



**AGENDA**  
CHARTER TOWNSHIP OF MERIDIAN  
TOWNSHIP BOARD – REGULAR MEETING  
October 17, 2023 6:00 PM

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1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
3. ROLL CALL
4. PRESENTATION
  - A. Pancake Breakfast Presentation
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
  - A. Communications
  - B. Minutes-October 3, 2023 Regular Township Board Meeting
  - C. Bills
  - D. Township Audit Services Request for Proposals
  - E. Assistance to Firefighters Grant
  - F. 2024 Township Board Meeting Schedule
  - G. Set a Public Hearing for November 9, 2023 for the Township's Application to the MSHDA's Community Development Block Grant (CDBG) Housing Improving Local Livability (CHILL) Program
10. QUESTIONS FOR THE ATTORNEY
11. HEARINGS
12. ACTION ITEMS
  - A. Ordinance 2023-05 Redevelopment Ready Communities (RRC) Housing Updates-Introduction
  - B. Early Voting Plan
  - C. Meridian Township Investment Policy Update
13. BOARD DISCUSSION ITEMS
  - A. IT Project-Brightline Update
  - B. Fire Protection and Emergency Services Cost Recovery Ordinance Update
  - C. Recreational Marihuana Licensing Standards
  - D. MDHDA's Community Development Block Grant (CDBG) Housing Improving Local Livability (CHILL) Program
14. COMMENTS FROM THE PUBLIC
15. OTHER MATTERS AND BOARD MEMBER COMMENTS
16. ADJOURNMENT

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

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



9.A

**CONSENT AGENDA  
BOARD  
COMMUNICATIONS**



FOR IMMEDIATE RELEASE  
September 29, 2023

CONTACT: Dan Opsommer, Deputy Township Manager  
517.853.4440 | [opsommer@meridian.mi.us](mailto:opsommer@meridian.mi.us)

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**Meridian Township Continues to Foster Sustainability Initiatives in 2024 Budget**  
*Solar Array Installation, Climate Sustainability Programs, and Green Grants to be Implemented Next Year*

**Meridian Township, MI** – In 2017, Meridian Township became one of the first municipalities in Michigan to adopt a Climate Sustainability Plan. This plan includes strategies and goals to help reduce climate change impacts while saving money, energy, resources, and improving natural landscapes.

To support the Plan's goals, the Township Board approved the 2024 Recommended Township Budget at their September 19 meeting, supporting funding for a solar array installation, the new Climate Sustainability Program, and the Green Grants Program.

Meridian Township has a goal of obtaining 100 percent of its electricity for Township operations from renewable energy sources by the year 2035. The 2024 Township Budget will allocate funds for the installation of a new solar array at the North Fire Station, located at 2140 Haslett Road. The Township currently has solar arrays on or at five of its facilities: Marketplace on the Green, Meridian Municipal Complex, Meridian Service Center, the Public Safety Building, and South Fire Station.

The 2024 budget also allocates \$30,000 dollars for Climate Sustainability Projects in the Township. The Climate Sustainability Projects allocation is a new addition to Meridian Township's budget, and more planning and developments will occur for those projects in 2024.

Since its launch in 2021, the Township's Green Grant Program has fueled several green initiatives in the Township, and the Township Board seeks to continue this success with the support of \$20,000 for the program in 2024. The Green Grant Program funds green infrastructure projects throughout the Township and is motivated by local interest in wetland protection, flooding prevention, outdoor education, and pollution prevention. Though the Township Board approved the funding for the Green Grant Program, it is the Meridian Township Environmental Commission who administers the grants to community members and organizations who apply for them.

"It is exciting to live in a community that's passionate about their natural environment," stated Trustee Courtney Wisinski. "With the community's increasing interest to contribute to the Township's Climate Sustainability Plan, the Environmental Commission has committed resources to assist community members with their sustainability efforts."

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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 29, 2023

CONTACT: Tavis Millerov, Fire Marshal  
517.853.4700 | [millerov@meridian.mi.us](mailto:millerov@meridian.mi.us)

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**Meridian Township Fire Department to Celebrate National Fire Prevention Month**  
*Month Long Social Media Campaign to Promote Safety Tips for Residents*

**Meridian Township, MI** – The Meridian Township Fire Department will provide a month-long campaign featuring various educational content for National Fire Prevention Month.

This year's theme is cooking safety, which will focus on educating the public about simple but important steps they can take to help reduce the risk of fire when cooking at home, keeping themselves and those around them safe.

“Cooking fires are the number one cause of fires throughout the United States, and we see that trend mirrored here in Meridian Township. If we can all focus on cooking safer, we can make significant strides towards a safer community for all,” said Meridian Township Fire Marshal Tavis Millerov.

Other content relating to this theme will include kitchen safety tips, fire prevention best practices, how to use the essential tools for extinguishing a fire, and much more.

In addition to the social media campaign, the Fire Department will host a Fire Prevention Open House on Saturday, October 7 from 1:00 pm to 4:00pm at the Central Fire Station (5000 Okemos Road, Okemos). There will be fire truck tours, fire prevention giveaways, kid activities, donuts, cider and more.

For more information about the Fire Prevention Open House, visit [www.meridian.mi.us/Calendar](http://www.meridian.mi.us/Calendar). To follow along with the various videos released through the month, make sure to follow the Meridian Township Fire Department Facebook page at [www.facebook.com/MeridianTwpFD](https://www.facebook.com/MeridianTwpFD).

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**FOR IMMEDIATE RELEASE**  
**October 2, 2023**

**CONTACT:** Ashley Winstead, Township Assessor  
517.853.4400 | [winstead@meridian.mi.us](mailto:winstead@meridian.mi.us)

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**Meridian Township Receives “Substantially Compliant” Designation in State Audit**  
*Township Meets All 15 Areas of Review in PA 660 Audit*

**Meridian Township, MI** – The Michigan Department of Treasury recently notified Meridian Township that the community met all 15 standards of the Public Act (PA) 660 Assessment Roll Audit.

The primary purpose of the PA 660 Audit is to ensure that each municipality in Michigan is following correct procedures when developing property assessments. The Department of Treasury hired a third party to conduct the review, and the company tasked with this year’s audit was Reason Consulting Corporation.

“We have been working diligently in the Assessing Office to improve our procedures, participate in continuing education and make information more easily available to property owners. The results of the audit are a reflection of the effort that goes into our work each day,” said Township Assessor Ashley Winstead.

The audit covers 15 areas of review, and Meridian Township met all standards, giving them the designation of Substantially Compliant. The next PA 660 Audit will be conducted in 2028.

“Our Assessing Department is built on success,” stated Township Manager Frank L. Walsh. “Ashley’s team serves our community with distinction.”

For questions, please contact the Meridian Township Assessing Department at 517.853.4400.

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**CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY**

**LEGAL AD NOTICE: Zoning Amendment #2023-07  
CV - Conservancy District Update**

**MONDAY, October 23, 2023**

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**CHARTER TOWNSHIP OF MERIDIAN  
LEGAL NOTICE  
Zoning Amendment #2023-07 - CV - Conservancy District Update  
Public Hearing**

Notice is hereby given that the Planning Commission of the Charter Township of Meridian will hold a public hearing on Monday, October 23, 2023 at 6:30 p.m. in the Meridian Municipal Building, Town Hall Room, 5151 Marsh Road, Okemos, MI, 48864 to hear all persons interested in a proposed zoning amendment. The Meridian Township Planning Commission is proposing to amend Sec. 86-436 - Conservancy District, in the zoning ordinance. The proposed amendment would allow decks as permitted uses by right in floodway areas and allow administrative approval for minor projects within floodplains.

A complete copy of the amendment may be viewed at the Community Planning and Development office, 5151 Marsh Road, Okemos, Michigan 48864-1198 (phone 517-853-4560), between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday.

**Publish:** City Pulse Deborah Guthrie  
October 23, 2023 Township Clerk

**1 Affidavit, please**

**From:** [Maribeth Fletcher](#)  
**To:** [Deborah Guthrie](#); [shockey@meridian.mi.us](mailto:shockey@meridian.mi.us)  
**Subject:** Packet for Regular Board of Trustees Meeting  
**Date:** Tuesday, October 3, 2023 2:51:36 PM

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Dear Board,

The ad for my home in Meridian Township 48 years ago said "Retirement and starter special-200 trees." Our home was special. We bought it without even going inside and remodeled the one-bedroom house into a 4-bedroom home. Next we traded houses with our neighbor and while living in their old house, built a new home behind. Finally, my neighbor's house was moved to Mason where it sits today.

My suggestion to the planning commission and the board is to renovate and improve existing structures in our township, as we did our house. Save green spaces and preserve wetlands. Let's protect our neighborhoods and create environmentally sustainable communities. We do not need more high-density housing. We can redevelop the Meridian Mall if needed for housing. Road traffic should be maintained or lessened, to maintain the safety of our beautiful Meridian Township.

Thank you for your consideration.

Sincerely,

Maribeth Fletcher





**CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY**  
**LEGAL AD NOTICE: ELECTION COMMISSION MEETING**  
**TUESDAY, OCTOBER 10, 2023 - 5:00 PM**

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CHARTER TOWNSHIP OF MERIDIAN  
LEGAL NOTICE  
ELECTION COMMISSION MEETING  
TUESDAY, OCTOBER 10, 2023

Notice is hereby given that the Meridian Township Election Commission will conduct a regular meeting on Tuesday October 10, 2023, at 5:00 pm, in the Administrative Conference Room, Meridian Municipal Building, 5151 Marsh Road, Okemos, MI, to make a recommendation to the Board the plan for Early Voting and the Early Voting site, in accordance with MCL 168.720f (4), which requires that the Early Voting Coordinator submit the early voting site to the legislative body in accordance with Section 662.

The meeting agenda, packet and/or virtual meeting credentials will be posted on the Township webpage at [www.meridian.mi.us](http://www.meridian.mi.us)

Publish:

Lansing State Journal  
October 5, 2023

Deborah Guthrie  
Township Clerk



**FOR IMMEDIATE RELEASE**  
**October 4, 2023**

**CONTACT:** Rick Grillo, Police Chief  
517.853.4800 | [grillo@meridian.mi.us](mailto:grillo@meridian.mi.us)

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**Meridian Township Police Department Welcomes New K9**  
*Reno to Begin His Service the Week of October 9*



**Meridian Township, MI** – The Meridian Township Police Department will soon welcome a new team member. Reno, a one-year-old German Shepherd, will begin his service with the Police Department the week of October 9, 2023.

Officer Antonio Trevino, who has been with the Township since 2018, was selected to be Reno's handler. Officer Trevino and Reno are currently finishing the final week of a three-week training program.

"The Meridian Township Police Department is proud to welcome our newest member and we hope Reno will be a great partner to Officer Trevino. Canines are a valuable tool in law enforcement. They help us with search and rescue, tracking suspects who have fled, and a variety of other activities," stated Police Chief Rick Grillo.

Reno is the second K9 to join the Meridian Township Police Department. Ares, another German Shepard, began his service in March 2020 and is handled by Officer Blaine Anderson.

"Our K9s do an outstanding job at enhancing the work of the Meridian Township Police Department, which is already a high-performance unit," said Township Manager Frank L. Walsh. "We are fortunate to welcome Reno to the Township, and he is a lucky dog to have been adopted by this group. We look forward to meeting Reno next week."

For questions, please contact the Meridian Township Police Department at 517.853.4800.

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**CHARTER TOWNSHIP OF MERIDIAN PUBLIC HEARING NOTICE:**

Tax Increment Financing Plan  
For the Corridor Improvement Authority  
THURSDAY NOVEMBER 9, 2023

Notice is hereby given that the Township Board of the Charter Township of Meridian will hold a public hearing on Thursday November 9<sup>th</sup>, at 6:00 p.m., in the Meridian Township Municipal Building, Town Hall Room, 5151 Marsh Road, Okemos (phone 517-853-4560), to consider adoption by resolution; a Tax Increment Financing Plan to financially support the execution and redevelopment of the district referred to as the Corridor Improvement Authority. The adoption of the associated TIF plan is pursuant to and in accordance with Public Act 57 of 2018, the Recodified Tax Increment Financing Act. The proposed Corridor Improvement Authority development area is described as follows:

A CORRIDOR ALONG AND ADJACENT TO GRAND RIVER AVENUE (M-43) LOCATED IN MERIDIAN TOWNSHIP, T4N, R1W, INGHAM COUNTY, MICHIGAN; COMMENCING AT THE SOUTH CORNER OF SECTION 23, THENCE NORTH ALONG THE CENTERLINE OF CORNELL ROAD 1006 FT. +/- TO THE EXTENDED INTERSECTION OF THE SOUTH RIGHT OF WAY LINE OF GRAND RIVER AVENUE AND THE CENTERLINE OF CORNELL ROAD KNOWN AS THE POINT OF BEGINNING, THENCE NORTH ALONG THE CORNELL ROAD CENTERLINE 262.15 +/-, THENCE WLY 1120 FT. TO THE NORTH RIGHT OF WAY LINE OF M-43, THENCE NWLY ALONG SAID RIGHT OF WAY LINE 175 FT. +/- TO THE N-S 1/8 LINE OF THE SW 1/4 OF SECTION 23, THENCE NORTH 1280 FT., THENCE WEST 33 FT., THENCE NORTH 590 FT., THENCE WEST 660 FT. +/-, THENCE SOUTH 1201.2 FT., THENCE SWLY (83°37'30") 673 FT. TO THE CENTERLINE OF POWELL ROAD, THENCE NORTH ALONG SAID CENTERLINE 295 FT., THENCE WEST 742 FT., THENCE SOUTH 52 FT., THENCE WEST 381.75 FT., THENCE NORTH 446 FT. TO THE EAST WEST LINE OF SECTION 22, THENCE WEST 586 FT. +/- TO THE CENTERLINE OF CENTRAL PARK DRIVE, THENCE NORTH AND WEST ALONG SAID CENTERLINE 4024 FT. +/- TO THE INTERSECTION OF THE CENTERLINES OF CENTRAL PARK DRIVE AND MARSH ROAD, THENCE CONTINUING NWLY AND SWLY ON CENTRAL PARK DRIVE CENTERLINE 2508 FT. +/- TO THE INTERSECTION OF SAID CENTERLINE AND THE WEST LINE OF SECTION OF SECTION 15, THENCE SOUTH ON SAID WEST LINE 359.5 FT. TO THE NW CORNER OF SECTION 22, THENCE SOUTH ON THE WEST LINE OF SECTION 22, 830 FT., THENCE WEST 1347.49 FT. TO THE CENTERLINE OF OKEMOS ROAD, THENCE SOUTH ON SAID CENTERLINE 232.5 +/-, THENCE WEST 33 FT. TO THE WEST RIGHT OF WAY OF OKEMOS ROAD, THENCE WLY ALONG THE NORTH LINE OF LOT 132, OTTAWA HILLS, SUBDIVISION, 300 FT., THENCE SOUTH 82.04 FT., THENCE NWLY ALONG THE NORTH LOT LINES OF LOTS 110, 111 & 112 OF OTTAWA HILLS SUBDIVISION 241.69 FT. TO THE CENTERLINE OF HILLCREST AVENUE, THENCE SWLY ALONG SAID CENTERLINE 100.47 +/-, THENCE NWLY ALONG THE NORTH LINES OF LOTS 85, 86, 87 & 88 OF OTTAWA HILLS SUBDIVISION 307.11 FT., THENCE SWLY 95 FT. ALONG WEST LINE OF SAID LOT 85, TO THE NORTH RIGHT OF WAY LINE GRAND RIVER AVENUE, THENCE NWLY ALONG SAID





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

**MICHIGAN LEGAL AD NOTICE:**

Tax Increment Financing Plan  
For the Corridor Improvement Authority  
THURSDAY NOVEMBER 9, 2023

RIGHT OF WAY LINE 2536 FT. +/- TO THE SW CORNER OF LOT 47, OTTAWA HILLS SUBDIVISION, THENCE NWLY ALONG WEST SUBDIVISION LINE 643.29 FT. TO THE NW CORNER OF LOT 41, OTTAWA HILLS SUBDIVISION, THENCE S88°54'30"E ALONG THE NORTH LINE OF SAID SUBDIVISION 550.23 FT., THENCE NORTH 150' FT., THENCE N30°31'24"W 357.18, THENCE WLY 300 FT. TO THE SOUTH RIGHT OF WAY OF THE GTWRR, THENCE SWLY ALONG SAID RIGHT OF WAY LINE 500 FT. +/-, THENCE S01°43'W 152.15, THENCE S01°25'00"W 573.69 FT. TO THE NORTH RIGHT OF WAY LINE OF GRAND RIVER AVENUE, THENCE NWLY ALONG SAID RIGHT OF WAY LINE 1035 FT. +/- TO A POINT 120 FT. NWLY OF THE NORTH RIGHT OF WAY LINE OF THE GTWRR, THENCE NORTH 220 FT., THENCE WEST 463 FT. TO THE CENTERLINE OF PARK LAKE ROAD, THENCE NORTH ALONG SAID CENTERLINE 475 FT. +/-, THENCE WEST 33 FT. TO THE SE CORNER OF LOT 48 OF EASTWOOD ACRES SUBDIVISION , THENCE WEST ALONG THE SOUTH LINE OF SAID SUBDIVISION 1175 FT +/- TO THE SW CORNER OF THE RIGHT OF WAY OF WARDCLIFF DRIVE, THENCE NORTH 120 FT., THENCE WEST 121 FT., THENCE NORTH 630 FT +/- , THENCE WEST 22 FT., THENCE NORTH 66 FT., THENCE EAST 20 FT., THENCE NORTH 452 +/- TO THE S-SW CORNER OF LOT 4, IRWIN PARK SUBDIVISION, THENCE NORTH 20 FT., THENCE WEST 20 FT. TO THE SE CORNER OF LOT 22, EAST BROOKFIELD SUBDIVISION, THENCE WEST 685.7 FT. TO THE SE CORNER OF LOT 29, EAST BROOKFIELD SUBDIVISION , THENCE SOUTH 600 FT. ALONG THE WEST LINE OF THE SIRHAL SUBDIVISION TO THE SOUTH RIGHT OF WAY LINE OF SIRHAL DRIVE, THENCE WEST 360 TO THE EAST RIGHT OF WAY LINE OF EAST BROOKFIELD DRIVE, THENCE SOUTH ON SAID RIGHT OF WAY LINE 144.74 FT. +/- THENCE WEST 213.46 TO THE NW CORNER OF LOT 13 EAST BROOKFIELD SUBDIVISION , AND WEST BOUNDARY LINE OF MERIDIAN TOWNSHIP IN THE SW QUARTER OF SECTION 17, THENCE SOUTH ALONG SAID BOUNDARY LINE 890 FT. TO THE NORTH LINE OF SECTION 20,, THENCE WEST 668 FT. ALONG SAID NORTH LINE TO THE BANK OF THE RED CEDAR RIVER, THENCE ALONG THE BANK OF THE RED CEDAR 9 COURSES, WHICH INCLUDE, SLY 222.28 FT, THENCE SELY 327.42 FT., THENCE SELY 429.72 FT., THENCE NELY 232.16 FT., THENCE ELY 377.33 FT., THENCE SLY 37 FT., THENCE SELY 426.83 FT., THENCE NELY 544.16 FT., THENCE SELY 574 FT. TO THE NORTH RIGHT OF WAY LINE OF THE GTWRR, THENCE NELY ALONG THE SAID RIGHT OF WAY 1714 FT. +/- TO THE SOUTH RIGHT OF WAY LINE OF GRAND RIVER AVENUE, THENCE SELY 136 FT. TO THE INTERSECTION OF THE SOUTH RIGHT OF WAY LINE OF THE GTWRR AND THE NORTH RIGHT OF WAY LINE OF SMALL ACRES LANE, THENCE SOUTH AND EAST ALONG THE NORTH RIGHT OF WAY LINE OF SMALL ACRES LANE TO THE SOUTH RIGHT OF WAY LINE OF GRAND RIVER AVENUE, THENCE SELY ALONG THE SAID RIGHT OF WAY LINE 553 FT. TO THE NORTH RIGHT OF WAY LINE OF HAMILTON ROAD, THENCE SELY 491.5 ALONG SAID RIGHT OF WAY LINE TO THE EAST RIGHT OF WAY LINE OF NAKOMA DRIVE, THENCE CONTINUING ALONG NORTH HAMILTON RIGHT OF WAY LINE 627 FT. TO THE SE CORNER OF LOT 124, CEDAR BEND HEIGHTS SUBDIVISION, THENCE NELY 165 FT. TO THE NW CORNER OF LOT 125, CEDAR BEND HEIGHTS SUBDIVISION, THENCE SELY 99 FT. TO THE SE CORNER OF LOT 122, CEDAR BEND HEIGHTS SUBDIVISION, THENCE NELY 300 FT. , THENCE SELY 305 FT. +/- TO THE EAST RIGHT OF WAY OF GRANDVIEW AVENUE, THENCE SWLY ALONG SAID RIGHT OF WAY LINE 27.5 FT. +/- TO THE NW CORNER OF LOT 102, CEDAR BEND HEIGHTS SUBDIVISION, THENCE SELY 139 FT. ALONG SAID NORTH LINE OF LOT 102, THENCE NELY 56 FT. TO THE NE CORNER OF LOT 101, CEDAR BEND HEIGHTS





