated using a 7,318 square foot building.

	Existing RA zoning	Proposed PO zoning	Change
Peak Hour trips	0.77 (a.m.)	26.49 (a.m.)	+25.72
	1.02 (p.m.)	32.57 (p.m.)	+31.55
Weekday trips	9.57	264.40	+254.83

Utilities

Public water and sewer are available to serve the subject property.

Staff Analysis

The applicant has requested the rezoning of a .56 acre parcel north of 2476 Jolly Road (Tax I.D. # 33-352-006) from RA (Single Family, Medium Density) to PO (Professional and Office). Information provided by the applicant indicates plans to construct a 4,332 square foot office building on the parcel and the parcel to the south, 2476 Jolly Road, but the building is not tied to the rezoning.

When evaluating a rezoning request, the Planning Commission should consider all uses permitted by right and by special use permit in the current and proposed zoning districts, as well as the reasons for rezoning listed on page two of the rezoning application.

Planning Commission Options

The Planning Commission may recommend approval or denial of the request, or it may recommend a different zoning designation than proposed to the Township Board. A resolution will be provided for a future meeting.

Attachments

1. Application and supporting materials
2. Site plan dated January 12, 2017

RESOLUTION TO APPROVE PO

**Rezoning #17010
Portnoy & Tu, DDS
Jolly Road**

RESOLUTION

At a regular meeting of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 27th day of February, 2017, at 7:00 p.m., Local Time.

PRESENT: Chair Ianni, Vice-Chair Scott-Craig, Secretary Cordill, Commissioners Tenaglia, Baruah, Premoe, Richards, Lane

ABSTAIN: Commissioner DeGross

ABSENT: None

The following resolution was offered by Vice-Chair Scott-Craig and supported by Commissioner Tenaglia.

WHEREAS, Portnoy & Tu, DDS requested a rezoning (Rezoning #17010) of approximately 0.56 acres located north of 2476 Jolly Road (Tax I.D. # 33-352-006) from RA (Single Family, Medium Density) to PO (Professional and Office); and

WHEREAS, the Planning Commission held a public hearing and discussed the rezoning at its meeting on February 13, 2017; and

WHEREAS, the Planning Commission reviewed the staff material provided under cover memorandum dated February 10, 2017; and

WHEREAS, the subject site meets or exceeds the minimum standards for lot area and lot width of the proposed PO (Professional and Office) zoning district; and

WHEREAS, the subject site is adjacent to an existing PO (Professional and Office) zoning district to the south; and

WHEREAS, public water and sanitary sewer services are available to serve the site; and

WHEREAS, the proposed rezoning would result in a logical and orderly development pattern by providing a transition between Jolly Road and office zoning to the south and single family residential uses to the north.

NOW THEREFORE, BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby recommends approval of Rezoning #17010 to rezone approximately 0.56 acres from RA (Single Family, Medium Density) to PO (Professional and Office).

**Resolution to Approve
Rezoning #17010 (Portnoy & Tu, DDS)
Page 2**

ADOPTED: YEAS: Chair Ianni, Vice-Chair Scott-Craig, Secretary Cordill, Commissioners
Tenaglia, Baruah, Premoe, Richards, Lane

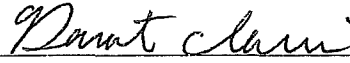
NAYS: None

STATE OF MICHIGAN)

) ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Chair of the Planning Commission of the Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and a complete copy of a resolution adopted at a regular meeting of the Planning Commission on the 27th day of February, 2017.



Dante Ianni
Planning Commission Chair

CHARTER TOWNSHIP OF MERIDIAN
PLANNING COMMISSION
REGULAR MEETING MINUTES

APPROVED

February 13, 2017
5151 Marsh Road, Okemos, MI 48864-1198
517-853-4000, Town Hall Room, 7:00 P.M.

PRESENT: Commissioners DeGroff, Lane, Scott-Craig, Cordill, Tenaglia and Chair Ianni
ABSENT: Commissioners Premoe, Richards, and Baruah
STAFF: Director of Community Planning and Development Mark Kieselbach,
Senior Planner Peter Menser

1. Call meeting to order

Chair Ianni called the regular meeting to order at 7:00 P.M.

2. Approval of agenda

Commissioner Scott-Craig moved to approve the agenda as written.
Seconded by Commissioner DeGroff.
VOICE VOTE: Motion carried 6-0.

3. Approval of Minutes

Commissioner DeGroff moved to approve the minutes from the January 23, 2017 meeting.
Seconded by Commissioner Scott-Craig.
VOICE VOTE: Motion carried 6-0.

4. Public Remarks

Chair Ianni opened the floor for public remarks at 7:02 p.m. – No public comments were offered
Chair Ianni closed public remarks at 7:03 p.m.

5. Communications

- A. Lissy Goralnik RE: Rezoning #16060
- B. Neil Bowlby RE: Rezoning #16060
- C. Karen Renner RE: Rezoning #16060
- D. Rhonda Bueche RE: Rezoning #16060
- E. Ali & Sunita Mahdavi RE: Rezoning #16060
- F. Kevin Sayers RE: Rezoning #16060
- G. Donna Bozgan RE: Rezoning #16060
- H. Petition RE: Rezoning #16060
- I. Eleanor & Gay RE: Rezoning #16060
- J. Thomas Conroy RE: Rezoning #16060

6. Public Hearings

- A. Rezoning #17010 (Portnoy & Tu, DDS), rezone approximately 0.56 acres north of 2476 Jolly Road from RA (Single Family, Medium Density) to PO (Professional and Office)

Chair Ianni opened the public hearing at 7:04 p.m.

- Summary of Subject Matter
Senior Planner Menser outlined the rezoning for discussion.



- Applicant
Dr. Portnoy and Dr. Tu, the applicants, explained they have requested the rezoning so they can build a new dentist office because their practice has expanded.
- Public
Mr. Jim Halm, 3535 Kansas, said he is concerned about the character of the neighborhood changing more than it already has. He spoke of concerns about increased noise and traffic. He commented he could not support the rezoning without first seeing plans for the proposed project.

Planning Commission, applicant's representative, and staff discussion:

- Kurt Krahulik with DC Engineering, representative for the applicant, noted the building as designed did not fit on the property and would require multiple variances to construct.
- The parcels would be required to be combined.
- The applicant is not offering to condition the rezoning on the submitted site plan.
- Dr. Portnoy and Dr. Tu said their proposed building would look like a home and noted their hours of operation. They said they would share their site plan with Mr. Halm.
- It is unknown whether or not the Ingham County Road Department will require paving of Kansas Road, staff will find out and report back.
- A straw poll of the Planning Commissioners indicated support for recommending approval of the rezoning to the Township Board.

Chair Ianni closed the public hearing at 7:26 p.m.

B. Special Use Permit #17-94071 (242 Church), establish community center at 2630 Bennett Road

Chair Ianni opened the public hearing at 7:27 p.m.

- Summary of Subject Matter
Senior Planner Menser outlined the special use permit request.
- Applicant
Eric Rauch, Executive Pastor for 242 Community Church, provided a list of uses that could take place at the subject property, including theater, weddings, church study groups, and other community needs.
- Public
Leonard Provencher, 5824 Buena Parkway, noted the site plans for the property were out of date with regards to the adjacent road network and that bicycle parking is not shown on the plan. He noted further concerns that alcohol should not be permitted on the property.

