



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD – REGULAR MEETING
October 4, 2022 6:00 PM

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
3. ROLL CALL
4. PRESENTATION
 - A. Community Sign Project

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS
6. TOWNSHIP MANAGER REPORT
7. BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS
8. APPROVAL OF AGENDA
9. CONSENT AGENDA (SALMON)
 - A. Communications
 - B. Bills
 - C. Village of Okemos – Brownfield Plan – Set Public Hearing for October 18, 2022

10. QUESTIONS FOR THE ATTORNEY
11. HEARINGS (CANARY)
12. ACTION ITEMS (PINK)
 - A. Recreational Marijuana – Refer to Planning Commission
 - B. Community Resources Commission Appointments

13. BOARD DISCUSSION ITEMS (ORCHID)
 - A. General Health Policy (Menstrual Equity)
 - B. American Rescue Plan Funding

14. COMMENTS FROM THE PUBLIC
15. OTHER MATTERS AND BOARD MEMBER COMMENTS
16. CLOSED SESSION-Motion to go into a closed session to discuss ongoing litigation under MCL 15.268(1)(c). Successful entry into closed session will require a simple majority approval, though we still recommend a roll call vote. MCL 15.267(1).

17. ADJOURNMENT

All comments limited to 3 minutes, unless prior approval for additional time for good cause is obtained from the Supervisor. Appointment of Supervisor Pro Tem and/ or Temporary Clerk if necessary. Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Board by contacting: Township Manager Frank L. Walsh, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4258 - Ten Day Notice is Required.

Meeting Location: 5151 Marsh Road, Okemos, MI 48864 Township Hall
Providing a safe and welcoming, sustainable, prime community.



A PRIME COMMUNITY
meridian.mi.us



9.A

**CONSENT AGENDA
BOARD
COMMUNICATION
October 4th, 2022**

From: Angela Robertson
Sent: Tuesday, September 27, 2022 8:08 AM
To: Board <Board@meridian.mi.us>
Subject: It's time to approve an adult-use cannabis ordinance

Dear Meridian Township Board Members:

At a previous township board meeting, patients would have been shocked and disappointed to hear of board members contemplating doing away with the township's medical marijuana licensing and zoning program.

Medical dispensaries are much-needed in our community to ensure that patients do not have to travel long distances to get their medication at affordable prices. Yet some members of this board discussed removing medical marijuana licenses in favor of adult-use only licensing, which would force patients to pay more for their meds if they wanted to buy locally. Why would you choose a policy that would specifically harm patients?

Beyond patient-centered reasons, if the township were to drop its medical cannabis license then board members would be unnecessarily eliminating upwards in \$25,000 in licensing revenue that it would otherwise collect.

I urge this board to allow both medical and adult-use cannabis businesses. A single store can hold both licenses, so there would not need to be an expansion of the number of businesses allowed. It will also enable stores to provide the service to customers who rely on cannabis for pain medication, seizure prevention and other medical issues while generating significant tax revenue for our community - not to mention more jobs - from non-medical patients who enjoy cannabis for its relaxing properties.

There is no reason to exclude one type of cannabis license in favor of another. Please listen to the majority of voters who supported adult-use legalization in 2018 and to the majority who blocked the ill advised cannabis ban this summer and bring this new industry to our township.

Sincerely,

Angela Robertson

From: April Devlin
Sent: Tuesday, September 27, 2022 8:08 AM
To: Board <Board@meridian.mi.us>
Subject: It's time to approve an adult-use cannabis ordinance

Dear Meridian Township Board Members:

Now that the majority of township voters have declared their opposition to a cannabis ban, I urge you to adopt a plan to specifically allow a limited number of adult-use cannabis businesses within our borders.

By allowing this new industry to operate under strict regulations, we can generate new economic activity in several ways. The construction of the stores will mean more work for our skilled laborers who also frequent other businesses before and after work as well as on their lunch breaks. By giving customers options to make their cannabis purchases locally, we can also capture a portion of the state excise tax. Last year alone, each dispensary generated \$56,400 in tax revenue for their local communities. Even if we allowed just a handful of stores, it would bring welcomed resources that could be used toward our parks or other community programs.

While some members of the board have expressed skepticism toward this industry, I encourage you to look at the facts. Peer-reviewed academic research shows that limited access to legal cannabis is one of the most common reasons people continue to use the dangerous and illegal black market. Allowing a few carefully regulated stores is a harm-reduction strategy that will make our community safer, and that's on top of the economic benefit they bring.

As the township has already shown with the creation of its medical cannabis ordinance, it is possible to ensure that businesses are spread evenly throughout the community and kept away from sensitive places like daycares, parks and schools. The good work that has been done to carefully restrict where medical marijuana establishments locate can be used as a model for the adult-use ordinance.

Beyond our own community, I encourage you to look at other thriving cities that have found ways to embrace this new \$3 billion industry. Learn the lessons from thriving cities like Ann Arbor and Grand Rapids and smaller attractive communities like Grand Haven, East Lansing and Saugatuck. Each of these communities have created thoughtful regulations to allow a controlled number of cannabis businesses and reap the economic benefits. It's time for Meridian Township to open itself for new business.

Sincerely,

April Devlin

From: Louis Santucci
Sent: Tuesday, September 27, 2022 8:08 AM
To: Board <Board@meridian.mi.us>
Subject: It's time to approve an adult-use cannabis ordinance

Dear Meridian Township Board Members:

I am a partner in a real estate venture in your township. This property has been designated as eligible for cannabis business. We have plans to build and open a retail outlet should your township approve recreational cannabis sales. Needless to say this long vacant property will provide a steady stream of income for the township not only from yearly increased property taxes but also from taxes from the sales.

Now that the majority of township voters have declared their opposition to a cannabis ban, I urge you to adopt a plan to specifically allow a limited number of adult-use cannabis businesses within our borders.

By allowing this new industry to operate under strict regulations, we can generate new economic activity in several ways. The construction of the stores will mean more work for our skilled laborers who also frequent other businesses before and after work as well as on their lunch breaks. By giving customers options to make their cannabis purchases locally, we can also capture a portion of the state excise tax. Last year alone, each dispensary generated \$56,400 in tax revenue for their local communities. Even if we allowed just a handful of stores, it would bring welcomed resources that could be used toward our parks or other community programs.

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Sincerely,

louis santucci

From:Luigi Baldino

Sent: Tuesday, September 27, 2022 8:08 AM

To: Board <Board@meridian.mi.us>

Subject: It's time to approve an adult-use cannabis ordinance

Dear Meridian Township Board Members:

Now that the majority of township voters have declared their opposition to a cannabis ban, I urge you to adopt a plan to specifically allow a limited number of adult-use cannabis businesses within our borders.

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Sincerely,

Luigi Baldino

From: Wes Buskirk

Sent: Tuesday, September 27, 2022 8:08 AM

To: Board <Board@meridian.mi.us>

Subject: It's time to approve an adult-use cannabis ordinance

Dear Meridian Township Board Members:

This is a profound need for the safety and health of our community.

After learning about the township board's recent discussions about whether we should allow adult-use cannabis businesses in our community, I strongly encourage you to follow democratic principals and listen to the 60% of voters who passed the 2018 legalization initiative and the majority who opposed the attempted cannabis business ban this summer.

The township has already crafted a thoughtful and carefully zoned medical marijuana ordinance. You should instruct staff to use this law as a model for its approach to adult-use cannabis businesses.

Meridian's medical marijuana ordinance already includes zoning and distance requirements between stores that would eliminate the possibility of "having stores on every corner" or there being "uncontrolled growth" of the businesses, like some neighbors have worried about. That ordinance also smartly spreads stores throughout the community by limiting how many can locate in each overlay district.

The township has already put in a lot of work. Make some minor adjustments to the medical program if needed, but there is no need to further delay allowing a few businesses to locate to our community while other cities capture the tax revenue and jobs that should be staying here in Meridian Township.

Sincerely,

Wes Buskirk

From: Nina Santucci
Sent: Wednesday, September 28, 2022 8:04 AM
To: Board <Board@meridian.mi.us>
Subject: It's time to approve an adult-use cannabis ordinance

Dear Meridian Township Board Members:

Now that the majority of township voters have declared their opposition to a cannabis ban, I urge you to adopt a plan to specifically allow a limited number of adult-use cannabis businesses within our borders.

By allowing this new industry to operate under strict regulations, we can generate new economic activity in several ways. The construction of the stores will mean more work for our skilled laborers who also frequent other businesses before and after work as well as on their lunch breaks. By giving customers options to make their cannabis purchases locally, we can also capture a portion of the state excise tax. Last year alone, each dispensary generated \$56,400 in tax revenue for their local communities. Even if we allowed just a handful of stores, it would bring welcomed resources that could be used toward our parks or other community programs.

While some members of the board have expressed skepticism toward this industry, I encourage you to look at the facts. Peer-reviewed academic research shows that limited access to legal cannabis is one of the most common reasons people continue to use the dangerous and illegal black market. Allowing a few carefully regulated stores is a harm-reduction strategy that will make our community safer, and that's on top of the economic benefit they bring.

As the township has already shown with the creation of its medical cannabis ordinance, it is possible to ensure that businesses are spread evenly throughout the community and kept away from sensitive places like daycares, parks and schools. The good work that has been done to carefully restrict where medical marijuana establishments locate can be used as a model for the adult-use ordinance.

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Sincerely,

Nina Santucci

From: Robert Baldori
Sent: Wednesday, September 28, 2022 8:04 AM
To: Board <Board@meridian.mi.us>
Subject: It's time to approve an adult-use cannabis ordinance

Dear Meridian Township Board Members:

After learning about the township board's recent discussions about whether we should allow adult-use cannabis businesses in our community, I strongly encourage you to follow democratic principals and listen to the 60% of voters who passed the 2018 legalization initiative and the majority who opposed the attempted cannabis business ban this summer.

The township has already crafted a thoughtful and carefully zoned medical marijuana ordinance. You should instruct staff to use this law as a model for its approach to adult-use cannabis businesses.

Meridian's medical marijuana ordinance already includes zoning and distance requirements between stores that would eliminate the possibility of "having stores on every corner" or there being "uncontrolled growth" of the businesses, like some neighbors have worried about. That ordinance also smartly spreads stores throughout the community by limiting how many can locate in each overlay district.

The township has already put in a lot of work. Make some minor adjustments to the medical program if needed, but there is no need to further delay allowing a few businesses to locate to our community while other cities capture the tax revenue and jobs that should be staying here in Meridian Township.

Sincerely,

Robert Baldori

From: Victoria Santucci
Sent: Wednesday, September 28, 2022 8:04 AM
To: Board <Board@meridian.mi.us>
Subject: It's time to approve an adult-use cannabis ordinance

Dear Meridian Township Board Members:

I am a Meridian Township Resident with 3 children in Haslett Elementary and Middle Schools.

After learning about the township board's recent discussions about whether we should allow adult-use cannabis businesses in our community, I strongly encourage you to follow democratic principals and listen to the 60% of voters who passed the 2018 legalization initiative and the majority who opposed the attempted cannabis business ban this summer.

The township has already crafted a thoughtful and carefully zoned medical marijuana ordinance. You should instruct staff to use this law as a model for its approach to adult-use cannabis businesses.

Meridian's medical marijuana ordinance already includes zoning and distance requirements between stores that would eliminate the possibility of "having stores on every corner" or there being "uncontrolled growth" of the businesses, like some neighbors have worried about. That ordinance also smartly spreads stores throughout the community by limiting how many can locate in each overlay district.

The township has already put in a lot of work. Make some minor adjustments to the medical program if needed, but there is no need to further delay allowing a few businesses to locate to our community while other cities capture the tax revenue and jobs that should be staying here in Meridian Township.

Sincerely,

Victoria Santucci

From: Alex Moroz
Sent: Thursday, September 29, 2022 8:06 AM
To: Board <Board@meridian.mi.us>
Subject: Approve an adult use cannabis ordinance

Dear Meridian Township Board Members:

Hello,

As a frequent traveler to and through Meridian, I am in support of the township allowing adult use cannabis stores to operate. I think the positive jobs and consumer traffic it will boost in the township will be help the community.

Sincerely,

Alex Moroz

From: James Daly

Sent: Thursday, September 29, 2022 8:06 AM

To: Board <Board@meridian.mi.us>

Subject: Support for approval of an adult-use cannabis ordinance

Dear Meridian Township Board Members:

Now that the majority of township voters have declared their opposition to a cannabis ban, I urge you to adopt a plan to specifically allow a limited number of adult-use cannabis businesses within our borders.

By allowing this new industry to operate under strict regulations, we can generate new economic activity in several ways. The construction of the stores will mean more work for our skilled laborers who also frequent other businesses before and after work as well as on their lunch breaks. By giving customers options to make their cannabis purchases locally, we can also capture a portion of the state excise tax. Last year alone, each dispensary generated \$56,400 in tax revenue for their local communities. Even if we allowed just a handful of stores, it would bring welcomed resources that could be used toward our parks or other community programs.

While some members of the board have expressed skepticism toward this industry, I encourage you to look at the facts. Peer-reviewed academic research shows that limited access to legal cannabis is one of the most common reasons people continue to use the dangerous and illegal black market. Allowing a few carefully regulated stores is a harm-reduction strategy that will make our community safer, and that's on top of the economic benefit they bring.

As the township has already shown with the creation of its medical cannabis ordinance, it is possible to ensure that businesses are spread evenly throughout the community and kept away from sensitive places like daycares, parks and schools. The good work that has been done to carefully restrict where medical marijuana establishments locate can be used as a model for the adult-use ordinance.

Beyond our own community, I encourage you to look at other thriving cities that have found ways to embrace this new \$3 billion industry. Learn the lessons from thriving cities like Ann Arbor and Grand Rapids and smaller attractive communities like Grand Haven, East Lansing and Saugatuck. Each of these communities have created thoughtful regulations to allow a controlled number of cannabis businesses and reap the economic benefits. It's time for Meridian Township to open itself for new business.

Sincerely,

James Daly

From: Timothy Regan
Sent: Wednesday, September 28, 2022 8:04 AM
To: Board <Board@meridian.mi.us>
Subject: It's time to approve an adult-use cannabis ordinance

Dear Meridian Township Board Members:

As a landowner in Meridian Township, I congratulate the Board for its decision on September 6 to direct the staff to begin drafting an ordinance to authorize the sale of adult-use cannabis. This decision reflects the will of the voters, 60% of whom voted in favor of the statewide legalization initiative in 2018 and a majority of whom voted this summer to oppose a ban on the sale of adult-use cannabis in the Township.

The Township has already crafted a thoughtful and carefully- zoned medical marijuana ordinance. I urge you to instruct staff to use this ordinance as a model to regulate adult-use cannabis businesses.

Meridian's medical marijuana ordinance already includes zoning and distance requirements between stores that would eliminate the possibility of "having stores on every corner," a concern expressed by opponents to regulation. The ordinance also limits "uncontrolled growth" of the businesses, a situation causing concern among some neighbors. The ordinance smartly spreads stores throughout the community by limiting how many establishments can locate in each overlay district.

The Township has already done a lot of good work on the medical marijuana ordinance. Some minor adjustments in the medical ordinance may be needed to accommodate adult-use, but there is no need to impose wholesale limitations--such permitting only a few businesses to locate to the community--that will ensure other cities capture the tax revenue and jobs that should be staying in Meridian Township.

