



AGENDA  
CHARTER TOWNSHIP OF MERIDIAN  
TOWNSHIP BOARD – REGULAR MEETING  
April 4, 2017 6:00 PM



1. CALL MEETING TO ORDER\*
2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
3. ROLL CALL
4. PRESENTATION
5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS\*
6. TOWNSHIP MANAGER REPORT
  - A. Quarterly Report
  
7. BOARD MEMBER REPORTS AND ANNOUNCEMENTS
8. APPROVAL OF AGENDA
9. CONSENT AGENDA (SALMON)
  - A. Communications
  - B. Minutes – March 21, 2017 Regular Meeting
  - C. Bills
  - D. Amendment to the DDA Loan Installment Payment Schedule
  - E. Police and Fire August Millage 2017-2026
  - F. Celebrate Meridian Liquor License
  
10. QUESTIONS FOR THE ATTORNEY
11. HEARINGS (CANARY)
  - A. Meridian Township Brownfield Authority
  - B. Bennett Village Phase #2 Streetlighting SAD #424
  
12. ACTION ITEMS (PINK)
  - A. Rezoning #16070 (Singh) 1954 Saginaw Highway RR (Rural Residential) to RDD (Multiple Family-5 units per acre)-**Final Adoption**
  - B. Rezoning # 17010 (Portnoy & Tu) north of 2476 Jolly Road from RA (Single Family-Medium Density) to PO (Professional and Office)-**Introduction**
  - C. Harkness Law Firm Contract
  - D. Sierra Ridge No. 3 Final Plat
  
13. BOARD DISCUSSION ITEMS (ORCHID)
  - A. Meridian Township Brownfield Authority
  - B. Bennett Village Phase #2 Streetlighting SAD #424
  - C. Recycling Center Operation Agreement
  
14. COMMENTS FROM THE PUBLIC\*
15. OTHER MATTERS AND BOARD MEMBER COMMENTS
16. ADJOURNMENT
17. POSTSCRIPT – KATHY ANN SUNDLAND

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

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

**TOWNSHIP BOARD REGULAR MEETING COMMUNICATIONS, APRIL 4, 2017**

(1) Board Information (BI)

- BI-1 Stuart D. Sleight, 6250 Skyline Drive, East Lansing; RE: Rezoning #16060 (Summer Park Realty)
- BI-2 Patty McPhee, 5275 Thames Drive, Haslett; RE: BRT and other concerns
- BI-3 Neil Bowlby, 6020 Beechwood Drive, Haslett; RE: Board action regarding the recommendation of the Local Officials Compensation Commission
- BI-4 Ody Norkin, 3803 Sandelwood Drive, Okemos; RE: Shameful gang style attack by the Brixie led Board on Clerk Dreyfus
- BI-5 Donna Rose, 6207 Cobblers Drive, East Lansing; RE: Board action regarding the recommendation of the Local Officials Compensation Commission, CATA BRT and Redi-Ride



6. A

**To:** Board Members

**From:** Frank L. Walsh  
Frank L. Walsh, Township Manager

**Date:** March 31, 2017

**Re:** Quarterly Report

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I'm pleased to provide to you the first quarterly report for 2017. Thank you to the Management Team for their effort in preparing the report. We are proud of our collective accomplishments and look forward to the remaining nine months of 2017. Please let me know if you have any questions.

**Attachment:**

1. 2017 1<sup>st</sup> Quarter Report

## ACCOUNTING AND BUDGETING

- Director Mattison continues to work on year-end entries and year-end schedules. Andrews Hooper and Pavlik, PLC (AHP) will be on site the weeks of April 3<sup>rd</sup> through April 14<sup>th</sup>. We anticipate we will be presenting the Audit to the Board in May.
- The Department is keeping up to date on collecting credit card slips. We have made changes to several departments and it seems to be working much better for getting the information to Accounting.
- We have received the Actuarial valuation from Gabriel Roeder Smith & Company on the Township Pension Plan. With the changes made to the investment at the last Pension Board meeting, it looks as if we are on the right track with the Township Pension. The Plan is 73.68% funded with an unfunded liability of \$1,447,937. The employee required contribution is \$206,057, but we have budget \$400,000 as a payment to the plan.

## ASSESSING

### **2016 Settlement Tax Roll**

In 2013, the Township received approval from the State of Michigan to use a computerized tax roll, as opposed to maintaining a hard copy of the tax roll with payments manually recorded on it. A requirement of using a computerized tax roll is that the Assessor must certify the settlement tax roll annually; the Assessor has reviewed and certified the 2016 settlement tax roll for the Township.

### **2017 Assessment Roll Preparation**

Work was completed this quarter on preparation of the Township's 2017 assessment roll. Efforts were made to add new construction occurring in the Township between December 31, 2015 and December 31, 2016 to the assessment roll for 2017. These efforts included site inspections and valuation work in the office. Additionally, land value and economic condition factor studies were completed and the results applied to parcels in the Township. Economic condition factors (ECFs) are used to adjust the values of buildings (determined by assessors using a cost manual) to market values for different areas or neighborhoods. This is done with sales information from those areas. Land values were studied for all areas of the Township; ECFs were established for all areas of the Township as well. Other assessment roll preparation work included performing splits and combinations of parcels and processing Personal Property Statements and claims for the "small taxpayer" personal property tax exemption for 2017.

### **2017 Assessor's Review**

The Township's annual Assessor's Review was conducted on March 1, 2, and 3, 2017. Approximately 75 parcels were involved in the review this year. Roughly 70 parcels were involved in the 2016 Assessor's Review and about 100 parcels were involved in the 2015 Assessor's Review. The Assessor's Review provides property owners with an opportunity to talk with Assessing Department staff on an informal basis. The Assessor's Review allows property owners to gain a better understanding of the assessing process in general and how that process was applied to their properties in particular. The Assessor's Review can also be helpful for bringing any errors in the data used to value property or specific issues affecting individual properties to the attention of the Assessing Department. Corrections can then be made without the need for a formal appeal to the Board of Review or the Michigan Tax Tribunal. The Assessor's Review enhances the transparency of the assessing process; it also results in more accurate property valuations and an efficient resolution of difficult valuation issues.

### **2017 Board of Review**

The Board of Review concluded its March appeals sessions on March 16. Appeals were again comparatively light for 2017. Only 106 parcels were involved in an appeal heard by the Board of Review in 2017. This was quite similar to the 103 appeals for 2016 which was also considered a very light year in terms of appeal activity. There are 13,121 parcels of residential property in the Township. Appeals disputing assessed values were filed with the 2017 Board of Review for only 50 residential parcels (0.38 percent of all residential parcels). Roughly half (26 out of 50) were successful in seeking a value reduction. As of the close of the Board of Review, the Township's total assessed value stands at \$1,892,356,824, up 3.9 percent from 2016. The Township's tax base stands at \$1,688,081,153, up 2.9



percent from 2016. Board of Review decision notices were timely mailed to property owners and their agents. A chart summarizing Board of Review activity for 2017 is provided below:

### 2017 Board of Review Action Report

Code	Classification	No. of Appeals	No. Granted	Total Assessed Value Change	Total Taxable Value Change
<b>Real Property</b>					
100	Agricultural	0	0	\$0	\$0
200	Commercial	7	3	\$-38,800	\$527,649
300	Industrial	0	0	\$0	\$0
400	Residential	73	49	\$-3,145,276	\$-2,727,066
500	Timber-Cutover	0	0	\$0	\$0
600	Developmental	0	0	\$0	\$0
<b>Personal Property</b>					
150	Agricultural	0	0	\$0	\$0
250	Commercial	26	24	\$58,900	\$58,900
350	Industrial	0	0	\$0	\$0
450	Residential	0	0	\$0	\$0
550	Utility	0	0	\$0	\$0
	<b>Total</b>	<b>106</b>	<b>76</b>	<b>\$-3,125,176</b>	<b>\$-2,140,517</b>

No. of Poverty/Vet Exemptions Applied For	No. of Poverty/Vet Exemptions Granted
23	23

#### 2017 Required Reports

Post-Board of Review reports were timely completed and submitted to Ingham County and the State of Michigan as required by law and as requested by the Ingham County Equalization Department. These reports are necessary for the process of equalization and to determine millage rollbacks for the Township and other taxing entities for 2017.

#### COMMUNICATIONS/HOMTV

##### Communications Commission

In February 2017, based on recommendations from the Communications Commission, the Township Board appointed Leslie Charles and Eric Langdon as alternates for the Communications Commission.

Commissioner Tunga Kiyak is working with staff on DAS.

##### HOMTV Programming

In January, HOMTV began providing closed captioning of all Township Board, Park Commission, ZBA, Planning Commission and Environmental Commission meetings available on demand. There is a 24 hour turnaround time for closed captioned meetings to be available. This was a 2016 Communications Commission goal and Township Board goal. The Board approved the 2017 budget year for these services. We began those services in January. Most PEG channels do not provide this service. It is not required by the FCC for PEG channels to provide closed captioning, but the Township feels strongly in having this be provided to its residents and we are happy to have this as an additional HOMTV programming service.

HOMTV has a new responsive design website with improved video integration from a new provider, Swagit Productions LCC and was launched on March 8, 2017. New features include: closed captioning services for archived

on demand meetings, story and program search capability, visitor account accessibility to increase viewer engagement and a mobile friendly responsive design. Videos are now easily viewable from any device. Accessibility was a goal of the Communication Commission.

### **Township Website**

Vision Internet has completed the implementation phase of the new website on the development server. We expect to go live with the new site in mid to late April.

- This week we are resolving functionality issues
- Next week, Vision reviews the homepage with us and how to set everything up
- Once the Content Manager list is submitted we schedule training and conduct training
- Communications Specialist Brandie Yates and Director Guthrie will work with departments at the end of March to clean up content (some of this has been completed)
- Ms. Yates and Ms. Guthrie are working on site map integration which needs to be completed by April 11<sup>th</sup>. Once complete, content migration begins to the new site

### **Township Branding**

We are in the branding process. We officially unveiled the new brand to the public on March 9, 2017. The Township Hall has replaced the old seal with a new acrylic logo sign. The Dais has an acrylic sign of the new logo, as well. The public podium has the 175<sup>th</sup> acrylic sign logo. The new brand logo will begin to be rolled out on Township vehicles. New cars will receive the logo first and then as cars are repaired, the old seal will be taken off and replaced. ID cards and business cards are in the process of being finalized for print. Most templates for Township collateral pieces have been created. A sign committee has been created to develop a plan of action for way warding and Township signs internally and externally.

### **Marketing**

#### Promotional Videos

- 175<sup>th</sup> Special Events Guide
- Meridian's New Year's Eve Event at Studio C!
- Taste of Meridian
- Enactment Day Ceremony at Michigan State Capitol
- Chinese New Year
- Howl at the Moon
- Chipmunk Storytime
- Winter Farmers' Market
- Taste of Meridian Featurette: Asian Buffet
- National Quilt Day
- Meridian Township: A Prime Community
- HOMTV Internship Track: Reporting
- HOMTV Internship Track: Production
- HOMTV Internship Track: Social Media and Promotion
- Earth Day
- Spring Recycling Event
- Eating Healthy
- Spring Allergens
- HOMTV Meet the Rookie Intern Social Videos (8)

#### **Photo Albums**

##### January

- New Year's Eve Fireworks & 175<sup>th</sup> Anniversary Kick Off Celebration
- 2017 Gus Macker Media Event
- 2017 Polar Bear 5k Run/Walk
- 2017 Winter Wonderland
- Taste of Meridian 2017

##### February

- 2017 Cross Country Skiing
- 2017 Winter Farmers' Market
- 2017 Snowshowing
- 2017 Chinese New Year Celebration
- 2017 Celebrate Enactment Day
- Chick-fil-A

##### March

- WILX Commercial Shoot
- Sir Pizza Ribbon Cutting
- Big John Steak & Onion Ribbon Cutting
- Salon Red Ribbon Cutting
- Pancake Breakfast Meridian's 175 Anniversary

- Meridian Township New Brand & Seal Unveiling
- 2017 Friend of the Park Appreciation Event
- 2017 Meridian Township Traveling Pictorial
- 2017 Storytime Quilting Display
- 2017 Winter Snowscapes
- ReBranding Photos

### Print Materials

#### **Flyers**

- Chinese New Year
- Enactment Day Celebration
- Meridian Township 175<sup>th</sup> Birthday Party at old Chicago
- Pancake Breakfast Event
- Winter Farmers Market
- Taste of Meridian
- Gus Macker Information
- Be A 175th Sponsor
- Traveling Pictorial
- Meridian Township's 175th Anniversary
- Vernal Pools

#### **Township Closed Door Flyers**

- Closed for Martin Luther King Jr. Day
- Closed for President's Day
- Closed for Team Building

#### **Publications/Press Kits**

- Meridian Monitor / 175th Special Events Guide
- Parks and Recreation Family Fun Guide
- Meridian Senior Center Newsletter January – February 2017
- HOMTV Alumni Scoop Newsletter March 2017
- Meridian Senior Center Newsletter March – April 2017
- Gus Macker Press Kit

### **Press Releases**

#### January

- 5-Year Parks and Recreation Master Plan Public Review Continues 1-9-17
- Traveling Pictorial Exhibit on Display Throughout 2017 1-9-17
- Taste of Meridian Tour Kicks Off 2017 1-9-17

- Parks & Recreation to Host 10th Annual 5K Polar Bear Race/Walk 1-11-17
- Media Advisory: Gus Macker Media Event 1-13-17
- Media Advisory: Gus Macker Media Event 1-17-17
- Parks & Recreation to Host 10th Annual 5K Polar Bear Race/Walk Re-Release 1-17-17
- Gus Macker Comes to Meridian Township 1-17-17
- Chinese New Year Celebration in Meridian Township 1-23-17
- Meridian Township Joins Couch to 5K 1-23-17
- Meridian Township Celebrates Enactment Day 1-30-17
- Meridian Township Hosts Taste of Meridian Tour 1-30-17

#### February

- Chinese New Year Celebration in Meridian Township Re-release 2/6/2017
- Meridian and Delhi Celebrate 175th Anniversary at Michigan State Capitol 2/6/2017
- Old Chicago Hosts 175th Fundraiser Event 2/6/2017
- Meridian Township Board Pays Tribute to Members 2/10/2017
- Meridian Township Board Urges President to Reverse Executive Order 2/10/2017
- Media Advisory: Chinese New Year Celebration 2/10/2017
- Celebrate Township Birthday at Old Chicago 2/13/2017
- Meridian and Delhi Celebrate 175th Anniversary at Michigan State Capitol ReRelease 2/13/2017
- Traveling Pictorial Exhibit Showcased at Two February Locations 2/13/2017
- Firefighters Union and Scout Troops Team Up to Give Back 2/27/2017
- EDC Donates Funding to Mini Maker Foundation 2/27/2017

#### March

- Fire Fighters Union and Scout Troops Team Up 3/6/17
- Meridian Township Unveils its New Seal 3/9/17
- Warming Center Opens 3/9/17
- UPDATED Warming Center 3/10/17
- Media Advisory – Pancake Breakfast 3/10/17
- Media Advisory – Pancake Breakfast ReRelease 3/13/17
- Historical Quilting Storytime 3/13/17
- Meridian Township Vernal Pool Presentation 3/13/17
- Pancake Breakfast Check Presentation 3/20/17
- 2017 Prescribed Burn 3/20/17

## Media Coverage

### New Year's Kick Off Celebration

- Article for OHS Press by Adanya Gilmore 1/22/17
- WILX – Fireworks and ball drop planned for New Year's Eve – 12/27/16  
<http://www.wilx.com/content/news/Fireworks-and-ball-drop-planned-for-New-Years-Eve-408418115.html>
- WILX – Meridian Township celebrates New Year and 175th Anniversary – 1/1/17  
<http://www.wilx.com/content/news/Meridian-Township-Celebrates-New-Years-and-175th-Anniversary-409070615.html>
- Fox 47 – 1/1/17
- City Pulse – Event Calendar – 12/28/16
- WLNS – Fireworks on New Year's Eve – 12-29-16 <http://wlns.com/2016/12/29/fireworks-on-new-years-eve-we-have-that/>
- WKAR.org – Jane Rose interview 12/26/16
- Lansing 501 Blog – Your #LoveLansing New Year's Eve guide – 12/21/16
- 92.1 The Team Interview 12/19/26 - <http://team921fm.com/podcasts/IBEW-Local-665-and-NECA-Connecting-with-Community/2492/topic-deborah-guthrie-communications-director-meridian-twp/>

### Traveling Pictorial Exhibit

- American Towns – Travel Through Time – 2/14
- Capital Area District Libraries (CADL) – Winter 2017

### Gus Macker Comes to Meridian

- Spartan News Room – 2/19/17 <http://news.jrn.msu.edu/2017/02/meridian-officials-look-to-bring-tourism-with-basketball-tournament/>
- 99.1 WFMK (web) – 1/18/17 <http://99wfmk.com/gus-macker-basketball-tournament-this-summer-at-meridian-mall/>
- Owosso Athletics – 2/10/17 <http://trojansathletics.com/2017/02/10/gus-macker-coming-to-area/>
- 100.7 WITL (web) – 1/18/17 <http://witl.com/gus-macker-tournament-coming-to-mid-michigan/>
- USA today 1/14/17 - <http://www.usatoday.com/story/sports/2017/01/14/staudt-jerry-vanhavel-worthy-college-coaching/96594288/>
- Lansing State Journal – 1/17/17 <http://www.lansingstatejournal.com/story/sports/2017/01/17/gus-macker-tournament-coming-meridian-mall/96675964/>
- Greater Lansing Convention & Visitors Bureau - <http://www.lansing.org/event/gus-macker-comes-to-meridian/14555/>
- Event BU - <https://us.eventbu.com/city/gus-macker-comes-to-meridian-township/251741>
- Meridian Garden Club Events Calendar - <http://meridiangardenclub.weebly.com/event-calendar.html>
- The Schuiling Report – 1/11/17 <https://www.youtube.com/watch?v=NJ48Wu4IEEc>

### Chinese New Year Celebration

- Active.com 2/11/17 -- <http://www.active.com/okemos-mi/chinese-new-year-celebration-2017>
- Best Festivals – 2/11/17 - <http://best2017festivals.com/event/chinese-new-year-celebration-2017-02-11-okemos-mi.html>

### Meridian Township Enactment Day/ Old Chicago Birthday Party

- Spartan News Room -<http://news.jrn.msu.edu/2017/03/meridian-township-celebrates-175th-anniversary/>

- Spartan News Room - <http://news.jrn.msu.edu/2017/02/old-chicago-celebrates-with-meridian-township/>
- FOX news – Around Town - 2/14/17
- Q106 Live Interview – 2/16/17
- WLMI Live Interview – 2/16/17
- MSU Journalism Student Interviews – 2/16/17
- WLNS Interview – 2/16/17

**Okemos Athletic Director Honored**

- Detroit Free Press – 2/28
- USA today (Print and Web) – 2/28
- BVT News – 2/28
- World News.com – 2/28
- Newsdump.com – 2/28

**Meridian Township Board Urges President to Reverse Executive Order**

- WLNS - <http://wlns.com/2017/02/08/meridian-township-approves-resolution-to-stand-against-travel-ban/>

**Meridian’s 175<sup>th</sup> Pancake Breakfast**

- WLNS – 3/14, <http://wlns.com/2017/03/14/scouts-and-meridian-twp-firefighters-serve-up-pancakes/>
- Wherevent - <http://www.wherevent.com/detail/Meridian-Celebrates-175-Pancake-Breakfast>
- FOX 47 News – 3/7, <http://www.fox47news.com/yes/around-town-3717-pancake-breakfast>
- Meridian Garden Club Calendar - <http://meridiangardenclub.weebly.com/event-calendar.html>
- <http://www.thingstodo-usa.com/thingstodo/Pancake-Breakfast/1906892/>
- Spartan News Room - 3/16, <http://news.jrn.msu.edu/category/news/community-news/meridian-township/>
- Spartan News Room – 3/16 Boy Scout Troop 125 helped celebrate Meridian Township’s 175th Anniversary
- Signed Events - <https://signedevents.com/united-states/okemos/pancake-breakfast-78/>
- Michigan.gov – Calendar – all events, [http://www.michigan.gov/som/0,4669,7-192-29907\\_29909---ALL\\_2015\\_7,00.html](http://www.michigan.gov/som/0,4669,7-192-29907_29909---ALL_2015_7,00.html)
- Okemos Schools, flyers published, Pancake Breakfast and Traveling Pictorial - <http://okemoschools.net/education/components/docmgr/default.php?sectiondetailid=13046&catfilter=3770&catfilter=3770&>

**Meridian Township Unveils its New Seal**

- Lansing Regional Chamber – <http://www.lansingchamber.org/news/334793/Meridian-Township-rebrands-for-the-future.htm>
- Greater Lansing Business Monthly - <https://lansingbusinessnews.com/business-news-today/2017/03/meridian-township-rebrands-for-the-future/>

**Meridian Township Opens Warming Center**

- WLNS - <http://wlns.com/2017/03/09/meridian-township-opens-warming-shelter/>
- Fox 47 News - <http://www.fox47news.com/yes/meridian-township-opens-warming-center-to-residents-without-power>

**Meridian Township Vernal Pools Presentation**

- The Stewardship Network - <https://www.stewardshipnetwork.org/introduction-vernal-pools>
- Ingham County Michigan - <http://pk.ingham.org/About/TabId/3596/ArtMID/7079/ArticleID/646/Introduction-to-Vernal-Pools.aspx>
- Evensi.us - <https://www.evensi.us/introduction-to-vernal-pools-meridian-township/203202741>
- Allevents.in - <https://allevents.in/okemos/introduction-to-vernal-pools/268238890285338>
- Wildoneslansing.org - <http://www.wildoneslansing.org/wild-ones-red-cedar-chapter-events.html>

**Historical Quilting Display**

- Things to do – USA.com - <http://www.thingstodo-usa.com/thingstodo/Storybook-Quilt-Lady-Storytime/1906544/>

- CADL eNewsletter – March 2017
- CADL Newsletter – Winter 2017

**E-Marketing**

January

- Meridian Township Newsletter January 17
- HOMTV Programs January 18
- HOMTV Programs January 23
- HOMTV Programs January 30
- Meridian Township Newsletter January 31

February

- HOMTV Programs February 6
- Meridian Township Newsletter February 7
- HOMTV Programs February 13
- Meridian Township Newsletter February 13
- Old Chicago Birthday Party February 16
- HOMTV Alumni Training Workshop February 17
- HOMTV Programs February 21
- HOMTV Alumni Training Workshop February 23
- HOMTV Programs February 27

March

- Meridian Township Newsletter March 2
- Pancake Breakfast Event March 9
- Meridian Township Unveils new Brand March 9
- HOMTV Programs March 13
- Meridian Township Newsletter March 22

**Social Media Performance Summary (1/1/17 – 3/31/17)**

Twitter

	Jan Followers	March Followers	Change
Meridian Twp.	2,090	2,166	76
HOMTV	1,511	1,540	29
Fire Dept.	584	623	39
Parks & Rec	823	860	37
Green Meridian	329	348	19
<b>Total</b>	<b>5337</b>	<b>5,537</b>	<b>200</b>

Facebook

	Jan. Likes	March Likes	Change
Meridian Twp.	3,575	3,699	124
HOMTV	1,266	1,299	33
Fire Dept.	1,129	1,190	61
Downtown Okemos	588	596	8
Parks & Rec.	1,238	1,341	103
Senior Center	549	557	8
Green Meridian	338	335	-3
CAMTV	265	288	23
175th	186	324	138
<b>Total</b>	<b>9,134</b>	<b>9,629</b>	<b>495</b>

Pinterest

	<b>Jan. Followers</b>	<b>March Followers</b>	<b>Change</b>	<b>Impressions</b>	<b>Reach</b>	<b>Clicks</b>
Meridian Twp	245	265	20	73,290	38,844	174

Instagram

	<b>Followers</b>	<b>Followers</b>	<b>Change</b>
HOMTV	201	207	6

YouTube

	<b>Followers</b>	<b>Followers</b>	<b>Change</b>
Meridian Twp.	30	32	2
HOMTV	40	47	7

LinkedIn

	<b>Jan. Followers</b>	<b>March Followers</b>	<b>Change</b>	<b>Page Views</b>
Meridian Twp	1,120	1,126	6	97
HOMTV	1,122	1,126	4	85

**Programming on HOMTV**

HOMTV launched a new program this year called “Throwback Thursday” which features HOMTV interviews, programs and broadcasts throughout the years. In honor of Meridian Township’s 175th Anniversary, the new program recognizes the rich history of the community while bringing older HOMTV programs back to life.

January

- **7 Meetings Televised LIVE** – Township Board (3), Planning Commission (2), Environmental Commission (1) and Park Commission (1)
- **6 Programs** – Senior Living (1), Throwback Thursday (4) and Special Feature (1)

February

- **8 Meetings Televised LIVE** – Township Board (2), Planning Commission (2), Environmental Commission (1), Zoning Board of Appeals (2) and Park Commission (1)
- **12 Programs** – All Access Sports (1), Beyond the Badge (1), Coffee Break (1), HOM Entertainment (1), Meridian News Now (3), Senior Living (1), Throwback Thursday (3) and Special Feature (1)

March

- **8 Meetings Televised LIVE** – Township Board (2), Planning Commission (2), Environmental Commission (1), Zoning Board of Appeals (2) and Park Commission (1)
- **17 Programs** – All Access Sports (3), Beyond the Badge (1), Coffee Break (2), HOM Entertainment (1), Meridian News Now (4), Senior Living (1), Throwback Thursday (4) and Special Feature (1)

**Programming on CAMTV**

January

- **22 Programs** – Battle of Ideas, Democracy Now, Inspirational Corner, Poetree-n-Motion and Peril’s for Pedestrians

February

- **17 Programs** – Battle of Ideas, Democracy Now, Inspirational Corner, Poetree-n-Motion and Peril’s for Pedestrians

March

- **14 Programs** – Battle of Ideas, Democracy Now, Inspirational Corner, Poetree-n-Motion and Peril’s for Pedestrians



## Equipment

- Service and maintenance was completed on the video server network and video switcher to maintain and improve performance. This allows fast transfer and access to video files between multiple users and for input into the video switcher for live and recorded shows. Further upgrades and improvement to the video server network FibreJet are scheduled to be implemented in the next quarter.
- A new browser-based newsroom and editorial system has been demonstrated and tentatively chosen that will streamline and vastly improve the editorial content, social media coverage, news production and collaboration of HOMTV. This will improve the workflow, organization, and speed of HOMTV to allow up-to-the-minute news and information to reach Meridian Township's residents.
- HOMTV has transitioned staff and intern computers to Adobe Creative Cloud products for video editing and graphics production. This switch moves towards the industry standard Adobe software which has greater features and interoperability than Apple's software and allows staff to train interns on software and concepts that will more closely resemble what they will see in other production settings.

## Media Sponsorships

Agreements have been created for the following upcoming 2017 events:

- Meridian Township's 175th Anniversary Events
- MSU Safe Place – "Race for the Place" (April 9)
- Alzheimer's Association Great Lakes Chapter – expanded yearlong partnership for multiple events including: Lansing Caregiver Retreat (April 27), Alzheimer's Association State Advocacy Day at the Capitol (May 2), Rockin' for Rehab Benefit Concert (May 2) and the Walk to End Alzheimer's (September 24)
- Lansing 5:01 – partnership for multiple summer 2017 events

\*Sponsorship agreements include in-kind donation of pre-event promotion across multiple platforms as well as story coverage at the event.