Planning Commission, applicant's representative, and staff discussion:

6. Public hearings

None

7. Unfinished Business



- A. Rezoning #17010 (Portnoy & Tu, DDS), rezone approximately 0.56 acres north of 2476 Jolly Road from RA (Single Family, Medium Density) to PO (Professional and Office).

Commissioner, Staff and Applicant Discussion:

- Commissioners commented this will be a good project and a good use for the subject property.
- Commissioner DeGroff commented he was abstaining from the vote due to his wife's relationship with the applicants.

Commissioner Scott-Craig moved to approve Rezoning #17010

Seconded by Commissioner Tenaglia

ROLL CALL VOTE:

YEAS: Commissioners Scott-Craig, Baruah, Tenaglia, Premoe, Richards, Lane, Cordill and Chair Ianni.

NAYS: None

MOTION CARRIES: 8-0.

- B. Special Use Permit #17-94071 (242 Community Church), establish community center at 2630 Bennett Road.

Commissioner, Staff and Applicant Discussion:

- Senior Planner Menser outlined the case for discussion.
- Conditions were discussed to ensure no commercial activity takes place on the property.
- The applicant agreed to the conditions of the resolution as written.
- Commissioner Baruah asked if renting the facility for weddings and parties would be allowed.
- Commissioner Richards offered a friendly amendment "day rentals of space for weddings and similar uses are allowed."
- Friendly amendment to the resolution was accepted by both Commissioner DeGroff and Commissioner Tenaglia.
- The applicant agreed to the friendly amendment.

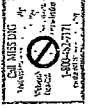
Commissioner DeGroff moved to approve Special Use Permit #17-94071

Seconded by Commissioner Tenaglia

ROLL CALL VOTE: YEAS: Commissioners Scott-Craig, Tenaglia, Premoe, Richards, DeGroff, Lane, Cordill and Chair Ianni.

NAYS: None

MOTION CARRIES: 9-0.



APR 24 2007



1210 N. CEDAR ST. SUITE B
LINCOLN, MISSISSIPPI 39204
PHONE: (601) 853-7888

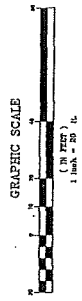
2476 JOLLY ROAD

CIVIL-A LAYOUT

PLEASE APPROVE FOR
PLACEMENT OF THE
PROPOSED LAYOUT
DATE: 1-12-2007

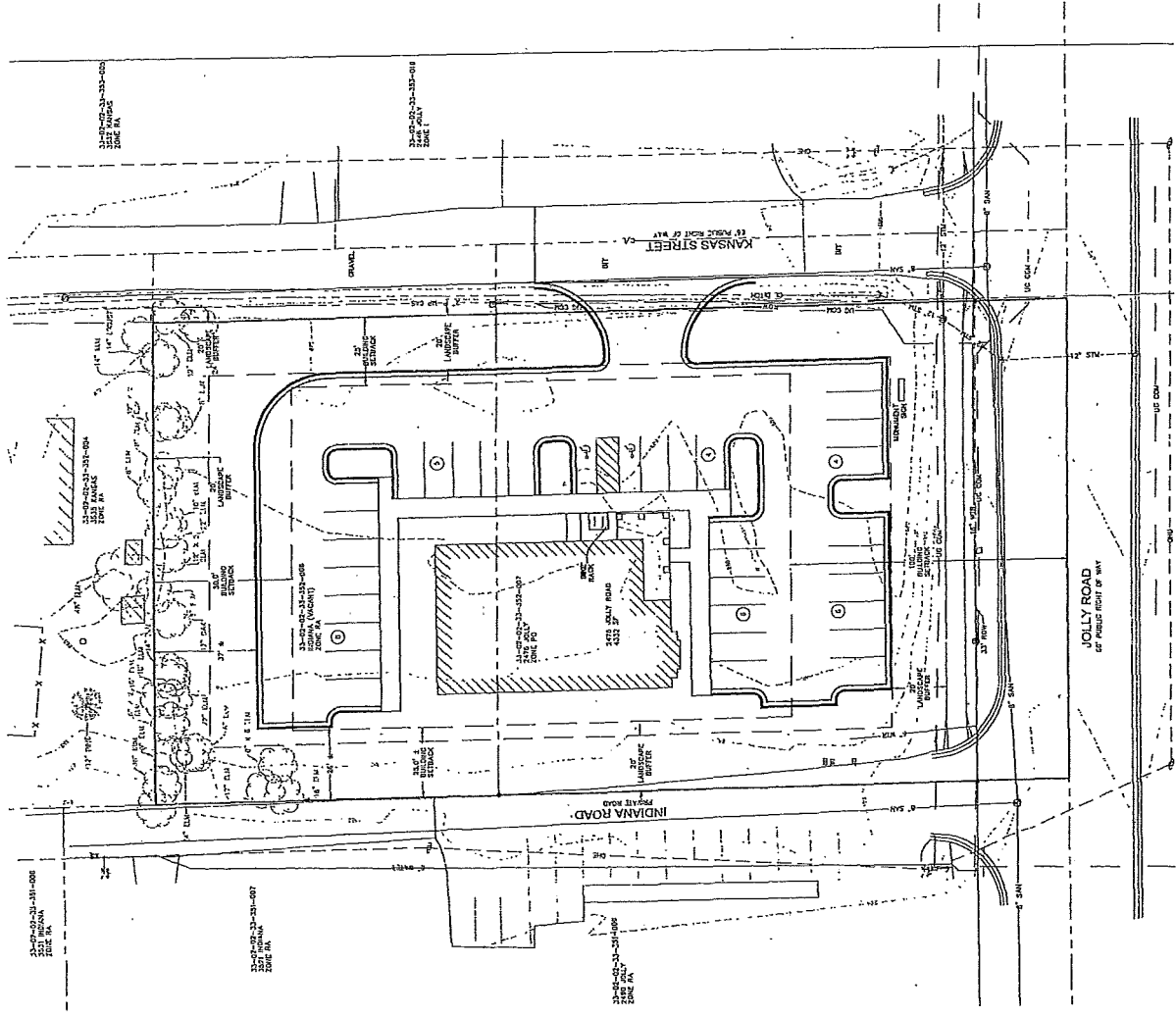
REVISIONS BY DATE SHEET NO. OF TOTAL SHEETS

REVISIONS



PRELIMINARY

NOTES:
1. TRASH SERVICE TO BE BY ROADSIDE CURBS.