The hard work has been done by the Board to adopt the medical marijuana ordinance. Now is the time to build on it.

Respectfully Yours,

Timothy Regan

Sincerely,

Timothy Regan

From: Mary Gebara
Sent: Friday, September 30, 2022 9:03 AM
To: Board <Board@meridian.mi.us>
Subject: Okemos Education Foundation Event

Hello Esteemed Township Board Members,

I am writing to you to invite you to The Okemos Education Foundation's Annual Award Banquet. It will be held on Thursday, November 17th at the Kellogg Center.

As you probably know, the Okemos Education Foundation was near and dear to Ron Styka's heart and we would be remiss to not acknowledge how much he impacted our work and how dearly he is now missed. I mention this because I know you are all feeling his absence as well.

We would love to have each of you there. It is going to be a wonderful night as we honor some of our most amazing educators for doing what they do best! The attached letter written by our Chairperson, Sue Hallman, gives you all the necessary details.

Thank you for your consideration and your service to our community.

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Kind Regards,
Mary Gebara, President
Board of Education
Okemos Public Schools

A change is brought about because ordinary people do extraordinary things. ~ Barack Obama



CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY
LEGAL AD NOTICE: Special Use Permit #22091 (Grand Reserve)
MONDAY, OCTOBER 24, 2022

CHARTER TOWNSHIP OF MERIDIAN
LEGAL NOTICE
Special Use Permit #22091 (Grand Reserve)
Notice of Application

Notice is hereby given that the Planning Commission of the Charter Township of Meridian will hold a public hearing on Monday, October 24, 2022 at 7:00 p.m., in the Meridian Township Municipal Building, Town Hall Room, 5151 Marsh Road, Okemos, to hear all persons interested in a request from Newman Equities II, LLC to construct Grand Reserve, a residential development consisting of 115 single-family detached units and duplex units, on three vacant parcels between Central Park Drive and Powell Road. The approximately 32.2-acre site is zoned RD (Multiple-Family Residential).

Information may be examined at the Department of Community Planning and Development, 5151 Marsh Road, Okemos, Michigan 48864-1198, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. Written comments may be sent prior to the Planning Commission, Charter Township of Meridian, 5151 Marsh Road, Okemos, Michigan, 48864, or by email to shorkey@meridian.mi.us, or at the public hearing..

Publish: City Pulse Deborah Guthrie
October 4, 2022 Township Clerk

1 Affidavit, please



FOR IMMEDIATE RELEASE
September 19, 2022

CONTACT: LuAnn Maisner, Parks and Recreation Director
517.853.4600 | maisner@meridian.mi.us

Meridian Heritage Festival Brings History to Life
A Family Friendly Celebration of the Community's History

Meridian Township, MI – History comes alive during Meridian's Heritage Festival on Saturday, October 1 from 10:00 am - 4:00 pm at the Meridian Historical Village (5151 Marsh Road, Okemos). The Friends of Historic Meridian have brought back the 7th Michigan Company B Volunteer Infantry and the 102nd Colored Company to give Civil War Reenactment Presentations.

Visitors will enjoy a family friendly celebration of the community's history with a day of entertainment, demonstrations, games, Native American crafts and exhibits that will include children's games, supervised children's fishing at the pond, cross stitching, rug hooking, inkle loom weaving, candle making, drop spinning and a quilt display in the Chapel, as well as a first person narrative of a 19th Century woman sewing while sharing her lifestyle of the times. There will also be food available for purchase from a variety of Food Trucks.

Special guests will include the Cross Roads Basket Weavers, Zachariah Chandler – first person narrative, Nokomis Cultural Heritage Center providing a mini – Pow Wow, Meridian Garden Club, Capital Area District Libraries and MI Barn Preservation Network with a Teamwork & Timbers Barn Build.

Admission to the event is free and most of the historical buildings will be open to the public.

Schedule of Events:

- 10:00 am - 10:15 am - Welcoming Ceremony, Flag Raising
- 10:00 am - 11:00 am - Civil War Reenactment by the 7th Michigan Company B Volunteer Infantry & the 102nd Colored Company
- 10:00 am - 12:00 pm – Music from the Chapel Porch
- 11:00 am - 1:00 pm - Candle Making
- 11:00 am - 1:00 pm - Accordion Player at Gazebo
- 12:00 pm - 1:00 pm - Cupcake Walk
- 1:00 pm - 3:00 pm - Vintage Baseball Game
- 3:00 pm - 4:00 pm - Civil War Reenactment by the 7th Michigan Company B Volunteer Infantry & the 102nd Colored Company

For additional information about the event or to learn more about the Friends of Historic Meridian, visit www.meridianhistoricalvillage.org.

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The community of Meridian Township is in close proximity to the Michigan State Capitol and Michigan State University. The Township serves the community through exceptional services, beneficial amenities and an outstanding quality of life. It is a welcoming community that celebrates quality education, recreation and lifestyles.



FOR IMMEDIATE RELEASE
September 21, 2022

CONTACT: Frank L. Walsh, Township Manager
517.853.4254 | walsh@meridian.mi.us

Meridian Township Assessing Director Achieves Master Level
Director Ashley Winstead Completes Michigan Master Assessing Officer Program



Meridian Township, MI – Meridian Township Assessing Director Ashley Winstead successfully completed the Michigan Master Assessing Officer (MMAO) program.

The MMAO program is a one-year certification program open to assessors that have previously completed the Michigan Certified Assessing Officer (MCAO) and Michigan Advance Assessing Officer (MAAO) certifications. The State of Michigan determines which level each township requires based on the total assessed value of the township. Meridian Township requires the highest level, MMAO.

“Meridian Township is very proud of Assessor Winstead’s achievement. The State of Michigan requires that Meridian Township maintain a Master Level 4 Assessor. Ashley’s hard work over the past year will benefit our community for years to come,” said Township Manager Frank L. Walsh. “Not only is Ashley highly qualified, she brings an impeccable level of customer service to our 45,000 residents.”

Only five to nine assessors complete the MMAO certification each year throughout Michigan. Having an assessor at that level ensures Meridian Township is in compliance with state requirements. Winstead received both her MCAO and MAAO prior to working with the Township. A waiver was granted to Meridian Township from the State of Michigan that allowed Winstead to serve as the Assessor while she completed her MMAO certification.

“The MMAO certification process is a rigorous program run by the Department of Treasury. I’m delighted to have this certification complete and shift my focus to serving the residents and business owners of the Township,” stated Assessing Director Ashley Winstead.

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FOR IMMEDIATE RELEASE
September 22, 2022

CONTACT: Frank L. Walsh, Township Manager
517.853.4254 | walsh@meridian.mi.us

Meridian Township Director Recognized at Lansing Regional Chamber Event
Neighborhoods & Economic Development Director Receives "10 Over the Next Ten" Award



Meridian Township, MI – The Lansing Regional Chamber held its 16th annual “10 Over the Next Ten” awards on Tuesday, September 20. Meridian Township Neighborhoods & Economic Development Director Amber Clark was one of the 10 nominees selected for the award this year.

The “10 Over the Next Ten” awards recognizes the Lansing region’s top young professionals who are expected to contribute significantly to the area over the next ten years. The winners were judged based on their professional achievement, community involvement and personal success.

“Over the past two years, our community has benefited greatly from Director Clark’s commitment to excellence. Amber represents Meridian Township with a high degree of professionalism and integrity,” said Township Manager Frank L. Walsh. “We are thankful that the Lansing region recognizes Amber’s current and future contributions to Meridian Township.”

Clark recently celebrated her two-year anniversary with the Township. Prior to serving as Neighborhoods & Economic Development Director, she was a member of the Meridian Township Planning Commission.

“Thank you to the Lansing Regional Chamber for this tremendous honor,” said Director Clark. “The redevelopment projects in Haslett, establishment of a Juneteenth celebration and recognition of our small business community are just some of the things that are making Meridian Township stand out. I am privileged to be recognized with so many other great achievers in the Lansing region. I hope to continue to make everyone proud of our mutual development and growth.”

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FOR IMMEDIATE RELEASE
September 23, 2022

CONTACT: Frank L. Walsh, Township Manager
517.853.4254 | walsh@meridian.mi.us

Meridian Township Finance Director Selected for State Board
Director Garber to Serve on Michigan Government Finance Officers Association



Meridian Township, MI – Finance Director Amanda Garber was selected to serve a two-year term on the Board of Directors for the Michigan Government Finance Officers Association.

MGFOA was established in 1938 and is a professional association of public officials and finance professionals striving to promote excellence in government facilities. MGFOA averages over six hundred members who represent nearly five hundred communities.

“We are extremely fortunate to have Director Garber on our team. Amanda brings integrity, emotional intelligence and accountability to our finance team. Obviously, the state association of finance directors agree,” said Frank L. Walsh. “Meridian Township is proud of Amanda’s statewide recognition.”

MGFOA’s mission is to unite finance professionals in order to provide effective and professional financial management of public entity resources, to promote and support the professional development of the association’s members and to work with outside organizations to promote the use of financial and governance best practices in the management of Michigan public entities.

“With over 10 years of experience as a municipal auditor and finance director, I am excited to join the MGFOA Board of Directors and help further their initiatives for the next two years,” stated Director Garber. “I look forward to working more closely with my fellow Board members and governmental finance professionals across Michigan.”

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To: Board Members
From: Amanda Garber, Finance Director
Date: October 4, 2022
Re: Board Bills

Charter Township of Meridian
Board Meeting
10/4/2022

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

COMMON CASH	\$	411,285.34
PUBLIC WORKS	\$	51,230.69
TRUST & AGENCY	\$	30,979.64
TOTAL CHECKS:	\$	493,495.67
CREDIT CARD TRANSACTIONS		
09/15/2022 - 09/28/2022	\$	11,777.85
TOTAL PURCHASES:	\$	<u>505,273.52</u>
ACH PAYMENTS	\$	<u>544,978.65</u>

Vendor Name	Description	Amount	Check #
1. US POSTMASTER	POSTAGE FOR WETLAND MAILING PROCESSED BY BDR PRINT	1,012.49	
2. 55TH DISTRICT COURT	CASH BOND CRIMINAL BENCH FTA - XINTING YU	100.00	107961
3. 60TH DISTRICT COURT	DOMESTIC VIOLENCE BOND - B WEST	300.00	107951
4. 70TH DISTRICT COURT	FTA CIVIL INFRACTION - S. MATTHEWS II	70.00	107952
5. ABIGAIL TITHOF	MILEAGE REIMB ROUND TRIP GR TRAV RESORT	227.50	
6. AIRGAS GREAT LAKES	ORDER #1113705342 - MEDICAL OXYGEN	164.81	
7. AMANDA GARBER	MGFOA 2022 FALL CONF REIMB	110.84	
	MERS 2022 RETIREMENT CONF REIMB - MILEAGE/DINNER	233.85	
	TOTAL	344.69	
8. ASAP PRINTING	TOWNSHIP BUSINESS CARDS - R. FAUST	40.90	
9. AT & T	SEPT 2022 PRI TEL + 100 MB INT 831-001-1392 886 51	1,179.63	
10. AT & T MOBILITY	AUG/SEPT 2022 DISPATCH NON-EMERGENCY - 28725274066	76.35	
	AUG/SEPT 2022 FIRST NET 22 CELL SERVICE 2873120825	72.48	
	TOTAL	148.83	
11. AUTO VALUE OF EAST LANSING	RETURN - MOTOR POOL - FLEET REPAIR PARTS	(136.53)	
	SHOP SUPPLIES - MOTOR POOL - FLEET REPAIR PARTS	204.42	
	UNIT #138 - MOTOR POOL - FLEET REPAIR PARTS	15.36	
	UNIT 699 - MOTOR POOL - FLEET REPAIR PARTS	29.68	
	UNIT 699 - MOTOR POOL - FLEET REPAIR PARTS	13.49	
	UNIT 23 - MOTOR POOL - FLEET REPAIR PARTS	99.89	
	UNIT 37 - MOTOR POOL - FLEET REPAIR PARTS	293.98	
	RETURN - MOTOR POOL - FLEET REPAIR PARTS	(293.98)	
	UNIT 670 - MOTOR POOL - FLEET REPAIR PARTS	18.59	
	UNIT 132 - MOTOR POOL - FLEET REPAIR PARTS	82.38	
	UNIT 84 - MOTOR POOL - FLEET REPAIR PARTS	18.14	
	TOOL - MOTOR POOL - FLEET REPAIR PARTS	44.39	
	UNIT 138 - MOTOR POOL - FLEET REPAIR PARTS	80.58	
	UNIT 137 T-93 - MOTOR POOL - FLEET REPAIR PARTS	34.18	
	SHOP SUPPLIES - MOTOR POOL - FLEET REPAIR PARTS	18.36	
	TOTAL	522.93	
12. AVI SYSTEMS INC	ROSS VIDEO MAINTENANCE	21,158.39	
13. BARKHAM & CO	AUG 2022 BICYCLE/PEDESTRIAN PATHWAY MOWING	4,800.00	
14. BARYAMES CLEANERS	8/17/22 - 9/17/22 - STANDARD POLICE UNIFORM CLEANI	510.96	
	ADDL 8/17/22 - 9/17/22 - STANDARD POLICE UNIFORM C	149.04	
	TOTAL	660.00	
15. BIDCORP.COM	COMMISSION FOR SALE	7.48	
16. BOUNDTREE MEDICAL	ORDER #103976925 - MEDICAL SUPPLIES	56.37	
	ORDER #103976925 - MEDICAL SUPPLIES	1,676.32	
	ORDER #103956612 - RECORDING HANDLE & VIDEO STYLET	6,000.00	
	ORDER #103882969 - MEDICAL SUPPLIES	47.40	
	ORDER #103976925 - MEDICAL SUPPLIES	25.29	
	TOTAL	7,805.38	