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

**MICHIGAN LEGAL AD NOTICE:**

Tax Increment Financing Plan  
For the Corridor Improvement Authority  
THURSDAY NOVEMBER 9, 2023

SUBDIVISION, THENCE SELY 363.4 FT.+/- TO THE SE CORNER OF LOT 92, CEDAR BEND HEIGHTS SUBDIVISION, THENCE SELY 145 FT. +/- TO THE SW CORNER OF LOT 53, CEDAR BEND HEIGHTS SUBDIVISION AND THE EAST RIGHT OF WAY OF HILLCREST AVENUE, THENCE NELY ALONG SAID RIGHT OF WAY LINE 40 FT., THENCE SELY 191 FT. TO THE SE CORNER OF LOT 52, CEDAR BEND HEIGHTS SUBDIVISION, THENCE SELY 125.5 FT. TO THE SE CORNER OF LOT 50, CEDAR BEND HEIGHTS SUBDIVISION, THENCE SELY 61 FT. +/- TO THE SW CORNER OF LOT 23, CEDAR BEND HEIGHTS SUBDIVISION, THENCE SELY 174.4 TO THE SE CORNER OF LOT 22, CEDAR BEND HEIGHTS SUBDIVISION, THENCE NELY 193.4 FT. TO THE SE CORNER OF LOT 20, CEDAR BEND HEIGHTS SUBDIVISION, THENCE EAST 33 FT. TO THE CENTERLINE OF OKEMOS ROAD, THENCE SOUTH 605 FT. +/-, THENCE EAST 227.5 FT., THENCE SOUTH 726.4 FT., THENCE SELY 415 FT. +/- TO THE CENTERLINE OF MARSH ROAD, THENCE NELY ALONG SAID CENTERLINE 650 FT. +/-, THENCE NORTH 313 FT., THENCE EAST 204 FT., THENCE NORTH 217 FT., THENCE EAST 337 FT. +/- TO THE CENTERLINE OF MARSH ROAD, THENCE SELY ALONG SAID CENTERLINE 306 FT., THENCE EAST 1121.21 FT. +/- TO THE NE CORNER OF THE MERIDIAN VILLAGE CONDOMINIUMS, THENCE SOUTH 482.17 FT., THENCE NELY 171.64 FT., THENCE NELY 133 FT., THENCE SELY 74.4 FT., THENCE NELY 68.21 FT., THENCE NELY 267.54 FT., THENCE NELY 151.38 FT., THENCE EAST 89.24 TO THE CENTERLINE OF WASHINGTON HEIGHTS, THENCE SOUTH ALONG SAID CENTERLINE 356.86 FT., THENCE EAST 208 FT., THENCE SOUTH 200 FT., THENCE EAST 218.9 FT., THENCE SOUTH 114.98 FT., THENCE EAST 102 FT., THENCE NORTH 182 FT., THENCE EAST 121 FT., THENCE SOUTH 148.89 FT., THENCE NELY 262.95 FT., THENCE SOUTH 213.76 FT. TO THE CENTERLINE OF HAMILTON ROAD, THENCE NELY ALONG SAID CENTERLINE 925.53 FT. +/-, THENCE SOUTH 515.91 FT., THENCE EAST 696.31 FT. TO THE CENTERLINE OF NORTHVIEW DRIVE, THENCE SWLY ALONG SAID CENTERLINE 266.16 FT. +/-, THENCE EAST 750 FT. TO THE WEST LINE OF SECTION 23, THENCE SOUTH 95.6 FT., THENCE EAST 732.37 FT., THENCE SWLY 184.75, THENCE SWLY 155.53 FT., THENCE WEST 470 TO THE WEST LINE OF SECTION 23, THENCE SOUTH ALONG SAID WEST LINE 468 FT. TO THE NW CORNER OF CORNELL WOODS NORTH SUBDIVISION, THENCE EAST 1323.76 FT. TO THE NE CORNER OF CORNELL WOODS NORTH SUBDIVISION, THENCE NLY 958.88 FT. TO THE INTERSECTION OF THE E 1/8 LINE OF SECTION 23 AND THE SOUTH RIGHT OF WAY OF GRAND RIVER AVENUE, THENCE SELY 1365.8 FT. ALONG SAID RIGHT OF WAY TO THE POINT OF BEGINNING.

A copy of the proposed Tax Increment Financing Plan may be examined at the Economic Development Department, 5151 Marsh Road, Okemos, Michigan, 48864, between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday. Written comments may be sent prior to the public hearing to Amber Clark Economic Development Director, Charter Township of Meridian, 5151 Marsh Road, Okemos, Michigan, 48864, or by email to [Clark@meridian.mi.us](mailto:Clark@meridian.mi.us).

Publish: Lansing State Journal & City Pulse  
October 13 **AND** October 20, 2023

**Deborah Guthrie**  
Meridian Township Clerk

1 Affidavit, please



FOR IMMEDIATE RELEASE  
October 5, 2023

CONTACT: Frank Walsh, Township Manager  
517.853.4254 | [walsh@meridian.mi.us](mailto:walsh@meridian.mi.us)

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**Meridian Township Board Approves Paid Parental Leave Program**  
*Township Staff to Create Draft Program that will be Implemented in 2024*

**Meridian Township, MI** – At their October 3 regular meeting, the Meridian Township Board voted unanimously to approve the creation of a paid parental leave program for all Meridian Township employees.

This motion was brought forward by Clerk Deborah Guthrie, Trustee Marna Wilson, and Trustee Scott Hendrickson.

“The Meridian Township Board has a duty to our residents and also to our employees,” said Trustee Scott Hendrickson. “We continually strive to attract and retain the best staff to service our residents, and offering paid parental leave is a great benefit for our staff while also ensuring we’re competitive with what is offered at other organizations.”

Township Manager Frank Walsh and Human Resources Director Abby Tithof will now create a draft plan to present to the Board at a future meeting.

“Having a family oriented and focused work environment shows that we care, we understand, and that we value family life outside of the office. This type of benefit to our staff shows that we mean what we say and that our support for you goes beyond the workplace,” stated Clerk Deborah Guthrie.

Once a draft of the program has been created, it will be brought to the Township Board for final approval, with a goal of the plan being implemented beginning January 1, 2024.

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## **Subject: Upholding Meridian Township's Vision: A Plea for Responsible Development**

Dear Honorable Members of the Meridian Township Board of Trustees,

Thank you for your service to our community and I hope this letter finds you well. I am reaching out to express my heartfelt concerns and hopes for the future of our beloved community. As you, the stewards of our collective vision, consider the proposed master plan, I respectfully present these viewpoints, outlined below, in the spirit of fostering open dialogue and understanding.

With regard to the proposed master plan, I wholeheartedly SUPPORT these goals:

**Promoting infill development along main vehicular corridors, reusing existing developed land for new uses:** Preserving Meridian Township's natural beauty is at the core of our identity and is worth protecting. We cherish the unique charm that our community offers and believe in the responsible reuse of existing developed land. Offering tax incentives for infill development is a viable approach to encourage redevelopment of abandoned or under-used areas -- the type of building that both supports growth while protecting the rural green space that resident's treasure and that attracts visitors.

**Focusing growth onto previously developed sites to ensure efficient land use patterns within the Urban Service Boundary:** We stand firm in opposing the expansion of the Urban Service Boundary beyond its current Eastern borders. Upholding the election promises made to protect the Eastern third of our township and its invaluable wetlands is vital to maintaining our community's ecological balance.

**Investigating the development of a woodlands ordinance to protect woodlots:** We encourage the exploration of ordinances that protect our natural ecosystems. Long-term sustainability not only preserves our environment but also fortifies our community against future challenges.

I strongly OPPOSE and URGE RECONSIDERATION of these goals:

**Evaluating the shift of the Land Preservation program's focus away from acquisition:** The tax funds allocated for this purpose are sacrosanct. We implore you to use these resources as designated by taxpayers – to judiciously acquire more land and employ dedicated staff to preserve our natural features effectively. All money spent from this fund should be used directly for this dedicated purpose.

**Reviewing the wetland setback requirements which has created a two-tiered system of land ownership in the Township:**

We firmly believe that these regulations are essential safeguards against floods, especially in light of our changing climate, which is evidenced by the increased flooding of thousands of homes and properties becoming more commonplace. We disagree that grandfathered

properties before 1991 create any more disparity than lead paint ordinances or any such changes for the good of all.

In closing, I extend my deepest appreciation for your dedication to our community. Your wisdom and integrity are the bedrock upon which Meridian Township stands. I trust in your ability to uphold the wishes of the voters – to protect neighborhoods from encroaching development and create a more environmentally sustainable community -- and make decisions that not only shape our present but also safeguard the legacy we leave for future generations.

Thank you for your time and consideration.

With the utmost respect and gratitude,

Kent Cassella





**FOR IMMEDIATE RELEASE**  
**October 6, 2023**

**CONTACT:** Curt Squires, Lieutenant  
517.853.4800 | [squires@meridian.mi.us](mailto:squires@meridian.mi.us)

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**Meridian Township Police Announce Halloween Open House**  
*Family Friendly Activities Offered for Spooky Fun*

**MERIDIAN TOWNSHIP** – On Saturday, October 28, 2023, the Meridian Township Police Department will be hosting its annual Halloween Open House from 10 a.m. to 1 p.m. Visitors can tour the Police Department building at 5151 Marsh Road, visit with McGruff the Crime Dog, sit in a patrol car, meet the police canine, and have an opportunity to win prizes.

“Our annual Halloween Open House is a great way to emphasize the fun of Halloween for the youngsters as well as an opportunity for all community members to meet with our staff, tour the police building and just have a great time,” stated Lieutenant Curt Squires. Halloween treats of apple cider and donuts will be served. Youngsters will receive a candy bag and glow stick to use for their evening trick-or-treating fun. There is no charge for this event and costumes are encouraged!

###

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.



**From:** [Frank Walsh](#)  
**To:** ["Bob Barnhart"; Dan Opsommer](#)  
**Subject:** RE: LeRoy Harvey - award recipient at UN Day Dinner  
**Date:** Friday, October 6, 2023 5:05:58 PM

---

Hi Mr. Barnhart,

Thank you for sharing this exciting news. We, too, are proud of LeRoy's accomplishments in improving environmental conditions. LeRoy is a role model for us at the Township.

I'll check my schedule and my office will get back with you. Again, we appreciate the notification.

Sincerely

Frank L. Walsh

**"Best Town in Michigan to Raise a Family" Newsweek Magazine 2021**

**"Best Small Town in Michigan to Live" Niche 2020**

**"Be Somebody that Makes Everybody Feel Like Somebody."**

**Frank L. Walsh**

Township Manager

[walsh@meridian.mi.us](mailto:walsh@meridian.mi.us)

W 517.853.4258 | F 517.853.4251

5151 Marsh Road | Okemos, MI 48864

[meridian.mi.us](http://meridian.mi.us)

**From:** Bob Barnhart [REDACTED]  
**Sent:** Friday, October 6, 2023 10:33 AM  
**To:** Frank Walsh <[walsh@meridian.mi.us](mailto:walsh@meridian.mi.us)>; Dan Opsommer <[opsommer@meridian.mi.us](mailto:opsommer@meridian.mi.us)>  
**Subject:** LeRoy Harvey - award recipient at UN Day Dinner

Dear Mr. Walsh and Mr. Opsommer,

I am happy to announce that LeRoy Harvey, Meridian Township Environmental Programs Coordinator, will be recognized for his leadership on improving environmental conditions and conservation efforts. One of the focal points of our organization is educating about and promoting the UN established Sustainable Development Goals. Presentation of the Global Goals-Local Leaders awards is one way in which we do this.

I invite you both to attend the celebration on October 22, and to share the information below with your staff and wherever you feel it is appropriate. LeRoy is a wonderful asset to our community and we are pleased to lift up his



work.

Please contact me, if you have any questions.

Sincerely,

Bob Barnhart, President  
Greater Lansing United Nations Association

[www.gluna.org](http://www.gluna.org)



---

**From:** Greater Lansing United Nations Association <[greaterlansinguna@gmail.com](mailto:greaterlansinguna@gmail.com)>

**Sent:** Friday, October 6, 2023 9:01 AM

**To:** Robert Barnhart <[REDACTED]>

**Subject:** Let's celebrate together! Get your UN Day Dinner tickets today!

## **UN Day Dinner Celebration**

*Hosted by GL-UNA and MSU International Studies and Programs*

**Sunday, October 22**

**Doors open at 4 PM, program starts at 5 PM**

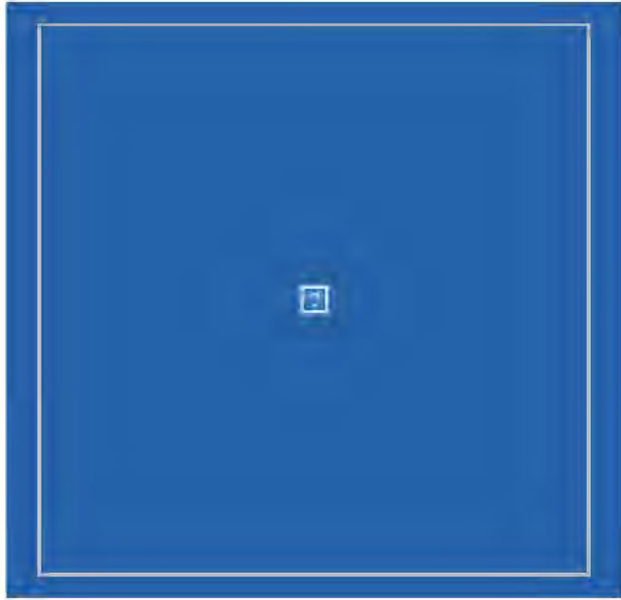
MSU Kellogg Center- Lincoln Room

219 S Harrison Rd, East Lansing

Join us as we celebrate the work of the United Nations and local leaders at our annual UN Day Celebration! The theme this year is Dignity, Freedom, and Justice for All.

There will be delicious food, live entertainment, and great conversation. [Purchase tickets here!](#)





## **LeRoy Harvey**

serves as an Environmental Programs Coordinator for Meridian Township. He works with several community teams on energy and environmental initiatives related to energy, water, recycling, wetlands, and ecology.

**From:** Dan Opsommer <opsommer@meridian.mi.us>  
**Sent:** Monday, October 9, 2023 9:06 AM  
**To:** Ops Manager <opsmanager@capitalasphaltllc.com>; Juan Lopez  
**Cc:** Nyal Nunn <nunn@meridian.mi.us>; Younes Ishraidi <ishraidi@meridian.mi.us>  
**Subject:** FW: 2023 Local Roads Program... Creek Landing Resurfacing

Juan and Matt, please see the very positive feedback both of your teams received from the residents who live on Creek Landing . Please extend our appreciation to your crews for their outstanding work on Township infrastructure this year.

**Dan Opsommer**

Deputy Township Manager  
Director of Public Works & Engineering  
[opsommer@meridian.mi.us](mailto:opsommer@meridian.mi.us)  
Work: 517.853.4440 | Fax: 517.853.4099  
5151 Marsh Road | Okemos, MI 48864

**From:** Steve Pifer >  
**Sent:** Sunday, October 8, 2023 6:29 PM  
**To:** Dan Opsommer <[opsommer@meridian.mi.us](mailto:opsommer@meridian.mi.us)>  
**Cc:**  
**Subject:** 2023 Local Roads Program... Creek Landing Resurfacing

Good Sunday evening Dan...!

Just a note to thank you and your team for all of your collective efforts through the bidding, reviewing, awarding and coordinating of the many Local Roads Projects that are being worked on this summer.

The Meridian Township contractors for both the masonry and asphalt work were superb... everyone was courteous, professional and extremely efficient.

While the manholes still need to be set... every other aspect has been completed and the 45 families on Creek Landing in Haslett are very happy to have a smooth and safe ride home!

Dan... in closing, a personal thanks to you as well for your quick and thorough responses every time we reached out to you...

We are blessed to live in a community which such professional partners as you and your teams!

Best regards,

Steve Pifer on behalf of the residents of Creek Landing, Haslett MI

Cell: [REDACTED]

Email: [REDACTED]









Meridian Township  
5151 Marsh Road  
Okemos, MI 48864

P 517.853.4000  
F 517.853.4096

**Township Board:**

**Patricia Herring  
Jackson**  
*Township Supervisor*

**Deborah Guthrie**  
*Township Clerk*

**Phil Deschaine**  
*Township Treasurer*

**Scott Hendrickson**  
*Township Trustee*

**Kathy Ann Sundland**  
*Township Trustee*

**Marna Wilson**  
*Township Trustee*

**Courtney Wisinski**  
*Township Trustee*

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



6 October 2023

Dear Okemos Public Schools Community,

Over the past few weeks, several incidents involving traffic safety have arisen in our community. Superintendent Hood and I have discussed improving traffic safety around the schools and determined one of the best courses of action is through education and increased awareness.

Over the upcoming weeks, you will receive information regarding traffic safety as part of collaboration efforts between the schools and township. We strongly encourage you to review the information with your family and neighbors so that we can all partner together to make our school zones safe for everyone.

Below are some initial tips that support safe travel to and from school.

- **Be cautious in the parking lot and in the school zone.** Younger pedestrians may not be as easily seen and often do not have the situational awareness that adults have.
- **Be patient.** Drop off and pick up can be very stressful for everyone involved. Take turns letting people in and out of the parking lot.
- **Center turn lanes are not to be used for through traffic.** It is there for drivers to turn out and is not to be used to go around stopped traffic.
- **Helmets save lives!!!** If your child ride bikes or scooters to school, make sure they are wearing helmets. If your child does not have a helmet and you are not able to get them one, please let the Meridian Township Police Department know and we can help.
- **Travel in (Wolf) Packs.** Whenever possible, have kids walk or ride to school in groups. Carpooling will also reduce the number of vehicles during drop off and pick up
- **Be prepared.** At drop off, children should be ready to exit the vehicle when it is your turn.

Again, we ask you to remind your students about safe ways to cross roadways. We ask drivers to be extra aware of their surroundings. Through patience, education, and awareness, we can mitigate risks and make our school zones safer for everyone. Thank you and be safe.

Chief Rick Grillo

Meridian Township Police Department

Superintendent John Hood

Okemos Public Schools

October 10, 2023

Dear Meridian Township Board of Trustees:

I write to you today on behalf of my family (husband Aaron Wekenman and two children) regarding the Meridian Township Master Plan. We recently moved into Okemos after many years in Laingsburg because of the natural beauty in the area, and around our new-to-us home. As residents of Laingsburg, we would often drive into Okemos for the Meridian Farmers Market and the parks, and we would shop and dine local while we were here. We always admired the beauty, especially along Van Atta Road, Meridian Road, and Newman Road, and began looking for opportunities to move to this location over other surrounding areas because of the beautiful natural setting.

We are aware that in 2020, residents elected trustees who clearly presented that a top priority of theirs would be, "protecting neighborhoods from encroaching development," and "creating a more environmentally sustainable community." Although we were not Meridian Township residents at the time of that vote, we agree with those priorities and support trustees who uphold the desires of the voters.

Regarding the proposed master plan, we would like to strongly voice support of the following goals:

- 1) "Promote infill development along the main vehicular corridors in the Township, reusing existing developed land for new uses."

Again, the main reason we live in Meridian Township and pay higher taxes than surrounding areas is because of the natural beauty. We support protecting the natural beauty from development. In addition, you will likely see in the coming months, infill development may become more of a statewide focus as Michigan works to find ways to attract and retain population because of the positive aspects infill development brings.

- 2) "Focus growth onto previously developed sites to ensure efficient land use patterns within the Urban Service Boundary."

We oppose the Urban Service Boundary expanding beyond its current Eastern borders. Many trustees were elected on promises to protect the Eastern third of the township and wetlands from development.

- 3) "Investigate the possibility of developing a woodlands ordinance to protect woodlots."

We support all ordinances that protect our natural ecosystems, knowing that the long-term sustainability will enhance the resilience of our community. In addition, climate change is impacting global temperatures. Many U.S. cities are looking into and/or

adopting specific climate plans, like Phoenix, AZ, which include tree and shade master plans. The climate plans being implemented are designed at increasing the environmental and economic wellbeing of its residents. To allow woodlands and woodlots to be developed, while knowing the current environmental impacts that would have on our community, could be reckless and detrimental.

In addition, my family strongly opposes the following:

- 1) "Aid in evaluating shift of the Land Preservation program's focus away from acquisition."

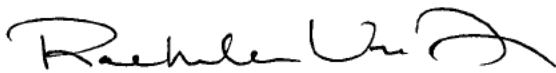
We have been made aware that tax money was allocated and procured from the tax base for us landowners in preserving the natural features in Meridian Township. This remains a priority.