## HOMTV Stories

108 stories were written and produced for HOMTV between January and March:

1. Driver on Call Program Gives Senior Residents Independence
2. Friends of Haslett Library Holds Traditional Book Basket Silent Auction
3. Ingham County Road/Bridge Department 2017 Projects
4. Meridian Historical Village holds Spring Docent Meeting and Luncheon
5. Haslett Community Shows Off Talent at Annual Fundraiser
6. Township Board Discusses How Residents Will Pay Back for New Sewer Installations
7. Lansing City Futsal Brings Cultures Together On and Off the Field
8. Capital City Stealth Brings Back Former Coach
9. Michigan Special Olympics Comes to Michigan State University for Basketball Tournament
10. Okemos Girls' Basketball Signs Athlete to Great Lakes Christian College
11. Okemos Volleyball Standout Signs to Play at Madonna University
12. Okemos Downs Haslett for the Fifth Consecutive Year, 59-52, in Tight Fourth Quarter Battle
13. MSU Basketball Takes Down Ohio State, 74-66, for Third Straight Victory on Valentine's Day
14. Single-Family Dwelling Expansion
15. Toast to the Chiefs
16. Youth Citizens Academy
17. Boy Scouts Receive check from Meridian's 175th annual Pancake Breakfast
18. MSUFCU 10th Annual Student Art Exhibit
19. Park Master Plan Public Hearing
20. MSU Hosts 2018 Candidate for Governor
21. Water Activist Want To See Clean Affordable Water For All
22. Meridian Township Senior Center Host Lunch Sing-A-Long to Tony Bennett Songs
23. Meridian and Delhi Township Celebrate their 175th Birthday at Michigan State's Capitol
24. Narcan--Could Be More Easily Available
25. Meridian Township Police Receive Body Cameras

26. Harris Nature Center Offers Bus Scholarships and Participates in Charity Challenge
27. Township Board Discusses Potential Brownfield Authority
28. Meridian Township Road/Bridge 2017 Projects
29. Haslett Library Art Gallery Opening
30. Tom's Food Center Celebrates Fat Tuesday
31. Meridian Township's Road Diet- Sharing the Road with Bicyclists
32. Human Trafficking Told Through The Survivor's Eyes- Break The Chain
33. Difference Between Redi-Ride & CATA BRT
34. Water Sampling Discussed at Environmental Commission Meeting
35. Township Board Votes to Oppose Presidential Order Banning Refugees
36. Pothole Season
37. New Heart Monitors Have Arrived at the Meridian Township Fire Department
38. \$2,000,000 goes toward a new park in Meridian Township
39. Seasonal Depression, may or may not be diagnosed
40. MDOT Has A Light Load For 2017 Road Projects In Tri-County Area
41. More Patrol Cars During March Madness and St. Patrick's Day
42. Drivers the Cause of Dangerous Intersections in Ingham County
43. Cabaret Media Event at the Wharton Center
44. Street Lights in Bennett Village
45. Okemos Library Honors Township 175th Anniversary with Historical Storytime
46. Reach Art Studio Provides a Place for Locals to Get Creative
47. Western Michigan Football's Taylor Moton Potentially First Athlete in Meridian Township to be in NFL
48. Heart Health Month Brings Awareness to Heart Disease
49. Kansas Rd Sewer Resolution
50. Secondary and Higher Education Celebrate Black History Month
51. Student Count Day: \$1,000 an hour
52. Students Gather in Solidarity for Immigration Ban
53. ZBA hears case for two story garage on Kansas Street
54. Distributed Antennae System Awaits Verdict
55. The Fate of the Master Plan
56. Creating a Brownfield Authority
57. New Businesses in Meridian Township and What's to Come
58. Fan With The Potential to Save Lives
59. Happendance Celebrates 40 Years
60. An Easier Way to Keep Track of Local Crime
61. Electronic Smoking Devices Prohibited Inside of Ingham County Buildings
62. Fathers Bond With Late Son Remains Unbreakable
63. Ralya Elementary Holds Will Goodale Memorial Event
64. MSU Rallies to Support Planned Parenthood
65. Meridian Township Celebrates Chinese New Year
66. Haslett and Okemos Rotary Club Challenges Residents to "Be A Hero" at Searcy, Sierra
67. Michigan State Organization Uses Music to Raise Money for Depression Awareness
68. Virginia White Tribute
69. Michigan State Police Celebrate 100 Years
70. Meridian Township Parks and Recreation Department Continues to Improve Local Parks With Nearly \$1 Million Grant Fund
71. Keep Your Pets Warm This Winter Season
72. Shop With A Cop
73. eCities Award
74. Political Groups on MSU's Campus
75. Keep Your Family Safe From Fires in Your Home
76. The Transportation Commission Continues to be Discussed
77. Okemos High School Band Prepares for Season

78. Transportation Commission Strives for Progress
79. Meals on Wheels In Need of Volunteers
80. East Lansing Food Co-op Down to its Final Days
81. Food Trucks Will Now Be Permitted in the Industrial Districts
82. Meridian Township Will Continue to Not Have Any Funding Obligations for Improvements to Park Lake Road
83. Meridian Township Snow Removal Ordinance Will Be Enforced All Season Long
84. Meridian Township Police Department Receives Grant to Update Their Live Scan Machine
85. One Local Potter Shares His Story on Going From Science to Ceramics
86. Township Board Discusses 2017 Goals
87. Park Commission Recommends Grant Applications for Harris Nature Center and Towner Road Park
88. Michigan Students to Learn CPR
89. Ingham County Animal Control & Shelter Volunteer Helps Foster Over 100 Shelter Dogs
90. Gus Macker Comes to Meridian Mall in July
91. Flu Season Still in Full Swing
92. Winter Wonderland at the Harris Nature Center
93. CATA Addresses Citizens About BRT Plans Watts,
94. Meridian Township Accepts the Consumer's Energy Tree Grant Award
95. A Canoe Line Could Possibly Be Coming To Ingham County
96. The Meridian Township Board Is Officially Opposed To CATA's Proposed Bus Rapid Transit Project
97. Biofeedback: Control Your Own Symptoms
98. Rates Rise In Michigan For Deadly Opioid Carfentanil
99. MSU College Democrats Host A Rally Against Hate, Bigotry, Sexism, and Racism
100. Human Trafficking Awareness, A Story Told Through Dance
101. State of the State: Snyder Says Take Pride in Michigan Cows
102. Costco Set to Break Ground in East Lansing
103. Permits Approved for Stockwell Development
104. Lansing Women's March--A Chapter of One of America's Largest Protests
105. Meridian Township Welcomes All People with the Adopted Welcoming Community Resolutions Amendment
106. "We can't just sit there, and not say it" - Lansing Capitol Home to Peaceful Protest on Inauguration Day
107. Planning Commission Hears Request For New Shopping Center with Two Drive-Thru Windows
108. Hannah Farms East Will Not Move Forward Under the Current Site Plans

### **HOMTV Internship Program**

The spring 2017 semester of the Internship Program began on January 9<sup>th</sup>. The program currently has a total of twenty-five (25) interns for the spring. Seventeen (17) interns returned to the program from a previous 2016 semester. The eight (8) new interns spent the first few weeks in hands-on training workshops learning multimedia television basic skills. The new "rookie" interns crewed their first Township meeting on February 1<sup>st</sup> and received their first assignments on February 6<sup>th</sup>. The spring semester will end on May 5<sup>th</sup>.

- HOMTV interns contributed approximately 3,630 non-paid hours (January-March)
- Staff completed 80 intern examinations
- Received 26 new internship applications and resumes
- 16 intern training workshops were conducted, 2 of those workshops involved guest speakers in the industry:
  - Guest speaker, WLNS Channel 6 News Director Jam Sardar, conducted a Resume & Interviewing Workshop for all interns on February 15.
  - HOMTV hosted an advanced training workshop for alumni and interns on February 25 with guest speakers Erica Francis (General Assignment Reporter for Fox 17 in Grand Rapids/2014 HOMTV Alumni Member), John Pompeo (Special Projects Photojournalist for WDIV Local 4 in Detroit/1986 HOMTV Alumni Member) and Leslie Perry (Makeup Artist/Licensed Esthetician).
- Staff attended the following intern recruitment speaking engagements/career fairs:

- Michigan State University (MSU) Diversity Career Fair (1/18/17)
- Saginaw Valley State University Summer Job & Internship Fair (1/31/17)
- Alma College Internship & Summer Job Fair (2/8/17)
- MSU CAS Connect (2/10/17)
- Lansing Community College Job & Internship Fair (2/21/17)
- MSU Business Career Course (BUS 102) Networking Mixer (2/28/17)
- Michigan Association of Broadcasters Great Lakes Broadcasting Conference Career & Networking Fair (3/8/17)
- MSU Summer Job Fair (3/14/17)
- MSU Undergraduate Communication Association (UCA) Meeting (3/20/17)
- Central Michigan University Broadcasting (BCA) Career Fair (3/25/17)

## **COMMUNITY PLANNING AND DEVELOPMENT**

### **Redevelopment of Downtown Okemos, Downtown Haslett, and Carriage Hills Commercial Area, and Grand River Ave**

Business visits are underway in the three Potential Intensity Change Areas (PICA's) indicated in the Master Plan. These business visits provide useful information to the Township, and helps the Township address business needs. Along with cold calls, business will now be able to request a business visit via an update to the Township website. The development of a Business Retention & Expansion (BRE) Program will be proposed to the Corridor Improvement Authority (CIA) and the Economic Development Corporation (EDC) to better define the goal, strategy, and method of the business visits, as well as maximize their effectiveness.

### **Corridor Improvement Authority (CIA)**

The first Corridor Improvement Authority (CIA) meeting was held on March 15, 2017. Using the discussion from the first organizational meeting, a list of issues the CIA could potentially desire to use to develop their mission statement has been created. The CIA will develop a work program that will address their goals & objectives after they have developed a mission statement.

### **Create and Economic Development Strategic Master Plan to Work in Conjunction with the Updated Master Plan**

Economic Development Strategic Master Plans from various municipalities have been researched. Because of the highly technical and complex nature of the plans, it is recommended the plan be organized and developed by the CIA much the same way the Planning Commission organized and developed the updated Township Master Plan.

### **Meridian Mall Relationship**

The Township has continued to meet with Meridian Mall to assist in their business needs. The General Manager has been appointed to the CIA, and the Assistant General Manager is serving on the EDC. Potential business visits to store owners in the Mall have been briefly discussed, but a plan of action has not yet been set. Staff has proposed meeting with the Mall representatives to explore the possibility of such business visits.

## **FIRE DEPARTMENT**

### **Develop a Plan to Reduce the Number of Worker's Compensation Claims**

Four staff members participate in the monthly Township safety committee. Walk thrus of Township buildings were completed and safety upgrades are pending. Staff continually trains on updated standards. New equipment including lighter, more flexible fire gear with increased protection and an additional thermal imaging camera has been purchased. The department's annual respiratory fit testing is ongoing.

### **Continue Efforts to Building a Diverse and Inclusive Team**

Due to the nationwide shortage of paramedics, the Fire Department has not received any new applications for part-time firefighters.

### **Develop a Plan to Expand our Service to Alaiedon Township Including Medical First Response**

The contract to provide fire services to Alaiedon Township with Delhi Township was renewed thru 2017. The discussion to add medical first response to the agreement is ongoing.

### **Determine Ways to Increase our Regional Approach to Fire Service**

The Department continues to participate in the Regional Fire Shared Services initiative by meeting monthly, combined trainings, and collaboration on emergency operations and a new mass notification system.

### **Other Major Accomplishments**

- Township Administration, the Fire Chief, and Representatives from the International Association of Firefighters Union Local 1600 met over several months and ultimately came to agreement on a 2017-2019 contract that will significantly decrease the Department's overtime costs.
- Four firefighters are currently enrolled in fire officer school. Adding four new acting officers will continue to reduce overtime.
- Staff developed a PowerPoint on the proposed Police and Fire Millage that was presented by the Fire Chief to the Township Board on March 7<sup>th</sup>.
- Following severe weather including wind on March 8<sup>th</sup>, the Central Fire Station Community Room was opened as a warming shelter to provide lodging, showers, and food to residents without power.
- The Fire Department is in the process of updating the emergency operations plan to provide a copy to new staff and Township Board members.

## **HUMAN RESOURCES**

### **Contract Negotiations**

Two contracts (DPW and Professional Supervisors) were settled prior to the December 31, 2016 expiration date. Those newly updated contracts were prepared, signed and all changes were incorporated as of January 1, 2017. Continued negotiations occurred with the remaining five (5) units (MTFFA, POAM, CCLP, Non-Supervisors and Administrative Professionals). Currently, the Tentative Agreement with MTFFA has been approved and the newly updated contract is being reviewed by both parties. Key changes were retroactive to January 1, 2017 for this 312 unit. The Non-Supervisors group Tentative Agreement was approved with an effective date of 2/16/17 and the newly updated contract is being reviewed by both parties and prepared for signature. The Administrative Professionals requested mediation which was conducted on March 16, 2017, resulting in a Tentative Agreement which is being presented to the unit the week of March 27, 2017 for approval. The CCLP requested mediation which was conducted on February 28, 2017; however, a Tentative Agreement was not reached after numerous exchanges between the parties. As of March 14, 2017, POAM has filed a petition for Act 312 Arbitration; this was the result after numerous exchanges between the parties. As of March 24, 2017, there are three (3) remaining contracts to settle.

### **Grievances**

Two (2) grievances were received from MTFFA; one was withdrawn due to a mutually agreed upon resolution. One grievance has been moved to arbitration by MTFFA.

One (1) grievance was filed from the DPW and was denied.

### **Safety and Loss Prevention**

Regular Safety Committee Meetings continue to be held on a monthly basis. The updated Safety Data Sheet (SDS) Program, being coordinated by Executive Assistant Michelle Prinz, has been implemented in all departments across the Township to ensure compliance in all areas. All incidents/accident reports are being evaluated and employees are being coached and counseled to prevent repetitive type incidents. Active Shooter mandatory employee safety training classes are scheduled for April, 2017, to be conducted by Assistant Chief Ken Plaga.

### **Employment**

Human Resources Director, Joyce Marx attended the MSU Summer Intern Career Fair successfully recruiting candidates for various positions needed for summer, 2017. There were three new hires; Police Officer, Utility Worker (replacement) and Building Inspector (replacement). There were 6 terminations; Building Inspector

(involuntary), 2 Part-time Fire Fighters (voluntary), Police Cadet (voluntary), and 2 Police Officers (voluntary).

### **Local Officials Compensation Commission (LOCC) Meetings**

Human Resources Director Joyce Marx, staff person for the LOCC, provided comparable data and research for the commission, scheduled 2 mandatory meetings and a Public Hearing to determine salaries for the Township Board Trustees, Supervisor, Clerk, Treasurer and Parks Commissioners. Recommendations were presented in a letter of determination to the Board at the 3/21/17 Board Meeting.

### **Healthcare, Benefits, Payroll and Other Departmental Reports**

Human Resources Assistant, Carol Hasse's key accomplishments:

- Conversion to Blue Care Network (BCN) as our new healthcare provider for 2017 which included individually enrolling 100 employees and their dependents into the new program
- Coordinated the newly established weekly billing process for timely payments as required by BCN
- Preparation and distribution of W2 statements for all employees who received taxable wages for 2017 along with individualized 1095 employee and IRS statements as required under the Affordable Care Act
- Processed the 2% wage increase effective January 1, 2017 for all non-union salaried employees as well as the wage and other adjustments for the DPW, Professional Supervisors and MTFFA contracts
- Prepared mandatory LARA Work-Related Injuries Report for 2016

## **INFORMATION TECHNOLOGY**

### **Efforts to Support High Productivity in End-User Departments**

- In the first quarter of 2017, the Township's primary file, print, cloud, phone, and other network services were available for 100% of entire three months without any significant interruption.
- Staff continues to work with Microsoft to enhance and increase use of the cloud services utilized with our Office 365 subscription.
- The first quarter of 2017 was a relatively stable period for all of our primary Internet carriers, Comcast, Verizon, & AT&T. Comcast experienced one (1) significant outage over the three month period. We'll continue to work with them to try and get back down to the nominal zero outages over the quarter. Regardless, there was no period where all three Internet service providers were down at the same time.
- Meridian staff identified network problems with a third party network company in Chicago, and worked with Comcast to reroute critical traffic to other service providers.
- Performance evaluations were completed for all Information Technology staff.
- Staff conducted a meeting of information technology professionals across Ingham County to discuss ways to better collaborate and leverage existing investments in technology.

### **IT Support for the Police and Fire Departments**

- IT Staff continues to work with the Police Department, the State of Michigan, and our VPN solution vendor Sophos to increase reliability of the VPN connection to the State of Michigan Premier One Records Management System running out of the Saginaw County Data Center.
- Staff continues to work with AT&T to make needed enhancements to the network that connects Fire Station #91 back to technology assets that either exist or funnel through the Town Hall Building.
- Staff worked with the Fire Department to deploy network hardware to improve communications with next generation Zoll heart monitors now being deployed in Meridian Township Ambulances.
- IT staff worked with the Police Department to put over 30 new body cameras into service.
- Meridian IT established new data paths to support the replacement body camera system that has been deployed by the Police Department. The new system is significantly more data intensive than the previous solution, but this system actually works as intended, and is more reliable than the old system. Staff continues to evaluate impact of the new processes, but some network enhancements will certainly be required over the coming months to maintain a highly stable system. There may also be some recommended hardware improvements to

accompany the network enhancements, as well.

- Staff conducted a meeting of information technology professionals across Ingham County to discuss ways to IT staff worked with the Police Department to repair the legacy in-building CCTV cameras that PSB Lobby, the Booking area, and several points at the rear of the building. Internal components were destroyed during an electrical storm last summer. Essential components have been replaced to bring the system back online. Options moving forward are still under review.

#### **IT Support for Communications Department**

- Staff is preparing for network enhancements to accommodate the increased bandwidth requirements required by the HOM-TV Swagit encoder that was installed in October of 2016.
- IT Staff continues to assist the Communications Department with the systems used to deliver both HOM-TV & CAM TV via the Internet.

### **PARKS AND RECREATION**

#### **Administration Highlights**

- Farmers Market: completed four (4) months of the Winter Market with a total of 20-25 vendors each market day; held in J C Penney Corridor inside the Meridian Mall through April
- First Meridian Community Supported Agriculture (CSA) Fair with ten (10) farmers participating and 58 adults and 14 youths attending
- Held successful Chinese New Year event in the Meridian Mall on Saturday, February 11 in center court, Meridian Mall with approximately 1,500 in attendance
- Coordinated music, arts and crafts, historical activities, children's activities and rides, community mural painting, car show and fireworks as part of planning for the July 1st "Celebrate Meridian" event for the 175<sup>th</sup> Anniversary
- Coordinating music, fitness, food, massage and dancing for the Senior Health and Fitness Day Event scheduled at Wonch Park on May 31, 2017 as part of the 175<sup>th</sup> Anniversary
- Obtained the three-day road closure permit for the Communications Department's Gus Macker 3 on 3 basketball tournament
- Completed and submitted two grant applications to the DNR for an outdoor restroom and pavilion at the Harris Nature Center
- Completed and submitted the 5-year Parks and Recreation Master Plan to the Michigan Department of Natural Resources for grant eligibility
- Received notification of a \$950,000 grant award from the Ingham County Parks and Trails Millage for phase I of the MSU to Lake Lansing Trail
- Purchased a 16'x7' "tool trailer" and equipment to accommodate volunteer park clean-up projects funded 100% by a grant from the Capital Region Community Foundation in the amount of \$6,500
- Continued discussions with Meridian Mall/CBL Representatives from Tennessee to negotiate a public/private partnership on the Farmers' Market Relocation Project
- Held the annual Friend of the Park Ceremony honoring 2016 volunteers in Parks and Land Preserves. Over 80 people attended the event
- Worked with the Ingham County Drain Office on two easements through parks and land preserves
- Awarded contract for construction of Towner Road Park to Laux Construction for \$1.8 million
- Work continued in partnership with the IT Department in finalizing web-based access to our parks, trails and pathways map in the Township

#### **Parks and Land Management**

##### **Parks-Volunteer Efforts**



- 10 volunteers from MSU's Spartan Alternate Breaks program identified trail maintenance needs at North Meridian Road Park and also picked up trash
- Worked on planning and promoting the upcoming volunteer events in the spring: Garlic Mustard Removal, Love A Park Day, and Earth Day

#### Land Preservation

- The Land Preservation Advisory Board (LPAB) met on February 8 and March 8
- The LPAB has reviewed five applications for land acquisition and have scheduled two site visits
- The LPAB voted to fund the Vernal Pool Monitoring Project which will commence with a public presentation on March 25<sup>th</sup>
- The LPAB reviewed and approved the 2017 Land Preserve Stewardship/Management Plan
- Worked on planning and promoting multiple volunteer events to be held in the spring: Arbor Day Tree Plantings (245 trees ordered), registered MSU Global Day of Service, and Seed Ball Project
- Prescribed burn bid awarded for Davis Foster Land Preserve (will take place sometime March 15-April 15)
  - Press release and neighbor notification letters sent out

#### **Deer Management**

- Coordinated efforts with the DNR and USDA for special rules for hunters in our area due to the CWD.
- The 2016 deer management program was conducted from October 1, 2016 through January 1, 2017.
  1. A total of 70 hunters participated in the program and a total of 70 deer were harvested through the archery program. Each deer head was brought to the MDNR check station and tested for CWD.
  2. The USDA sharpshooters killed 255 deer in 2016 (they killed 399 in 2015).
  3. The DNR tested 134 roadkill from Meridian in 2015 and 197 in 2016.
  4. Car/Deer Collisions: 164 in 2016; 144 in 2015; 137 in 2014; 180 in 2013 and 153 in 2012.  
(Conclusion: the reported accidents are not going down.)

#### **Recreation Accomplishments**

- Polar Bear 5K Run: held January 22; 219 participated
- Chinese New Year: held on February 11 ; 1,500 attended
- Meridian Skates at Suburban Ice: held January 21; 250+ attended
- Meridian Swims at MAC: held February 26; 70 attended
- Sporties for Shorties: two (2) classes; 40 participants at Meridian Athletic Club
- Haslett K-1<sup>st</sup> grade Basketball Clinics: 130 participants
- Haslett 2<sup>nd</sup>-6<sup>th</sup> grade Basketball Programs: 155 participants
- Okemos K-8<sup>th</sup> Soccer: registration deadline March 10; preparing teams
- Haslett K-8<sup>th</sup> T-Ball/Baseball/Softball: registration deadline March 10; preparing teams
- Okemos 1<sup>st</sup>-8<sup>th</sup> Baseball/Softball: registration deadline March 10; preparing teams
- Teen trip to Craig's Cruisers: February 13; 45 participants

#### **Harris Nature Center**

##### Attendance: January-March, 2017

- 1,363 drop-in visitors to the Nature Building
- 720 children attended School Programs
- 1,010 children & adults received Outreach Programs
- 170 children participated in Public Nature Programs
- 146 people attended Adult and Family Nature Programs
- 200 people enjoyed the Winter Wonderland event
- 14 people rented/used the nature building for a class/meeting

#### Naturalist Staff Notes

- Staff taught 79 programs during the January to March quarter

- Planned, organized, and implemented Winter Wonderland, a major event which was attended by 200 visitors and 15 volunteers (40 volunteer hours). Another 13 individuals donated baked goods to give away to the visitors
- Cross country skis and snowshoes were rented 29 times over the winter season for 37 hours of outdoor fun
- Sent out 27 press releases on upcoming HNC programs
- Posted 47 times on Facebook and ended the quarter with 1,580 likes
- Posted 6 times on Twitter and ended the quarter with 617 followers
- Loaded all 2017 programs onto ActiveNet
- Loaded winter and spring activities onto the web site and maintained weekly program updates
- Staff was interviewed nine (9) times by various media, resulting in publicity for HNC in multiple outlets, including:
  - Monthly interviews about upcoming programs on WLNZ radio: Coffee Break Show
  - HNC staff was interviewed four (4) times for HOMTV shows or promotions
  - Featured in a Midwest Radio PSA that played on 4 different radio stations in January about the Winter Wonderland
  - Interviewed once by a MSU student about winter programs
- Created and sent out a Winter Newsletter
- Designed a new Nature Connection Summer Camp brochure
- After the new drainage system was put into the nature building basement, staff painted walls and organized a useable storage area
- Interviewed six (6) candidates for the part time Assistant Naturalist positions and recommended two (2) to Human Resources
- Submitted annual reports to the US Fish and Wildlife Service and the Michigan Department of Natural Resources
- Sr. Park Naturalist Kati Adams attended Project Wild training at the Michigan Recreation and Parks Association Conference in January
- Staff attended the National Association of Interpretation Region Four Winter Program Training
- The Harris Nature Center has many exciting programs for children, adults and families planned for spring and summer. All of them are described on the website. Follow this shortcut to the HNC Activities page: <http://bit.ly/HNCprg>
- All nature trails are open from dawn to dusk for walking. Please remember that bikes should be kept off of muddy trails to protect the trail integrity. The spring nature building open hours are Tuesday-Saturday, 9am-4pm and Sunday 12pm-4pm. There is a porta-john available when the building is closed

## **Meridian Senior Center**

### Events and Programs – held 644 events with 3,622 attendees

- 293 attended a variety of 27 events/activities such as Arts, Clubs, Genealogy, Computer Club, etc.
- 654 attended 26 lunch dates
- 951 attended 103 exercise classes
- 988 attended 200 game event offerings such as bingo, bridge, chess, etc.
- 155 attended 22 health screening events including blood pressure, chair massage, foot care, etc.
- 6 attended 124 Resource Sharing events
- 212 attended 65 media/cultural events, such as Friday Flicks, Documentary Monday, etc.
- 223 attended 65 social/special events
- 157 attended three (6) legal service events
- 18 attended three (3) Advisory Board Meetings

### Volunteers

- 24 volunteers assisted the Center for a total of 370.16 volunteer hours

## **The Parks and Grounds Maintenance Division**

- From January-March, had ten (10) interments to date, 0 disinterment, at Glendale Cemetery
- Christmas Tree Disposal: 1,250 were chipped

- Repaired interurban gate
- Completed spring cleaning of leaves and branches in Riverside Cemetery
- Cleaned and stocked park restrooms
- Performed trail maintenance
- Repaired drainage problem along Kinawa pathway
- Constructed storage shelving at Harris Nature Center
- Continued with twice weekly trash pick up
- Assisted Water Department when requested
- Work Orders Completed:
  - Parks: 17
  - Pathways: 17
  - Land Management: 1

**POLICE DEPARTMENT**

The Meridian Township Police Department responded to 3506 calls for service.

<b>TYPE OF REPORT</b>	<b>Year to Current</b>
Accident - Fail to Stop and Identify/Hit and Run	7
Accident - Private Property	32
Accident - Roadway	228
Alarm Response	178
Animal	3
Arrests	71
Arson	1
Assault	53
Assist Other Agency	1
Building Code Violation	0
Burglary/Possession of Stolen Property	20
Conspiracy	0
Conservation	0
Criminal Sexual Conduct	9
Damage to Property	18
Disturbing the Peace	1
Disorderly Conduct	2
Embezzlement	5
Escape/Flight	0
Extortion	0
Family (other)	15
Family-Abuse/Neglect Nonviolent	5
Fire Assist	1
Forgery/Counterfeiting	8
Fraud-False Pretense/Swindle/Confidence Game/other	24
Fraud-Impersonation/Identity Theft	34
Fraud -Bad Checks	1
Fraud - Credit Card/ATM	16
Fraud-Welfare	0
Fraud - Wire	0
Harassing/Obscene Communications	14
Health and Safety	0

Immigration	0
Impersonation of a Police Officer	1
Incapacitated/Mental Health	15
Intimidation/Stalking	7
Invasion of Privacy-Other	1
Investigation (Non-Criminal)	163
Juvenile Runaway	2
Juvenile Offenses	4
K-9 Assist/Training	7
Kidnapping/Abduction	1
Larceny (Other)	8
Larceny from Building	21
Larceny from Grounds	5
Larceny from Motor Vehicle/Parts Accessories	2
Larceny from Motor Vehicle/Personal Property	9
Larceny - Purse Snatching/Pocket Picking	1
Liquor License-Establishment	0
Liquor Violations (Other)	10
Medical First Responder	137
Missing Person	3
Motor Vehicle Theft/Possess	2
Murder	1
Narcotic Equipment Violation	0
Natural Death/Investigation	10
Negligent Homicide Vehicle	0
Obscenity/Obscene Material/Manufacture/Publish/Exposure	3
Obstructing Justice	2
Obstruction Police	2
Operating Under the Influence-Alcohol/Drugs	13
Prostitution	0
Probation Violation/Conditional Release Violation/PPO Violation	13
Public Peace	1
Retail Fraud (All Violations)	84
Robbery	6
Sex Offense-Other	1
Stolen Property	0
Suicide/Attempt	1
Suspicious Situation/Person/Vehicle	22
Tax/Revenue	0
Threat to Bomb/Burn	2
Traffic - Criminal	49
Trespassing/Warning	20
Vagrancy	0
Vending without a License	0
Violation of Controlled Substance/Operating	30
Weapons Offenses	2
Welfare	0
<b>TOTALS</b>	<b>1408</b>

## Reports

- 1/1 A retailer in the 1700 block of Newman Road reported a shoplifting of \$379 worth of merchandise. The suspect fled in a vehicle. The suspect was identified and released. The report was sent to the prosecutor for review.
- 1/1 A victim reported her wallet and cell phone stolen while shopping in the 1900 block of Grand River Avenue. The victim was able to locate her phone and wallet. \$15 in cash was stolen.
- 1/2 A suspect shoplifted \$93 worth of merchandise from a business in the 2000 block of Grand River Avenue. The suspect was identified and released. A report was sent to the prosecutor for review.
- 1/2 A resident living in the 5800 block of Boise Isle Drive reported the theft of personal property from his vehicle. The theft occurred on or about December 21.
- 1/2 A retailer in the 5100 block of Times Square Drive reported a shoplifting of \$67 worth of merchandise. A suspect was identified and released. The report was sent to the prosecutor for review.
- 1/2 Officers took a report of shoplifting of \$67 worth of merchandise in the 2000 block of Grand River Avenue. A suspect was identified and released. The report was sent to the prosecutor for review.
- 1/3 A business in the 2000 block of Grand River Avenue reported several counterfeit checks were written using the business checking account number. The total of the checks was \$700. The investigation is continuing.
- 1/3 An apartment complex in the 4200 block of Southport Circle reported a trespassing. A non-resident was using storage lockers on the property. The suspect was warned not to return to the property.
- 1/3 Officers took a report of an attempted breaking and entering in the 4400 block of Wausau.
- 1/3 A fraudulent prescription was presented at a pharmacy in the 2100 block of Grand River Avenue. The suspect fled. The investigation continues.
- 1/3 A customer reported the theft of \$210 worth of personal property from a business in the 2900 block of Hannah Blvd.
- 1/4 A resident of the 5200 block of Central Park Drive reported \$100 had been stolen. The suspect was interviewed and admitted to taking the money. The victim refused to prosecute.
- 1/4 A report of an identity theft was taken from a resident living in the 4400 block of Hagadorn Road. The victim reported the suspect received unemployment benefits using the victim's identity.
- 1/4 A vehicle was damaged while parked in a parking lot in the 5800 block of Marsh Road.
- 1/5 A retailer in the 1700 block of Newman reported the theft of \$110 in merchandise. The theft occurred on 12/6/16. The identity of the suspect was discovered by the store personnel. The store will request charges for retail fraud.
- 1/5 A resident living in the 6000 block of Hardy reported an identity theft case. The victim's identity was used to fraudulently obtain unemployment benefits.
- 1/5 A shoplifting complaint was reported in the 1900 block of Grand River Avenue. The suspect stole \$102 worth of merchandise. The suspect was identified and released. The report was sent to the prosecutor to review.
- 1/5 Officers responded to a shoplifting complaint in the 1900 block of Grand River Avenue. A suspect stole \$1,608 worth of merchandise. The suspect was arrested, medically cleared, and lodged at the Ingham County Jail. The report was reviewed by the prosecutor and a warrant was issued.
- 1/5 An identity theft was reported by a man living in the 5100 block of Cornell Road.
- 1/6 A resident living in the 2700 block of Loon Lane reported her identity had been fraudulently used to obtain unemployment benefits.
- 1/6 A resident living in the 4300 block of Okemos Road reported \$1500 worth of electronics were stolen from his residence overnight.
- 1/6 A business in the 4700 block of Hagadorn Road reported the theft of computers from the business office.
- 1/6 Officers took a report of a stolen bicycle from the 6000 block of Carriage Hills Drive.
- 1/6 Two motorists were involved in a road rage incident. The drivers both stopped in the 4800 block of Marsh Road. One motorist observed the other walk around the victim's vehicle. The victim then found the suspect had intentionally scratched his car. A warrant request was sent to the prosecutor.
- 1/6 Officers investigated an attempted breaking and entering in the 5200 block of Thames.
- 1/6 Officers received a report of an intoxicated subject in the 1700 block of Newman Road. The suspect was arrested for disorderly conduct and lodged at the Ingham County Jail.