Vendor Name	Description	Amount	Check #
17. BOYNTON FIRE SAFETY SERVICE	S. FIRE - 2022 ANNUAL FIRE EQUIPMENT INSPECTIONS	318.00	
	CENTRAL FIRE - 2022 ANNUAL FIRE EQUIP INSP	403.00	
	TOTAL	721.00	
18. CAROL HASSE	MILEAGE REIMB ROUNT TRIP TO GR TRAV RESORT	227.50	
19. CARTEGRAPH	OMS ANNUAL RENEWAL 11/1/2022-10/31/2023	41,494.06	
20. CDW	EPSON THERMAL RECEIPT PRINTER	805.14	
21. CEDAR CREEK APARTMENTS	EMERGENCY RENT - M. POPE #C102	495.00	107963
22. CEI MICHIGAN LLC	BUILDINGS - CENTRAL FIRE - REPAIR ROOF LEAK	783.00	
23. COMCAST	SEPT 14 2022 TO OCT 13 2022 - HOM TV	323.41	
	SEPT 29 2022 TO OCT 28 2022 - INT TV TEL @ HNC	229.59	
	SEPT 20 2022 TO OCT 19 2022 - FD 'FREE' DROP	9.11	
	SEPT 19 2022 TO OCT 18 2022 - SCADA INET	151.85	
	TOTAL	713.96	
24. CONSOLIDATED ELECTRICAL CONTRACTORS	ELECTRICAL PERMIT CANCELLED 50% REFUND - ASHBROOK	114.62	
25. CORBIN DESIGN	PROF SERVICES JULY 2022 - DESIGN AND BIDDING SERVI	570.00	
26. CRYSTAL FLASH	ACCT #5751511 - 9/20/22 MOTOR POOL - FLEET FUEL	902.77	
	ACCT #5751511 - 9/20/22 MOTOR POOL - FLEET FUEL	3,561.38	
	ACCT #5751511 - 9/20/22 MOTOR POOL - FLEET FUEL	14,185.92	
	TOTAL	18,650.07	
27. DBI	ACCT # 280044 - OPERATING SUPPLIES	27.53	
	OPERATING SUPPLIES - ACCT 280044	17.94	
	TOTAL	45.47	
28. DUO-SAFETY LADDER CORP	HEAT SENSOR LABELS FOR LADDERS	33.95	
29. ELECTION SOURCE	CANVAS BALLOT BAGS	213.20	
	I VOTED STICKERS 1000/ROLLS	125.71	
	THERMAL TAPE AND RED TRANSFER CONTAINERS	470.00	
	TOTAL	808.91	
30. FAHEY SCHULTZ BURZYCH RHODES PLC	CLERK MATTERS - LEGAL FEES	504.00	
	COLLECTIVE BARGAINING - LEGAL FEES	1,710.00	
	ASSESSOR SMALL CLAIMS CASE - LEGAL FEES	135.00	
	MDCR #616160 - LEGAL FEES	45.00	
	TOTAL	2,394.00	
31. FIRST COMMUNICATIONS	AUG/SEPT 2022 - ANALOG TELEPHONE LINES- ACCT #3142	2,900.59	
32. FISHBECK, THOMPSON, CARR & HUBER	WDV 22-05 - PROF SERVICES THRU 9/2/2022	2,107.10	
33. FORESIGHT GROUP	WATER BILLS & POSTAGE 9/1/2022	428.74	
34. GRANGER	HNC 3RD QTR 2022 - RUBBISH & RECYCLING DISPOSAL SE	193.98	
35. H&R ELECTRICAL CONTRACTORS LLC	INSTALL 3 ELECTRIC HEATERS MARKETPLACE/ CENTER ROO	2,400.00	
36. H.C. BERGER COMPANY	9/22/22 - 10/21/22 BILLING PERIOD & 8/22/22 TO 9/2	985.01	

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Vendor Name	Description	Amount	Check #
37. HAMMOND FARMS	MULCH AND MISC FOR PARK MAINTENANCE	147.00	
	BARK - KIWANIS/ROTARY WORK DAY IN CENTRAL PARK/HIS	310.00	
	SEED/STRAW - KIWANIS/ROTARY WORK DAY IN CENTRAL PA	156.25	
	MULCH FOR TRIANGLE PROPERTY GARDEN	66.00	
	TOTAL	679.25	
38. HEAT'N SWEEP	OVRPMT ON PERMIT BY CONTRACTOR - CARLTON ST	15.00	
39. HEDLUND PLUMBING	50% REFUND ADDL INSPECTION NOT NEEDED - HEMMINGWAY	30.00	
40. HOLDER CORPORATION	MOTOR POOL - PARKS - TURN DIAMETER ON SPINDLE - FE	40.00	
41. INGHAM COUNTY DRAIN COMMISSIONER	DRAIN CROSSING PERMITS - MSU TO LAKE LANSING CONNE	1,050.00	
42. INGHAM COUNTY TREASURER	10/1/21 - 9/30/22 - TRI-COUNTY REG PLANNING COMMIS	20,185.00	
43. JACKSON NATIONAL LIFE INSURANCE CO	ANNUAL LIFE INS PREMIUM - F. WALSH	965.00	107962
44. K & H CONCRETE CUTTING INC	PRESERVATION PATHWAY RAILING FROM CAMELBACK BRIDGE	787.50	
45. KAB ELECTRIC LC	OVRPMT PERMIT - M-78 HWY	0.75	
46. KODIAK EMERGENCY VEHICLES	MOTOR POOL - FIRE - 2022 AMBULANCE	202,987.00	
	UNIT 140 - FIRE - KODIAK PARTS	1,119.54	
	TOTAL	204,106.54	
47. LANSING SANITARY SUPPLY INC	BUILDINGS - CUSTODIAL SUPPLIES	346.34	
48. LANSING UNIFORM COMPANY	UNIFORM ITEMS - STOCK	129.95	
	BOOTS - SGT CLEMENTS	319.95	
	UNIFORM ITEMS - BAZAN/CLEVINGER/KEENER	995.30	
	BOOTS - CLEVINGER/BAZAN	40.60	
	BOOTS - BAZAN/CLEVINGER	319.30	
	TOTAL	1,805.10	
49. LEAK PETROLEUM EQUIPMENT INC	MOTOR POOL - FUEL RINGS	510.34	
50. LOGICALIS	IT HELP DESK SERVICE SEPT 2022	3,345.00	
51. MADISON NATIONAL LIFE INS CO	OCT 2022 LIFE/DISABILITY INSURANCE	3,297.34	
52. MAURER HEATING & COOLING CO	OVRPMT PERMIT - FOSTER DR	15.00	
53. MEDICAL MANAGEMENT SYSTEMS OF	AUG 2022 COLLECTION FEE AMBULANCE BILLINGS	8,931.19	107953
54. MERIDIAN TOWNSHIP	TRANSFER FLEX CHECKING 9/23/2022 PAYROLL	406.76	
55. METRO SIGNS	OVRPMT SIGN PERMIT - GRAND RIVER	150.00	
56. MIDWEST POWER EQUIPMENT	MOTOR POOL - PARKS - REPAIRS TO UNIT 67 FERRIS MOW	377.98	
57. MUNETRIX LLC	CVTRS REPORTING TRANSPARENCY LICENSE	4,850.00	107957
58. OKEMOS PUBLIC SCHOOLS	APRIL 2022 - BASEBALL/SOCCER FIELDS	175.08	107958
	FLAT FEE SOCCER - CORNELL	450.00	107958
	FIELD FLAT FEE SOCCER - HIAWATHA	150.00	107958
	FIELD FLAT FEE SOCCER - BENNETT WOODS	300.00	107958
	FIELD FLAT FEE FLAG FOOTBALL	150.00	107958
	TOTAL	1,225.08	
59. OSCAR GONZALEZ	PERMIT CANCELED 50% REFUND - SENECA DR	63.45	
60. PALMER CONSTRUCTION	CANCELLED PERMIT 80% REFUND - BAYONNE AVE	212.00	

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61. PARKER-ARNTZ PLUMBING & HEATING INC	REFUND PERMIT OVRPMT - NORTHWIND DR	15.00	
62. PHIL DESCHAINED	MILEAGE REIMBURSEMENT	91.25	
	MILEAGE REIMBURSEMENT	71.25	
	TOTAL	162.50	
63. PITNEY BOWES BANK INC RESERVE ACCT	RESERVE ACCOUNT TOWNSHIP POSTAGE	10,000.00	
64. RICHARD JANKA PSY.D	07/19/2022 PROF PSYCH EVALUATION SERV	600.00	
	8/12/2022 & 9/12/2022 PROF PSYCH EVALUATION SERV	1,800.00	
	TOTAL	2,400.00	
65. RITEWAY CLEARING LLC	INVASIVE BRUSH REMOVAL/FORESTRY MULCHING	6,200.00	
66. ROMAN AIR	OVRPMT MECHANICAL PERMIT - RIVER GLEN DR	15.00	
67. SCHAEFFER MFG CO	MOTOR POOL - GREASE	246.25	
68. SOLDAN'S FEED & PET SUPPLIES	DOG WAS - K9 SUPPLIES	12.99	
	TOY/PIG EARS - SUPPLIES FOR K9	23.37	
	PIG EARS K9 WELNESS DOG CARE	78.37	
	TOTAL	114.73	
69. SONDER HAVEN LLC	BOARD RETREAT FACILITATION 10/22/2022	2,187.50	107955
70. SPARROW OCCUPATIONAL	AUG 2022 OCC HEALTH PHYSICAL EXAMS	846.00	
71. SPARTAN LAWN CARE INC	JULY 2022 MOWING	375.00	
	JULY 11 & 31 2022 MOWING - HILLCREST	63.00	
	TOTAL	438.00	
72. ST MARTHA CONFERENCE OF	EMERGENCY RENT - S. YUSUF	400.00	107965
73. ST THOMAS AQUINAS PARISH	EMERGENCY RENT - C FOSTER	450.00	107959
	EMERGENCY UTILITIES - S. WATKINS	350.00	107964
	TOTAL	800.00	
74. SUPREME SANITATION	JULY 2022 CHIPPEWA SCHOOL - PORTABLE TOILET SERVIC	63.00	107956
	JULY 2022 KINAWA SCHOOL - PORTABLE TOILET SERVICE	90.00	107956
	JULY 2022 NEWTON ST - PORTABLE TOILET SERVICE	90.00	107956
	JULY 2022 BENNETT WOODS SCHOOL - PORTABLE TOILET S	90.00	107956
	JULY 2022 HILLBROOK PARK - PORTABLE TOILET SERVICE	90.00	107956
	JULY 2022 NANCY MOORE PARK - PORTABLE TOILET SERVI	90.00	107956
	JULY 2022 EASTGATE PARK - PORTABLE TOILET SERVICE	180.00	107956
	KINAWA SCHOOL - SEPT 2022 - PORTABLE TOILET RENTAL	105.00	
	HILLBROOK PARK - SEPT 2022 - PORTABLE TOILET SERV	90.00	
	BENNETT WOODS SCHOOL - SEPT 2022 - PORTABLE TOILET	90.00	
	NEWTON ST - SEPT 2022 - PORTABLE TOILET SERV	90.00	
	NANCY MOORE PARK - SEPT 2022 - PORTABLE TOILET SER	105.00	
	EASTGATE PARK - SEPT 2022 - PORTABLE TOILET SERV	90.00	
	TOTAL	1,263.00	
75. TEAM FINANCIAL GROUP	COPIER CONTRACT 521678-A - SEPT 2022	1,471.50	
76. TED FERRIS	REIMB EXPENSES FOR PANCAKE BREAKFAST	1,027.03	
77. TEG CENTRAL LLC	EMERGENCY RENT - C COTTRELL	121.38	107960
78. THE HARKNESS LAW FIRM PLLC	SEPT 2022 - PROSECUTION SERVICES	6,694.84	

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Vendor Name	Description	Amount	Check #
79. ULINE	DOG BAGS AND MISC FOR DOG PARKS	623.02	
80. VARIPRO BENEFIT ADMINISTRATORS	OCT 2022 FLEX SPENDING ADMINISTRATION COST	153.50	
81. VERIZON CONNECT	08/01/22 - 0-8/31/22 - VEHICLE DATA UPLINK - MERIO	1,359.96	
82. WEST SHORE FIRE INC	SCBA FILL MAINTENANCE CONTRACT	1,300.57	
	ANNUAL SCBA MAINTENANCE/REPAIRS	4,384.66	
	TOTAL	5,685.23	
83. WILDTYPE DESIGN	NATIVE PLANT ORDER	251.15	
TOTAL - ALL VENDORS		411,285.34	

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Vendor Name	Description	Amount	Check #
1. ALLGRAPHICS CORP	HI-VIZ LOGO SHIRTS FOR ENGINEERING	393.50	
2. BLACKBURN MFG CO	PAINT MARKING MISS DIG WATER AND SEWER LINES	893.80	
3. CORBIN DESIGN	PROF SERVICES JULY 2022 - DESIGN AND BIDDING SERVI	285.00	
4. DARRELL NEVES	OVR PMT SEWER BILL - SAPPHIRE LANE	93.00	
5. FERGUSON WATERWORKS #3386	WATER - PARTS FOR CUSTOMER INSTALLATIONS	1,230.00	
6. G2 CONTRACTING INC	REIMBURSEMENT OF PERF GUAR - HAMILTON	483.00	
7. HYDROCORP	CROSS CONNECTION CONT PROG SERV AUG - 2022	2,673.00	
8. JERRY FEDEWA HOMES, INC	REIMB PERF GUARANTEE - E LAKE DRIVE	2,000.00	
9. LARRY JAMES	REIMB PERF GUARANTEE - SLEEPY HOLLOW	2,000.00	
10. LARRY SCHAEFER INC	REIMBUSEMENT OF PERF GUAR - COLUMBIA, HASLETT	2,000.00	
11. MADISON NATIONAL LIFE INS CO	OCT 2022 LIFE/DISABILITY INSURANCE	429.39	
12. MAYBERRY HOMES	REIMB PERFORMANCE GUARANTEE - COPPER CREEK DR	2,000.00	
	REIMBURSEMENT OF PERF GUAR - MAGENTA	2,000.00	
	TOTAL	4,000.00	
13. RAYMOND & LAURIE PULIDO	REIMB PERF GUARANTEE - SLEEPY HOLLOW	2,000.00	29086
14. RYAN KAUFFMAN	REIMBURSEMENT OF PERF GUAR - GLEN EYRIE	2,000.00	
15. WODA CONSTRUCTION INC	REMOVE & REPLACE SANITARY SEWER MAIN - WOODWARD WA	30,750.00	
TOTAL - ALL VENDORS		51,230.69	

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Vendor Name	Description	Amount	Check #
1. CAPITAL REAL ESTATE TAX SERVICE			
	W. LAKE DR - OVRPMT SUMMER 2022 PROP TAXES	1,486.79	13324
	WILD OAK DR - OVRPMT SUMMER 2022 PROP TAXES	1,203.22	13326
	INDIAN HILLS DR - OVRPMT SUMMER 2022 PROP TAXES	957.28	13327
	SOWER BLVD - OVRPMT SUMMER 2022 PROP TAXES	2,214.30	13325
	TOTAL	5,861.59	
2. CHERYL L. SO	OVRPMT 2022 SUMMER PROP TAXES - BELDING CT	250.00	13330
3. CONNECTIONS EDUCATION	OVRPMT 2022 SUMMER PROP TAXES - HERITAGE DR	68.26	13331
4. CORELOGIC CENTRALIZED REFUNDS	ADJ SUMMER 2022 TAXES - 4046 HAGADORN RD	642.66	13332
5. EASTBROOK HOMES INC	SOUTHRIDGE RD - OVRPMT SUMMER 2022 PROP TAXES	170.20	13328
6. FARRIN FORSBERG	ADJ SUMMER 2022 TAXES - PONDEROSA DR	1,296.64	13338
7. GARY GANAKAS	ADJ 2022 SUMMER TAXES - FRESNO LANE	2,304.31	13333
8. INGHAM COUNTY TREASURER	TRAILER TAXES - SEPT	127.50	41
9. JOSHUA KESSLER	ADJ 2022 SUMMER TAXES - W. LAKE DR	74.53	13335
10. KEVIN SCHOEN & LYNDY SCHNEIDER	COULMBIA ST - OVRPMT SUMMER 2022 PROP TAXES	4,101.02	13329
11. LERETA LLC	OVRPMT 2022 SUMMER PROP TAXES - SOUTHRIDGE RD	7,428.22	13336
	OVRPMT 2022 SUMMER PROP TAXES - PIPER RD	1,299.32	13336
	OVRPMT 2022 SUMMER PROP TAXES - TIHART RD	1,203.52	13336
	OVRPMT 2022 SUMMER PROP TAXES - LONG LEAF TRL	2,827.09	13336
	TOTAL	12,758.15	
12. PEARSON ONLINE BLENDED LEARNING	OVRPMT 2022 SUMMER PROP TAXES - HERITAGE AVE #660	3,324.78	13337
TOTAL - ALL VENDORS		30,979.64	