We are aware that there are millions of dollars in the land acquisition fund and land management fund which were allocated specifically for this purpose by taxpayer vote. Thus, more land can be acquired, and staff hired to manage the land. All money spent from this fund should be used directly for this dedicated purpose.

- 2) "Review the wetland setback requirements, which has created a two-tiered system of land ownership in the Township."

We fully support the wetland setback requirements to protect all the properties from floods. We have heard about the flooding of thousands of homes and properties, which has become more commonplace with the current climate crisis. We disagree that grandfathered properties before 1991 create any more disparity than lead paint ordinances or any such changes for the good of all.

Sincerely,



Rachelle VanDeventer  
Meridian Township Resident





**From:** [Melissa Straus](#)  
**To:** [Deborah Guthrie](#)  
**Subject:** Master Plan feedback from resident  
**Date:** Tuesday, October 10, 2023 3:40:03 PM

---

Dear Ms. Guthrie,

Please add this letter to the packet for the October 17th Regular Board of Trustees meeting.

Thank you so much,

Melissa Straus ( [REDACTED] )

Dear Meridian Township Board of Trustees;

Meridian Township has touted itself as a green community that protects wetlands and fragile ecosystems in our township. That is why I live here.

Thus, in regard to the proposed master plan, I SUPPORT these 3 goals you stated:

**“Promote infill development along the main vehicular corridors in the Township, reusing existing developed land for new uses.”**

**“Focus growth onto previously developed sites to ensure efficient land use patterns within the Urban Service Boundary.”**

**“Investigate the possibility of developing a woodlands ordinance to protect woodlots.”**

However, it appears that some of your proposal will weaken these protections.

Therefore I OPPOSE these two statements from the Master plan:

**“Aid in evaluating shift of the Land Preservation program’s focus away from acquisition.”**

Acquisition of wetlands and fragile ecosystems remains a priority for many of us landowners in

preserving the natural features in Meridian Township. I will support candidates who make good on their promises to us.

**“Review the wetland setback requirements,...”**


I fully support the wetland setback requirements to protect ALL of our properties from floods. The high school flooding is part of what happens when wetlands, nature's water flow regulators, are removed. Contractors may build and leave, but we have to live with the results of poor decisions for many years. Wetlands build resilience in our community in the face of a changing climate.

**“...which has created a two tiered system of land ownership in the Township.”**

I STRONGLY DISAGREE that grandfather clauses for properties before wetland ordinances are a reason to loosen wetland ordinances. We don't allow people to keep doing harmful practices once we know they are harmful. Floods create hardships for people unequally, based on their economical ability to absorb the extra costs of clean up and prevention. Loosening wetland protection will create more disparity in the township than keeping it will.

Thank you for your time.

Sincerely,

Melissa Straus, 

**From:** [Straus, Michael](#)  
**To:** [Deborah Guthrie](#)  
**Subject:** Letter for the Oct 17th regular board of trustees meeting  
**Date:** Wednesday, October 11, 2023 9:16:51 PM

---

Dear Meridian Township Board of Trustees;

I would like to add this letter to the regular board of trustees meeting on Oct. 17<sup>th</sup>, 2023.

My name is Michael Straus and I am a resident and taxpayer at [REDACTED] Okemos, MI 48864. I am writing you in regards to the proposed update to the master plan for Meridian Township. Coincidentally, I currently serve as the chair of the Mackinac Island Planning Commission and I am also serving on the Mackinac Island Master Plan Committee as we go through our master plan review process as well. I respect all of you and the jobs that you perform as they are not easy and as I tell others sometimes this is a "thankless" job.

In regard to the proposed master plan, I SUPPORT these 3 goals you stated:

**"Promote infill development along the main vehicular corridors in the Township, reusing existing developed land for new uses."**

**"Focus growth onto previously developed sites to ensure efficient land use patterns within the Urban Service Boundary."**

**"Investigate the possibility of developing a woodlands ordinance to protect woodlots."**

However, it appears that some of your proposal will weaken these protections.

Therefore I OPPOSE these statements from the proposed Master plan:

**"Aid in evaluating shift of the Land Preservation program's focus away from acquisition."**

Acquisition of wetlands and fragile ecosystems remains a priority for many of us landowners in preserving the natural features in Meridian Township. We are aware there is a substantial amount of money in the land acquisition fund and land management fund which were allocated specifically for this purpose by tax payer vote. Thus more land can be acquired and staff hired to manage the land. All money spent from this fund should be used directly for this dedicated purpose.

**"Expanding the Urban Service Boundary expanding beyond its current Eastern borders."**

Many of you were elected on promises to protect the Eastern third of the township and wetlands from development.

**"Review the wetland setback requirements,..."**

I fully support the current wetland setback requirements to protect ALL of our properties from

floods. The high school and other flooding is part of what happens when wetlands, nature's water flow regulators, are removed. Contractors may build and leave, but we have to live with the results of poor decisions for many years. Wetlands build resilience in our community in the face of a changing climate.


**“...which has created a two tiered system of land ownership in the Township.”**

I STRONGLY DISAGREE that grandfather clauses for properties before wetland ordinances are a reason to loosen wetland ordinances. We don't allow people to keep doing harmful practices once we know they are harmful. Floods create hardships for people unequally, based on their economic ability to absorb the extra costs of clean up and prevention. Loosening wetland protection will create more disparity in the township than keeping it will.

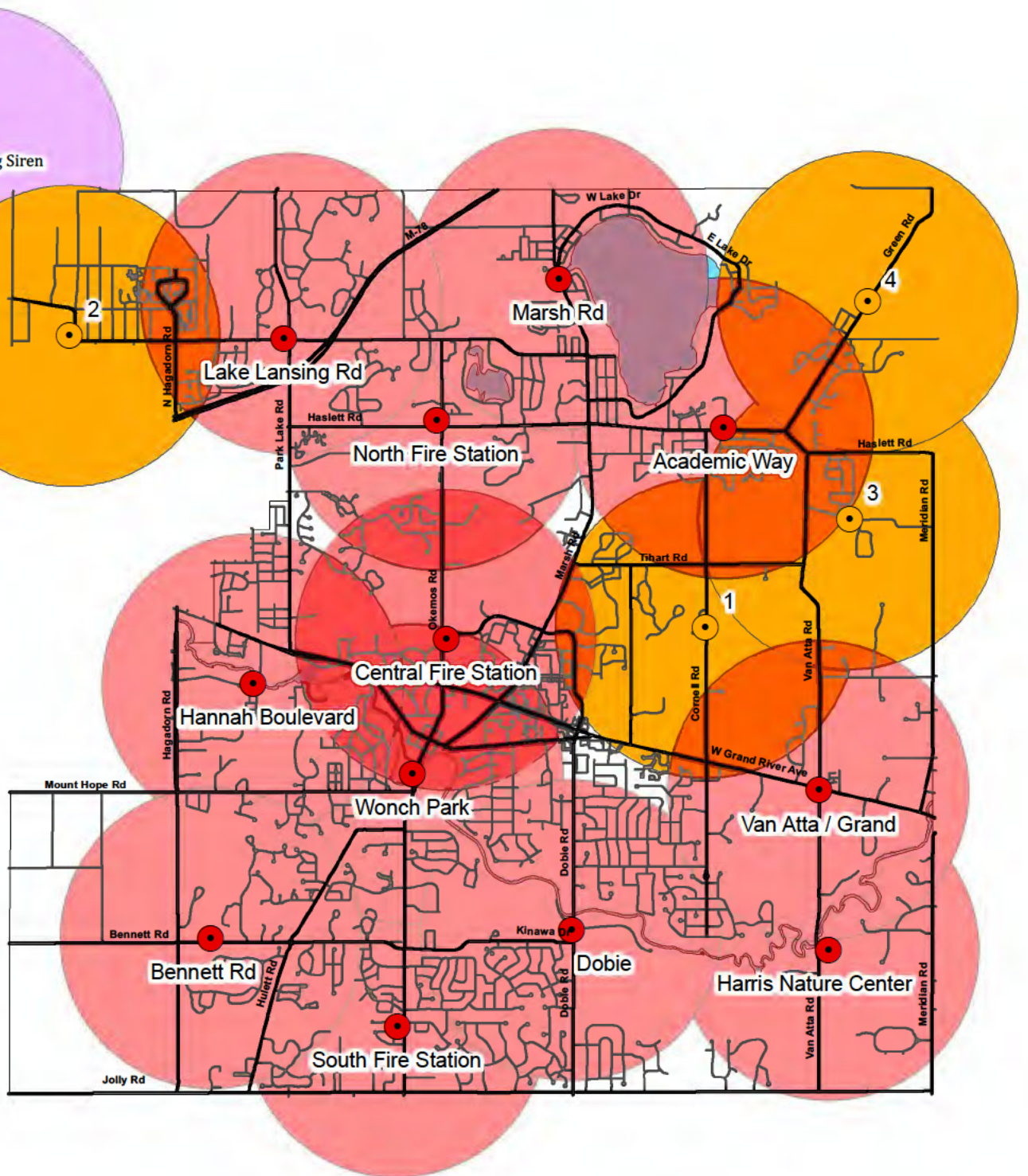
Meridian township is a unique community. I hope you are able to keep it the way it is so we can continue to show the rest of the state its benefits.

Thank you for your time and consideration.

Sincerely,

Michael Straus, 

# MERIDIAN TOWNSHIP OUTDOOR WARNING SIRENS



## Legend

- Existing Siren Coverage
- New Site Priorities
- East Lansing Siren





SITE #	RTU #	ADDRESS	LAT	LONG	LOCATION DESCRIPTION
1	61	1300 ACADEMIC WAY	42.74695	-84.39053	NW CORNER OF ACADEMIC WAY & HASLETT RD.
2	62	2140 HASLETT RD.	42.747596	-84.428303	BEHIND FIRE STATION #92 - NORTH STATION
3	63	3998 VAN ATTA RD.	42.69673	-84.37695	HARRIS NATURE CENTER
4	64	3711 OKEMOS RD.	42.68918	-84.433349	BEHIND FIRE STATION #93 - SOUTH STATION
5	65	2700 HANNAH BLVD.	42.72117	-84.45299	BEHIND LODGES OF E. LANSING APPT. COMPLEX NEXT TO MAINT BLDG
6	69	5000 OKEMOS RD.	42.726353	-84.426567	BEHIND CENTRAL FIRE STATION #91
7	75	WONCH PARK	42.713581	-84.431282	WONCH PARK
8	77	DOBIE RD.	42.698495	-84.410663	TOWNSHIP PUMP BUILDING
9	36	6105 MARSH RD.	42.759981	-84.410548	MARSHALL PARK
10	37	EAST LAKE LANSING RD.	42.75398	-84.448397	PARK LAKE RD & EAST LAKE LANSING
11	84	2650 BENNETT RD	42.697441	-84.449424	BENNETT ELEMENTARY SCHOOL
12	87	4425 VAN ATTA RD.	42.709951	-84.378295	VAN ATTA RD & GRAND RIVER
13	TBD	Cornell South of Tihart			TBD
14	TBD	Piper Rd West of Meridian Rd			TBD
15	TBD	Green Rd near Shoesmith Rd			TBD
16	TBD	North West Corner of Twp.			TBD

**From:** [Lynn Hildebrandt](#)  
**To:** [Deborah Guthrie](#); [Brian Shorkey](#)  
**Subject:** Letter for the Board Packet for 10/17/23 meeting and to the PC  
**Date:** Thursday, October 12, 2023 11:36:40 AM

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Hello!

Please include this letter in the Board packet for the 10/17/23 meeting.

Thank you,  
Lynn

Dear Meridian Township Board of Trustees:

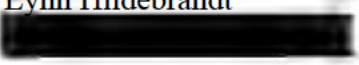
I'm writing regarding the Master Plan update. Having worked on one in the past, I fully understand how much time and effort have gone into the update on which you're currently working and thank you for your diligence.

When I meet people, from inside or outside the township, and talk about what draws them to Meridian Township it is almost exclusively the open areas and parks (though while enjoying them they also make use of our retailers). With that in mind, it is one of the best aspects of the township that I maintain must be preserved. The climate issues we've experienced of late demonstrate the need to maintain open areas and green space; I'm grateful that we, in the township, have had the foresight to preserve areas and given that the majority of the Board ran on the stated priority of preserving neighborhoods and protecting them from encroaching development, this must remain a stated priority in the Master Plan. It is understandable that the Parks Department is challenged in terms of staffing and manpower at the moment, an easy solution is to allow some areas, for instance Ted Black Woods, to leave the Parks Department's purview and become instead a preserve. This would allow you to live up to your pledge to preserve while not stressing the budget beyond its means.

Preserving open areas also supports the stated goal of promoting infill development along the main corridor of the township and reusing existing developed land. Perhaps developers could be incentivized, through a reduction in taxes for example, to think creatively about infill and redevelopment. The Urban Service Boundary is a great tool to use to push for redevelopment, rather than Green Space development and will enable Staff to use this tool when guiding the developers with whom they regularly meet. It would also be useful to Staff and the Board were there a population goal for the next decade that relied on what was sustainable given the township's resources.

The Land Preservation Board plays an important role in maintaining the best aspects of the township, is funded by already allocated tax monies, and I hope that the goal of moving them away from acquisitions will be abandoned. There are lands that would fit nicely into an acquisition plan, for example the land immediately north of Ted Black Woods on VanAtta, that should be considered for pursuit. The importance of large areas of land remaining green cannot be understated at this time. This area would also fit nicely into your goal of developing a Woodlands Ordinance. It would take this township to another level were you to step out and lead the way in creative thinking about mitigating the effects of climate change.

Respectfully submitted,  
Lynn Hildebrandt

  
Okemos MI 48864

Cc: Planning Commission



**From:** [Michael Grasseschi](#)  
**To:** [Board](#); [Brian Shorkey](#)  
**Subject:** Please include in board meeting packet and planning commission packet  
**Date:** Thursday, October 12, 2023 8:33:02 AM

---

Dear Meridian Township Board

I moved back to Meridian Township because of the natural feel of the eastern portion of the Township. In 2020, I voted and contributed to electing Township Board candidates because of their stated priorities of “protecting neighborhoods from encroaching development” and “creating a more environmentally sustainable community”. I expect that I will vote the same way with all future opportunities and will talk with other voters about these topics and how board members follow through with these promises.

I see a prime opportunity to live up to these expectations as I review the draft of the master plan.

There are positive aspects of the plan such as investigating the possibility of developing a woodlands ordinance to protect woodlots. I am happy to see this written in the plan and I am anticipating to be impressed if this the ordinance is achieved. I would, however, like to see the statement changed to be more ambitious than just “investigate the possibility” of it. That is how one would write a good-sounding intention into a soft target that likely achieves nothing in the end.

I also support the desire to focus development on the main vehicular corridors and reuse existing developed land for new uses.

One item I am against is to “Review the wetland setback requirements, which has created a two tiered system of land ownership in the Township”. This “two tiered system” is not difficult to understand or follow and is a reasonable method to allow existing properties to retain what they were doing before the requirement was passed, while improving the environmental impact for properties after that date. This is an opportunity for the board to stand up for the environment and is a reason why other public bodies have said that Meridian Township is an example of environmental sustainability and protecting the ecosystem. Chipping away at things like this will send a message to those public and governmental agencies that Meridian Township wants to just be like the rest in regard to the environmental impact, as opposed to a leader.

Another concern I have with the Master Plan draft is the desire to evaluate a “shift of the Land Preservation program’s focus away from acquisition.” I am surprised that this is even possible since the money that has been collected was specifically allocated by the voters to acquire land. It isn’t a small statement when voters choose to spend their own money on government programs; the voters spoke loud and clear with their dollars when they voted for this program. When I look at the budget, it appears that there is over \$7M combined to acquire and maintain land as part of the Land Preservation Program. I understand that the voted tax purpose changed over time to focus more on maintenance, but there are still millions of dollars dedicated for acquisition.

On a separate thought, I hear about discussions of allowing development on smaller parcels. It reminds me of a time when Meridian Township looked at this in the past and conducted an independent fire study that concluded against doing this. It makes me wonder what has changed since then to think that it will not be a problem now. I don’t know of a recent fire study that changed positions on this, but I admit I haven’t looked for a recent version of a Meridian Township fire study for this purpose.

Sincerely,

Michael Grasseschi



**CHARTER TOWNSHIP OF MERIDIAN, INGHAM**  
**Meeting Notice: Township Board Study Session**  
**THURSDAY, November 2, 2023**

---

**CHARTER TOWNSHIP OF MERIDIAN**  
**LEGAL NOTICE**  
**Township Board Study Session Meeting**

Notice is hereby given that the Meridian Township Board of the Charter Township of Meridian is conducting a Study Session on Thursday, November 2, 2023, at 5:30 p.m. at the Central Fire Station in the Community Center room at 5000 Okemos Road, Okemos, MI, 48864.

The Study Session is for purposes of discussing the Senior Center/Community Center and Committee report and update. Written comments may be sent prior to the meeting to [board@meridian.mi.us](mailto:board@meridian.mi.us) or mail to Charter Township of Meridian, 5151 Marsh Road, Okemos, Michigan, 48864, or at the meeting.

**Publish:** City Pulse  
October 24, 2023

**Deborah Guthrie**  
Township Clerk

1 Affidavit, please



**FOR IMMEDIATE RELEASE**  
**October 13, 2023**

**Contact**

Executive Director Holly Cordill  
[cordill@meridianhistoricalvillage.org](mailto:cordill@meridianhistoricalvillage.org)  
517-347-7300

**Friends of Historic Meridian to Host “A Taste of History” Fundraiser Dinner**

On Thursday, November 2<sup>nd</sup>, the Friends of Historic Meridian will host a fundraiser that will provide a “taste of history” thanks to historically inspired dishes researched by local historians and created by Red Haven Farm to Table Restaurant's chefs. The event starts at 5:30 p.m. with a welcoming reception and cash bar. Dinner will begin at 6:30 p.m., consisting of soup, an entree, and a dessert. In addition to the meal, there will be a silent auction from 5:30 p.m. to 7:30 p.m. Tickets for the fundraiser dinner are \$65 per person, and must be purchased by Sunday, October 29<sup>th</sup>. To purchase a ticket, please visit the Friends of Historic Meridian’s website at [www.meridianhistoricalvillage.org](http://www.meridianhistoricalvillage.org). A vegetarian option can be made by purchasing your beef or chicken dinner ticket and then emailing a vegetarian meal request to Holly Cordill at [cordill@meridianhistoricalvillage.org](mailto:cordill@meridianhistoricalvillage.org).

Driven by a deep commitment to preserving community history, the Friends of Historic Meridian was established as a private nonprofit organization in 1974. The organization’s mission is "to create and sustain an active appreciation of local history." For the last 49 years, the Friends of Historic Meridian have championed the preservation of 7 historic structures that make up the Meridian Historical Village in Central Park. These structures, as well as their volunteers and staff, have welcomed thousands of students and visitors and provided them with the rich history residing within Meridian Township.

The Friends of Historic Meridian relies on community support to continue and improve its educational and preservation efforts. To set the stage for the organization’s Historic 50th Anniversary in 2024, the organization hopes to raise at least \$15,000 at this event. These funds will help the group stabilize its staffing and operational budget and focus on conducting new and expanded programming.

Enjoy a taste of history and learn about the Friends of Historic Meridian's impact on preservation in the region and what the future holds!

The Friends of Historic Meridian thanks its sponsor Pilgrim House Furniture, silent auction donor Foods for Living, and event host Red Haven Farm to Table Restaurant.

###



9.B

**CONSENT AGENDA  
PROPOSED BOARD MINUTES**

**PROPOSED MOTION:**

- (1) Move to approve and ratify the minutes of the Regular Meeting of October 3, 2023 as submitted. (1)**

**ALTERNATE MOTION:**

- (1) Move to approve and ratify the minutes of the Regular Meeting of October 3, 2023 with the following amendment(s):[insert amendments]**

CHARTER TOWNSHIP OF MERIDIAN  
REGULAR MEETING TOWNSHIP BOARD 2023 -DRAFT-  
5151 Marsh Road, Okemos MI 48864-1198  
517.853.4000, Township Hall Room  
TUESDAY, October 3, 2023, 6:00 pm

PRESENT: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Wilson, Wisinski

ABSENT: Trustee Sundland

STAFF: Director of Public Works and Deputy Township Manager Opsommer, Township Manager Walsh, Director Clark, Director Schmitt, Director Ianni, Chief of Police Grillo, Deputy Clerk Gordon Director Tithof

1. CALL MEETING TO ORDER  
Supervisor Jackson called the October 3, 2023, Regular Township Board meeting to order at 6:00 pm.
2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS  
Supervisor Jackson led the Pledge of Allegiance.
3. ROLL CALL  
Clerk Guthrie called the roll of the Board. All board members present at 6:00 pm.
4. PRESENTATION NONE
5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS  
Supervisor Jackson opened comments from the public at 6:02 pm  
Josh Nahum spoke in support of agenda item 13-c RRC Housing Updates  
Supervisor Jackson closed comments from the public at 6:04 pm
6. TOWNSHIP MANAGER REPORT  
Manager Walsh gave updates on the following items:
  - Director Maisner’s retirement and search process for a new Parks and Recreation Director
  - Meeting with CATA regarding Redi-Ride Millage.
  - Extended congratulations to Lieutenant Squires promotion.
  - Spoke about the Listening Session on October 10<sup>th</sup> at Hiawatha.
  - Meeting with MEDC and Director Clark to discuss Village of Okemos.
  - Director Schmitt and the 180K grant CHILL Program through MISHDA.
  - Meeting with Police Department and Chief Grillo to discuss increases to police staff.
  - Team building trip next week for Mteam.

7. BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS

Treasurer Deschaine spoke about the past listening session, the MIHAF Applications, what funds are available and how to apply, and congratulated Dr. Richard Ritter for his 50 years of service to the Kiwanis Club of Haslett.

Trustee Wilson reported on the CRC Staff liaison \$1,500 grant for holiday baskets.

Supervisor Jackson attended the Tri-County Regional Planning Commission meeting who are working on a 25-year transportation plan. She spoke on the Watershed educational plan on homeowners with septic tanks.

8. APPROVAL OF AGENDA

**Trustee Wilson moved to approve the agenda as presented. Seconded by Trustee Wisinski.**

**VOICE VOTE:**                   **YEAS:** Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Wilson, Wisinski

**NAYS: 0**

**Motion carried: 6-0**

9. CONSENT AGENDA

Supervisor Jackson reviewed the Consent Agenda

Treasurer Deschaine noted that the November Board meeting is set for November 9<sup>th</sup> because it is election day, even though Meridian does not have an election.

**Trustee Hendrickson moved to approve the agenda as presented. Seconded by Trustee Wilson.**

**ROLL CALL VOTE**                   **YEAS:** Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Wilson, Wisinski

**NAYS: 0**

**Motion carried: 6-0**

10. QUESTIONS FOR THE ATTORNEY

NONE

11. HEARINGS

NONE

12. ACTION ITEMS

A. Paid Parental Leave Program



Trustee Hendrickson provided an overview on the proposed Paid Parental Leave program.

Trustee Wilson spoke about the financial impact.

Clerk Guthrie thanked Trustee Hendrickson for bringing this forward for employees and asked Director Tithof how much time it takes to implement this policy.

Director Tithof spoke on the time and the process for policy implementation.

Clerk Guthrie asked if this was tough to do with the payroll system.

Supervisor Jackson asked Director Tithof if there are any reservations about bringing this back by January 1, 2024

Trustee Wisinski thanked everyone and spoke about the positive implications of this policy and clarified that it is for each child.

Trustee Deschaine spoke about recruiting for the police force and the incentives that this brings.

Manager Walsh spoke about the timeline and making sure the policy aligns with the board and suggested a Board Member assist in writing the policy.

Trustee Hendrickson volunteered to help write policy.

**Clerk Guthrie moved to instruct the Township Manager and Township Supervisor to create a draft Paid Parental Leave Program policy and return it to the Township Board for final approval in time for implementation of January 1, 2024. Supported by Trustee Hendrickson.**

**ROLL CALL VOTE**

**YEAS:** Treasurer Deschaine, Trustee Hendrickson, Trustee Wilson, Trustee Wisinski, Supervisor Jackson, Clerk Guthrie,

**NAYS: 0**

**Motion carried: 6-0**

B. 2023 Halloween Trick-or-Treat Hours

Chief Grillo spoke about the implementation of the hours for Halloween Trick-or-Treaters

Treasurer Deschaine asked about the Halloween Open house.

Chief Grillo gave the date of October 28<sup>th</sup> from 10:00 am – 1:00 pm

**Trustee Wilson motioned to authorize Trick-or-Treat Hours from 6:00 pm to 8:00 pm. Supported by Clerk Guthrie**

**ROLL CALL VOTE**

**YEAS:** Trustee Hendrickson, Trustee Wilson, Trustee Wisinski, Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine

**NAYS:** 0

**Motion carried:** 6-0

13. BOARD DISCUSSION ITEMS

A. Corridor Improvement Authority Tax Increment Financing

Director Clark presented on the Corridor Improvement Authority and explained the background of the Corridor Improvement Authority and Downtown Development Authority, as well as Tax Increment Financing (TIF). The Board asked several questions about how TIF would benefit the Township, and how the boundaries were chosen. Director Clark answered questions and gave information on the next steps.

B. Township Audit Services Request for Proposals

Director Ianni spoke about the audit process and the different proposals. Trustee Wilson inquired if this was the lowest bid, which director Ianni Confirmed. Supervisor Jackson clarified that this will be coming back for consent agenda at the next meeting.

C. Ordinance 2023-05 Redevelopment Ready Communities (RRC) Housing Updates

Director Schmitt provided background information regarding the housing updates and the process of changing the ordinance. Board members had many questions about the multiple family dwelling units and building rental properties for a single-family dwelling. Director Schmitt spoke about the requirements and what is allowed and what is against the code. Supervisor Jackson clarified the next steps of having it for introduction at the next meeting.

D. Study Session-Set a Date for Senior/Community Center Discussion

Trustee Wilson provided an update on activities and committee meeting discussions. The board discussed when to hold a study session on the community center. The board agreed to host a non-televised study session for the Community Center on Thursday November 2nd at 5:30 pm.

E. Meridian Township Investment Policy Revision

Treasurer Deschaine provided information about the policy that was in place and the new proposed policy. Treasurer Deschaine spoke about the changes to the policy and answered questions from Board members on the importance of the changes, why we don't invest in school boards within the Township, and who the signers are delegated to. Director Ianni gave insight into the auditing process regarding the investments.

14. COMMENTS FROM THE PUBLIC

Supervisor Jackson opened comments from the public at 8:18 pm

Supervisor Jackson closed comments from the public at 8:19 pm

15. OTHER MATTERS AND BOARD MEMBER COMMENTS NONE

16. ADJOURNMENT

**Trustee Wisinski moved to adjourn. Seconded by Trustee Wilson.**

**YEAS:** Trustee Wilson, Trustee Wisinski, Supervisor Jackson, Clerk Guthrie,  
Treasurer Deschaine, Trustee Hendrickson

**NAYS: 0**

**Motion carried: 6-0**

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Patricia Jackson  
Township Supervisor

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Deborah Guthrie  
Township Clerk



9.C

To: Board Members  
From: Dante Ianni, Finance Director  
Date: October 17, 2023  
Re: Board Bills

Charter Township of Meridian  
Board Meeting  
10/17/2023

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

COMMON CASH	\$	769,030.40
PUBLIC WORKS	\$	1,427,718.99
TRUST & AGENCY	\$	2,051.52

TOTAL CHECKS: \$ 2,198,800.91

CREDIT CARD TRANSACTIONS

09/28/2023 to 10/11/2023

\$ 16,324.95

TOTAL PURCHASES: \$ 2,215,125.86

ACH PAYMENTS

\$ 559,752.85

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Vendor Name	Description	Amount	Check #
1. A T & T	SEP 28 2023 - OCT 27 2023 - FIBER INTERNET	195.25	110449
	OCT 5 - NOV 4 2023 - 3711 OKEMOS - FIBER INTERNET	149.00	110449
	OCT 7 - NOV 6 2023 - 2140 HASLETT - FIBER INTERNET	149.00	
	OCT 7 - NOV 6 2023 - 5147 MARSH - FIBER INTERNET	195.25	
	SEP 15 - OCT 14 2023 - 2100 GAYLORD - FIBER INTERN	195.25	110441
	TOTAL	883.75	
2. ABIGAIL TITHOF	09/28/2023 TO 09/29/2023 MILEAGE REIMB	222.70	
	PARKING MERS CONF 9/28/2023 & 9/29/2023	58.00	
	TOTAL	280.70	
3. ABLE CONCRETE	13'X21' CONCRETE PAD HARDTOP GAZEBO PICKLEBALL CTS	2,877.42	110443
4. ABONMARCHE CONSULTANTS INC	PROF SERV THROUGH 9/30/2023 - CURB & GUTTER ROADS	6,907.50	
5. ABUNDANCE CAFE LLC	FARM MARKET VENDOR	25.00	
	FARM MARKET VENDOR	28.00	
	TOTAL	53.00	
6. ADAM STACKPOLE	FARMERS MARKET VENDOR	42.00	
	FARMERS MARKET VENDOR	3.00	
	TOTAL	45.00	
7. AIS CONSTRUCTION EQUIPMENT	MOTOR POOL - WATER - VACTOR EXHAUST LEAK	810.40	
8. ALEX & ALLISON REPP	FARMERS MARKET VENDOR	4.00	
	FARMERS MARKET VENDOR	34.00	
	TOTAL	38.00	
9. ALLGRAPHICS CORP	REVERSIBLE JERSEYS HASLETT/OKEMOS	8,765.15	
10. APPLE BLOSSOM KOMBUCHA	FARM MARKET VENDOR	29.00	
11. ASAP PRINTING	BUSINESS CARDS - D. GUTHRIE	42.23	
12. ASHLEY WINSTEAD	REIMB TRI-COUNTY ASSESSORS ASSN TRAINING	30.00	
13. AT & T	OCT 7 - NOV 6 2023 - PRI TEL + 100 MB INT 831-001-	1,228.93	110450
14. AT & T	SEP 2 - OCT 1 2023 - HVAC @THB 517.347.1710 201 4	49.91	110451
	SEP 2 - OCT 1 2023 - PSB FAX 517 347-4285 924 0	73.19	110451
	SEP 2 - OCT 1 2023 - THB HVAC 517 347.6021 564 8	396.10	110451
	SEP 2 - OCT 1 2023 - PSB FAX 517 347 6826 173 5	52.54	110451
	TOTAL	571.74	
15. AT & T MOBILITY	SEP 7 - OCT 6 2023 - FIRSTNET CELL SERVICE	189.32	110452
16. AT&T	OCT 2023 TELEPHONE NUMBERS - 517.349.1200	34.33	110453
17. AVALON TECHNOLOGIES INC	11/6/2023 - 11/6/2024 - VMWARE SUPPORT RENEWAL	7,472.00	
18. AVI SYSTEMS	8.23.2023 - 8.24.2024 - EDITSHARE ANNUAL SUPPPORT	6,316.00	
19. BETTY ANNE RUPLEY	FARM MARKET VENDOR	48.00	
	FARM MARKET VENDOR	93.00	
	TOTAL	141.00	
20. BOARD OF WATER & LIGHT	8/1/23 - 9/1/23 AND 9/1/23 -10/1/23 STREETLIGHT SE	1,416.85	110454

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21. BOUNDTREE MEDICAL	ORDER #104779341 - MEDICAL SUPPLIES	782.09	
	ORDER #104779341 - 2ND SHIPPMENT MEDICAL SUPPLIES	3,583.37	
	TOTAL	4,365.46	
22. BRD PRINTING, INC	LISTENING SESSION MAILING	1,135.40	110371
	PRINTING/MAILING LISTENING SESSION MAILINGS	910.85	
	POSTAGE FOR THE SIX TOWNSHIP BOARD LISTENING SESSI	451.56	110371
	TOTAL	2,497.81	
23. BREAD BITES LLC	FARMERS MARKET VENDOR	47.00	
	FARMERS MARKET VENDOR	23.00	
	TOTAL	70.00	
24. BRIDGET CANNON	SEPT 2023 MILEAGE REIMB	43.23	
25. BRIGHTLINE TECHNOLOGIES	KEEPER ENCRYPTED PASSWORD VAULTS FOR EMPLOYEES WIT	960.00	
	OCT 2023 QUICKHELP SUBSCRIPTION	1,421.00	
	AUVIK NETWORK & SAAS MONITORING & MANAGEMENT	1,055.00	
	TOTAL	3,436.00	
26. BULL ENTERPRISES	SEPT 2023 - JANITORIAL SERVICES TWP BLDG	8,477.00	
27. C & S FAMILY FARM	FARMERS MARKET VENDOR	36.00	
28. CAMCA	2023 MEMBERSHIP - EMILY GORDON - CAPITAL AREA MUN	20.00	
29. CAROL HASSE	MILEAGE REIMB - TROY MI ROUND TRIP	115.28	
30. CAROLYN BURMAN	FARMERS MARKET VENDOR	17.00	
31. CARRIE BALLOU	FARMERS MARKET VENDOR	11.00	
32. CDW	MICROSOFT ENTERPRISE AGREEMENT RENEWAL YR 1	90,355.13	
33. CINTAS CORPORATION #725	09/27/2023 - MECHANICS UNIFORM	30.00	
	10/04/2023 - MECHANICS UNIFORMS	30.00	
	TOTAL	60.00	
34. CINZORI FARMS LLC	FARM MARKET VENDOR	263.00	
	FARM MARKET VENDOR	147.00	
	TOTAL	410.00	
35. COMCAST	OCT 14 - NOV 13 2023 - HOM TV	461.31	
	OCT 1 - OCT 31 2023 - INT+TV @THB	531.74	110442
	SEP 29 - OCT 28 2023 - INT TV TEL @ HNC	242.70	110442
	SEP 29 - OCT 28 2023 - PSB 'FREE' DROP	32.28	110442
	OCT 16 2023 - NOV 15 2023 - FIRE #91 TV + INET	161.85	110444
	OCT 20 2023 - NOV 19 2023 - FD 'FREE' DROP	10.76	110455
	SEP 19 - OCT 18 2023 - INTERNET SCADA	254.90	110442
	TOTAL	1,695.54	
36. CONSUMERS ENERGY	K.FERRIER - EMERGENCY UTILITY ASSISTANCE	257.50	110445
	N.KASHA - EMERGENCY UTILITY ASSISTANCE	487.37	110446
	TOTAL	744.87	
37. CORE TECHNOLOGY CORP	APRIL 2023 TO DEC 2023 - POLICE CORE TALON CLIENT	6,541.00	
38. CULLIGAN WATER CONDITIONING	ACCT 5454003 - HNC - WATER SOFTENER SALT	24.00	



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39. DANTE IANNI	MERS CONF MILEAGE & HOTEL REIMB	634.08	
40. DAVE & ANN BROGREN	FARMERS MARKET VENDORS	35.00	
	FARMERS MARKET VENDORS	33.00	
	TOTAL	68.00	
41. DEBORAH GUTHRIE	JAN 2023 - SEPT 2023 MILEAGE REIMB	537.10	
42. DEWOLF AND ASSOCIATES	OFFICER TRAINING 9/25/2023	1,690.00	
43. DIANA TENNES	FARM MARKET VENDOR	394.00	
44. DOUGHNATION BAKERY	FARM MARKET VENDOR	117.00	
	FARM MARKET VENDOR	107.00	
	TOTAL	224.00	
45. DREAMSEATS FURNITURE	FIRE STATION CHAIRS/RECLINERS (5)	5,065.20	
46. EAGLE ENGRAVING INC	MEDALS OF HONOR (9) & COMMENDATION BARS (142)	3,818.25	
47. EVIDENT INC	ORDER #W107192 - GUN BOXES	65.93	
48. FAHEY SCHULTZ BURZYCH RHODES PLC	FIRE DEPT - LEGAL FEES	202.50	
	POLICE DEPT - LEGAL FEES	332.50	
	ENFORCEMENT MATTERS - LEGAL FEES	463.50	
	COLLECTIVE BARGAINING - LEGAL FEES	22.50	
	GRIEVANCES - LEGAL FEES	375.50	
	MARIJUANA REGULATION - LEGAL FEES	2,627.50	
	PUBLIC WORKS - LEGAL FEES	2,272.50	
	EMPLOYMENT INVESTIGATION - LEGAL FEES	3,802.50	
	EYDE-SIERRA RIDGE LITIGATION - LEGAL FEES	67.50	
	ASSESSOR - LEGAL FEES	452.97	
	COMMUNITY PLANNING & DEVELOPMENT - LEGAL FEES	226.48	
	HUMAN RESOURCES/LABOR - LEGAL FEES	2,847.65	
	PUBLIC WORKS - LEGAL FEES	285.20	
	TOWNSHIP BOARD - LEGAL FEES	1,937.70	
	FLAGSTAR (23-001454) - LEGAL FEES	180.00	
	GEORGE G EYDE FAMILY LLC (23-001777) - LEGAL FEES	112.50	
	CEW LAND MGT (ARBY'S) - LEGAL FEES	45.00	
	TOTAL	16,254.00	
49. FIRST COMMUNICATIONS	SEP 2023 - TELEPHONE LINES ACCT #3142216	54.88	
50. FOREMOST PROMOTIONS INC	FIRE PREVENTION PROMOTIONAL ITEMS	1,523.22	
51. FORESIGHT GROUP	WATER BILLS 9/29/2023 AND POSTAGE	1,439.93	
52. GMES, LLC	ROPE RESCUE EQUIPMENT & FREIGHT (YATES RESCUE HARN	1,130.40	
53. GOODYEAR COMMERCIAL TIRE	FIRE - ENGINE 92 - TIRES	1,422.53	
	FRONT END ALIGNMENT - UNIT 140 - ENGINE 92	371.48	
	TOTAL	1,794.01	
54. GRAMPAS PASTYS LLC	FARM MARKET VENDOR	142.00	
55. GRANGER	10/01/2023 - SEASONAL TRASH SERVICE IN PARKS	364.96	
	30 YD DUMPSTER STORM DAMAGE CLEAN-UP	664.35	
	TOTAL	1,029.31	
56. GRANICUS	9/1/2023 - 9/30/2023 - MONTHLY EASE 75 SERVICES	2,613.75	
57. HASLETT ANIMAL HOSPITAL	ACCT #1 - ARES 2 - EXAM	209.12	

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58. HAWORTH INC			
	FURNITURE FOR MUNICIPAL BUILDING RENO	21,939.00	
59. HICKORY KNOLL FARMS			
	FARM MARKET VENDOR	11.00	
60. HIGH-TECH BATTERY SOLUTIONS INC			
	MOUNTING SYSTEM FOR LIFEPAK MONITORS (4)	3,740.00	
61. HIGHWATER FARMS			
	FARMERS MARKET VENDOR	136.00	
	FARMERS MARKET VENDOR	94.00	
	TOTAL	230.00	
62. IN-HOUSE SOLUTIONS LLC			
	FIELD TRAINING OFFICER COURSE (PENNEL)	600.00	
63. INTERNATIONAL CONTROLS & EQUIP			
	DOG PARK KEY FOBS SHIPPING ONLY	35.00	
64. JACOB FARLEY			
	FARM MARKET VENDOR	152.00	
65. JANET'S LLC			
	FARM MARKET VENDOR	5.00	
	FARM MARKET VENDOR	24.00	
	TOTAL	29.00	
66. JEAN S. FIERKE			
	FARMERS MARKET VENDOR	45.00	
	FARMERS MARKET VENDOR	70.00	
	TOTAL	115.00	
67. JEFF CLARK			
	FARMERS MARKET VENDOR	6.00	
68. JERRY GOODARD			
	FARMERS MARKET VENDOR	30.00	
69. JOHN HECKAMAN			
	COCM FALL CONF REIMB	330.97	
70. JOHNSON, ROBERTS & ASSOCIATES INC			
	SEPT 2023 - OFFICER CANDIDATE TEST - SCHULTZ	17.50	
71. JUSTFOIA, INC			
	SYSTEM TO PROCESS FOIA REQUESTS - BEGIN DATE 12/01	1,500.00	
72. KIRBY BUILT PRODUCTS			
	REPL BOARDS JOE PENNONI MEMORIAL BENCHES	448.97	
73. LAFOUNTAINS ALL NATURAL BEEF			
	FARM MARKET VENDOR	6.00	
	FARM MARKET VENDOR	8.00	
	TOTAL	14.00	
74. LANSING UNIFORM COMPANY			
	FIRE NAME TAGS - JONES	20.00	
	OFFICER BOOTS - BARBER	199.95	
	FIRE UNIFORMS - STOCK	749.75	
	UNIFORM ITEMS - (CUMMINS)	127.90	
	OFFICERS MISC UNIFORM ITEMS	2,321.10	
	TOTAL	3,418.70	
75. LAWN STAR GROUP LLC			
	SEPT 2023 - GLENDALE - MOWING	4,900.00	
76. LILY'S FARM & GARDEN			
	FARMERS MARKET VENDOR	131.00	
	FARMERS MARKET VENDOR	121.00	
	TOTAL	252.00	
77. LOPEZ CONCRETE CONSTRUCTION			
	CONCRETE REPAIR CONTRACT 2023	83,585.63	110372
78. LUKE LANDSCAPE COMPANY			
	2023 AUGUST/SEPTEMBER CURBSIDE STORM DEBRIS COLLEC	8,565.00	
79. MAMA C'S SAUCES			
	FARMERS MARKET VENDOR	35.00	
80. MANNIK AND SMITH			
	PROF SERVICES THRU AUG 25 2023 - PROJ #401.M415015	43,803.71	

