



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD – REGULAR MEETING
December 12, 2017 6PM



1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
3. ROLL CALL
4. PRESENTATION
 - A. HBA Triangle Property Beautification
 - B. Introduction of New Paramedic/Firefighters
5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS
6. TOWNSHIP MANAGER REPORT
7. BOARD MEMBER REPORTS AND ANNOUNCEMENTS
8. APPROVAL OF AGENDA
9. CONSENT AGENDA (SALMON)
 - A. Communications
 - B. Minutes-December 5, 2017 Regular Meeting
(Minutes will be Approved at the January 9, 2018 Township Board Meeting)
 - C. Bills
 - D. Land and Water Conservation Fund Grant Agreement for Central Park
 - E. 2018 Non-Union Wage Schedule
 - F. Ratification of New Police Officer Appointment
 - G. Resolution for Tax Over/Under Payment Policy
10. QUESTIONS FOR THE ATTORNEY
11. HEARINGS (CANARY)
12. ACTION ITEMS (PINK)
 - A. Vacant and Abandoned Buildings
 - B. Lake Lansing Road Diet
 - C. 4th Quarter Budget Amendments
 - D. Board and Commission Appointments
 - E. Land Preservation Acquisition – Ponderosa Land Preserve
 - F. Land Preservation Acquisition – Linn Property
 - G. Land Preservation Acquisition – Mitroka Property Donation
 - H. Land Preservation Acquisition – Mandenberg Woods
13. BOARD DISCUSSION ITEMS (ORCHID)
14. COMMENTS FROM THE PUBLIC
15. OTHER MATTERS AND BOARD MEMBER COMMENTS
16. CLOSED SESSION- Review Legal Opinion and Township Manager Performance Review
17. ADJOURNMENT

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

Providing a safe and welcoming, sustainable, prime community.



A PRIME COMMUNITY
meridian.mi.us

TOWNSHIP BOARD REGULAR MEETING COMMUNICATIONS NOVEMBER 9, 2017

(1) Board Information (BI)

BI-1 Alysha Schlundt-Bodien Michigan Chapter Alliance for Community Media; RE: Deborah Guthrie
Thank You

**CLERK'S OFFICE
BOARD COMMUNICATIONS
December 12, 2017**

Board Information (BI)



Alliance For Community Media
Michigan Chapter

December 4, 2017

Deborah Guthrie
Meridian Township
5151 Marsh Road
Okemos, MI 48864

Dear Mrs. Deborah Guthrie,

Thank you on behalf of the membership and fellow board members for your service to the Michigan Chapter Alliance for Community Media board. In the past years, we have been able to use your skills and expertise to help promote our mission and educate our member communities on the importance of PEG Media.

I want to extend a heart-felt thank you for your time and commitment on the board. Your advice and knowledge of PEG Media have helped grow our membership and allowed us to reach communities we were not connected with. However, most of all we have a great relationship with HOMTV, Michigan NATOA & National NATOA, because of you. You took the time to attend the board meetings, chapter events and offered powerful counsel to help grow the organization. You also helped us promote our events and bring new people into our organization. Thank you for all your hard work and dedication.

As we continue to grow, please know that your participation has helped this organization at the grassroots level and beyond. Please feel free to keep in touch. We are truly appreciative. Thank you again.

Sincerely,

Alysha Schlundt-Bodien

Alysha Schlundt-Bodien
Michigan Chapter Alliance for Community Media
President
Cell: 616.443.0120
Email: Michiganacm@gmail.com

Supporting PEG Access, Michigan communities and free speech!



To: Board Members
From: Miriam Mattison
Miriam Mattison, Finance Director
Date: December 12, 2017
Re: Board Bills

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

COMMON CASH	\$	84,055.03
PUBLIC WORKS	\$	454,735.77
TRUST & AGENCY	\$	-
TOTAL CHECKS:	\$	538,790.80
CREDIT CARD TRANSACTIONS		
Nov 30th through Dec 6th	\$	5,265.12
TOTAL PURCHASES:	\$	<u>544,055.92</u>
ACH PAYMENTS	\$	<u>393,544.38</u>

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 DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
 EXP CHECK RUN DATES 12/12/2017 - 12/12/2017
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Vendor Name	Description	Amount	Check #
1. CATHERINE ADAMS	REIMBURSEMENT FOR MILEAGE - NOVEMBER	52.70	
2. AFFORDABLE TIRE	STATE CONTRACT TIRES 2017 AND DISPOSAL	551.20	
3. AIS CONSTRUCTION EQUIPMENT	DUMP BOX VIBRATOR	1,061.92	
4. ALDINGER INC	WATER BILL MAILING 11/15	160.62	
	WATER BILL MAILING 11/30	461.85	
	TOTAL	622.47	
5. AMERICAN ARBITRATION ASSOCIATION	CASE#01-17-0007-3061-2-MJ	275.00	
	CASE#01-17-0007-3063-2-MJ	275.00	
	TOTAL	550.00	
6. ASAP PRINTING	FORMS AND PAMPHLET PRINTING	477.91	
7. AUTO VALUE OF EAST LANSING	ERASER PAD - TOOL	23.78	
	FLEET REPAIR PARTS 2017	29.98	
	12V BATTERY	105.99	
	FLEET REPAIR PARTS 2017	12.62	
	FLEET REPAIR PARTS 2017	3.04	
	TOTAL	175.41	
8. BECKS PROPANE	PROPANE FOR HNC	291.97	96959
9. BEST BARRICADING INC.	GRAND RIVER ROAD CLOSING	900.00	
10. BOARD OF WATER & LIGHT	MONTHLY SERVICE - STREET LIGHTING	487.78	96960
11. CDW	FOXIT PHANTOMPDF BUSINESS LICENSE	96.65	
12. CINTAS CORPORATION #725	MECHANIC'S UNIFORMS	34.37	
	MECHANIC'S UNIFORMS	34.37	
	TOTAL	68.74	
13. CONSUMERS ENERGY	CRC PAYMENT TO RESTORE UTILITY SERVICE	160.86	96961
14. CONSUMERS ENERGY	MONTHLY SERVICE	8.85	
15. COURTESY FORD	FORD REPAIR PARTS 2017	14.70	
	FORD REPAIR PARTS 2017	18.96	
	FORD REPAIR PARTS 2017	439.15	
	FORD REPAIR PARTS 2017	(50.00)	
	REPAIR DEER HIT	2,678.50	
	TOTAL	3,101.31	
16. DESIGNS BY NATURE	WILDFLOWER SEED, INSTALLATION, EQUIP MARSHALLING	2,865.00	
17. DIETZ JANITORIAL SERVICE INC	JANITORIAL SERVICE PSB, MUN BUILD, HARRIS CENTER 2017	2,001.90	
	JANITORIAL SERVICE PSB, MUN BUILD, HARRIS CENTER 2017	343.00	
	TOTAL	2,344.90	
18. DISCOUNT ONE HOUR SIGNS	DAMAGE REPAIR DEER HIT	951.08	
19. FAMILY GRADE & GRAVEL	MERIDIAN RECYCLING CENTER	1,500.00	

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20. FRIENDS OF INGHAM COUNTY PARKS	LAKE LANSING BAND SHELL-175TH FUN IN THE SUN SPONSERSHIP	5,000.00	
21. GLASS CITY PLASTICS	BOLLARD COVERS YELLOW YGCP 760	2,353.98	
22. GOVCONNECTION INC.	PRINTER TONER AND INK	3,436.48	
23. GRANGER	SHED DISPOSAL - SCHOOL ST RENTAL HOUSE	165.00	
24. HALT FIRE INC	PARTS & LABOR	7,178.39	
25. HASLETT ATHLETIC BOOSTERS	175TH GUS MACKER DONATION	1,500.00	
26. DANIELLE HUGHES	REIMBURESMENT FOR MILEAGE - OCTOBER	5.89	
	REIMBURSEMENT FOR MILEAGE - NOVEMBER	10.17	
	TOTAL	16.06	
27. IMAGE TREND INC	IMAGE TREND EMS SUPPORT	4,717.40	
28. KITCH DRUTCHAS WAGNER VALITUTTI	DAS FEE STRUCTURE & MOBILITY INQUIRY	631.90	
	PROFESSIONAL SERVICES THROUGH 7/31/17	1,400.00	
	PROFESSIONAL SERVICES THROUGH 10/31/17	1,125.00	
	TOTAL	3,156.90	
29. KODIAK EMERGENCY VEHICLES	AMBULANCE SIREN SPEAKERS	295.74	
	AMBULANCE SIREN SPEAKERS	382.71	
	TOTAL	678.45	
30. LANGUAGE LINES SERVICES	PROFESSIONAL SERVICES	4.23	
31. LANSING SANITARY SUPPLY INC	BAGGED ICE MELT	681.31	
	JANITORIAL SUPPLIES 2017	422.25	
	TOTAL	1,103.56	
32. LANSING UNIFORM COMPANY	STANDARD POLICE UNIFORM PURCHASE	383.85	
	STANDING PO - UNIFORMS	305.70	
	STANDARD POLICE UNIFORM PURCHASE	465.00	
	TOTAL	1,154.55	
33. REBEKAH LEMLEY	REIMBURSEMENT FOR MILEAGE - NOVEMBER	13.65	
34. LIFELOC TECHNOLOGIES INC	MOUTHPIECE	105.00	
35. THE LINCOLN NAT'L LIFE INS CO	EMPLOYEE LIFE INSURANCE - DECEMBER	3,732.41	
36. MANNIK AND SMITH	PROFESSIONAL SERVICES THRU 10/27/17	1,944.66	
37. MERIDIAN TOWNSHIP	TRANSFER FOR FLEX CKING P/R 12/08/17	1,151.89	
38. MEDICAL MANAGEMENT SYSTEMS OF	PROFESSIONAL SERVICES	5,258.91	
39. MEDLER ELECTRIC	LROF-2-1-NW CL 8-X-1S-B-X-X-L LED POLE TOP LIGHTS	5,576.09	
40. MICHIGAN.COM	NOTICES	1,072.10	
	FARM MARKET	127.09	
	TOTAL	1,199.19	

Vendor Name	Description	Amount	Check #
41. MOORE MEDICAL LLC	STANDING PO FOR MEDICAL SUPPLIES	212.63	
	STANDING PO FOR EMS SUPPLIES/EQUIPMENT	719.79	
	7 - CPR-D PADZ ADULT	1,015.00	
	TOTAL	1,947.42	
42. NAPA	REPAIR PARTS 9/17-12/17	28.31	
43. OKEMOS ATHLETIC BOOSTERS	175TH GUS MACKER DONATION	1,500.00	
44. ORKIN, 551-LANSING, MI	ACCT#30252273	125.00	
45. OVERHEAD DOOR OF LANSING	WORK AT STATION #92	1,002.00	
	WORK AT SERVICE CENTER	609.62	
	TOTAL	1,611.62	
46. PEOPLEFACTS LLC	PROFESSIONAL SERVICES	29.55	
47. MERIDIAN TOWNSHIP PETTY CASH	LUNCH CLERK MTG R. LEMLEY	9.00	
	MAPER CONF DINNER - F. WALSH	11.99	
	JEOPARDY DISCHARGE - J. BRIXIE	30.00	
	PARKING N. KERWIN	6.00	
	CAMCA TRAINING LUNCH- B. DREYFUS	9.00	
	ICE FOOD TRUCK RALLY - R. KELLERMAN	14.37	
	WATER ELECTION TRAINING-R. LEMLEY	23.52	
	FOOD ELECTION - S. OTTO	18.79	
	STAPLES FOR TALL GRASS STAKES-J. WADE	10.58	
	THERMAL PASTE-G. AKIN	8.47	
	TRAINING PARKING-P MENSER	10.00	
	TRAINING LUNCH - B. CRANE	12.50	
	TRAINING PARKING - B. CRANE	19.00	
	TRAINING BREAKFAST - C. LOFTON	13.96	
	TRAINING BREAKFAST - J. HOOD	11.10	
	BIZ MTG/MONITOR MTG-D. GUTHRIE	5.34	
	SERVING PITCHERS COMM ROOM-F. COWPER	7.40	
	PARKING TRAINING - C. BUCK	7.00	
	TOTAL	228.02	
48. POSTMASTER	POSTAGE FOR MERIDIAN MAGAZINE (MERIDIAN MONITOR)	3,635.55	96897
49. PRINT MAKERS SERVICE INC	METER CONTRACT CHARGE	168.01	
	METER CONTRACT CHARGE	147.22	
	TOTAL	315.23	
50. JOSEPH FRANK PENNONI	TREE REMOVAL AT 3973 SHOALS	400.00	
51. RESERVE ACCOUNT	TWP MONTHLY POSTAGE 2017	3,000.00	
52. KIT RICH	REIMBURSEMENT FOR MILEAGE - NOVEMBER	82.39	
53. SAFETY SERVICES INC	FREIGHT	10.93	
54. SAFETY KLEEN	SUPPLIES	158.00	
55. SOUTHWORTH CONSULTANTS, LLC	HFRG DT INSTRUCTOR	720.00	
	HFRG GAGE INSTRUCTOR	200.00	
	TOTAL	920.00	
56. SPECIAL A'FARE CATERING	HOMTV INTERN APPRECIATION NIGHT	459.19	

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57. SPRINT	CELLULAR PHONE SERVICE FOR SGT'S VEHICLES	97.59	
58. SVCICC, INC	MEMBERSHIP J. HECKMAN, M. WALL	30.00	
59. TDS	MONTHLY SERVICE	1,291.23	
60. VERIZON WIRELESS	MONTHLY SERVICE	2,459.45	
61. CARRIE YOUNG	ELECTION INSPECTOR	10.00	
TOTAL - ALL VENDORS		84,055.03	
FUND TOTALS:			
Fund 101 - GENERAL FUND		49,667.21	
Fund 203 - LOCAL ROADS		1,944.66	
Fund 204 - PEDESTRIAN BIKEPATH MILLAGE		913.21	
Fund 208 - PARK MILLAGE		936.87	
Fund 209 - Land Preservation Millage		3,277.13	
Fund 211 - PARK RESTRICTED/DESIGNATED		127.09	
Fund 230 - CABLE TV		7,429.69	
Fund 250 - COMMUNITY NEEDS FUND		160.86	
Fund 275 - REVOLVING ENERGY FUND		5,576.09	
Fund 661 - MOTOR POOL		14,022.22	

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Vendor Name	Description	Amount	Check #
1. ALDINGER INC	HOLIDAY INSERTS - UTILITY BILLS 11/30	375.23	
2. BERNTSEN	SCHONSTEDT LOCATOR GA-92XTD	671.99	
	SCHONSTEDT LOCATOR GA-92XTD	809.41	
	TOTAL	1,481.40	
3. CITY OF EAST LANSING	SEWER OPERATIONS BILLING - DECEMBER	195,420.42	
	OPERATING COSTS - DECEMBER	233,510.84	
	TOTAL	428,931.26	
4. FERGUSON WATERWORKS #3386	WATER REPAIR PARTS 2017	1,755.00	
	WATER REPAIR PARTS 2017	411.13	
	TOTAL	2,166.13	
5. HAMMOND FARMS	6 BALES OF STRAW	28.50	
6. STEVE HILKER	REFUND DUPL PM'T #GREE-005801-0000-01	108.20	
7. JACK DOHENY COMPANIES INC	BUSHING / PARTS	17.14	
8. D'DESTIN KAUFMANN	REIMBURSEMENT FOR CDL CLASS A	30.00	
9. LIBERTY TITLE AGENCY	REFUND OVERPM'T FINAL #AZTE-004335-0000-01	180.60	
10. THE LINCOLN NAT'L LIFE INS CO	EMPLOYEE LIFE INSURANCE - DECEMBER	443.32	
11. MANNIK AND SMITH	PROFESSIONAL SERVICES THRU 10/27/17	3,889.34	
12. MAULDON BROTHERS CONSTRUCTION LLC	ARDMORE BL69 TOWNER WATER MAIN 2017	10,460.00	
13. MYERS PLUMBING	REROUTED SANITARY DRAIN FROM THE STORM TO THE SANITARY	1,653.93	
14. MERIDIAN TOWNSHIP PETTY CASH	APWA-MI-SW OCT MTG - D. PERRY	20.00	
15. SAFETY SERVICES INC	FREIGHT	10.93	
16. CARL SCHLEGEL INC	SAND/GRAVEL/TOPSOIL	1,775.49	
17. SUPERIOR ASPHALT, INC	EMERGENCY SEWER REPAIR	2,250.00	
18. TDS	MONTHLY SERVICE	153.36	
19. TRI-COUNTY TITLE AGENCY LLC	REFUND OVERPM'T FINAL #LONG-002113-0000-01	309.00	
20. VERIZON WIRELESS	MONTHLY SERVICE	451.94	
TOTAL - ALL VENDORS		454,735.77	
FUND TOTALS:			
Fund 590 - SEWER FUND		203,046.52	
Fund 591 - WATER FUND		251,689.25	