Credit Card Report 9/15/2022-9/28/2022

Posting Date	Merchant Name	Amount	Name
2022/09/15	DOMINO'S 1211	\$73.76	MICHAEL HAMEL
2022/09/15	PANERA BREAD #606120 P	\$15.19	MICHAEL HAMEL
2022/09/15	COMFORT INN & SUITES	\$89.25	ANDREW MCCREADY
2022/09/15	UNIQUE TAILOR CLEANERS	\$10.40	TIMOTHY BOOMS
2022/09/15	STAPLS7365058625000001	\$440.08	KRISTEN COLE
2022/09/15	THE CABIN BAR	\$19.00	RICHARD GRILLO
2022/09/15	DUNHAMS 066	\$292.93	LUANN MAISNER
2022/09/15	MORNING STAR PUBLISHING	\$0.99	MICHELLE PRINZ
2022/09/15	HEARST NEWSPAPERSMIDWEST	\$0.99	MICHELLE PRINZ
2022/09/15	DETROITNEWS.COM	\$1.00	MICHELLE PRINZ
2022/09/15	TRAVERSE CITY RECORD EAGL	\$17.99	MICHELLE PRINZ
2022/09/15	CITY OF LANSING, MI	\$0.75	ED BESONEN
2022/09/16	COMPLETE BATTERY SOURCE	\$25.46	LAWRENCE BOBB
2022/09/16	MICHIGAN ASSOC OF CHIEFS	\$115.00	RICHARD GRILLO
2022/09/16	BUFFALO WILD WINGS 3049	\$16.00	RICHARD GRILLO
2022/09/16	AMZN MKTP US*1M8B87G91 AM	\$15.98	ROBERT MACKENZIE
2022/09/16	DOMINO'S 1119	\$342.16	LUANN MAISNER
2022/09/16	MEIJER # 025	\$81.99	LUANN MAISNER
2022/09/16	VAN ATTA'S GREENHOUSE	\$299.80	LUANN MAISNER
2022/09/16	IAAI	\$100.00	TAVIS MILLEROV
2022/09/16	NFPA NATL FIRE PROTECT	\$775.95	TAVIS MILLEROV
2022/09/16	THE MINING JOURNAL	\$20.00	MICHELLE PRINZ
2022/09/16	NEWSPAPER SERVICES 2	\$120.00	MICHELLE PRINZ
2022/09/16	AMWAY GRAND PLAZA HOTE	\$500.34	MICHELLE PRINZ
2022/09/16	AMWAY GRAND PLAZA HOTE	\$500.34	MICHELLE PRINZ
2022/09/16	GANNETT NEWSRPR CN	\$1.00	MICHELLE PRINZ
2022/09/16	OFFICEMAX/OFFICEDEPT#3379	\$180.97	BRIDGET CANNON
2022/09/19	MEIJER # 025	\$34.07	ANDREW MCCREADY
2022/09/19	OFFICEMAX/OFFICEDEPT#3379	\$12.78	CHRISTINE CASSIDY
2022/09/19	FACEBK 23RYXGX8U2	\$175.00	ANDREA SMILEY
2022/09/19	CHICK-FIL-A #03695	\$183.60	FRANK L WALSH
2022/09/19	JORGENSON LOCKERS	\$1,040.18	ROBERT MACKENZIE
2022/09/19	GRAINGER	\$139.79	ROBERT MACKENZIE
2022/09/19	THE HOME DEPOT #2723	\$64.95	LUANN MAISNER
2022/09/19	AMZN MKTP US*1M4V36XU0	\$27.12	MICHELLE PRINZ
2022/09/19	LANSINGSTATE JOURNAL	\$9.99	MICHELLE PRINZ
2022/09/19	FREEP.COM	\$9.99	MICHELLE PRINZ
2022/09/19	COVERT SCOUTING	\$32.99	ED BESONEN
2022/09/19	WAL-MART #2866	\$60.65	PHIL DESCHAINE
2022/09/19	WAL-MART #2866	\$3.24	PHIL DESCHAINE
2022/09/20	COMPLETE BATTERY SOURCE	\$83.61	RYAN CAMPBELL
2022/09/20	ZOOM.US 888-799-9666	\$514.85	STEPHEN GEBES
2022/09/20	AMZN MKTP US*1M17V8RN1	\$30.09	MICHELLE PRINZ
2022/09/20	CITY OF LANSING, MI	\$2.32	ED BESONEN
2022/09/20	CITY OF LANSING, MI	\$1.65	ED BESONEN
2022/09/20	TOM'S FOOD	\$3.49	ALLISON GOODMAN
2022/09/21	GFS STORE #1901	\$25.74	RYAN CAMPBELL
2022/09/21	TOP HAT CRICKET FARM INC	\$58.00	CATHERINE ADAMS
2022/09/21	TOP HAT CRICKET FARM INC	\$58.00	CATHERINE ADAMS
2022/09/21	TOP HAT CRICKET FARM INC	\$58.00	CATHERINE ADAMS
2022/09/21	SOLDAN S PET SUPPLIES	\$44.63	ALLISON GOODMAN
2022/09/22	HASLETT TRUE VALUE HARDW	\$107.93	LAWRENCE BOBB

2022/09/22	HUTSON OF MI WILLIAMSTON	\$282.50	LAWRENCE BOBB
2022/09/22	THE HOME DEPOT #2723	\$109.84	ROBERT STACY
2022/09/22	THE HOME DEPOT #2723	\$34.33	TYLER KENNEL
2022/09/22	MTU-CASHIERS OFFICE WEB	\$35.00	NYAL NUNN
2022/09/22	CALEDONIA FARMERS ELEVATO	\$42.01	JACOB FLANNERY
2022/09/22	STATE OF MI EMS	\$25.00	TIMOTHY BOOMS
2022/09/22	AMZN MKTP US*1U8BP3301	\$107.04	KRISTI SCHAEIDING
2022/09/22	AMAZON.COM*1M3J94Y60	\$32.39	STEPHEN GEBES
2022/09/22	HAMMOND FARMSLANDSCAPE SU	\$248.00	KEITH HEWITT
2022/09/22	TOP HAT CRICKET FARM INC	(\$2.16)	CATHERINE ADAMS
2022/09/22	CITY OF LANSING, MI	\$0.75	ED BESONEN
2022/09/23	LEADERS MARINE	\$161.99	MICHAEL HAMEL
2022/09/23	ELECTRICAL TERMINAL SERVI	\$244.05	TODD FRANK
2022/09/23	AMAZON.COM*1U6SM0ZI0 AMZN	\$71.72	MICHELLE PRINZ
2022/09/23	TOP HAT CRICKET FARM INC	(\$58.00)	CATHERINE ADAMS
2022/09/23	TOP HAT CRICKET FARM INC	(\$58.00)	CATHERINE ADAMS
2022/09/23	CITY OF LANSING, MI	\$2.32	ED BESONEN
2022/09/26	THE HOME DEPOT #2723	\$71.96	ROBERT STACY
2022/09/26	THE HOME DEPOT #2723	\$13.95	NYAL NUNN
2022/09/26	BARYAMES CLEANERS INC 05	\$21.60	MICHAEL HAMEL
2022/09/26	WAL-MART #2866	\$33.44	MICHAEL HAMEL
2022/09/26	THE HOME DEPOT #2723	\$121.02	RUDY GONZALES
2022/09/26	MEIJER # 210	\$22.99	ANDREW MCCREADY
2022/09/26	THE HOME DEPOT #2723	\$59.68	JACOB FLANNERY
2022/09/26	SMARTSIGN	\$204.00	CHRISTINE CASSIDY
2022/09/26	FEDEX 278344442751	\$12.75	KRISTEN COLE
2022/09/26	FACEBK 6MP9AH39U2	\$95.39	ANDREA SMILEY
2022/09/26	STAPLS7365488535000002	\$769.98	STEPHEN GEBES
2022/09/26	CANVA* 103552-16685024	\$38.50	LUANN MAISNER
2022/09/26	MGFOA MEMBERSHIP DUES	\$120.00	MICHELLE PRINZ
2022/09/26	LANSINGSTATE JOURNAL	\$9.99	MICHELLE PRINZ
2022/09/26	BETTERDOOR LLC	\$84.99	CATHERINE ADAMS
2022/09/26	COMCAST	\$160.83	BART CRANE
2022/09/27	MARKS LOCK SHOP INC	\$374.00	LAWRENCE BOBB
2022/09/27	BOYNTON FIRE SAFETY SVC	\$414.00	MICHAEL HAMEL
2022/09/27	MEIJER # 025	\$49.98	RYAN CAMPBELL
2022/09/27	BOYDS GUNSTOCK INDUSTRIES	(\$15.07)	ANDREW MCCREADY
2022/09/27	PANERA BREAD #600715 P	(\$17.80)	TIMOTHY BOOMS
2022/09/27	JETS PIZZA - MI-053 - MOT	\$86.28	TIMOTHY BOOMS
2022/09/27	PANERA BREAD #600715 P	\$17.80	TIMOTHY BOOMS
2022/09/27	PANERA BREAD #600715 P	\$19.98	TIMOTHY BOOMS
2022/09/27	SUNOCO 0644113300	\$57.56	FRANK L WALSH
2022/09/27	AMZN MKTP US*1U6J36VS2	\$38.79	ROBERT MACKENZIE
2022/09/27	SIGNARAMA OF LANSING	\$43.00	MICHELLE PRINZ
2022/09/27	CITY OF LANSING, MI	\$1.87	ED BESONEN
2022/09/28	MIDWEST POWER EQUIPMENT	(\$2.82)	LAWRENCE BOBB
2022/09/28	MIDWEST POWER EQUIPMENT	\$222.56	LAWRENCE BOBB
2022/09/28	THE HOME DEPOT #2723	\$15.98	LAWRENCE BOBB
2022/09/28	JACKSON HIRSH INC	\$123.66	CHRISTINE CASSIDY
2022/09/28	SHELL OIL 10011895009	\$34.70	FRANK L WALSH
2022/09/28	HASLETT TRUE VALUE HARDW	\$4.61	TODD FRANK
2022/09/28	AUTOMATIONDIRECT.COM	\$214.00	ROBERT MACKENZIE
2022/09/28	THE HOME DEPOT #2723	\$134.94	DAVID LESTER

Total	\$11,777.85
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ACH Transactions

Date	Payee	Amount	Purpose
9/16/2022	Blue Care Network	\$ 9,338.87	Employee Health Insurance
9/19/2022	MCT Utilities	\$ 3,105.52	Water/Sewer for MCT
9/19/2022	ELAN	\$ 33,282.80	Credit Card Payment
9/21/2022	Blue Care Network	\$ 15,703.26	Employee Health Insurance
9/22/2022	MCT Utilities	\$ 112.78	Water/Sewer for MCT
9/23/2022	IRS	\$ 108,321.46	Payroll Taxes 09/23/2022
9/23/2022	Various Financial Institutions	\$ 294,045.96	Direct Deposit 09/23/2022
9/23/2022	State of Michigan	\$ 31,718.37	MI Business Tax
9/23/2022	Nationwide	\$ 6,455.11	Payroll Deductions 09/23/2022
9/23/2022	ICMA	\$ 42,894.52	Payroll Deductions 09/23/2022
Total ACH Payments		\$ 544,978.65	



To: Township Board

**From: Timothy R. Schmitt, AICP
Community Planning and Development Director**

Date: September 28, 2022

Re: Village of Okemos – Brownfield Plan – Set Public Hearing for October 18, 2022

The Meridian Township Brownfield Redevelopment Authority (MTBRA) has received and reviewed the proposed Brownfield Plan for the Village of Okemos redevelopment project, located on the north and south sides of Hamilton Road, between Okemos Road and Ardmore Avenue. At the MTBRA's September 15th meeting, they recommended approval of the plan to the Township Board.

In accordance with the provisions of the Brownfield Redevelopment Financing Act, Public Act 381 of 1996, as amended, a public hearing is required to be held by the Township Board, affording all residents, taxpayers, interested parties, and taxing units affected by the plan an opportunity to be heard, prior to final review and potential approval. Staff is recommending that the public hearing for this matter be set for October 18, 2022. After the Board's action setting the public hearing, Staff will distribute the required legal notice to the taxing units as outlined in the State law.

Move to set the Public Hearing for the Village of Okemos redevelopment Brownfield Plan for the October 18, 2022 Township Board meeting.



To: Township Board

**From: Timothy R. Schmitt, AICP
Community Planning and Development Director**

Date: September 28, 2022

Re: Recreational Marijuana Ordinance Development

At the September 6, 2022 Township Board meeting, the majority of the Board agreed to ask Staff to put together a plan to address potential recreational marijuana licensing and approval within the Township. Similar to the Medical Marijuana ordinance, Staff would recommend a two pronged approach to develop a usable ordinance: through the zoning ordinance and the creation of a licensing scheme separate from the zoning ordinance.

Zoning Ordinance

The existing zoning ordinance for medical marijuana is relatively straightforward. An overlay district was created, establishing seven areas in the community where various medical marijuana related businesses could be located. These areas are in a mix of commercial, office, and industrial zones, are geographically distributed throughout the community, have a 500-foot setback from any religious institution, library, preschool, or childcare center, and have a 1,000-foot setback from any school. A Special Use Permit is required for any such use, which requires Township Board approval.

Staff believes that a new overlay zone for recreational marijuana based on this ordinance, or modifications to the existing ordinance to accommodate recreational marijuana, will be able to address the zoning side of the regulation process. Given that this is an amendment to the zoning ordinance, a public hearing at the Planning Commission is required. Staff is recommending that this portion of the discussion be referred to the Planning Commission, for their input, public hearing, and eventual recommendation to the Township Board. Staff will provide a draft ordinance for the Planning Commission, seeking input on the two main questions that need to be answered on the zoning side of the discussion:

1. The location where the Township would consider issuing the licenses. There are currently seven overlay areas that allow medical marijuana facilities, including both commercial, industrial, and research park zoned properties.
2. The types of licenses that the Township would consider. The types of licenses are different between medical marijuana and recreational marijuana, although there is some overlap.

Licensing Ordinance

The licensing process is substantially more complicated. The existing ping pong ball lottery system for medical marijuana to determine who can apply for the approval in a specific overlay district is not applicable to the recreational marijuana industry. A new approach will need to be developed for recreational marijuana licensing. Many communities have opted for a points-based application system, whereby applicants receive a number of points for meeting specific thresholds, i.e. local ownership, minority ownership, history in the industry, etc. Staff will need to work with the Township Attorney to develop options for a licensing ordinance. The licensing ordinance does not require a public hearing at the Planning Commission level, as it is an amendment to the general Code

Recreational Marijuana Referral

Page 2

of Ordinances, rather than an amendment to the zoning ordinance specifically. After working with the Township Attorney on the licensing ordinance a draft will be brought to the Township Board for review and potential adoption.

Additional Considerations

Staff has heard several comments since the vote on banning recreational marijuana regarding the status of medical marijuana in the community. Until a recreational ordinance framework is in place, we do not know how the two license types will interact, if at all. Staff would reiterate that these are two separate licensing schemes and at this time, we would not recommend taking any action on the medical marijuana licensing. During the discussion for recreational marijuana, we can discuss how to integrate the two ordinances, how to limit any concerns about overall effect of the two types of licenses, whether or not medical should be repealed or modified, and any other considerations that need to be taken into account.