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81. MARCUS LESLIE	FARMERS MARKET VENDOR	3.00	
82. MARTIN BRAMAN	FARMERS MARKET VENDOR	17.00	
	FARMERS MARKET VENDOR	25.00	
	TOTAL	42.00	
83. MARYANN SEDAO	FARM MARKET VENDOR	40.00	
	FARM MARKET VENDOR	71.00	
	TOTAL	111.00	
84. MCKEARNEY ASPHALT & SEALING INC	GAYLORD C SMITH - 2023 PARKING LOT SEALCOATING AND	18,760.00	
	MUNICIPAL COMPLEX - 2023 PARKING LOT SEALCOATING A	4,700.00	
	TOTAL	23,460.00	
85. MCKESSON MEDICAL-SURGICAL GOC SOL	ORDER #5635247 - MEDICAL SUPPLIES	399.71	
86. MEDICAL MANAGEMENT SYSTEMS OF	SEPT 2023 COLLECTION FEES FROM AMBULANCE BILLINGS	7,438.58	110456
87. MERIDIAN TOWNSHIP RETAINAGE	CAPITAL ASPHALT - 2023 MILL & FILL LOCAL ROAD PROG	17,582.18	
	RIETH-RILEY - 2023 ROADWAY IMPROVEMENTS CRUSHING A	11,484.84	
	TOTAL	29,067.02	
88. MI GREAT LAKES FISH COMPANY	FARMERS MARKET VENDOR	52.00	
	FARMERS MARKET VENDOR	182.00	
	TOTAL	234.00	
89. MICHAEL MCNELLY	FARMERS MARKET VENDOR	15.00	
90. MIDWEST TREE SERVICE	STUMP GRINDING AT WONCH PARK FOR SIGN INSTALLATION	640.00	
91. MIKE DEVLIN	REIMB FOR WEED BURNER/MAGNETIC LIGHTS	106.98	
92. MIKE KEREKES	FARMERS MARKET VENDOR	32.00	
	FARMERS MARKET VENDOR	20.00	
	TOTAL	52.00	
93. MILLENNIA TECHNOLOGIES	NATURE CENTER PHONES IP480G X 2	968.99	
	TELEPHONE MOBILITY SIP TRUNK LICENSES X4	274.10	
	TOTAL	1,243.09	
94. MONICA PETERS	FARMERS MARKET VENDOR	109.00	
	FARMERS MARKET VENDOR	75.00	
	TOTAL	184.00	
95. MY GREEN MICHIGAN LLC	SEPT 2023 COMPOST SERVICE	177.00	
96. MYCOPHILES GARDEN LLC	FARM MARKET VENDOR	745.00	
97. NATALIE DURAN	FARMERS MARKET VENDOR	15.00	
98. NFPA	NFPA BANNER/ACTIVITY BAGS FOR FIRE PREVENTION OPEN	679.95	
99. OFELIA DIAZ	FARM MARKET VENDOR	76.00	
100 OLMSTEAD FARM	FARMERS MARKET VENDOR	109.00	
101 PATRICIA STEVENSON	FARM MARKET VENDOR	42.00	

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102 PEOPLEFACTS LLC	SEPT 2023 EMPLOYEE PRE-EMPLOYMENT CREDIT CHECKS	31.57	
103 PONDSIDE FARM	FARMERS MARKET VENDOR	195.00	
	FARMERS MARKET VENDOR	84.00	
	TOTAL	279.00	
104 POWER DMS INC	POLICE STANDARDS & POLICY 10/28/2023-10/27/2024	6,355.76	
105 PRINTING SYSTEMS INC	GF CHECKS	190.86	
106 PRO-TECH MECHANICAL SERVICES	HNC ADDITIONAL REPAIRS TO A/C	373.68	
107 QUALITY TIRE INC	DISPOSAL MOTOR POOL TIRES	54.00	
	UNIT #8 - MOTOR POOL TIRES	697.00	
	TOTAL	751.00	
108 REDWOOD LANDSCAPING	LOCAL ROAD LANDSCAPE RESTORATION	21,950.00	
	JULY/AUGUST 2023 MOWING FOR MERIDIAN TOWNSHIP	922.16	
	2023 AUGUST/SEPTEMBER CURBSIDE STORM DEBRIS COLLEC	16,095.00	
	SEPTEMBER 2023 MOWING FOR MERIDIAN TOWNSHIP	340.00	
	TOTAL	39,307.16	
109 RICHARD G VONTERSCH	MUN BLDG LANDSCAPE MAINT	120.00	
110 RIETH-RILEY CONSTRUCTION CO INC	2023 ROADWAY IMPROVEMENTS CRUSHING AND HMA OVERLAY	217,411.99	
111 ROBERT M CLARK III	HNC POWER WASH, PAINT EXTERIOR BRICK & WOODEN WIND	5,800.00	
112 S & B PAINTING SERVICES	25% DEPOSIT - POWERWASH, SCRAPE & PAINT EXT OF CHA	2,600.25	110447
	25% DEPOSIT - POWER WASH, SCRAPE & PAINT EXT OF SC	2,079.00	110447
	TOTAL	4,679.25	
113 SALLY GARROD	FALL 2023 HNC - NATIVE PLANT SALE	308.00	
114 SHAWN DIEMER	FARM MARKET VENDOR	1,174.00	
	FARM MARKET VENDOR	1,403.00	
	TOTAL	2,577.00	
115 SPARROW OCCUPATIONAL	AUG/SEPT 2023 EMPLOYEE PHYSICALS	2,459.00	
116 ST THOMAS AQUINAS PARISH	A. LEAKS - EMERGENCY RENT ASSISTANCE	431.90	
117 STAPLES	ACCT 1101401 - OFFICE SUPPLIES	1,616.39	
118 STATE OF MICHIGAN	ACCT L00053329 -2023 QUARTERLY WATER TESTING - N.	16.00	
	ACCT L00078693 - 2023 QRT WATER TESTING - N. MERID	16.00	
	TOTAL	32.00	
119 STEPHEN GROSE	FARM MRKT VENDOR	298.00	
120 STRYKER SALES, LLC	AED TRAINER	509.18	
121 SUE MCMASTER	FARM MARKET VENDOR	266.00	
122 SWEETIE PIE PANTRY LLC	FARMERS MARKET VENDOR	8.00	
	FARMERS MARKET VENDOR	12.00	
	TOTAL	20.00	
123 TEAM FINANCIAL GROUP	9/22/23 TO 10/24/23 - COPIER CONTRACT	2,324.47	

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INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN  
 EXP CHECK RUN DATES 10/17/2023 - 10/17/2023  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
 BANK CODE: GF - CHECK TYPE: PAPER CHECK

Vendor Name	Description	Amount	Check #
124 THE CHEESE PEOPLE OF GRAND RAPIDS	FARM MARKET VENDOR	96.00	
	FARM MARKET VENDOR	103.00	
	TOTAL	199.00	
125 THE RAPID GROUP LLC	SERVICES THRU 9/30/2023 SHREDDING	105.00	
126 THE SHYFT GROUP USA, INC	REPAIRS TO UNIT 140 ENGINE 92	886.81	
127 TITUS FARMS LLC	FARM MARKET VENDOR	462.00	
128 TRIPP'S COLLISION EAST LANSING	REPAIRS DEER ACCIDENT - UNIT 685	4,019.40	
129 UDDERLY MAGIC LLC	FARMERS MARKET VENDOR	69.00	
	FARMERS MARKET VENDOR	83.00	
	TOTAL	152.00	
130 ULINE	POLY BOX TRUCK BIN FOR MOVING EQUIPMENT AND EVIDEN	482.18	
131 UNCLE CALVINS SWEET POTATO PIES	FARM MARKET VENDOR	9.00	
132 UNITED STATES POSTAL SERVICE	POSTAGE TOWNSHIP BOARD LISTENING SESSIONS - BRD PR	738.92	110458
133 UPPERCUT TREE SERVICE LLC	2023 AUG/SEPT CURBSIDE STORM DEBRIS COLLECTION PRO	4,000.00	
134 VARIPRO BENEFIT ADMINISTRATORS	OCTOBER 2023 MEDICARE SUPPLEMENT	14,369.79	110448
	NOV 2023 MEDICARE SUPPLEMENT	14,369.79	110448
	TOTAL	28,739.58	
135 VERIZON CONNECT	8/1/23 -8/31/23 - VEHICLE DATA UPLINK - MERI007	1,311.39	
	9/1/23 - 9/30/23 VEHICLE DATA UPLINK - MERI007	1,311.39	
	TOTAL	2,622.78	
136 VERIZON WIRELESS	AUG 24 - SEPT 23 2023 SERVICES	2,503.43	
137 WEST MICHIGAN INTERNATIONAL	MOTOR POOL - WATER - REPAIRS TO VACTOR UNIT 30 -	1,934.45	
	INVOICE WAS OVER BY 1 CENT	0.01	
	TOTAL	1,934.46	
138 WEST SHORE FIRE INC	CASCADE FILL STATION PARTS AND REPAIR	1,095.00	
139 WILLIAMSTON GREEN HOUSE & FLORIST	FARM MARKET VENDOR	336.00	
140 WILLOW GARDEN	FARM MARKET VENDOR	107.00	
	FARM MARKET VENDOR	81.00	
	TOTAL	188.00	
141 WILSON FARM FRESH MEATS	FARMERS MARKET VENDOR	28.00	
	FARMERS MARKET VENDOR	49.00	
	TOTAL	77.00	
TOTAL - ALL VENDORS		769,030.40	

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INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN  
 EXP CHECK RUN DATES 10/17/2023 - 10/17/2023  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
 BANK CODE: PWHZ - CHECK TYPE: PAPER CHECK

Vendor Name	Description	Amount	Check #
1. CARL SCHLEGEL INC	CLASS II SAND -TICKET 1062766 - 09/06/2023	2,356.00	
2. CITY OF EAST LANSING	JULY 2023 - ELMWSA OPERATING, INTERCONNECT & DEBT	329,592.92	29489
	AUG 2023 - ELMWSA OPERATING, INTERCONNECT & DEBT S	329,592.92	29489
	SEPT 2023 - ELMWSA OPERATING, INTERCONNECT & DEBT	329,592.92	29489
	OCT 2023 - ELMWSA OPERATING, INTERCONNECT & DEBT S	329,592.92	
	TOTAL	1,318,371.68	
3. DUKES ROOT CONTROL INC	SEWER - SEWER MAIN ROOT TREATMENT	9,892.67	
4. EJ USA, INC.	WATER - 2 1/2" HYDRANT NOZZLE GASKETS	429.00	
	VALVE BOX RISERS - WATER MAIN PROJECT BLUE HAVEN	333.83	
	TOTAL	762.83	
5. FERGUSON WATERWORKS #3386	BRASS ORDER 000057165 - CUSTOMER INSTALLATIONS	1,036.80	
	REPAIR PARTS FOR NON READS	3,282.80	
	1 1/2" METERS - 2339 - 2341 JOLLY	886.13	
	TOTAL	5,205.73	
6. GEORGE F EYDE FAMILY LLC	GEORGETOWN SEWER SETTLEMENT AGREEMENT PAYMENT - YE	37,500.00	
7. JACK DOHENY COMPANIES INC	REF 86449 - DICHARGE HOSES FOR VACTOR	81.88	
8. KENNEDY INDUSTRIES INC	MAIN LS - REPAIR VALVE & INSTALL REPAIRED PUMP 3	240.00	
9. LOPEZ CONCRETE CONSTRUCTION	CONCRETE REPAIR CONTRACT 2023	4,529.37	29472
10. LOUIS J. EYDE FAMILY, LLC	GEORGETOWN SEWER SETTELMENT AGREEMENT PAYMENT - YE	37,500.00	
11. MERIDIAN TOWNSHIP RETAINAGE	2023 SANITARY SEWER REHABILITATION PROJECT	754.00	
	LOPEZ CONTRETE - CONCRETE REPAIR CONTRACT 2023	2,328.86	29473
	TOTAL	3,082.86	
12. RIETH-RILEY CONSTRUCTION CO INC	2023 ROADWAY IMPROVEMENTS CRUSHING AND HMA OVERLAY	800.00	
13. VERIZON WIRELESS	AUG 24 - SEPT 23 2023 WIRELESS SERVICES	609.97	
14. VISU-SEWER	2023 SANITARY SEWER REHABILITATION PROJECT	6,786.00	
TOTAL - ALL VENDORS		1,427,718.99	



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INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN  
EXP CHECK RUN DATES 10/17/2023 - 10/17/2023  
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
BANK CODE: TA - CHECK TYPE: PAPER CHECK

Vendor Name	Description	Amount	Check #
1. GRUNDEMANN, CYNTHIA M	2023 SUM TAX REFUND - VAN ATTA RD	55.04	
2. LEARN BEVAIORAL	2023 SUM TAX REFUND - MT HOPE RD	65.65	
3. MERIDIAN TOWNSHIP DDA	DPP PAYOUT 09.16 TO 09.30.2023	2.75	
4. SHOEMAKER, KEVIN J	TOWNER RD - 2023 SUM TAX REFUND	1,263.89	
5. SIPHER, AMY L	LINDEN ST - 2023 SUM TAX REFUND	634.19	
6. STATE OF MICHIGAN	SOR FEES - MI3392600 - M. C. KEEHBAUCH	30.00	
TOTAL - ALL VENDORS		2,051.52	

**Credit Card Report 9/28/2023-10/11/2023**

<b>Posting Date</b>	<b>Merchant Name</b>	<b>Amount</b>	<b>Name</b>
2023/09/28	TARGET 00003657	\$34.47	AL DIAZ
2023/09/28	HONEYBAKED HAM 1709-P2PE	\$79.09	BRIAN PENNELL
2023/09/28	MOUNTAIN TOWN STATION	\$45.58	RICHARD GRILLO
2023/09/28	MICHIGAN WATER ENVIORNMEN	\$95.00	ROBERT MACKENZIE
2023/09/28	EB CENTRAL STATES ACM	\$200.00	MICHELLE PRINZ
2023/09/28	TOP HAT CRICKET FARM INC	\$59.28	CATHERINE ADAMS
2023/09/29	THE HOME DEPOT #2723	\$67.75	LAWRENCE BOBB
2023/09/29	THE HOME DEPOT #2723	\$22.45	LAWRENCE BOBB
2023/09/29	BIGGBY COFFEE #121	\$18.99	DEBORAH GUTHRIE
2023/09/29	BEACON AND BRI	\$15.00	DEBORAH GUTHRIE
2023/09/29	THE HIGHLANDS LODGING	\$176.32	DEBORAH GUTHRIE
2023/09/29	THE HIGHLANDS LODGING	\$176.32	DEBORAH GUTHRIE
2023/09/29	DOG CENTRAL	\$10.54	RICHARD GRILLO
2023/09/29	DOG CENTRAL	\$7.18	RICHARD GRILLO
2023/09/29	LANSING COMMUNITY COLL	\$45.00	RICHARD GRILLO
2023/09/29	FAIRFIELD INN & SUITES	\$123.88	RICHARD GRILLO
2023/09/29	PSI - MCOLES	\$68.00	RICHARD GRILLO
2023/09/29	AMAZON.COM	(\$83.68)	MICHELLE PRINZ
2023/09/29	AMZN MKTP US	(\$37.05)	MICHELLE PRINZ
2023/09/29	HEARST NEWSPAPERSMIDWEST	\$15.96	MICHELLE PRINZ
2023/09/29	B&H PHOTO 800-606-6969	\$84.24	SAMANTHA DIEHL
2023/09/29	THE HOME DEPOT #2723	\$32.94	DAN PALACIOS
2023/10/02	THE HOME DEPOT #2723	\$104.97	LAWRENCE BOBB
2023/10/02	CATHEY CO	\$31.20	ROBERT STACY
2023/10/02	THE HOME DEPOT #2723	\$173.94	ROBERT STACY
2023/10/02	THE HOME DEPOT #2723	\$23.88	TYLER KENNEL
2023/10/02	THE HOME DEPOT #2723	\$33.12	RYAN CAMPBELL
2023/10/02	THE HIGHLANDS LODGING	(\$19.14)	DEBORAH GUTHRIE
2023/10/02	THE HIGHLANDS LODGING	(\$19.14)	DEBORAH GUTHRIE
2023/10/02	QUALITY DAIRY#31	\$17.97	DEBORAH GUTHRIE
2023/10/02	HOLIDAY INN	\$560.97	ANDREW MCCREADY
2023/10/02	THE HOME DEPOT #2723	\$33.21	MIKE ELLIS
2023/10/02	IACP	\$190.00	RICHARD GRILLO
2023/10/02	AOK HEATING COOLING & PLU	\$233.98	LUANN MAISNER
2023/10/02	WALGREENS #11286	\$74.75	LUANN MAISNER
2023/10/02	THE HOME DEPOT #2723	\$38.45	LUANN MAISNER
2023/10/02	THE HOME DEPOT #2723	\$56.69	KEITH HEWITT
2023/10/02	TRAVERSE CITY RECORD EAGL	(\$9.00)	MICHELLE PRINZ
2023/10/02	AMZN MKTP US*T90EJ0150	\$27.78	MICHELLE PRINZ
2023/10/02	STANLEY STEEMERBYCTR	\$170.00	DANIEL OPSOMMER
2023/10/02	STANLEY STEEMERBYCTR	\$405.00	DANIEL OPSOMMER
2023/10/02	FACEBK SCAW8UF7T2	\$175.00	SAMANTHA DIEHL
2023/10/03	RAY ALLEN MANUFACTURING	\$722.46	ANDREW MCCREADY
2023/10/03	COSTCO WHSE#1277	\$92.91	CHRISTOPHER JOHNSON
2023/10/03	SHANTY CREEK RESORTS -	\$444.60	TIMOTHY SCHMITT
2023/10/03	LANSING COMMUNITY COLL	\$85.00	BRIAN PENNELL
2023/10/03	MI LAKES & STREAMS	\$80.00	YOUNES ISHRAIDI
2023/10/03	NASSCO, INC.	\$375.00	YOUNES ISHRAIDI
2023/10/03	CITY OF LANSING, MI	\$1.87	ED BESONEN
2023/10/04	THE HOME DEPOT 2723	\$221.99	LAWRENCE BOBB
2023/10/04	THE HOME DEPOT #2723	\$6.95	LAWRENCE BOBB
2023/10/04	SONETICS CORPORATION	(\$9.35)	ROBERT STACY