Credit Card Charges from November 30th to December 6th

Date	Merchant Name	Amount	Name
2017/11/30	AC&E RENTALS OKEMOS	\$23.50	DAVID LESTER
2017/12/02	AMAZON MKTPLACE PMTS	\$32.96	BENJAMIN MAKULSKI
2017/11/30	AMAZON.COM	\$39.96	KRISTI SCHAEDING
2017/12/01	B&H PHOTO 800-606-6969	\$99.75	STEPHEN GEBES
2017/12/04	BATTERIES PLUS #44	\$56.67	PETER VASILION
2017/12/01	CLAFLIN MEDICAL/AMEDS.	\$108.57	WILLIAM PRIESE
2017/12/04	CLAFLIN MEDICAL/AMEDS.	(\$6.15)	WILLIAM PRIESE
2017/12/05	D & K TRUCK CO.	\$142.90	ROBERT MACKENZIE
2017/11/30	EH WACHS	\$320.63	LAWRENCE BOBB
2017/11/30	EXPANDABRAND	\$175.00	KRISTI SCHAEDING
2017/11/30	FACEBK EZD8HDSM92	\$2.74	ROBIN FAUST
2017/12/04	GFS STORE #1901	\$65.68	ANDREA SMILEY
2017/12/04	HASLETT TRUE VALUE HARDW	\$7.78	MARK VROMAN
2017/11/30	HASLETT TRUE VALUE HARDW	\$4.98	KEITH HEWITT
2017/12/01	IN *CREATIVE PRODUCT SOUR	\$212.55	KRISTI SCHAEDING
2017/12/01	IN *JOHNSON ROBERTS & ASS	\$26.00	KRISTI SCHAEDING
2017/12/01	IN *WESTERN MICHIGAN ASSO	\$60.00	WILLIAM PRIESE
2017/12/02	INT'L CODE COUNCIL INC	\$225.50	JOHN HECKAMAN
2017/12/01	J & B DISCOUNT SHOE MART	\$143.99	GREGORY FRENGER
2017/12/01	KIMBALL MIDWEST	\$323.88	TODD FRANK
2017/12/04	KROGER #793	\$160.14	ANDREA SMILEY
2017/12/04	MEIJER INC #025 Q01	\$83.99	ANDREA SMILEY
2017/11/30	MICHIGAN ASSOCIATION OF C	\$115.00	DAVID HALL
2017/12/01	MICHIGAN WATER ENVIORNMEN	\$110.00	DEREK PERRY
2017/12/05	MIWATERS WATER RESOURCES	\$102.00	DENISE GREEN
2017/12/05	MIWATERS WATER RESOURCES	\$102.00	DENISE GREEN
2017/12/04	MSU BAKERS	\$77.50	MICHELLE PRINZ
2017/12/04	NATIONAL EMERGENCY TRAIN	\$302.04	WILLIAM PRIESE
2017/12/04	OKEMOS HDWE INC	\$23.99	DENNIS ANTONE
2017/12/01	PAYPAL *ANCA	\$80.00	KATHERINE RICH
2017/12/05	PAYPAL *DECLAIRE122	\$234.55	ROBERT MACKENZIE
2017/12/01	RANCH LIFE PLASTICS INC	\$83.44	MATT FOREMAN
2017/11/30	STATE OF MI EMS	\$25.00	WILLIAM PRIESE
2017/12/05	SUNOCO 0805953700	\$34.42	ANDREA SMILEY
2017/12/04	TARGET.COM *	\$847.99	DENISE GREEN
2017/12/04	THE HOME DEPOT #2723	\$21.97	ROBERT STACY
2017/11/30	THE HOME DEPOT #2723	\$146.13	TYLER KENNEL
2017/12/04	THE HOME DEPOT #2723	\$4.97	PETER VASILION
2017/11/30	THE HOME DEPOT #2723	\$63.25	KEITH HEWITT
2017/11/30	TRACTOR SUPPLY #1149	\$209.97	ROBERT STACY
2017/12/05	WALGREENS #11286	\$9.14	DARCIE WEIGAND
2017/12/01	WEB*NAMESECURE LLC.	\$100.00	DENISE GREEN
2017/12/04	WENDY'S 750	\$32.00	ANDREA SMILEY
2017/12/01	ZORO TOOLS INC	\$228.74	WILLIAM PRIESE
Total		\$5,265.12	

ACH Transactions

Date	Payee	Amount	Purpose
11/30/17	Horizon	230.00	Bank Service Charge
12/05/17	Blue Care Network	7,621.79	Employee Health Insurance
12/05/17	Consumers Energy	15,783.49	Twp Gas & Electric
12/05/17	Meridian Twp	419.30	Twp Water & Sewer
12/06/17	ICMA	31,828.48	Payroll Deductions 12/08/17 Payroll
12/06/17	IRS	95,235.91	Payroll Taxes 12/08/17 Payroll
12/06/17	Various Financial Institutions	242,425.41	Direct Deposit 12/08/17 Payroll
	Total ACH Payments	<u><u>393,544.38</u></u>	

**RESOLUTION TO ADDRESS THE COLLECTION OF PAYMENTS OR REFUNDS ON TAXES
UNDER/OVER \$5.00**

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, MI 48864-1198, (517) 853-4000, on Tuesday, December 12, 2017 at 6:00 p.m.

PRESENT: _____

ABSENT: _____

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

WHEREAS, The General Property Tax Act P.A. 206 of 1893 (as amended) requires the Treasurer of the Charter Township of Meridian to collect Real and Personal Property Taxes; and

WHEREAS, many taxpayers and Mortgage Companies, etc. pay their taxes by personal or bank check via U.S. Postal Service; and

WHEREAS, on several occasions, the Treasurer has received checks for an incorrect amount, both deficient and excess of the amount due; and

WHEREAS, this has resulted in refund checks totaling less than \$5.00 and/or a request to the taxpayer to submit the balance due, often amounting to less than \$5.00.

THEREFORE BE IT RESOLVED, that the Charter Township of Meridian Treasurer will not request a secondary payment due of any tax amounts totaling \$5.00 or less, once the primary payment has been received.

BE IT ALSO RESOLVED, that the Township Board approves the underpayments to be taken from the interest being earned.

BE IT FURTHER RESOLVED, that overpayments of taxes totaling \$5.00 or less shall be handled by the Treasurer in accordance with generally accepted regional tax collection practices.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER
TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, that we adopt this policy for
overpayments and underpayments for property taxes.**

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, 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 Tuesday, December 12, 2017.

Brett Dreyfus, Township Clerk



To: Board Members
From: Joyce A. Marx, Human Resources Director
Date: December 8, 2017
Re: 2018 Non-Union Wage Schedule

The 2018 Budget includes a 2% wage adjustment to the pay ranges for Department Directors and other non-union staff. Several employees will be eligible for step increases upon their anniversary dates. The attached schedule reflects the changes.

The following motion has been prepared for Board consideration:

MOVE TO APPROVE THE 2018 NON-UNION WAGE SCHEDULE, WITH A 2% WAGE ADJUSTMENT, AS PRESENTED.

Attachment:

1. 2018 Proposed Non-Union Wage Schedule

**2018 Proposed Salaries for Non-Union Employees
Effective January 1, 2018**

			<u>2018 Salary</u>	
Assistant Township Manager/Director of Public Works				
Derek Perry	Step 1	\$ 92,470.00	\$107,182.00	January 1, 2018
	Step 2	\$ 96,674.00		
	Step 3	\$ 99,826.00		
	Step 4	\$ 102,454.00		
	Step 5	\$ 105,080.00		
	Step 6	\$ 107,182.00		
 Human Resources Director				
Joyce Marx	Step 1	\$ 75,799.00	\$93,561.00	January 1, 2018
	Step 2	\$ 79,354.00		
	Step 3	\$ 82,909.00		
	Step 4	\$ 86,460.00		
	Step 5	\$ 90,011.00		
	Step 6	\$ 93,561.00		
 Human Resources Specialist I *				
Carol Hasse	Step 1	\$ 51,981.00	\$60,075.00	January 1, 2018
	Step 2	\$ 54,008.00		
	Step 3	\$ 56,028.00		
	Step 4	\$ 58,050.00		
	Step 5	\$ 60,075.00		
	Step 6	\$ 62,097.00		
 Economic Development Director				
Chris Buck	Step 1	\$ 75,799.00	\$86,460.00	January 1, 2018
	Step 2	\$ 79,354.00	\$90,011.00	October 2, 2018
	Step 3	\$ 82,909.00		
	Step 4	\$ 86,460.00		
	Step 5	\$ 90,011.00		
	Step 6	\$ 93,561.00		
 Finance Director				
Miriam Mattison	Step 1	\$ 75,799.00	\$93,561.00	January 1, 2018
	Step 2	\$ 79,354.00		
	Step 3	\$ 82,909.00		
	Step 4	\$ 86,460.00		
	Step 5	\$ 90,011.00		
	Step 6	\$ 93,561.00		
 Communications Director				
Deborah Guthrie	Step 1	\$ 75,799.00	\$93,561.00	January 1, 2018
	Step 2	\$ 79,354.00		
	Step 3	\$ 82,909.00		
	Step 4	\$ 86,460.00		
	Step 5	\$ 90,011.00		
	Step 6	\$ 93,561.00		

* Employees are entitled to overtime compensation. Salaries listed are base pay.

**2018 Proposed Salaries for Non-Union Employees
Effective January 1, 2018**

			<u>2018 Salary</u>	
Executive Assistant *				
Michelle Prinz	Step 1	\$ 40,819.00	\$53,558.00	January 1, 2018
	Step 2	\$ 44,002.00		
	Step 3	\$ 47,186.00		
	Step 4	\$ 50,369.00		
	Step 5	\$ 53,558.00		
	Step 6	\$ 56,740.00		
 Director of Community Planning & Development				
Mark Kieselbach	Step 1	\$ 85,060.00	\$104,199.00	January 1, 2018
	Step 2	\$ 88,889.00		
	Step 3	\$ 92,716.00		
	Step 4	\$ 96,543.00		
	Step 5	\$ 100,372.00		
	Step 6	\$ 104,199.00		
 EMS/Fire Chief				
Vacant	Step 1	\$ 85,060.00		
	Step 2	\$ 88,889.00		
	Step 3	\$ 92,716.00		
	Step 4	\$ 96,543.00		
	Step 5	\$ 100,372.00		
	Step 6	\$ 104,199.00		
 Chief of Police				
David Hall	Step 1	\$ 85,060.00	\$104,199.00	January 1, 2018
	Step 2	\$ 88,889.00		
	Step 3	\$ 92,716.00		
	Step 4	\$ 96,543.00		
	Step 5	\$ 100,372.00		
	Step 6	\$ 104,199.00		
 Assistant Chief of Police				
Ken Plaga	Step 1	\$ 80,346.00	\$86,903.00	January 1, 2018
	Step 2	\$ 83,559.00	\$89,509.00	February 18, 2018
	Step 3	\$ 86,903.00		
	Step 4	\$ 89,509.00		
	Step 5	\$ 91,970.00		
	Step 6	\$ 94,269.00		
 Police Property Records Technician *				
Vacant	Step 1	\$ 36,517.00		
	Step 2	\$ 37,574.00		
	Step 3	\$ 40,733.00		
	Step 4	\$ 42,839.00		
	Step 5	\$ 44,946.00		
	Step 6	\$ 47,053.00		

* Employees are entitled to overtime compensation. Salaries listed are base pay.

**2018 Proposed Salaries for Non-Union Employees
Effective January 1, 2018**

			<u>2018 Salary</u>		
Parks and Recreation Director					
LuAnn Maisner	Step 1	\$ 75,799.00	\$93,561.00		January 1, 2018
	Step 2	\$ 79,354.00			
	Step 3	\$ 82,909.00			
	Step 4	\$ 86,460.00			
	Step 5	\$ 90,011.00			
	Step 6	\$ 93,561.00			

Assessor - Contracted with the City of East Lansing (Township share budgeted at \$65,000)

Information Technology Director					
Stephen Gebes	Step 1	\$ 75,799.00	\$93,561.00		January 1, 2018
	Step 2	\$ 79,354.00			
	Step 3	\$ 82,909.00			
	Step 4	\$ 86,460.00			
	Step 5	\$ 90,011.00			
	Step 6	\$ 93,561.00			

Systems Administrator II*					
Benjamin Hook	Step 1	\$ 51,981.00	\$58,050.00		January 1, 2018
	Step 2	\$ 54,008.00	\$60,075.00		September 6, 2018
	Step 3	\$ 56,028.00			
	Step 4	\$ 58,050.00			
	Step 5	\$ 60,075.00			
	Step 6	\$ 62,097.00			

Systems Administrator I*					
Greg Akin	Step 1	\$ 48,517.00	\$51,471.00		January 1, 2018
	Step 2	\$ 49,996.00	\$52,951.00		November 16, 2018
	Step 3	\$ 51,471.00			
	Step 4	\$ 52,951.00			
	Step 5	\$ 54,430.00			
	Step 6	\$ 55,901.00			

Facility Superintendent*					
Dennis Antone	Step 1	\$ 55,356.00	\$71,788.00		January 1, 2018
	Step 2	\$ 58,407.00			
	Step 3	\$ 61,503.00			
	Step 4	\$ 64,532.00			
	Step 5	\$ 67,626.00			
	Step 6	\$ 71,788.00			

**2018 Proposed Salaries for Non-Union Employees
Effective January 1, 2018**

	<u>2018 Salary</u>		
Engineering Aides *			
	Step 1	\$ 10.93	
	Step 2	\$ 11.89	
	Step 3	\$ 12.47	
	Step 4	\$ 13.45	
	Step 5	\$ 13.75	
	Step 6	\$ 14.50	
Recycling Coordinator			
LeRoy Harvey	\$	19.14	January 1, 2018
Part-time Paramedic/Firefighter		\$14.31-\$18.11	

* Employees are entitled to overtime compensation. Salaries listed are base pay.



To: Board Members
From: Joyce A. Marx, Human Resources Director
Date: December 7, 2017
Re: Ratification of New Police Officer Appointment

The Township has presented a conditional offer of employment to a qualified police officer candidate. The prospective hiring will bring the staffing level of the police department to thirty-nine (39) sworn personnel.

Megan Klein obtained her Bachelor's Degree in Criminal Justice from Central Michigan University and will graduate from the Delta College Police Academy on December 15, 2017. She is excited to serve Meridian Township.

A motion is prepared for Board consideration:

MOVE TO RATIFY THE APPOINTMENT OF MEGAN KLEIN TO THE POSITION OF POLICE OFFICER CONTINGENT UPON SUCCESSFUL COMPLETION OF THOSE ITEMS STIPULATED IN THE CONDITIONAL OFFER OF EMPLOYMENT.