Staff did review the results of the August election to determine if there were any patterns that could guide our discussions going forward for recreational marijuana. As with any election as close as this vote was, there were no major trends to be gleaned from the data. Precincts in both the northern and southern half of the Township voted both for and against the proposal. The highest concentration of votes to ban were in the southeastern part of the Township, while the high concentrations not to ban were split between the northwest and northeast parts of the Township. Overall, Staff does not believe that utilizing the most recent election data as a direction for land use decision making is an effective tool in this case, given the confusing nature of the question and the fact that the vote was decided by a razor thin margin. Data from State proposal 08-1 shows recreational marijuana was approved in 2008 through the Township with 63% of the vote. No precinct in 2008 voted against the measure.

In terms of timing, by referring the zoning ordinance portion to the Planning Commission now, input and work can begin before the Planning Commission's schedule shifts to one meeting a month in November and December. A recommendation can then be brought back to the Township Board in the early part of 2023. At the same time, Staff and the Township Attorney's office can develop options for the licensing ordinance and potentially draft the ordinance to bring back to the Township Board at the same time as the recommendation from the Planning Commission on the zoning ordinance.

Township Board Actions

At this time, Staff is recommending the following motion for the Township Board's use during discussions.

Move to refer the topic of recreational marijuana to the Planning Commission for input and public hearing on a draft zoning ordinance amendment permitting recreational marijuana uses in the Township.



To: Board Members
From: Patricia Herring Jackson, Township Supervisor
Date: September 30, 2022
Re: Community Resources Commission Appointments

The Community Resources Commission currently has two vacancies. The terms will expire on December 31, 2024.

Yvette Robinson submitted an Application for Public Service to request appointment to the Community Resources Commission. Ms. Robinson, having volunteered with low-income individuals and families for years, has a proven record of civic-mindedness and would be an excellent addition to the Community Resources Commission.

The following motion is proposed for Board consideration:

MOVE TO APPOINT YVETTE ROBINSON TO THE COMMUNITY RESOURCES COMMISSION FOR A 2 YEAR TERM ENDING 12/31/2024.

MOVE TO APPROVE THE APPOINTMENT MADE BY SUPERVISOR JACKSON OF MARNA WILSON TO REPLACE DEBORAH GUTHRIE, AS BOARD LIAISON, TO THE COMMUNITY RESOURCES COMMISSION FOR A TERM ENDING 11/20/2024.

Attachment:

1. Application for Public Service

A new entry to a form/survey has been submitted.

Form Name: Public Service Application Form

Date & Time: 06/16/2022 5:30 PM

Response #: 86

Submitter ID: 14240

IP address: 15.181.177.139

Time to complete: 11 min. , 19 sec.

Survey Details

Page 1



Public Serv
Application Fo

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

*Special conditions restrict eligibility for appointment

1.

Community Resources Commission

2. Occupation:

Retired

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

Community events.

4. Describe education, experience or training which will assist you if appointed:

I have spent a lifetime serving the public, as I was employed by state government for 25 years prior to my retirement a few years ago. I have attained an Associate Degree, a Bachelor of Fine Arts Degree, a Master of Fine Arts Degree and a Master of Arts with a Specialization in Media Production. In my earlier years, I taught at East Lansing Public Schools, Okemos Public Schools, Lansing Community College and MSU. But before all of these incredible accomplishments, I was homeless, lived in a shelter, received food stamps, then lived in public housing. I made a promise to myself and God, that if I ever got out of that situation, I would always reach back and help others less fortunate than myself. Throughout every step of my success, I have supported underprivileged individuals, families and organizations with my sincere time and effort. I never want to forget where I came from. In many ways, I am still that person... I get it... and I understand.

5. Contact Information:

Name:	Yvette Robinson	Occupation:	Retired
Place of Employment:	Not answered	Home Address:	2435 Emerald Lake Dr., East Lansing, MI 48823
Phone (days):	(517) 894-2166	Phone (evenings):	gyvette22@yahoo.com
Date:	06/16/2022	Email:	gyvette22@yahoo.com

6. Attach Resume

Resume is attached Yvette's 2022 Resume.pdf

Yvette Robinson

2435 Emerald Lake Dr,
East Lansing, MI 48823
gyvette22@yahoo.com

June 16, 2022

Darla Jackson
Human Services Specialist
5151 Marsh Road
Okemos, MI 48864

Re: Community Resources Commission Application

Dear Ms. Jackson:

I am writing in regard to your upcoming review to fill openings for the Meridian Township Community Resources Commission, beginning January 2023. I have a long history in supporting the efforts of low-income individuals and families that include countless hours of volunteerism, as well as philanthropic support.

I have attached a copy of my resume for your review, with hopes that I may qualify for a position with the Meridian Township Community Resources Commission.

If you have any questions do not hesitate to contact me at your earliest convenience. Thank you in advance for confirming receipt of this correspondence.

Sincerely,
Yvette Robinson
Meridian Twp Resident

Yvette Robinson

2435 Emerald Lake Dr.
East Lansing, MI 48823
(517) 894-2166 / cell
gyvette22@yahoo.com

SUMMARY OF QUALIFICATIONS

Experience in criminal investigative work, project management and development, analytical/creative thinking, client orientation, time management leadership, administrative processes, decision making, problem solving, interpersonal skills, oral communication and computer skills; criminal investigative processes, research, public policy; technical support; operational rules, regulations, policies, procedures, occupational codes; self-confident, personable and dedicated with a good eye for detail; innovative in approaching problems, high level of interpersonal skills, coupled with a high level of commitment in following through on matters; good judgment, accuracy and timeliness in completion of assignments, discretion in dealing with politically sensitive or confidential matters, and diplomacy in dealing with constituents and the public; experience in project development and implementation, workforce planning; professionally trained to conduct quality initiatives for staff and administrators; highly trained in bureau-related Good Moral Character investigative methods.

Professional experience includes competencies in the following areas: Innovative and analytical thinking, growth and development leadership, time management, goal orientation, motivational speaking, creative thinking, oral communication, written communication, computer skills, group management, quality customer services, criminal investigations, visions and values.

EDUCATION

Governor's Public Policy Management Intern
Department of Labor / Commerce
State of Michigan, 1995-1998

Master of Telecommunication
Michigan State University, 1994

Master of Fine Arts
Michigan State University, 1990

Bachelor of Fine Arts Degree
Wayne State University, 1987

WORK EXPERIENCE

STATE OF MICHIGAN, Lansing
Departmental Analyst
2015 – 2017/Retired 12-31-2017

- Analyst assigned to identify opportunities and take action to build strategic relationships between conjoining work areas, teams, departments, units, or organizations to help achieve business goals
- Develop and sustain productive customer relationships
- Generate innovative solutions in work situations; try different and novel ways to deal with work problems and opportunities

STATE OF MICHIGAN, Okemos
Departmental Analyst
2013 -- 2015

Audit & Examination Division Analyst ~ Conduct security related investigations through the Web CRD system via FINRA (Financial Industry Regulatory Authority) -- a confidential Federal website and service system that tracks regulatory compliance activities of Investment Advisors, Agents and Broker Dealers and allows users to: Access filing forms, pre-exam information, review filed information; evaluate regulatory compliance and perform regulatory or self-regulatory activities via communication with FINRA.

STATE OF MICHIGAN, Okemos
Departmental Analyst
1998 - 2013

- Conducted "Good Moral Character Review", including extensive criminal investigative research and analyses for licensing applicants; recommend approvals and/or denials of applications
- Engaged in Inclusion Team meetings that strongly promote inclusion, involvement of staff concerns, workplace implementations and the development of processes and procedures
- Participated in activities that encourage cultural positivity in the workplace

STATE OF MICHIGAN, Lansing
Governor's Public Policy Management Intern
1995-1997

- Shadowed directors, managers and administrators during internship for the purpose of preparation for future management opportunities

STATE OF MICHIGAN, Lansing
Instructor of Quality Initiative Management Training "Fourth Generation Management Seminars"
Quality Initiative Coordinator *Liaison for Continuous Quality Improvement
1995-1998

- Conducted seminars based on quality initiatives, geared specifically for supervisors & managers; for purposes of improving staff & work-related issues

MICHIGAN STATE UNIVERSITY, East Lansing
Guest Professor
1990

- Taught basics of conceptualization, design, planning, producing, directing, editing, audio techniques and the evaluation of media-related programs.
- Taught students the basic understanding of the principles and processes involved in the making of media messages, particularly in video, audio and digital media.
- Explored the basics of communication, of technologies, of aesthetics and of the procedures and processes by which we manage and control message making

BLUE LAKE FINE ARTS CAMP, Twin Lake, Michigan
Chairperson of Theatre
1990 & 1991

- Hired, trained and managed qualified candidates to teach required fine art courses
- Taught performing arts techniques to attending students
- Organized / Directed staged performances for all students at the close of the summer program

SPECIAL SKILLS

Computer Skills: Microsoft Office, MSWord, Microsoft Outlook, Call Management System (CMS) Supervisor;
Business writing, Time Management, Professional and Mature, Strong Problem Solver, Resourceful.

PERSONAL SUMMARY

Dedicated and focused analyst who excels at prioritizing and completing multiple tasks simultaneously. Specialize in leadership roles and administrative support to busy state government agencies. Commitment to delivering high quality results with little supervision. Energetic, organized, professional.

COMMUNITY LEADER; VOLUNTEER WORK; AWARDS

- Arts Commissioner / Chairperson, City of East Lansing ~ 2000 to 2007
- Espy Award Recipient, On-Camera Narrator for the State of Michigan, Department Video ~ 2006
- Crystal Award Recipient, 2015 ~ City of East Lansing
- Community Leader / Mentor to local artists ~ 18 years
- Community Volunteer Leader for Many Local Events and Programs ~ 35 years
- Music Selection Advisor for the Annual Great Lakes Folk Festival
- Juror/Lead Advisor for the Michigan Traditional Arts Apprenticeship Awards and Michigan Heritage Awards for the Michigan Traditional Arts Program's Grant Selection ~ MSU Museum, 2011 to 2016

Thank you in advance for confirming receipt of this information.

Respectfully submitted,
Yvette



To: Board Members
From: Melissa Massie, Director of Project Management & Operations
Date: October 4, 2022
Re: General Health Policy (Menstrual Equity)

Menstrual products are essential, can be costly, and poverty poses a barrier to accessing them. According to a 2017 study, people who menstruate can expect to spend more than \$1,000 over the course of their lifetime on menstrual products. For many, this means resorting to degrading and unhygienic options. For example, a recent study demonstrated that two-thirds of low-income women in St. Louis could not afford menstrual products in 2016, and had to use cloth, rags, diapers, or paper as a substitute.

In November 2021, Governor Whitmer signed House Bill 4270 (H-2) and House Bill 5267 (H-2) amending the Use Tax Act and General Sales Tax Act, respectively, to exempt from taxation under those Acts the sale of feminine hygiene products. "Feminine hygiene products" were defined as tampons, panty liners, menstrual cups, sanitary napkins, and other similar tangible personal property designed for feminine hygiene in connection with the human menstrual cycle.

In July 2022, Clerk Guthrie was approached by a student from the Associated Students of Michigan State University (ASMSU), requesting such products be provided in Township-owned public restrooms. Since that time, the Township's DEI Committee has been working on a policy to present to the Board to provide free menstrual products in Township-owned restrooms.

The DEI Committee believes providing free menstrual products to employees, and also including them in its Township-owned public restrooms, promotes ending period poverty and the stigma attached to menstruation, which will help us work toward achieving menstrual equity.

We can achieve this by adopting a General Health Policy, which requires that the Township provide free sanitary products in public restrooms owned and operated by Meridian Township. In the draft policy, sanitary products include soap and/or hand sanitizer, toilet paper, toilet seat disposable covers, paper towels, tissues, menstrual pads, and tampons.

This policy supports the 2022 DEI goal of promoting racial equity, economic security, health, and well-being for all people for the following reasons:

- Sanitary products are necessary hygienic products.
- People may not always have the sanitary or other essential hygiene products on hand when they need them.
- Access to essential hygiene products is critical to the general health and safety of our community.
- Not all people have the means to purchase the goods they need for general health and well-being.

Memo to Township Board
October 4, 2022
Re: General Health Policy (Menstrual Equity)
Page 2

The Board's Policy Governance Manual has four areas of governance: Global Ends Statement, General Executive Constraint, Global Governance Commitment, and Global Governance Management Connection. The Global Ends statement addresses Health and Safety and how health and safety will be enhanced or sustained. Adding a General Health Policy would not only help address period poverty, but it will also define what constitutes sanitary products and expand what the Township currently provides to include feminine hygiene products, creating health equity. Therefore, the DEI Committee is presenting the following policy for your consideration:

1.2 POLICY TITLE: *HEALTH AND SAFETY ENDS (Priority #2 for enhancement; #1 for sustained condition.)*

8. A commitment to protecting and sustaining the general health of Township staff and residents by:

a. Providing free sanitary products within public restrooms owned and operated by Meridian Township no later than January 1, 2023.

i. As used in this section, "sanitary products" means: soap, hand sanitizer, toilet paper, toilet seat disposable covers, paper towels, tissues, menstrual pads, and tampons.

The DEI Committee is also looking at ways we can partner with our local food pantries and the nonprofit organization, Helping Women Period, to provide free sanitary products to residents at local food pantries. Funds for community activities such as this provide a benefit to the community-at-large. Similar expenditures for community activities in the Township's 2023 Budget include: Meals on Wheels, Flags over Meridian, the Community Gardens, the Community Band and Lake Lansing Watershed. The estimated cost to stock sanitary products at an individual pantry is \$150 annually through the Helping Women Period nonprofit organization. There are six pantries that we know of in the Township.

The DEI Committee is proposing that the Board adopt the General Health Policy to begin providing free sanitary products in publicly owned restrooms no later than January 1, 2023. The DEI Committee will come back with a formal recommendation for funding of free sanitary products at food pantries located in Meridian Township.

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

"MOVE TO ADOPT THE RESOLUTION AMENDING THE BOARD POLICY MANUAL OF THE CHARTER TOWNSHIP OF MERIDIAN TO ADOPT A GENERAL HEALTH POLICY."