FAZIO
Architects

1214 S. CONGRESS AVE., SUITE 100
OKEMOS, MI 48864
TEL: 517.465.7111 FAX: 517.465.7112
WWW.FAZIOARCHITECTS.COM

PORTNOY & TU

2476 JOLLY RD.
OKEMOS, MI 48864

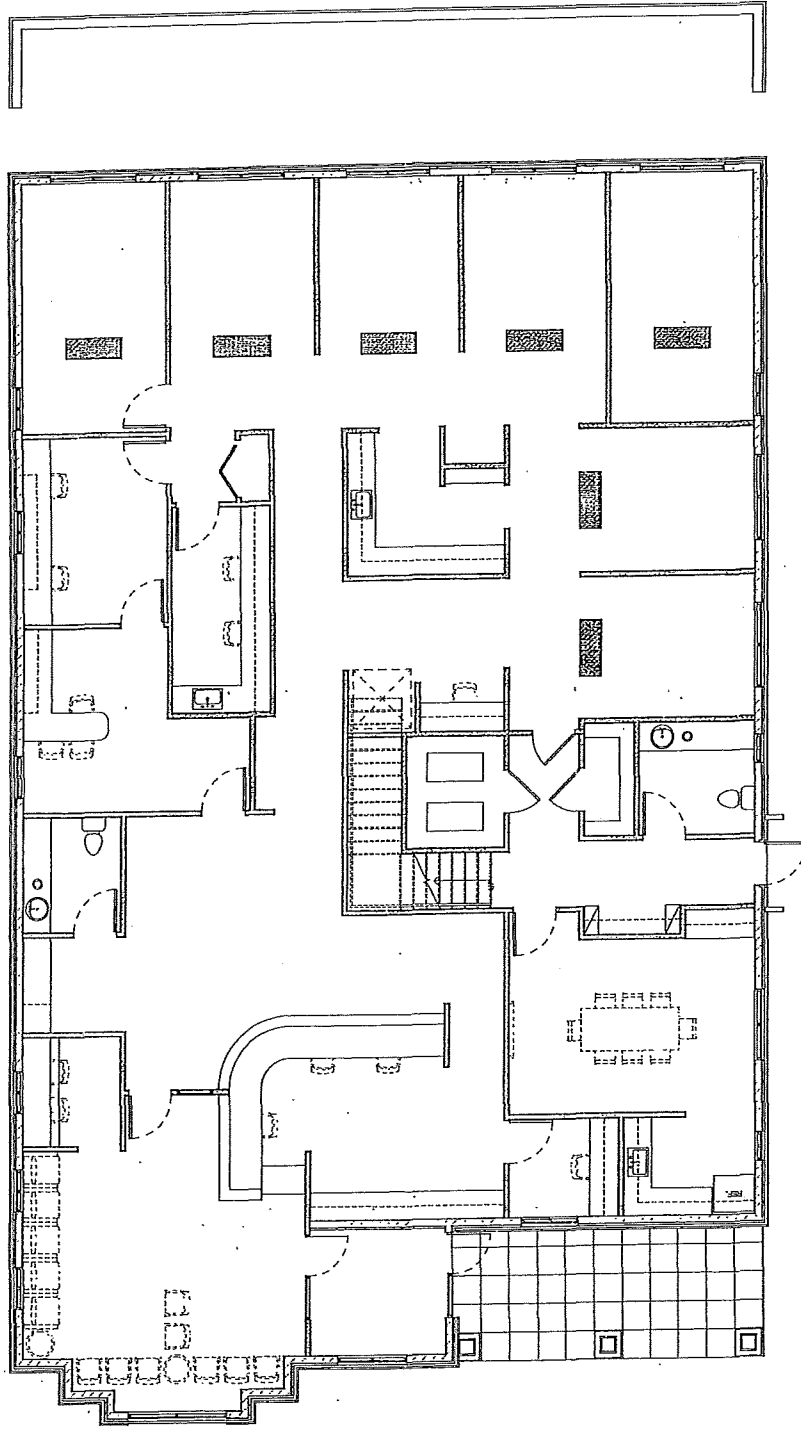
PRELIMINARY DRAWINGS

CONTRACT NO.
DATE
ISSUE NO.
DATE

ISSUE	DATE
1/1/17	1/1/17

SHEET
A1.0

FLOOR PLAN
SCALE: 1/4" = 1'-0"



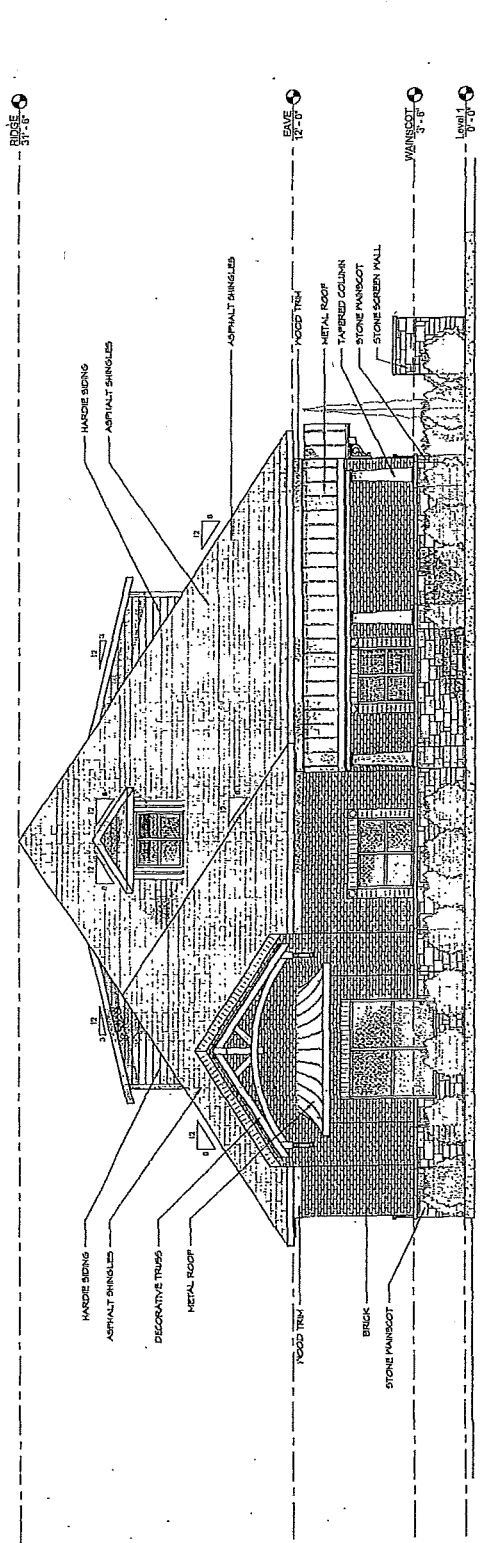
11/21

11/21

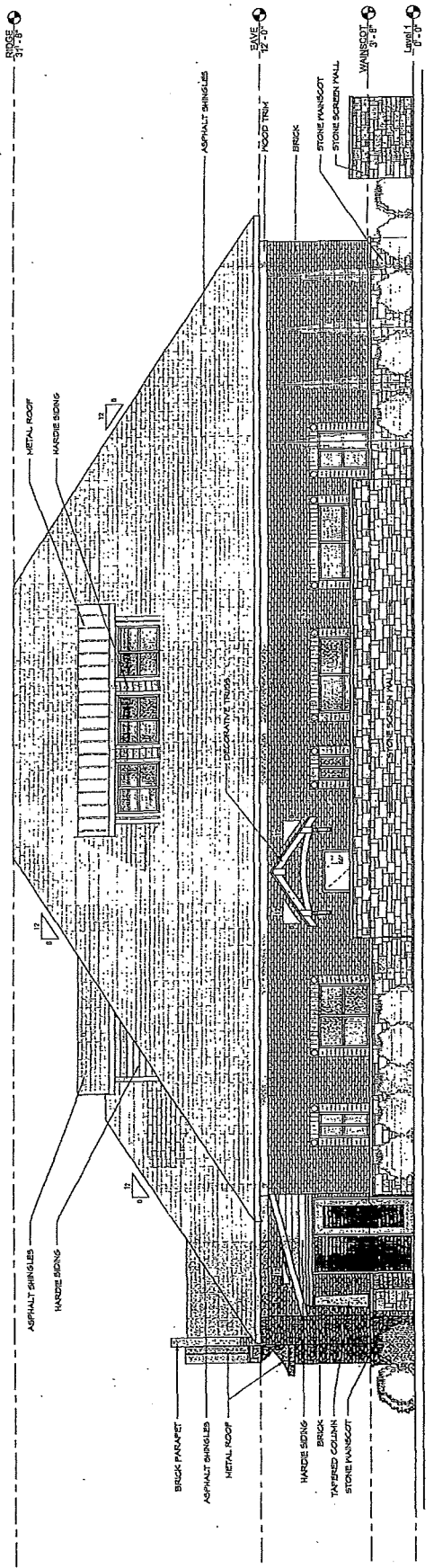
GROUND FLOOR
1/4" = 1'-0"