To: Board Members
From: Mark Kieselbach, Director, Community and Planning and Development
Date: December 7, 2017
Re: Vacant or Abandoned Buildings

The Township Board discussed the proposed amendment including the changes recommended by the Township attorney to clarify the language at its meeting on December 5, 2017. The consensus of the Board was to move forward with the adoption. A resolution to approve the amendment to the Code of Ordinances for introduction is attached. The following motion has been provided for the Board's consideration:

Move to approve the resolution for the introduction of the amendment to Chapter 14 of the Code of Ordinances to add Article VII, Vacant or Abandoned Buildings and amend the Township Fee Schedule to include an Initial Registration Fee (including one inspection) of \$175.00, a Registration Renewal Fee (each year building remains vacant or abandoned) of \$100.00, and Inspection or Re-Inspection Fee of \$75.00.

Attachment:

1. Resolution for Introduction

RESOLUTION TO APPROVE

**Amendment to Chapter 14
Vacant or Abandoned Buildings
(Township Board)
INTRODUCTION**

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 12th day of December, 2017, at 6:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

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

WHEREAS, the Township Board initiated an amendment to Chapter 14, Buildings and Building Regulations, of the Code of Ordinances to provide for the registration and security of Vacant or Abandoned Buildings; and

WHEREAS, the proposed amendment will help protect the health, safety and welfare of the citizens by preventing blight, protecting property values and neighborhood integrity, avoiding the creation and maintenance of nuisances and ensuring safe and sanitary maintenance of buildings; and

WHEREAS, the Township Board discussed the proposed amendment at its regular meetings on July 6, August 15, September 5 and December 5, 2017; and

WHEREAS, the Township Board amends the Township Fee Schedule to include an Initial Registration Fee (including one inspection) of \$175.00, a registration Renewal Fee (each year the building remains vacant or abandoned) of \$100.00 and Inspection or Re-Inspection Fee of \$75.00; and

WHEREAS, the Township Board deems it to be in the best interest of the citizens to require the registration and inspection of vacant or abandoned buildings.

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 Code of the Charter Township of Meridian, Ingham County, Michigan, Chapter 14 by adding Article VII, Vacant or Abandoned Buildings, Section 14-200 through Section 14-210.

ADOPTED: 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 a complete copy of a resolution adopted at a regular meeting of the Township Board on the 12th day of December, 2017.

Brett Dreyfus CMMC
Township Clerk

ORDINANCE NO. _____

**ORDINANCE AMENDING THE CODE OF THE
CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN
CHAPTER 14 BY ADDING ARTICLE VII, VACANT OR ABANDONED
BUILDINGS, SECTION 14-200 THROUGH SECTION 14-210**

THE CHARTER TOWNSHIP OF MERIDIAN ORDAINS:

Section 1.

A. Amendment to Chapter 14, Buildings and Building Regulations. The code of the Charter Township of Meridian, Ingham County, Michigan, is hereby amended to add Article VII entitled Vacant or Abandoned Buildings to read as follows:

CHAPTER 14: BUILDINGS AND BUILDING REGULATIONS

ARTICLE VII. VACANT AND ABANDONED BUILDINGS

Section 14-200. Definitions.

The following words, terms and phrases, when used in this article shall have the meanings ascribed to them in this Article, except where context clearly indicates a different meaning:

DEPARTMENT - The Department of Community Planning & Development.

OWNER - The term "owner," as applied to property, includes any part owner, joint owner, tenant in common, tenant in partnership, joint tenant, or tenant by the entirety of the whole or part of such property.

VACANT BUILDING - Any building which has been used or was intended for use as a residential dwelling, commercial structure or industrial structure which the owner or an authorized tenant has not occupied for a period of at least 90 consecutive days for residential structures and 180 consecutive days for commercial or industrial structures.

ABANDONED BUILDING - Any building which has been used or was intended for use as a residential dwelling, commercial structure or industrial structure which the owner or an authorized tenant has not occupied for 30 days and which meets at least one of the following conditions:

- (a) Provides a location for loitering, vagrancy, unauthorized entry or other criminal activity.
- (b) Has been boarded or partially boarded restricting ingress and egress through windows and/or doors for at least 30 days.
- (c) Has real estate taxes in arrears for a period of time exceeding 365 days.
- (d) Has either water, sewer, electric or gas disconnected or not in use.
- (e) Has not been maintained in compliance with the Township Code requirements that relate to property maintenance.

- (f) Has been only partially completed and is not fit for occupancy.
- (g) Has had its wiring, plumbing or other fixtures essential for occupancy removed.
- (h) The owner has no intent to return to or maintain the building.

Section 14-201. Purpose.

The purpose of this article is to help protect the health, safety and welfare of the citizens by preventing blight, protecting property values and neighborhood integrity, avoiding the creation and maintenance of nuisances and ensuring safe and sanitary maintenance of buildings. Further, it is important for the Township to be able to contact owners of vacant or abandoned buildings for property maintenance, fire safety and police purposes. Nothing in this Article shall be construed as waiving, relieving, or otherwise excusing an owner of residential property from compliance with all applicable building codes and ordinances.

Section 14-202. Penalty.

Any owner of a vacant or abandoned building that fails to register, fails to report changes to registration information, or fails to renew a registration annually shall be responsible for a civil infraction and assessed a fine in an amount established from time to time by resolution of the Township Board. Any owner or owner's agent of a vacant or abandoned building subject to the registration requirements of this Article, and causes, permits, or maintains a violation of this Article as to that building, shall be responsible for a civil infraction. Each day during which a violation continues shall be deemed a separate violation. The imposition of any civil fine shall not exempt a violator from compliance with the provisions of this Ordinance. The foregoing civil fines shall not prohibit the Township from seeking injunctive relief against a violator or such other appropriate relief as may be provided by law.

Section 14-203. Applicability.

An owner of a vacant or abandoned building in the township shall register that property with the department by filing a completed "registration of vacant or abandoned building" form containing all the information required by this Article on forms provided by the department and by paying any registration and inspection fees required by this Article.

Section 14-204. Exceptions.

Registration under Section 14-206 shall not be required for the following:

- (a) Temporary Absence. A building that is unoccupied for a period of 180 days or less each year if the owner submits a request for exemption in writing to the Director of the department that the dwelling will remain unoccupied for a period of 180 consecutive days or less each year. An owner who has given the notice prescribed by this division shall notify the department not more than thirty (30) days after the building no longer qualifies for this exception.
- (b) Active Construction. A building under active construction or renovation and having a valid skilled trade permit(s) at the time of initial inspection shall be exempt from registration until the expiration of the most recent permit, or in the event of an extension, no longer than one (1) year, whichever occurs first.

(c) Newly Damaged. A building which has suffered fire damage or damage caused by extreme weather conditions shall be exempt from the registration requirement for a period of ninety (90) days after the date of the damage if the property owner submits a request for exemption in writing to the department.

(d) For Sale or Lease. A building that is for sale or lease shall be exempted for a period of twelve (12) months from the start of vacancy, provided that the owner or agent submits a request for exemption in writing to the department with proof of such listing for sale or lease. Proof includes, but is not limited to, a realtor contract or multiple listing service listing number with summary sheet.

(e) Multi-Tenant. Multi-tenant commercial or industrial structures containing more than one lawfully occupied and active tenant space shall not be considered vacant or abandoned.

Section 14-205. Mortgagee's obligation to determine vacancy or abandonment.

A mortgagee who becomes an owner, as defined herein, as a result of the initiation of foreclosure proceedings, shall at all times exercise reasonable care to determine if the building is vacant or abandoned. If the mortgagee determines the building is vacant or abandoned, or if through the exercise of reasonable care should have determined the building is vacant or abandoned, the mortgagee shall, within thirty (30) days, comply with the registration requirements of this article.

Section 14-206. Registration of vacant or abandoned buildings.

(1) Within thirty (30) days of a building becoming vacant or abandoned, owners of vacant or abandoned buildings shall register any such vacant or abandoned building by submitting a completed registration form containing the following information:

(a) The address of the building and the name and address of all owners of the building. If the building owner is a limited liability company, the name and address of the managing member. If there are no managing members, the name and address of all members. If any of the members or managing members required to be disclosed under this section are limited liability companies, the process must be repeated until names and addresses of all individuals are identified.

(b) A mailing address where mail may be sent that will be acknowledged as received by the owner.

(c) The name of an individual or legal entity responsible for the care and control of the building as well as the current address, telephone number, facsimile number, and email address where communications may be sent that will be acknowledged as received by the individual responsible for the care and control of the building.

(d) The name and address of any agent submitting the form on behalf of the owner.

(e) An explanation as to the reason for the vacancy or abandonment of the building.

(f) The name and address of any and all mortgage holders.

(g) The name and address of any other persons with an interest in the subject building.

(2) An owner may authorize an agent in writing to complete any required registration. The written authorization shall be included with the registration form.

Section 14-207. Requirement to keep information current.

If at any time the information contained in the registration form required pursuant to this article is no longer valid, the owner shall, within ten days, file a new form containing valid, current information. There shall be no fee to update an existing registered owner's current information.

Section 14-208. Inspections.

- (a) The Township is hereby authorized to make an inspection of a building upon receiving a complaint of a suspected violation under this Article, or upon its own initiative. The power to inspect shall include the authority to enter upon such building at reasonable times and under reasonable conditions as provided under the International Property Maintenance Code of current adoption.
- (b) Any violations of the Township Code or this article which are detected upon any of the inspections by the department shall be fully repaired and remedied within 30 days of notice to the owner, or within such additional time as permitted by the department.
- (c) Prior to conducting any inspection under this Article, the inspector must notify the owner and/or occupant of the premises that the owner and/or occupant has the right to refuse entry to an inspector who does not have a search warrant. If any owner or occupant refuses to permit or prevents free access and entry to the structure or premises when an inspection authorized by this Article is sought to be made, the department or inspector shall petition for, and, upon such showing as is required by law, obtain a search warrant from a court of competent jurisdiction permitting inspection of the premises, as well as any additional order directing compliance with the inspection requirements of this chapter and such other directive and remedies as the court deems appropriate under the circumstances.

Section 14-209. Registration, inspection and other fees.

- (1) All fees applicable to this article shall be set from time to time by resolution of the Township Board, which fees shall include:
 - (a) a registration fee,
 - (b) an inspection fee,
 - (c) a re-inspection fee, and
 - (d) such other related fees established by resolution of the Township Board.
- (2) The payment of all fees required under this article is secured by a lien against the property subject to enforcement in the same manner as ad valorem real property taxes. Payment of the registration and inspection fee is due upon filing of the registration. Payment of re-inspection fees is due within 30 days of mailing of the bill.

Section 14-210. Maintenance and security requirements.

An owner of a vacant or abandoned building shall comply with all of the following maintenance and security requirements:

- (a) The property where the vacant or abandoned building is located shall be kept free from weeds; grass more than eight inches high; dry brush; dead vegetation; trash; junk; debris; building materials; any accumulation of newspapers, circulars, flyers, notices, except those

required by federal, state, or local law; discarded items, including, but not limited to, furniture, clothing, large and small appliances, printed material, signage, containers, equipment, construction materials; or any other items that give the appearance that the property is abandoned.

- (b) The building shall be maintained free of graffiti, tagging, or similar markings.
- (c) All yards where the vacant or abandoned building is located shall be properly maintained. Maintenance includes, but is not limited to, cutting, pruning, and mowing of grass, ground covers, bushes, trees, shrubs, hedges or similar plantings and removal of all trimmings.
- (d) Pools, spas, and other water features shall be covered with an industry approved safety cover and shall also comply with the minimum security fencing and barrier requirements of applicable building, property maintenance codes and ordinances.
- (e) The building shall be maintained in a secure manner so as not to be accessible to unauthorized persons. Secure manner includes, but is not limited to, the closure and locking of windows, doors, gates and any other opening of such size that may allow a child or other person to access the interior of the building. Broken windows must be repaired or replaced with like glazing materials within 14 days, except as otherwise provided in the applicable building or property maintenance codes. Boarding up of open or broken windows is prohibited except as authorized by the department.
- (f) All vacant or abandoned buildings shall be properly winterized so as to prevent the bursting of water pipes.
- (g) Buildings shall be maintained in compliance with all other applicable code requirements.

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 become effective thirty (30) days following the date of publication.

Ronald J. Styka, Township Supervisor

Brett Dreyfus, CMMC, Township Clerk

Stephen O. Schultz, Township Attorney



12. B

To: Board Members
From: Mark Kieselbach, Director, Community Planning and Development
Date: December 8, 2017
Re: Lake Lansing Road Diet

The Township Board at its meeting on December 5, 2017 discussed the Transportation Commission recommendation regarding a proposed road diet for Lake Lansing Road from Hagadorn Road to Saginaw Highway (BL-69). After milling and resurfacing Lake Lansing Road the Ingham County Road Department has proposed to restripe the road to have one through lane in each direction, a center turn lane and paved shoulders for nonmotorized use on both sides of the road. The Transportation Commission unanimously supported the road diet with the recommendation that the paved shoulders on Lake Lansing Road be identified as a bike lane through pavement marking and signage. The following motion has been provided for the Board's consideration:

Move to support the Ingham County Road Department proposed road diet for Lake Lansing Road from Hagadorn Road to Saginaw Highway (BL-69) and the paved shoulders on Lake Lansing Road be identified as bike lanes with pavement markings and be signed with "No Parking - Bike Lane" signs next to the road from Hagadorn Road to Marsh Road.



To: Board Members
From: Miriam Mattison, Finance Director
Date: December 8, 2017
Re: 4th Quarter Budget Amendments

The December 2017 Amended Budget is attached. It reflects the recommended Budget amendments that are detailed in Exhibit A. These amendments result from revenues and expenditures that were unknown during the original budget process.

Amendments to the General Fund include \$172,000 additional revenue largely from building permits, interest and reimbursements. The additional expense of \$106,000 is for election costs of \$28,300 from the November election that is anticipated to be reimbursed from the County. Also, \$30,000 for building maintenance resulting from the storm damage at the North Fire Station and the Lift Station. The Police Department is requesting an increase of \$24,000 for overtime of which \$4,000 is being reimbursed from the Schools for security. The Fire Department is requesting an increase of \$35,000 for overtime and holiday payouts.

The projected Fund Balance for General Fund is based on **budgeted** financial results at year-end. Final numbers for 2017 will not be available until after the audit.

The projected Fund Balance for the General Fund is computed as follows:

Fund Balance at 12/31/16 per audit	\$7,425,703
Budgeted Results of Operations - 2017	
Revenues per original budget	18,046,965
Expenditures per original budget	<u>18,434,358</u>
Original Budgeted Use of Fund Balance	(387,393)
Amendments from June 2017	(159,487)
Amendments from September 2017	(933,190)
Amendments for December 2017	66,000
Projected Use of Fund Balance	<u>(1,414,070)</u>
Projected Fund Balance at 12/31/17	<u>\$6,011,633</u>
Fund Balance/Average Monthly Expenditures	<u>3.65</u>

Memo to Township Board
December 8, 2017
Re: 4th Quarter Budget Amendments
Page 2

Amendments to the Special funds consist of a request for Land Preservation Millage Fund. They are requesting the use of \$1,675,000 of fund balance to purchase additional land.

The following motion is proposed:

MOVE TO APPROVE THE DECEMBER 2017 BUDGET AMENDMENTS WITH AN INCREASE IN BUDGETED FUND BALANCE FOR THE GENERAL FUND IN THE AMOUNT OF \$66,000 WHICH PROJECTS A USE OF FUND BALANCE OF \$1,414,070. BASED ON AUDITED 2016 RESULTS, THE PROJECTED FUND BALANCE AT DECEMBER 31, 2017 WILL BE \$6,011,633.