- 1/7 Officers assisted Ingham County Animal Control in the 5700 block of Edson Street. Ingham County Animal Control seized two dogs and four cats.
- 1/7 A resident living in the 2100 block of Seminole reported a fraud involving \$375 worth of charges to his credit card.
- 1/8 An identity theft was reported by a resident living in the 4700 block of Yosemite Drive.
- 1/8 A resident living in the 5700 block of Hidden Lake Drive reported the theft of \$700 worth of personal property.
- 1/8 Officers received a report of a shoplifting in the 1700 block of Newman Road. The suspect stole \$19 worth of merchandise. The report was forwarded to the prosecutor for review.
- 1/8 A vehicle in the 2700 block of Hannah Blvd. had all four tires stolen.
- 1/8 A business in the 1800 block of Towner Road reported forged checks written on the company account for a total of \$684.
- 1/10 Two suspects robbed a restaurant in the 3300 block of Lake Lansing Road. One of the suspects displayed a handgun. The suspects fled the scene and were not located.
- 1/10 A report of the theft of property was taken in the 3600 block of Ponderosa. The report was sent to the Ingham County Prosecutor for review.
- 1/11 A retail fraud was reported in the 2000 block of Grand River Avenue. The suspect fled after taking \$547 worth of merchandise. The case will be sent to the prosecutor for review.
- 1/11 Officers investigated a report of an assault in the 5700 block of Eagles Way. A report was sent to the prosecutor for review.
- 1/11 A shoplifting complaint was investigated in the 2000 block of Grand River Avenue. The suspects stole \$87 worth of merchandise. The suspects were located at a nearby bus stop with merchandise from two other stores valued at \$413 and \$341. The suspects were lodged and charges were sent to the prosecutor.
- 1/12 A shoplifting was reported in the 2000 block of Grand River Avenue. The suspect stole \$45 worth of merchandise. The report was forwarded to the prosecutor for review.
- 1/12 A shoplifting was reported in the 2000 block of Grand River Avenue. The suspect stole \$646 worth of merchandise. The suspect was identified and released.
- 1/12 A resident reported \$448 of false charges on her debit card. The charges were at three separate locations.
- 1/12 A report of a larceny of gas was taken in the 2100 block of Hamilton Road. The suspect failed to pay \$38.
- 1/14 Officers were dispatched to the 4600 block of Hagadorn for an intoxicated male assaulting a female. The female was an Uber driver. The male was a passenger. The man was arrested for MIP Alcohol and lodged at the Ingham County Jail. The report will be sent to the prosecutor for assault.
- 1/14 Officers took a report of a stalking in the 1900 block of Grand River Avenue.
- 1/14 An officer discovered two men smoking marijuana in a vehicle parked in the 3100 block of Biber Street. The suspects were identified and released. A warrant request was sent to the prosecutor.
- 1/15 A suspect was seen trying to open car doors in the 2700 block of Eyde Parkway. Officers located the suspect and found the suspect was intoxicated. The suspect was arrested for MIP Alcohol. The suspect was cited and released.
- 1/15 A retail fraud was reported in the 4800 block of Marsh Road. The suspect stole \$54 worth of merchandise and fled. The suspect was not identified.
- 1/16 A resident living in the 2900 block of Colony Drive reported damage to a window.
- 1/16 A resident living in the 2900 block of Mt. Hope Road reported a lost wallet was returned to her and \$2700 was missing from the wallet.
- 1/16 Officers responded to a shoplifting complaint in the 2000 block of Grand River Avenue. A suspect stole \$121 worth of merchandise. The suspect was released and the report was sent to the prosecutor for review.
- 1/16 Two residents from the 2900 block of Hannah Blvd. reported a breaking and entering. The victims reported \$4770 worth of personal property stolen.
- 1/17 A business reported a larceny of \$25,000 worth of construction equipment. The business is located in the 1800 block of Grand River Avenue.
- 1/17 A resident of the 5300 block of Timberlane Street reported damage to her home.
- 1/17 Officers took a report of shoplifting in the 1900 block of Grand River Avenue. A suspect took \$237 worth of merchandise. The suspect was released and the report was sent to the prosecutor for review.

- 1/17 Officers received a report of a vehicle striking several mailboxes in the 400 block of Shoemith Road. The vehicle was located in the 1000 block of Grand River Avenue. The vehicle tires were flat and there was significant damage to the vehicle. The driver was arrested for OWI 2nd Degree and lodged at the Ingham County Jail.
- 1/17 A resident living in the 4600 block of Seneca Drive reported a fraud complaint. The victim lost \$56,000 in the fraud.
- 1/17 A retail business in the 2000 block of Grand River Avenue reported two suspects shoplifting. The property stolen was valued at \$119. The suspects were released at the scene and the report was sent to the prosecutor for review.
- 1/17 Officers received a report of a shoplifting in the 5100 block of Times Square Drive. The suspect stole \$209 worth of merchandise. The suspect was released and a report was sent to the prosecutor.
- 1/18 A resident living in the 1800 block of Hamilton Road reported a damaged window screen.
- 1/18 Officers received a report of stalking from a victim. The victim lives in the 5800 block of N. Williamston Road (Williamstown Township). The suspect was warned to cease having contact with the victim.
- 1/19 A victim reported damage to his vehicle while it was parked in a parking lot in the 1900 block of Grand River Avenue.
- 1/19 Three suspects shoplifted \$99 worth of merchandise from a retail business in the 1900 block of Grand River Avenue. The suspects were released and a report was sent to the prosecutor for review.
- 1/20 Several subjects refused to leave a business in the 2000 block of Saginaw Hwy. The suspects fled when officers arrived. One suspect was caught and found to be intoxicated. The suspect was cited for MIP.
- 1/20 A resident in the 6000 block of Hutchinson reported her mailbox was damaged.
- 1/20 Personal property totaling \$650 was stolen from a vehicle parked in a parking lot in the 1900 block of Grand River Avenue.
- 1/20 A suspect stole \$180 worth of merchandise from a retail business in the 2000 block of Grand River Avenue. The suspect was identified and released at the scene. The report was sent to the prosecutor for review.
- 1/20 A resident living in the 1500 block of Mojave Court reported a larceny of \$430 from her residence. The victim later decided not to pursue charges.
- 1/20 A resident living in the 2100 block of Riverwood reported an attempted fraud. The victim received a fraudulent email from "PayPal." The victim did not share information with the source of the email.
- 1/20 A retail fraud was reported in the 1900 block of Grand River Avenue. The suspect stole \$175 worth of merchandise. The suspect left the store before officers were contacted. A friend of the suspect provided the suspect's identity. The investigation continues.
- 1/20 A retail fraud was reported in the 5100 block of Times Square Drive. Two suspects stole merchandise and fled the store when confronted by security. The investigation continues.
- 1/21 A resident living in the 2600 block of Elderberry reported a case of Identity theft. The victim's identity was used to file a false income tax return.
- 1/21 A resident living in the 5500 block of Okemos Road reported the theft of \$220 worth of property and damage to a gate valued at \$1000.
- 1/21 A fight was reported in the 6000 block of Hart Street. A suspect at the residence was arrested for an outstanding warrant and lodged at the Ingham County Jail.
- 1/22 Officers responded to a retail fraud in the 5100 block of Times Square Drive. A suspect stole \$49 worth of property. The suspect was released and a report was sent to the prosecutor for review.
- 1/22 Officers responded to a retail fraud in the 5100 block of Times Square. A suspect stole \$160 worth of property. The suspect was released and a report was sent to the prosecutor for review.
- 1/22 A loss prevention officer noted missing alcohol at a retail business in the 2000 block of Grand River Avenue. The complainant was able to identify the suspect from previous thefts. The suspect stole \$753 worth of merchandise. The investigation continues.
- 1/23 An identity theft report involving false unemployment benefits was filed. The victim previously lived in the 5600 block of Franklin.
- 1/23 A business in the 2900 block of Hannah Blvd. reported a credit card fraud in the amount of \$430.
- 1/23 A suspect shoplifted approximately \$1000 worth of liquor from a business in the 2000 block of Grand River Avenue. The suspect fled in a vehicle. The investigation continues.



- 1/23 A suspect was identified in a retail fraud in the 2000 block of Grand River Avenue and stopped by loss prevention. A warrant will be requested from the prosecutor.
- 1/23 Officers received a report of subjects smoking marijuana in a vehicle parked in the 1600 block of Grand River Avenue. The suspects were located. Marijuana was located in the vehicle. The suspects were released and a report will be forwarded to the prosecutor for review.
- 1/24 A resident living in the 3900 block of Meridian Road reported an identity theft. The victim's identity was used to file fraudulent unemployment benefits.
- 1/24 Officers received a report of a theft of a computer in the 2200 block of Sower Blvd.
- 1/24 A victim living in the 1700 block of Nemoke Trail reported her credit card was used at the Walmart in Charlotte. The investigation continues.
- 1/24 A resident in the 5200 block of Marsh Road reported the theft of \$80 cash.
- 1/25 Officers responded to a report of a breaking and entering in the 6100 block of Shoeman Road (Williamstown Township). Unknown suspect(s) ransacked the home.
- 1/25 A loss prevention officer for a business in the 2000 block of Grand River Avenue reported that a theft of liquor occurred on 12/11/16. The suspect stole \$206 worth of liquor. The identity of the suspect was recently determined. A report was forwarded to the prosecutor.
- 1/25 A counterfeiting of checks complaint was reported in the 5200 block of Marsh Road. The victim later refused to prosecute.
- 1/25 Residents of the 5500 block of Star Flower reported an identity theft complaint. Several incidents of fraud were identified by the victim.
- 1/26 Officers took a report of an embezzlement of \$8 in the 3000 block of Lake Lansing Road.
- 1/26 A report of an assault was taken from a resident in the 3800 block of Dobie Road. The report was sent to the prosecutor for review.
- 1/26 A retailer in the 5100 block of Times Square Drive reported a shoplifting of \$1,021 in merchandise. The suspect fled before being stopped by security. The suspect was identified as he was caught committing a retail fraud in Howell. The report will be forwarded to the prosecutor for review.
- 1/27 A victim in Kansas reported his credit card number was used at a retailer in the 5100 block of Times Square Drive. The investigation continues.
- 1/27 A resident in the 900 block of Germany reported a breaking and entering. The suspects stole \$1600 worth of property from the residence.
- 1/27 A dog bite was investigated in the 1800 block of Nemoke Trail. The report was forwarded to Animal Control.
- 1/28 A business in the 1900 block of Grand River Avenue reported an embezzlement. The employee took \$1782 in cash from the business. The investigation continues.
- 1/28 A resident living in the 1900 block of Kingswood reported fraudulent charges on his credit card totaling \$2222.
- 1/29 Officers responded to a retail fraud in the 1900 block of Grand River Avenue. A suspect stole \$328 worth of merchandise. The suspect was released and the report was sent to the prosecutor for review.
- 1/29 Personal property was stolen from an unlocked vehicle in the 2300 block of Club Meridian. The property was valued at \$190.
- 1/30 Officers took a stalking complaint in the 2900 block of Hannah Blvd. The suspect was warned to not have contact with the victim.
- 1/30 A resident in the 4800 block of Countryway Drive reported a breaking and entering. Property valued at \$600 was stolen from the residence.
- 1/30 Officers responded to a retail fraud in the 2000 block of Grand River Avenue. The suspect was identified and arrested on a warrant out of the Ingham County Sheriff Dept.
- 1/31 A resident in the 6200 block of Rothbury Way reported an attempted fraud by mail.
- 1/31 A resident living in the 6000 block of Marsh Road reported an identity theft complaint.
- 1/31 Officers received a report of a generator stolen in the 6000 block of Sleepy Hollow.
- 1/31 A breaking and entering was reported in the 3300 block of Lake Lansing Road. Personal property valued at \$2500 was stolen.
- 2/1 An identity theft was reported by a resident living in the 3800 block of Pine Knoll Drive. The victim's identity was used to obtain unemployment benefits.

- 2/1 The residents from the 200 block of East Sherwood Drive (Williamstown Township) reported a fraud. The victim was defrauded \$800 when they received a call from a person representing himself as an FBI agent collecting "student taxes" and threatening to arrest the resident.
- 2/2 A resident in the 1600 block of Lake Drive reported an identity theft.
- 2/3 A report of a credit card fraud for \$106 was received. A resident living in the 3600 block of Baristrol Drive reported the charge occurred in Florida.
- 2/3 A victim of fraud for \$1,500 was reported in the 5500 block of Van Atta Drive.
- 2/3 Officers responded to a breaking and entering in the 1000 block of Guilick Road (Williamstown Township). The suspect(s) forced a door open and stole personal property and firearms.
- 2/4 Officers responded to the 5100 block of Times Square Drive for a retail fraud involving theft of \$200 worth of merchandise. A suspect was identified and a warrant was requested for retail fraud.
- 2/5 A resident in the 2400 block of Arrowhead Drive made a report of threatening phone calls.
- 2/5 Officers responded to a retail fraud in the 1900 block of Grand River Avenue. Two subjects were suspected of stealing \$194 worth of merchandise. The subjects were identified, released, and charges were requested through the prosecutor.
- 2/6 An attempted fraud was reported in the 4400 Block of North Williamston Road (Williamstown Township).
- 2/6 A retail fraud was reported in the 1900 block of Grand River Avenue. A suspect stole \$300 worth of merchandise. The suspect was identified, released, and the report was forwarded to the prosecutor's office.
- 2/6 A report of property stolen from a U.S. Mail package was received in the 2000 block of Central Park Drive. The victim reported \$698 worth of merchandise stolen from a package.
- 2/6 An identity theft report was filed by a resident living in the 2500 block of Kodiak Circle. The victim's identity had been used to file for unemployment benefits.
- 2/7 A report of harassing telephone calls was received from a resident living in the 1900 block of Navajo Trail.
- 2/7 A report of a retail fraud at the 1900 block of Grand River Avenue involved a theft of \$2,000 worth of merchandise. The suspect fled the store and his identity is not yet known.
- 2/7 An identity theft report was taken from a resident in the 1100 block of Haslett Road.
- 2/7 An assault was reported in the 1900 block of Grand River Avenue. A subject reported being assaulted by a male subject. The identity of the male is not yet known.
- 2/8 A resident living in the 6300 block of Green Road reported an identity theft. The victim's identity was used to obtain unemployment benefits.
- 2/8 A business in the 2700 block of Grand River Avenue reported an embezzlement. The business decided not to prosecute the subject after terminating the employee.
- 2/8 A retail business in the 4900 block of Central Park Drive closed. Several customers reported possible fraud or theft of property. The investigation continues and the owner of the business has promised to return money and property to victims.
- 2/8 A retail fraud was reported in the 2000 block of Grand River Avenue. A suspect took \$873 worth of merchandise. The suspect fled and was not identified. The suspect was later identified and charges were requested.
- 2/8 An identity theft involving false unemployment benefits was reported in the 4800 block of Hillcrest.
- 2/8 Officers received a report of an assault in the 2800 block of Bennett Road.
- 2/8 A resident in the 2900 block of Mount Hope Road reported credit card fraud.
- 2/9 A victim reported losing his wallet in the 4800 block of Marsh Road. The wallet was returned. The victim's \$535 was reported missing.
- 2/9 A suspicious vehicle was reported in the 2000 block of Grand River Avenue. The occupant was in possession of marijuana. A warrant request was sent to the prosecutor.
- 2/10 The resident in the 5900 block of York Way reported a fraud in the amount of \$4,000. The investigation continues.
- 2/10 A resident in the 5300 block of Wild Oak Drive reported a fraud.
- 2/10 A retail fraud was reported in the 5100 block of Time Square Drive. A suspect stole \$18 worth of merchandise. The victim was released and a warrant request was sent to the prosecutor.
- 2/10 Officers received a late report of a retail fraud in the 2000 block of Grand River Avenue. A total of \$903 in merchandise was stolen by a suspect who was identified in a subsequent report. A warrant request was sent to the prosecutor.

- 2/10 A retail fraud was reported in the 2000 block of Grand River Avenue that occurred on 2/2/17. The suspect was not identified. The suspect stole \$753 worth of merchandise.
- 2/10 A late retail fraud was reported in 2000 block of Grand River Avenue occurring on 2/10/17. The suspects stole \$1,361 worth of merchandise. The suspect was not identified.
- 2/10 A late retail fraud was reported in the 2000 block of Grand River Avenue occurring on 2/10/17. The suspect stole \$1,329 worth of merchandise. The suspect was not identified.
- 2/10 A vehicle was damaged in the 2700 block of Hannah Boulevard. No suspect was identified.
- 2/11 Officers took a report in the 2000 block of Grand River Avenue of a retail fraud occurring on 2/8/17. The suspect stole \$119 worth of merchandise and was not identified.
- 2/11 A business in the 2100 block of Grand River Avenue was a victim of fraud. A total of \$1,895 was paid using "Green Dot" cards. The cards were used to pay a fraudulent Consumers Energy bill.
- 2/11 A retail fraud in the 4800 block of Marsh Road was reported. A suspect was arrested on a warrant out of MSP Kalamazoo. A warrant was requested for the current violation.
- 2/11 A business in the 1900 block of Grand River Avenue reported an embezzlement. An employee took \$617 in cash. The suspect was released and a warrant request was sent to the prosecutor for review.
- 2/12 Officers responded to the 5100 block of Times Square Drive for a retail fraud. A suspect stole \$62 worth of merchandise. The report was sent to the prosecutor requesting an arrest warrant.
- 2/12 Officers responded to the 5100 block of Times Square Drive on a report of a male and a female writing bad checks. Both suspects were arrested for NSF checks. The suspects were lodged at the Ingham County Jail.
- 2/12 Officers responded to the 2300 block of Sower Boulevard. There was a report of loud music. The officers cited the resident.
- 2/13 Officers received a fraud report in the 5500 block of Wood Valley Drive.
- 2/13 Officers took a retail fraud report in the 1700 block of Newman Road. A total of \$89 worth of merchandise was stolen by the suspect. The suspect was released and the report was sent to the prosecutor.
- 2/13 A business in the 4800 block of Okemos Road received a fraudulent call from Consumers Energy. An employee used "Money Pak" cards to pay \$2,600 to the caller.
- 2/13 A retail fraud was reported in the 2700 block of Grand River Avenue. A suspect fled the location on a bus but was apprehended by officers. A second suspect identified at the scene was arrested on four warrants out of the Ingham County Sheriff's Department. Both suspects were lodged at the Ingham County Jail.
- 2/13 Officers responded to a retail fraud in the 2000 block of Grand River Avenue. The suspect stole \$24 worth of merchandise. The suspect fled and was not located.
- 2/13 A resident in the 1800 block of Hamilton Road reported harassing communications.
- 2/14 A hit and run was reported in the 1900 block of Wilder Drive. A resident at the location of the crash was arrested on an outstanding traffic warrant from the Ingham County Sheriff's Department. A passenger in the hit-and-run vehicle was also arrested on a warrant lodged at the Ingham County Jail.
- 2/14 A retail fraud was reported in the 1900 block of Grand River Avenue. The suspects stole \$600 worth of merchandise. The suspect fled the location before officer's arrival. The suspect has not been identified.
- 2/15 A robbery was reported in the 1800 block of Grand River Avenue. A suspect stole cash from a business and an employee's personal vehicle. The suspect fled from officers in East Lansing and crashed in Lansing, fled on foot in Lansing, and was arrested by the East Lansing Police Department. The suspect was lodged at the Ingham County Jail.
- 2/15 A retail fraud at the 1700 block of Newman Road involved two suspects who stole \$160 worth of merchandise. The suspects fled in a vehicle and were not located.
- 2/15 Officers took a report in the 6200 block of Cobbler's Drive of an attempted fraud by telephone.
- 2/16 A complaint of an assault was reported in the 2800 block of Jolly Road. The report was forwarded to the prosecutor.
- 2/16 A suspect was arrested for passing a counterfeit currency in the 2000 block of Grand River Avenue. The suspect was lodged at the Ingham County Jail.
- 2/17 A business in the 2000 block of Grand River Avenue discovered a forged \$10 bill in the currency.
- 2/17 A resident living in the 3900 block of Sunwind Drive reported an attempted use of his credit card online. The transaction was cancelled.
- 2/17 Officers received a report of a larceny in the 5400 block of Marsh Road.

- 2/17 An employee working in the 5200 block of Marsh Road reported her purse stolen. The suspect used the victim's credit cards to purchase \$1400 worth of merchandise at the Lansing Mall.
- 2/17 A resident living in the 1300 block of Biscayne reported an identity theft. The victim's identity was used to file a false income tax return.
- 2/18 A traffic stop in the 2800 block of Grand River Avenue resulted in the recovery of a stolen vehicle. The vehicle was stolen in Muskegon.
- 2/18 A suspect shoplifted \$154 worth of merchandise from a retailer in the 2000 block of Grand River Avenue. The suspect was released and a report was sent to the prosecutor.
- 2/18 A suspect stole \$1358 worth of merchandise from a retail business in the 2000 block of Grand River Avenue. The suspect left the merchandise behind when he observed security approaching.
- 2/18 Officers responded to a report of a bomb threat in the 2800 block of Northwind Drive.
- 2/18 An armed robbery occurred in the 5100 block of Marsh Road. The suspect threatened staff with a handgun. The suspect was identified and arrested a week later.
- 2/19 A resident living in the 1800 block of Barry Road (Williamstown Township) reported her federal income taxes were filed fraudulently.
- 2/20 A resident of the 6000 block of Hardy Avenue reported damage to his vehicle.
- 2/20 A resident living in the 2600 block of Carnoustie Drive reported the illegal use of her credit card in California.
- 2/20 A retail business in the 2700 block of Newman Road reported an attempted retail fraud. The suspect attempted to take \$600 worth of merchandise. Security stopped the suspect from leaving with the property.
- 2/20 A retail business in the 2000 block of Grand River Avenue reported a retail fraud. The suspect fled, but left behind \$163 worth of stolen property. The suspect's identity was determined and a report was sent to the prosecutor.
- 2/20 A retail business in the 1900 block of Grand River Avenue reported a retail fraud. A suspect stole \$33 worth of merchandise. The report was sent to the prosecutor.
- 2/21 A resident living in the 6300 block of Towar Avenue reported the theft of \$175 worth of property from her vehicle.
- 2/22 Officers responded to a report of a breaking and entering in the 2300 block of Barnsbury Road. The suspect was arrested when responding officers arrived and observed him fleeing.
- 2/22 A resident living in the 5900 block of Park Lake Road reported \$230 worth of cash stolen.
- 2/22 Officers responded to a breaking and entering in the 4200 block of Meridian Road. The suspects entered the residence during the daytime.
- 2/23 Officers received a report of a stolen credit card used in the 1600 block of Grand River Avenue. The suspect had already left the store after the police were notified. The investigation continues.
- 2/23 A resident of the 4600 block of Campus Hill reported being the victim of a fraud. The victim was defrauded of \$9000 when they received a call from a person representing himself as an FBI agent collecting "student taxes" and threatening to arrest the resident. The victim paid the fees using gift cards.
- 2/23 Two suspects fled from security when they were stopped for shoplifting in the 2000 block of Grand River Avenue. The suspects stole a total of \$87 worth of merchandise, which they abandoned when they fled the scene.
- 2/23 Officers responded to a breaking and entering in the 2700 block of Northwind Drive. An intoxicated subject entered into an apartment where two females live. The subject fled when confronted by a female victim.
- 2/23 A resident living in the 2300 block of White Pine Drive was a victim of identity theft. An unknown suspect used the victim's identity to file false income taxes.
- 2/24 A resident reported a check she sent to pay a utility bill was stolen, the payee changed, amount changed, and cashed by an individual.
- 2/24 A resident living in the 4000 block of Breakwater Drive was a victim of identity theft. An unknown suspect used the victim's identity to file false income taxes.
- 2/24 Two suspects fled from security when they were stopped for shoplifting in the 2000 block of Grand River Avenue. Officers captured the suspects. They stole a total of \$206 worth of merchandise. The two were arrested and lodged at the Ingham County Jail.
- 2/25 A bicycle was reported stolen in the 2700 block of Northwind Drive.

- 2/25 Officers took a report of a retail fraud in the 2000 block of Grand River Avenue. Two suspects stole \$43 worth of merchandise. The suspects fled, but one was captured as he fled the area. The suspect was lodged at the Ingham County Jail.
- 2/26 A breaking and entering in progress was reported in the 6200 block of Sunhollow. Officers found the resident at the home. The resident denied that he was a victim of a crime.
- 2/26 A retail fraud was reported in the 5100 block of Times Square Drive. Two suspects were detained for shoplifting \$631 and \$40 worth of merchandise. Both suspects were released and the reports were forwarded to the prosecutor for review.
- 2/26 A suspect in the 2100 block of Hamilton Road robbed a male victim. The suspect took \$5500 worth of personal property from the victim.
- 2/26 Officers took a report of a credit card fraud in the 1900 block of Grand River Avenue. The suspect stole \$643 worth of merchandise.
- 2/27 Officers received a report from a resident living in the 4400 block of Comanche. The victim had placed several checks in his mailbox to be mailed. The checks were cashed by unknown individuals at banks. The total of the stolen and cashed checks was \$1865.
- 2/27 A resident of the 1700 block of Nemoke reported a stalking complaint.
- 2/28 A resident of the 5600 block of Deville Court reported that his federal income taxes were fraudulently filed.
- 2/28 Unknown suspects stole an electrical part from a utility box in the 6200 block of Lake Drive.
- 2/28 A resident living in the 5900 block of Harvey Street reported a break in of his vehicle. The suspect stole the victim's wallet and \$63 worth of personal property.
- 2/28 A report of the theft of \$800 in property was taken from a victim in the 2800 block of Eyde Parkway.
- 2/28 A report of a malicious destruction of property was received in the 5500 block of Van Atta Road.
- 3/1 A resident living in the 5900 block of Park Lake Road reported \$235 in cash stolen.
- 3/1 A resident living in the 5600 block of Deville Court reported a fraudulent computer repair via the internet.
- 3/1 A resident living in the 4300 block of Aztec Way reported an identity theft. The suspect filed the Federal Income Taxes using the victim's identity.
- 3/1 A retailer in the 1500 block of Haslett Road reported the theft of \$35 worth of merchandise. A suspect was located but denied taking the property. The investigation is ongoing.
- 3/2 A report of a trespassing in the 1900 block of Grand River Avenue resulted in three officers wrestling with a suspect. The suspect attempted to stab the officers with a knife. The suspect was arrested and lodged at the Ingham County Jail. One of the officers was injured in the fight.
- 3/3 A resident in the 4300 block of Arbor Drive reported a case of identity theft.
- 3/3 A resident living in the 2300 block of Club Meridian Drive was a victim of a false call from Microsoft. The victim gave the suspect control of her home computer and paid \$350 to the caller. The victim was able to cancel the payment before the payment went through.
- 3/3 A suspect was observed committing retail fraud in the 1900 block of Grand River Avenue. The suspect stole \$24 worth of property. The suspect was identified and released. The report was forwarded to the prosecutor for review.
- 3/3 Two suspects stole \$119 worth of merchandise from a store in the 2000 block of Grand River Avenue. The report was sent to the prosecutor for review.
- 3/3 A resident of the 1100 block of Star Flower reported an identity theft. The victim's identity was used to file false federal income taxes.
- 3/3 A resident of the 5900 block of Park Lake Road reported the theft of \$60 from her apartment. A suspect was identified and the investigation continues.
- 3/4 A resident living in the 3100 block of Birch Row reported a suspect damaged her car with a baseball bat. The suspect was located and interviewed. A report was forwarded to the prosecutor.
- 3/4 A resident of the 5400 block of Lampen Drive reported a credit card fraud.
- 3/5 A resident of the 6200 block of Esperanza Court reported a breaking and entering. Personal property totaling \$504 was taken from the residence. The property was later recovered.
- 3/5 A resident in the 4900 block of Hagadorn Road reported a slashed tire.
- 3/5 Officers took a report of a larceny in the 6200 block of Marsh Road.
- 3/5 A retail fraud was reported in the 1700 block of Newman Road. The subject was suspected of taking \$584 worth of merchandise. The suspect was arrested and lodged at the Ingham County Jail.