11/21

11/21



② South
 1/4" = 1'-0"

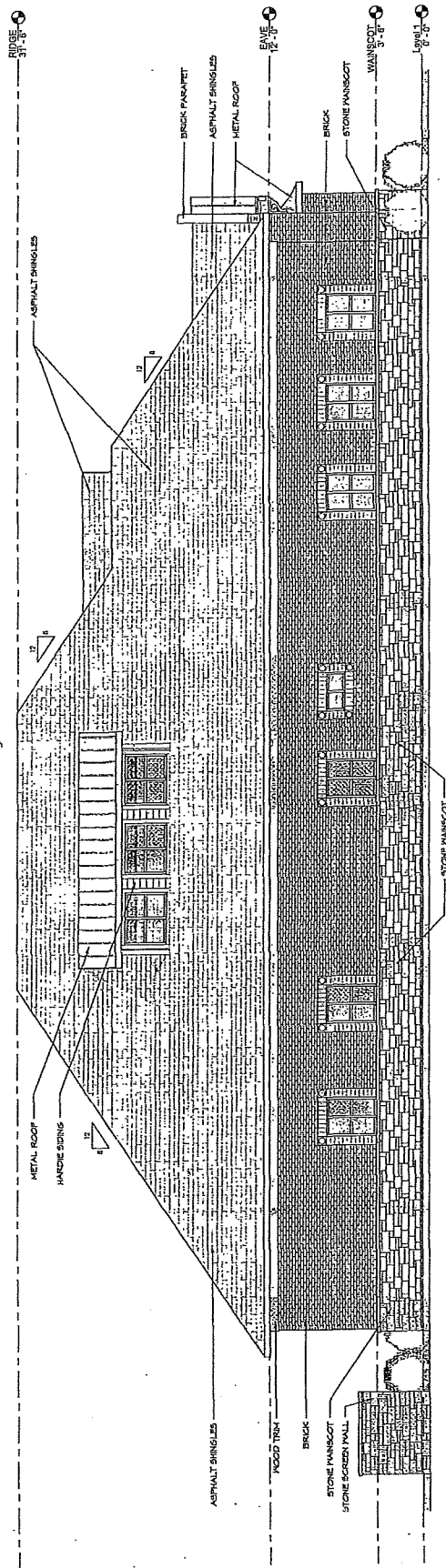
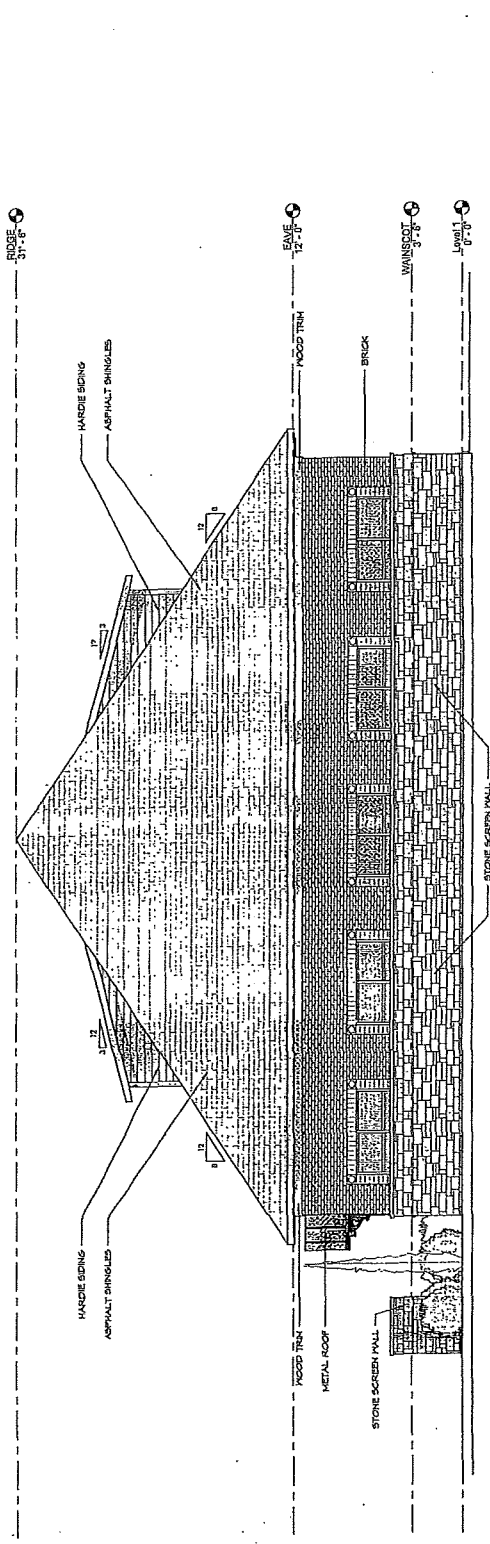


① East
 1/4" = 1'-0"

GENERAL NOTE: ALL WORK SHOWN IS TO BE ACCORDING TO THE SPECIFICATIONS AND APPROVED BY THE ARCHITECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS.

ISSUE	DATE
DESIGN	11/21/17
REVISION	DATE

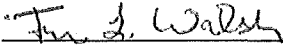
BUILDING ELEVATIONS
SCALE: 1/4" = 1'-0"



North
1/4" = 1'-0"



To: Board Members

From: 
Frank L. Walsh, Township Manager

Date: March 16, 2017

Re: Harkness Law Firm Contract

In April of 2015, the Meridian Township Board approved a two-year contract with The Harkness Law Firm for prosecution of uniform traffic code, motor vehicle code, and other specified ordinances, administration of retail fraud and minor in possession diversion programs, forfeiture of property seized pursuant to the Michigan Controlled Substances Act and Public Act 236 of 1961 (omnibus forfeiture). Mr. Harkness had previously served in the same capacity prior to 2015 through his prior employer. The current contract is \$80,000 for services rendered.

Mr. Harkness has offered to continue serving the Township at an annual retainer of \$80,000. On Tuesday evening, the Board will have the opportunity to direct staff on whether we should continue our relationship with Mr. Harkness, or take this opportunity to bid out the services to other local firms. The current agreement, unless extended by the Township Board, expires on April 30, 2017.

We look forward to your feedback.