Attachment:

1. December 2017 Budget Amendment Financial Information

December
Budget Amendments
2017

Department	Amount	Explanation	Account
General Fund			
Revenue			
Building Permits	\$50,000	Higher than anticipated building permits	101-000.000-451.000
Donation - 175th	\$8,000	Donations Received for 175th celebration events	101-000.000-675.190
Interest	\$80,000	Higher than Anticipated income	101-000.000-665.000
Reimbursements - Elections	\$30,000	November County Election Costs	101-000.000-679.000
Reimbursements - School Security	<u>\$4,000</u>	Reimbursements from Schools for Security	101-000.000-680.000
Total Revenue	\$172,000		
Expenditures			
General Government			
General Government- Pension	-1,100,000 *	Transfer the Additional MERS payment to the effected funds	101-170.173-717.000
General Government- Pension	\$135,000 *	Additional MERS Payment	101-170.268-717.000
General Government- Pension	\$135,000 *	Additional MERS Payment	101-170.269-717.000
General Government- Pension	\$135,000 *	Additional MERS Payment	101-170.276-717.000
General Government- Pension	\$135,000 *	Additional MERS Payment	101-750.758-717.000
General Government- Pension	\$38,235 *	Additional MERS Payment	101-170.201-717.000
General Government- Pension	\$11,765 *	Additional MERS Payment	101-170.215-717.000
General Government- Pension	\$11,765 *	Additional MERS Payment	101-170.209-717.000
General Government- Pension	\$20,588 *	Additional MERS Payment	101-170.253-717.000
General Government- Pension	\$35,294 *	Additional MERS Payment	101-300.301-717.000
General Government- Pension	\$11,765 *	Additional MERS Payment	101-300.336-717.000
General Government- Pension	\$11,765 *	Additional MERS Payment	101-300.371-717.000
General Government- Pension	\$11,765 *	Additional MERS Payment	101-300.400-717.000
General Government- Pension	\$5,882 *	Additional MERS Payment	101-750.753-717.000
Administrative Services			
Legal Fees	30,000	Higher than anticipated costs	101-170.173-730.000
Insurance	-30,000	Lower than anticipated costs	101-170.173-812.000
Elections			
Salaries - Temporary	12,500	Increase for non budgeted election	101-170.191-701.080
Salaries - November Election	15,800	Increase for non budgeted election	101-170.191-701.140
Clerk			
Overtime	-12,000	Lower than anticipated costs	101-170.215-706.000
Information Technology			
Salaries - Temporary	-15,000	Lower than anticipated costs	101-170.230-701.080
Software	13,200	E-Citation Software	101-170.230-978.000
Building Maintenance			
Building Maintenance	30,000	Storm damage to the North Fire station and Lift station	101-170.268-937.000
Public Safety - Police			
Overtime	20,000	Higher than anticipated costs - Homicide and Special Events	101-300.301-706.000
Overtime - School Security	4,000	Higher than anticipated costs (Reimbursed by schools)	101-300.301-706.040
Public Safety - Fire			
Holiday Payout	15,000	Contract Changes	101-300.336-702.010
Overtime	20,000	Higher than anticipated costs - Special Events	101-300.336-706.000
Community Activities			
Community Promotion	12,500	175th Events Expenses	101-750.775-880.000
Capital Outlay			
Construction/Improvements	\$78,000	Haslett community room & Service Center water line	101-900.901-974.000
Hardware	-\$20,000	Lower than anticipated costs	101-900.901-980.020
Network Upgrades	-\$20,000	Lower than anticipated costs	101-900.901-980.040
Phone Systems	-\$48,000	Lower than anticipated costs	101-900.901-980.080
Other - Transfer Out	\$401,176 *	Transfer the Additional MERS payment to the effected funds	
Total Expenditures	\$106,000		
Net to Fund Balance	<u>\$66,000</u>		

SPECIAL REVENUE FUNDS

Park Millage (208)

<i>Revenue - Transfer In</i>	\$140,882 *	Transfer the Additional MERS payment to the effected funds	208-000.000-699.000
<i>Expenditures - Pension Parks & Rec</i>	\$5,882 *	Additional MERS Payment	208-750.753-717.000
<i>Expenditures - Pension Park Maint</i>	\$135,000 *	Additional MERS Payment	208-750.758-717.000
Net from Fund Balance	<u><u>\$0</u></u>		

Land Preservation Millage Fund (209)

<i>Revenue - Sponsor</i>	\$0		
<i>Expenditures - Land Acquisition</i>	\$1,675,000	Additional Land purchases	209-000.000-971.000
Net from Fund Balance	<u><u>-\$1,675,000</u></u>		

Cable TV Fund (230)

<i>Revenue - Transfer In</i>	\$11,765 *	Transfer the Additional MERS payment to the effected funds	230-000.000-699.000
<i>Expenditures - Pension</i>	\$11,765 *	Transfer the Additional MERS payment to the effected funds	230-750.806-717.000
<i>Expenditures - Operating Supplies</i>	-\$6,000	Branding	230-750.806-728.000
<i>Expenditures - Legal Fees</i>	\$5,000	Higher than anticipated costs	230-750.806-808.000
<i>Expenditures - Professional Conf./Dues</i>	-\$5,000	Lower than anticipated costs	230-750.806-825.000
<i>Expenditures - Community Promotion</i>	\$8,000	Donation to 175th	230-750.806-830.000
<i>Expenditures - Special Events</i>	-\$2,000	Lower than anticipated costs	230-780.806-890.000
Net from Fund Balance	<u><u>\$0</u></u>		

PUBLIC WORKS FUNDS

Sewer Fund

<i>Revenue - Connection Fees</i>	\$45,000	Higher than budgeted revenue from Customer Connections	590-000.000-640.000
<i>Revenue - Engineering Fees</i>	\$6,000	Higher than budgeted revenue	590-000.000-641.000
<i>Revenue - Inspection Charges</i>	\$35,000	Higher than budgeted revenue	590-000.000-641.010
<i>Revenue - Transfer In</i>	\$11,765 *	Transfer the Additional MERS payment to the effected funds	590-000.000-699.000
	<u>\$97,765</u>		

Expenditures

Pension - Admin	11,765 *	Transfer the Additional MERS payment to the effected funds	590-440.441-717.000
Salaries - Engineering	20,000	Contract agreement	590-440.447-701.000
FICA	1,500	Higher than budgeted	590-440.447-714.000
Professional Services	6,000	Higher than budgeted	590-440.447-821.000
Office Equipment & Furniture	-5,000	Lower than budgeted	590-440.447-980.000
Contractual Services - SAW Grant Loc	50,000	Higher than budgeted	590-900.901-820.200
Contractual Services - SAW Grant	\$200,000	Higher than budgeted	590-900.901-820.510
Total Expenditures	<u>\$284,265</u>		
Net from Fund Balance	<u><u>-\$186,500</u></u>		

Water Fund

<i>Revenue - Costomer Installation</i>	\$25,000	Higher than budgeted revenue from Customer Installation	591-000.000-633.000
<i>Revenue - Connection Fees</i>	\$45,000	Higher than budgeted revenue from Customer Connections	591-000.000-640.000
<i>Revenue - Engineering Fees</i>	\$6,000	Higher than budgeted revenue	591-000.000-641.000
<i>Revenue - Inspection Charges</i>	\$30,000	Higher than budgeted revenue	591-000.000-641.010
<i>Revenue - Transfer In</i>	\$11,765 *	Transfer the Additional MERS payment to the effected funds	591-000.000-699.000
	<u>\$117,765</u>		

Expenditures

Pension	11,765 *	Transfer the Additional MERS payment to the effected funds	591-440.441-717.000
Miscellaneous - Admin	3,500	Higher than budgeted	591-440.441-955.000
Professional Services	9,000	Higher than budgeted - Sleepy Hallow Survey	591-440.447-821.000
Office Equipment & Furniture	-\$7,000	Lower than budgeted	591-440.447-980.000
Salaries - Temporary Water Maint	-\$2,000	Lower than budgeted	591-440.537-701.080
Overtime - Water Maint	\$2,000	Higher than budgeted	591-440.537-706.000
Total Expenditures	<u>\$17,265</u>		
Net to Fund Balance	<u><u>\$100,500</u></u>		

INTERNAL SERVICE FUND

Motor Pool (661)

Revenue - Transfer In	\$225,000 *	Transfer the Additional MERS payment to the effected funds	661-000.000-699.000
Expenditures			
Pension	\$225,000 *	Transfer the Additional MERS payment to the effected funds	661-000.000-717.000
Vehicle Repair Parts	-\$5,000	Lower than budgeted	661-000.000-728.102
Vehicle Supplies Outside Services	-\$15,000	Lower than budgeted	661-000.000-728.103
Tires/Tire Services	-\$5,000	Lower than budgeted	661-000.000-728.104
Batteries/Electrical	\$1,500	Higher than budgeted	661-000.000-728.105
Insurance	-\$2,000	Lower than budgeted	661-000.000-812.000
Training	-\$2,000	Lower than budgeted	661-000.000-819.000
Contractual Services	-\$4,000	Lower than budgeted	661-000.000-820.000
Computer Services/Supplies	\$1,500	Higher than budgeted	661-000.000-826.000
Gasoline	\$35,000	Higher than budgeted	661-000.000-865.000
Equipment Maintenance	-\$5,000	Lower than budgeted	661-000.000-936.000
Total Expenditures	\$225,000		
Net from Fund Balance	<u><u>\$0</u></u>		

* Previously approved by the Township Board



To: Board Members
From: Ronald J. Styka, Township Supervisor
Date: December 8, 2017
Re: Board and Commission Appointments

Please see attached list of current incumbent candidates whose terms expire on 12/31/2017. These incumbent candidates have been contacted and wish to be reappointed for an additional term. The Supervisor recommends these reappointments. They are highlighted in green.

The following motions have been prepared for Board consideration:

MOVE TO REAPPOINT DIANE GALBRAITH TO THE BOARD OF REVIEW FOR A 2 YEAR TERM ENDING 12/31/2019.

MOVE TO REAPPOINT KEVIN THATCHER, TUNGA KIYAK TO THE COMMUNICATIONS COMMISSION FOR A 3 YEAR TERM ENDING 12/31/2020.

MOVE TO REAPPOINT ERIC LANGDON, LESLIE CHARLES, PATRICK CROWLEY, TO THE COMMUNICATIONS COMMISSION FOR A 3 YEAR TERM ENDING 12/31/2019.

MOVE TO REAPPOINT KATHLEEN LANGHALS, SUZANNE BROUSE, KATHERINE LINCOLN TO THE COMMUNITY RESOURCE COMMISSION FOR A 2 YEAR TERM ENDING 12/31/2019.

MOVE TO REAPPOINT DEREK PERRY TO THE EL-MERIDIAN WATER & SEWER AUTHORITY FOR A 3 YEAR TERM ENDING 12/31/2020.

MOVE TO REAPPOINT NED JACKSON AND JOHN SARVER TO THE ENVIRONMENTAL COMMISSION FOR A 3 YEAR TERM ENDING 12/31/2020.

MOVE TO REAPPOINT JOYCE VAN COEVERING AND JOSEPH BONSALE TO THE PENSION TRUSTEES FOR A 3 YEAR TERM ENDING 12/31/2020.

MOVE TO APPROVE THE REAPPOINTMENTS MADE BY SUPERVISOR STYKA OF KEN LANE AND JOHN SCOTT-CRAIG TO THE PLANNING COMMISSION FOR A 3 YEAR TERM ENDING 12/31/2020.

MOVE TO APPROVE THE REAPPOINTMENTS MADE BY SUPERVISOR STYKA OF KEN LANE AND EMILY STIVERS TO THE ZONING BOARD OF APPEALS FOR A 3 YEAR TERM ENDING 12/31/2020.

MOVE TO APPROVE THE REAPPOINTMENTS OF NED JACKSON, JADE SIMS AND JOHN SCOTT-CRAIG TO THE BROWNFIELD REDEVELOPMENT AUTHORITY FOR A 3 YEAR TERM ENDING 12/31/2020.

Memo to Township Board
December 8, 2017
Re: Board and Commission Appointments
Page 2

Highlighted in yellow are the current Board and Commission vacancies. Attached you will find public service applications for the following individuals to fill existing vacancies for the Downtown Development Authority and the Economic Development Corporation. The Supervisor has reviewed the applications and recommends these appointments.

The following motions have been prepared for Board consideration:

MOVE TO REAPPOINT BILL CAWOOD TO THE DOWNTOWN DEVELOPMENT AUTHORITY FOR A 4 YEAR TERM ENDING 12/31/2021.

MOVE TO APPOINT WILL RANDALL TO THE DOWNTOWN DEVELOPMENT AUTHORITY FOR A 4 YEAR TERM ENDING 12/31/2021.

MOVE TO REAPPOINT JADE SIMS TO THE ECONOMIC DEVELOPMENT CORPORATION FOR A 6 YEAR TERM ENDING 12/31/2023.

MOVE TO APPOINT PIERRE LAVOIE, KIMBERLY THOMPSON, AND TOM CONWAY TO THE ECONOMIC DEVELOPMENT CORPORATION FOR A 6 YEAR TERM ENDING 12/31/2023.

Lastly, highlighted in blue you can see the incumbent candidates whose terms expire on 12/31/2017, and they cannot or do not wish to continue to serve.

Attachments:

1. 2018 Recommended Appointments
2. Memorandum from Chris Buck, Economic Development Director
3. Public Service Applications

2018 RECOMMENDED REAPPOINTMENTS

FIRST NAME	LAST NAME	PUBLIC BODY FULL	TERM EXPIRATION DATE	NEW EXPIRATION DATE
DIANE	GALBRAITH	Board of Review (2 year term)	12/31/2017	12/31/2019
JAMES (NED)	JACKSON	Brownfield Redevelopment Authority (3 year term)	12/31/2017	12/31/2020
JADE	SIMS	Brownfield Redevelopment Authority (3 year term)	12/31/2017	12/31/2020
JOHN	SCOTT-CRAIG	Brownfield Redevelopment Authority (3 year term)	12/31/2017	12/31/2020
ERIC	LANGDON (Alternate)	Communications Commission (3 year term)	12/31/2017	12/31/2019
PATRICK	CROWLEY (Alternate)	Communications Commission (3 year term)	12/31/2017	12/31/2019
C. LESLIE	CHARLES	Communications Commission (3 year term)	12/31/2017	12/31/2019
KEVIN	THATCHER	Communications Commission (3 year term)	12/31/2017	12/31/2020
TUNGA	KIYAK	Communications Commission (3 year term)	12/31/2017	12/31/2020
KATHLEEN	LANGHALS	Community Resources Commission (2 year term)	12/31/2017	12/31/2019
SUZANNE	BROUSE	Community Resources Commission (2 year term)	12/31/2017	12/31/2019
KATHERINE	LINCOLN	Community Resources Commission (2 year term)	12/31/2017	12/31/2019
BILL	CAWOOD	Downtown Development Authority (4 year term)	12/31/2017	12/31/2021

2018 RECOMMENDED REAPPOINTMENTS

FIRST NAME	LAST NAME	PUBLIC BODY FULL	TERM EXPIRATION DATE	NEW EXPIRATION DATE
JADE	SIMS	Economic Development Corp (6 year term)	12/31/2017	12/31/2023
DEREK	PERRY	EL-Meridian Water & Sewer Authority (3 year term)	12/31/2017	12/31/2020
JAMES (NED)	JACKSON	Environmental Commission (3 year term)	12/31/2017	12/31/2020
JOHN	SARVER	Environmental Commission (3 year term)	12/31/2017	12/31/2020
JOYCE	VAN COEVERING	Pension Trustees (3 year term)	12/31/2017	12/31/2020
JOSEPH	BONSALL	Pension Trustees (3 year term)	12/31/2017	12/31/2020
KEN	LANE	Planning Commission (3 year term)	12/31/2017	12/31/2020
JOHN	SCOTT-CRAIG	Planning Commission (3 year term)	12/31/2017	12/31/2020
KEN	LANE	Zoning Board of Appeals (3 year term)	12/31/2017	12/31/2020
EMILY	STIVERS	Zoning Board of Appeals (3 year term)	12/31/2017	12/31/2020

Interested in being reappointed

CANNOT CONTINUE TO SERVE

FIRST NAME	LAST NAME	PUBLIC BODY FULL	TERM EXPIRATION DATE
ARLENE	FRIEDLAND	Community Resources Commission (2 year term)	12/31/2017
JOSHUA	HUNDT	Economic Development Corp (6 year term)	12/31/2017
DAVID	OLSON	Economic Development Corp (6 year term)	12/31/2017
CHRISTOPHER	BUCK	Economic Development Corp (6 year term)	12/31/2017
CHRISTINE	TENAGLIA	Planning Commission (3 year term)	12/31/2017
DANIELLE	BALLARD (Alternate)	Zoning Board of Appeals (3 year term)	12/31/2017
RICO	RIOS (Alternate)	Zoning Board of Appeals (3 year term)	12/31/2017

Current incumbants that cannot continue to serve



12. D

To: Ronald J. Styka, Township Supervisor
From: Chris Buck, Economic Development Director
Date: December 7, 2017
Re: EDC and DDA Appointments

At the December 4th Downtown Development Authority meeting, the DDA reviewed a public service application for Will Randle from Banoff Randle Real Estate Partners. After discussion, the DDA unanimously agreed to recommend to the Township Board that he be appointed to the DDA with the term ending December 31, 2021.