2023/10/04	THE HOME DEPOT #2723	\$25.66	TYLER KENNEL
2023/10/04	KROGER FUEL #9793	\$40.85	JEFFREY ROMMECK
2023/10/04	KROGER FUEL #9793	\$79.88	JEFFREY ROMMECK
2023/10/04	KROGER FUEL #9793	\$24.00	AL DIAZ
2023/10/04	THE HIGHLANDS LODGING	\$157.18	MICHELLE PRINZ
2023/10/04	AMZN MKTP US*T97Q57HP0	\$17.99	MICHELLE PRINZ
2023/10/04	AMZN MKTP US*T99W11Y32	\$34.39	MICHELLE PRINZ
2023/10/04	AMZN MKTP US*T95BB2OS1	\$23.99	MICHELLE PRINZ
2023/10/04	AMZN MKTP US*T96QA7HP0	\$18.80	MICHELLE PRINZ
2023/10/04	CITY OF LANSING, MI	\$0.75	ED BESONEN
2023/10/04	THE HOME DEPOT 2723	\$208.47	DAVID LESTER
2023/10/04	SQ *SHAFFER REDI-MIX, INC	(\$54.48)	DANIEL OPSOMMER
2023/10/04	THE HOME DEPOT #2723	\$26.43	DANIEL OPSOMMER
2023/10/04	FEEDERS SUPPLY COMPANY #4	\$22.23	ALLISON GOODMAN
2023/10/05	HASLETT TRUE VALUE HARDW	\$1.29	KYLE FOGG
2023/10/05	KROGER FUEL #9793	\$89.11	RUDY GONZALES
2023/10/05	KROGER FUEL #9793	\$101.00	RUDY GONZALES
2023/10/05	AXON	\$495.00	ANDREW MCCREADY
2023/10/05	MARATHON PETRO31724	\$24.38	LUANN MAISNER
2023/10/05	AMAZON.COM*T94GA5I10	\$6.77	MICHELLE PRINZ
2023/10/05	SQ *JACKSON POPCORN DEPOT	\$97.75	MICHELLE PRINZ
2023/10/05	CITY OF LANSING, MI	\$0.75	ED BESONEN
2023/10/05	HASLETT TRUE VALUE HARDW	\$13.58	DANIEL OPSOMMER
2023/10/05	SQ *OKEMOS MARATHON	\$207.00	DANIEL OPSOMMER
2023/10/05	IN *MICHIGAN RURAL WATER	\$340.00	DANIEL OPSOMMER
2023/10/05	THE HOME DEPOT #2723	\$23.93	DANIEL OPSOMMER
2023/10/06	THE HOME DEPOT 2723	\$205.88	LAWRENCE BOBB
2023/10/06	GRAINGER	\$11.90	ROBERT STACY
2023/10/06	(PC) 3986 ALL PHASE	\$68.90	TYLER KENNEL
2023/10/06	ELITE K9 INC 2	\$199.90	ANDREW MCCREADY
2023/10/06	CANCUN MEXICAN RESTAURANT	\$15.41	ASHLEY WINSTEAD
2023/10/06	KROGER FUEL #9793	\$20.00	AL DIAZ
2023/10/06	KROGER FUEL #9793	\$64.00	AL DIAZ
2023/10/06	KROGER FUEL #9793	\$57.26	AL DIAZ
2023/10/06	KROGER FUEL #9793	\$130.47	AL DIAZ
2023/10/06	KILKENNY CASTLE	\$25.91	MIKE DEVLIN
2023/10/06	THE PAPER MILL STORE	\$68.91	YOUNES ISHRAIDI
2023/10/06	EB VIRTUAL MENTAL HEA	\$15.00	MICHELLE PRINZ
2023/10/06	YOURMEMBERSHIP	\$249.00	MICHELLE PRINZ
2023/10/06	AMZN MKTP US*T94I46R30	\$110.89	MICHELLE PRINZ
2023/10/06	AMZN MKTP US*T91JL3GB1	\$27.29	MICHELLE PRINZ
2023/10/06	AMZN MKTP US*T95HX2XO1	\$24.98	MICHELLE PRINZ
2023/10/06	AMZN MKTP US*TE04V9OB0	\$208.44	CATHERINE ADAMS
2023/10/06	CITY OF LANSING, MI	\$1.65	ED BESONEN
2023/10/06	THE HOME DEPOT #2723	\$49.26	ED BESONEN
2023/10/06	THE HIGHLANDS LODGING	\$178.75	PHIL DESCHAI
2023/10/06	ACTBLUE* CURTIS.HERTEL	\$500.00	DANIEL OPSOMMER
2023/10/09	THE HOME DEPOT #2723	(\$104.97)	LAWRENCE BOBB
2023/10/09	THE HOME DEPOT 2723	\$89.97	LAWRENCE BOBB
2023/10/09	THE HOME DEPOT #2723	\$132.90	LAWRENCE BOBB
2023/10/09	THE HOME DEPOT 2723	\$90.96	TYLER KENNEL
2023/10/09	SQ *BARKHAM CREEK FARMS	\$296.00	MICHAEL HAMEL
2023/10/09	AMSTERDAM PRNT & LITHO	\$369.35	MICHAEL HAMEL
2023/10/09	THE HOME DEPOT #2723	\$16.98	MIKE ELLIS
2023/10/09	TST* STILLWATER GRILL OKE	\$137.66	FRANK L WALSH

2023/10/09	MEIJER # 025	\$69.13	LUANN MAISNER
2023/10/09	SQ *JERSEY GIANT SUBS! (O	\$263.30	LUANN MAISNER
2023/10/09	HOMEDEPOT.COM	\$119.99	LUANN MAISNER
2023/10/09	THE HOME DEPOT #2723	\$65.02	LUANN MAISNER
2023/10/09	AMAZON.COM*TE1T09ZC0	\$15.49	MICHELLE PRINZ
2023/10/09	YOURMEMBERSHIP	\$50.00	MICHELLE PRINZ
2023/10/09	AMZN MKTP US*TE6789P52	\$76.10	MICHELLE PRINZ
2023/10/09	AMZN MKTP US*T95F529I1	\$20.98	MICHELLE PRINZ
2023/10/09	AMZN MKTP US*TE4ZA0GX0	\$38.80	MICHELLE PRINZ
2023/10/09	AMZN MKTP US*TE4XK1A00	\$235.42	CATHERINE ADAMS
2023/10/09	MICHIGAN TOWNSHIPS ASS	\$365.00	PHIL DESCHAIINE
2023/10/09	FACEBK 2AP3VTX7T2	\$250.00	SAMANTHA DIEHL
2023/10/09	MEIJER # 253	\$22.56	ALLISON GOODMAN
2023/10/09	OTC BRANDS INC	\$210.44	ALLISON GOODMAN
2023/10/10	AMSTERDAM PRNT & LITHO	\$247.80	MICHAEL HAMEL
2023/10/10	STATE TAX COMMISSION	\$175.00	ASHLEY WINSTEAD
2023/10/10	STATE TAX COMMISSION	\$175.00	ASHLEY WINSTEAD
2023/10/10	AMZN MKTP US*TE7UI96N0	\$140.00	STEPHEN GEBES
2023/10/10	AMZ*WSJBARRON'S	\$2.00	MICHELLE PRINZ
2023/10/10	AMZN MKTP US*TE9HQ06A2	\$167.29	MICHELLE PRINZ
2023/10/10	SQ *JACKSON POPCORN DEPOT	\$230.00	MICHELLE PRINZ
2023/10/10	ACTBLUE* CURTIS.HERTEL	(\$500.00)	DANIEL OPSOMMER
2023/10/10	HASLETT TRUE VALUE HARDW	(\$6.79)	DANIEL OPSOMMER
2023/10/10	AMAZON.COM*TE3KH8622	\$479.76	DANIEL OPSOMMER
2023/10/10	DISPLAYS2GO	\$470.36	DANIEL OPSOMMER
2023/10/11	THE HOME DEPOT #2723	\$18.28	MIKE ELLIS
2023/10/11	COMPLETE BATTERY SOURCE	\$50.91	STEPHEN GEBES
2023/10/11	QUALITY DAIRY#31	\$57.42	LUANN MAISNER
2023/10/11	QUALITY DAIRY#31	\$3.98	LUANN MAISNER
2023/10/11	MIKE DUPUY HAWK FOOD	\$855.00	CATHERINE ADAMS
2023/10/11	BIG CHEESE RODENT FACTORY	\$839.00	CATHERINE ADAMS
2023/10/11	CITY OF LANSING, MI	\$1.65	ED BESONEN
2023/10/11	THE HIGHLANDS LODGING	\$173.89	PHIL DESCHAIINE
2023/10/11	THE HIGHLANDS -DINING	\$31.00	PHIL DESCHAIINE
2023/10/11	AMZN MKTP US*TE1RN27S2	\$39.50	DANIEL OPSOMMER

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<b>Total</b>	<b>\$16,324.95</b>
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ACH Transactions

Date	Payee	Amount	Purpose
10/2/2023	Bank of NY Melon	\$ 8,356.55	Wire Transfer Bond Payment
10/3/2023	Wageworks	\$ 93.00	Employee Health Savings
10/5/2023	Blue Care Network	\$ 31,861.03	Employee Health Insurance
10/6/2023	Nationwide	\$ 6,889.23	Payroll Deductions 10/06/2023
10/6/2023	ICMA	\$ 47,568.88	Payroll Deductions 10/06/2023
10/6/2023	First American	\$ 2,138.29	Employee Vision Insurance
10/6/2023	Various Financial Institutions	\$ 327,145.17	Direct Deposit 10/06/2023
10/6/2023	IRS	\$ 118,755.00	Payroll Taxes 10/06/2023
10/10/2023	Invoice Cloud	\$ 3,221.25	Utility Transaction Fees
10/10/2023	Delta Dental	\$ 13,724.45	Employee Dental Insurance
<b>Total ACH Payments</b>		<b>\$ 559,752.85</b>	

**REIMBURSEMENT TO TOWNSHIP:**

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Date	Employee Name	Amount	Summary of Reimbursement	Transaction Reimbursed
8/16/2023	Frank Walsh	\$5.78	Lunch Meeting Over allowed amount of \$32.00 (total lunch was \$37.78)	Lunch meeting with Stephen to discuss projects



**To: Board Members**  
**From: Dante Ianni, Finance Director**  
**Date: October 10, 2023**  
**Re: Auditing Services Contract**

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In accordance with the purchasing policy of the Township, formal proposals were solicited and received for audit services for the years 2023, 2024 and 2025. Contracts are normally initiated for three years with options to renew on a year-to-year basis for two additional years. The bid process is used to assure a regular review of the services and pricing being offered to the Township. There is no requirement to rotate auditors on any regular schedule.

I have had discussions with Township Manager Frank Walsh, Treasurer Phil Deschaine, and Accountant Bernadette Blonde to assist in the review process. We received four written proposals. I have included a matrix below with costs each year for a financial audit and a single audit with one major federal program. All these firms are considered reputable, and Yeo & Yeo is our current auditor.

Firm	2023	2024	2025	Total
Yeo & Yeo	\$53,750	\$55,175	\$56,650	\$165,575
AHP	\$58,500	\$61,450	\$64,500	\$184,450
Rehmann	\$61,000	\$64,860	\$68,900	\$194,760
Maner Costerisan	\$85,400	\$90,200	\$95,300	\$270,900

After considering four written proposals, and discussions of the strengths and weaknesses of the firms being considered, I am recommending the firm of Yeo & Yeo. The determining factors in this recommendation include:

- the reputation of the firm and its partners
- the professionalism of staff during the proposal process
- the anticipated level of communication during the audit
- availability year-round for consultation
- knowledge and participation in GFOA and GASB standards
- lower costs

Yeo & Yeo provided the low bid with a total 3-year cost of \$165,575. This was \$18,875 lower than the next lowest bid over a total of three years.





9. D

A motion is prepared for Board consideration:

**MOVE THAT THE TOWNSHIP BOARD APPROVE THE APPOINTMENT OF YEO & YEO AS AUDITORS FOR MERIDIAN TOWNSHIP AND AUTHORIZE THE TOWNSHIP MANAGER TO SIGN A 3 YEAR CONTRACT WITH THEM FOR 2023, 2024 AND 2025.**



**To: Board Members**  
**From: Michael Hamel, Fire Chief**  
**Date: October 11, 2023**  
**Re: Assistance to Firefighters Grant**

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The Fire Department has been awarded the Department of Homeland Security's 2022 Assistance to Firefighters Grant (AFG) to purchase new self-contained breathing apparatus (SCBA). The department's current SCBA from 2009 is set to expire in 2025 under OSHA's mandatory replacement schedule. This grant will cover the cost to replace all expiring equipment with new Scott SCBA.

The grant has been approved for a total amount of \$289,320.00 consisting of federal funding of \$263,018.18 with the Township required to contribute approximately 10%, or \$26,301.82, which would come out of the Fire Department General Fund.

**MOVE TO AUTHORIZE THE FIRE DEPARTMENT TO ACCEPT THE ASSISTANCE TO FIREFIGHTERS GRANT IN THE AMOUNT OF \$289,320.00 WITH THE TOWNSHIP'S SHARE OF \$26,301.82 COMING OUT OF THE FIRE DEPARTMENT GENERAL FUND.**

Enc: AFG Award Letter

# Award Letter

U.S. Department of Homeland Security  
Washington, D.C. 20472

Effective date: 08/17/2023



Michael Hamel  
MERIDIAN TWP FIRE DEPARTMENT  
5151 MARSH RD  
OKEMOS, MI 48864  
  
EMW-2022-FG-00356

Dear Michael Hamel,

Congratulations on behalf of the Department of Homeland Security. Your application submitted for the Fiscal Year (FY) 2022 Assistance to Firefighters Grant (AFG) Grant funding opportunity has been approved in the amount of \$263,018.18 in Federal funding. As a condition of this grant, you are required to contribute non-Federal funds equal to or greater than 10.0% of the Federal funds awarded, or \$26,301.82 for a total approved budget of \$289,320.00. Please see the FY 2022 AFG Notice of Funding Opportunity for information on how to meet this cost share requirement.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the FEMA Grants Outcomes (FEMA GO) system. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Summary Award Memo - included in this document
- Agreement Articles - included in this document
- Obligating Document - included in this document
- 2022 AFG Notice of Funding Opportunity (NOFO) - incorporated by reference

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

Sincerely,

A handwritten signature in blue ink, appearing to read "P. Williams", is located below the "Sincerely," text.

PAMELA WILLIAMS  
Assistant Administrator, Grant Programs



9. F

**To: Board Members**  
**From: Patricia Herring Jackson, Township Supervisor**  
**Date: October 17, 2024**  
**Re: 2024 Board Meeting Schedule Resolution**

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The attached 2024 Proposed Regular Board Meeting Schedule is submitted to the Township Board in compliance with Board Policy 3.1.3.a. such that:

- i. The establishment of the meeting schedule is the Board's responsibility.
- ii. The meeting schedule is subject to Board Policies (as discussed below) and through its Rules & Procedures (Rule 2.1 - Township Board Meetings).

The following motion is proposed:

**MOVE TO ADOPT THE 2024 TOWNSHIP BOARD MEETING SCHEDULE RESOLUTION.**

Attachment:

1. 2024 Board Meeting Schedule Resolution

# 2024 TOWNSHIP BOARD MEETING SCHEDULE

## RESOLUTION

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 17th day of October, 2023 at 6:00 pm, local time.

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

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

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

WHEREAS, the Township Board desires to announce the time, date, and place of all regular meetings of the Board, pursuant to MCL 42.7; and

WHEREAS, the Township Board deems the 2024 regular meeting schedule sufficient to uphold the Board's Policies and Procedures, and advance its Global Ends.

NOW, THEREFORE, BE IT RESOLVED by the Township Board of the Charter Township of Meridian, Ingham County, Michigan that the Township Board adopts its regular 2024 meeting schedule as follows:

Tuesday, January 9, 2024	6:00 pm Regular Meeting
Tuesday, January 23, 2024	6:00 pm Regular Meeting
Tuesday, February 6, 2024	6:00 pm. Regular Meeting
Tuesday, February 20, 2024	6:00 pm Regular Meeting (At Central Fire Station)
Tuesday, March 5, 2024	6:00 pm Regular Meeting
Tuesday, March 19, 2024	6:00 pm Regular Meeting
Tuesday, April 2, 2024	6:00 pm Regular Meeting
Tuesday, April 16, 2024	6:00 pm Regular Meeting
Tuesday, May 7, 2024	6:00 pm Regular Meeting
Tuesday, May 21, 2024	6:00 pm Regular Meeting
Tuesday, June 4, 2024	6:00 pm Regular Meeting
Tuesday, June 18, 2024	6:00 pm Regular Meeting
Tuesday, July 9, 2024	6:00 pm Regular Meeting
Tuesday, July 23, 2024	6:00 pm Regular Meeting
Tuesday, August 13, 2024	6:00 pm Regular Meeting
Tuesday, August 27, 2024	6:00 pm Regular Meeting





**To:** Board Members

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

Melissa Massie  
Director of Project Management

**Date:** October 10, 2023

**Re:** Michigan State Housing Development Authority – Community Development Block Grant (CDBG) Housing Improving Local Livability Program – Set a public hearing for November 9, 2023

---

The Michigan State Housing Development Authority (MSHDA) recently opened a funding window for CDBG funding to fund homeowner rehabilitation or demolition/reconstruction/resale activities for income qualified homeowners/buyers. Meridian Township qualifies in this round of funding, as MSHDA is **only** funding communities that otherwise do not qualify for CDBG funding, which we do not.

Directors Massie and Schmitt put together a Letter of Intent that was submitted to MSHDA. We received word on Friday the 6<sup>th</sup> that Meridian Township has been invited to formally apply for funding under the program and that we would be provided an application form shortly. One of the requirements of the application that we were made aware of in advance was that a public hearing would need to be held.

The timeline for the application is extremely tight, as all the information is required to be submitted by November 13<sup>th</sup>. Therefore, in order to meet the application requirements, Staff is recommending that the public hearing be set for the November 9<sup>th</sup> meeting. Also on that agenda, Staff intends to bring forward a number of other items that require Township Board approval in order to submit the application. We look forward to further conversation about this important funding opportunity.

Staff has provided the following recommended motion to set the public hearing and continue to move the application forward.

**Move to set a public hearing for the November 9, 2023 Township Board meeting for the Township's application to the Michigan State Housing Development Authority's Community Development Block Grant (CDBG) Housing Improvement Local Livability Program**





**To: Board Members**

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

**Date: October 11, 2023**

**Re: Text Amendment #2023-05 – Housing Ordinance Changes**

---

At the July 6, 2023 Township Board meeting, the Board Members discussed Ordinance #2023-05, which would make several updates to the Zoning Ordinance in line with the Redevelopment Ready Community (RRC) program guidelines. At that meeting, the Township Board referred the matter to the Planning Commission. The Planning Commission held a public hearing on Ordinance #2023-05 on September 11, 2023 and recommended approval of the ordinance on September 25, 2023. The Township Board discussed Ordinance #2023-05 again at their regular meeting on October 3, 2023 and raised no major issues.

Staff focused on the following changes to ensure we retain our RRC certification and to streamline our zoning ordinances further:

- Eliminating the minimum house/unit size
- Allowing multiple family units by right in multiple family zoning districts
- Allowing second floor residential units in the Corridor Improvement Authority area (this is only partially related to the RRC, but is a requirement for the CIA)
- Creating a process to allow Accessory Dwelling Units in single-family residentially zoned areas, which has been discussed by the Planning Commission previously and is partially in our zoning ordinance currently.
- Additionally, Staff is recommending the removal of the public hearing requirement for site plans, which is not an effective way of doing public input and shifting a larger focus on our website.

Staff **recommends approval** of the proposed ordinance at this time to amend the Zoning Ordinance to bring it in line with the RRC program guidelines and to modernize some of our housing standards. Staff has provided the following recommended motion and attached resolution to introduce the ordinance.

**Move to adopt the resolution approving for introduction Zoning Amendment #2023-05 to amend the Zoning Ordinance of the Charter Township of Meridian at multiple sections to bring the Zoning Ordinance in line with the RRC program guidelines.**

#### **Attachments**

1. Resolution to approve Ordinance #2023-05 for introduction
2. Ordinance #2023-05 – Final Version

**RESOLUTION TO APPROVE – Introduction**

**Zoning Amendment #2023-05  
RRC Housing Text Amendments**

**RESOLUTION**

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 17<sup>th</sup> day of October, 2023, at 6:00 p.m., Local Time.

PRESENT:

ABSENT:

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

WHEREAS, Meridian Township is pursuing the recertification of the Township’s status as a Redevelopment Ready Community; and

WHEREAS, a draft ordinance to update and streamline the zoning ordinance was introduced to the Township Board on July 11, 2023; and

WHEREAS, the Township Board referred the matter to the Planning Commission, who reviewed the matter and held a public hearing on September 11, 2023, before recommending unanimous approval to the Township Board on September 25, 2023; and

WHEREAS, the ordinance would add the ability for homeowners to apply for an Accessory Dwelling Unit on their property, subject to a number of restrictions, amend the multiple family residential zoning districts to allow multiple-family developments by right in multiple family zoning districts, eliminate the minimum house/unit size from residential zoning districts, allow second floor residential units in the Corridor Improvement Authority area, and make a number of other small changes to streamline the residential zoning in the Township; and

WHEREAS, the Township Board reviewed the matter at their October 6<sup>th</sup> meeting and raised no major concerns, directing Staff to introduce the ordinance;

NOW THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby INTRODUCES FOR PUBLICATION AND SUBSEQUENT ADOPTION Ordinance No. 2023-05, entitled “An Ordinance to amend the code of ordinances of the Charter Township of Meridian to update the standards in multiple locations of the Zoning Ordinance”; and

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

**Page 2**

ADOPTED:      YEAS:

                  NAYS:

STATE OF MICHIGAN )

) ss

COUNTY OF INGHAM )

I, the undersigned, the duly qualified and acting Chair of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Township Board on the 17<sup>th</sup> day of October, 2023.

\_\_\_\_\_  
Deborah Guthrie  
Township Clerk

ORDINANCE NO. 2023-05

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CHARTER TOWNSHIP OF MERIDIAN TO UPDATE STANDARDS IN MULTIPLE LOCATIONS IN THE ZONING ORDINANCE

**THE CHARTER TOWNSHIP OF MERIDIAN ORDAINS:**

**Section 1.** Section 86-2, Definitions, is hereby amended to add the following definition:

**Accessory Dwelling Unit** – A self-contained dwelling unit located on the same lot as an existing single-family detached dwelling unit, either within the same building as the single-family dwelling unit or in a detached building constructed in accordance with the provisions of this Ordinance on a permanent foundation. A Manufactured Home, as defined in Sec. 86-2, is not considered an Accessory Dwelling Unit.

**Section 2.** Section 86-155, Review Process, is hereby amended to read as follows:

(a) Generally. Upon a determination that the application is complete, the Director of Community Planning and Development shall initiate the following review process:

(1) Review of site plan by the Director of Community Planning and Development. The Director of Community Planning and Development shall review each site plan to determine whether it complies with this chapter, other applicable ordinances and other Township planning documents, any comments of other departments and agencies, and state and federal statutes.