Attachment:

1. The Harkness Law Firm Retainer Agreement for Prosecution

RETAINER AGREEMENT FOR PROSECUTION OF UNIFORM TRAFFIC CODE,
MOTOR VEHICLE CODE, AND OTHER SPECIFIED ORDINANCES,
ADMINISTRATION OF RETAIL FRAUD AND MINOR IN POSSESSION DIVERSION
PROGRAMS, FORFEITURE OF PROPERTY SEIZED PURSUANT TO THE
MICHIGAN CONTROLLED SUBSTANCES ACT AND PUBLIC ACT 236 OF 1961
(OMNIBUS FORFEITURE)

The Charter Township of Meridian, Ingham County, State of Michigan ("the Township") with offices located at 5151 Marsh Road, Okemos, Michigan 48864-1198, and The Harkness Law Firm, PLLC ("the Contractor"), with offices at 4121 Okemos Rd., Suite 17, Okemos, MI 48864, agree as follows:

1. The Township agrees to retain the contractor to represent the Township as an attorney to prosecute certain violations of the Township Code of Ordinances as specified below.
2. The Township further agrees to retain the contractor to represent the Township as an attorney to oversee and administer the diversion program which has been instituted for offenders who commit the crime of Retail Fraud Third, have no prior criminal record, and otherwise meet the requirements of the diversion program.
3. The Township further agrees to retain the contractor to represent the Township as an attorney to oversee and administer the diversion program which has been instituted for offenders who commit the crime of Minor in Possession, have no prior criminal record, and otherwise meet the requirements of the diversion program.
4. The Township agrees to retain the Contractor to represent the Township as an attorney to forfeit property seized by the Meridian Township Police Department as a result of violations of the Michigan Controlled Substances Act, Public Act 236 of 1961 (Omnibus Forfeiture), and any other applicable forfeiture statute as authorized by the Township.
5. The Township agrees to retain the Contractor to represent the Township as an attorney to oversee and administer any later adopted and authorized diversion program for offenders who violate applicable local ordinances.
6. SCOPE OF SERVICES:
 - a. Prosecute traffic violations of Township Code Chapter 74 and the Uniform Traffic Code and the Michigan Vehicle Code as adopted by the Township.
 - b. Prosecute violations of Township Code Chapter 50.

- c. Assist the Township Police Department with preparation of appearance and complaint tickets.
- d. Review modifications to the Uniform Traffic Code and Michigan Vehicle Code and assist the Township with revisions to Chapter 74 and Chapter 50 of the Township Code.
- e. Submit monthly detailed reports to the Township Police Department summarizing the disposition of all cases and identifying the total monthly hours spent in prosecution and related services.
- f. Work with District Court Judges to assure efficient court scheduling of Township cases to contain costs.
- g. Provide advice to the Police Chief on methods for improving the cost efficiency of enforcing and prosecuting violations of Township Code Chapter 74, Township Code Chapter 50, and the Uniform Traffic Code and Michigan Vehicle Code as adopted by the Township.
- h. Evaluate cost recovery opportunities authorized by State statute for violations of Township Code Chapter 74, Township Code Chapter 50, and the Uniform Traffic Code and Michigan Vehicle Code as adopted by the Township.
- i. Represent the Township in appeals to the Circuit Court for violations of Township Code Chapter 74, Township Code Chapter 50, and the Uniform Traffic Code and Michigan Vehicle Code as adopted by the Township.
- j. Review police reports and advise Township Police Department regarding *probable cause determinations and preparation of summons and complaints where neither an appearance ticket nor warrant is issued.*
- k. Review police reports regarding retail fraud third violations to determine eligibility for the Meridian Township Diversion Program, which has been instituted for the crime of Retail Fraud Third violations.
- l. Prepare and issue the summons and complaints for the charge of Retail Fraud Third wherein the Defendant does not qualify for diversion or fail to successfully complete it.
- m. Meet with the Retail Fraud Third Defendants who are eligible for diversion, go over the necessary agreements and requirements of the program, and monitor the file to make sure the Defendant successfully completes the requirements of the program, including having paid the necessary fees to the Township.

- n. Send out all necessary correspondence/notification to the Defendants, Police Department, and Victim regarding the defendants' participation in the Retail Fraud Diversion Program.
- o. Review police reports regarding Minor in Possession violations to determine eligibility for the Meridian Township Diversion Program, which has been instituted for the crime of Minor in Possession violations.
- p. Prepare and issue the summons and complaints for the charge of Minor in Possession wherein the Defendant does not qualify for diversion or fail to successfully complete it.
- q. Meet with the Minor in Possession Defendants who are eligible for diversion, go over the necessary agreements and requirements of the program, and monitor the file to make sure the Defendant successfully completes the requirements of the program, including having paid the necessary fees to the Township.
- r. Send out all necessary correspondence/notification to the Defendants, Police Department, and Victim regarding the defendants' participation in the Minor in Possession Diversion Program.
- s. Review police reports regarding incidents where property subject to forfeiture has been seized.
- t. Prepare and issue the summons and complaints for the commencement of a judicial forfeiture action when necessary.
- u. Review and authorize, in conjunction with the Meridian Township Police Department, the seizure of property subject to seizure under the Michigan Controlled Substances Act and Omnibus Forfeiture Statute.
- v. Review and authorize, in conjunction with the Meridian Township Police Department, settlement agreements and releases of liability for seized property.
- w. In conjunction with the Meridian Township Police Department, conduct negotiations for settlement with property claimants;
- x. Send out all necessary correspondence/notification to the Claimants, Police Department, prosecuting officials, lien holders, and other parties with an interest in the seized property.
- y. Appear and represent the Township in any judicial forfeiture action arising out of property seized pursuant to the Michigan Controlled Substances Act and Omnibus Forfeiture Statute.
- z. Appeals by the Township to the Circuit Court as requested by the Chief of Police for cases and/or services described in paragraph 5 of this agreement.

aa. All litigation in the Court of Appeals, Supreme Court or federal courts for cases and/or services described in paragraph 6 of this Agreement.

bb. Legal research as requested by the Township and not included under paragraph 6 above.

cc. Ordinance and policy drafting as requested by the Township.

dd. Review police reports regarding ordinance violations to determine eligibility for later adopted diversion programs. Meet with the Defendants who are eligible for later adopted diversion programs, go over the necessary agreements and requirements of the program, and monitor the file to make sure the Defendant successfully completes the requirements of the program, including having paid the necessary fees to the Township.

7. The Contractor shall be compensated by the Township as follows:

a. A retainer of six thousand six hundred sixty-six and 66/100 Dollars per month (\$6,666.66/month) shall be paid monthly for services rendered pursuant to paragraphs 1, 2, 3, 4 and 5 above.

b. The Contractor shall bill in detail for and be reimbursed at cost for all out-of-pocket expenses incurred in pursuit of Township business including filing fees, postage, witness fees, service of process and computerized legal research charges.

8. The Contractor shall exercise full authority under MCL 41.187 to prosecute violations of the Township ordinances as set forth above, to countersign the certificates of jurors and witnesses, to authorize Complaints and Warrants for Arrest, and to perform such duties as are necessarily incidental to the prosecution of ordinance violations.

9. In the event of a conflict of interest, the Contractor may refuse to accept the representation of the Township on any particular matter and in that event shall immediately advise the Township and request the Township appoint another attorney to prosecute such matters.