At the December 7, 2017 Economic Development Corporation meeting, the EDC reviewed public service applications for Pierre Lavoie, Kimberly Thompson and Tom Conway. After discussion, the EDC unanimously agreed to recommend to the Township Board that these three individuals be appointed to the EDC with a term ending December 31, 2023.

Attached you will find the four public service applications for your consideration. I heartily endorse these community members and thank them for their interest in service the Township.

Chris

CHARTER TOWNSHIP OF MERIDIAN

Ronald J. Styka
Brett Dreyfus
Julie Brixie
Frank L. Walsh

Supervisor
Clerk
Treasurer
Manager



Phil Deschaine
Patricia Herring Jackson
Dan Opsommer
Kathy Ann Sundland

Trustee
Trustee
Trustee
Trustee

APPLICATION FOR PUBLIC SERVICE

I am interested in service on one or more of the following public bodies as checked below:

- | | |
|--|--|
| <p><input type="checkbox"/> Assessing Board of Review*</p> <p><input type="checkbox"/> Board of Water and Light Representative</p> <p><input type="checkbox"/> Brownfield Redevelopment Authority*</p> <p><input type="checkbox"/> Building and/or Fire Board of Appeals and Building Hearing Officer</p> <p><input type="checkbox"/> Capital Area Transportation Authority (C.A.T.A.)</p> <p><input type="checkbox"/> Communications Commission*</p> <p><input type="checkbox"/> Community Resources Commission</p> <p><input type="checkbox"/> Corridor Improvement Authority*</p> <p><input checked="" type="checkbox"/> Downtown Development Authority*</p> <p><input type="checkbox"/> East Lansing-Meridian Water & Sewer Authority</p> <p><input type="checkbox"/> Economic Development Corporation</p> | <p><input type="checkbox"/> Elected Officials Compensation Commission*</p> <p><input type="checkbox"/> Environmental Commission</p> <p><input type="checkbox"/> Lake Lansing Watershed Advisory Committee*</p> <p><input type="checkbox"/> Land Preservation Advisory Board</p> <p><input type="checkbox"/> Park Commission (elected/appointed)</p> <p><input type="checkbox"/> Pension Trustees</p> <p><input type="checkbox"/> Planning Commission</p> <p><input type="checkbox"/> Township Board (elected/appointed)</p> <p><input type="checkbox"/> Transportation Commission*</p> <p><input type="checkbox"/> Zoning Board of Appeals</p> <p><input type="checkbox"/> Other</p> |
|--|--|

(*Special conditions restrict eligibility for appointment)

Indicate areas not included above which may warrant special attention or study that are of interest to you:

Summarize your reasons for applying for this type of public service:

I own a residence along the river and the value of that property is tied to the development.
Describe education, experience or training which will assist you if appointed. (Attach resume if available)

Name: Will Randle

Occupation: Chief Operating Officer Place of Employment: Branoff Randle Real Estate Partners

Home Address: 4859 Liverance Street, Okemos, MI 48864

Phone: (days) 517-580-2550 (evenings) 517-580-2550 E-mail will@branoffrandle.com

Signature *Will Randle* Date 11/20/17

Other than the Downtown Development Authority Board and the Economic Development Corporation, persons appointed to Meridian Township boards and commissions must be a resident and elector (if of voting age) of the Township during the term of office. Excessive absences may be cause for review of appointment.

(PLEASE USE BACK IF NEEDED)

The policy for appointment of candidates to the various public service positions is based on the following criteria: desire to serve, experience, expertise, availability of time to serve, and maintenance of equitable geographic representation. In most instances it will be desirable to develop further information through a personal interview. This application will be retained in township files for two years. Please return this form to the Office of the Clerk, Charter Township of Meridian.

FOR OFFICE USE ONLY				
Date Received		Distro:	Application #	
Registered Voter:	Y / N			
Date Appointed:				

Revised: April 24, 2017



CHARTER TOWNSHIP OF MERIDIAN

Ronald J. Styka
Brett Dreyfus
Julie Brixle
Frank L. Walsh

Supervisor
Clerk
Treasurer
Manager



Phil Deschaine
Patricia Herring Jackson
Dan Opsommer
Kathy Ann Sundland

Trustee
Trustee
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Trustee

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| <input type="checkbox"/> Board of Water and Light Representative* | <input type="checkbox"/> Environmental Commission |
| <input type="checkbox"/> Brownfield Redevelopment Authority* | <input type="checkbox"/> Lake Lansing Watershed Advisory Committee* |
| <input type="checkbox"/> Building and/or Fire Board of Appeals and
Building Hearing Officer | <input type="checkbox"/> Land Preservation Advisory Board |
| <input type="checkbox"/> Capital Area Transportation Authority (C.A.T.A.) | <input type="checkbox"/> Park Commission (elected/appointed) |
| <input type="checkbox"/> Communications Commission* | <input type="checkbox"/> Pension Trustees |
| <input type="checkbox"/> Community Resources Commission | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Corridor Improvement Authority* | <input type="checkbox"/> Township Board (elected/appointed) |
| <input type="checkbox"/> Downtown Development Authority* | <input type="checkbox"/> Transportation Commission* |
| <input type="checkbox"/> East Lansing-Meridian Water & Sewer Authority | <input type="checkbox"/> Zoning Board of Appeals |
| <input checked="" type="checkbox"/> Economic Development Corporation | <input type="checkbox"/> Other |

(*Special conditions restrict eligibility for appointment)

Indicate areas not included above which may warrant special attention or study that are of interest to you:

Summarize your reasons for applying for this type of public service:

I would like the opportunity to help build our community!

Describe education, experience or training which will assist you if appointed. (Attach resume if available)

see my attached resume with Economic Development experience highlighted.

Name: Pierre Lavoie

Occupation: Acct. Manager Place of Employment: Capital Communication Systems

Home Address: 6132 Columbia Street Haslett, MI 48840

Phone: (days) 517219218 (evenings) _____ E-mail pierre.napoleon.lavoie@gmail.com

Signature Pierre M. Lavoie Date 12/6/17

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Registered Voter:	Y / N			
Date Appointed:				

Revised April 11, 2017



Pierre N. LaVoie
pierre.napoleon.lavoie@gmail.com
 517.721.9218

2014 - Present Account Manager – Capital Communication Systems
Reference – Simone Proulx, MSU Football 517.432.4520



- Generated sales for the Michigan State University/Mid-Michigan portfolio of accounts
- Identified new sales opportunities within existing accounts by up-selling and cross-selling
- Delivered presentations and quotes to key customers on Konica-Minolta and Muratec products
- Negotiated and finalized sales contracts
- Coordinated shipping, inspections, installation and training

July 2012 – Dec. 2013 Executive Director - Michigan Commercial Business Association
Reference – Catherine Jacobs, Loomis Law Firm 517.482.2400



- Introduced and administered a new strategic plan and mission statement to advance the organization
- Created and implemented a new marketing campaign which increased membership by 100% in 12 months
- Launched and directed the organization through a complete rebranding process and focus
- Oversaw staff/contractors and reported directly to the MCBA Founders Council
- Researched and developed several new revenue generating services and value added member benefits
- Served as “Chief Advocate” and lead spokesperson for all public, legislative and media relations

2005 – July 2012 Director of Strategic Partnerships - Small Business Association of Michigan
Reference – Mike Rogers, SBAM VP Communications 517.482.8788 ext. 209



- Originated and implemented an award winning “Strategic Partnership” program, that grew SBAM’s membership by 5,000 members in 4 years, while generating \$100,000 in new reoccurring annual revenue
- Facilitated alliances with media outlets, business leaders, financial institutions, legislators, statewide associations, 30+ local chambers and universities to ensure entrepreneurs lead Michigan and the nation in an economic recovery through economic gardening and economic development best practices
- Lobbied and raised public awareness on issues such as Economic Gardening, Michigan Business Tax and Surcharge, Sales Tax on Services, Federal Healthcare Reform Act, regional anti-business ordinances and the federal automotive industry short term loan in conjunction with the U.S. Mayors Automotive Coalition (MAC)

Director of Sales – Small Business Association of Michigan

- Coordinated sales and membership programs Statewide and recruited 20-30 new companies monthly for SBAM
- Administered monthly marketing and retention campaigns to 5000+ member companies and 300,000+ small to medium size prospective businesses
- Coordinated and implemented internal staff programs – Casual Friday for Charity and Annual JA Fundraisers

2004 - Present Owner - Michigan Road Trip
Reference - Craig McMurray, Sunshine Realty 989.362.3401



- Built a real estate investment and management firm which currently includes 4 vacation/rental properties
- Developed knowledge of the Michigan DNR/DEQ and U.S. Army Corps of Engineers compliance issues
- In 2014, launched a new marketing plan including the creation of the website www.michiganroadtrip.com

1999-2003 Director of Membership Development - Michigan Manufacturers Association
Reference – Bill Hollister, MMA Board Member 517.285.4118



- Supervised all communication with 3000 manufacturing and high-tech member companies
- Represented and promoted MMA at all tradeshow, meetings and events statewide
- Over 1000 personal member retention visits recorded to MMA member company executives and facilities
- Recruited 136 new manufacturing and high-tech companies in 3 years

Grassroots and Special Events Coordinator

- Researched, authored and published weekly legislative member reports and organizational updates
- Oversaw MMA Political Action Committee (PAC) and doubled the MMA-PAC to \$30,000
- Implemented 40 off-site fundraising, networking and educational/safety training events

Previously with The Michigan Automobile Dealers Association (MADA) and Manager of a real estate portfolio containing 23 apartments and 7 rental houses in East Lansing.

CHARTER TOWNSHIP OF MERIDIAN

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Kathy Ann Sundland

Trustee
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APPLICATION FOR PUBLIC SERVICE

I am interested in service on one or more of the following public bodies as checked below:

- | | |
|---|---|
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<input type="checkbox"/> Board of Water and Light Representative*
<input type="checkbox"/> Brownfield Redevelopment Authority*
<input type="checkbox"/> Building and/or Fire Board of Appeals and Building Hearing Officer
<input type="checkbox"/> Capital Area Transportation Authority (C.A.T.A.)
<input type="checkbox"/> Communications Commission*
<input type="checkbox"/> Community Resources Commission
<input checked="" type="checkbox"/> Corridor Improvement Authority*
<input checked="" type="checkbox"/> Downtown Development Authority*
<input checked="" type="checkbox"/> East Lansing-Meridian Water & Sewer Authority
<input checked="" type="checkbox"/> Economic Development Corporation | <input type="checkbox"/> Elected Officials Compensation Commission*
<input type="checkbox"/> Environmental Commission
<input type="checkbox"/> Lake Lansing Watershed Advisory Committee*
<input type="checkbox"/> Land Preservation Advisory Board
<input type="checkbox"/> Park Commission (elected/appointed)
<input type="checkbox"/> Pension Trustees
<input type="checkbox"/> Planning Commission
<input type="checkbox"/> Township Board (elected/appointed)
<input type="checkbox"/> Transportation Commission*
<input type="checkbox"/> Zoning Board of Appeals
<input type="checkbox"/> Other |
|---|---|

(*Special conditions restrict eligibility for appointment)

Indicate areas not included above which may warrant special attention or study that are of interest to you:

Summarize your reasons for applying for this type of public service:

Describe education, experience or training which will assist you if appointed. (Attach resume if available)

Name: Kimberly Thompson
 Occupation: owner Place of Employment: As You Wish List, LLC
 Home Address: 6098 Skyline Dr.
 Phone: (days) 517-881-2222 (evenings) _____ E-mail: kbellthompson@gmail.com / asyowishlist@gmail.com
 Signature: [Handwritten Signature] Date: 12-6-18

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(PLEASE USE BACK IF NEEDED)

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FOR OFFICE USE ONLY				
Date Received		Distro:	Application #	
Registered Voter:	Y / N			
Date Appointed:				

Revised: April 24, 2017

5151 Marsh Road, Okemos, MI. 48864
517.853.4000



CHARTER TOWNSHIP OF MERIDIAN

Ronald J. Styka
Brett Dreyfus
Julie Brixle
Frank L. Walsh

Supervisor
Clerk
Treasurer
Manager



Phil Deschaine
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Dan Opsommer
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Trustee
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APPLICATION FOR PUBLIC SERVICE

I am interested in service on one or more of the following public bodies as checked below:

- | | |
|---|---|
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| <input type="checkbox"/> East Lansing-Meridian Water & Sewer Authority | <input type="checkbox"/> Zoning Board of Appeals |
| <input checked="" type="checkbox"/> Economic Development Corporation | <input type="checkbox"/> Other |

(*Special conditions restrict eligibility for appointment)

Indicate areas not included above which may warrant special attention or study that are of interest to you:

Summarize your reasons for applying for this type of public service:

I live in Meridian Township and want to make it a better place to do business and I describe education, experience or training which will assist you if appointed. (Attach resume if available)

Name: Tom Conway

Occupation: Business Development Manager Place of Employment: ASK

Home Address: 2318 Sower Blvd., Okemos, MI 48864

Phone: (days) 517-290-7771 (evenings) 517-290-7771 E-mail tcpaintman@gmail.com

Signature *Tom Conway* Date 10/27/2017

Other than the Downtown Development Authority Board and the Economic Development Corporation, persons appointed to Meridian Township boards and commissions must be a resident and elector (if of voting age) of the Township during the term of office. Excessive absences may be cause for review of appointment.

(PLEASE USE BACK IF NEEDED)

The policy for appointment of candidates to the various public service positions is based on the following criteria: desire to serve, experience, expertise, availability of time to serve, and maintenance of equitable geographic representation. In most instances it will be desirable to develop further information through a personal interview. This application will be retained in township files for two years. Please return this form to the Office of the Clerk, Charter Township of Meridian.

FOR OFFICE USE ONLY				
Date Received		Distro:	Application #	
Registered Voter:	Y / N			
Date Appointed:				

10/27/2017



To: Board Members

**From: LuAnn Maisner, CPRP
Director of Parks and Recreation**

Date: December 12, 2017

**Re: Land Preservation Acquisition Recommendation – Ponderosa Land Preserve
South of Legg Park, North of Ponderosa Estates subdivision, Okemos, MI
48864; Parcels #33-02-02-35-200-012 and #33-02-02-35-426-006**

The Land Preservation Advisory Board is pleased to present the Ponderosa LLC property for Township acquisition.

Property Location

This is an 89-acre property located north of Jolly Road and west of Van Atta Road, just north and adjacent to the Ponderosa Estates subdivision. The property sits just south of Legg Park.

Natural Features Description

This beautiful land includes a high diversity of vegetation and topographic features. It includes: woodlands (with huge and notable oaks and maples); wetlands; streams; ponds; flora and many different types of wildlife including spawning salmon that utilize the creek. The land will be managed through the Township’s Land Preservation Program, which is a millage funded program developed to protect, preserve and enhance Meridian Township’s open spaces and natural features.