Attachments:

1. Resolution amending the Board Policy Manual of the Charter Township of Meridian to adopt a General Health Policy
2. Board Policy Manual, Charter Township of Meridian

RESOLUTION TO ADOPT A GENERAL HEALTH POLICY PROVIDING FREE SANITARY PRODUCTS WITH PUBLIC RESTROOMS OWNED AND OPERATED BY MERIDIAN TOWNSHIP

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, Michigan 48864-1198, (517) 853-4000, on Tuesday, October 4, 2022, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

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

WHEREAS, the General Health Policy will promote racial equity, economic security, health, and well-being for all people; and

WHEREAS, Meridian finds that soap, hand sanitizer, toilet paper, toilet seat disposable covers, paper towels, tissues, menstrual pads, and tampons are all essential to the general health and welfare of the public; and

WHEREAS, the Township Board also finds that ensuring that such products are readily available in public restrooms will help prevent the spread of germs, reduce the transmission of blood-borne pathogens, and improve the general public welfare; and

WHEREAS, this General Health Policy will support and enhance the 2022 DEI Goal for Meridian Township; and

WHEREAS, sanitary products are necessary hygienic products; and

WHEREAS, not all people have the means by which to purchase the goods they need for general health and well-being; and

WHEREAS, this policy will support the Updated 2015 Township Personnel Handbook with an emphasis on building equity for all.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, MOVES TO ADOPT A GENERAL HEALTH POLICY PROVIDING FREE SANITARY PRODUCTS WITH PUBLIC RESTROOMS OWNED AND OPERATED BY MERIDIAN TOWNSHIP AND DEFINES SANITARY PRODUCTS AS SOAP, HAND SANITIZER, TOILET PAPER, TOILET SEAT DISPOSABLE COVERS, PAPER TOWELS, TISSUES, MENSTRUAL PADS, AND TAMPONS:

1.2 POLICY TITLE: *HEALTH AND SAFETY ENDS (Priority #2 for enhancement; #1 for sustained condition.)*

8. A commitment to protecting and sustaining the general health of Township staff and residents by:

a. Providing free sanitary products within public restrooms owned and operated by Meridian Township no later than January 1, 2023.

i. As used in this section, "sanitary products" means: soap, hand sanitizer, toilet paper, toilet seat disposable covers, paper towels, tissues, menstrual pads, and tampons.

ADOPTED:

YEAS: _____

NAYS: _____

Resolution declared adopted.

STATE OF MICHIGAN)

)ss.

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Meridian, Ingham County, **DO HEREBY CERTIFY**, that the foregoing is a true and complete copy of proceedings taken by the Township Board at a regular meeting held on Tuesday, October 4, 2022.

Deborah Guthrie, Township Clerk
Charter Township of Meridian

Board Policy Manual Charter Township of Meridian

Final Approval July 24, 2001
Effective Date August 22, 2001
(Revised April 16, 2002)
(Revised April 1, 2003)
(Revised February 3, 2004)
(Revised February 1, 2005)
(Revised February 23, 2006)
(Revised February 6, 2007)
(Revised February 19, 2008)
(Revised March 3, 2009)
(Revised January 19, 2010)
(Revised January 18, 2011)
(Revised January 17, 2012)
(Revised February 5, 2013)
(Revised July 9, 2013)

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PREAMBLE

The Meridian Township Board has adopted the Policy Governance model created by John Carver, to articulate its "Vision" for the direction of Meridian Township. Each January, the Board reviews the goals or "Ends Statements" and priorities listed in the Board Policy Manual. The Ends Statements appear in order of priority. These Ends adopted by the Township Board provide direction to Township Boards and commissions, manager and staff for their work in the coming year. The Township Manager then directs staff to establish goals and objectives that support the Township Board Global Ends (Township Budget). The Township Manager regularly submits reports to the Board regarding compliance with the direction set by the Board through its Policies.

Section I: POLICY TYPE – Ends

1.0 POLICY TITLE: *GLOBAL ENDS STATEMENT*

Meridian Township exists to create a sustainable community through the most effective use of available resources that achieve the highest quality of life.

The highest quality of life encompasses sustained or enhanced:

1. Natural environment
2. Health and safety
3. Prosperity
4. Cultural Heritage
5. Diversity

1.1 POLICY TITLE: *NATURAL ENVIRONMENT ENDS (Priority: #1 for enhancement; #2a for sustained condition.)*

In order to protect habitats, to provide for recreation and to assure ecosystem processes, the natural environment will be enhanced or sustained, through:

1. Preserving, maintaining, and/or acquiring of natural features, defined as undeveloped acreage including unaltered open spaces, wetlands, uplands and woodlands, floodplains, streams, river, river lands, water recharge areas, and land preservation parcels.
 - a. Appropriate stewardship of all lands, public and private.
 - i. Educate residents and business community
 - ii. Assist in compliance with local, state and federal laws
 - b. Increase publicly-owned acreage.
 - c. Protected trees.
2. Preserving, maintaining and acquiring green and open spaces, defined as parks and recreational land, common open areas, and pervious space associated with developed sites.
 - a. No net loss of green and open space on developed land
 - b. Appropriate stewardship of publicly-owned lands
 - i. Land management plans
 - c. Increased park land
 - d. Parks, ball fields
 - e. Planned land acquisition

- f. Connecting green and open space
 - g. Primitive footpaths on Land Preservation properties
 - h. Manage deer population.
3. Preserving rural character of the township where appropriate, including open natural spaces, working farms, farmland, farmsteads, community gardens, and wood lots.
 - a. Avoid net loss
 - b. Prioritize Meridian agricultural production and sales
 - i. Expanded farm market
 - ii. Existence of community gardens and/or community sustained farms
 - c. Encourage agricultural zoning, where appropriate
 - d. Create incentives
 - e. Adopt Urban Service Boundary
 4. Improving and expanding recycling, renewable energy, energy efficiency, and water conservation opportunities.
 - a. Township operations
 - b. Commercial and residential
 - c. Encourage LEED Building Certification
 5. Preserving clean air and water.
 - a. Meet or exceed safe surface and ground water standards
 - i. Preserve township's wetland authority
 - ii. Reduce phosphorus
 - b. Meet or exceed safe air quality standards
 - c. Reduce carbon emissions
 6. Minimizing global climate change through appropriate land use decisions and ordinances.
 7. Preserving dark skies through the careful design, installation, and use of outdoor lighting.
 - a. Unnecessary lighting minimized or eliminated.
 - b. LED Street Lights
 8. Regional cooperation.
 - a. Adopt Urban Service Boundary

1.2 POLICY TITLE: *HEALTH AND SAFETY ENDS (Priority #2 for enhancement; #1 for sustained condition.)*

Health and safety will be enhanced or sustained through:

1. Safe drinking water and effective waste disposal
 - a. Meet or exceed standards
 - i. Wholesome and tasty water
 - b. Protection of aquifers
 - c. Reduction of infiltration and inflow in the sanitary sewer system
 - d. Preference for municipal, gravity fed sanitary sewer system rather than lift stations
 - e. Preference for single family residential septic systems instead of multiple private sewer systems
 - f. Adopt Urban Service Boundary
2. High level of public safety
 - a. Crime rate ratio at or below comparable jurisdictions
 - b. Response times at or better than the national average for comparable communities
 - c. Prevention activities
 - d. Work toward a fire safe community
 - e. Promote efficient delivery of services
3. Well maintained roads and pathways
4. Safe and smooth traffic flow on township roads
 - a. Effective cooperation with Ingham County Department of Transportation & Roads and MDOT
 - b. Reduced traffic congestion
 - c. Encourage progressive timed traffic signals
 - d. Optimum functioning of existing intersections
 - e. Complete streets system
 - f. Increased and safer pedestrian and bicycle mobility
 - g. Increased alternate transportation opportunities
 - h. Gaps in pathways on major roads eliminated
 - i. Public Education
5. Promoting healthy physical activity through:
 - a. Community recreation programs and events
 - b. Promoting use of diverse park system
 - c. Promoting use of Pedestrian/Bicycle Pathway System
 - d. Partnerships with local businesses to facilitate physical fitness and health programs
 - e. Designate primitive footpaths on Land Preservation properties
 - f. Strive for additional ADA universal access opportunities in parks and public spaces
 - g. Added benches along park trails and off-road pathways

6. Minimize the negative impacts of outdoor lighting:
 - a. Residential street lights will use fully shielded cut-off fixtures
 - b. Encourage commercial lighting that meets township dark sky standards
7. Regional cooperation

1.3 POLICY TITLE: *PROSPERITY ENDS (Priority #3 for Enhancement; #2b for sustained condition.)*

Prosperity will be sustained or enhanced through:

1. Maintaining or appreciating property values.
 - a. Minimize mortgage foreclosure
 - b. Minimize negative impact of new development on existing residential neighborhoods
 - c. Encourage reinvestment in the Haslett Corridor
2. Thriving neighborhoods and walkable community
 - a. Preserving single-family owner-occupied homes
 - b. Well-maintained, attractive structures and property
 - c. Connected pathway and open space system
 - d. Encourage public transportation that serves all neighborhoods
 - e. Encourage neighborhood parks
3. Thriving economic community
 - a. Encourage re-use of existing commercial and office buildings
 - b. Preserve existing commercial areas
 - c. Encourage Mixed Use Planned Unit Development zoning for redevelopment
 - d. Encourage entrepreneurial activities/initiatives
 - e. Encourage redevelopment
 - f. Local business development
 - g. Business friendly, improve customer relations
 - h. Adopt Urban Service Boundary
 - i. Well maintained, attractive structures and property
 - j. Pro-active marketing and branding of the Township
4. Healthy Public Schools
 - a. Improve communication and cooperation
 - b. Promote partnerships with the school districts
5. Grant opportunities pursued
6. Regional cooperation

1.4 POLICY TITLE: CULTURAL HERITAGE ENDS (Priority #4 for enhancement; #4 for sustained condition.)

Cultural heritage, including the arts, historic buildings and sites, farmsteads, social and recreational amenities, will be sustained or enhanced through:

1. Encourage cultural opportunities
 - a. Minimize loss of cultural or historical sites of significance
 - b. Encouragement of the arts community and artisans
 - c. Public Art
2. Energize citizen pride in the community
 - a. Recognition programs
 - b. Community-wide special events
3. Excellent schools and libraries
4. Senior citizen opportunities
5. Regional cooperation
 - a. Support regional art and culture efforts
 - b. Cable TV and Public Access Facilities

1.5 POLICY TITLE: DIVERSITY ENDS (Priority #5 for enhancement; #5 for sustained condition.)

Diversity of the township will be enhanced or sustained through:

1. Diverse population
2. Diverse staff
3. Diverse housing opportunities
4. Diverse commerce
5. Diverse native ecosystems
6. Diverse architectural design
7. A complaint procedure to reconcile any claimed discrimination because of actual or perceived race, color, religion, national origin, sex, age, marital status, familial status, sexual orientation, or gender identity or expression in areas of housing and public accommodations.

Section 2: POLICY TITLE: EXECUTIVE LIMITATIONS

2.0 POLICY TITLE: *GENERAL EXECUTIVE CONSTRAINT*

The Township Management shall not allow any practice, activity, decision, or organizational circumstance which is either unlawful, imprudent, or in violation of commonly accepted business and professional ethics and practices.

2.1 POLICY TITLE: *TREATMENT OF CONSUMERS*

With respect to interactions with those who are receiving, applying for, or requesting a specific benefit or service (consumers), the Township Management shall not cause or allow conditions, procedures, or decisions which are unsafe, undignified, or unnecessarily intrusive.

Further, without limiting the scope of the foregoing by this enumeration, he or she shall not:

1. Use application forms that elicit information for which there is no clear necessity.
2. Use methods of collecting, reviewing, transmitting, or storing consumer information that fail to protect against improper access to the material elicited.
3. Fail to operate facilities with appropriate accessibility and privacy.
4. Fail to inform consumers of what may be expected and what may not be expected from the service offered.
5. Fail to inform consumers of this policy, or to provide a way to be heard for persons who believe they have not been accorded a reasonable interpretation of their protections under this policy.

2.2 POLICY TITLE: *STAFF TREATMENT*

With respect to treatment of paid and volunteer staff, the Township Management may not cause or allow conditions that are unfair, undignified, disorganized, or unclear.

Further, without limiting the scope of the foregoing by this enumeration, he or she shall not:

1. Operate without written personnel rules which: (a) clarify rules for staff, (b) provide for effective handling of grievances, and (c) protect against wrongful conditions, such as nepotism and grossly preferential treatment for personal reasons.
2. Discriminate against any staff member for non-disruptive expression of dissent.

3. Prevent staff from grieving to the Board when (a) internal grievance procedures have been exhausted and (b) the employee alleges that Board policy has been violated to his or her detriment.
4. Fail to acquaint staff with the Township Manager's interpretation of their protections under this policy.
5. Fail to develop and implement a procedure for annual employee feedback to the Manager.

2.3 POLICY TITLE: *COMPENSATION AND BENEFITS*

With respect to employment, compensation, and benefits to employees, consultants, contract workers and volunteers, the Township Manager shall not cause or allow jeopardy to fiscal integrity or to public image.

Further, without limiting the scope of the foregoing by this enumeration, he or she shall not:

1. Change his or her own compensation and benefits, except, as his or her benefits are consistent with a package for all other employees.
2. Promise or imply permanent or guaranteed employment.
3. Establish current compensation and benefits which deviate materially from the geographic or professional market for the skills employed.
4. Create obligations over a longer term than revenues can be safely projected.
5. Establish or change pension benefits so as to cause unpredictable or inequitable situations, including those that:
 - a. Incur unfunded liabilities.
 - b. Provide less than some basic level of benefits to all full time employees, though differential benefits to encourage longevity are not prohibited.
 - c. Allow any employee to lose benefits already accrued from any foregoing plan.
 - d. Treat the township manager differently from other key employees.

2.4 POLICY TITLE: *FINANCIAL PLANNING/BUDGETING*

Financial planning for any fiscal year or the remaining part of any fiscal year shall not deviate materially from Board Ends priorities, risk fiscal jeopardy, nor fail to be derived from a multi-year plan.

Further, without limiting the scope of the foregoing by this enumeration, he or she shall not:

1. Fail to include credible projection of revenues and expenses, separation of capital and operational items, cash flow, and disclosure of planning assumptions.
2. Plan the expenditure in any fiscal year of more funds than are conservatively projected to be received in that period.
3. Allow the fund balance of the General Fund to fall below two months of operating expense requirements.
4. Allow working capital in the utility funds to fall below two months operating expense requirements.
5. Provide less for Board prerogatives during the year than is set forth in the Cost of Governance policy.

2.5 POLICY TITLE: *FINANCIAL CONDITION AND ACTIVITY*

With respect to the actual, ongoing condition of the township government's financial health, the Township Management may not cause or allow the development of fiscal jeopardy or material deviation of actual expenditures from Board priorities established in Ends policies.

Further, without limiting the scope of the foregoing by this enumeration, he or she shall not:

1. Expend more funds than have been received in the fiscal year to date unless the debt guideline (below) is met or expenditure consistent with the approved budget.
2. Make any unbudgeted capital purchase without Board approval.
3. Indebt the township government in an amount greater than normal accounts payable, never more than can be repaid by certain, otherwise unencumbered revenues within 60 days.
4. Use any Long Term Reserves except for purposes and amounts specifically released by the Board.
5. Conduct inter-fund shifting in amounts greater than can be restored to a condition of discrete fund balances by certain, otherwise unencumbered, revenues within 30 days.
6. Allow the general fund balance to decline below a two month operating reserve.
7. Allow the utility retained earnings to decline below a forty-five day operating reserve.
8. Make any purchase of over \$5,000 without sealed bids and prior Board approval, make any purchase of \$250-5,000 without written record of competitive prices and make any purchase without reasonable examination of a potential conflict of interest.

- a. Exception: Sole source vendor status which must be re-established every three years.
 - b. Exception: If basic services and operations cannot be continued without incurring an unbudgeted expenditure and the impact of the “emergency” creates chaos in the township or work environment.
 - c. Exception: State of Michigan Local Government Purchasing Program
9. Further, without limiting the scope of the foregoing by this enumeration, the Township Treasurer shall not:
- a. Allow tax payments or other government-ordered payments or filings to be overdue or inaccurately filed.
 - b. Fail to aggressively pursue receivables after a reasonable grace period.
10. Accept grant match awards without going through new appropriations procedures.