- 3/6 Officers responded to a fight in progress in the 3800 block of Dobie Road. The two suspects stopped fighting before officers arrived. The two subjects gave differing statements about the fight. The report was forwarded to the ICPO.
- 3/6 An officer on patrol located a suspicious vehicle in the 2000 block of Grand River Avenue. The occupant was in possession of marijuana. A warrant request was sent to the prosecutor.
- 3/6 A resident of the 5400 block of Jo Pass received an alert of an alarm at their home. The resident contacted police. Officers discovered a break in through a sliding glass door. The victim did not find any property missing.
- 3/7 A suspect stole \$9 worth of merchandise from a retailer in the 5900 block of Marsh Road. The suspect was released and a warrant request was sent to the prosecutor.
- 3/7 A resident living in the 4400 block of Comanche Drive reported a fraud involving a check stolen from his outgoing mail. A warrant request was sent to the Ingham County Prosecutor.
- 3/7 A suspect stole property from a retailer in the 2000 block of Grand River Avenue. The suspect fled the store in a vehicle and was located and identified. A warrant request was sent to the prosecutor for retail fraud.
- 3/7 Two suspects stole property from a retailer in the 2000 block of Grand River Avenue. The suspects fled to a store in the 1900 block of Grand River Avenue. The two suspects were arrested and lodged at the Ingham County Jail. The suspects stole property valued at \$127. The property was recovered.
- 3/7 A taxi reported two passengers fled from his vehicle after accruing a fare of \$119. The identity of the suspects was determined and a warrant request was sent to the prosecutor for review.
- 3/7 A resident reported the theft of a \$650 cell phone in the 5400 block of Okemos Road.
- 3/8 A business in the 1600 block of Haslett Road reported the theft of \$21.50.
- 3/8 High winds resulted in officers responding to multiple reports of trees and power lines down in the township.
- 3/9 A resident of the 300 block of E. Grand River Avenue in Williamstown Township was defrauded by a subject. The victim arranged to purchase an iPhone from the suspect through Facebook. The iPhone was not operational. The victim paid \$300 for the phone.
- 3/9 A larceny from a motor vehicle was reported in the 2800 block of Grand River Avenue. The victim lost \$1179 worth of personal property that was taken from an unlocked vehicle.
- 3/9 A resident living in the 2200 block of White Owl Way reported a fraudulent charge for \$319 taken from his bank account.
- 3/9 Officers investigated a hit and run in the 4000 block of Hagadorn Road. The suspect was located and cited.
- 3/10 A resident of the 1400 block of E. Pond reported the theft of a handicap permit from a vehicle.
- 3/10 A resident of the 4000 block of Breakwater Drive reported an identity theft. The victim's identity was used to obtain unemployment benefits.
- 3/10 A resident of the 4100 block of 41000 block of Zimmer Road reported property stolen from her home.
- 3/10 A retailer in the 2000 block of Grand River Avenue reported a shoplifting in the amount of \$184. The suspect(s) fled before the report was received.
- 3/10 A retailer in the 2000 block of Grand River Avenue made a later report of the theft of \$488 worth of merchandise. The suspects were identified and a warrant request was sent to the prosecutor.
- 3/11 A retailer in the 4800 block of Marsh Road reported a shoplifting that occurred on 3/10/17. The suspects stole \$372 worth of merchandise.
- 3/11 A retailer in the 5100 block of Times Square Drive reported a shoplifting in the amount of \$16. The suspect was identified and released. The report was sent to the prosecutor.
- 3/11 A retailer in the 5100 block of Times Square Drive reported a shoplifting in the amount of \$35. The suspects had fled before the store notified the police. The suspects were not identified.
- 3/11 A victim reported his vehicle was damaged while it was parked in the 1900 block of Grand River Avenue.
- 3/12 Two suspects stole \$1025 worth of merchandise from a retailer in the 5200 block of Times Square. The suspects attempted to flee before officers arrived. The suspects were arrested and lodged in the Ingham County Jail.
- 3/12 Two suspects stole \$1086 worth of merchandise from a retailer in the 1700 block of Newman Road. The suspects were lodged at the Ingham County Jail.
- 3/12 A suspect stole \$16 worth of merchandise from a retailer in the 2000 block of Grand River Avenue. The suspect was released and the report was forwarded to the prosecutor for review.

- 3/12 A resident living in the 2100 block of Woodfield Drive reported that a vehicle intentionally struck a mailbox.
- 3/12 A resident exchanged foreign currency with an acquaintance from China. The suspect did not give the US Currency and will not respond to the resident's calls.
- 3/12 A case of identity theft was reported at the 1300 block of Greenleaf Court. The victim's identity was used to obtain unemployment benefits.
- 3/12 A resident of the 6100 block of Graebear reported \$7900 worth of personal property missing from his residence.
- 3/12 A victim living in the 1800 block of Lyndhurst reported a fraudulent credit card use in Melvindale, MI. The case was forwarded to the Melvindale Police.
- 3/14 A business in the 2700 block of Grand River Avenue reported the embezzlement of \$1900. The case remains under investigation.
- 3/14 A resident living in the 6100 block of Cobblers Drive reported being the victim of a fraud by phone.
- 3/15 Officers received a report of a larceny in the 2800 block of Hannah Blvd. The victim's personal property worth \$445 was stolen.
- 3/15 A resident of the 4500 block of Donerail reported being harassed by a subject representing himself as a census worker. The investigation is continuing.
- 3/15 A resident living in the 1900 block of Milton Road (Williamstown Township) reported an identity theft. The victim's identity was used to file a false income tax return.
- 3/15 Damage to a resident's vehicle was reported in the 1700 block of Maple Ridge. The vehicle was spray-painted and the tires were slashed.
- 3/15 A resident living in the 1900 block of Bellwood Drive reported an identity theft. The victim's identity was used to file a false income tax return.
- 3/15 Officers received a report of an assault in the 1900 block of Grand River Avenue. The report was sent to the prosecutor to review.
- 3/15 A suspect stole \$43 worth of merchandise from a retailer in the 2000 block of Grand River Avenue. The woman was identified and released. The report was sent to the prosecutor for review.

## **PUBLIC WORKS AND ENGINEERING**

### **Complete the Replacement of the Water Main on Ardmore Street and Install New Water Main on Towner Road**

Design and bidding occurred over the winter of 2016/17 and Mauldon Brothers Construction was selected for both the Ardmore and Towner Road water main projects. They are expected to begin construction in the second quarter of 2017.

### **Complete an Asset Management Program for the Water System as Required by the MDEQ**

Majority of the GIS information has been completed including: location, size, material and age. Currently working on replacement priority methodology.

### **Develop and Implement a Cul-De-Sac (dead end) Flushing Program for the Water System**

Team is reviewing historical records to determine priority areas to develop a schedule and resource allocation necessary to develop the program.

### **Complete the Last Phase of the SCADA Improvements for the Sanitary Sewer Lift Station Control System**

The SCADA interface and hardware/software updates at the Service Center are in process. The remaining radio and computer improvements to the individual lift-stations will commence in April.

### **Complete the Third Phase of the Sanitary Sewer Asset Management (SAW) Program**

Majority of the mapping and GIS information is completed. Additional cleaning and televising of sanitary sewer mains will begin in spring 2017. Financial model work is 75% complete, but the finalized list of future improvement projects need to be incorporated.



**Continue to Actively Participate and Represent the Township with the Ongoing and Proposed Improvements at the East Lansing Waste Water Treatment Plant**

The first phase of the project has been completed and is in operation. This phase replaced the use of chemicals for disinfection with an ultraviolet light system. The second phase of the project, which will include the construction of new headworks, screening facilities, grit removal components is designed and will begin construction this summer. We are also currently participating in a bio-solids study to determine the best way to dispose of the solid wastes generated at the plant.

**Complete the Mt. Hope Pathway Gap Project, the County Trail Millage Funded Pathway and Bridge Repair Projects, the Installation of a RRFB at the Inter-Urban and Okemos intersection and the MSU to Lake Lansing Trail Feasibility Study as Required by MDOT**

A contractor for the Mt. Hope Pathway gap project has been selected and will begin construction of the pathway in April. With funding secured from the Ingham County Trail millage for repair work, we are in the process of coordinating with multiple contractors for completion of the work. We are also finishing the MDOT application for the installation of a RRFB at the Interurban and Okemos Road crossing. Installation will occur this summer upon approval from MDOT. We were successful in acquiring funds for the MSU-Lake Lansing Trail from Ingham County and will begin the feasibility study as required by MDOT to secure the TAP grant portion needed to begin construction. We anticipate phase one of the trail to be started in 2018 and will include a pedestrian bridge over the Red Cedar River near Hagadorn Road.

**Renew the Expiring Lake Lansing Special Assessment District for Ongoing Stewardship of the Lake**

The existing special assessment district will be expiring in 2018. In May of 2017, information will be presented to the Township Board to begin the discussion and review the activities of the previous period.

**Complete the 2017 Local Road Program**

Street selection is anticipated to be finalized in early spring with project bidding and work occurring in the summer of 2017.

**Develop a Comprehensive Pavement Asset Management Plan for the Township Road Network in Cooperation with the Ingham County Road Department**

Selection of a consultant to assist with this project is expected to occur in the second quarter of 2017. The goal of the project is to develop a comprehensive plan with financial costs for the entire roadway system in the Township.

**Implement a the Identified Improvements and Repairs in the Facility Capital Master Plan Including the Repaving of the Okemos Library Parking Lot and the Removal of the Fuel Tanks at the Service Center**

Specifications for the painting and the removal and replacement of the fuel tanks are out for bid. Project implementation is anticipated to occur in the summer of 2017. The fire suppression system at the Public Safety Building has been repaired. The first phase of the library repaving project has been completed. The second half will be completed in the second quarter of 2017.

**Work with MDOT to Make Repairs to the Pathway Along Grand River Between Algonquin Drive and Mohawk Drive**

The Team met with MDOT representatives and determined that a short-term fix to get the pathway open can occur in 2017. The DPW team will develop a plan to provide a safe and accessible route that will minimize the expenditure of the repair until a permanent fix to the slope is completed by MDOT in the future.

**Continue our Collective Efforts to Foster an Environment that is Welcoming, Diverse and Inclusive**

The DPW Team is proud of our ongoing efforts to provide a welcoming, diverse and inclusive place to work and as a team provide essential services to our residents.

**Continue to Seek Opportunities to Reduce Overall Operating Costs**

Our Team continues to examine ways to improve efficiency and reduce costs on an ongoing basis.

## **Develop the Marsh Road Triangle Property in Conjunction with the Haslett Beautification Association**

The Haslett Beautification Association is in the process of developing a plan for the property. Meridian Township has pledged to assist the watering of the flower beds in the downtown district of Haslett again in 2017.

## **Department Operational and Maintenance Report by Team Section**

### Water

- Repaired 29 curb boxes
- Replaced (cut in) 5-2" curb stops (these have been un-locatable since the 1960's)
- Repaired 2 gate valve boxes
- Repaired 1 fire hydrant
- Installed 1 new 2" service
- Installed 1 new 1" service
- Replaced one 36" meter pit and lid
- Exercised and inspected all the 16" valves in our water system
- Turned water off for nonpayment in January, February, and March
- Read water meters in zones 1, 2, 3, 4, and 6
- Attended the Joint Water and Sewer Expo for training
- Attended traffic control safety training
- Repaired 3 broken water services
- Repaired 2 broken water mains
- Investigated 5 possible water leaks
- Assisted the Parks and Grounds Section with snow removal and tree clean up
- Inventoried all our water service, main, and hydrant parts
- Set 18 new meters
- Performed 344 individual meter reads
- Performed 150 service calls
- Located underground utilities for all Miss Dig requests

### Sewer

- Responded to 17 sewer calls. 8 were homeowner private lateral issues. 3 were mainline restrictions that were cleared. 6 SCADA calls on lift stations that have been resolved
- Repaired manholes castings that were damaged from winter maintenance
- Reorganized the shop area
- Worked with Engineering Section on upcoming water and sewer projects
- Coordinated SAW grant work with FTC&H
- Completed weekly lift station checks and repairs
- Continued working with consultants on SCADA radio change over project
- Changed chemical barrels at Central Lift Station
- Cleaned 3,219 feet of sanitary sewer main line
- Root cut 1,106 feet of sanitary sewer main line
- Cleaned and televised sewer main in preparation for ICRD 2017 Jolly Road construction project
- Televised 7,335 feet of sanitary sewer main line
- Continued locating and inventorying manholes using GPS
- Cleared brush and trees from water and sewer easements
- Removed snow from lift stations as needed
- Ordered materials and supplies for sewer preventative maintenance projects
- Attended traffic control safety training
- Attended seminars and classes for "S" license certifications
- Assisted the Water Section on water repairs
- Assisted the Parks and Grounds Section with funeral preparations, snow removal, and tree removal from wind storm
- Completed Buildings Section work orders

- Reviewed applications and participated in the selection of a new full time Sewer Section Utility Worker employee. Reviewed applications for summer help candidates.

#### Facilities and Motor Pool

- Completed 36 routine/emergency work orders in the Buildings Section
- Completed 148 work orders in the Motor Pool Section
- Took delivery of a Ford F-250 and prepped for service
- Purchased and prepared for service 1 emergency light cart and 1 volunteer trailer
- Replaced entrance lights at the Okemos Library
- Continued with our scheduled HVAC maintenance at all facilities
- Continued scheduled emergency generator inspections and maintenance
- Attended traffic control safety training

#### Recycling

- Organized Spring Recycling Event to be held on Earth Day (April 22) at Chippewa Middle School from 9am-2pm. Hope to help set a Guinness World Record for electronics recycling (multi-event/one day). Beginning to organize Fall Recycling Event to be held on Sep 30, 2017.
- Developing contract amendments for the Meridian Recycling Center and Transfer Station.
- Assisted with a Recycling Education Booth at the MSU Home & Garden Show in partnership with the Regional Recycling Coordinating Committee.
- Exploring free recycling carts for Granger Customers.

#### Energy

- Continued development of a Sustainability and Climate Action Plan in partnership with the Meridian Energy Team.
- Participated with the Michigan Green Communities Climate Work Group to share ideas and explore 100% renewable communities.
- Working with Consumers Power on an Energy Benchmarking Study and Energy Evaluation of the Municipal Building.

#### Environment

- Participated in a regional "FOG" initiative to help reduce fats, oils, and grease from entering sewage system. Letters, flyers, and posters will be distributed with restaurant license renewals in April.
- Published and distributed three issues of the Green Gazette.
- Worked with Ingham County Health Department to assist with disposal of 700 lbs. of hazardous chemicals from the Service Center.
- Collaborated with Local First Mid-Michigan on organizing a "Lunch and Learn" on social media to be held on April 6, 2017 in Meridian Township at Henry's Place from 11:30-12:30.
- Promoted Community Gardens and the Garden Leaders' Training. A new garden is under development at Chippewa Middle School.

#### **Engineering Overview**

- The following developments have been approved for use and letters of approval will be sent out to developers: Aldi/ Apartments site (5155 Marsh Road), and the Sierra Ridge Subdivision #3.
- Staff continues to work with our consultant to complete the sanitary sewer SAW grant
- Staff started work with our consultant on the mandated Asset Management Plan (AMP) for the water system.
- Staff is in the process of applying for renewal of our MS4 permit. The permit application is due to MDEQ by April 3.
- Staff continues to work with FEMA to address floodplain violations in the Township to ensure continued participation with the National Flood Insurance Program (NFIP). We currently have four buildings that are considered non-compliant.
- Completed the Kansas Street sanitary sewer project and currently working on finalizing assessments for benefiting parcels.

- Staff continues to work with residents in the Sleepy Hollow area to establish a special assessment district to extend sanitary and water infrastructure. The Township is considering financing the project with bonds.
- Staff has secured partial funding from the Ingham County trail millage in the amount of \$950,000 for the MSU to Lake Lansing –phase 1. We continue to work on the feasibility study, with our consultant, as required by MDOT for the TAP grant in order to obtain approximately \$1.6 million for this project.
- Staff completed plans and bid documents for the 2017 Concrete Repair Contract. Bids were received on March 21 and we are currently evaluating bids.
- A pre-construction meeting has been held for the 2017 Mt. Hope Pathway project. Work is planned to begin during the first week of April. The Mt. Hope portion involves installation of pathway along the south side of Mt. Hope Road between Okemos & Maumee. This project also includes widening of the existing 5' pathway at 1998 Jolly Road.
- Staff completed design, plans and bids for the Ardmore Drive water main replacement, and Towner Road new Water main from Newton Road to existing main at 1997 Towner. The project has been awarded to Mauldon Brothers Construction and work is planned to begin on Towner Road by mid-April.
- Staff was involved in two sanitary lateral backups that were related to projects recently completed. The location of the two laterals are: 5118 Park Lake Road, and 2654 Melville Drive.
- Worked closely with Parks department staff & their consultant on the Towner Road park plans and bidding process.

#### Drainage issues

- Central Park Estates/ Olmstead Circle: The Township received a check from one of the builders implicated with this problem. Staff will coordinate collection of funds from other responsible builders and the developer, and then arrange for remedial work.
- The following locations had drainage issues that involved Township staff: 5583/ 5579 Star Flower; 2083 Towner; 2089 Ashland

#### Inspections

- Staff completed a warranty inspection for Gordman's Meridian Mall addition; all punch list items have now been addressed.
- Staff completed a warranty inspection for Georgetown subdivision #3; staff continue to work with the developer on addressing all items noted for corrections.
- Inspections of underground utilities and site construction continued for the following developments: Red Cedar Flats, Georgetown Subdivision #4, Chick-Fil-A (2075 Grand River Ave), Okemos Pointe- Elevation site (SESC, demo & grading) Costco site (demo & petroleum pipeline relocation).
- Staff inspected forty one sewer & water connections or repairs.

#### Records Management

- Completed as-builts for Chick-Fil- A site (2075 Grand River Avenue); Sierra Ridge subdivision #3, and Okemos Retail site (2049 Grand River Ave – Jimmy Johns/ mattress world).
- Assisted with the new Fire Department Buildings and Site work.
- Updated maps for the following: Pathway, water, sewer, streetlights, and land inventory including parcel splits on base map.
- Acknowledged our participation with the 2020 Census by filling out preliminary paperwork as required. We will be checking our jurisdiction boundaries, new streets, addresses and residential developments since the 2010 Census.
- Continue to update GIS with current developments and utilities within the township
- Assisted Fire Department with emergency response maps for each station.
- Provided water and sewer as-builts to numerous contractors, homeowners and surveyors for proposed connections to our utilities.
- Attended a training session for traffic control best practices with engineering & public works staff.
- Assisted Parks and Cable TV with maps for Gus Macker tournament preparation.

#### Permitting

- Engineering staff processed fifteen sidewalk permits

- Engineering staff processed twenty one utility permits
- Engineering staff processed seventy five one SESC permits. There are currently 130 open SESC permits.



Meridian Township  
5151 Marsh Road  
Okemos, MI 48864

P 517.853.4000  
F 517.853.4096

**Township Board:**

**Ronald J. Styka**  
*Supervisor*

**Brett Dreyfus**  
*Township Clerk, CMMC*

**Julie Brixie**  
*Treasurer*

**Phil Deschaine**  
*Trustee*

**Patricia Herring  
Jackson**  
*Trustee*

**Dan Opsommer**  
*Trustee*

**Kathy Ann Sundland**  
*Trustee*

**Frank L. Walsh**  
*Township Manager*

March 30, 2017

Castle Pointe Apartments  
3075 Endenhall Way  
East Lansing, MI 48823

To whom it may concern:

Enclosed is a check for \$850.00 from the Community Resources Commission Needs Fund. Please credit the account of Clarke Cross, 6127 Farrington Court, Unit AA-03.

Please feel free to call me at (517) 853-4204 if you need any further information.

Sincerely,

Darla Jackson  
Human Services Specialist  
(517) 853-4204  
Jackson@meridian.mi.us

9A

**CLERK'S OFFICE  
BOARD COMMUNICATIONS  
APRIL 4, 2017**

**Board Information (BI)**



March 21, 2017

To: Meridian Township Board of Trustees  
From: Stuart D. Sleight  
Re: Rezoning for (16060} Summer Park Realty



Dear Trustees,

Last Monday at the Planning Commissions meeting it became apparent that the request for change in rezoning of the Walnut Hills Golf Course will not to be recommenced to the Board. I spoke briefly of my concerns for the future of this property as it relates to possible recreational opportunities for our area residents. I chose to emphasize these topics; open space, accessibility for our community members, and a plea for a forward looking vision for this property.

To state what to me is obvious, open space is only of value to all of our community if it is accessible. Open space in a subdivision is of great value to their residents, but of little or no recreational value to outsiders. Walnut Hills Golf Course, if its members were somehow able to keep it, (and I realize that is a big if) is beautiful to look at from my view as a Skyline Hills resident, but as a private club it is mainly accessible to its members and thus of little recreational value for outsiders. Strictly private Country Clubs in this area such as Walnut Hills have struggled to remain sustainable under their model of exclusion to outsiders. For the last ten years or so Walnut Hills has bordered on insolvency to the point that they lost ownership of the course last year. I expressed my opinion that only by becoming accessible to the public could they possibly be able to become sustainable in the years to come. I also believe that it is in the townships best interest that they become a part of rather than apart from our communities recreational activities if they can regain ownership of Walnut Hills. .

A few weeks ago I submitted a letter to Peter Menser to express my opposition to the rezoning. I also described by vision for preserving a portion of Walnut Hills that is relevant for the two future possibilities for the open space: development or a golf course. Parks and Recreation has had a visionary approach through the years in the procurement and development of land for our parks and has greatly enhanced our opportunities for year round recreational activity. One of their recent acquisitions is the wooded areas west of Walnut Hills. The area is adjacent to Walnut Hills near the 14<sup>th</sup> green. If a strip of land on the west side of the course could be preserved and developed as a park it would have the potential to be one the most beautiful parks in the area. A connection to the wooded areas to the west adds to the possibilities for a wide range of recreation year round.

I will be 90- years-old this year and will not live here much longer. However, I care deeply about what will happen to the open space we now can see and hope that it can be saved in ways that will benefit our community. I have put forward my vision the best I can. What happens is now up to our township leadership and our residents..

Sincerely,

*Stuart D. Sleight*  
6750 Skyline Dr.  
sd-sleight@yahoo.com  
517-332-4922

APR 04 2017

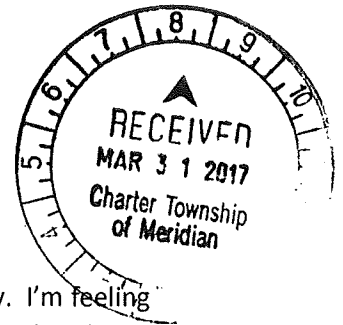
BI-1

APR 04 2017



March 30, 2017

Dear Meridian Township Board;



I've got a few more complaints than the Vernors missing from the vending machine today. I'm feeling quite frustrated about what is going on with this board. It's bad enough that we are a township that is 60/40 liberal/conservative and this board does NOT represent that. It doesn't have to partisan to even do the right thing for our community. One would hope we would all be on the same page for right vs wrong. Instead we get worse than partisan – we get infighting among all Democrats!! I heard often that a past trustee flip-flopped like that was a negative. What I actually saw was a person LISTENING to the constituents and being their voice – that's how it's supposed to work. We aren't that fortunate.

What are we seeing now – Trustee Opsommer in on HomTv doing a piece hoping for innovative transportation and looking forward to CATA bringing us a BRT!!! IS HE KIDDING US?!?!?! Thank the good Lord, CATA is imploding on their own. There is no funding in 2017 but as we read, CATA has zero intention of backing down. Mark my word – we will do this dance as long as it takes for our voices to be heard.

I would respectfully ask, or email back with procedure, to get our new trustees to answer as to WHY they could support the BRT and any point after the resolution was passed last year?? This is the point of the gang that Treasurer Brixie rounded up on a ballot – coincidently all support the BRT. There is no coincidence and our voters were had. There are ZERO reasons I can think of except a legacy boondoggle, and the faulty information from CATA, that supports destroying our community with this. We've presented it all and I'm listening – bringing 21<sup>st</sup> century new blah, blah, blah, is not fact based support – it's a baseless opine. This should be rich to hear details... I will stay tuned.

If not chaos enough, you went ahead and gave Walsh a nice raise and contract extension and I will get the wording incorrect but what is described as a severance package if he's let go that has never been the protocol of our Township. Not that it's undeserved or out of line BUT it sure brings some suspicious eyes when Clerk Dryefus gets ganged up on and denied his raise. Oh sure, it's veiled in personal sacrifice as a group but I'm not buying it. This again is my concern with open meetings requirements – I'm not sure about this and it sure seems pretty awful.

If there are such financial concerns and you are making these huge financial sacrifices (\$3,000) then I might support a colleague instead of the laundry list being attached to the millage. I'm not buying it and I'm getting tired of the gang/bully mentality of this board. These are the kind of heartless decisions that make me vote NO!!

Change – Change the direction – you're apparently not hearing it but the folks sure are talking about the foolishness that has become our township board in our churches, schools and corner diners with the empty store fronts.

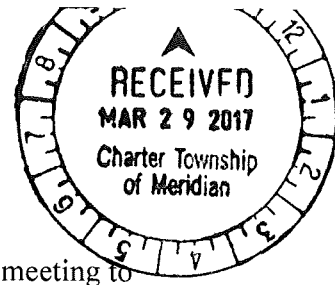
Sincerely

Patty McPhee  
Haslett, Mi  
mpattyo@aol.com

APR 04 2017

BI-2

APR 04 2017



March 29, 2017

Dear Meridian Township Board,

I am writing to express my great displeasure at the action taken by the Board at your last meeting to reject the recommendations of the Local Officials Compensation Commission (LOCC) giving salary increases to all elected officials. In a move that was blatantly aimed at denying the Clerk his well-deserved pay raise, it is morally reprehensible to hide behind the guise of “making a shared sacrifice” in order to justify your actions. Let us be clear about who the winners and losers are in this matter.

Trustees were each due to get a total of \$413 in raises over the next two years, the Supervisor was due for \$858, and the Treasurer and Clerk were each due for \$2832 in raises. The Treasurer’s raise aside, the combined raises for the three Trustees and Supervisor, who voted to reject the recommendations of the LOCC, total \$2097, only 74% of what the Clerk was to receive. So by “majority vote”, the Clerk was effectively denied a salary increase over the next two years.

The motion by Trustee Opsommer, supported by Trustee Deschaine, might, under other background circumstances, be construed to be a genuine effort to share in the sacrifices being asked of Meridian Township taxpayers in light of the impending Police and Fire millage proposal. However, there will always be the suspicion, at least in my mind, that the true motivation behind the action taken by these two members of “Team Meridian 2016” was to advance the agenda of the senior member of the “Team”, the Township Treasurer, who for many years has embarked on a “mission” to discredit, disparage, and defeat the election and re-election of the Clerk. My assessment of the disdain that the Treasurer appears to have for the Clerk is not my own, and is shared by many citizens with whom I have spoken and who have taken the time to become familiar with the proceedings of Township Board over the past several years. The action of her junior “Team” members in this matter only strengthens the notion that my assessment reflects reality.

So what does the Treasurer stand to “lose” by not getting her raises versus what does the Clerk stand to lose by not getting his? Given a two-earner annual income of nearly \$200,000 in the Treasurer’s household, which includes the Treasurer’s salary of ~\$72,000 and the salary of her spouse, a tenured Professor at MSU earning ~\$127,000 in 2015<sup>1</sup>, she would only see a 0.7% decrease in annual income. Compare that to the Clerk who will lose almost 3-times as much as a percent of household income, and it is clear who the “loser” is. It’s no wonder that she went along with the “gang” and voted to reject the recommendations of the LOCC.

And as for the notion that the rejection of the LOCC recommendation is an act of “sacrifice”, I would only remind the Board that true sacrifice is a personal affair. We should all decide for ourselves when and how much to sacrifice. It is unjust for one person, or group of people, to force others to “sacrifice” when their own sacrifice can be made without detriment to others. There is nothing to stop individual Board members from rescinding their previous votes, thus allowing for the pay raises to occur, and then making an individual decision to donate part, or all, of their salary increases back to the Township. In this Easter season, when Christians around the world reflect on the meaning of true sacrifice, I would hope that you find it in your hearts to right the wrong that has been done and prove to the citizens that there was indeed no malice intended by the vote to reject the recommendations of the LOCC. Only then will the shadow of foul play and vindictiveness be removed, a shadow that will continue to cast its darkness on future actions by the Board, especially when they are targeted, intentionally or not, at one individual.

Respectfully,

Neil Bowlby  
6020 Beechwood  
Haslett, MI

APR 04 2017

BI-3

<sup>1</sup> [http://www.mlive.com/news/index.ssf/2016/04/msu\\_salary\\_database.html](http://www.mlive.com/news/index.ssf/2016/04/msu_salary_database.html)

APR 04 2017

**Sandy Otto**

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**From:** Ody Norkin <ody.norkin@gmail.com>  
**Sent:** Friday, March 31, 2017 11:54 AM  
**To:** Board  
**Subject:** Shameful gang style attack by the Brixie led board on Clerk Dryfuss

To Supervisor Styka and board members:

I listened to your discussion via HOM TV replay and thank goodness for HOM TV.

Count me in as a citizen appalled by your attack on the clerk. The Clerk is absolutely correct that the 2% impacts little those who do not work full time for the Township. He is also correct that it is an absolute hypocrisy to suggest that the board members are part of the team yet you use the Clerk's larger sacrifice to send out a camouflaged message of "collective sacrifice".

The action taken by the Board at your last meeting to reject the recommendations of the Local Officials Compensation Commission (LOCC) giving salary increases to all elected officials was in fact a move by the Brixie controlled board blatantly aimed at denying the Clerk his well deserved pay raise, (along with all Township employees). Trustee Deschaine says he can not stomach a 2% raise. Really? Is that what this was all about?

No, this is not about Trustee Deschane's stomach. Here the board is hiding behind the guise of "making a shared sacrifice" in order to justify this shameful attack. Let us be clear about what you just accomplished by this renewed assault on the Clerk. And I say "renewed" because it mimics the primary election's libelous postcard the Brixie slate mailed to all Township Dems. That black and white post card slandered Trustee Veenstra and Clerk Dryfuss to an extreme.

What this renewed attack accomplished is dumping a bucket of raw gasoline on a small fire to energize a NO VOTE side of any millage increase in our township. Those of us who historically voted YES to tax increases, will now be asked to remedy the Pension Liability fiasco. However, this time, as Trustee Styka put it at your last meeting: the increase is well deserved, compared to other municipalities, it is also justified and reasonable but now is not the time!

Hence your renewed attack on the Clerk not only converts "YES" millage voters to "NO", it also sheds light on how politically motivated this board has become and will now awaken the otherwise quiet opposition groups from all corners of the township.

Ody Norkin  
3803 Sandlewood Drive  
Okemos, MI 48864

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## Sandy Otto

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**From:** Donna Rose <wild-rose@sbcglobal.net>  
**Sent:** Wednesday, March 29, 2017 6:18 PM  
**To:** Board  
**Cc:** Frank Walsh  
**Subject:** For Next Board Packet

Greetings Meridian Township Board of Trustees,

I will try to keep this short. I will always be candid. First I want to address a happening at your Board meeting on March 20, 2017. Do you all really think it is fair to vote down raises for all elected officials? Are your egos so large you must publically make such an edict for everyone? Please speak for yourselves, but allow each person to make up their own mind about this separately. For some of you, especially those who are new, a raise doesn't matter very much. I will tell you it looks like you are purposely trying to make our Clerk look bad in order to effect the next election. I wonder how many times this type of thing will occur if the citizens don't ask for fair play now. Please don't act so strategically immature. Citizens are so fed up with this kind of behavior. And this is why Donald Trump is in the White House. All religious and spiritual teachings say to do good and not to brag about the good you do. Please think about this and rescind this decision. I have little respect for those who act in this way. I think it is perfectly fine, and even a bit valiant to give-up raises on an individual level, but the way you did it is very telling about just who you are. I need to have more confidence in your moral fiber than this.