Meridian Greenspace Plan

The proposed acquisition is located directly south of Meridian Riverfront Park, which is a 204-acre township-owned park that runs along the Red Cedar River. This linkage is indicated on the Meridian Greenspace Plan as a “Priority Conservation Corridor”.

Purchase Agreement

A purchase agreement has been signed by both the seller and buyer. The Land Preservation Advisory Board believes the property meets the intent of the Land Preservation Program and very much looks forward to adding the parcel to the Land Preservation Program. A map identifying the property location is attached.

Phase I Environmental Site Assessment

ASTI Environmental Services performed a Phase 1 Environmental Site Assessment on November, 16, 2017 as is required by the Land Preservation Ordinance.

Memo to Township Board
December 12, 2017
Re: Land Preservation Acquisition Recommendation
Ponderosa Land Preserve
Page 2 of 4

Section 61 Review

The Planning Commission reviewed and approved this property at the November 13, 2017 regular meeting.

Grant Information

We received notification in December, 2016 that the project was selected for funding by the Natural Resources Trust Fund Board for this acquisition. Delayed Legislative approval this year created a delay for us in executing this project.

Acquisition Breakdown:

Sale Price:	\$ 1,225,000
Grant Amount	\$ 450,000
Donation from Seller	\$ 225,000
Funds from Land Preservation Fund	\$ 550,000

Motion for Township Board Consideration

MOVE TO SUPPORT THE ATTACHED RESOLUTION TO ACQUIRE PARCEL NUMBERS 33-02-02-35-200-012 AND 33-02-02-35-426-006 FROM PONDEROSA LLC. UTILIZING \$450,000 OF GRANT FUNDING THROUGH THE MICHIGAN NATURAL RESOURCES TRUST FUND; \$550,000 FROM THE LAND PRESERVATION MILLAGE; AND A \$225,000 DONATION FROM THE PROPERTY OWNER, PONDEROSA, LLC TO ADD 89 ACRES OF LAND TO THE LAND PRESERVATION PROGRAM.

Attachments:

1. Resolution to Approve
2. Parcel Location Map
3. Parcel Map

RESOLUTION TO APPROVE

**Land Preservation Acquisition Recommendation
Ponderosa Land Preserve**

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 12th day of December, 2017, at 6:00 p.m. local time.

PRESENT: _____

ABSENT: _____

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

WHEREAS, Ponderosa LLC wishes to sell 89 acres of undeveloped real estate in Meridian Township consisting of parcel numbers #33-02-02-35-200-012 AND # 33-02-02-35-426-006; and

WHEREAS, the Charter Township of Meridian Land Preservation Advisory Board recommends the purchase of these properties; and

WHEREAS, the Charter Township of Meridian Land Preservation Ordinance, Chapter 22, Article III authorizes the Charter Township of Meridian to purchase property of the kind and character that are the subject of the resolution; and

WHEREAS, the Charter Township of Meridian agrees to acquire the land by purchase price of \$1,225,000 funded by a \$450,000 grant from the Michigan Natural Resources Trust Fund; \$550,000 of Land Preservation Millage funds, and a \$225,000 donation from the seller Ponderosa, LLC as agreed upon in written agreement.

NOW THEREFORE BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, HEREBY APPROVES THE PURCHASE OF TWO PARCELS OF LAND AS SHOWN ON THE ATTACHED MAPS WITH ACCOMPANYING LEGAL DESCRIPTIONS FOR PARCELS #33-02-02-35-200-012 AND # 33-02-02-35-426-006 FOR THE PURCHASE PRICE OF \$1,225,000 FUNDED BY THE MICHIGAN NATURAL RESOURCES TRUST FUND IN THE AMOUNT OF \$450,000; LAND PRESERVATION MILLAGE IN THE AMOUNT OF \$550,000; AND A DONATION OF \$225,000 FROM THE PROPERTY OWNER PONDEROSA, LLC ; AND THAT A BUDGET AMENDMENT BE MADE FROM THE LAND PRESERVATION FUND BALANCE TO ACCOUNT NUMBER 209.000.000-971.000 TO COVER THE TRANSACTION COST.

BE IT FURTHER RESOLVED THAT THE TOWNSHIP BOARD AUTHORIZES THE TOWNSHIP MANAGER TO EXECUTE THE ACQUISITION DOCUMENTS.

ADOPTED: YEAS:
NAYS:





Memo to Township Board
December 12, 2017
Re: Land Preservation Acquisition Recommendation
Ponderosa Land Preserve
Page 4 of 4

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 a resolution adopted at a regular meeting of the Township Board on the 12th day of December 2017.

Brett Dreyfus, CMMC
Township Clerk

Land Preservation Recommended Acquisitions

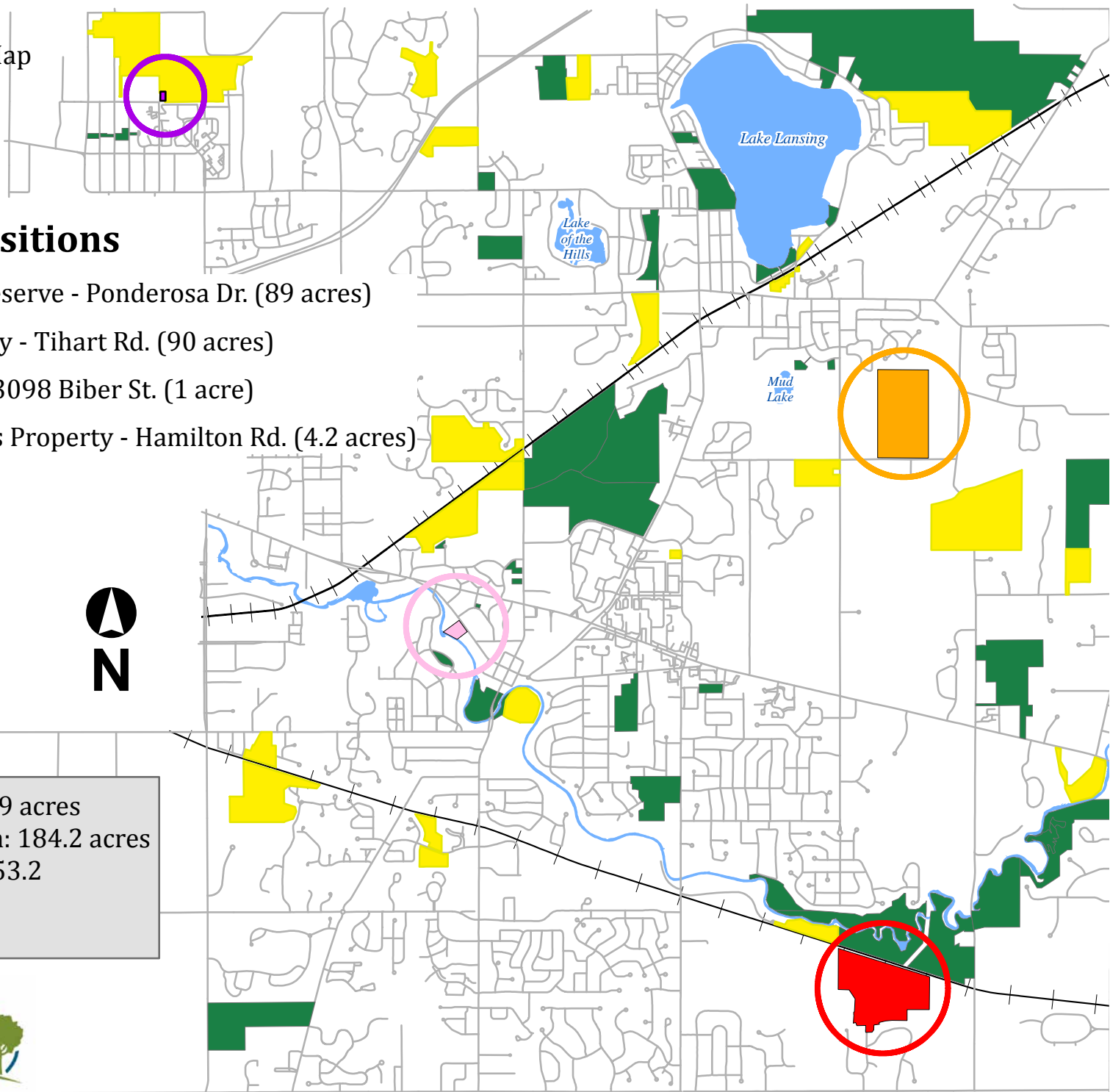
-  12.E. Ponderosa Land Preserve - Ponderosa Dr. (89 acres)
-  12.F. Judy A. Linn Property - Tihart Rd. (90 acres)
-  12.G. Mitroka Property - 3098 Biber St. (1 acre)
-  12.H. Mandenberg Woods Property - Hamilton Rd. (4.2 acres)

Legend

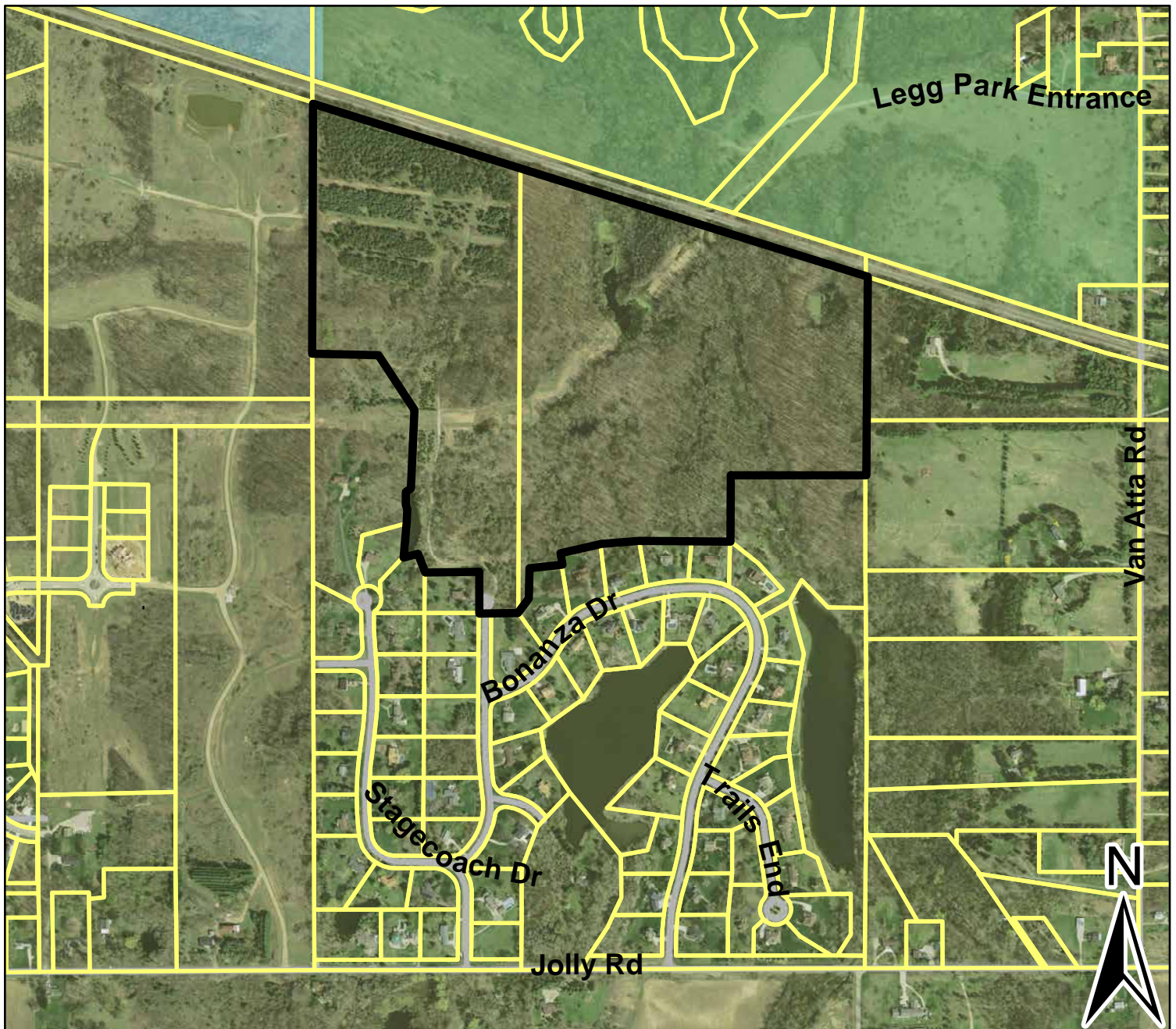
-  Land Preserves
-  Parks
-  Lakes & Rivers
-  Roads
-  Railroads

Current Land Preserve Area: 769 acres
Recommended Acquisition Area: 184.2 acres
New Land Preservation total: 953.2



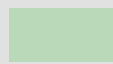
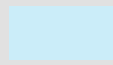
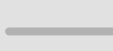
Current Park Area: 910 acres



Ponderosa Land Preserve



Legend

-  Ponderosa (89 acres)
-  Parcels
-  Legg Park
-  Red Cedar Glen Preserve
-  Roads

0 0.1 0.2 0.4 Miles

Parcel Numbers: 33-02-02-35-200-012
33-02-02-35-426-006





To: Board Members

**From: LuAnn Maisner, CPRP
Director of Parks and Recreation**

Date: December 12, 2017

Re: Land Preservation Acquisition Recommendation

Judy A. Linn Property

**North of Tihart Road between Cornell Rd. and Van Atta Rd., Parcel number:
33-02-02-14-200-006**

The Land Preservation Advisory Board is pleased to present the Judy A. Linn Property for Township acquisition.

Property Location

This is a 90 acre property located north of Tihart Road between Cornell Rd. and Van Atta Rd.

Natural Features Description

This large parcel of land contains mature hardwood trees, valuable wetland plants and unique topography. There are a number of wildlife species present including deer, turkey, red tailed hawks and Monarch butterflies. The land will be managed through the Township's Land Preservation Program, which is a millage funded program developed to protect, preserve and enhance Meridian Township's open spaces and natural features.

Meridian Greenspace Plan

The proposed property contains a large amount of land that is indicated on the Meridian Greenspace Plan as a "Priority Conservation Corridor".

Purchase Agreement

A purchase agreement has been signed by both the seller and buyer. The Land Preservation Advisory Board believes the property meets the intent of the Land Preservation Program and very much looks forward to adding the parcel to the Land Preservation Program. A map identifying the property location is attached.

Phase I Environmental Site Assessment

ASTI Environmental Services performed a Phase 1 Environmental Site Assessment on November, 16, 2017 as is required by the Land Preservation Ordinance.

Memo to Township Board
December 12, 2017
RE: Land Preservation Acquisition Recommendation
Judy A. Linn Property
Page 2 of 4

Section 61 Review

The Planning Commission reviewed and approved this property at their November 13, 2017 regular meeting.

Costs

Appraised Value:	\$800,000
Sale Price:	\$600,000
Donation from Seller	\$200,000

MOTION FOR TOWNSHIP BOARD CONSIDERATION:

MOVE TO APPROVE THE ATTACHED RESOLUTION SUPPORTING ACQUISITION OF 90 ACRES OF LAND FROM JUDY A. LINN FOR PARCEL #33-02-02-14-200-006 FOR LAND PRESERVATION PURPOSES.

Attachments:

1. Resolution to Approve
2. Parcel Location Map
3. Parcel Map

RESOLUTION TO APPROVE

**Land Preservation Acquisition Recommendation
Judy A. Linn Property**

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 12th day of December, 2017, at 6:00 p.m. local time.

PRESENT:

ABSENT:

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

WHEREAS, Judy A. Linn wishes to sell 90 acres of undeveloped real estate in Meridian Township with parcel number 33-02-02-14-200-006; and

WHEREAS, the Charter Township of Meridian Land Preservation Advisory Board recommends the purchase of this property; and

WHEREAS, the Charter Township of Meridian Land Preservation Ordinance, Chapter 22, Article III authorizes the Charter Township of Meridian to purchase property of the kind and character that are the subject of the resolution; and

WHEREAS, the Charter Township of Meridian agrees to acquire the land that was appraised at \$800,000 for a purchase price of \$600,000 with a \$200,000 donation from the property owner as agreed upon in written agreement.