2.6 POLICY TITLE: *ASSET PROTECTION*

The Township Management may not allow assets to be unprotected, inadequately maintained, nor unnecessarily risked.

Further, without limiting the scope of the foregoing by this enumeration, the Township Manager, in conjunction with the elected township treasurer and clerk, and within the scope of duties designated by law, shall not:

- 1. Fail to insure against theft and casualty losses to at least 90 percent replacement value.
- 2. Failure to insure against liability losses to Board members, staff and the township government itself to the maximum limits of the Tort Claims Act.
- 3. Subject plant and equipment to improper wear and tear or insufficient maintenance.
- 4. Acquire, encumber, or dispose of real property without the approval of the Board.
- 5. Allow unbonded personnel access to material amounts of funds.
- 6. Unnecessarily expose the township government, its Board, or staff to claims of liability.
- 7. Invest or hold operating capital inconsistent with Public Act 20 as amended.
- 8. Fail to protect intellectual property, information and files from loss or significant damage.

2.7 POLICY TITLE: *ENDS FOCUS OF GRANTS OR CONTRACTS*

The Township Manager may not enter into any grant or contract, unless it emphasizes the production of ends and avoids unacceptable means.

Further, without limiting the scope of the foregoing by this enumeration, he or she shall not:

1. Fail to prohibit grant funds from being used in an imprudent, unlawful or unethical way.
2. Fail to consider and assess a vendor's capability to produce appropriately targeted, efficient results.
3. Fail to pursue grant opportunities

2.8 POLICY TITLE: *COMMUNICATION AND SUPPORT TO THE BOARD*

The Township Manager shall not permit the Board to be uninformed or unsupported in its work.

Further, without limiting the scope of the foregoing by this enumeration, he or she shall not:

1. Neglect to submit monitoring data required by the Board (see policy on Monitoring Executive Performance) in a timely, accurate, and understandable fashion, directly addressing provisions of the Board policies being monitored.
2. Fail to report in a timely manner an actual or anticipated noncompliance with any policy of the Board.
3. Let the Board be unaware of relevant trends, anticipated adverse media coverage, major threatened or pending litigation, material external and internal changes, particularly changes in the assumptions upon which any Board policy has previously been established.
4. Fail to advise the Board if, in the township manager's opinion, the Board is not in compliance with its own policies on Governance Process and Board-Management Linkage, particularly in the case of Board behavior which is detrimental to the working relationship between the Board and the Township Manager.
5. Fail to marshal as many staff and external points of view, issues, and options as the Board determines it needs for fully informed Board choices.
6. Present information in unnecessarily complex or lengthy form or in a form that fails to differentiate among information of three types: monitoring, Board decision preparation, and other.

7. Fail to provide a mechanism for official Board, officer or committee communications.
8. Fail to communicate with the Board as a whole except (a) for fulfilling individual requests for information or (b) for responding to officers or committees duly charged by the Board or the electorate.
9. Fail to supply for the consent agenda all items delegated to the Township Manager yet required by law or charter to be Board-approved, along with monitoring assurance pertaining thereto.

2.9 POLICY TITLE: *EMERGENCY EXECUTIVE SUCCESSION*

In order to protect the Board from sudden loss of township manager services, the Township Manager shall have no fewer than two other named executives familiar with Board and township manager issues and processes.

2.10 POLICY TITLE: *REGIONAL COOPERATION*

Cooperation with township neighbors is critical to building a dynamic township. As a result, the Township Manager shall not be insular or isolationist.

Further, without limiting the scope of the foregoing by this enumeration, he or she shall not:

1. Ignore or overlook opportunities for regional cooperation to achieve Township Ends.
2. Ignore opportunities to explore appropriate inter-jurisdictional ordinances and agreements.

Section 3: POLICY TYPE: GOVERNANCE PROCESS

3.0 POLICY TITLE: GLOBAL GOVERNANCE COMMITMENT

The purpose of the Board, on behalf of the township residents, property owners, and taxpayers,* and as stewards of community resources, is to see to it that the Charter Township of Meridian (a) achieves appropriate results for appropriate persons at an appropriate cost, and (b) avoids unacceptable actions and situations.

* Property owners and taxpayers include, but are not limited to, business owners, churches, schools and non-profit associations.

3.1 POLICY TITLE: GOVERNING STYLE

The Board will govern with an emphasis on (a) openness and transparency, (b) outward vision rather than an internal preoccupation, (c) encouraging expression of diverse viewpoints, (d) strategic leadership more than administrative detail, (e) clear distinction of Board and chief executive roles, (f) collective rather than individual decisions, (g) future rather than past or present, and (h) proactivity rather than reactivity.

On any issue, the Board must insure that all divergent views are considered in making decisions, yet must resolve into a single organizational position.

Accordingly:

1. The Board will cultivate a sense of group responsibility. The Board, not the staff, will be responsible for excellence in governing. The Board will be the initiator of policy, and may react to staff suggestions. The Board may use the expertise of individual members to enhance the ability of the Board as a body, rather than to substitute the individual judgments for the Board's values.
2. The Board will direct, control and inspire the organization through the careful establishment of broad written policies reflecting the Board's values and perspectives. The Board's major policy focus will be on the intended long-term impacts.
3. The Board will enforce upon itself whatever discipline is needed to govern with excellence. Discipline will apply to matters such as attendance, preparation for meetings, policymaking principles, respect of roles, and ensuring the continuance of governance capability. Although the Board can change its governance process policies at any time, it will observe them scrupulously while in force.
 - a. In accordance with this discipline, the Board will only allow itself to address a topic after it has answered these questions:
 - i. Whose issue is this? Is it the Board's or the Township Manager's?
 - ii. Has the Board dealt with this subject in a policy? If so, what has the Board already said on this subject and how is this issue related? If the Board has

already addressed the matter, does the Board wish to change what it has already said?

- iii. If the matter is several levels below Board level, what is the broadest way to address this issue so that it is still under existing Board policy? Does that policy suffice to deal with our concern?
- b. It is out of order for Board members to talk about content until these questions of appropriateness are settled.
4. Continual Board development will include orientation of new Board members in the Board's governance process and periodic Board discussion of process improvement at a minimum of twice per year.
5. The Board will allow no officer, individual or committee of the Board to hinder or be an excuse for not fulfilling its commitments.
6. The Board will monitor and discuss the Board's process and performance on a regular basis. Self-monitoring may include comparison of Board activity and discipline to policies in the Governance Process and Board-Management Linkage categories.
7. The Board shall follow Robert's Rules of Order with the Township Manager acting as the parliamentarian.

3.2 POLICY TITLE: *BOARD JOB DESCRIPTION*

Specific job outputs of the Board, as an informed agent of the owners, are those that ensure appropriate organizational performance.

Accordingly, the Board has direct responsibility to create:

1. The link between the owners and the operational organization.
2. Written governing policies which address broad levels of all organizational decisions and situations.
 - a. Ends: Organizational products, impacts, benefits, outcomes, and their relative worth for recipients (what good, for which recipients, at what cost).
 - b. Executive Limitations: Constraints on executive authority, establishing the prudent and ethical boundaries within which executive activity and decisions must take place.
 - c. Governance Process: Specification of how the Board conceives, carries out and monitors its own task.
 - d. Board- Management Linkage: How power is delegated and its proper use monitored; the Township Manager role and Elected Department Head roles, authority and accountability.
3. Assurance of successful Township Manager performance.

3.3 POLICY TITLE: *BOARD MEMBERS' CODE OF CONDUCT*

The Board commits itself and its members to ethical, businesslike, and lawful conduct, including proper use of authority and appropriate decorum when acting as Board members.

Accordingly:

1. Members must have loyalty to the owners, unconflicted by loyalties to staff, other organizations, and any personal interest as a consumer.
2. Members must avoid conflict of interest with respect to their fiduciary responsibility.
 - a. There will be no self-dealing or business by a member with the township. Members will annually disclose their involvement with other organizations, with vendors, or any associations that might be or might reasonably be seen as being a conflict.
 - b. When the Board is to decide upon an issue, about which a member has a conflict of interest, that member shall disclose that conflict of interest prior to Board deliberation.
 - c. Board members will not use their Board position to obtain employment in the organization for themselves, family members, or close associates. Should a Board member apply for employment, he or she must first resign from the Board.
3. Board members may not attempt to exercise individual authority over the organization.
 - a. Members' interaction with the Township Manager or with staff must recognize the lack of authority vested in individuals except when explicitly Board authorized.
4. When interacting with public, media or other entities, Board members must recognize explicitly stated Board decisions.
 - a. The Township Supervisor is the official spokesperson for the Board and may delegate that role.
 - b. Board members may discuss **CONTENT** issues with the media but not personal attacks on other Board member(s).
 - c. Preceding any comment to the media, Board members will make it clear that their comments are personal opinion as an individual member of the Board and citizen of the township and not the position of the Board.
 - d. In the case of existing legal proceedings, from the point of suit filed to final disposition or public Board action, Board members will direct media questions on the specific lawsuit to the Township Manager.
5. Board members will not express individual judgment of township employees except the following:
 - a. Participation in Board deliberation of whether reasonable interpretation of Board policy has been achieved by the Township Manager.
 - b. Performance appraisals by the clerk and treasurer of employees in their departments.

Any individual judgments expressed by Board members shall be done in a manner that preserves the privacy of that township employee.

6. Members will respect the confidentiality appropriate to issues of a sensitive nature, as is consistent with public disclosure laws and the Freedom of Information Act (FOIA).
7. Members will be properly prepared for Board deliberation.
8. In order to control legal fees incurred by the township, members shall request access to attorney through the township manager for operations and the township supervisor for Board means issues.
9. Board members will treat each other with respect at Board meetings, refraining from personal attacks and intimidating body language.
10. Board members will conduct all deliberations and decision making consistent with the spirit of the Open Meetings Act.

3.4 POLICY TITLE: *AGENDA PLANNING*

To accomplish its job products with a governance style consistent with Board policies, the Board will follow an annual agenda which (a) completes a re-exploration of Ends policies annually and (b) continually improves Board performance through Board education and enriched input and deliberation.

1. The planning cycle will occur each year so that administrative planning and budgeting can be based on accomplishing a one year segment of the Board's most recent statement of long term Ends.
2. The cycle will start with the Board's development of its agenda for the next year.
 - a. Consultations with selected groups of owners, or other methods of gaining owners' input will be arranged.
 - b. Governance education, and education related to Ends determination, (e.g. presentations by futurists, demographers, advocacy groups, staff, etc.) will be arranged.
3. Throughout the year, the Board will attend to consent agenda items as expeditiously as possible.
4. Township Management monitoring will be included on the agenda if monitoring reports show policy violations or if policy criteria are to be debated.

3.5 POLICY TITLE: SUPERVISOR'S DUTIES

The Supervisor is frequently the first official contacted about any township business or complaint and is often perceived as the township spokesperson. The authority of the Supervisor is limited to that provided by statutes or delegated by the township Board.

Accordingly:

1. As a member of the township Board, the Supervisor shall be the presiding and executive officer of the Board and shall have an equal voice and vote in the proceedings of the Board.
2. The Supervisor is the township's agent for transacting all legal business.
3. The Township Supervisor shall carry out all statutory duties.

3.6 POLICY TITLE: SUPERVISOR'S ROLE IN THE BOARD'S PROCESS

The Supervisor assures the integrity of the Board's process and, secondarily, occasionally represents the Board to outside parties.

Accordingly:

1. The job result of the Supervisor is that the Board behaves consistently with its own rules and those legitimately imposed upon it from outside the organization.
 - a. Meeting discussion content will be only those issues which, according to Board policy, clearly belong to the Board to decide, not the Township Manager.
 - b. Deliberation will be fair, open, and thorough, but also timely, orderly, and kept to the point.
2. The authority of the Supervisor consists in making decisions that fall within topics covered by Board policies on Governance Process and Board-Management Linkage, with the exception of (a) employment or termination of a Township Manager and (b) where the Board specifically delegates portions of this authority to others. The Supervisor is authorized to use any reasonable interpretation of the provisions in these policies.
 - a. The Supervisor is empowered to chair Board meetings with all the commonly accepted power of that position (e.g., ruling, recognizing).
 - b. The Supervisor has no authority to make decisions about policies created by the Board within Ends and Executive Limitations policy areas. Therefore, the Supervisor has no authority to supervise or direct the Township Manager.
 - c. The Supervisor may represent the Board to outside parties in announcing Board-stated positions and in stating chair decisions and interpretations within the area delegated to her or him.
 - d. The Supervisor may delegate this authority, but remains accountable for its use.

3.7 POLICY TITLE: *DUTIES OF THE ELECTED DEPARTMENT HEADS*

The Township Clerk and Township Treasurer serve the township in a dual capacity. In carrying out their duties within the scope of the law, these elected officials serve as elected department heads, responsible for designated department operations under the advisory supervision of the township manager.

Accordingly,

1. The role of the elected Township Clerk is to serve the dual role of Department Head and voting member of the Meridian Township policymaking Board. The Clerk's responsibilities include: Voter registration and election administrator; Township records management; secretary to the Township Board and the Zoning Board of Appeals and supervisor of his/her department.
 - a. The Township Clerk is responsible for carrying out all statutory duties.
 - b. The Township Clerk is required to comply with statutory deadlines.
 - c. The Township Clerk will cooperate with the Township Manager with respect to administrative policies and procedures.
2. The role of the elected Township Treasurer is to serve the dual role of Department Head and voting member of the Meridian Township policymaking Board. The Treasurer's responsibilities include: serving as the township tax collector, bill payer, investor and supervisor of his/her department.
 - a. The Township Treasurer is responsible for carrying out all statutory duties.
 - b. The Township Treasurer is required to comply with statutory deadlines.
 - c. The Township Treasurer will cooperate with the Township Manager with respect to administrative policies and procedures.

3.8 POLICY TITLE: *BOARD COMMITTEE PRINCIPLES*

All committees and task forces shall be advisory to the Board.

1. Standing committees may be created by the Board to do Board means work and serve at the pleasure of the Board.
2. Ad hoc committees may be created by the Supervisor. They shall have a mission and duration, have three Board members and serve at the pleasure of the Supervisor.
3. Task forces may be created by the Supervisor. They shall have a mission and duration, have at least one Board member and serve at the pleasure of the Supervisor.

3.9 POLICY TITLE: *COST OF GOVERNANCE*

Because poor governance costs more than learning to govern well, the Board will invest in its governance capacity.

Accordingly:

1. Board skills, methods, and supports will be sufficient to assure governing with excellence.
 - a. Training and retraining will be used liberally to orient new members and candidates for membership, as well as to maintain and increase existing member skills and understandings.
 - b. Outside monitoring assistance will be arranged so that the Board can exercise confident control over organizational performance. This includes, but is not limited to, fiscal audit.
 - c. Outreach mechanisms will be used as needed to ensure the Board's ability to listen to owner viewpoints and values.
2. Costs will be prudently incurred, though not at the expense of endangering the development and maintenance of superior capability.
 - a. Up to \$10,000 per fiscal year for training, including attendance at conferences and workshops.
 - b. Up to \$25,000 per fiscal year for audit and other third-party monitoring of organizational performance.
 - c. Up to \$50,000 per fiscal year for surveys, focus groups, opinion analyses and meeting costs.