As you know CATA has had to pay \$1.2M in penalties for payroll taxes that were apparently not paid over a three year period. As your CATA Board appointee, and after giving this a lot of thought, I am pretty certain the CATA insurance for this type of financial blunder will only pay a portion of this amount to reimburse CATA for these penalties since the issue could have been stopped earlier than it was. The CATA Board of Directors seems to put its friendship with Sandy Draggoo over their obligations to tax payers and riders. In short, the CATA Board, for whatever reason, seems to be weak. Sandy Draggoo is a charming person so I understand why she is likeable. But CATA governmental officials, taxpayers and customers should be very disappointed it took so long for this issue to become exposed. I cannot avoid thinking to myself that the agencies endeavor to build a BRT has taken the attention needed from that which needs to be given to preserve CATA's finances properly. As a person who requires public transportation about 98% of the time, I feel stuck between politicians and the CATA Administration who could let such a thing happen. Sure CATA has changed the way they do business with their finances now, but I can't stop thinking about how much transit service could have been purchased with \$1.2M, and wonder if you do too!.

Our township is a huge supporter of CATA, paying \$4.8M for CATA services. Unlike other towns we have three millages: the regular, the County, and Redi Ride. I am grateful our taxpayers have been so gracious to keep funding these services, but our service is much more limited than other communities. I believe we should be able to ask for more service without feeling ashamed to do so. We have two regular bus routes, the #1 and then the #22 and #23 (which are loops doing the same route opposite of one another). According to Sandy Draggoo Delhi Township has one bus #8, and has a Redi Ride service which runs longer hours than ours and which is not funded by Delhi Township. We need more service, and I am unsure if the Transportation Commission will ever get back to this subject matter. To me, it is one of the most pressing issues involving our citizens as noted by RX Herrington. I don't know him, but his public comments at your last meeting were so very relevant and the experience of more citizens than you are aware. Grange Acres now has a CATA Shopping Bus on Tuesdays and takes residents there to several shopping spots, including Kroger, Meijer and the Mall which could alleviate some of Redi Rides issues, but not in the afternoons when the school kids ride.

Next, please think about what is currently happening in the retail marketplace. Macys, Penney's, and Sears/K-Mart have all announced store closings around the country. Lansing Mall is losing Macys and K-Mart is already closing. In Detroit, the Wonderland Mall lost its anchor stores and was shuttered then redeveloped into a strip mall, the

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very first mall in the US, Northland Mall was shuttered a couple of years back and is being redeveloped, part as a park and part as a community center, and Eastland and Westland Malls have lost anchor stores and they are at great risk of being gone soon as well. So I want you to look into your little crystal balls and imagine a future without Meridian Mall. I predict that by 2027 or before that mall will also face the same fate due to anchor stores leaving because they cannot compete with the online marketplace. Public transportation is also changing. Young people may not want cars, but they don't want to ride a bus either according to research I consistently read. Pilot programs are springing up all over the US where the money that is now being used to provide bus service is being spent to provide shared ride vehicles instead, and very economically (, rider pays as little as \$1 per trip, like Uber with accessible lift equipped services. Just think about this if you would when you consider the plans for the Grand River and Michigan corridor. What is beginning to happen now tells the future.

Finally, a word about various millages I hope you will keep in mind for your residents. I can support the police and fire millage. It will cost me about \$150 per year if it passes. You need to also be aware there will be an East Lansing School millage this year as well that will also cost me that much or more. The Meridian Transportation Commission discussed a road millage at their last meeting, and while I am somewhat supportive of that, I can't afford to have my property taxes increased so much in one year, and I know there are a lot of residents like myself who feel the same. I am concerned one of these needed millages won't pass if they are proposed in the same year. And we perhaps need an increase to the Redi Ride millage in 2018 too.

Thank you for considering my remarks. I give a great deal of thought before writing.

Sincerely,  
Donna Rose  
6207 Cobblers Drive  
East Lansing, MI 48823  
517-489-2233

It is better to light a single candle than to curse the darkness.  
Attributed to Eleanor Roosevelt

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**PROPOSED BOARD MINUTES**

**PROPOSED MOTION:**

**Move to approve and ratify the minutes of the March 21, 2017 Regular Meeting as submitted.**

**ALTERNATE MOTION:**

**Move to approve and ratify the minutes of the March 21, 2017 Regular Meeting with the following amendment(s): [insert amendments].**

**APRIL 4, 2017  
REGULAR MEETING**

CHARTER TOWNSHIP OF MERIDIAN  
TOWNSHIP BOARD REGULAR MEETING - **DRAFT** -  
5151 Marsh Road, Okemos, MI 48864-1198  
853-4000, Town Hall Room  
TUESDAY, MARCH 21, 2017 **6:00 P.M.**

PRESENT: Supervisor Styka, Clerk Dreyfus, Treasurer Brixie, Trustees Deschaine, Jackson, Opsommer  
ABSENT: Trustee Sundland  
STAFF: Township Manager Frank Walsh, Assistant Township Manager/Director of Public Works and Engineering Derek Perry, Director of Community Planning & Development Mark Kieselbach, Police Chief David Hall, Fire Chief Fred Cowper, Parks and Recreation Director LuAnn Maisner, Director of Information Technology Stephen Gebes, Finance Director Miriam Mattison, Communications Director Deborah Guthrie, Human Resources Director Joyce Marx, Associate Planner/Economic Development Coordinator Ben Motil

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

Rx Harrington, 825 Piper Road, Haslett, believed the Board has not solved the problems of Meridian Township's Redi-Ride system. He noted the letter of intent states Redi-Ride was established to provide transportation for elderly people to attend doctor appointments, trips to pharmacies, grocery shopping, etc. Mr. Harrington stated the goal of Redi-Ride was to fill gaps in the Capital Area Transportation Authority (CATA) system. He added the letter of intent also indicated Meridian Township had adequate school transportation systems, and Redi-Ride would not be used to transport students to and from school. Mr. Harrington remarked students from two school systems make up approximately 30% of the rides, namely Okemos and St. Marthas. He suggested the Board pass a resolution which prevents students from using Redi-Ride, effectively returning the service to its original intent.

Leonard Provencher, 4824 Buena Parkway, Haslett, pointed out the Treasurer's quarterly report shows \$4.8 million going to CATA from Meridian Township. He voiced his sentiment that the Police and Fire millage to be placed on the August, 2017 ballot should be separated into two questions, one dealing with the unfunded pension liability and the other addressing the Police and Fire staffing needs and equipment. Mr. Provencher suggested a provision be placed in the sale of Meridian Township's School Street property to Haslett Public Schools for \$1.00 so the school system cannot flip it for a profit. He believed the Local Officials Compensation Commission to be an "inflationary loop" in that Board approval of salary increases for staff sets the policy for compensation of elected officials throughout the future. Mr. Provencher spoke in support of the Parks & Recreation grant applications.

Neil Bowlby, 6020 Beechwood Drive, Haslett, speaking on behalf of the Liaison for Inter-Neighborhood Cooperation (LINC), addressed "needs" vs "wants" relative to the proposed Police and Fire Millage. He believed there is a need to fund the pension legacy debt as well as new vehicles for the police and fire departments. Mr. Bowlby showed a bar chart he created which questioned whether there has been a 30% increase in calls for service by police in the past five (5) years as shown in the Township's Powerpoint presentation. He alleged there has not been an increase in the calls for service by the Meridian Township Police Department as annual reports for the last two years included the total number of Ingham 911 dispatch calls as the total number of Meridian Township police calls for service. Mr. Bowlby stated the citizen survey showed there has not been a dramatic decline in the satisfaction of citizens with the service provided by the Township's police department. He questioned retiring police cars every three (3) years, instead of keeping them for five (5) years or more and the necessity of a new ladder truck for the Fire Department. Mr. Bowlby also questioned the need to replace all five (5) ambulances in the next ten (10) years. He recited the previous mission statement in part: "...through the most effective use of available resources", alleging that concept is gone with the revised mission statement. Mr. Bowlby believed the Township should not ask taxpayers for "more than we need."

Rene Korrey, 4633 Okemos Road, Okemos, agreed with the letter from LINC, and stated success of the Fire and Police millage will only occur if the millage questions are separated. She noted she is uncomfortable with the proposed millage language as it leads taxpayers to believe this does not relate to the pension issue. Ms. Korrey indicated she would like to see verbiage about paying off the pension deficit specified in the millage language.

Supervisor Styka closed Public Remarks.

#### 6. TOWNSHIP MANAGER REPORT

Manager Walsh reported the following:

- Possibility of a fifth contract being settled in the coming month
- First quarterly report draft will be available on March 31<sup>st</sup>
- Chick-fil-A ribbon cutting on March 30<sup>th</sup> at 9:00 AM
- March 30<sup>th</sup> Joint Meeting with Local Governments and School Districts at 6:00 PM
- Recommendations from the Planning Commission regarding the Walnut Hills rezoning and Hannah Lofts expected to come to the Board within the next two (2) to three (3) weeks

#### 7. BOARD MEMBER REPORTS AND ANNOUNCEMENTS

Treasurer Brixie reported on delinquent personal property tax collection totals for 2012 through 2016 tax years, total 2016 tax year collections, 2016 tax year distributions total and current fixed and non-fixed investments as of February 28, 2017. She reported her attendance at the Tri County Transportation Commission and Land Preservation Advisory Board (LPAB) meetings last week, adding the LPAB is currently busy evaluating different properties. Treasurer Brixie noted a flyer in the packet announced a seminar on vernal pools will be held on March 25, 2017 at 10:00 AM in the Town Hall Room. She reported her attendance at the Michigan Municipal League Capitol Conference (along with Manager Walsh, Trustee Jackson and Clerk Dreyfus), during which a press conference was held regarding dark store legislation. Trustee Brixie expressed appreciation to the Supervisor for writing letters of appreciation which were included as communications in the Board packet.

Trustee Deschaine announced the Parks and Recreation Volunteer Appreciation Night was held March 16<sup>th</sup> to recognize the 1,500 volunteers in a given year who donate their time. He reported his attendance at the March 9<sup>th</sup> Township Branding event.

Trustee Jackson stated one of the featured speakers at the Michigan Municipal League press conference was Township Manager Walsh, who discussed bringing together 25 other municipalities who supported the amicus brief going before the Supreme Court challenging the current dark store taxation policy.

Clerk Dreyfus inquired if copies of the union contract being voted upon tonight were being provided to Board members as he previously requested.



Township Manager Walsh explained the process used by the Township in bringing only the changes in the tentative agreement to the Board, as he stated it takes approximately two (2) to five (5) weeks to incorporate the changes into the final contract once voted upon.

Supervisor Styka announced a May 18<sup>th</sup> fundraiser at Henry's Place from 5:30 PM to 7:30 PM to raise \$10,000 through the Community Resources Commission to help those citizens who are in need of financial assistance. He reported the Pancake Fundraiser, hosted by the Meridian Township Firefighters Union and several Boy Scout Troops, raised \$1300, a portion of which will go to the Muscular Dystrophy Association and the remainder to the scouts' various scholarship funds. Supervisor Styka also reported his attendance at the Parks and Recreation Volunteer Appreciation Night and the first meeting of the Corridor Improvement Authority (CIA).

8. APPROVAL OF AGENDA

**Clerk Dreyfus moved to approve the agenda amended as follows:**

- **Add Agenda Item #9G: Purchase of New Voting Equipment**
- **Move Agenda Item #13E to #13A**
- **Move Agenda Item #9C to 12A**

**Seconded by Treasurer Brixie.**

VOICE VOTE: Motion carried 6-0.

9. CONSENT AGENDA (SALMON)

Supervisor Styka reviewed the consent agenda.

**Treasurer Brixie moved to adopt the Consent Agenda. Seconded by Clerk Dreyfus.**

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

NAYS: None

Motion carried 6-0.

A. Communications

(1) Board Deliberation (BD)

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

(2) Board Information (BI)

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

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

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

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

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

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

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

(3) Staff Communications (SC)

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

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

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

Material handed out at the March 7, 2017 Board Meeting

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

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

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

NAYS: None

Motion carried 6-0.

B. Minutes

**Treasurer Brixie moved to approve and ratify the minutes of the March 7, 2017 Regular Meeting as amended. Seconded by Clerk Dreyfus.**

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

NAYS: None

Motion carried 6-0.

C. Redi-Ride Policy Change

**Treasurer Brixie moved to recommend to CATA for implementation the change to the Redi-Ride policy for a cancellation notice to be at least four (4) hours before the ride is scheduled. Seconded by Clerk Dreyfus.**

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

NAYS: None

Motion carried 6-0.

D. Greater Lansing Area Regional Stormwater Memorandum of Agreement

**Treasurer Brixie moved to approve the Greater Lansing Area Regional Storm Water Program Resolution and associated Memorandum of Agreement. Seconded by Clerk Dreyfus.**

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

NAYS: None

Motion carried 6-0.

E. Authority to Open Account (Name Changes)

**Treasurer Brixie moved to adopt a resolution entitled "Authority to Open an Account" at: Commercial Bank (formerly Mason State Bank) and MI Class-administered by Public Trust Advisors (formerly MBIA Class). Seconded by Clerk Dreyfus.**

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

NAYS: None

Motion carried 6-0.

- F. Purchase of New Voting Equipment  
**Treasurer Brixie moved to approve the resolution applying for and accepting up to \$160,000 in grant funding from the State of Michigan to purchase new election equipment. Seconded by Clerk Dreyfus.**

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

NAYS: None

Motion carried 6-0.

10. QUESTIONS FOR THE ATTORNEY (None)

11. HEARINGS

- A. Kansas Road Public Sanitary Sewer Improvement Special Assessment District #52  
 Supervisor Styka opened the public hearing at 6:42 P.M.

Assistant Township Manager/Director Perry summarized the proposed Kansas Road public sanitary sewer special assessment district (SAD) as outlined in staff memorandum dated March 17, 2017.

- Public  
 Piotr Lupa, 3575 Kansas Road, Okemos, stated his property was divided after the initial hearings on the sewer improvement to become side-by-side parcels, both with frontage onto Kansas Road. He stated he will now need to participate in the assessment cost of the project for both parcels, although only one (1) parcel currently has the "Y" connection installed, which he subsequently ran the lateral to the home. Mr. Lupa requested the Township provide him with a connection to the second parcel if he is going to be assessed costs for both parcels.

Steve Freemire, 3622 Kansas Road, Okemos, voiced his appreciation for the Board's vote last fall to provide sewer on Kansas Road. He stated just a few weeks ago when the weather warmed and there was significant rain, odor from a neighbor's septic system released into the air. He provided his thoughts on what should happen if four to five acre parcels were developed into multiple parcels in the future relative to potential refunds to other property owners on Kansas Road.

- Board and staff discussion:
  - 17 lots rather than 16 reduced the size of the assessment for each lot
  - Township is reviewing how it can make the situation equitable for Mr. Lupa as he did not receive a lateral for the second parcel
  - No payback district exists so there would not being any "rebate" to other property owners
  - As lots are split or further developed, the sewer becomes part of the public infrastructure once the special assessment district is completed and connection fees are required

Supervisor Styka closed the public hearing at 6:51 P.M.

12. ACTION ITEMS

- A. Bills  
**Treasurer Brixie moved to approve the bills. Supported by Trustee Jackson.**

Board discussion:

- Trustee Deschaine asked to abstain from voting on the bills as one of the bills is to pay for a flag subscription to the Kiwanis Club, of which he is an active member
- Positive comments from the public when the flags are placed in front of the Township Municipal Building

- Board member belief Board members cannot abstain from voting
- Board members have the option to recuse themselves by leaving the room during the vote if they believe a conflict of interest exists
- Belief of a majority of Board members the explained situation does not constitute a conflict of interest

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Supervisor Styka,  
 Treasurer Brixie, Clerk Dreyfus  
 NAYS: None  
 Motion carried 6-0.

- B. Rezoning #16070 (Singh), 1954 Saginaw Highway from RR (Rural Residential) to RDD (Multiple Family)  
 Director Kieselbach summarized the rezoning request as outlined in staff memorandum dated March 17, 2017.

**Trustee Jackson moved to adopt the resolution to introduce for publication and subsequent adoption Rezoning #16070. Seconded by Trustee Deschaine.**

Board discussion:

- Planning Commission recommended rezoning of this property from RR to RDD based on the location on a principal arterial and adjacent to commercial areas to the northeast and industrial on the south as well as the rezoning represents a logical and orderly development pattern consistent with the Master Plan
- There are differing visions of Saginaw Highway’s highest land use and the most sustainable approach to development along this principal arterial
- Board member belief Saginaw Highway is going through a transformation
- Single family housing exists to the west of the subject property
- Future Land Use Map (FLUM) designates the subject property as commercial
- Property zoned commercial is adjacent and around this parcel
- Concern with a multi-family environment on Saginaw Highway
- Statement by the applicant that the size of the parcel prohibits him from a commercial use on this parcel
- Possibility of acquiring adjacent parcels to construct a contiguous commercial development
- Board member belief realization of the vision in the Master Plan would result in commercial businesses surrounding this parcel and be a less than desirable place to live
- RDD zoning district allows for a planned unit development (PUD)
- Encouragement to the property owner to explore construction of a PUD

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Supervisor Styka,  
 Treasurer Brixie  
 NAYS: Clerk Dreyfus  
 Motion carried 5-1.

- C. Police and Fire August Millage 2017-2026  
 Manager Walsh provided a summary of the Powerpoint presentation given at the March 7, 2017 Board meeting.  
**Treasurer Brixie moved to adopt the resolution for a Police and Fire Protection Millage 2017-2026, in the amount of 1.483 mills, to be placed on the ballot for the Tuesday, August 8, 2017 Election. Seconded by Trustee Opsommer.**

Board and staff discussion:

- Board member preference for two mills each for police and fire, but will accept this “lean” proposal
- Interest savings realized when paying off debt in ten (10) years
- Aging population requires first responders and the need for them is essential
- Board member belief that separating the millage language is not a good idea, as designating one mill for paying pension debt and just under .5 for expansion of police and fire staffing would likely confuse voters
- Millage will allow Meridian Township to provide benefits and remain competitive as an employee
- Board member belief that improving the staffing ratio will improve morale
- Board member belief there is not a “lot of discretionary funding” in the Township
- Board member belief separating the millage into two questions “fine tunes” the choices available to voters
- Board member belief two millage questions would be easier for voters to understand than combining the two questions into one millage
- Legal counsel drafted the ballot language before the Board
- Concern what would happen if voters approved new funding for additional police and fire personnel but did not approve the millage paying off the pension debt
- Fire Chief stated ladder truck is expensive, but it’s the “bread and butter” of fire services
- If the Township does not have a ladder truck, insurance costs for homeowners would increase
- Ladder truck is used to block traffic on the highway in the case of an accident and for big fires and rescues
- Current ladder truck is 18 years old and the typical lifespan is 20 years
- Ladder trucks are heavy and experience a lot of strain during use
- “Funding for the future” would be a great gift for the Fire Chief to give to his successor
- Township currently have 12 road cars which are rotated every 4 years at 100,000+ miles, considered to be the industry “standard.”
- Cars experience significant idle time which mileage doesn’t include
- Need to provide officers with safe cars in good condition when responding to calls
- Staff provided the attorney with the list of items which would be addressed through the proposed millage
- Money generated from the millage could not be used to retire the debt included in defined benefit plans outside of police and fire
- Summary of union negotiations to date to reduce the multiplier for current employees and new hires
- Information put out by the Township will cover the uses of the millage in detail, including the plan to pay off pension liabilities

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

NAYS: None

Motion carried 6-0.

D. Sale of Property to Haslett Public Schools

Manager Walsh summarized the proposed sale of property to Haslett Public Schools as outlined in staff memorandum dated March 21, 2017.

**Trustee Deschaine moved to approve the resolution to authorize the sale of property known as 5681 School Street, Haslett MI, parcel no. 33-02-02-10-432-007. Seconded by Treasurer Brixie.**

Board discussion:

- Board member belief the school district will find good use for it
- House located on the property is vacant
- Many complaints were received by the Township for activities on this property
- Property is adjacent to Ralya Elementary School

- Limitations on what can be done with a tax-foreclosed property
- Concern with including a qualifying use clause in the resolution as Meridian Township and its school districts have always worked well together

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

NAYS: None

Motion carried 6-0.

- E. Findings of the Local Officials Compensation Commission (LOCC)  
**Trustee Opsommer moved that the Board respectfully decline the recommendations proposed by the Elected Officials Compensation Board in shared sacrifice. Seconded by Trustee Deschaine.**

Board and staff discussion:

- Recommendation is for a 2% increase for elected officials
- Recommendation requires a two-thirds vote of the Board to reject the LOCC's findings
- Board member belief many concessions have been made by employees during negotiation process
- Board member belief that as elected officials, the only sacrifice to be made is their salary compensation
- Reminder that all Township staff, including the Manager, have received a 2% increase for three (3) years
- Board member belief the motion to reject the recommendation from the public body is a "political maneuver"
- Board member belief that in 2012, the salaries of the Clerk, Treasurer, Supervisor and Board Trustees were cut due to "political lobbying" directed at the LOCC
- LOCC is a public body which extensively researched the issue over two months prior to making its recommendation and worked with the Township's Human Resources Department on compensation for elected officials
- Board member belief the proposed 2% increase is a small increase – appropriate and fair to keep up with the cost of living
- Board member statement that comparatively speaking, the various Board member compensation amounts are less than what is paid by other similarly sized communities
- Board member belief the Township is in overall excellent financial condition, with a \$6 million surplus fund, and a 2% increase will not cause any financial hardship for the Township
- Board member preference to not act on this motion, which would allow the recommendation of the LOCC to stand
- Requirement for a super majority (2/3 vote) to overturn the recommendation of the local public body
- Concern with the message being sent to the public by receiving a raise when the Board is asking voters to pay an approximate 1.5 mill increase in taxes
- Board member belief the purpose of the LOCC is to take the issue of Board salaries out of the hands of politicians
- Board member belief that although the proposed salary increase is warranted, and elected positions are underfunded compared to similar communities, he will vote for the motion because of the circumstances faced by the Township relative to the unfunded pension liability
- Board member belief the public will "see through" this action as political grandstanding
- Board member belief the pension for new DPW hires will be 40% less than current DPW employees and pension for new firefighter hires will be 36% less than current firefighters

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

NAYS: Clerk Dreyfus

Motion carried 5-1.

- F. 2017 Proposed Grant Applications for Park Development  
 Director Maisner summarized the grant applications for park development as outlined in staff memorandum dated March 8, 2017.

**(1) Treasurer Brixie moved to approve the resolution supporting submittal of a grant application to the Michigan Natural Resources Trust Fund Program for construction of a universally accessible pavilion facility and access sidewalks in Meridian Riverfront Park/Harris Nature Center with an estimated total project cost of \$100,000, providing a 50% local match of \$50,000 from the Township’s Park Millage Fund. Seconded by Trustee Jackson.**

Board and staff discussion:

- Appreciation to the Parks staff for its vigilance in submitting grant applications
- Without the new Parks millage, the Township could not apply for the grants due to the match requirement

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

NAYS: None

Motion carried 6-0.

**(2) Trustee Jackson moved to approve the resolution approving submittal of a grant application to the Land and Water Conservation Fund Program for construction of a waterless restroom and access sidewalks in Meridian Riverfront Park/Harris Nature Center with an estimated total project cost of \$100,000, providing a 50% local match of \$50,000 from the Township’s Park Millage Fund. Seconded by Trustee Opsommer.**

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

NAYS: None

Motion carried 6-0.

- G. 2017-2019 TPOAM Non-Supervisory Professional Employees Contract  
 Manager Walsh summarized the changes to the current contract as outlined in staff memorandum dated March 13, 2017.

**Treasurer Brixie moved to approve the 2017-2019 collective bargaining agreement as tentatively agreed to and further ratified by the TPOAM Non-Supervisory Professional employees. Seconded by Trustee Jackson.**

Board and staff discussion:

- Board member belief it is best to do all union contracts at once due to heavy workload involved in the process

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

NAYS: None

Motion carried 6-0.

[Supervisor Styka recessed the meeting at 8:20 P.M.]

[Supervisor Styka reconvened the meeting at 8:33 P.M.]

13. BOARD DISCUSSION ITEMS

- A. Amendment to the DDA Loan Installment Payment Schedule

Associate Planner/Economic Development Coordinator Ben Motil summarized the proposed amendment to the Downtown Development Authority (DDA) loan installment payment schedule as outlined in staff memorandum dated March 13, 2017.

Board and staff discussion:

- Proposal would delay annual principal payment of \$25,000 from 2020 until 2022
- DDA no longer has the Celebrate Downtown Okemos event as a revenue source
- Potential for a significant increase in the DDA's tax base with future development
- Chair of DDA stated the DDA thought paying down the debt was the best thing to do at this time
- Debt was acquired through installation of the downtown Okemos streetlights and Meijer's retroactive reduction in its tax assessment through the Tax Tribunal
- Intent of the DDA to pay off the debt earlier in the event construction of a large development results in an increase in tax capture
- This situation is a reminder of how the dark store issue negatively impacts municipalities
- Interest payments have been and will continue to be paid annually
- Potential to increase foot traffic due to park improvements in the downtown area

**It was the consensus of the Board to place this item on for consent at the April 4, 2017 Board meeting.**

B. Sleepy Hollow Infrastructure Improvements

Assistant Township Manager/Director of Public Works and Engineering Perry summarized the proposed Sleepy Hollow infrastructure improvements as outlined in staff memorandum dated March 21, 2017.

Warren Creamer, Managing Director, RW Baird, 1001 Bay Street, Traverse City, presented bonding information for the special assessment

Board and staff discussion:

- Bonding options and costs
- Interest rate through the Township Improvement Revolving Fund (TIRF) fund would be 5%
- Assumption made by the bond advisor that homeowners would be paying 5%
- Special assessment bonds are currently being issued at a rate of approximately 2.75%
- If the Township used the bonding mechanism over a 15 year period, the interest would be estimated at 2.75%
- If the Township used the bonding mechanism over a 20 year period, the interest would be estimated at 3%
- Township typically adds on 1% to the interest
- Township would use the special assessment billing process to collect the funds from homeowners
- Assumption by the Baird Co. that homeowners will take advantage of the low rates and pay over time to minimize their cash flow burden
- Homeowners would be able to pay the full assessment without interest (levied on July 1<sup>st</sup>) until September 14<sup>th</sup>, after which interest would accrue on the unpaid balance of 1% over the bond rate
- Baird uses the projected revenue stream and structures the bonds in an amount sufficient to be paid by the revenue stream when due, similar to setting up an escrow account
- Board member statement that experience by the Township shows at least one homeowner will pay the assessment in full up front
- Inquiry as to how variables fit into the special assessment approval process



- Bonding will be handled through a separate resolution, between Resolution #3 and Resolution #4 in the five-resolution special assessment process
- Estimated cost takes into account the variable for homeowners paying the special assessment in full
- No effect on the interest rate for the bonds if a special assessment is paid in full
- Board member preference to provide a 20-year repayment schedule as requested by the residents of Sleepy Hollow
- Staff suggestion to facilitate a neighborhood meeting with residents of Sleepy Hollow to show them the figures for a 15 and 20 year special assessment

**It was the consensus of the Board to continue discussion on this issue at a future meeting.**

- C. Rezoning #17010 (Portnoy & Tu), rezone of a .56 acre parcel north of 2476 Jolly Road (Parcel I.D. #33-352-001) from RA (single Family-Medium Density) to PO (Professional and Office)

Director Kieselbach summarized the rezoning request as outlined in staff memorandum dated March 17, 2017.

Board and staff discussion:

- House is adjacent just north of the subject site
- Owner of the adjacent property requested the site plan be conditioned on the rezoning
- Office district adjacent to residential requires at 50 foot setback for the building and a 20 foot landscape buffer
- Impervious ratio of the proposed plan complies with the Township's ordinance requirement
- If rezoned, office is a use by right and would be handled through the site plan review process

**It was the consensus of the Board to place this item on for action at the April 4, 2017 Board meeting.**

- D. Harkness Law Firm Contract

Manager Walsh addressed the potential continuation of the Township's contract for prosecutorial services with the Harkness Law Firm as outlined in staff memorandum dated March 16, 2017.

Board and staff discussion:

- Police Chief believes Mr. Harkness is providing exemplary service to the Township and has an excellent rapport with police officers
- Mr. Harkness' law firm is located in the Township
- Renewal of the contract remains at \$80,000
- Board member belief a competitive bidding process benefits taxpayers by providing an opportunity to lower costs or gain improved services
- Certain efficiencies exist by continuing the current contract for two additional years
- Cost and time involved in the request for proposal (RFP) process
- Contract expires at the end of April and the RFP process should have already commenced if it was to be utilized
- Suggestion to extend this agreement for two (2) additional years (Clause #28) and begin the RFP process in early 2019

**It was the consensus of the Board to place this item on for action at the April 4, 2017 Board meeting.**

E. Meridian Township Vision and Mission Statements

Director Guthrie addressed the Meridian Township Vision and Mission Statements as outlined in staff memorandum dated March 17, 2017.

Board and staff discussion:

- Inquiry as to why the word "environment" was left out
- Belief the Board should take its time to carefully consider and think about the impact of the vision statement
- Surprise that the word "prime" is not found in either statement
- Board member preference to send various ideas to the Communications Department for compilation and future discussion
- Brand development committee (BDC) used several brand descriptors in the vision and mission statement
- Inquiry as to where mission and vision statements will be utilized
- Previous Township Board voted to have the mission statement placed on the agenda
- Communications staff comment that during the rebranding process, a decision was made to standardize the agendas, packets and minutes and include the mission statement on every agenda
- Mission and vision statements should be concise as citizens may not pay attention to them but would "get" the Township tagline
- Inquiry as to the current use of the vision statement other than on the Township website

**It was the consensus of the Board to continue discussion on this issue at a future meeting.**

14. COMMENTS FROM THE PUBLIC

Supervisor Styka opened Public Remarks.

Leonard Provencher, 5824 Buena Parkway, Haslett, challenged the time frame used to ascertain the assumed rate of return in calculating the Township's Municipal Employees Retirement System (MERS) pension liability. He continued to question how much of the ten-year police and fire millage would be eroded by the Headlee override.

Neil Bowlby, 6020 Beechwood Drive, Haslett, believed politics were involved by certain Board members in making the motion to reject the findings of the Local Officials Compensation Committee (LOCC). He demonstrated how much money would be lost by each of the various positions on the Board, indicating that the four (4) part time Trustees would lose very little by rejecting a 2% raise while the other three (3) positions would lose a more significant amount. He stated that if Board members wanted to make a sacrifice for the Township, they should accept the recommendations of the LOCC, and then simply donate the 2% increase back to the Township.