NOW THEREFORE BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, HEREBY APPROVES THE PURCHASE OF 90 ACRES OF LAND AS SHOWN ON THE ATTACHED MAPS FOR PARCEL #33-02-02-14-200-006. THE APPRAISED VALUE OF THE LAND WAS \$800,000 WITH AN AGREED TO PURCHASE PRICE OF \$600,000 WITH A \$200,000 DONATION BY PROPERTY OWNER, JUDY A. LINN. A BUDGET AMENDMENT SHALL BE MADE FROM THE LAND PRESERVATION FUND BALANCE TO ACCOUNT NUMBER 209.000.000-971.000 TO COVER THE TRANSACTION COST.

BE IT FURTHER RESOLVED THAT THE TOWNSHIP BOARD AUTHORIZES THE TOWNSHIP MANAGER TO EXECUTE ACQUISITION DOCUMENTS ON BEHALF OF THE TOWNSHIP.

ADOPTED: YEAS:
 NAYS:





Memo to Township Board
December 12, 2017
RE: Land Preservation Acquisition Recommendation
Judy A. Linn Property
Page 4 of 4

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 a resolution adopted at a regular meeting of the Township Board on the 12th day of December 2017.

Brett Dreyfus, CMMC
Township Clerk

Land Preservation Recommended Acquisitions

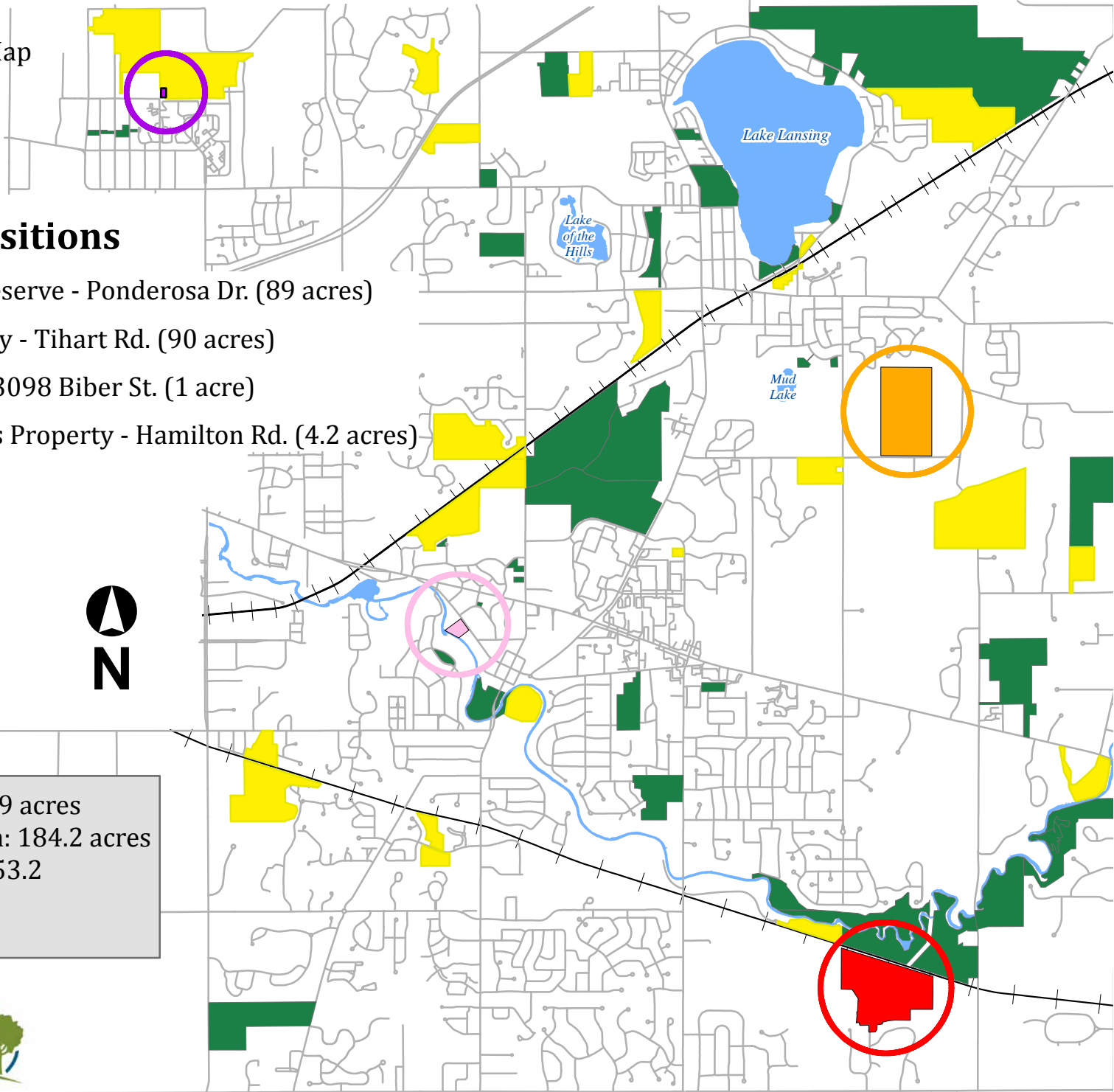
-  12.E. Ponderosa Land Preserve - Ponderosa Dr. (89 acres)
-  12.F. Judy A. Linn Property - Tihart Rd. (90 acres)
-  12.G. Mitroka Property - 3098 Biber St. (1 acre)
-  12.H. Mandenberg Woods Property - Hamilton Rd. (4.2 acres)

Legend

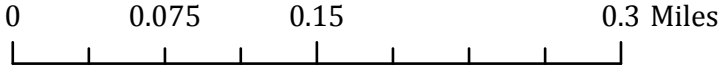
-  Land Preserves
-  Parks
-  Lakes & Rivers
-  Roads
-  Railroads

Current Land Preserve Area: 769 acres
Recommended Acquisition Area: 184.2 acres
New Land Preservation total: 953.2



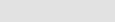
Current Park Area: 910 acres



Linn Property



Legend

-  Linn Property (90 acres)
-  Parcels
-  Roads

Parcel Number: 33-02-02-14-200-006





To: Board Members

**From: LuAnn Maisner, CPRP
Director of Parks and Recreation**

Date: December 12, 2017

**Re: Land Preservation Acquisition Recommendation
Mitroka Property (Addition to Towar Woods Land Preserve)**

**3098 Biber Street East Lansing, MI 48823;
Parcel number: 33-02-02-06-276-002**

The Land Preservation Advisory Board is pleased to present the Mitroka Property, an addition to the current Towar Woods Land Preserve for Township acquisition. This property is a donation.

Property Location

This is a 1-acre property is located at the intersection of Biber Street and Hardy Avenue in East Lansing, Michigan (Meridian Township). The property is bordered on two sides by an existing land preserve, Towar Woods.

Natural Features Description

This parcel squares off a corner of the current Towar Woods Land Preserve, a 125-acre natural area boasting mature hardwood trees, vernal pools, and numerous native wildlife species. The preserve has walking trails for the enjoyment of surrounding neighborhoods as well as several apartment complexes. The land will be managed through the Township’s Land Preservation Program, which is a millage funded program developed to protect, preserve and enhance Meridian Township's open spaces and natural features.

Meridian Greenspace Plan

The proposed property is indicated on the Meridian Greenspace Plan as a “Priority Conservation Corridor”.

Purchase Agreement

A real estate donation agreement has been signed by both the seller and buyer. The Land Preservation Advisory Board believes the property meets the intent of the Land Preservation Program and very much looks forward to adding the parcel to the Land Preservation Program. A map identifying the property location is attached.

Memo to Township Board
December 12, 2017
RE: Land Preservation Acquisition Recommendation
Mitroka Property
Page 2 of 4

Phase I Environmental Site Assessment

ASTI Environmental Services performed a Phase 1 Environmental Site Assessment on October 3, 2017 as is required by the Land Preservation Ordinance.

Section 61 Review

The Planning Commission reviewed and approved this property at their November 13, 2017 regular meeting.

MOTION FOR TOWNSHIP BOARD CONSIDERATION:

MOVE TO SUPPORT THE ATTACHED RESOLUTION TO ACCEPT A DONATION OF 1-ACRE OF LAND WITH PARCEL #33-02-02-06-276-002 FROM MATT MITROKA AND SARAH MILLER FOR LAND PRESERVATION PURPOSES.

Attachments:

1. Resolution to Approve
2. Parcel Location Map
3. Parcel Map

RESOLUTION TO APPROVE

**Land Preservation Acquisition Recommendation
Mitroka Property**

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 12th day of December 2017, at 6:00 p.m. local time.

PRESENT:

ABSENT:

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

WHEREAS, Matt Mitroka and Sarah Miller wish to donate approximately 1 acre of undeveloped real estate in Meridian Township; and

WHEREAS, the Charter Township of Meridian Land Preservation Advisory Board recommends the acceptance of the donation of the property; and

WHEREAS, the Charter Township of Meridian Land Preservation Ordinance, Chapter 22, Article III authorizes the Charter Township of Meridian to acquire property of the kind and character that are the subject of the resolution; and

WHEREAS, the Charter Township of Meridian agrees to acquire the land by a full donation as agreed upon in written agreement.

NOW THEREFORE BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, HEREBY APPROVES ACCEPTING THE DONATION OF ONE PARCEL OF LAND FROM MATT MITROKA AND SARAH MILLER ("SELLERS") AS SHOWN ON THE ATTACHED MAPS FOR PARCEL #33-02-02-06-276-002 AS A FULL DONATION TO THE LAND PRESERVATION PROGRAM.

BE IT FURTHER RESOLVED THAT THE TOWNSHIP BOARD AUTHORIZES THE TOWNSHIP MANAGER TO EXECUTE ACQUISITION DOCUMENTS ON BEHALF OF THE TOWNSHIP.

ADOPTED: YEAS:

NAYS:





Memo to Township Board
December 12, 2017
RE: Land Preservation Acquisition Recommendation
Mitroka Property
Page 4 of 4

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 a resolution adopted at a regular meeting of the Township Board on the 12th day of December 2017.

Brett Dreyfus, CMMC
Township Clerk

Land Preservation Recommended Acquisitions

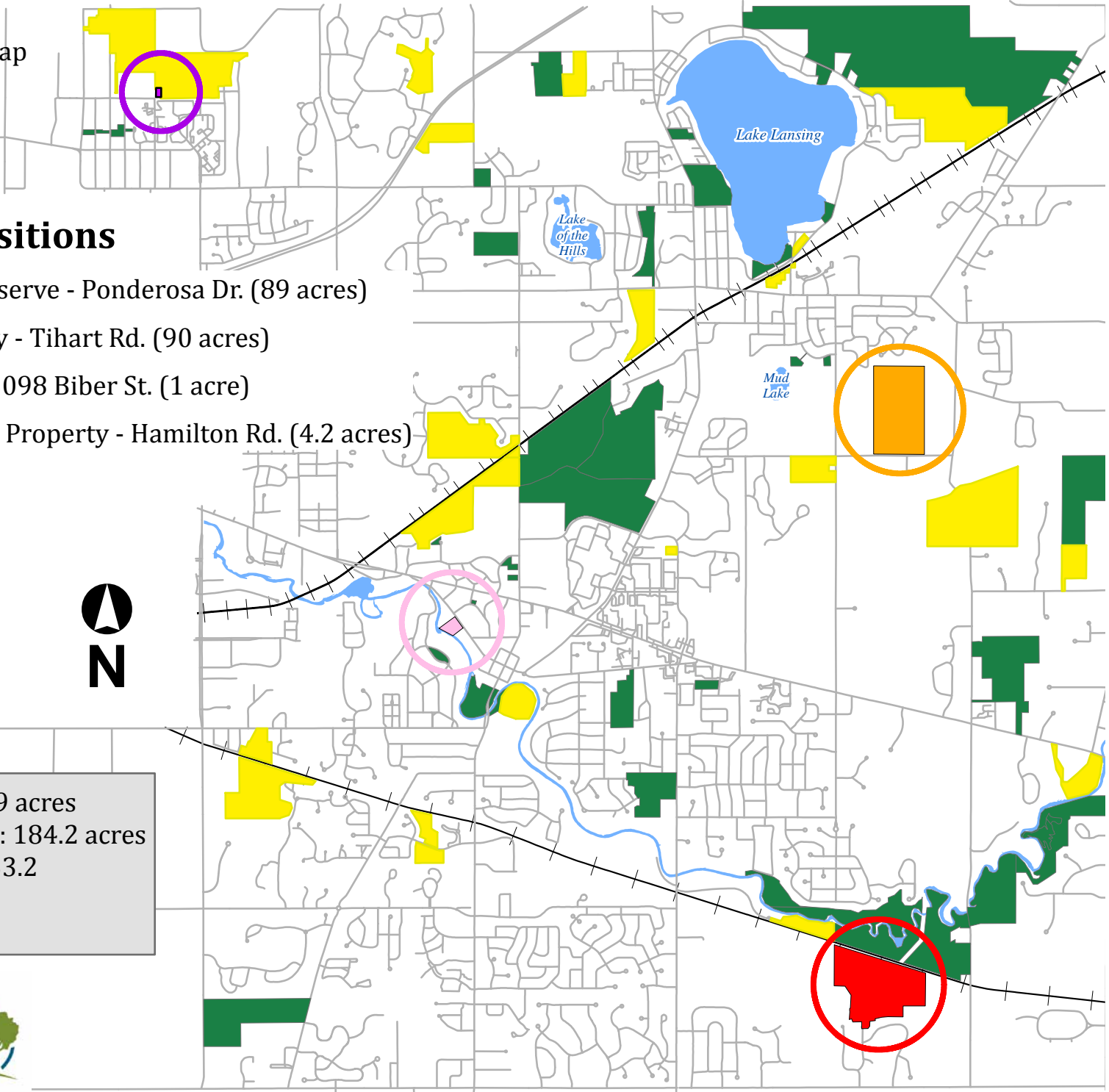
-  12.E. Ponderosa Land Preserve - Ponderosa Dr. (89 acres)
-  12.F. Judy A. Linn Property - Tihart Rd. (90 acres)
-  12.G. Mitroka Property - 3098 Biber St. (1 acre)
-  12.H. Mandenberg Woods Property - Hamilton Rd. (4.2 acres)