3.10 POLICY TITLE: *COMMUNITY LINKAGE*

Alignment of community commissions and agencies is critical to building a dynamic township.

Accordingly,

1. Annually, the Board will host the Planning Commission, Environmental Commission, Zoning Board of Appeals, Park Commission, Land Preservation Advisory Board and Meridian Economic Development Corporation to share Ends and promote alignment within the community.
2. To keep the Board fully informed, the Planning Commission, Zoning Board of Appeals, Park Commission, Land Preservation Advisory Board and Meridian Economic Development Corporation will be invited to give an annual report to the Board during the eleventh month of the fiscal year.
3. To promote regional linkage, the Township Board will meet periodically with school Boards, bordering municipalities and county authorities.

- a. The Township Board will name a liaison to each of these groups to establish and maintain communication with these authorities and report back to the Township Board.
- b. The Township Board will make every effort to set up annual meetings with our school Boards and neighboring municipalities to discuss common issues and develop solutions to common problems.

Section 4: POLICY TYPE: BOARD-MANAGEMENT LINKAGE

4.0 POLICY TITLE: *GLOBAL GOVERNANCE-MANAGEMENT CONNECTION*

The Board's primary connection to the operational organization, its achievements and conduct will be through a Chief Executive Officer, titled Township Manager.

However, because of the nature of township government and its election of department heads in the titles of Township Clerk and Township Treasurer, policies of the Board shall reflect the term Township Management, intending the inclusion of the Township Manager, Clerk and Treasurer within the scope of their duties as defined by law.

In the event no person is designated Township Manager, the Township Supervisor is considered the chief administrative officer for the development of the township budget. (MCL141.422b (e)).

4.1 POLICY TITLE: *UNITY OF CONTROL*

Only officially passed motions of the Board are binding on Township Management.

Accordingly:

1. Decisions or instructions of individual Board members, officers, or committees are not binding on the Township Manager except in rare instances when the Board has specifically authorized such exercise of authority.
2. In the case of Board members or committees requesting information or assistance without Board authorization, the Township Manager can refuse such requests that require, in the Township Manager's opinion, a material amount of staff time, or funds, or is disruptive.

4.2 POLICY TITLE: *ACCOUNTABILITY OF THE TOWNSHIP MANAGER*

The Township Manager is the Board's primary link to operational achievement and conduct, so that authority and accountability of staff, as far as the Board is concerned, is considered the authority and accountability of the Township Manager, except where staff supervised by elected officials have been explicitly directed by those elected officials to act in a manner inconsistent with township policy. In this case, the elected official would be held accountable.

Where township operations are, by law, delegated to elected officials:

In order to create an aligned approach to operational management, the elected positions of Township Clerk and Township Treasurer shall function as department heads, under the advisory supervision of the Township Manager, where the Township Manager may provide advice in the practice of operational authority.

Accordingly:

1. The Board, as a group, or as individual Board members will never give instructions to persons who report directly or indirectly to the Township Manager, except:
 - a. Where elected officials, serving on an official committee or task force is assigned a staff liaison, in which case directives regarding committee work may be given.
 - b. Where elected officials serving as department heads directly supervise staff.
2. The Board as a group will not evaluate, either formally or informally, any staff other than the Township Manager.
3. The Board will view Township Manager performance as identical to organizational performance, so that organizational accomplishment of Board stated Ends and avoidance of Board proscribed means will be viewed as successful Township Manager performance.

4.3 POLICY TITLE: *DELEGATION TO THE TOWNSHIP MANAGER*

The Board will instruct the Township Manager through written policies which prescribe the organizational Ends to be achieved, and describe organizational situations and actions to be avoided, allowing the Township Manager to use any reasonable interpretation of these policies.

Accordingly:

1. The Board will develop policies instructing the Township Manager to achieve certain results, for certain recipients at a specified cost. These policies will be developed systematically from the broadest, most general level to more defined levels, and will be called Ends policies.
2. The Board will develop policies that limit the latitude the Township Manager may exercise in choosing the organizational means. These policies will be developed systematically from the broadest, most general level to more defined levels, and they will be called Executive Limitations policies.
3. As long as the Township Manager uses any reasonable interpretation of the Board's Ends and Executive Limitations policies, the Township Manager is authorized to establish, consistent with Board established policies, all further policies, make all decisions, take all actions, establish all practices and develop all activities.
4. The Board may change its Ends and Executive Limitations policies, thereby shifting the boundary between Board and Township Manager domains. By doing so, the Board changes the latitude of choice given to the Township Manager. But as long as any particular delegation is in place, the Board will respect and support the Township Manager's choices.

4.4 POLICY TITLE: *MONITORING TOWNSHIP MANAGER PERFORMANCE*

Systematic and rigorous monitoring of Township Manager job performance will be solely against the only expected Township Manager job outputs: organizational accomplishment of Board policies on Ends and organizational operation within the boundaries established in Board policies on Executive Limitations.

Accordingly:

1. Monitoring is simply to determine the degree to which Board policies are being met. Data, which do not do this, will not be considered to be monitoring data.
2. The Board will acquire monitoring data by one or more of three methods: (a) by internal report, in which the Township Manager discloses compliance information to the Board, (b) by external report, in which an external, disinterested third party selected by the Board assesses compliance with Board policies, and (c) by direct Board inspection, in which a designated member or members of the Board assess compliance with the appropriate policy criteria.
3. In every case, the standard for compliance shall be any reasonable Township Manager interpretation of the Board policy being monitored.
4. All policies that instruct the Township Manager will be monitored at a frequency and by a method chosen by the Board. The Board can monitor any policy at any time by any method, but will ordinarily depend on a routine schedule.

MONTHLY SCHEDULE FOR MONITORING REPORTS

<u>Due Date</u>	<u>Policy Number</u>	<u>Type of Report</u>
January	No Reports	
February	1.0 – 1.5, 2.4, 2.5	Internal, Quarterly
March	2.1	Internal, Annually
April	2.4, 2.5	Internal, Quarterly
May	No Reports	
June	2.2 2.4, 2.5	Internal, Annually External, Annually
July	2.4, 2.5	Internal, Quarterly

August	1.0 – 1.5 2.3 2.6	Internal, Semi-Annually Internal, Annually External, Discretion of Board Internal, Annually External, Discretion of Board
September	No Reports	
October	2.4, 2.5	Internal, Annually
November	2.7, 2.8	Internal, Annually
December	No Reports	

4.5 POLICY TITLE: *TOWNSHIP MANAGER COMPENSATION AND BENEFITS POLICY*

The Board shall negotiate a contract with the Township Manager that will stipulate compensation and benefits for the Township Manager.

1. Township Manager remuneration will be decided after a review of monitoring reports received in the last year by February.

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REVISION SHEET

This Board Policy Manual was adopted by the Township Board on July 24, 2001, with an effective date of August 22, 2001.

The following are changes that were approved by the Township Board:

PAGE NUMBER	REVISION DATE	SECTION CHANGE	CHANGE
13	April 16, 2002	3.3.4	Section d was added
24	April 22, 2002		Revision Sheet added
3	April 1, 2003	1.1 (1a), (2e)	1a – Added i and ii 2e - Added
3-4	April 1, 2003	1.1 (3a-c)	Revised paragraph and 3a 3b-c - Added
4	April 1, 2003	1.1 (5a-b)	5a i - Removed 5b - Revised
4	April 1, 2003	1.2 (1a), (2c-d), (5a-d)	1a - Revised 2c - Revised and 2d - Added 5a-d - Added
5	April 1, 2003	1.3	2d - Revised
5	April 1, 2003	1.4	Paragraph Revised 2a-b – Added 4 - Added
9	April 1, 2003	2.4	4 – Revised
9	April 1, 2003	2.5	7 - Revised
21	April 1, 2003	4.4 (4)	4 – Revised
3	January 24, 2004	1.3	3. a – Added
3	January 24, 2004	1.4	1 –Revised 1. a – Added
4	January 24, 2004	1.5	6 – Deleted
13	January 24, 2004	3.4	1. – Revised 2.(a-b) – Revised
19	January 24, 2004	4.4	4. –Schedule Revised
1	January 22, 2005	1.1. (1b)	Revised
3	January 22, 2005	1.3. (2b)	Revised
3	January 22, 2005	1.3. (4)	Added
7	January 22, 2005	2.5. (2)	Revised
16	January 22, 2005	3.9. (2 a, b, c)	Revised
19	January 22, 2005	4.4. (4)	Schedule Revised
21	January 22, 2005	5.0	Revised
21	January 22, 2005	5.1	Revised
2	February 23, 2006	1.1.3 (d)	Added
2	February 23, 2006	1.1.4	Revised and Added
2	February 23, 2006	1.1.7	Added
2	February 23, 2006	1.2 .1 (d, e)	Added
3	February 23, 2006	1.2.7.	Added

PAGE NUMBER	REVISION DATE	SECTION CHANGE	CHANGE
3	February 23, 2006	1.3.3 (b)	Added
3	February 23, 2006	1.3.4	Revised
3	February 23, 2006	1.3.4 (a)	Revised
3	February 23, 2006	1.3.5	Added
4	February 23, 2005	1.4.5	Added
1	February 6, 2007	1.1.1	Revised
1	February 6, 2007	1.1.1 (a, b)	Revised
1	February 6, 2007	1.1.2	Revised
1	February 6, 2007	1.1.3	Revised
2	February 6, 2007	1.1.4	Revised
2	February 6, 2007	1.1.5	Revised
3	February 6, 2007	1.3.3	Added
1	February 19, 2008	Preamble	Added New Page
2	February 19, 2008	1.1.1 (a)	Revised
2	February 19, 2008	1.1.2 (b, i)	Added
2	February 19, 2008	1.1.3	Revised
2	February 19, 2008	1.1.3 (b)	Revised & Added
3	February 19, 2008	1.1.4	Revised & Added
3	February 19, 2008	1.1.4 (b)	Revised
3	February 19, 2008	1.1.4 (c)	Added
3	February 19, 2008	1.1.5 (a i, ii)	Added
3	February 19, 2008	1.2.1 (e)	Revised
3	February 19, 2008	1.2.3	Revised
3	February 19, 2008	1.2.4	Revised & Added
3	February 19, 2008	1.2.4 (a, b)	Added
4	February 19, 2008	1.2.6 (a)	Revised
4	February 19, 2008	1.2.6 (b)	Added
4	February 19, 2008	1.2.7	Deleted
4	February 19, 2009	1.3.2 (e, f)	Added
4	February 19, 2008	1.3.3 (b, d)	Revised & Added
4	February 19, 2008	1.3.4 (a)	Revised
4	February 19, 2008	1.4	Revised
5	February 19, 2008	1.4.1 (b)	Added
5	February 19, 2008	1.4.5 (a, b)	Added
5	February 19, 2008	1.5.4	Revised
2	January 20, 2009	1 (c)	Revised & Added
3	January 20, 2009	1.1.3 (b ii)	Revised
3	January 20, 2009	1.1.6 (a)	Added
4	January 20, 2009	1.2.4 (f)	Added
4	January 20, 2009	1.3.1	Revised
4	January 20, 2009	1.3 (d)	Revised
4	January 20, 2009	1.3 (e)	Added
4	January 20, 2009	1.3 (f)	Added
10	March 3, 2009	2.5.10	Added
12	March 3, 2009	2.10	Added
14	March 3, 2009	3.1.7	Added
19	March 3, 2009	3.10	Sections moved from 5.2 and change in title
3	January 19, 2010	1.1.5 (a) ii	Revised
3	January 19, 2010	1.1.6	Changed to 1.1.7

PAGE NUMBER	REVISION DATE	SECTION CHANGE	CHANGE
3	January 19, 2010	1.1.6	New
3	January 19, 2010	1.1.7	Changed to 1.1.8
4	January 19, 2010	1.3.1	Added
5	January 19, 2010	1.3.3 (d)	Revised
5	January 19, 2010	1.3.3 (e)	Revised
5	January 19, 2010	1.3.3 (f)	Revised
3	January 18, 2011	1.1.2 (g)	Added
3	January 18, 2011	1.1.3 (b)	Revised
3	January 18, 2011	1.1.3 (e)	Added
3	January 18, 2011	1.1.7 (b)	Added
3	January 18, 2011	1.1.8 (a)	Added
4	January 18, 2011	1.2.1 (f)	Added
4	January 18, 2011	1.2.2 (e)	Added
4	January 18, 2011	1.2.4	Reordered Subpoints
4	January 18, 2011	1.2.4 (d)	Added
4	January 18, 2011	1.2.4 (e)	Changed from 1.2.4 (d)
4	January 18, 2011	1.2.4 (f)	Changed from 1.2.4 (e)
4	January 18, 2011	1.2.4 (g)	Changed from 1.2.4 (f)
4	January 18, 2011	1.2.4 (h)	Added
4	January 18, 2011	1.2.4 (i)	Added
4	January 18, 2011	1.2.5 (e)	Added
4	January 18, 2011	1.2.5 (f)	Added
4	January 18, 2011	1.2.5 (g)	Added
5	January 18, 2011	1.3.3 (g)	Added
5	January 18, 2011	1.3.3 (h)	Added
5	January 18, 2011	1.3.4 (a)	Revised
5	January 18, 2011	1.3.5	Revised
5	January 18, 2011	1.3.6	Changed from 1.3.5
11	January 18, 2011	2.7.3	Added
3	January 17, 2012	1.1.2 (h)	Added
3	January 17, 2012	1.1.5 (c)	Added
3	January 17, 2012	1.1.6	Revised
4	January 17, 2012	1.2.4 (a)	Revised
5	January 17, 2012	1.2.5 (g)	Revised
5	January 17, 2012	1.3.2 (b)	Deleted
5	January 17, 2012	1.3.3 (i)	Added
6	January 17, 2012	1.4.1 (c)	Added
4	February 5, 2013	1.2.5 (f)	Revised
5	February 5, 2013	1.3.1 (b)	Added
5	February 5, 2013	1.3.1 (c)	Added
5	February 5, 2013	1.3.3 (g)	Revised
5	February 5, 2013	1.3.3 (j)	Added
5	February 5, 2013	1.3.4 (b)	Added
6	February 5, 2013	1.5.2	Added
6	February 5, 2013	1.5.3	Changed from 1.5.2
6	February 5, 2013	1.5.4	Changed from 1.5.3
6	February 5, 2013	1.5.5	Changed from 1.5.4
6	February 5, 2013	1.5.6	Changed from 1.5.5



To: Township Board

From: Frank L. Walsh, Township Manager

Date: September 30, 2022

Re: American Rescue Plan (ARP) Funding

As you are aware, Meridian Township received \$4,539,412 in American Rescue Plan (ARP) funding. Several months ago, the Township Board allocated \$1,300,000 to our local roads program and \$970,000 to overhaul our IT system. Just two weeks ago, in an effort to provide a safer environment for our paramedics and residents, the Board authorized the purchase of four electronic transport cots (\$262,903). Given the aforementioned expenditures, our current ARP fund balance is approximately \$2,006,509.

The question before the Board is, what is the process you wish to incorporate to allocate the remaining funds? Do you desire a platform for members of the management team to present a list of projects to you? Do you want to provide some direction to the administration on your top three funding criteria going forward? Does the Board have a timeline for addressing Round II of the ARP distribution?

Our team is looking forward to your feedback, and direction, as it relates to the future distribution of ARP funds.