Mr. Bowlby also stated if the police and fire millage proposal passes, Meridian Township residents would be paying 6.915 mills in taxes. He noted the comparison to East Lansing and Lansing was unfair, as both cities provide many additional services not realized by Meridian Township residents.

Supervisor Styka closed Public Remarks.

15. OTHER MATTERS AND BOARD MEMBER COMMENTS

Trustee Jackson announced faith Lutheran Church is showing a film titled "13" on March 23, 2017 at 7:00 P.M. and a community forum on Schools to Prison Pipeline on March 30, 2017 at 6:00 P.M.

Manager Walsh responded to earlier public comment regarding MERS' assumed rate of return by stating the benefit modifications that are going to be in place from negotiations were factored in the scenario.

Trustee Deschaine announced the Transportation Commission will meet on Thursday March 23, 2017 at 6:00 P.M. He noted the Township Treasurer was silent on the issue of the LOCC recommendation. Trustee Deschaine stated that in 2008, the Township Treasurer voluntarily took a 20% pay cut and her wages have still not "recovered." He believed this "sacrifice" was made for the good of the Township.

Supervisor Styka responded to earlier public comment by stating he believed, by law, CATA could not deny certain groups of individuals use of the Township's Redi-Ride transportation services.

Clerk Dreyfus addressed the alleged "Treasurer's voluntary salary cut in 2008," stating that the cut included a 20% reduction in the amount of hours worked, meaning that it was not really a salary cut but rather a reduction in Treasurer's working hours to 32 hours per week. He noted the only purpose of the LOCC is to make a recommendation relative to salaries of elected officials. Clerk Dreyfus agreed with earlier public comment that any "sacrifice" should be personally made by each Board member. He reiterated that Board members can individually decide to give back their salary increase if desired.

Treasurer Brixie clarified that she has worked 40 hours per week since 2010 when staff members were laid off in the Treasurer's office. She noted the mechanism allowed by law to reject salaries recommended by the LOCC.

16. ADJOURNMENT

**Treasurer Brixie moved to adjourn. Seconded by Trustee Deschaine.**

VOICE VOTE: Motion carried 6-0.

Supervisor Styka adjourned the meeting at 9:49 P.M.

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RONALD J. STYKA  
TOWNSHIP SUPERVISOR

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BRETT DREYFUS, CMMC  
TOWNSHIP CLERK

Sandra K. Otto, Secretary



To: Board Members  
From: Miriam Mattison  
Miriam Mattison, Finance Director  
Date: April 4<sup>th</sup>, 2017  
Re: Board Bills

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

COMMON CASH	\$ 99,326.62
PUBLIC WORKS	\$ 12,377.46
TRUST & AGENCY	\$ 150.00
<b>TOTAL CHECKS:</b>	<b>\$ 111,854.08</b>
CREDIT CARD TRANSACTIONS Mar 16th to Mar 29th	\$ 7,037.47
<b>TOTAL PURCHASES:</b>	<b><u>\$ 118,891.55</u></b>
ACH PAYMENTS	<u>\$ 440,486.41</u>

03/30/2017 10:14 AM  
 User: hudecek  
 DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN  
 EXP CHECK RUN DATES 04/04/2017 - 04/04/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
 BANK CODE: GF

Vendor Name	Description	Amount	Check #
1. 20/20 PRINTING			
	GUS MACKER PRINTING	358.90	
2. 54-A DISTRICT COURT			
	CASH BOND	800.00	94793
3. ACROSS THE STREET PRODUCTIONS			
	BLUE CARD ON LINE COMMAND TRAINING	346.50	
4. AIRGAS GREAT LAKES			
	STANDING PO - MEDICAL OXYGEN	93.37	
	STANDING PO - MEDICAL OXYGEN	38.85	
	TOTAL	132.22	
5. ALDINGER INC			
	2,500 WINDOW ENVELOPES	310.54	
6. AT& T			
	MONTHLY SERVICE	388.71	
7. B & H PHOTO-VIDEO			
	PROMISE TECHNOLOGY SANLINK2 8GB FIBER ADAPTER	2,175.00	
8. BALLARD BENEFIT WORKS, INC			
	MONTHLY FEE FOR MARCH	2,729.49	94700
9. BARYAMES CLEANERS			
	STANDARD POLICE UNIFORM CLEANING	764.34	
10. BS&A SOFTWARE			
	TIPS AND TRICKS	75.00	
11. CASTLE POINTE APARTMENTS			
	CRC EMERG PAYMENT TO AVOID EVICTION	850.00	94794
12. CHICK-FIL-A			
	REFUND ESCROW WDV#15-06	1,060.50	
13. CITY OF EAST LANSING			
	SHARED ASSESSOR SERVICES - FEBRUARY	4,972.80	
14. CITY PULSE			
	TWP NOTICES	75.45	
15. COMCAST CABLE			
	MONTHLY SERVICE	190.24	
	MONTHLY SERVICE	203.52	
	TOTAL	393.76	
16. CORE TECHNOLOGY CORP			
	SUPPORT - TALON DESKTOP AND MOBILE CLIENTS	2,125.00	
17. DELAU FIRE SERVICES INC			
	WATER EXTINGUISHER REPAIRS/ANTI FREEZE	278.50	
18. F. LAX CONSTRUCTION			
	REFUND 80% PB15-0860 CANCELED 986 JOLLY RD	1,880.00	
19. FAHEY SCHULTZ BURZYCH RHODES PLC			
	LEGAL FEES-MARCH	5,000.00	
	LEGAL FEES	140.00	
	LEGAL FEES	520.00	
	LEGAL FEES	100.00	
	LEGAL FEES	100.00	
	LEGAL FEES	440.00	
	LEGAL FEES	440.00	
	LEGAL FEES	100.00	
	LEGAL FEES	100.00	
	LEGAL FEES	3,980.00	
	LEGAL FEES	448.00	
	LEGAL FEES	461.76	
	LEGAL FEES	1,014.00	
	TOTAL	12,843.76	
20. GABRIEL, ROEDER, SMITH & COMP			
	RETAINER SERVICE 12/31/16 ACTUARIAL VALUATION	4,100.00	
	GASB STATEMENT NO. 68 REPORT	2,000.00	
	TOTAL	6,100.00	

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Vendor Name	Description	Amount	Check #
21. GOV'T FINANCE OFFICERS ASSOC	MEMB #136352003-D. HUDECEK, M. MATTISON	250.00	
22. H.C. BERGER COMPANY	PHOTOCOPIER MAINT AT HNC	28.14	
23. HASSELBRING CLARK CO	COPIER MAINTENANCE & FEES	95.49	
24. HEALTH AND SAFETY INSTITUTE	NEW 247-EMS CE COURSES FOR 39 OFFICERS	1,053.00	
25. HOME INSPECTION PLUS, INC	REFUND 80% PERMIT PB17-0127 CANCELLED	60.00	
26. IMAGE TREND INC	FIRE DEPT PORTION OF ANNUAL FEE	240.00	
	ANNUAL SUPPORT FOR IMAGE TREND SERVICE BRIDGE	5,780.00	
	TOTAL	6,020.00	
27. JERRY FEDEWA HOMES, INC	REFUND ESCROW WDV#16-03	225.50	
28. KODIAK EMERGENCY VEHICLES	NUMBER DECALS ENGINE 93/TRUCK 93	222.00	
29. LANSING UNIFORM COMPANY	STANSING PO - UNIFORMS	220.00	
30. LEAK PETROLEUM EQUIPMENT INC	REPLACE BREAK-AWAY/HOSE	278.16	
31. LEAP INC	LG MUNICIPALITY MEMBERSHIP - 2017	15,000.00	
32. M3 GROUP INC	PHASE 3 BRANDING - FEBRUARY	3,125.00	
33. MERIDIAN TOWNSHIP	TRANSFER FOR FLEX CKING PR 03/31/17	1,201.89	
34. MICHIGAN ASSESSORS ASSOCIATION	MAA COURSE FOR D. UPCHURCH	350.00	
35. MICHIGAN LAW ENFORCEMENT	ELECTRONIC WEAPONS TRAINING-E. BESONER	250.00	
36. MIDWEST POWER EQUIPMENT	REPAIR STIHL EQUIPMENT	26.99	
37. MOLLY NEVINS	FITNESS INSTRUCTOR FEE FOR MARCH FITNESS OVER 50	208.00	
38. MOORE MEDICAL LLC	STANDING PO FOR EMS SUPPLIES/EQUIPMENT	237.00	
	STANDING PO FOR EMS SUPPLIES/EQUIPMENT	1,762.15	
	BATTERIES FOR DEPARTMENT USE	317.82	
	TOTAL	2,316.97	
39. NAMI-LANSING	CIT - MERIDIAN TOWNSHIP POLICE	300.00	
40. NATOA	ANNUAL MEMBERSHIP - D. GUTHRIE	100.00	94792
41. NETWORKFLEET, INC	VERIZON NETWORKFLEET MONTHLY SERVICES	56.85	
42. PROGRESSIVE AE	ADM LAKE LANSING WATERSHED - 12/30/16	2,375.50	
43. RANDOLPH MARKHAM	REFUND ESCROW WDV#16-04	287.50	
44. ROWE PROFESSIONAL SERVICES	CO		
	CONSULTING SERVICES FOR PARKS & RECREATION 5 YEAR	920.00	
	CONSULTING SERVICES FOR PARKS & RECREATION 5 YEAR	3,886.25	
	TOTAL	4,806.25	
45. SCALE LOGIC, INC	REPLACEMENT LICENSE FOR FIBERJET	2,720.00	

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Vendor Name	Description	Amount	Check #
46. SOLDAN'S FEED & PET SUPPLIES			
	CANINE SUPPLIES FOR TWO DOGS	42.39	
	CANINE SUPPLIES FOR TWO DOGS	32.99	
	CANINE SUPPLIES FOR TWO DOGS	46.99	
	TOTAL	<u>122.37</u>	
47. STAMP RITE INC			
	SIGNATURE STAMP - R. STYKA	24.10	
48. STUDIO INTRIGUE ARCHITECTS			
	REFUND ESCROW WDV#16-05	225.50	
49. SUPREME SANITATION			
	PORTABLE TOILET RENTAL	160.00	
50. SUSAN BATHKE			
	REIMB PANCAKE BREAKFAST SUPPLIES	85.43	94701
51. TDS			
	MONTHLY SERVICE	1,304.15	
52. THE HARKNESS LAW FIRM PLLC			
	LEGAL FEES-UTC	6,768.83	
53. THE POLACK CORPORATION			
	CONTRACT USAGE CHARGE 2/10 TO 3/09	1,137.81	
54. VIRIDIS DESIGN GROUP			
	BIDDING AND CONSTRUCTION ADMINISTRATIVE SERVICES -	6,300.00	
55. WEST SHORE FIRE			
	SCBA MASK STRAPS	262.72	
	SCBA VOICE AMPS REPAIRS X3	208.00	
	TOTAL	<u>470.72</u>	
56. WILLIAMSTON SCHOOLS			
	GYM TIME FOR WILLIAMSTON BB LEAGUES	1,590.00	
57. ZOLL DATA SYSTEMS INC			
	ZOLL TRAINING FOR CRYSTAL REPORTS	900.00	
TOTAL - ALL VENDORS		99,326.62	
FUND TOTALS:			
Fund 101 - GENERAL FUND		81,395.17	
Fund 204 - PEDESTRIAN BIKEPATH MILLAGE		7.24	
Fund 208 - PARK MILLAGE		8,762.08	
Fund 209 - Land Preservation Millage		1.88	
Fund 218 - POLICE RESTRICTED/DESIGNATED		550.00	
Fund 230 - CABLE TV		5,054.39	
Fund 246 - TIRF		2,375.50	
Fund 250 - COMMUNITY NEEDS FUND		850.00	
Fund 661 - MOTOR POOL		330.36	
PAYMENT TYPE TOTALS			
Paper Check		99,326.62	

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EXP CHECK RUN DATES 04/04/2017 - 04/04/2017  
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BANK CODE: PW

Vendor Name	Description	Amount	Check #
1. ANDREW LEROY	REFUND OVERPM'T FINAL #RVWD-002056-0000-02	90.45	
2. BALLARD BENEFIT WORKS, INC	MONTHLY FEE FOR MARCH	520.51	26679
3. BRIAN SMITH	REFUND OVERPM'T FINAL #HASL-002207-0000-01	24.21	
4. EJ USA, INC.	REPLACE STORM MH	134.88	
5. JERRY SWARTZ	REIMB COST INCURRED @ 5118 PARK LAKE RD	10,953.41	
6. MICHIGAN PLUMBING	REPAIR SANITARY LINE @ 5118 PARK RD 1/26/17	239.00	
7. PATRICK O'BRIEN	REFUND OVERPM'T FINAL #SHAW-005715-0000-01	159.30	
8. TDS	MONTHLY SERVICE	188.04	
9. TRANSNATION	REFUND OVERPM'T FINAL #POTT-005685-0000-04	67.66	
TOTAL - ALL VENDORS		12,377.46	
FUND TOTALS:			
Fund 590 - SEWER FUND		11,723.47	
Fund 591 - WATER FUND		653.99	
PAYMENT TYPE TOTALS			
Paper Check		12,377.46	



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Vendor Name	Description	Amount	Check #
1. STATE OF MICHIGAN	SOR REG 02/28/17 ID:10396	150.00	
TOTAL - ALL VENDORS		150.00	
FUND TOTALS:			
Fund 701 - TRUST & AGENCY		150.00	
PAYMENT TYPE TOTALS			
Paper Check		150.00	

**Credit Card Transactions March 16th to March 29th, 2017**

<b>Date</b>	<b>Merchant Name</b>	<b>Amount</b>	<b>Account Name</b>
2017/03/24	ADOBE *ACROPRO SUBS	\$15.89	DEREK PERRY
2017/03/19	ADOBE *CREATIVE CLOUD	\$29.99	BENJAMIN MAKULSKI
2017/03/29	AMAZON MKTPLACE PMTS	\$23.48	STEPHEN GEBES
2017/03/18	AMAZON MKTPLACE PMTS	\$36.42	MICHELLE PRINZ
2017/03/23	AMAZON MKTPLACE PMTS	\$50.81	STEPHEN GEBES
2017/03/16	AMAZON MKTPLACE PMTS	\$57.74	CATHERINE ADAMS
2017/03/28	AMAZON MKTPLACE PMTS	\$199.99	MICHELLE PRINZ
2017/03/21	AMAZON.COM	\$32.29	CHRISTOPHER DOMEYER
2017/03/16	AMAZON.COM	\$35.29	MICHELLE PRINZ
2017/03/28	BIG APPLE BAGELS	\$48.87	MICHELLE PRINZ
2017/03/24	BIGGBY COFFEE #121	\$63.59	ROBIN FAUST
2017/03/24	CITY LIMITS	\$53.56	ROBERT STACY
2017/03/21	COMCAST	\$19.26	KRISTI SCHAEING
2017/03/18	COMCAST	\$38.52	DEBORAH GUTHRIE
2017/03/21	CTL SCIENTIFIC SUPPLY COR	\$67.15	WILLIAM RICHARDSON
2017/03/24	CULLIGAN WATER CONDITION	\$50.00	DENNIS ANTONE
2017/03/28	CULLIGAN WATER CONDITION	\$74.00	DENNIS ANTONE
2017/03/21	DOMINO'S 1206	\$24.17	BENJAMIN MAKULSKI
2017/03/22	ELLIS C & W LOT LANSING	\$12.00	DEREK PERRY
2017/03/23	EPIC SPORTS, INC.	\$139.39	MICHAEL DEVLIN
2017/03/17	FCI AUTOMATION - LANSING	\$20.00	TODD FRANK
2017/03/23	FIRESIDE GRILL	\$32.00	WILLIAM PRIESE
2017/03/23	GFS STORE #1901	(\$12.99)	ANDREA SMILEY
2017/03/18	GOPRO *WWW.GOPRO.COM	\$720.71	LUANN MAISNER
2017/03/20	HEATERMEALS	\$40.10	WILLIAM RICHARDSON
2017/03/23	HOBBY LOBBY #360	\$46.60	CATHERINE ADAMS
2017/03/27	HOBBY LOBBY #360	\$90.99	MICHELLE PRINZ
2017/03/20	HYDRO CHEM SYSTEMS INC	\$469.00	LAWRENCE BOBB
2017/03/21	IN *INTAPOL INDUSTRIES	\$241.99	CHRISTOPHER DOMEYER
2017/03/23	JETS PIZZA OF HASLETT	\$49.05	WILLIAM PRIESE
2017/03/22	JIMMY JOHNS - 90055 - MOT	\$116.00	MICHELLE PRINZ
2017/03/22	JIMMY JOHNS - 90055 - MOT	\$128.48	MICHELLE PRINZ
2017/03/28	MAGID GLOVE SAFETY	\$180.20	DENNIS ANTONE
2017/03/24	MEIJER INC #025 Q01	\$14.95	CATHERINE ADAMS
2017/03/23	MEIJER INC #025 Q01	\$15.99	CATHERINE ADAMS
2017/03/22	MEIJER INC #025 Q01	\$18.54	SCOTT DAWSON
2017/03/23	MEIJER INC #025 Q01	\$20.78	WILLIAM PRIESE
2017/03/17	MEIJER INC #025 Q01	\$25.54	DARCIE WEIGAND
2017/03/22	MEIJER INC #025 Q01	\$36.43	MICHELLE PRINZ
2017/03/25	MEIJER INC #025 Q01	\$48.83	JANE GREENWAY
2017/03/28	MICHIGAN BATTERY EQUIPME	\$176.00	TODD FRANK
2017/03/27	MICHIGAN SUPPLY CO	\$111.02	PETER VASILION
2017/03/16	MICHIGAN TOWNSHIPS ASS	\$2,313.00	MICHELLE PRINZ

2017/03/21	MSU PAYMENTS	\$75.00	JOYCE A MARX
2017/03/22	OFFICEMAX/OFFICEDEPOT #61	(\$161.98)	KATHERINE RICH
2017/03/27	OFFICEMAX/OFFICEDEPOT #61	\$61.18	ROBIN FAUST
2017/03/21	OFFICEMAX/OFFICEDEPOT #61	\$161.98	KATHERINE RICH
2017/03/21	OHIO TURNPIKE REPLENISHME	\$32.53	WILLIAM PRIESE
2017/03/22	PARKING EP/PS	\$10.00	FRANK L WALSH
2017/03/21	PARKING-LC VERIFONES	\$7.00	FRANK L WALSH
2017/03/23	PEAVEY CORP.	\$73.25	CHRISTOPHER DOMEYER
2017/03/23	QUALITY DAIRY 31120025	\$5.00	WILLIAM PRIESE
2017/03/27	SOLDANS FEEDS PET S	\$8.94	CATHERINE ADAMS
2017/03/17	SOLDANS FEEDS PET S	\$48.97	CATHERINE ADAMS
2017/03/17	SUBWAY 03272879	\$10.87	WILLIAM PRIESE
2017/03/18	SUNOCO 0443364503	\$27.35	WILLIAM PRIESE
2017/03/22	TARGET 00003657	(\$20.98)	ANDREA SMILEY
2017/03/28	TARGET 00003657	\$11.07	MICHELLE PRINZ
2017/03/23	TARGET 00003657	\$170.70	WILLIAM PRIESE
2017/03/17	THE HOME DEPOT #2723	(\$19.84)	KENNITH PHINNEY
2017/03/20	THE HOME DEPOT #2723	\$8.97	PETER VASILION
2017/03/22	THE HOME DEPOT #2723	\$15.23	ROBERT MACKENZIE
2017/03/22	THE HOME DEPOT #2723	\$16.16	CHRISTOPHER DOMEYER
2017/03/22	THE HOME DEPOT #2723	\$17.92	PETER VASILION
2017/03/21	THE HOME DEPOT #2723	\$19.97	DENNIS ANTONE
2017/03/22	THE HOME DEPOT #2723	\$21.94	DAVID LESTER
2017/03/17	THE HOME DEPOT #2723	\$23.33	KENNITH PHINNEY
2017/03/16	THE HOME DEPOT #2723	\$118.94	ROBERT MACKENZIE
2017/03/24	TRACTOR SUPPLY #1149	\$129.99	DENNIS ANTONE
2017/03/22	TRACTOR SUPPLY #1149	\$131.96	TODD FRANK
2017/03/17	WAL-MART #2866	\$20.45	DARCIE WEIGAND
2017/03/26	WEEBLY CUSTOM DOMAIN	\$19.95	DEBORAH GUTHRIE
2017/03/16	WORLD OF BEER-TOWSON	\$16.00	WILLIAM PRIESE
		<u>\$7,037.47</u>	

ACH Transactions

<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Purpose</u>
03/28/17	Various Financial Institutions	241,415.71	Direct Deposit 3/31/17 Payroll
03/28/17	Blue Care Network	16,061.94	Employee Health Insurance
03/28/17	IRS	94,952.47	Payroll Taxes 3/31/17 Payroll
03/28/17	ICMA	38,056.29	Payroll Deductions 3/31/17 Payroll
03/29/17	PNC-OPEB	50,000.00	Post Employment Benefits
	<b>Total ACH Payments</b>	<u>440,486.41</u>	



To: Township Board  
From: Mark Kieselbach  
Mark Kieselbach, Director  
Community Planning & Development Director  
Benjamin M. Motil  
Benjamin M. Motil, Economic Development Coordinator  
Date: March 28, 2017  
Re: Amendment to the DDA Loan Installment Payment Schedule

---

At their March 6, 2017 meeting, the Meridian Township Downtown Development Authority (DDA) approved a motion to make a prepayment on their debt principle in the amount of \$50,000 on the condition that the Township would amend the current Loan Payment Schedule and delay the first principal payment from occurring in the year 2020 to occur in the year 2022. With this proposed prepayment in the amount of \$50,000 being made in 2017, the DDA is requesting the Township Board amend the payment schedule to postpone the first annual principal payment to be due in the year 2022, rather than the year 2020. The Loan would still be due in full on October 1, 2027.

At the regular Township Board meeting on March 21, 2017, the Township Board discussed the proposed amendment and showed support in allowing the amendment to be on the consent agenda at the April 4, 2017 regular Township Board meeting.

The following motion is before the Township Board on the consent agenda:

- **MOVE TO APPROVE THE THIRD AMENDMENT TO THE DDA LOAN PAYMENT SCHEDULE AND AUTHORIZE THE TOWNSHIP SUPERVISOR AND CLERK TO SIGN THE AMENDMENT.**

**Attachments:**

1. **Proposed Third Amendment to the Loan Agreement**
2. **Current Second Amended Loan Agreement**

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**THIRD AMENDMENT TO THE LOAN AGREEMENT  
BETWEEN THE CHARTER TOWNSHIP OF MERIDIAN AND THE MERIDIAN  
TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY**

**THIS AGREEMENT** made as of the 4th day of April, 2017 by and between the **CHARTER TOWNSHIP OF MERIDIAN** ("Township"); a public body organized and existing pursuant to Act 359, Michigan Public Acts of 1947, and the **MERIDIAN TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY** ("DDA"), a public body corporate organized and existing pursuant to Act 197, Michigan Public Acts of 1975.

**WHEREAS**, the Township and the DDA had entered into an Inter-Fund Loan Agreement approved by the Meridian Township Board at their regular meeting on August 5, 2010 and by the DDA Board of Directors at a special meeting on August 2, 2010; and

**WHEREAS**, the originally requested loan amount from the Township was \$190,000; and

**WHEREAS**, the DDA, pursuant to the DDA development program described in the DDA Plan, used the loan to purchase and install 21 LED lighting fixtures and street poles in downtown Okemos; and

**WHEREAS**, the principal amount of the original loan was amended in 2011 from \$190,000 to \$160,000; and

**WHEREAS**, the principal amount of the loan was amended in 2013 from \$160,000 to \$200,000; and

**WHEREAS**, the parties wish to amend the loan agreement to adjust the repayment schedule of the principal payment from 2020 to 2027, to 2022 through 2027.

**NOW, THEREFORE**, in consideration of the premises and the covenants of each other, the parties agree as follows:

1. The DDA may prepay any portion of the Loan without penalty. Any additional payments shall be applied against interest and principal as the Township, in its sole discretion, decides.
2. In the event the DDA defaults in the terms of this Agreement, or any other agreement between the parties, the entire Loan shall be immediately due and payable and the Township may take whatever action it deems necessary to collect the Loan, including (without limitation) offsetting any funds due to the DDA from the Township, bringing a suit to collect on the Loan Agreement (as amended), or any combination thereof. The DDA shall pay all of the costs incurred by the Township in connection with a default and/or collection, including reasonable attorney fees.
3. Payment on the Loan shall be made in annual interest payments and annual principal payments (beginning in 2022), as depicted in the following table. Notwithstanding anything to the contrary, the Loan is due in full on October 1, 2027.

DDA Installment Loan due to General Fund							
Year	Additions*	Payments**	Principal (Due 4/1)	Interest Rate (3%)	Interest (Due 10/1)	Total Payment	Ousting Balance
							\$150,000.00
2013	\$ 60,000.00	\$ 500.00	\$ 10,000.00	3.00%	\$ 4,423.75	\$ 14,923.75	\$199,500.00
2014			\$ -	3.00%	\$ 5,985.00	\$ 5,985.00	\$199,500.00
2015			\$ -	3.00%	\$ 5,985.00	\$ 5,985.00	\$199,500.00
2016			\$ -	3.00%	\$ 5,985.00	\$ 5,985.00	\$199,500.00
2017		\$ 50,000.00	\$ -	3.00%	\$ 5,485.00	\$ 55,485.00	\$149,500.00
2018			\$ -	3.00%	\$ 4,485.00	\$ 4,485.00	\$149,500.00
2019			\$ -	3.00%	\$ 4,485.00	\$ 4,485.00	\$149,500.00
2020			\$ -	3.00%	\$ 4,485.00	\$ 4,485.00	\$149,500.00
2021			\$ -	3.00%	\$ 4,485.00	\$ 4,485.00	\$149,500.00
2022			\$ 25,000.00	3.00%	\$ 3,922.50	\$ 28,922.50	\$124,500.00
2023			\$ 25,000.00	3.00%	\$ 3,172.50	\$ 28,172.50	\$ 99,500.00
2024			\$ 25,000.00	3.00%	\$ 2,422.50	\$ 27,422.50	\$ 74,500.00
2025			\$ 25,000.00	3.00%	\$ 1,672.50	\$ 26,672.50	\$ 49,500.00
2026			\$ 25,000.00	3.00%	\$ 922.50	\$ 25,922.50	\$ 24,500.00
2027			\$ 24,500.00	3.00%	\$ 183.75	\$ 24,683.75	\$ -
<b>TOTAL</b>	<b>\$ 60,000.00</b>	<b>\$ 50,500.00</b>	<b>\$ 159,500.00</b>		<b>\$58,100.00</b>	<b>\$268,100.00</b>	
Total Principal Payments		<b>\$ 210,000.00</b>					

4. Except as otherwise set forth above, all other terms and conditions of the August 5, 2010 Loan Agreement, as modified by the Amendment dated July 26<sup>th</sup>, 2013, continue in full force and effect.

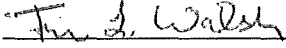
**IN WITNESS WHEREOF**, the parties have set their hands and seals on the date above first written.

\_\_\_\_\_  
 Ronald Styka, Township Supervisor

\_\_\_\_\_  
 Brett Dreyfus, CMMC  
 Township Clerk



9. E

**To:** Board Members  
**From:**   
Frank L. Walsh, Township Manager  
**Date:** March 30, 2017  
**Re:** Police and Fire August Millage 2017-2026

---

This is a simple housekeeping issue. The approved police and fire ballot language included the title "Meridian Charter Township". Officially, by state statute, we are the Charter Township of Meridian. To make things official we are asking that you approve of the new language with the corrected municipality name.

The following motion is proposed for Board consideration:

**MOVE TO ADOPT THE ATTACHED RESOLUTION FOR A 2017-2026 POLICE AND FIRE PROTECTION MILLAGE IN THE AMOUNT OF 1.483 MILLS TO BE PLACED ON THE BALLOT FOR THE TUESDAY, AUGUST 8, 2017 ELECTION.**

**Attachment:**

1. Resolution to Adopt Police and Fire Protection Millage Proposal



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

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

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

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The following Resolution was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_.

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

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

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

**NOW, THEREFORE, BE IT RESOLVED** that:

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

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

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

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

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

Roll call vote:

Yes: \_\_\_\_\_

No: \_\_\_\_\_

Absent/Abstain: \_\_\_\_\_



**EXHIBIT A**

**PROPOSED BALLOT QUESTION LANGUAGE**

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

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

Yes \_\_\_\_\_

No \_\_\_\_\_

**EXHIBIT B**

**NOTICE OF ELECTION**

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

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

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

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

Yes \_\_\_\_

No \_\_\_\_


**QUALIFICATIONS OF ELECTORS**

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

\_\_\_\_\_  
Brett Dreyfus, CMMC, Township Clerk  
Charter Township of Meridian  
Ingham County, Michigan



9.F

To: Township Board  
From:   
LuAnn Maisner, Director  
Parks & Recreation  
Date: March 27, 2017  
Re: Celebrate Meridian Liquor License Resolution

---

Meridian Township Parks & Recreation is requesting Township Board approval to apply for a one-day liquor license to sell beer and wine at the Celebrate Meridian event scheduled for Saturday, July 1, 2017. The license type is a "Special License for Consumption on the Premises" which is issued by the Michigan Liquor Control Commission (MLCC), under authority from the Michigan Department of Licensing and Regulatory Affairs (LARA). A certified copy of a resolution of the Township Board authorizing the license request must be included in the application to the State.

For municipalities, the license fee for the "Special License" is \$50. The license is good for one day, with sales restricted to 7 a.m. until 2 a.m. The Celebrate event will run from 11 a.m. until 11 p.m. Parks & Recreation is prepared to provide a secure site with appropriate barriers as required per law, and monitor and restrict beer/wine sales from visibly intoxicated persons and minors.