(2) Decision. Upon receipt of all of the requested information, the Director of Community Planning and Development, within 30 days of the date the application is deemed complete, may approve, approve with conditions, or deny the application for site plan review as follows.

a. Approval. A site plan that complies with this chapter and the conditions imposed pursuant to this chapter, other Township planning documents, and state and federal statutes shall be approved.

b. Conditional approval. A site plan that requires minor modifications for compliance may be conditionally approved. The Director of Community Planning and Development shall identify the required revisions, additional information, or conditions, and the applicant shall submit a revised site plan or additional information as requested to the Director of Community Planning and Development. The director shall verify that the site plan complies with the conditional approval prior to issuing any permits to commence construction or certifications for occupancy.

c. Denial. Upon determination that a site plan does not comply with the requirements and standards set forth in this chapter, other applicable ordinances, other Township planning documents, or state and federal statutes, the site plan shall be denied. An applicant whose site plan has been denied may submit a new site plan, pay the applicable fee, and receive a new site plan review or appeal the denial.

(3) Notice of decision. The Director of Community Planning and Development shall notify the applicant in writing of the decision and the reasons therefor.

(b) Appeal. An aggrieved person may appeal the decision of the Director of Community Planning and Development in accordance with § 86-187.

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**Section 3.** Section 86-368, RR District, One-Family Rural Residential District, is hereby amended to read as follows:

- (a) [UNCHANGED]
- (b) Uses Permitted by Right.
  - (1) Single-family dwellings, provided that, except for RR-zoned parcels equal to or greater than 50 acres in area, there shall not be more than one dwelling upon each lot and that such dwelling is either constructed on the site or manufactured off the site, which shall meet each of the following standards:
    - a. The dwelling shall comply with the requirements of § 86-366, schedule of regulations for residential districts.
    - b. [UNCHANGED]
    - c. [UNCHANGED]
    - d. [UNCHANGED]
    - e. [UNCHANGED]
    - f. [UNCHANGED]
    - g. [UNCHANGED]
    - h. [UNCHANGED]
    - i. [UNCHANGED]
    - j. [UNCHANGED]
    - k. [UNCHANGED]
    - l. [UNCHANGED]
  - (2) [UNCHANGED]
  - (3) Other customary accessory uses and buildings. Provided such uses and buildings are incidental to the principal use and do not include any activity conducted as a business. Any accessory building or use shall be located on the same lot with the principal building. See § **86-502** for yard regulations for accessory buildings.
  - (4) [UNCHANGED]
  - (5) [UNCHANGED]
  - (6) [UNCHANGED]
  - (7) [UNCHANGED]
  - (8) [UNCHANGED]
  - (9) [UNCHANGED]
  - (10) [UNCHANGED]
  - (11) [UNCHANGED]
  - (12) [UNCHANGED]
  - (13) [UNCHANGED]
  - (14) [UNCHANGED]
  - (15) [UNCHANGED]
  - (16) [UNCHANGED]
  - (17) [UNCHANGED]
  - (18) [UNCHANGED]
  - (19) [UNCHANGED]
- (c) [UNCHANGED]
- (d) Dimensional requirements. The following minimum dimensions for lot area and width, front, side, and rear yards, together with maximum dimensions for lot coverage and building heights, shall be required for every structure and land use in this district, except as noted.

- 1 (1) [UNCHANGED]
- 2 (2) [UNCHANGED]
- 3 (3) [UNCHANGED]
- 4 (4) [UNCHANGED]
- 5 (5) [UNCHANGED]
- 6 (6) [UNCHANGED]
- 7 ~~(7) Minimum living space. Minimum, gross living area per family shall not be less~~
- 8 ~~than 1,000 square feet of floor area on the first floor if one story or 625 square~~
- 9 ~~feet of floor area on the first floor level if two stories, exclusive of any attached~~
- 10 ~~garage. In any case total living area shall not be less than 1,000 square feet.~~

11

12 **Section 4.** Section 86-371, RAAA District, One-Family Low-Density Residential District, is

13 hereby amended to strike subsection (d)(8) in its entirety.

14

15 **Section 5.** Section 86-372, RAA District, One-Family/Low-Density Residential District, is hereby

16 amended to strike subsection (d)(8) in its entirety.

17

18 **Section 6.** Section 86-373, RA District, One-Family Medium-Density Residential District, is

19 hereby amended to strike subsection (e)(8) in its entirety.

20

21 **Section 7.** Section 86-374, RB District, One-Family High-Density Residential District, is hereby

22 amended to strike subsection (d)(8) in its entirety.

23

24 **Section 8.** Section 86-375, RX District, One- and Two- Family Residential District, is hereby

25 amended to strike subsection (d)(8) in its entirety.

26

27 **Section 9.** 86-376 Multiple-Family Residential Districts: RDD, RD, RC, RCC Districts, is hereby

28 amended to read as follows:

- 29
- 30 (a) [UNCHANGED]
- 31 (b) Uses permitted by right.
  - 32 (1) Two-family dwellings in the RDD, RD, and RC districts, provided that no more
  - 33 than two unrelated persons may occupy a dwelling unit in these districts.
  - 34 (2) Group Housing Developments, including any single structure on a single
  - 35 parcel of land containing three or more dwelling units.
  - 36 (3) Functional families as defined by this chapter.
- 37 (c) Uses permitted by special use permit.
  - 38 (1) The following uses may be permitted by special use permit in the RDD, RD,
  - 39 RC, and RCC districts, provided all requirements of this chapter are met.
    - 40 a. Development containing a mix of single-family detached dwellings and
    - 41 two-family dwellings; a mix of two-family dwellings and multiple-family
    - 42 dwellings; or a mix of single-family detached dwellings, two-family
    - 43 dwellings, and multiple-family dwellings. In any case the number of
    - 44 single-family dwellings may not exceed more than 50% of the density
    - 45 (dwelling units per acre) allowed for the proposed development.
    - 46 b. Community center when part of a housing project.
    - 47 c. Incidental commercial services for principal use of the development's
    - 48 occupants, when in conjunction with a housing project containing at least
    - 49 200 units; provided that:

- 1 1. Plans for any advertising signs or window displays shall be submitted
- 2 to the Planning Commission for approval;
- 3 2. There shall be no direct access to the commercial service from any
- 4 exterior (off-site) road;
- 5 3. The architectural appearance of the commercial service building, if a
- 6 separate structure, shall be harmonious with the appearance of other
- 7 structures in the development; and
- 8 4. Commercial services shall be limited to the following:
- 9
  - 10 i. Grocery stores;
  - 11 ii. Services such as dry-cleaning pickup agencies, shoe repair
  - 12 shops, beauty parlors, or barbershops;
  - 13 iii. Drugstores; and
  - 14 iv. Restaurants without dancing or entertainment, but excluding
  - 15 dairy bars and drive-in establishments.
- 16 d. Nonresidential structures and uses in accordance with § 86-654.

(d) Minimum design standards.

- 17 (1) Minimum Lot Areas. [UNCHANGED]
- 18 (2) Minimum Lot Width. [UNCHANGED]
- 19 (3) Maximum Lot Coverage and Open Space Required. [UNCHANGED]
- 20 (4) Minimum Yard Dimensions. [UNCHANGED]
- 21 (5) [UNCHANGED]
- 22 (6) Maximum Building Height. [UNCHANGED]
- 23 (7) Signs. [UNCHANGED]
- 24 ~~(8) Minimum living space. Minimum gross living space area for multiple family~~
- 25 ~~dwelling units shall be 350 square feet for one room, 500 square feet for two~~
- 26 ~~rooms, and 750 square feet for three rooms. An average of 100 additional square~~
- 27 ~~feet for each room in excess of three rooms. The term "room," as used in this~~
- 28 ~~subsection, shall not include kitchenette, dinette, alcove, bathrooms, halls, or~~
- 29 ~~patio.~~
- 30 (8) Parking requirements. [UNCHANGED]
- 31 (9) Storage of refuse. [UNCHANGED]
- 32 (10) Landscaping required. [UNCHANGED]
- 33 (11) Density. [UNCHANGED]

34 **Section 10.** Section 86-404, C-2 Commercial District, is hereby amended to read as follows:

- 35 (a) [UNCHANGED]
- 36 (b) [UNCHANGED]
- 37 (c) [UNCHANGED]
- 38 (d) Permitted Conditional Uses.
- 39
  - 40 (1) [UNCHANGED]
  - 41 (2) [UNCHANGED]
  - 42 (3) [UNCHANGED]
  - 43 (4) [UNCHANGED]
  - 44 (5) [UNCHANGED]
  - 45 (6) Multiple-family dwelling units located on the second floor of a building when
  - 46 the first floor of the building consists of nonresidential uses permitted under
  - 47 this Section.
- 48 (e) [UNCHANGED]
- 49
- 50



1 **Section 11.** Section 86-405, C-3 Commercial District, is hereby amended to read as follows:  
2

- 3 (a) [UNCHANGED]
- 4 (b) [UNCHANGED]
- 5 (c) [UNCHANGED]
- 6 (d) Permitted Conditional Uses.
  - 7 (1) [UNCHANGED]
  - 8 (2) [UNCHANGED]
  - 9 (3) [UNCHANGED]
  - 10 (4) [UNCHANGED]
  - 11 (5) Multiple-family dwelling units located on the second floor of a building when  
12 the first floor of the building consists of nonresidential uses permitted under  
13 this Section.
- 14 (e) [UNCHANGED]

15  
16 **Section 12.** Article V, Supplementary Regulations, Division 1, Generally, is hereby amended to add  
17 Section 86-477, Accessory Dwelling Units (ADU), to read as follows:  
18

- 19 (a) Generally. Recognizing the need for varied housing types while not having a  
20 negative impact on existing residential neighborhoods, Accessory Dwelling Units  
21 can provide affordable housing options, opportunities to age in place, and create  
22 a new housing opportunity in the Township that will blend in with the existing  
23 fabric of a neighborhood.
- 24 (b) One ADU, meeting all the standards of the Zoning Ordinance, is permitted per lot  
25 which already contains a detached single-family residential home.
- 26 (c) Minimum Lot Area and Width. ADUs are only permitted on lots that meet the  
27 minimum area and width standards of the zoning district in which they are  
28 located.
- 29 (d) Setbacks. All ADUs shall meet the required setbacks for the underlying zoning  
30 district where the structure is being constructed.
- 31 (e) Height.
  - 32 a. A detached ADU cannot exceed 20 feet in height.
  - 33 b. An attached ADU is subject to the height requirements for the zoning  
34 district where the primary structure is located.
- 35 (f) Maximum Floor Area. An ADU shall not be larger than 600 square feet and in no  
36 circumstance shall be larger than the primary structure.
- 37 (g) Parking. No additional parking shall be permitted or required beyond the  
38 standard parking required for a single-family home.
- 39 (h) Maximum Occupancy. No more than two (2) individuals may reside in an ADU.
- 40 (i) Access. The primary structure and the ADU shall share the same vehicular access  
41 to the property.
- 42 (j) Utilities. An ADU shall be connected to the water and sanitary facilities for the  
43 existing single-family structure. No new utility connections shall be permitted for  
44 ADUs.
- 45 (k) Owner Occupancy Requirement. Either the principal dwelling unit or the  
46 accessory dwelling unit shall be occupied by the person who has a legal or  
47 equitable ownership interest with the property, and who bears all or part of the  
48 economic risk of decline in value of the property and who receives all or part of  
49 the payment, if any, derived from the lease or rental of the dwelling unit. The  
50 owner-occupant shall prove residency by means acceptable to the Township.

- 1 (l) Accessory to Main Use. ADUs shall be clearly accessory to the main use of the
- 2 property as a single-family dwelling.
- 3 (m) Rental Licensing. If an ADU is occupied by someone other than the property
- 4 owner or a family member of the property owner, an active, valid rental license is
- 5 required. No more than one dwelling unit on any property shall be licensed as a
- 6 rental unit.
- 7 (n) Attachment Options. Accessory dwelling units may either be attached to the main
- 8 structure (such as building over a garage) or detached from the main structure.
- 9 (o) Architectural Design.
- 10 a. Exterior stairways shall be prohibited.
- 11 b. Any entrance for an ADU shall not face the road, unless the entrance
- 12 existed for the structure prior to the ADU being proposed.
- 13 (p) Deed Restrictions. To ensure continued compliance by current and subsequent
- 14 owners, the applicant shall provide and record in the Ingham County Register of
- 15 Deeds a covenant in a form acceptable to the Township that the existence of the
- 16 ADU is predicated upon the occupancy of either the principal or accessory
- 17 dwelling unit by a person who owns the property, and that the ADU shall remain
- 18 in the ownership of the person who owns the property. The applicant shall
- 19 provide the Township with a recorded copy of the restrictive covenant prior to
- 20 and as a condition of the issuance of the Building Permit for development of the
- 21 ADU. Any owner of the property must notify a prospective buyer of the limitations
- 22 of this Section. Violations of the terms of this covenant shall result in the loss of
- 23 the occupancy for the ADU.
- 24 (q) Duration of Lease or Rental. No ADU may be leased or rented for less than 30 days.
- 25

26 **Section 13.** Section 86-651, Group Housing Residential Developments, is hereby deleted in its  
27 entirety.

28  
29 **Section 14.** Section 86-366, Schedule of Regulations for Residential Districts is amended at  
30 Attachment 1, Schedule of Regulations for Residential Districts, by striking Section  
31 E.5. Minimum Living Space in its entirety.

32  
33 **Section 15.** Validity and Severability. The provisions of this Ordinance are severable and the  
34 invalidity of any phrase, clause or part of this Ordinance shall not affect the validity  
35 or effectiveness of the remainder of the Ordinance.

36  
37 **Section 16.** Repealer Clause. All ordinances or parts of ordinances in conflict therewith are  
38 hereby repealed only to the extent necessary to give this Ordinance full force and  
39 effect.

40  
41 **Section 17.** Savings Clause. This Ordinance does not affect rights and duties matured, penalties  
42 that were incurred, and proceedings that were begun, before its effective date.

43  
44 **Section 18.** Effective Date. This Ordinance shall be effective seven (7) days after its publication  
45 or upon such later date as may be required under Section 402 of the Michigan Zoning  
46 Enabling Act (MCL 125.3402) after filing of a notice of intent to file a petition for a  
47 referendum.

48  
49 **ADOPTED** by the Charter Township of Meridian Board at its regular meeting this **17th** day of  
50 **October, 2023.**

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\_\_\_\_\_  
Patricia Herring Jackson, Township Supervisor

\_\_\_\_\_  
Deborah Guthrie, Township Clerk



**To: Township Board**  
**From: Elections Administrator Emily Gordon, Clerk Deborah Guthrie**  
**Date: October 12, 2023**  
**Re: 2024 Early Voting Plan**

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The passage of Proposal 2 in 2022 requires local clerks to provide 9 days of early voting for each statewide and federal election beginning on the second Saturday before the statewide or federal election and ending on the Sunday before the statewide or federal election and must be provided for at least 8 hours each day during the required 9 consecutive days of early voting.

Local municipalities must decide and notify the County Clerk by September 30, 2023, if they will conduct early voting as a single municipality, enter into a joint municipal agreement with 1 or more other municipalities located in the same county, or enter into a county agreement authorizing the county clerk to conduct early voting. The Meridian Township Clerk notified the County Clerk of Meridian Township’s intention to conduct early voting as a single municipality as allowed under section 168.720(d).

If conducting an early voting site as a single municipality, the local legislative body must approve the early voting site according to MCL 168.662. (1); in the same manner as polling places and must file an early voting plan with the county clerk by October 30, 2023 under section 168.720(e). An early voting plan must provide sufficient details describing the processes created to conduct early voting.

Each early voting plan (attachment 1) must include, but not be limited to, all of the following:

- whether the plan covers a municipality described in section 720e,
- the name of each municipal clerk,
- the number of precincts and registered electors in the municipality under section 720e,
- the number of early voting sites,
- the location of each early voting site, if available,
- the municipality the early voting sites serve,
- the name, position, and contact information of the coordinator,
- any additional early voting days that will be offered before the required 9 consecutive days of early voting as provided in section 720b,
- along with the hours the early voting sites will be open on those additional early voting days.

The location and number of early voting sites must be selected by taking into consideration expected turnout, population density, public transportation, accessibility, travel time, traffic patterns, and any other factors that election officials consider necessary to enhance the accessibility of early voting sites. Staff took into consideration other possible locations and determined that the Township Hall inside the Meridian Township Municipal Building is the best

location in that it meets all of the above requirements and is located in the same building as the Clerk's Office.

At the October 10, 2023 Election Commission meeting, the Election Commission discussed and took these same factors into consideration, making a unanimous recommendation to the Township Board to approve the early voting plan (attachment 2) and early voting site resolution of support (attachment 3).

"Early voting" means casting a ballot in person before election day in the same manner as a ballot is cast on election day, including depositing the ballot into a tabulator.

"Early voting plan" means a document and any addenda to the document outlining the manner in which early voting will be provided.

"Early voting site" means a location where early voting occurs.

While Public Act No. 81 of 2023 does not take immediate effect, it is good practice to follow state requirements now. Staff recommends the Meridian Township Board pass the Election Commission recommended approval of the early voting plan and early voting site resolution.

Attachments:

1. Early Voting Plan
2. Election Commission DRAFT Minutes
3. Resolution to Support the New Early Voting Site

**The following motion has been prepared for board consideration:**

**MOVE TO APPROVE THE MERIDIAN TOWNSHIP EARLY VOTING PLAN AND EARLY VOTING SITE BY RESOLUTION AT THE OCTOBER 17, 2023, TOWNSHIP BOARD MEETING AND DIRECT THE CLERK TO SUBMIT THE EARLY VOTING PLAN AND RESOLUTION TO THE COUNTY CLERK BY OCTOBER 30, 2023.**

## Early Voting Plan

No later than 120 days before the first statewide or federal election in each even numbered year, the clerk of the municipality is responsible for ensuring an Early Voting Plan is filed with the county clerk of the county in which the municipality is located.

Not less than 45 days before the first early voting day allowed by statute, the clerk will be responsible for providing the Secretary of State any changes made to a previously submitted Early Voting Plan that affect the locations, dates, and hours of operation for each early voting site operated by the municipality. This ensures that the correct information is posted on the Michigan Voter Information Center (MVIC) portion of the Department of State's website.

**Plan Coverage:** Single Municipal

### Municipality Information:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Meridian Township	Deborah Guthrie	22	33,092

### Early Voting Information:

	Early voting site #1	Early voting site #2	Early voting site #3
Location of site	5151 Marsh Road (Township Hall)		
Number of Election Workers at site	14		
Is this an EV site for all 9 days of Constitutionally-required early voting? (Y/N)	Yes		
Hours for 9 days of Constitutionally-required early voting	8:00 am - 5:00 pm		
How many (if any) additional days of early voting will be provided at this site?	None		
Hours for any additional days of early voting	None		
Is this site ADA compliant?	Yes		
In selecting this site, did you take into account expected turnout, population density, public	Yes, this is centrally located, with plenty of parking and room for line		

transportation, accessibility, travel time, travel patterns, and any other relevant considerations?	management. There is also a CATA stop on the main road that will have a shelter installed.		
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**Early Voting Equipment Information:**

Early Voting Site #	Number of Tabulators	Number of Early Voting Poll Book Laptops
1	4	4
2		
3		

**Early Voting Site Supervisors: Emily Gordon**

	Supervisor at Early Voting site #1	Supervisor at Early Voting site #2	Supervisor at Early Voting site #3
Early Voting Day 1	Emily Gordon		
Early Voting Day 2	Emily Gordon		
Early Voting Day 3	Emily Gordon		
Early Voting Day 4	Emily Gordon		
Early Voting Day 5	Emily Gordon		
Early Voting Day 6	Emily Gordon		
Early Voting Day 7	Emily Gordon		
Early Voting Day 8	Emily Gordon		
Early Voting Day 9	Emily Gordon		

**Describe the communication strategy for informing electors of their opportunity for early voting:**

Meridian Township has taken an early and pointed approach to communicating changes from Proposal 2022-2 with voters. We will proceed with reaching out to voters via website, enews letters, mail, email, social media and are looking into ways to send mass text messages to voters. We are working with our Communications team on a consistent, timely communications approach.

\_\_\_\_\_  
Printed name of Clerk

\_\_\_\_\_  
Signature of Clerk

\_\_\_\_\_  
Date



CHARTER TOWNSHIP OF MERIDIAN  
ELECTION COMMISSION MEETING **-DRAFT -**  
5151 Marsh Road, Okemos MI 48864-1198  
517-853-4300, Regular Meeting  
TUESDAY, OCTOBER 10, 2023, **5:00 pm.**

PRESENT: Clerk Guthrie, Trustees Sundland, Wisinski

ABSENT: None

STAFF: Emily Gordon, Deputy Clerk

1. CALL MEETING TO ORDER

Clerk Guthrie called the meeting to order at 5:03 pm.

2. Approval of Minutes

A. October 28, 2022

**Commissioner Sundland moved to approve the minutes of the October 28, 2022, Election Commission Meeting, as submitted. Seconded by Commissioner Wisinski.**

VOICE VOTE: Motion carried 3-0.