10. The Township shall provide for document and record storage.

11. The Township shall provide personnel and procedures for response to document requests by defendants and defense attorneys.

12. The Township shall provide all necessary reports and documents to the Contractor in a timely manner.

13. All case files, including letters, notes, pleadings, briefs, memoranda and other documents prepared by the Contractor and filed in particular cases, and all reports required to be prepared under this agreement shall become and shall remain Township property. Any and all articles, software programs, forms, procedures, systems, trade secrets or other forms of intellectual property created or assembled by the Contractor that do not pertain directly and exclusively to particular case files or to reports required to be prepared under this agreement shall remain the sole and exclusive property of the Contractor.

14. It is expressly understood and agreed that the Contractor is retained by the Township as an independent contractor for the performance of the services required by this agreement. The Contractor shall in no way be deemed to be and shall not hold himself out as an employee of the Township and shall not be entitled to any benefits of the employees and officials of the Township, such as, but not limited to, health, accident, and life insurance, paid sick or vacation leave, and pension. The Contractor shall be responsible for payment of all applicable taxes including income and FICA and FUTA to the proper federal, state and local governments, at no additional cost to the Township.

15. The Contractor shall not assign, subcontract or otherwise transfer his duties and/or obligations under this agreement, except to persons in his employ approved by the Township.

16. In the event that the Contractor uses employees, he shall be solely responsible for their supervision as well as for their acts, omissions or negligence. The Contractor shall be solely responsible for payment of all compensation due to his employees for services rendered under this agreement and for payment of all applicable taxes including, but not limited to, income, FICA and FUTA taxes, to the proper federal, state and local governments, at no additional cost to the Township.

17. The contractor and all subcontractors performing work under this Contract shall not discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, including, but is not limited to, pregnancy, childbirth, or a medical condition related to pregnancy or childbirth that does not include nontherapeutic abortion not intended to save the life of the mother, height, weight, marital status, source of income, familial status, educational association, sexual orientation, gender identity or expression, HIV status, physical or mental limitation, disability, including but not limited to or a disability that is unrelated to the individual's ability to perform the duties of a particular job or position. A breach of this covenant shall be regarded as a material breach of the contract.

18. The attorney shall comply with the Michigan Workers' Disability Compensation Act (WDC Act). If the Contractor acquires employees or he, himself, becomes an employee of a partnership or corporation within the meaning of the WDC Act, he shall

provide the Township with either proof that he has acquired Workers' Compensation Insurance as required by the WDC Act, or that an exclusion form has been properly filed with the Bureau of Workers' Disability Compensation.

19. The Contractor shall maintain professional liability (malpractice) insurance in the amount of One Million Dollars (\$1,000,000.00) per claim and One Million Dollars (\$1,000,000.00) aggregate. In the event that the Contractor utilizes employees to perform services under this agreement, the Contractor shall ensure that such employees are covered by professional liability insurance in the amount specified.

20. The Contractor shall provide the Township Manager and Clerk with a certificate of insurance confirming the acquisition of the professional (malpractice) liability insurance required by the above section. The certificate of insurance shall contain a provision stating that the coverage afforded under the policy will not be changed or cancelled until at least thirty (30) days prior written notice has been provided directly to the Township by the carrier.

21. The Township may conduct an evaluation of the services performed by the Contractor. The Contractor shall provide the Township with such reasonable reports, records, and other information relating to the services performed under this agreement as the Township may require from time to time and/or to conduct its review or to verify that the services have been properly performed. Contractor shall attend such meetings and answer such questions as the Township Board or Township Supervisor or Township Manager or Township Police Chief may reasonably require regarding the services performed, without additional compensation.

22. No failure or delay on the part of either of the parties of this agreement in exercising any right, power or privilege hereunder shall operate as a waiver thereof, nor shall a single or partial exercise of any right, power or privilege preclude any other or further exercise of any other right, power or privilege.

23. Modifications, amendments or waivers of any provision of this agreement may be made only by the written mutual consent of the parties hereto.

24. This agreement contains all the terms and conditions agreed upon by the parties hereto and no other agreements, oral or otherwise, regarding the subject matter of this agreement or any part thereof shall have any validity or bind either of the parties hereto.

25. If any provision of this agreement is held to be invalid it shall be considered to be deleted and the remainder of this agreement shall not be affected thereby. Where the deletion of the invalid provision would result in the illegality and/or unenforceability of this agreement, this agreement shall be considered to have terminated as of the date in which the provision was declared invalid.

26. The term of this agreement shall be from May 1, 2015, through April 30, 2017, unless renewed by mutual written agreement of the parties as set forth in paragraph 28 or terminated according to its terms.

27. This agreement may be terminated by either party during its term upon thirty (30) days prior written notice.

28. The Township and the Contractor may, by mutual agreement, exercise an option to extend this agreement for two (2) additional years from May 1, 2017, to April 30, 2019. All terms and conditions shall remain in effect through the period of such renewal unless modified in writing by the parties.

Thus, the parties have caused this agreement to be signed by their duly authorized agents this 4th day of May, 2015.

CHARTER TOWNSHIP OF MERIDIAN,
COUNTY OF INGHAM, STATE OF MICHIGAN

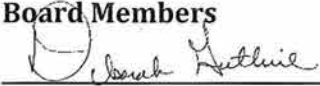
By Elizabeth LeGoff
Elizabeth LeGoff, Township Supervisor

By Brett Dreyfus
Brett Dreyfus, Clerk

The Harkness Law Firm, PLLC

By Cullen C. Harkness
Cullen C. Harkness, Managing Member



To: Board Members
From: 
Deborah Guthrie, Communications Director
Date: March 17, 2017
Re: Meridian Township Vision and Mission Statements

The Meridian Township Board adopted the Policy Governance Manual on July 24, 2001 to articulate its "Vision" for the direction of Meridian Township. Each January, the Board reviews the goals or "Ends Statements" and priorities listed in the Board Policy Manual. The Ends Statements appear in order of priority. These Ends adopted by the Township Board provide direction to Township Boards and commissions, manager and staff for their work in the coming year. The Township Manager then directs staff to establish goals and objectives that support the Township Board Global Ends (Township Budget).

Policy 1.0 Global Ends Statement defines the vision and mission statement as such:

Vision: Our vision is to achieve and maintain the highest quality of life for our residents. We believe the highest quality of life encompasses sustained or enhanced natural environment, health and safety, prosperity, cultural heritage, and diversity.

Mission Statement: Meridian Township exists to create a sustainable community through the most effective use of available resources in order to achieve the highest quality of life for its residents.

Working closely with the Township, M3 Group created clear, concise messaging highlighting the benefits and strengths of Meridian Township. This messaging will help bridge the community perception so that, as a whole, the message that is being shared throughout the community keeps Meridian Township moving forward and top of mind for potential residents and businesses. As a result of the research findings, part of that messaging includes a revised vision and mission statement.

A vision statement communicates the desired outcome for an organization in five years; it is the purpose and value of the organization. The mission statement describes the fundamental purpose of an organization and why it exists. It serves as a guidepost for the type of performance expected to achieve the desired results ultimately supporting the vision statement.

Memo to Township Board
March 14, 2017
Re: Meridian Township Vision and Mission Statements
Page 2

Staff recommends updating the vision and mission statement to reflect a welcoming community:

Vision: Achieve and maintain the highest quality of life integrating all of its welcoming, family-friendly communities and excellent school districts. We believe the highest quality of life encompasses sustainability, health and safety, prosperity, cultural heritage, and diversity.