- **MOTION TO APPROVE THE PARKS & RECREATION REQUEST TO APPLY FOR ONE-DAY LIQUOR LICENSE FROM THE MICHIGAN LIQUOR CONTROL COMMISSION (MLCC) FOR THE CELEBRATE MERIDIAN EVENT ON JULY 1, 2017**

**Attachment**

1. Resolution to approve license application.

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**RESOLUTION TO APPROVE**

**Liquor License Request  
Township Board  
April 4, 2017**

**RESOLUTION**

At the regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 4th day of April, 2017 at 6:00 p.m. Local Time.

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_

The following resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_.

WHEREAS, Meridian Township Parks & Recreation has requested Township Board approval to apply for a one-day liquor license to sell beer and wine from the Michigan Liquor Control Commission (MLCC) at the Celebrate Meridian event scheduled for Saturday, July 1, 2017; and

WHEREAS, Parks & Recreation will operate beer and wine sales in conformance with all applicable laws as established in the provisions of the one-day liquor license; and

WHEREAS, the Celebrate Meridian event is consistent with Township Board Policy 1.4 (Cultural Heritage Ends) to energize citizen pride in the community; and

WHEREAS, beer and wine sales may help to draw additional patrons to the Celebrate Meridian event.

NOW THEREFORE BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby approves Meridian Township Parks & Recreation to apply for a one-day liquor license from the MLCC for sale of beer and wine at the Celebrate Meridian event on Saturday, July 1, 2017.

ADOPTED: YEAS: \_\_\_\_\_  
\_\_\_\_\_

NAYS: \_\_\_\_\_

STATE OF MICHIGAN )

) ss

COUNTY OF INGHAM )

**RESOLUTION TO APPROVE  
Liquor License Request (Township Board)  
Page 2**

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 4th day of April, 2017.

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Brett Dreyfus, CMMC  
Township Clerk

G:\Community Planning & Development\Planning\LIQUOR LICENSES\2017



11. A

13. A

**To:** Township Board

**From:**   
Peter Menser  
Senior Planner

**Date:** March 29, 2017

**Re:** Brownfield Redevelopment Authority – Public Hearing

---

At its meeting on March 7, 2017 the Township Board voted to adopt a resolution of intent to establish a brownfield redevelopment authority (BRA). Since the last meeting, in accordance with state law, a legal notice was published in the Towne Courier announcing a public hearing for the April 4, 2017 meeting to discuss the BRA. The public hearing is an opportunity for public comment and Township Board discussion on the BRA initiative. Janet Michaluk from the Michigan Department of Environmental Quality (MDEQ) will attend the public hearing to answer any questions the Township Board may have as it considers establishing a BRA.

The Township Board may choose to designate the Economic Development Corporation (EDC) Board or Downtown Development Authority (DDA) Board to serve as the BRA or the Township Supervisor can appoint a new board consisting of five (5) to nine (9) members, subject to approval by the Township Board. The State Act does not require residency in the Township to serve on the BRA. After appointment, the BRA can elect officers, adopt bylaws, and establish a meeting schedule, along with other organizational matters. Other than yearly organizational meetings, a BRA typically only meets on an as-needed basis to consider brownfield plans.

At the next meeting on April 18, 2017, the Township Board may consider a resolution establishing the BRA. The deadline to approve the BRA would be the May 2, 2017 meeting, as the State Act requires action within 30 days of the public hearing.

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11. B & 13. B

**To:** Board Members

**From:**

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

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

**Date:** April 4, 2017

**Re:** Bennett Village Phase #2 Streetlighting  
Special Assessment District #424 - Public Hearing

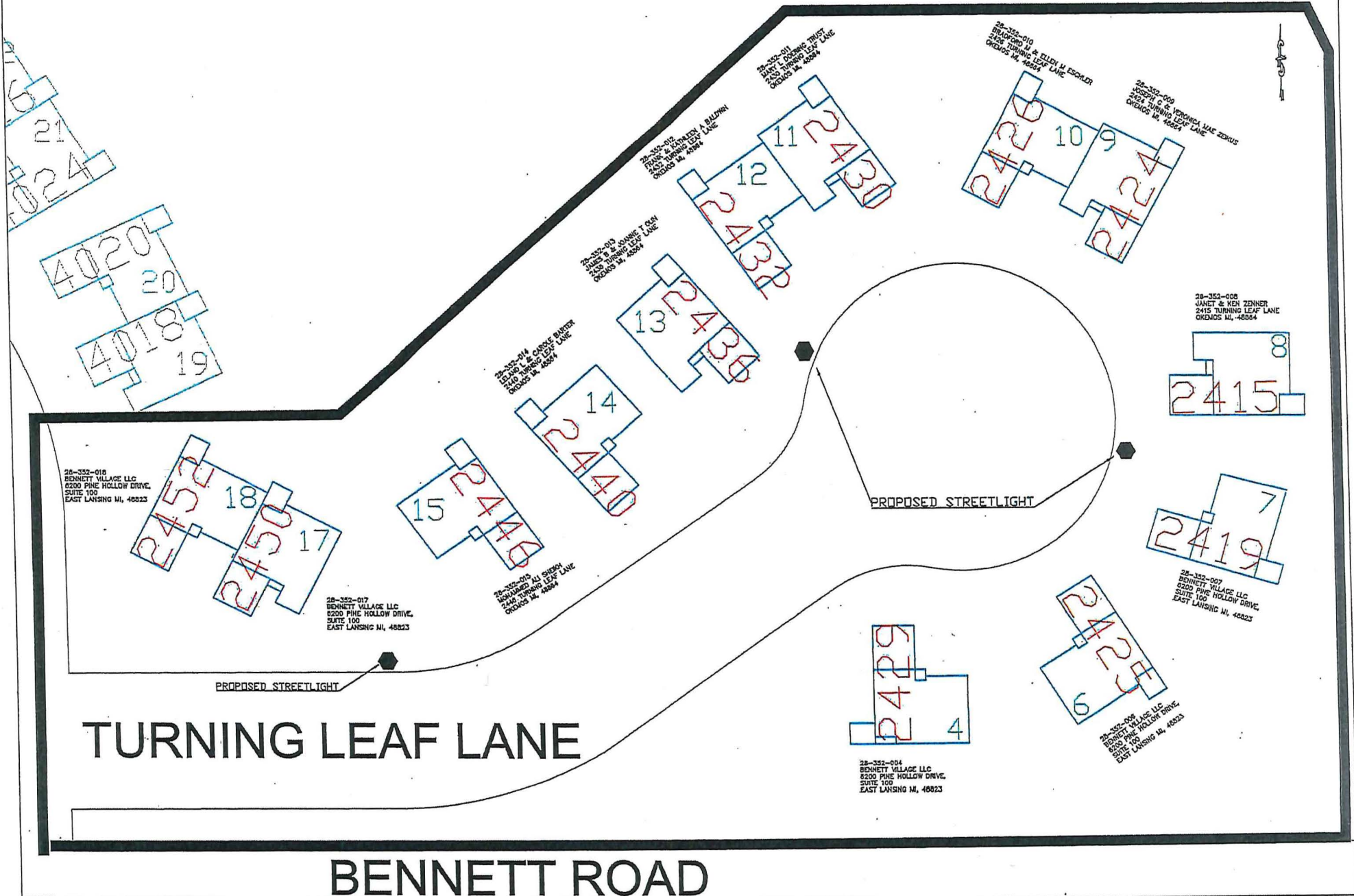
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A petition was received from the property owners of Bennett Village – Phase 2 for installation and maintenance of streetlights in Bennett Village Phase #2. The proposed plan is for three (3) streetlights, Traditional fixtures with cut-off, and black standard poles, to be installed and maintained along Turning Leaf Lane (see attached map).

On March 7, 2017 the Township Board approved Resolution # 1 and #2. Resolution #1 ordered plans to be prepared showing the improvement, the location, and the estimate of cost. Resolution #2 filed the plans and cost estimate with the Clerk's Office and declared the Township Board's intention to make the improvements and tentatively designated a special assessment district. It also set a public hearing for April 4, 2017, to hear support or objections to the improvements, cost estimate, and the assessment district.

The proposed first year cost for streetlighting in Bennett Village – Phase 2 is \$1,645.95 (\$126.62/unit) and the cost annually thereafter will be \$420 (\$32.31/unit) (subject to adjustment).

# BENNETT VILLAGE #2 SPECIAL ASSESSMENT DISTRICT #424



**BENNETT VILLAGE PHASE #2 STREETLIGHTING  
SPECIAL ASSESSMENT DISTRICT NO. 424**

**NOTICE OF HEARING**

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

**Units 4 through 18, except Units 5 and 16 of Bennett Village**

**PLEASE TAKE NOTICE** that the Township Board of the Charter Township of Meridian, acting on a petition from property owners of Bennett Village – Phase 2, pursuant to Act 188, Public Acts of Michigan, 1954, as amended, has determined to make the following described public streetlighting improvements:

Install, operate, and maintain three (3) streetlights, Traditional fixtures with cut-off and black standard poles along Turning Leaf Lane;

and to defray the cost thereof by special assessment against the properties specially benefitted thereby.

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

**TAKE FURTHER NOTICE** that the Township Board will meet Tuesday, April 4, 2017, at 6:00 p.m. at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, Michigan 48864-1198, for the purpose of hearing objections to the improvement and the special assessment district therefore. The Township Board is also interested in hearing those that favor the proposed project.

Appearance and protest at the hearing in the special assessment proceedings is required in order to appeal the amount of the special assessment to the state tax tribunal. Your personal appearance at the hearing is not required, but you or your agent may appear in person at the hearing and protest the special assessment. To make an appearance and protest, you must file your written objections by letter or other writing with the Township Clerk before the close of this hearing. The owner or any person having an interest in the real property may file a written appeal of the special assessment with the state tax tribunal with 30 days after the confirmation of the special assessment roll if that person appeared and protested the special assessment at this hearing.

The Township Board may proceed with the improvement and special assessment district unless written objections from more than 20% of the property owners are filed with the Township board at or before the hearing.

**"FOR PURPOSES OF THIS HEARING, THE AMOUNT TO BE ASSESSED AGAINST YOUR PROPERTY  
IS ESTIMATED TO BE:**

First Year Cost:	\$126.62/UNIT
Annually Thereafter:	\$ 32.31/UNIT

Dated: \_\_\_\_\_

\_\_\_\_\_  
Brett Dreyfus, CMMC, Township Clerk  
CHARTER TOWNSHIP OF MERIDIAN

Bennett Village #2 Streetlights Special Assessment District #424

Parcel #	Address	Mailing Address						First Year Cost	Annual Cost after
		Primary Name	Street Address	City	ST	Zip			
1	3302-02-28-352-018 2452 Turning Leaf Lane	Bennett Village LLC	6200 Pine Hollow Drive, Suite 100	East Lansing	MI	48823	\$126.62	\$32.31	
2	3302-02-28-352-017 2450 Turning Leaf Lane	Bennett Village LLC	6200 Pine Hollow Drive, Suite 100	East Lansing	MI	48823	\$126.62	\$32.31	
3	3302-02-28-352-015 2446 Turning Leaf Lane	Mohammad Ali Sheikh	2446 Turning Leaf Lane	Okemos	MI	48864	\$126.62	\$32.31	
4	3302-02-28-352-014 2440 Turning Leaf Lane	Lelend L & Carole Barter	2440 Turning Leaf Lane	Okemos	MI	48864	\$126.62	\$32.31	
5	3302-02-28-352-013 2436 Turning Leaf Lane	James B & Joanne T Olin	2436 Turning Leaf Lane	Okemos	MI	48864	\$126.62	\$32.31	
6	3302-02-28-352-012 2432 Turning Leaf Lane	Frank & Kathleen A Baldwin	2432 Turning Leaf Lane	Okemos	MI	48864	\$126.62	\$32.31	
7	3302-02-28-352-011 2430 Turning Leaf Lane	Mary L Doering Trust	2430 Turning Leaf Lane	Okemos	MI	48864	\$126.62	\$32.31	
8	3302-02-28-352-010 2426 Turning Leaf Lane	Bradford M & Ellen M Eschler	2426 Turning Leaf Lane	Okemos	MI	48864	\$126.62	\$32.31	
9	3302-02-28-352-009 2424 Turning Leaf Lane	Joseph G & Veronica Mae Zeiku	2424 Turning Leaf Lane	Okemos	MI	48864	\$126.62	\$32.31	
10	3302-02-28-352-008 2415 Turning Leaf Lane	Janet & Ken Zenner	2415 Turning Leaf Lane	Okemos	MI	48864	\$126.62	\$32.31	
11	3302-02-28-352-007 2419 Turning Leaf Lane	Bennett Village LLC	6200 Pine Hollow Drive, Suite 100	East Lansing	MI	48823	\$126.62	\$32.31	
12	3302-02-28-352-006 2425 Turning Leaf Lane	Bennett Village LLC	6200 Pine Hollow Drive, Suite 100	East Lansing	MI	48823	\$126.62	\$32.31	
13	3302-02-28-352-004 2429 Turning Leaf Lane	Bennett Village LLC	6200 Pine Hollow Drive, Suite 100	East Lansing	MI	48823	\$126.62	\$32.31	
							\$1,646	\$420	

Install 3 8500 lumen HPS, Traditional fixtures with cut-off, on black standard poles. 13 units in district.

Assessment First Year Cost:

Installation Costs (\$300/streetlight x 3 streetlights) = \$900  
 Engineering Administration Fee \$150  
 Annual Operation & Maintenance (3 streetlights) (\$175.95 + \$420) = \$595.95  
 (August 2017 - \$140 x 3 stlts = \$420 div 365 = 1.15 x 153 days = \$175.95)  
 (2018 - \$140 x 3 stlts = \$420)

**TOTAL FIRST YEAR \$1645.95 (\$126.62/unit)**  
**Annually Thereafter \$ 420.00 (\$32.31/unit)**



12. A

To: Township Board

From: Mark Kieselbach  
Mark Kieselbach, Director of Community Planning & Development

Date: March 31, 2017

Re: Rezoning #16070 (Singh) - Final Adoption

---

Attached for the Board's approval is a resolution for final adoption of Rezoning #16070. As directed by the Board, the Clerk has had the proposed ordinance published as required.

**Move to adopt the resolution for final adoption of Ordinance No. 2017-03 pursuant to Rezoning Petition #16070.**

**Attachment**

1. Resolution to approve

G:\Planning\Rezoning\2016\REZ 16070 (Singh)\REZ memo16070 TB-final adoptionNEW

**RESOLUTION TO APPROVE RDD**

**Rezoning #16070 (Singh)  
1954 Saginaw Highway  
FINAL ADOPTION**

**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 4th day of April 2017, at 6:00 p.m., Local Time.

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_

The following resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_.

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

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

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

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

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

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

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

WHEREAS, the Township Board introduced Rezoning #16070 for publication and subsequent adoption on March 21, 2017.

NOW THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby FINALLY ADOPTS Ordinance No. 2017-03, entitled "Ordinance Amending the Zoning District Map of Meridian Township pursuant to Rezoning Petition #16070 (Singh) from RR (Rural Residential) to RDD (Multiple Family 1-5 units per acre)."

ADOPTED: YEAS: \_\_\_\_\_

NAYS: \_\_\_\_\_



**ORDINANCE NO. 2017-03**  
**ORDINANCE AMENDING THE ZONING DISTRICT MAP**  
**OF MERIDIAN TOWNSHIP**  
**PURSUANT TO REZONING #16070**

The Charter Township of Meridian ordains:

Section 1. Amending the Zoning District Map

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

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

to that of RDD (Multiple Family 1-5 units per acre) and a corresponding use district is established for the above described property.

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

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

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

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

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Ronald J. Styka, Township Supervisor

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Brett Dreyfus, CMMC, Township Clerk



Legal description confirmed by:

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Mark Kieselbach, Director  
Community Planning and Development

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Stephen O. Schultz, Township Attorney

G:\Community Planning & Development\Planning\REZONINGS (REZ)\2016\16070 (Singh)\TB Res to approve REZ 16070-final adoption.doc



12. B

**To: Township Board**

**From:**

*Mark Kieselbach*

**Mark Kieselbach, Director of Community Planning & Development**

**Date: March 31, 2017**

**Re: Rezoning #17010 (Portnoy & Tu) - Introduction**

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Rezoning #17010 is a request to rezone an approximate 0.56 acre parcel north of 2476 Jolly Road (Tax Parcel #33-352-006) from RA (Single Family, Medium Density) to PO (Professional and Office).

The Township Board discussed the rezoning at its March 21, 2017 meeting.

**Move to adopt the resolution to introduce for publication and subsequent adoption pursuant to Rezoning Petition #17010.**

#### **Township Board Options**

The Township Board may approve or deny the proposed rezoning from RA (Single Family-Medium Density) to PO (Professional and Office). The case may be referred to the Planning Commission for its recommendation if the Board amends the proposal. A resolution consistent with the Planning Commission's recommendation to approve the rezoning is attached.

#### **Attachment**

1. Resolution to approve

G:\Community Planning & Development\Planning\REZONINGS (REZ)\2017\REZ 17010 (Portnoy)\REZ 17010.tb2.doc

**RESOLUTION TO APPROVE**

**Rezoning #17010  
Portnoy & Tu, DDS  
Parcel north of 2476 Jolly Road  
INTRODUCTION**

**RESOLUTION**

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 4th day of April, 2017, at 6:00 p.m., Local Time.

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_

The following resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_.

WHEREAS, Portnoy & Tu, DDS requested a rezoning of an approximate 0.56 acre parcel located north of 2476 Jolly Road (Parcel I.D. #33-352-006) from RA (Single Family-Medium Density) to PO (Professional and Office); and

WHEREAS, the Planning Commission held a public hearing and discussed the rezoning at its meeting on February 13, 2017; and recommended approval at its meeting on February 27, 2017; and

WHEREAS, the Township Board discussed the rezoning at its meeting on March 21, 2017 and has reviewed the staff and Planning Commission material forwarded under cover memorandum dated March 17, 2017; and

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

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

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

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

NOW THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby **INTRODUCES FOR PUBLICATION AND SUBSEQUENT ADOPTION** Ordinance No. \_\_\_\_\_, entitled "Ordinance Amending the Zoning District Map of Meridian Township pursuant to Rezoning Petition #17010 from RA (Single Family-Medium Density) to PO (Professional and Office).



**ORDINANCE NO. \_\_\_\_\_**  
**ORDINANCE AMENDING THE ZONING DISTRICT MAP**  
**OF MERIDIAN TOWNSHIP**  
**PURSUANT TO REZONING #17010**

The Charter Township of Meridian ordains:

Section 1. Amending the Zoning District Map.

A. The Zoning District Map of Meridian Township, as adopted in Section 86-312 of the Code of the Charter Township of Meridian, Michigan, as previously amended, is hereby amended by changing the RA (Single Family-Medium Density) District symbol and indication as shown on the Zoning District Map, for a parcel north of 2476 Jolly Road, the property legally described as:

THE NORTH 124 FEET OF A PARCEL DESCRIBED AS BEGINNING AT A POINT 12 RODS EAST OF THE SOUTHWEST CORNER OF SECTION 33, TOWN 4N, RANGE 1W, TOWNSHIP OF MERIDIAN, INGHAM COUNTY MICHIGAN, THENCE NORTH 20 RODS, THENCE EAST 12 RODS, THENCE SOUTH 20 RODS, THENCE WEST 12 RODS TO BEGINNING ON SW 1/4.

to that of PO (Professional and Office) and a corresponding use district is established for the above described property.

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

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

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

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

\_\_\_\_\_  
Ronald J. Styka, Township Supervisor

\_\_\_\_\_  
Brett Dreyfus, CMMC, Township Clerk

Legal description confirmed by:

\_\_\_\_\_  
Mark Kieselbach, Director  
Community Planning and Development

\_\_\_\_\_  
Stephen O. Schultz, Township Attorney



**TO:** Board Members  
**FROM:** David Hall  
David Hall, Chief of Police  
**DATE:** March 30, 2017  
**RE:** Harkness Law Firm Contract

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The Harkness Law Firm, PLLC has provided prosecutor and related services to the Township for the past two years. The current contract expires April 30, 2017. The services include support for Chapter 50: Offenses and Miscellaneous Provisions, Chapter 74: Traffic and Vehicles, diversion for retail fraud III and minors in possession, forfeiture and other services. The firm also provides services for appeals in Circuit Court, Court of Appeals, Supreme Court and federal courts for casework. Staff from the Harkness Law Firm also has extensive previous experience with the Township giving the firm historical benefit for the Police Department.

The Harkness Law Firm is offering a two-year contract that includes currently provided services for an annual cost of \$80,000. The annual cost remains the same as the previous contract.

The following motion is proposed for Board consideration:

**MOVE TO APPROVE THE TWO-YEAR RETAINER AGREEMENT FOR PROSECUTORIAL SERVICES WITH THE HARKNESS LAW FIRM FOR \$80,000 ANNUALLY.**

**Attachment:**

1. The Harkness Law Firm Retainer Agreement for Prosecution 2015 - 2017
2. The Harkness Law Firm Retainer Agreement for Prosecution 2017 - 2019

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

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

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

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



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

- aa. All litigation in the Court of Appeals, Supreme Court or federal courts for cases and/or services described in paragraph 6 of this Agreement.
  - bb. Legal research as requested by the Township and not included under paragraph 6 above.
  - cc. Ordinance and policy drafting as requested by the Township.
  - dd. Review police reports regarding ordinance violations to determine eligibility for later adopted diversion programs. Meet with the Defendants who are eligible for later adopted diversion programs, go over the necessary agreements and requirements of the program, and monitor the file to make sure the Defendant successfully completes the requirements of the program, including having paid the necessary fees to the Township.
7. The Contractor shall be compensated by the Township as follows:
- a. A retainer of six thousand six hundred sixty-six and 66/100 Dollars per month (\$6,666.66/month) shall be paid monthly for services rendered pursuant to paragraphs 1, 2, 3, 4 and 5 above.
  - b. The Contractor shall bill in detail for and be reimbursed at cost for all out-of-pocket expenses incurred in pursuit of Township business including filing fees, postage, witness fees, service of process and computerized legal research charges.
8. The Contractor shall exercise full authority under MCL 41.187 to prosecute violations of the Township ordinances as set forth above, to countersign the certificates of jurors and witnesses, to authorize Complaints and Warrants for Arrest, and to perform such duties as are necessarily incidental to the prosecution of ordinance violations.
9. In the event of a conflict of interest, the Contractor may refuse to accept the representation of the Township on any particular matter and in that event shall immediately advise the Township and request the Township appoint another attorney to prosecute such matters.
10. The Township shall provide for document and record storage.
11. The Township shall provide personnel and procedures for response to document requests by defendants and defense attorneys.
12. The Township shall provide all necessary reports and documents to the Contractor in a timely manner.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Thus, the parties have caused this agreement to be signed by their duly authorized agents this 4th day of May, 2015.

CHARTER TOWNSHIP OF MERIDIAN,  
COUNTY OF INGHAM, STATE OF MICHIGAN.

By Elizabeth R. DeGoff  
Elizabeth DeGoff, Township Supervisor

By Brett Dreyfus  
Brett Dreyfus, Clerk

The Harkness Law Firm, PLLC

By Cullen C. Harkness  
Cullen C. Harkness, Managing Member

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

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

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

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

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



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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

26. The term of this agreement shall be from May 1, 2017, through April 30, 2019, unless renewed by mutual written agreement of the parties as set forth in paragraph 28 or terminated according to its terms.

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

28. The Township and the Contractor may, by mutual agreement, exercise an option to extend this agreement for three (3) additional years from May 1, 2019 to April 30, 2022. All terms and conditions shall remain in effect through the period of such renewal unless modified in writing by the parties.

Thus, the parties have caused this agreement to be signed by their duly authorized agents this \_\_\_\_ day of \_\_\_\_\_, 2017.

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

By \_\_\_\_\_  
Ronald Styka, Township Supervisor


By \_\_\_\_\_  
Brett Dreyfus, Clerk


The Harkness Law Firm, PLLC

By \_\_\_\_\_  
Cullen C. Harkness, Managing Member



**TO:** Township Board

**FROM:**   
Mark Kieselbach  
Director Community Planning and Development

  
Jennifer Quinlivan  
Assistant Planner

**DATE:** March 27, 2017

**RE:** Final Plat #03012 (GS Fedewa), final plat approval, Sierra Ridge Estates, No. 3.

Sierra Ridge Estates is a single family development consisting of 99 lots on 73.4 acres of land located north of Lake Lansing Road and east of Newton Road. Final Preliminary Plat approval was granted by the Township Board in 2003. The Final Plat for Sierra Ridge No. 1 of the project, consisting of 34 lots, was approved in 2005. The Final Plat for Sierra Ridge No. 2 was granted in 2013, which was for 15 lots. The last two year extension was approved by the Township Board on July 1, 2015. At this time the developer is requesting final plat approval for Sierra Ridge No. 3, which consists of 20 lots. The Final Preliminary Plat approval for the remaining 30 lots expires on July 1, 2017. The property owner may request up to a two year extension of the Final Preliminary Plat, subject to Township Board approval.

The purpose of the final plat is to ensure completion of public and private improvements and consistency with the approved final preliminary plat prior to the sale of lots. All lots meet and/or exceed the requirements of the RAA (Single Family, Low Density) zoning district and the applicable conditions of the final preliminary plat have been met.

The only subdivision improvements not yet completed are the installation of street trees and the five foot interior sidewalks. The Township seven foot pathway along Newton road is installed in accordance with the approved final preliminary plat. The developer will submit a performance guarantee to cover the cost of the remaining subdivision improvements if they are not installed at the time of issuance of a certificate of occupancy for individual lots.

The State Land Division Act requires the Township make a decision within 20 days of receiving a request for final plat therefore the Township Board needs to act on the request at its meeting on April 4, 2017.

### **Township Board Options**

The Township Board may approve or deny the final plat based on compliance with the Land Division Act, the Township's Subdivision Regulations, and consistency with the approved final preliminary plat. A resolution to approve the final plat has been provided for the Board's consideration.

### **Move to adopt the resolution to approve Final Plat #03012 (Sierra Ridge Estates, No. 3)**

#### **Attachments**

1. Resolution to approve
2. Preliminary plat approval letter, dated July 10, 2003
3. Approved final preliminary plat, dated July 1, 2003
4. Final plat

G:\Community Planning & Development\Planning\PLATS (PLAT)\03012 Sierra Ridge\FP 03012\staff reports\fp 03012 tb 1 (phase 3)

**FINAL PLAT APPROVAL**

**Final Plat #03012  
GS Fedewa  
Sierra Ridge, No. 3**

**RESOLUTION**

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, held at the Meridian Municipal Building, in said Township on the 4th day of April, 2017, at 6:00 p.m., Local Time.

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The following resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_.

WHEREAS, Gerald S. Fedewa has requested final plat approval for No. 3 of Sierra Ridge Estates, a single-family subdivision consisting of 20 lots located north of Lake Lansing Road and east of Newton Road; and

WHEREAS, the planning staff has reviewed the final plat and found it consistent with the final preliminary plat approved by the Township Board on July 1, 2003; and

WHEREAS, the Township Board has reviewed the materials forwarded under cover memorandum dated March 27, 2017.

NOW, THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN approves the Final Plat of Sierra Ridge Estates, No. 3, subject to the following conditions:

1. All previous conditions placed on the preliminary plat shall remain in effect.
2. Street trees and sidewalks shall be installed prior to the issuance of the certificate of occupancy for individual lots or a performance guarantee shall be provided to the Township.

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 complete copy of a resolution adopted at a regular meeting of the Township Board on the 4th day of April, 2017.

\_\_\_\_\_  
Brett Dreyfus, CMMC  
Township Clerk

# CHARTER TOWNSHIP OF MERIDIAN

Susan McGillicuddy      Supervisor  
Mary M.G. Helmbrecht      Clerk  
Bruce D. Hunting      Treasurer  
Gerald J. Richards      Manager



Julie Brixie      Trustee  
Steve Stier      Trustee  
Andrew J. Such      Trustee  
Anne M. Woiwode      Trustee

July 10, 2003

Mr. Gerald Fedewa  
G.S. Fedewa Builders, Inc.  
5570 Okemos Road  
East Lansing, MI 48823

**RE: Preliminary Plat #03012 Sierra Ridge Estates**

Dear Mr. Fedewa:

The Township Board at its regular meeting held on July 1, 2003 voted to approve the preliminary plat of Sierra Ridge Estates, a single-family subdivision of 99 lots located north of Lake Lansing Road and east of Newton Road. Approval of the preliminary plat was granted with the following conditions:

1. Approval is granted in accordance with the revised Preliminary Plat received April 25, 2003, prepared by Gove Associates, Inc., indicating ninety-nine (99) single-family lots, subject to revisions as required.
2. Final utility plans shall be subject to the approval of the Director of Public Works and Engineering and shall be completed in accordance with Township Engineering Design and Construction Standards.
3. An overall grading plan for the subdivision shall be required with detailed construction plans prior to issuance of any building permits. The elevation of each lot corner shall be indicated on the plan.
4. Storm sewer leads shall be provided to each lot in the subdivision where appropriate as determined by the Director of Public Works and Engineering. The final location of the lead shall be subject to the approval of the Director of Public Works and Engineering.
5. Street trees shall be required throughout the subdivision. Species and location of the trees shall be subject to the approval of the Director of Community Planning and Development and the Ingham County Road Commission.
6. Final street names shall be subject to the review and approval of the Ingham County Road Commission and the Township. The street name East Sleepy Hollow Drive shall be used as a continuation of the existing East Sleepy Hollow Drive located south of Lake Lansing Road.

5151 MARSH ROAD, OKEMOS, MICHIGAN 48864-1198 (517) 349-1200 FAX (517) 349-0506

<http://www.twp.meridian.mi.us>

An Equal Opportunity Employer



**Mr. Gerald Fedewa**

**July 10, 2003**

**Page 2**

7. If determined necessary by the Director of Public Works and Engineering and the Ingham County Road Commission, edge drains shall be installed along streets within the subdivision.
8. A five (5) foot wide concrete sidewalk shall be constructed along both sides of all streets within the subdivision, including Modesto Drive.
9. A seven (7) foot wide pedestrian/bicycle pathway shall be constructed along the frontage of Lake Lansing Road as part of Phase 1. A seven (7) foot wide pedestrian/bicycle pathway shall be constructed along Newton Road as Newton Road is paved pursuant to Ingham County Road Commission's requirements. The applicant shall be responsible for obtaining all required permits and approvals for pathway construction and shall construct them in accordance with the standards of the Department of the Public Works and Engineering.
10. The Planning Commission hereby grants a variance from Section 101-4.52 of the Township's Subdivision Regulations for the minimum block length to be less than 500 feet for the following road segments.