Legend

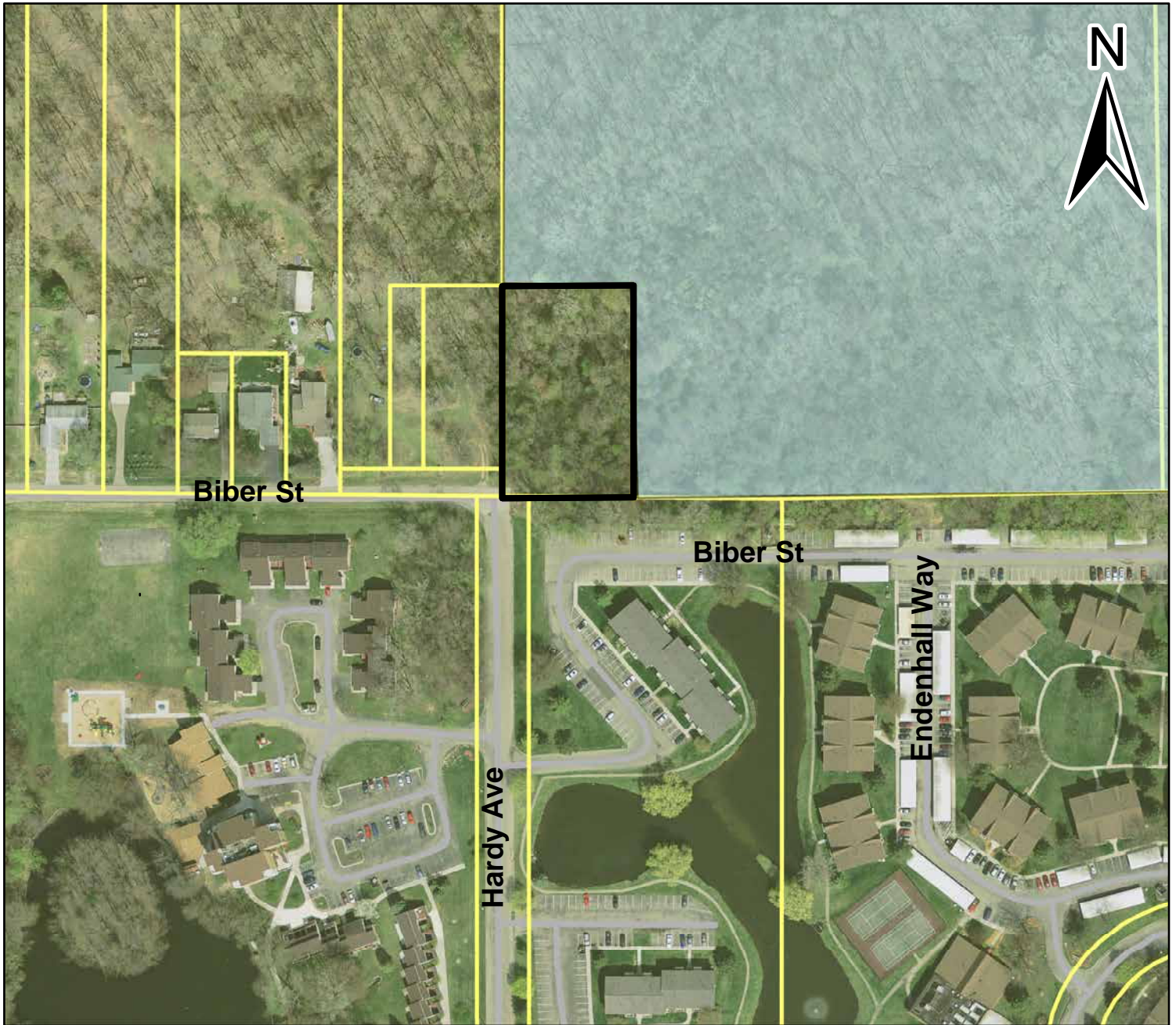
-  Land Preserves
-  Parks
-  Lakes & Rivers
-  Roads
-  Railroads

Current Land Preserve Area: 769 acres
Recommended Acquisition Area: 184.2 acres
New Land Preservation total: 953.2





Current Park Area: 910 acres

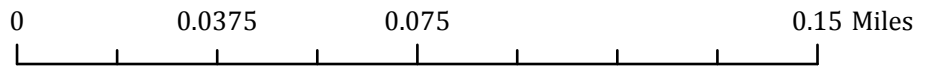


Mitroka Property



Legend

-  Mitroka Property (1 acre)
-  Towar Woods Preserve
-  Parcels
-  Roads



Parcel No: 33-02-02-06-276-002





To: Board Members

**From: LuAnn Maisner, CPRP
Director of Parks and Recreation**

Date: December 12, 2017

**Re: Land Preservation Acquisition Recommendation
Mandenberg Woods Property
Southwest side of Hamilton Road, parcel number 33-02-02-21-179-009**

The Land Preservation Advisory Board is pleased to present the Mandenberg Woods Property for Township acquisition.

Property Location

This is a 4.2 acre property located near downtown Okemos on the southwest side of Hamilton Road along the Red Cedar River.

Natural Features Description

This parcel of land has unique features such as a large, 60-year old stand of spruce trees, vernal pools containing fairy shrimp, and river frontage. Vernal pools are critical breeding habitat for many native reptiles and amphibians such as Wood Frogs, Spotted Salamanders and Spring Peepers. The land will be managed through the Township's Land Preservation Program, which is a millage funded program developed to protect, preserve and enhance Meridian Township's open spaces and natural features.

Meridian Greenspace Plan

The proposed property is indicated on the Meridian Greenspace Plan as a "Fragile Link".

Purchase Agreement

A purchase agreement has been signed by both the seller and buyer. The Land Preservation Advisory Board believes the property meets the intent of the Land Preservation Program and very much looks forward to adding the parcel to the Land Preservation Program. A map identifying the property location is attached.

Phase I Environmental Site Assessment

ASTI Environmental Services performed a Phase 1 Environmental Site Assessment on November, 16, 2017 as is required by the Land Preservation Ordinance.

Memo to Township Board
December 12, 2017
RE: Land Preservation Acquisition Recommendation
Mandenberg Woods Property
Page 2 of 4

Section 61 Review

The Planning Commission reviewed and approved this property at the November 13, 2017 regular meeting.

Cost

Sale Price:	\$63,000
Funds from Land Preservation	\$63,000

MOTION FOR TOWNSHIP BOARD CONSIDERATION:

MOVE TO APPROVE THE ATTACHED RESOLUTION TO ACQUIRE PARCEL #33-02-02-21-179-009 IN THE AMOUNT OF \$63,000 FOR 4.2 ACRES FROM PROPERTY OWNERS, JONI STARR AND MILDRED MANDENBERG FOR LAND PRESERVATION PURPOSES.

Attachments:

1. Resolution to Approve
2. Parcel Location Map
3. Parcel Map

RESOLUTION TO APPROVE

**Land Preservation Acquisition Recommendation
Mandenberg Woods Property**

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 12th day of December 2017, at 6:00 p.m. local time.

PRESENT:

ABSENT:

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

WHEREAS, Joni Starr and Mildred Mandenberg wish to sell approximately 4.2 acres of undeveloped real estate in Meridian Township; and

WHEREAS, the Charter Township of Meridian Land Preservation Advisory Board recommends the purchase of these properties; and

WHEREAS, the Charter Township of Meridian Land Preservation Ordinance, Chapter 22, Article III authorizes the Charter Township of Meridian to purchase property of the kind and character that are the subject of the resolution; and

WHEREAS, the Charter Township of Meridian agrees to acquire the land by purchase price of \$63,000 as agreed upon in written agreement.

NOW THEREFORE BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, HEREBY APPROVES THE PURCHASE OF THE PARCEL OF LAND AS SHOWN ON THE ATTACHED MAP FOR PARCEL #33-02-02-21-179-009 FOR THE PURCHASE PRICE OF \$63,000 AND THAT A BUDGET AMENDMENT BE MADE FROM THE LAND PRESERVATION FUND BALANCE TO ACCOUNT NUMBER 209.000.000-971.000 TO COVER THE TRANSACTION COST.

BE IT FURTHER RESOLVED THAT THE TOWNSHIP BOARD AUTHORIZES THE TOWNSHIP MANAGER TO EXECUTE THE ACQUISITION DOCUMENTS ON BEHALF OF THE TOWNSHIP.

ADOPTED: YEAS:

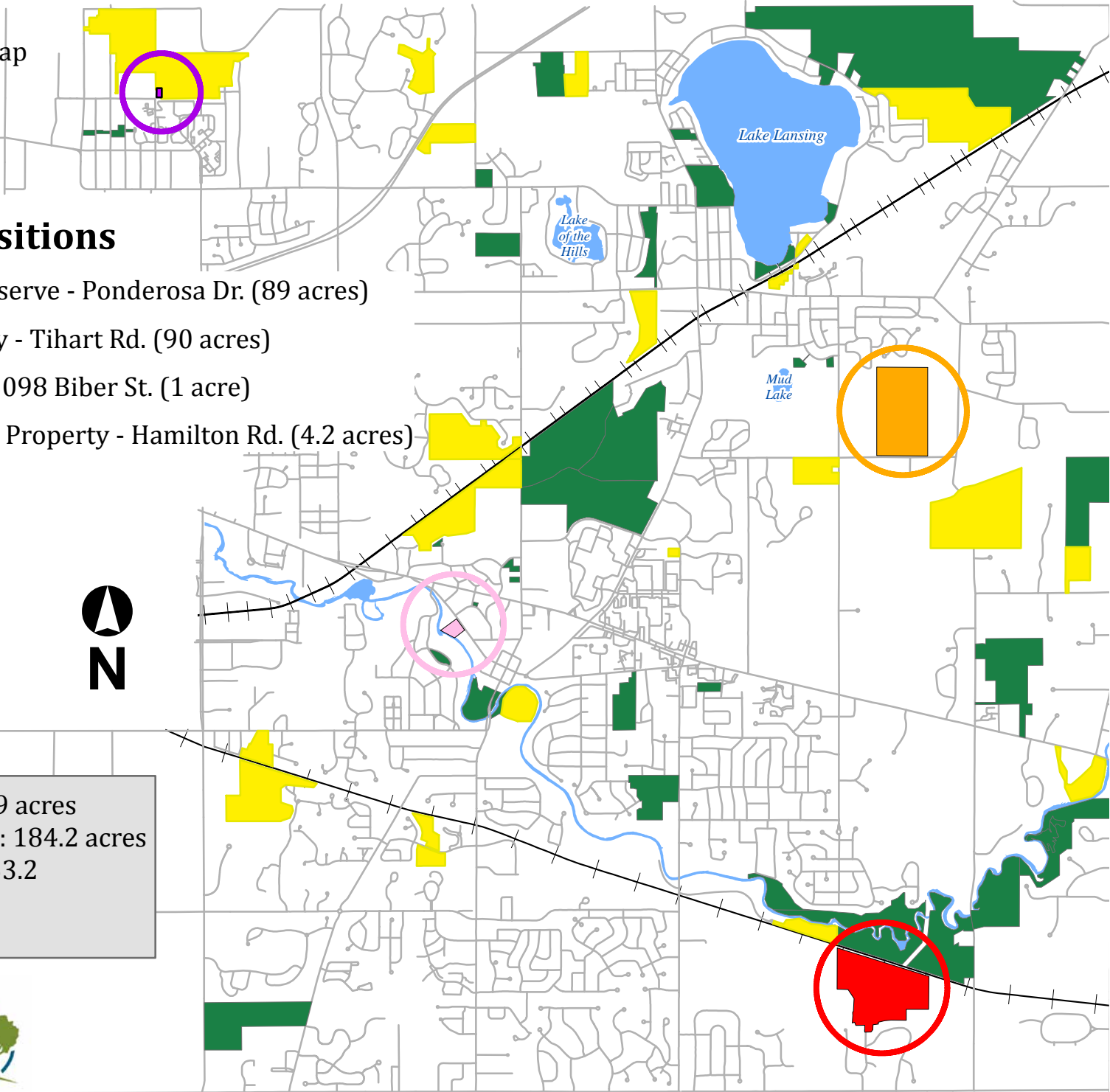
NAYS:

Memo to Township Board
December 12, 2017
RE: Land Preservation Acquisition Recommendation
Mandenberg Woods Property
Page 4 of 4





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 a resolution adopted at a regular meeting of the Township Board on the 12th day of December 2017.

Brett Dreyfus, CMMC
Township Clerk



Land Preservation Recommended Acquisitions

-  12.E. Ponderosa Land Preserve - Ponderosa Dr. (89 acres)
-  12.F. Judy A. Linn Property - Tihart Rd. (90 acres)
-  12.G. Mitroka Property - 3098 Biber St. (1 acre)
-  12.H. Mandenberg Woods Property - Hamilton Rd. (4.2 acres)

Legend

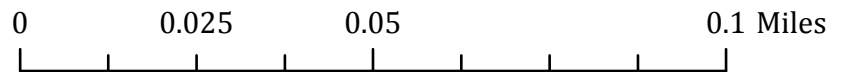
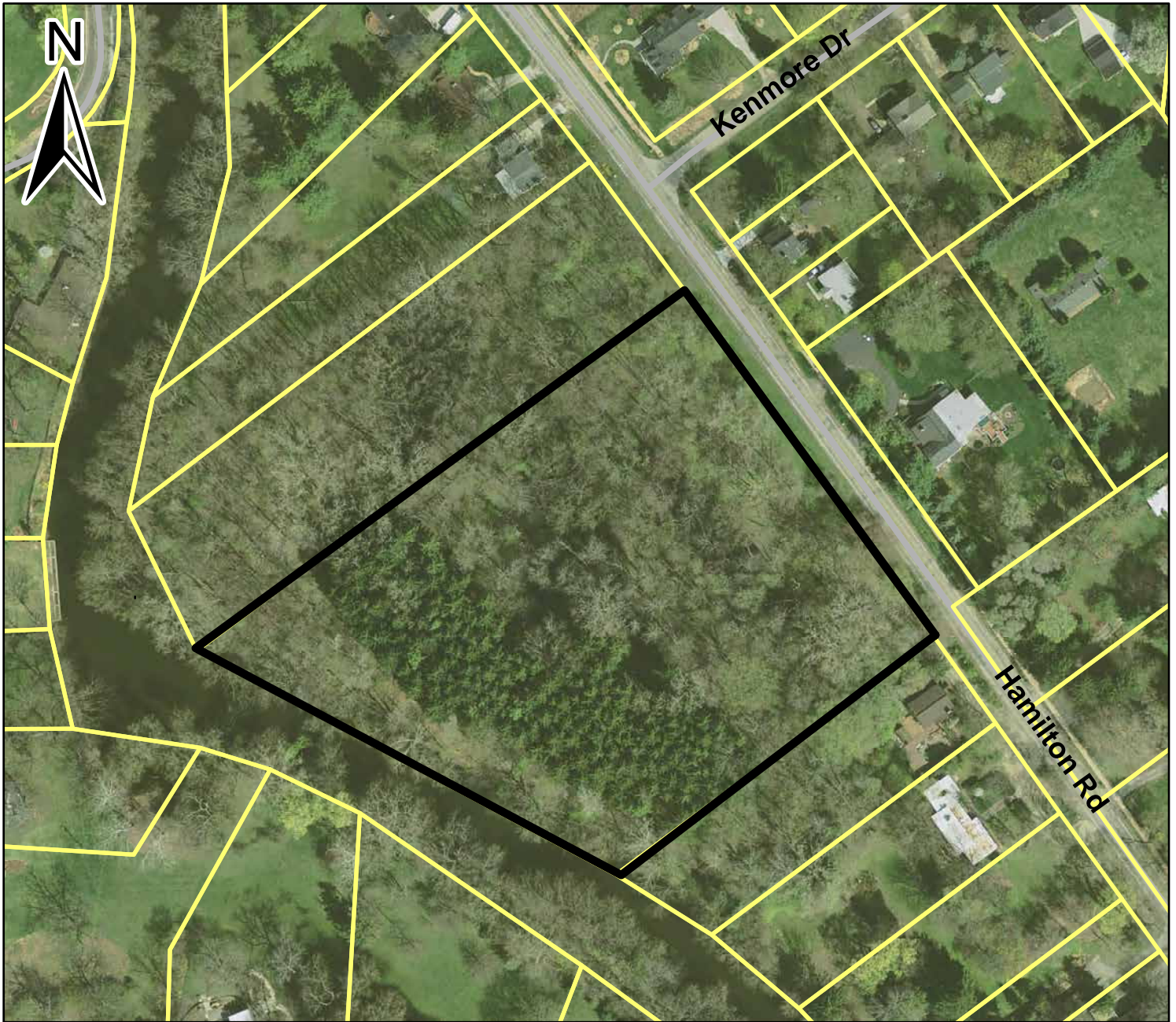
-  Land Preserves
-  Parks
-  Lakes & Rivers
-  Roads
-  Railroads

Current Land Preserve Area: 769 acres
Recommended Acquisition Area: 184.2 acres
New Land Preservation total: 953.2




Current Park Area: 910 acres



Mandenber Wood



Legend

-  Mandenberg (4.2 acres)
-  Parcels
-  Roads

Parcel Number: 33-02-02-21-179-009