Mission: A welcoming and sustainable community providing exceptional service, achieving the highest quality of life.

Staff is requesting the Township Board's approval to amend the Board Policy Manual with the proposed vision and mission statements.

MOTION TO APPROVE AMENDMENT TO THE CURRENT VISION AND MISSION STATEMENT AS ADOPTED IN THE ORIGINAL 2001 BOARD POLICY MANUAL



To: Township Board

From:

Mark Kieselbach

Mark Kieselbach, Director

Community Planning & Development

Benjamin M. Motil

Benjamin M. Motil, Economic Development Coordinator

Date: March 13, 2017

Re: Amendment to the DDA Loan Installment Payment Schedule

In 2010, the DDA entered into a Loan Agreement with the Meridian Township Board for a loan in the amount of \$190,000 for the purchase and installment of 21 LED lighting fixtures and street poles in downtown Okemos. The principal amount of the original loan was amended from \$190,000 to \$160,000 in 2011. The Township Board then authorized a loan to the DDA for \$60,000 for a settlement agreement with Meijer in June 2013. According to the amended Loan Agreement, the DDA currently owes \$199,500 in outstanding balance, due in total on October 1, 2027. According to the current amended Loan Agreement, the DDA may prepay any portion of the Loan without penalty. As of February 28, 2017, the DDA has \$70,645 in cash assets. Their total expenditures for 2016 was \$10,664.

At their March 6, 2017 meeting, the Meridian Township Downtown Development Authority (DDA) approved a motion to make a prepayment on their debt principle in the amount of \$50,000 on the condition that the Township would amend the current Loan Payment Schedule and delay the first principal payment from occurring in the year 2020 to occur in the year 2022. With this proposed prepayment in the amount of \$50,000 being made in 2017, the DDA is requesting the Township Board amend the payment schedule to postpone the first annual principal payment to be due in the year 2022, rather than the year 2020, as depicted in the attached tables. The Loan would still be due in full on October 1, 2027.

The following motion is before the Township Board for discussion:

- **MOTION TO AMEND THE DDA LOAN PAYMENT SCHEDULE TO BEGIN PRINCIPAL PAYMENTS IN 2022 ON THE CONDITION THAT THE DDA WILL MAKE A PRE-PAYMENT ON THE PRINCIPAL IN THE AMOUNT OF \$50,000 IN THE YEAR 2017.**

Memo to Township Board

March 13, 2017

Re: Amendment to the DDA Loan Installment Schedule

Page 2

Attachments:

1. **DDA Installment Loan Payment Schedule (Current)**
2. **Proposed Amended Installment Loan Schedule with \$50,000 pre-payment (New)**
3. **Loan Agreement**
4. **DDA Financial Statement-Period Ending 2/28/2017**
5. **DDA Financial Statement-Year**

DDA Installment Loan due to General Fund (Current)

Year	Additions*	Payments**	Principal (Due 4/1)	Interest Rate (3%)	Interest (Due 10/1)	Total P	Oustanding Balance
							\$150,000
2013	\$60,000	\$500	\$10,000	3%	\$4,423.75		\$199,500
2014			\$0	3%	5985		\$199,500
2015			\$0	3%	5985		\$199,500
2016			\$0	3%	5985		\$199,500
2017			\$0	3%	5985		\$199,500
2018			\$0	3%	5985		\$199,500
2019			\$0	3%	5985		\$199,500
2020			\$25,000	3%	\$5,422.50		\$174,500
2021			\$25,000	3%	\$4,672.50		\$149,500
2022			\$25,000	3%	\$3,922.50		\$124,500
2023			\$25,000	3%	\$3,172.50		\$99,500
2024			\$25,000	3%	\$2,422.50		\$74,500
2025			\$25,000	3%	\$1,672.50		\$49,500
2026			\$25,000	3%	\$922.50		\$24,500
2027			\$24,500	3%	\$183.75		\$0
TOTAL	60,000	500	209,500		\$62,725.00		
Total Payments		210,000					
*Addition of \$60K in July 2013							
**Payment of \$500 in Sept 2013 using money donated by board member to reduce the debt							

DDA Installment Loan due to General Fund (New proposed)

Year	Additions*	Payments**	Principal (Due 4/1)	Interest Rate (3%)	Interest (Due 10/1)	Total P	Ousting Balance
							\$ 150,000.00
2013	\$ 60,000.00	\$ 500.00	\$ 10,000.00	3.00%	\$ 4,423.75		\$ 199,500.00
2014			\$ -	3.00%	\$ 5,985.00		\$ 199,500.00
2015			\$ -	3.00%	\$ 5,985.00		\$ 199,500.00
2016			\$ -	3.00%	\$ 5,985.00		\$ 199,500.00
2017		\$ 50,000.00	\$ -	3.00%	\$ 5,485.00		\$ 149,500.00
2018			\$ -	3.00%	\$ 4,485.00		\$ 149,500.00
2019			\$ -	3.00%	\$ 4,485.00		\$ 149,500.00
2020			\$ -	3.00%	\$ 4,485.00		\$ 149,500.00
2021			\$ -	3.00%	\$ 4,485.00		\$ 149,500.00
2022			\$ 25,000.00	3.00%	\$ 3,922.50		\$ 124,500.00
2023			\$ 25,000.00	3.00%	\$ 3,172.50		\$ 99,500.00
2024			\$ 25,000.00	3.00%	\$ 2,422.50		\$ 74,500.00
2025			\$ 25,000.00	3.00%	\$ 1,672.50		\$ 49,500.00
2026			\$ 25,000.00	3.00%	\$ 922.50		\$ 24,500.00
2027			\$ 24,500.00	3.00%	\$ 183.75		\$ -
TOTAL	\$ 60,000.00	\$ 50,500.00	\$ 159,500.00		\$ 58,100.00		
Total Payments		\$ 210,000.00					
*Addition of \$60K in July 2013							
**Payment of \$500 in Sept 2013 using money donated by board member to reduce the debt							
Assuming \$50,000 Payment will be made in May 2017							

**SECOND AMENDMENT TO THE LOAN AGREEMENT
BETWEEN THE CHARTER TOWNSHIP MERIDIAN AND THE MERIDIAN
TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY**

THIS AGREEMENT made as of the 26th day of June, 2013 by and between the **CHARTER TOWNSHIP OF MERIDIAN** ("Township"), a public body organized and existing pursuant to Act 359, Michigan Public Acts of 1947, and the **MERIDIAN TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY** ("DDA"), a public body corporate organized and existing pursuant to Act 197, Michigan Public Acts of 1975.