East Sleepy Hollow Drive from Lake Lansing Road to Isaac Lane  
Pasadena Boulevard from Newton Road to East Sleepy Hollow Drive  
Pasadena Boulevard from East Sleepy Hollow Drive to Modesto Drive  
Fresno Drive from Newton to East Sleepy Hollow Drive  
Fresno Drive from East Sleepy Hollow Drive to Pasadena Boulevard  
Fresno Drive from Pasadena Boulevard to Modesto Drive  
Isaac Lane from East Sleepy Hollow Drive to Marietta Way

The variance is based on the long and narrow shape of the upland portions of the site and to comply with the maximum lot depth to width ratio for proposed lots located within the block(s). The proposed block lengths will also reduce traffic speeds within the subdivision due to shorter distances between intersections.

11. The Planning Commission hereby grants a variance from Section 101-4.62 of the Township's Subdivision Regulations for lot lines not at right angles to straight streets or not radial to curved streets along the common lot line between Lot 14 and Lot 15, and Lot 71 and Lot 72 in order to comply with the approved road layout requiring street intersections to be perpendicular on the narrow upland portion of the site.
12. The Planning Commission hereby grants a variance from Section 101-4.63 of the Township's Subdivision Regulations to exceed the maximum lot depth to width ratio for Lot 27 based on the narrow shape of upland portions of the site affecting the configuration of the subdivision and the approved road layout.
13. The variance to exceed the maximum lot depth to width ratio for Lot 94 is hereby denied based on the ability to comply with Section 101-4.63 by transferring area to the adjacent open space. Prior to final plat approval, the plat shall be adjusted to bring Lot 94 into

compliance with the Subdivision Regulations by adjusting the rear lot line of Lot 92, Lot 93, Lot 94, and Lot 95 in a manner that complies with the Code of Ordinances and the Township's Subdivision Regulations and which also creates a uniform rear lot line for Lots 92 through 95.

14. The applicant shall obtain all necessary permits and approvals from the Ingham County Drain Commissioner, Ingham County Road Commission, Michigan Department of Environmental Quality (MDEQ), and the Township. Copies of all permits and approval letters shall be submitted to the Department of Community Planning and Development. Should a permit be required from the Michigan Department of Environmental Quality, no grading or construction work shall be conducted until the permit is final and unappealable at the MDEQ.
15. Prior to construction activities, including grading, erosion control fencing shall be installed along the perimeter at the upland edge of the required water features setback, subject to the review approval of the Ingham County Drain Commissioner's office and the Department of Community Planning and Development.
16. Prior to issuance of a grading permit for Lot 65, Lot 67, Lot 68, Lot 69, Lot 70, Lot 71, Lot 72, Lot 73, Lot 74, Lot 75, Lot 76, Lot 77, Lot 78 and Lot 79, a professional engineer or registered land surveyor shall provide written certification to the Township that no lots have been platted in the 100-year floodplain and that no grading or construction work will take place in the 100-year floodplain. Upon completion of the dwellings on Lot 65, Lot 67, Lot 68, Lot 69, Lot 70, Lot 71, Lot 72, Lot 73, Lot 74, Lot 75, Lot 76, Lot 77, Lot 78 and Lot 79, a similar as-built certification for the lot and dwelling shall be provided to the Township.
17. Due to the proximity of the 100-year floodplain to the basements/foundations for Lot 66, Lot 67, Lot 68, Lot 69, Lot 70, Lot 71, Lot 72, Lot 73 and Lot 74, a licensed professional engineer shall certify the basement/foundation is designed to withstand hydrostatic pressure or shall certify such a design is unnecessary.
18. The applicant shall apply for and receive any necessary variance(s) from the Zoning Board of Appeals or revise the plat's design to comply with the Code of Ordinances. Should it be necessary to revise the layout of the plat to comply, it shall be brought back to the Planning Commission and Township Board for re-approval.
19. The applicant shall clearly define the applicable natural vegetation strip, water features setback, regulated wetlands and 100-year floodplain in all submitted drawing and plans, including plot plans for each lot when the house is built. The covenants and restrictions for the subdivision shall also clearly identify which lots contain these features and refer to the appropriate Township and/or State regulations.
20. Any wellhead(s) located on the site shall be properly plugged and abandoned per the requirements of the Ingham County Health Department and the Township, prior to the

Mr. Gerald Fedewa  
July 10, 2003  
Page 4

issuance of any permit for construction activity, including grading permits.

21. The existing house located at 2150 Lake Lansing Road shall be removed prior to grading or construction of Phase 4. This building would only be used as a field office for road and utility construction.
22. A copy of the information that exists on computer for the plat and construction plans shall be provided to the Township Engineering staff in an Auto Cad compatible format.
23. In furtherance of subsection 101-4.3 of the Township's Subdivision Regulation, tree protection measures as identified in the Land Clearing Ordinance shall be employed to avoid damaging and to ensure preservation of all healthy Burr Oak trees greater than three (3) feet in diameter and two Cottonwood trees greater than five (5) feet in diameter.
24. The applicant shall post Wetland #4-27 as a Township regulated wetland and dumping is prohibited.
25. The applicant shall provide a greenways connection for property on Towner Road if the property is acquired by the township park system.

All lots contained in the plat shall be developed in accordance with applicable Township ordinances, regulations and permitting requirements including, but not limited to, building permits that may include conditions for the protection and preservation of trees, soils and other natural resources.

Preliminary plat approval is valid for a period of two (2) years. Consequently the preliminary plat for Sierra Ridge Estates is valid until July 1, 2005. A preliminary plat may be extended if a request for an extension is submitted to the Township prior to the expiration of the two (2) year period.

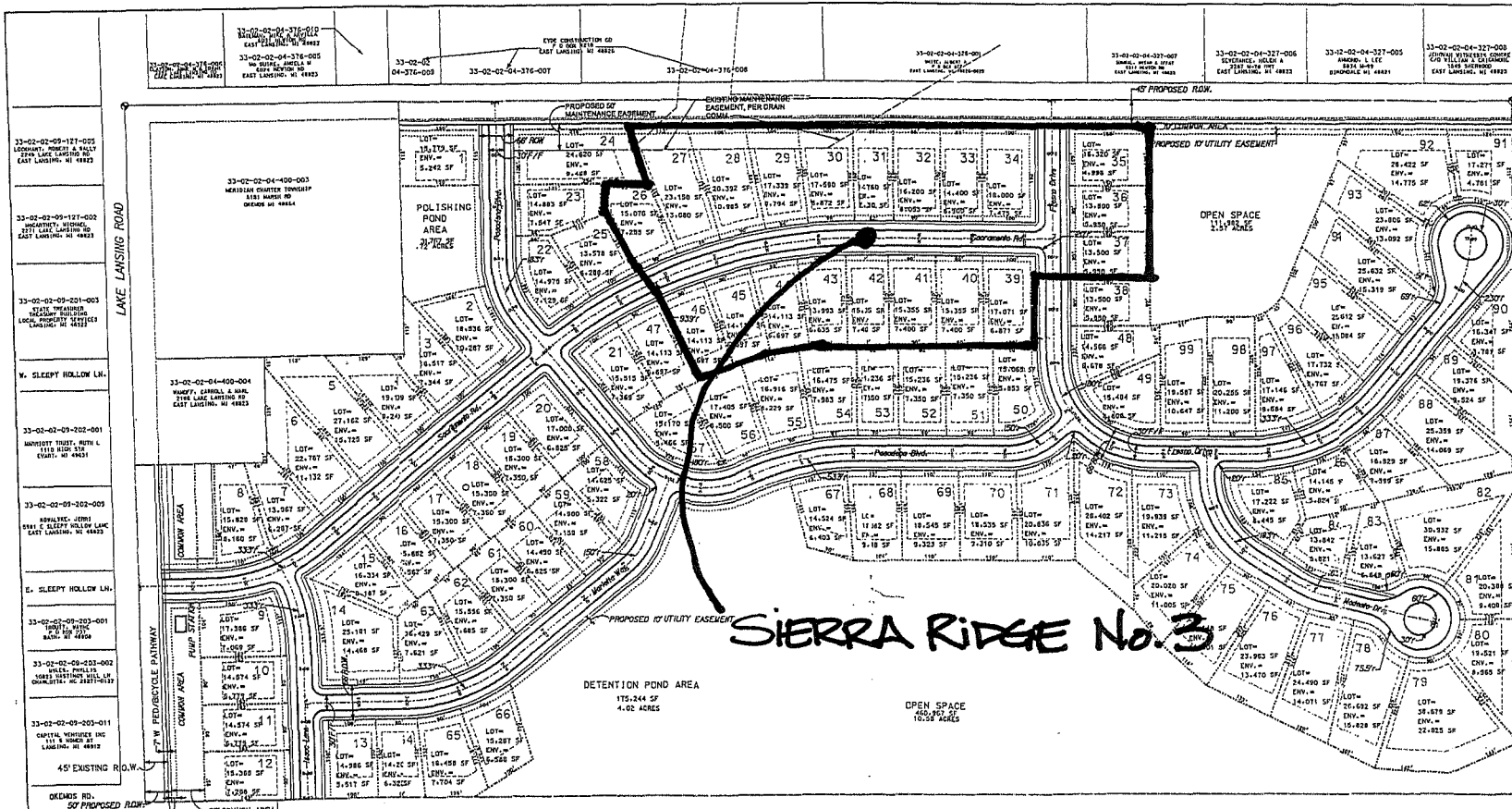
If you have any questions regarding this matter, please contact me.

Sincerely,



Mark Kieselbach  
Director of Community Planning and Development

cc: Ray Severy  
John Heckaman  
Ingham County Road Commission  
Ingham County Drain Commission



**LEGEND**

- EXISTING PROPERTY LINE
- PROPOSED PROPERTY LINE
- EXISTING RIGHT-OF-WAY LINE
- PROPOSED RIGHT-OF-WAY LINE
- EXISTING SETBACK LINE
- PROPOSED SETBACK LINE
- EXISTING EASEMENT
- EXISTING CURB & GUTTER
- PROPOSED CURB & GUTTER
- EXISTING SANITARY SEWER LINE
- EXISTING WATERMAIN
- EXISTING STORM SEWER LINE
- EXISTING MANHOLE
- EXISTING ROUND CATCHBASIN
- EXISTING FIRE HYDRANT
- PROPOSED WATERMAIN
- PROPOSED GATE VALVE
- PROPOSED FIRE HYDRANT
- PROPOSED SANITARY SEWER
- PROPOSED STORM SEWER
- PROPOSED ROUND CATCHBASIN
- PROPOSED SQUARE CATCHBASIN
- PROPOSED MANHOLE
- EXISTING CONTOUR TO REMAIN
- PROPOSED CONTOUR
- EXISTING CONTOUR TO BE REMOVED
- PROPOSED SLOPE ELEVATION (TOP OF CURB)
- PROPOSED SLOPE ELEVATION (BOTTOM OF CURB)
- PROPOSED SILT FENCE (547)
- PIP RAMP (1.5 SQUARE YDS. PER 100' SETBACK)
- PROPOSED STORM SEWER FEES
- ROAD CENTERLINE
- WETLAND SETBACK
- FLOORPLAN
- WETLAND BOUNDARY
- PROPOSED UTILITY EASEMENT
- REGULATED WETLAND TO BE FILLED
- PROPOSED WETLAND MITIGATION AREAS
- EXISTING WETLAND
- UNREGULATED WETLAND TO BE FILLED
- DRAINAGE LIMITS
- DESIGNED SLOPE SURFACE
- STORM SEWER FLOW
- PROP. LOT LINE
- LOT NUMBER
- SETBACK (BUILDING ENVELOPE)
- PROPOSED RIGHT-OF-WAY LINE

# SIERRA RIDGE No. 3

**NOTES**

REQUIRED DETENTION VOLUME - 19,203 CUBIC FEET.  
 PROPOSED DETENTION VOLUME - 17,345 CUBIC FEET.

EXISTING C VALUE - 0.05  
 PROPOSED C VALUE - 0.045

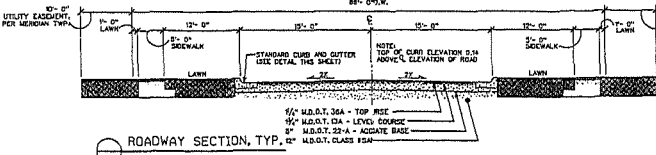
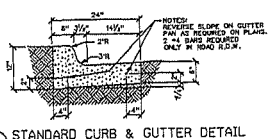
ACRES DRAINED - 442 ACRES  
 OUTFLOW USED - 620 CFS OR 0.5 CFS/ACRE.

**GENERAL NOTES**

SECTION 24.03(4)  
 Minimum lot area 15,000 square feet. Interior lot area requirements may be reduced for 10' W.E. then 25 percent of the lot in any one subdivision plot PROVIDED lots so reduced are no less than 10,000 square feet in area, and PROVIDED the interior lot area of the subdivision plot averages 15,000 square feet. Attention is directed to Supplementary Area Regulations, Chapter 84. For other special exceptions to lot area.

Minimum interior lot width 90 feet. Interior lot width may be reduced for no more than 25 percent of the lot in any one subdivision plot PROVIDED lots so reduced are no less than 80 feet in width and PROVIDED the interior lot width of the subdivision plot averages 90 feet in width and PROVIDED no more than two out of four lots shall be less than 90 feet in width.

Minimum corner lot width 100 feet along street upon which lot fronts.



MERIDIAN CHARTER TOWNSHIP  
 INGHAM COUNTY, MICHIGAN

PRELIMINARY SITE PLAN

SIERRA RIDGE ESTATES  
 FOR  
 G.S. FEDOVA BUILDERS, INC.  
 3570 OKEMOS ROAD  
 EAST LANSING, MI 48223  
 (517) 339-0020

DRAWN BY: ANK 6/20/02  
 CHECKED BY: AJR

**OWNER**  
 G.S. FEDOVA BUILDERS, INC.  
 3570 OKEMOS ROAD  
 EAST LANSING, MI 48223  
 PH. (517) 339-0020

**ENGINEERS**  
 GOVE ASSOCIATES, INC.  
 821 E. KALAMAZOO ST.  
 LANSING, MI 48226  
 PH. (517) 485-0555

DATE	PAGE #	SHEET
8/22/02	6	CONSTRUCTION PHASES
8/26/02	5	UTILITY PLAN
6/25/02	4	PRELIMINARY SITE PLAN W/ TOP
6/25/02	3	PRELIMINARY SITE PLAN
8/16/02	2	SITE SURVEY
6/25/02	1	TITLE SHEET

SCALE: 1"=100'

SHEET NUMBER: 3 OF 6  
 JOB NUMBER: N16400-01



**ISSUE & REVISION BLOCK**

NO.	DESCRIPTION	DATE
01	ISSUE FOR PERMIT	6/20/02
02	REVISION TO STREET NAME	6/20/02
03	LOT REVISIONS	6/20/02
04	LOT REVISIONS	6/20/02

ARCHITECTS  
 ENGINEERS  
 PLANNERS  
 SURVEYORS

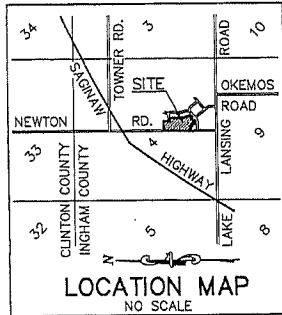
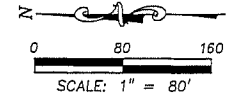
**GOVE ASSOCIATES, INC.**  
 821 E. KALAMAZOO STREET  
 LANSING, MICHIGAN  
 (517) 485-0555

# SIERRA RIDGE ESTATES NO. 3

A SUBDIVISION OF A PART OF THE SE 1/4 OF SECTION 4, T4N, R1W, MERIDIAN TOWNSHIP, INGHAM COUNTY, MICHIGAN

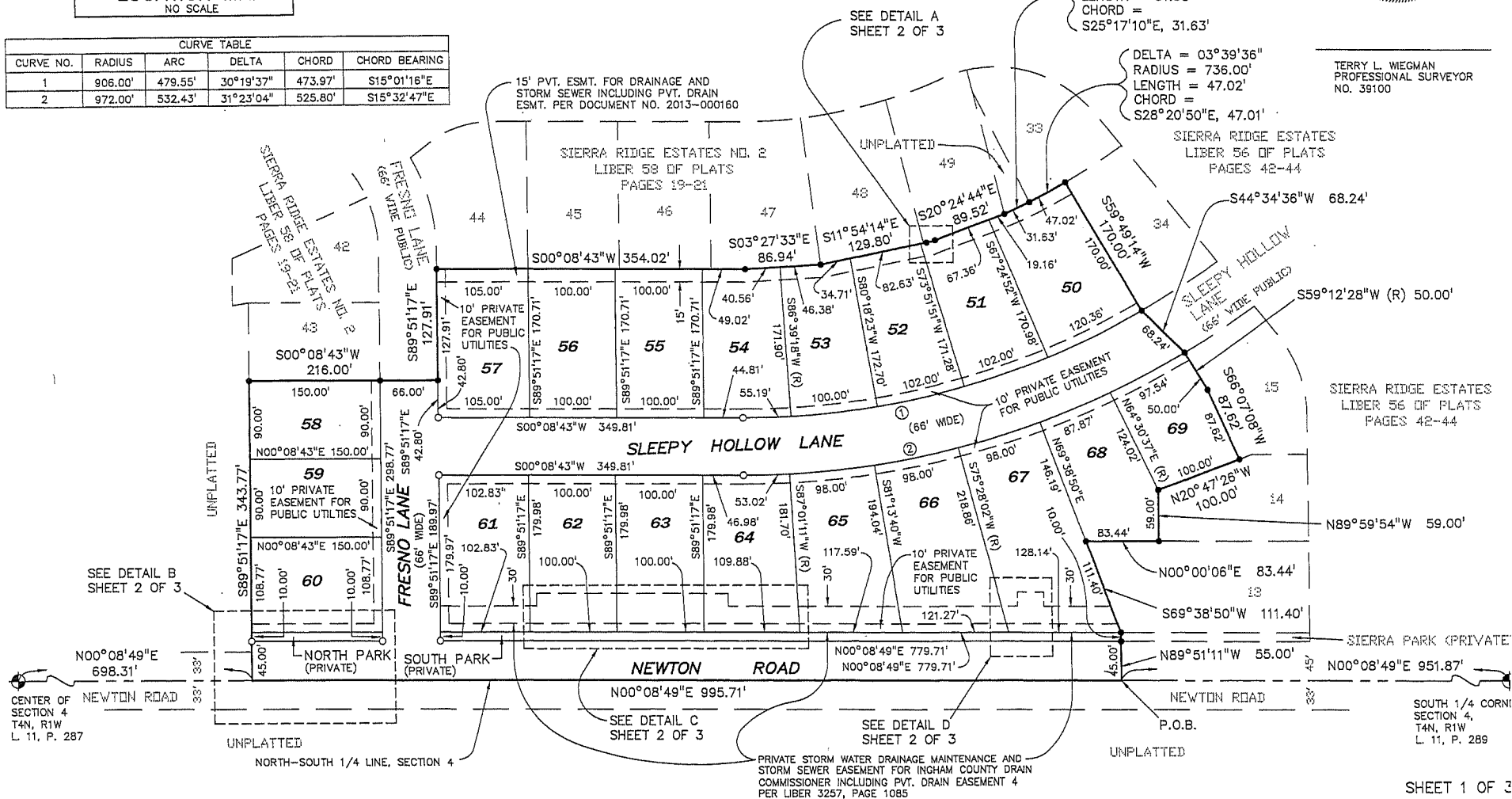
## LEGEND

1. ALL DIMENSIONS ARE IN FEET.
2. ALL CURVILINEAR MEASUREMENTS ARE ARC DISTANCES.
3. BEARINGS WERE ESTABLISHED FROM THE RECORDED PLAT OF SIERRA RIDGE ESTATES AS RECORDED IN LIBER 56 OF PLATS, PAGES 42 THROUGH 44, INGHAM COUNTY RECORDS.
4. CONCRETE MONUMENTS HAVE BEEN SET AT ALL POINTS MARKED "O", (1/2" DIAMETER STEEL BAR, 36" LONG, ENCASED IN 4" DIAMETER CONCRETE)
5. LOT CORNERS HAVE BEEN MARKED WITH 1/2" DIAMETER STEEL BARS, 18" IN LENGTH.
6. (R) DENOTES A RADIAL LINE. LINES NOT MARKED ARE NON-RADIAL.
7. FOUND CONCRETE MONUMENTS ARE INDICATED AT ALL POINTS MARKED "●" (1/2" DIAMETER STEEL BAR, 36" LONG, ENCASED IN 4" DIAMETER CONCRETE).




TERRY L. WIEGMAN  
PROFESSIONAL SURVEYOR  
NO. 39100

CURVE TABLE					
CURVE NO.	RADIUS	ARC	DELTA	CHORD	CHORD BEARING
1	906.00'	479.55'	30°19'37"	473.97'	S15°01'16"E
2	972.00'	532.43'	31°23'04"	525.80'	S15°32'47"E





**To:** Board Members  
**From:**   
Derek N. Perry, Assistant Township Manager  
Director of Public Works & Engineering  
**Date:** April 4, 2017  
**Re:** Recycling Center Operation Agreement

---

Since 2011 the Township Transfer Station and Recycling Center has been operated by a third party named Reclaimed by Design (RBD). Prior to their involvement with the operation it was managed using employees of the Public Works Department.

The Recycling Center and Transfer Station is located at 5976 E Lake Drive in Haslett and served over 15,000 visitors in 2016. Items accepted include: paper, plastic, foam, cardboard, metal, and glass free of charge. Electronics are also accepted for a small fee of \$1.00 per pound. In addition to recycling, the Center also accepts rubbish waste and yard waste bags for a fee. A complete fee list is attached.

The Center has been utilizing a trash compactor for many years, with RBD sharing in its maintenance and repairs. In March of this year, the compactor finally failed beyond repair. As we began discussions on a compactor replacement we felt a complete review of the agreement was warranted by both parties. After a series of discussions with RBD, we developed a proposed revised agreement that includes the following changes:

- Five year term beginning May 1, 2017.
- Requires the collection of customer data for a report due twice a year.
- Includes detail language on keeping the site clean and attractive.
- Includes detail language on removing the yard waste pile more frequently.
- RBD will purchase and maintain the trash compactor (+/- \$30,000).
- Township will continue to provide a \$2,000 monthly payment to RBD to operate facility.

A major source of complaints regarding the Recycling Center has historically been the gravel access road. As part of this request, we are asking that the Township Board approve up to \$10,000 for rebuilding and regrading of the access drive. If approved, the work would begin immediately.

The following motion is recommended for Board consideration once it has been moved to ACTION:

**MOVE TO APPROVE THE AGREEMENT FOR RECYCLING SERVICES WITH  
RECLAIMED BY DESIGN AND AUTHORIZE IMPROVEMENTS TO THE ENTRANCE  
DRIVE AT A COST NOT TO EXCEED \$10,000.00.**

Attachments: Agreement for Recycling Services and Fee list



**AGREEMENT FOR RECYCLING SERVICES**  
**Township Recycling Center**  
**5976 E. Lake Drive. Haslett, MI 48840**

**DRAFT**

This Agreement is made effective as of May 1, 2017 between the Charter Township of Meridian, of 5151 Marsh Rd., Okemos, MI 48864 ("Township") and Reclaimed by Design, LLC, (RBD) a Michigan limited liability company, of \_\_\_\_\_, Haslett, MI 48840 ("RBD").

1. RBD shall operate the Township's recycling center and transfer station located at 5976 Lake Drive in Haslett on the terms and conditions set forth below:

a. RBD shall recycle all items and materials currently being accepted at the recycling center. The parties shall cooperate in expanding or changing the list of acceptable items and materials, but RBD may not accept additional items or materials for recycling at the recycling center or reduce the list of currently accepted items and materials, without the approval of the Township.

b. RBD shall, at a minimum, maintain the current hours of operation of the recycling center, which are as follows:

**April 1 - November 30: Mon & Fri 2 - 6; T, W, Th 10 - 6; & Sat 10 - 5**

**December 1 - March 31: Mon & Fri 2 - 5; T, W, Th 10 - 5; & Sat 10 - 4**

c. RBD may, at its own discretion, expand these hours, in which case, it shall provide advance written notice to the Township. Notwithstanding the foregoing, RBD shall accept brush, leaves and grass clippings from the Township at any time that the Township may deliver same.

d. RBD shall maintain records of the weight or quantity of all materials collected at the recycling center, the customer category (residential, commercial, Township, etc.), customer origin, the fees charged to accept same, and such other data as the Township may require from time to time. Such records shall be provided to the Township twice a year (due 30 days after the seasonal hour change).

e. RBD shall obtain and maintain all necessary permits and licenses required for its operations required under this Agreement. The Township makes no representations regarding the permitting and licensing processes, and the fact that it is a party to this Agreement does not, in any way, act as a pre-determination or approval of any applicable permit or license.

f. RBD shall comply with all applicable state and local statutes, ordinances, rules and regulations. The Township makes no representations regarding enforcement of any applicable statutes, ordinances, rules and regulations, and the fact that it is a party to this Agreement does not in any way act as a waiver of its enforcement powers, or a pre-determination of how its enforcement powers will be exercised.

g. RBD shall maintain the recycling center in a safe and neat condition. This shall include, without limitation, trimming the grass and brush around the site and removing trash, recyclables and yard waste in a timely manner and shall minimize wind-blown paper, trash, etc. and install dark green or brown storm/snow fencing as needed for containment. Storage of materials shall not encroach into the wetland (20 feet minimum) or railroad setbacks. Yard waste materials shall be removed every 180 days from the site. RBD shall pay any fines incurred for improper storage of yard clippings, recyclables, and/or waste.

h. RBD shall make available Township information regarding the recycling center, items and materials accepted at the recycling center, special events, and such other information as the Township requires and shall coordinate this information with the Township Recycling Coordinator.



i. RBD shall work with other organizations to assist with the collection of items and materials to be recycled at the recycling center. RBD shall encourage the use of volunteers for all purposes, and shall provide management and supervision of all volunteers.

j. RBD shall coordinate recycling projects and improvement of the recycling center with the Township Recycling Coordinator and the Township Facilities Superintendent. RBD shall work with the Township on the development and implementation of special collection or other environmental events.

k. RBD shall provide a rubbish compactor, its installation and operation as long as the agreement between the parties is in place. In the event that the agreement is not renewed, the Township will negotiate a purchase price of the rubbish compactor with RBD based upon a depreciated value of the equipment. RBD shall continue to accept Township rubbish as in prior agreements.

l. RBD shall keep access steps, signs and other equipment in safe working order. Convenient access will be provided for each station.

2. The Township shall pay RBD the sum of \$2,000.00 per month. Such payment is due on or before the 15<sup>th</sup> day of each month. In addition, RBD shall be entitled to retain all fees collected by it in operating the recycling center. Notwithstanding the foregoing, RBD may not change or add to the existing fees without the express written consent of the Township.

3. The Township shall provide the following services and equipment:

a. The Township shall maintain a porta-potty at the recycling center for use by RBD and the public.

b. The Township shall maintain the road leading to the recycling center. RBD shall be responsible for plowing snow.

c. The Township shall maintain the utilities at the recycling center and be responsible for the payment of same. RBD shall not use the current utilities in an excessive manner as determined by the Township.

d. The Township and/or volunteers shall coordinate invasive species removal for the area surrounding the recycling center.

e. The Township shall pay for the costs for maintenance and repair of the buildings, equipment, signs and other permanent site improvements that it owns at the recycling center. The parties shall each pay one-half of the costs of any improvements to the recycling center, unless a different percentage is agreed to. However, RBD may not implement any improvements without the prior written approval of the Township.

f. RBD shall provide visible, professional and attractive signage.

4. RBD shall maintain the following insurance and name the Township as an additional insured on same:

a. Comprehensive General Liability – general liability coverage for property damage and personal injury (including death ) arising from any act or omission of RBD in the minimum coverage limits:

\$1,000,000 per occasion

\$1,000,000 per person

\$1,000,000 annual aggregate

b. Vehicle – general liability coverage for property damage and personal injury (including death) arising from the ownership, maintenance, loading or unloading, or use of any motor vehicle used by RBD in the performance of this Agreement, including owned, leased, borrowed or hired vehicles, in the minimum coverage limits:

- Property Damage Liability:

Each Occurrence: \$500,000

- Bodily Injury Liability:



Each Person: \$1,000,000

Each Occurrence: \$1,000,000

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c. Workers Compensation – as required by state law.

RBD shall provide the Township with a binder of all required insurance and shall provide a copy of the policies of insurance upon request.

5. This Agreement shall terminate on May 1, 2022 (5 years). The Agreement shall automatically renew on the same terms and conditions, unless one side notifies the other in writing of its termination 90 days in advance. The parties may, at any time amend this Agreement on such terms as they agree upon.

6. In the event of default by RBD, the Township may, at its discretion, offset the payments required by paragraph 2 against any damages suffered as a result of such default.

7. This Agreement contains the full agreement of the parties and there are no other provisions that are not included. The Agreement shall be construed in accordance with Michigan law.

**Signatures:**

\_\_\_\_\_  
Reclaimed by Design

\_\_\_\_\_  
Date

\_\_\_\_\_  
Frank L. Walsh, Charter Township of Meridian

\_\_\_\_\_  
Date

## Recycling Center - Price Sheet

No charge for all recycling.

Paper, plastic, cardboard, metal, foam, glass, boxboard

Non-compactable waste: construction material (wood, trim, brick, etc.)

\$30 per cubic yard

Compactable waste: (household trash, bags, boxes, etc.)

\$20 per cubic yard or \$2.00 per bag

Yard waste: (brush, trees, leaves, etc.)

\$15 per cubic yard or \$2 per yard bag

Electronics: (TVs, printers, copiers, etc.) non metal

\$1 per pound

Mattresses:

\$15 per mattress or boxspring