WHEREAS, the Township and the DDA had entered into an Inter-Fund Loan Agreement approved by the Meridian Township Board at their regular meeting on August 5, 2010 and by the DDA Board of Directors at a special meeting on August 2, 2010; and

WHEREAS, the originally requested loan amount from the Township was \$190,000; and

WHEREAS, the DDA, pursuant to the DDA development program described in the DDA Plan, used the loan to purchase and install 21 LED lighting fixtures and street poles in downtown Okemos; and

WHEREAS, the principal amount of the original loan was amended in 2011 from \$190,000 to \$160,000; and

WHEREAS, the DDA has made the scheduled principal and interest payments for 2011, 2012, and 2013 and the remaining balance, before any amendments, is \$140,000; and

WHEREAS, the DDA is obligated to refund collected property taxes for 2010, 2011, and 2012 due to a settlement agreement; and

WHEREAS, the parties wish to amend the principal balance of the loan to be \$200,000, as well as adjusting the repayment schedule for 2013 through 2027; and

NOW, THEREFORE, in consideration of the premises and the covenants of each other, the parties agree as follows:

1. The Township Board authorizes the loan of an additional sixty thousand (\$60,000) dollars from the Township, the specific fund to be determined, to Fund #900 (Downtown Development Authority), to be fully reimbursed by the DDA from tax revenues as described below.
2. The DDA may prepay any portion of the Loan without penalty. Any additional payments shall be applied against interest and principal as the Township, in its sole discretion, decides.
3. In the event the DDA defaults in the terms of this Agreement, or any other agreement between the parties, the entire Loan shall be immediately due and payable and the Township may take whatever action it deems necessary to

collect the Loan, including (without limitation) offsetting any funds due to the DDA from the Township, bringing a suit to collect on the Loan Agreement (as amended), or any combination thereof. The DDA shall pay all of the costs incurred by the Township in connection with a default and/or collection, including reasonable attorney fees.

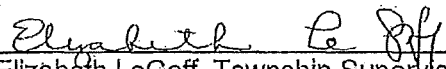
4. Payment on the Loan shall be made in annual interest payments and annual principal payments (beginning in 2020), as depicted in the following table. Notwithstanding anything to the contrary, the Loan is due in full on October 1, 2027.


Year	Principal (Due 4/1)	Interest Rate (3%)	Interest (Due 10/1)	Total
2013	\$10,000 (PAID)	3%	\$5,164	\$5,164
2014	\$0	3%	\$6,000	\$6,000
2015	\$0	3%	\$6,000	\$6,000
2016	\$0	3%	\$6,000	\$6,000
2017	\$0	3%	\$6,000	\$6,000
2018	\$0	3%	\$6,000	\$6,000
2019	\$0	3%	\$6,000	\$6,000
2020	\$25,000	3%	\$5,625	\$30,625
2021	\$25,000	3%	\$4,875	\$29,875
2022	\$25,000	3%	\$4,125	\$29,125
2023	\$25,000	3%	\$3,375	\$28,375
2024	\$25,000	3%	\$2,625	\$27,625
2025	\$25,000	3%	\$1,875	\$26,875
2026	\$25,000	3%	\$1,125	\$26,125
2027	\$25,000	3%	\$375	\$25,375
TOTAL	\$200,000		\$65,164	\$265,164

5. Except as otherwise set forth above, all other terms and conditions of the August 5, 2010 Loan Agreement, as modified by the Amendment dated July 5, 2011, continue in full force and effect.

IN WITNESS WHEREOF, the parties have set their hands and seals on the date above first written.

MERIDIAN CHARTER TOWNSHIP


 Elizabeth LeGoff, Township Supervisor


 Brett Dreyfus, Township Clerk

Meridian Twp DDA
Preliminary Financial Statements
Period Ending 2/28/2017

BALANCE SHEET

ASSETS

Cash	\$70,645.24
Cash - Celebrate	\$17,480.35
Due from General Fund	\$0.00
Taxes Receivable	\$0.00
Accounts Receivable	\$0.00
Prepaid Expense	\$0.00
TOTAL ASSETS	\$88,125.59

Year to Date

LIABILITIES

Accrued Interest Payable	\$1,496.00
Due to General Fund	\$0.00
Unearned Revenue	\$0.00
Deferred Inflows of Revenue	\$0.00
LT Note Payable	\$199,500.00
TOTAL LIABILITIES	\$200,996.00

FUND BALANCE

Fund Balance 12/31/16	(\$122,795.98)
2017 YTD Net Income	\$9,925.57
TOTAL FUND BALANCE	(\$112,870.41)
TOTAL LIABILITIES & FUND BALANCE	\$88,125.59

INCOME STATEMENT

REVENUES

	January	February	Year to Date
Tax Capture	(\$621.13)	\$0.00	(\$621.13)
PPT Reimbursement	\$10,889.08	\$0.00	\$10,889.08
Grants	\$0.00	\$0.00	\$0.00
DDA Downtown Events/Donatons	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
TOTAL REVENUE	\$10,267.95	\$0.00	\$10,267.95

EXPENDITURES

Operating Costs	\$342.38	\$0.00	\$342.38
Professional Consultant/Contractual Services	\$0.00	\$0.00	\$0.00
Community Projects	\$0.00	\$0.00	\$0.00
Communications	\$0.00	\$0.00	\$0.00
Conferences	\$0.00	\$0.00	\$0.00
Special Events - Celebrate Expenses	\$0.00	\$0.00	\$0.00
Tax Appeal Refunds	\$0.00	\$0.00	\$0.00
Interest on Loan	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES	\$342.38	\$0.00	\$342.38
2017 Net Income	\$9,925.57	\$0.00	\$9,925.57

Meridian Twp DDA
Preliminary Financial Statements
Period Ending 12/31/2016

BALANCE SHEET

Year to Date

ASSETS

Cash	\$64,874.05
Cash - Celebrate	\$17,480.35
Due from General Fund	\$0.00
Taxes Receivable	\$7,185.32
Accounts Receivable	\$6,113.57
Prepaid Expense	\$0.00
TOTAL ASSETS	\$95,653.29

LIABILITIES

Accrued Interest Payable	\$1,496.00
Due to General Fund	\$0.00
Unearned Revenue	\$10,889.08
Deferred Inflows of Revenue	\$6,564.19
LT Note Payable	\$199,500.00
TOTAL LIABILITIES	\$218,449.27

FUND BALANCE

Fund Balance 12/31/15	(\$147,824.89)
2016 YTD Net Income	\$25,028.91
TOTAL FUND BALANCE	(\$122,795.98)
TOTAL LIABILITIES & FUND BALANCE	\$95,653.29

INCOME STATEMENT

REVENUES

	November	December	Year to Date
Tax Capture	\$0.00	\$621.13	\$13,471.35
PPT Reimbursement	\$0.00	\$6,538.65	\$16,108.19
Grants	\$0.00	\$0.00	\$0.00
DDA Downtown Events/Donations	\$0.00	\$6,113.57	\$6,113.57
Other	\$0.00	\$0.00	\$0.00
TOTAL REVENUE	\$0.00	\$13,273.35	\$35,693.11

EXPENDITURES

Operating Costs	\$151.28	\$121.74	\$1,945.21
Professional Consultant/Contractual Services	\$80.00	\$300.00	\$2,683.99
Community Projects	\$0.00	\$0.00	\$0.00
Communications	\$0.00	\$0.00	\$0.00
Conferences	\$0.00	\$0.00	\$0.00
Special Events - Celebrate Expenses	\$0.00	\$0.00	\$50.00
Tax Appeal Refunds	\$0.00	\$0.00	\$0.00
Interest on Loan	\$5,985.00	\$0.00	\$5,985.00
TOTAL EXPENDITURES	\$6,216.28	\$421.74	\$10,664.20
2016 Net Income	(\$6,216.28)	\$12,851.61	\$25,028.91