3. Communications

A. Notice of Election Commission Meeting

4. New Business - Recommendation to the Township Board for the Early Voting Plan including Early Voting Site

Commissioner Wisinski asked what the advantages are of Early Voting.

Clerk Guthrie talked about how this gives other options for voters.

Clerk Guthrie gave background information on Proposal 2022-2, the State funded early voting grant and the process to finding the Early Voting Center

Commissioner Sundland asked if voting machines are part of the grant.

Clerk Guthrie spoke about the grant and equipment costs.

Clerk Guthrie gave information on the next steps for the Resolution to be presented to the Board.

**Commissioner Wisinski moved to recommend the Meridian Township Board support Meridian Township's Early Voting Plan and Early Voting Site by resolution at the October 17, 2023, Township Board meeting. Seconded by Commissioner Sundland.**

VOICE VOTE: Motion carried 3-0.

5. OTHER BUSINESS - NONE

6. PUBLIC REMARKS – NONE

7. ADJOURNMENT

**Commissioner Wisinski moved to adjourn. Seconded by Clerk Guthrie**

VOICE VOTE: Motion carried 3-0.

**Clerk Guthrie adjourned the meeting at 5:10 pm.**



**MERIDIAN TOWNSHIP RESOLUTION TO  
SUPPORT THE NEW EARLY VOTING SITE**

**RESOLUTION**

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 17th day of October, 2023, at 6:00 p.m. local time.

PRESENT:

ABSENT:

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

**WHEREAS**, the voters in Michigan on November 8, 2022, approved the passage of Proposal 22-2, which in part, entitles voters the right, once registered, to vote in each statewide and Federal election in person at an early voting site prior to election day, open for nine (9) consecutive days beginning on the second Saturday before the election and ending on the Sunday before the election, for at least eight hours each day; and

**WHEREAS**, the Early Voting Precinct for all Meridian Township registered voters will be held at the Meridian Township Hall, 5151 Marsh Road, Okemos, Michigan 48864 as it meets polling place requirements; and

**WHEREAS**, the Early Voting Precinct for State and Federal Elections will be open for nine (9) consecutive days beginning the second Saturday before election day through the Sunday before election day during the hours of 8:00 a.m. to 5:00 p.m.; and

**WHEREAS**, the Township Clerk is allowed to set additional hours for Early Voting, add additional days of Early Voting, and allow Early Voting for an election that is not a statewide or Federal election, by this resolution; and

**WHEREAS**, all Early voting dates and times will be posted sufficiently forty-five (45) days prior to every election to notify voters; and

**NOW THEREFORE BE IT RESOLVED, THAT** the Meridian Township Board of Trustees approves the establishment of the Meridian Township Early Voting site which will be located at Meridian Township Hall, 5151 Marsh Road, Okemos, Michigan 48864, for the Meridian Township registered voters to cast their vote early.

ADOPTED: YEAS:

NAYS

: STATE OF

MICHIGAN)

) ss:

COUNTY OF  
INGHAM)

I, the undersigned, the duly qualified and acting Clerk for the Charter Township of Meridian, Ingham County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Township Board on the 17<sup>th</sup> day of October, 2023.

\_\_\_\_\_  
Deborah Guthrie, Clerk

Meridian Charter Township



**To: Meridian Township Board Members**  
**From: Phil Deschaine, Treasurer**  
**Date: October 13, 2023**  
**Re: 2023 Investment Policy Revision Updated**

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Attached for your approval is the revised Investment Policy that was drafted with the help of Robison Capital, our financial advisors.

There are two changes made to the policy following the input of the Board at our October 3<sup>rd</sup> Board discussion:

**Sec. 2.1 Fund Types:** The fund types listed are the funds currently in use by Meridian Township, with the ability to add more if the board takes actions to create others.

**Sec. 15.0: Signatures on Bank Accounts:** The revised policy removes the deputy treasurer, and adds the Township Supervisor, and Township Manager. This revised policy matches our current practices for signature cards.

# Meridian Township Investment Policy

(Revised October 17, 2023)

## 1.0 PURPOSE

It is the policy of Meridian Township to invest public funds in a manner which will ensure the preservation of principal while providing the highest investment return with maximum security, meeting daily cash flow requirements of the Township, and ensuring that the portfolio is in compliance with all statutes governing the investment of public funds.

## 2.0 SCOPE

This investment policy applies to all liquid financial assets of the Township held or controlled by the Township Treasurer. These financial assets are accounted for in Meridian Township's Comprehensive Annual Financial Report and include:

### 2.1 Fund Types

- 2.1.1 General Fund
- 2.1.2 Utility (Water & Sewer) Fund
- 2.1.3 Trust & Agency (Tax Collection) Fund
- 2.1.4 Payroll Fund
- 2.1.5 Land Preserve Funds
- 2.1.6 Farmers Market Funds
- 2.1.7 Brownfield Redevelopment Authority (BRA) Fund
- 2.1.8 Downtown Development Authority (DDA) Fund
- 2.1.9 Payroll Fund
- 2.1.10 Debt Service or Special Assessment Funds
- 2.1.11 Any new fund or funds created by the Meridian Township Board, unless specifically exempted.

The trust fund assets held by a third-party custodian and/or money manager on behalf of any Retirement System Fund, Health Care Insurance Fund as well as any individual employee deferred compensation funds are excluded from this policy.

## 3.0 OBJECTIVES

The primary objectives, in priority order, of the Township Treasurer's investment activities shall be:

- 3.1 **Safety:** Safety of principal is the foremost objective in the investment of Township funds. Investments shall be undertaken in a manner that seeks to ensure the preservation of principal in the overall portfolio. To attain this objective and avoid the five Governmental Accounting Standards Board (GASB) risks identified, Meridian Township will diversify its investments among a variety of securities offering independent returns from autonomous financial institutions.
  - 3.1.1 **Custodial Credit Risk** - will be minimized by holding all securities in the Township's name in either a third-party safekeeping account (for agencies and commercial paper) or by the issuing institution.
  - 3.1.2 **Interest Rate Risk** - will be minimized by structuring the portfolio to meet the cash requirements of ongoing operations, thereby mitigating the need to liquidate securities at a loss prior to maturity.
  - 3.1.3 **Credit Risk** - will be minimized by: limiting investments to the safest types of securities, pre-qualifying financial institutions with which the Township will do

business, diversifying the portfolio and using, when available, fully insured FDIC programs so that the potential losses on individual securities would be minimized and maintaining credit rating on all holdings.

3.1.4 **Concentration of Credit Risk** - will be minimized by limiting the exposure of a single security issuer to ten percent (10%) of the total portfolio. (See Appendix A)

3.1.5 **Foreign Currency Risk** - will be minimized by only investing in United States dollar denominated securities.

3.2 **Liquidity:** The investment portfolio shall remain sufficiently liquid to enable the Township Treasurer to meet all operating requirements which might be reasonably anticipated.

3.3 **Return on Investments:** The investment portfolio shall be designed with the objective of attaining a rate of return (as defined in Section 13.1) throughout budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow characteristics of the portfolio.

#### 4.0 **DIVERSIFICATION**

The Township Treasurer shall diversify investments by security type and institution in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

#### 5.0 **DELEGATION OF AUTHORITY**

Authority to manage the investment program is derived from Public Act NO. 20 of the Public Acts of 1943, as amended by Act 285 of 1988, Act 196 of 1997 and Act 213 of 2007. Management responsibility for the investment policy is hereby delegated to the Township Treasurer, as required by State law, who shall be responsible for all transactions and activities undertaken and shall establish a system of controls to regulate the activities of subordinate officials, and their procedures in the absence of the Treasurer.

5.1 The Treasurer shall establish written investment procedures for the operation of the investment program consistent with this policy. The procedures shall include references to: safekeeping, wire transfer agreements, banking service contracts and depository agreements. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Treasurer.

#### 6.0 **AUTHORIZED INVESTMENTS**

The Township Treasurer is authorized to invest in any security as authorized by Public Act 20 of 1943, as amended, including but not limited to, the following:

6.1 Bonds, securities and other obligations of the United States or an agency or instrumentality of the United States.

6.2 Certificates of deposit, savings accounts, deposit accounts or depository receipts of a financial institution, but only if the financial institution complies with subsection 129.91 (2), (5), or (6) of Public Act 20 of 1943, as amended.

6.3 Commercial paper rated at the time of purchase at the highest classification established by not less than two standard rating services and that matures not more than 270 days after the date of purchase.

6.4 Repurchase agreements consisting of instruments listed in Section 5.1 of this investment policy and a Master Repurchase Agreement must be signed with the bank or dealer The

collateralization level will be 102% of market value of principal and accrued interest.

- 6.5** Banker's acceptances of the United States banks.
- 6.6** Obligations of the State of Michigan or any of its political subdivisions that at the time of purchase are rated as investment grade by not less than one standard rating service.
- 6.7** Mutual funds registered under the Investment Company Act of 1940, 15 USC 80a-1 to 80a-64, with authority to purchase only investment vehicles that are legal for direct investment by a Michigan public corporation. Any such investment is limited to mutual funds that maintain a net asset value of \$1.00 per share. No more than forty percent (40%) of the overall portfolio may be invested in mutual funds.
- 6.8** Obligations described in subdivisions (a) through (g) if purchased through an inter-local agreement under the urban cooperation act of 1967, 1967 (Ex Sess) PA 7, MCL 124.501 to 124.512.
- 6.9** Investment pools organized under Surplus Funds Investment Pool Act, 1982, PA 367, MCL 129.11 to MCL 129.118
- 6.10** Investment pools organized under Local Government Pool Act, 1985, PA 121, MCL 129.141 to MCL 129.150.

## **7.0 SAFEKEEPING AND CUSTODY**

It shall be the responsibility of the Township Treasurer to determine which securities will be held by a third-party custodian. Securities held in safekeeping by a third-party custodian shall be evidenced by a safekeeping receipt.

## **8.0 PRUDENCE**

The standard of prudence to be used by the Township Treasurer shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Investment shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but investment, considering the probable safety of their capital as well as the probable income to be derived.

## **9.0 DIVERSIFICATION OF INVESTMENTS**

Meridian Township will diversify its investments by security type and institution/issuer. With the exception of United States Treasury or Agency securities, no more than fifty percent (50%) of the total investment portfolio will be invested in a single security type (see Appendix A). Meridian Township's investment committee may establish upper and lower target ranges providing guidelines for diversification.

## **10.0 MAXIMUM MATURITIES**

To the extent possible, Meridian Township will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, Township will not directly invest in securities with maturities more than five (5) years from the date of purchase.

## **11.0 INTERNAL CONTROLS**

The Treasurer shall actively participate in the annual independent review process by an external auditor. This review will provide internal control by assuring compliance with all applicable statutes, ordinances, policies and procedures.

## **12.0 PERFORMANCE STANDARDS**

The investment portfolio shall be designed with the objective of obtaining a rate of return throughout the budgetary and economic cycles, commensurate with the investment risk constraints and cash flow needs.

**12.1 Market Yield (Benchmark):** Meridian Township's investment strategy is passive. Given this strategy, the basis used to determine whether market yields are being achieved shall be to identify a comparable United States Treasury instrument as the benchmark which matches the portfolio investment duration, i.e. 90-day United States Treasury Bill, 6-month United States Treasury Bill, Average Fed Funds Rate, or a composite with similar representation to the portfolio targets.

## **13.0 ETHICS AND CONFLICT OF INTEREST**

Township financial officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the Treasurer any material financial interests in financial institutions that conduct business within this jurisdiction and shall further disclose any large personal financial/investment positions that could be related to the performance of the Township, particularly with regard to the time of purchase and sales.

## **14.0 REPORTING**

The Township Treasurer shall provide a quarterly report to the Board of Trustees which indicates a clear picture of the status and type of investments of the current portfolio. This report shall be prepared in a manner by which the Board may ascertain if investment activities during the reporting period have conformed of this investment policy.

## **15.0 SIGNATURES ON BANK ACCOUNTS**

All Meridian Township bank accounts shall have listed as signers the Township Treasurer, the Township Supervisor, the Township Clerk and the Township Manager.

## **16.0 AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS**

The Township Treasurer will maintain a list of financial institutions authorized to provide investment services. In addition, a list will also be maintained for approved security broker/dealers selected by credit worthiness that are authorized to provide investment services to Meridian Township.

These may include "primary" dealers or regional dealers that qualify under Securities & Exchange Commission Rule 15C3-1 (uniform net capital rule). No public deposit shall be made except in a qualified public depository as established by state/province laws. All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the treasurer with the following: (e.g. audited financial statements, proof of National Association of Security Dealers certification, trading resolution, proof of state/province registration, completed broker/dealer questionnaire, certification of having read entity's investment policy and depository contracts.) An annual review of the financial condition and registrations of qualified bidders will be conducted by the Treasurer. A current audited financial statement is required to be on file for each financial institution and broker/dealer in which the (entity) invests.



**16.0 FINANCIAL INSTITUTION ACKNOWLEDGEMENT AND AGREEMENT**

Financial institutions holding Township funds and investments shall receive, sign and return the following acknowledgement and agreement:

**ACKNOWLEDGEMENT OF RECEIPT OF INVESTMENT POLICY  
AND AGREEMENT TO COMPLY**

I have read and fully understand Act 20, PA 1943, as amended, and the Investment Policy of Meridian Township.

Any investment advice or recommendation on investments given by

\_\_\_\_\_

representing \_\_\_\_\_

To the Meridian Township Treasurer shall comply with the requirements of Act 20, PA 1943, as amended, and the Investment Policy of Meridian Township. Any existing investment not conforming with the statute of the policy will be disclosed promptly to Meridian Township.

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Appendix A (called for in 3.1.4)

APPENDIX A  
PORTFOLIO DIVERSIFICATION GUIDELINES

<b>Instrument Description</b>	<b>Security Type Maximum</b>	<b>Issuer Maximum</b>	<b>Maturity Maximum</b>
U.S. Treasuries	100%	N/A	5 years <sup>1</sup>
U.S. Agencies & Instrumentalities (Date specific maturities only)	100%	50%	5 years <sup>1</sup>
CD's Non-negotiable	50%	10%	2 years
CD's Negotiable	50%	10%	3 years
Municipal Bonds	50%	10%	5 years
Commercial Paper	50%	10%	270 days
Bankers Acceptances	25%	10%	184 days
Overnight Deposits <sup>2</sup>	25%	25%	1 day
Mutual Funds <sup>3</sup>	25%	10%	3 years

<sup>1</sup> Maturity Maximum - the five-year maximum applies to non-enterprise fund investments only. Enterprise fund reserves may be invested in securities exceeding five (5) years if the maturity of such investments is made to coincide as nearly as practicable with the expected use of the funds.

<sup>2</sup> Overnight Deposits - The Treasurer may invest overnight or short-term liquid assets to cover cash flow requirements in the following types of pools: Investment Pools organized under the surplus funds investment pool act of 1982, PA 367, MCL 129.111 to 129.118 or Investment Pools organized under the Urban Cooperation Act of 1967, PA7, MCL 124.501 to 124.512.

<sup>3</sup> Authority to Purchase Mutual Funds - The Treasurer may invest in no-load fixed income mutual funds composed of investment vehicles, which are legal for direct investment by local units of government in Michigan, either taxable or tax-exempt. This authorization is limited to mutual funds whose intent is to maintain a net asset value of \$1.00 per share.

# GLOSSARY

**ACCRUED INTEREST:** The accumulated interest payable on a security since the last interest payment made by the issuer.

**AGENCY:** A debt security issued by a federal or federally sponsored agency. Federal agencies are backed by the full faith and credit of the U. S. Government. Federally sponsored agencies (FSAs) are backed by each particular agency with a market perception that there is an implicit government guarantee. An example of a federal agency is the Government National Mortgage Association (GNMA). An example of an FSA is the Federal National Mortgage Association (FNMA).

**BANKERS' ACCEPTANCE (BA):** A draft or bill of exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.

**BENCHMARK:** A comparative base for measuring the performance or risk tolerance of the investment portfolio. A benchmark should represent a close correlation to the level of risk and the average duration of the portfolio's investment.

**BROKER:** A broker brings buyers and sellers together for a commission.

**CERTIFICATE OF DEPOSIT (CD):** A time deposit with a specific maturity evidenced by a certificate. Large-denomination CDs are typically negotiable.

**COLLATERAL:** Securities, evidence of deposit or other property which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

**COMMERCIAL PAPER:** An unsecured short-term promissory note issued by corporations, with maturities ranging from 2 to 270 days.

**COUPON:** (a) The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value. (b) A certificate attached to a bond evidencing interest due on a payment date.

**DELIVERY VERSUS PAYMENT:** There are two methods of delivery of securities: delivery versus payment and delivery versus receipt. Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with an exchange of a signed receipt for the securities.

**DIVERSIFICATION:** Dividing investment funds among a variety of securities offering independent returns.

**DURATION:** A measure of the timing of the cash flows, such as the interest payments and the principal repayment, to be received from a given fixed-income security. This calculation is based on three variables; term to maturity, coupon rate, and yield to maturity. The duration of a security is a useful indicator of its price volatility for given changes in interest rates.

**FEDERAL NATIONAL MORTGAGE ASSOCIATION (FNMA):** FNMA, like GNMA, was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development (HUD). It is the largest single provider of residential mortgage funds in the United States. Fannie Mae, as the corporation is called, is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and second loans, in addition to fixed-rate mortgages. FNMA's securities are also highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

**GOVERNMENT NATIONAL MORTGAGE ASSOCIATION (GNMA OR GINNIE MAE):** Securities influencing the volume of bank credit guaranteed by GNMA and issued by mortgage bankers, commercial banks, savings and loan associations, and other institutions. Security holder is protected by full faith and credit of the U. S. Government. Ginnie Mae securities are backed by the FHA, VA or FmHA mortgages. The term “pass-through” is often used to describe Ginnie Maes.

**INVESTMENT POLICY:** A concise and clear statement of the objectives and parameters formulated by an investor or investment manager for a portfolio of investment securities.

**LIQUIDITY:** A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable size can be done at those quotes.

**LOCAL GOVERNMENT INVESTMENT POOL (LGIP):** The aggregate of all funds from political subdivisions that are placed in the custody of the State Treasurer for investment and reinvestment.

**MARKET VALUE:** The price at which a security is trading and could presumably be purchased or sold.

**MASTER REPURCHASE AGREEMENT:** A written contract covering all future transactions between the parties to repurchase---reverse repurchase agreements that establishes each party’s rights in the transactions. A master agreement will often specify, among other things, the right of the buyer-lender to liquidate the underlying securities in the event of default by the seller-borrower.

**MATURITY:** The date upon which the principal or stated value of an investment becomes due and payable.

**MONEY MARKET:** The market in which short-term debt instruments (bills, commercial paper, bankers’ acceptances, etc.) are issued and traded.

**PORTFOLIO:** Collection of securities held by an investor.

**RATE OF RETURN:** The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity.

**REPURCHASE AGREEMENT (RP OR REPO):** A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security “buyer” in effect lends the “seller” money for the period of the agreement, and the terms of the agreement are structured to compensate him for this. Dealers use RP extensively to finance their positions. Exception: When the Fed is said to be doing RP, it is lending money that is, increasing bank reserves.

**SAFEKEEPING:** A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank’s vaults for protection.

**SPECULATION:** Assumption of risk in anticipation of gain but recognizing a higher than average possibility of loss.

**TREASURY BONDS:** Long-term coupon-bearing U. S. Treasury securities issued as direct obligations of the U. S. Government and having initial maturities of more than ten years.

**TREASURY NOTES:** Medium-term coupon-bearing U. S. Treasury securities issued as direct obligations of the U. S. Government and having initial maturities from two to ten years.

**VOLATILITY:** A degree of fluctuation in the price and valuation of securities.

**YIELD:** The rate of annual income return on an investment, expressed as a percentage. (a) **INCOME YIELD** is obtained by dividing the current dollar income by the current market price for the security. (b) **NET YIELD** or

**YIELD TO MATURITY** is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.



**To: Board Members**  
**From: Stephen Gebes, Technology Director**  
**Date: October 17, 2023**  
**Re: Information Technology Project Update**

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At the June 7<sup>th</sup>, 2022 Board meeting, the Township Board authorized the Manager to expend ARP funds to execute a contract for the technology enhancements outlined in an improvement plan presented by Brightline IT in May of 2022. This plan included the following projects:

1. Meraki Network Switches at all main sites ✓
2. Palo Alto Firewall appliance installation at all main sites ✓
3. SD-WAN ✓
4. Meraki WLAN infrastructure ✓
5. AT&T, Verizon, & Comcast Business Internet enhancements ✓
6. New vulnerability management assets including Microsoft Patch Management servers ✓
7. Two-Factor authentication for all public facing access points ✓
8. QuickHelp Learning Management & testing tools ✓
9. Storage Area Network reengineering & replacement ✓
10. Disaster Recovery as a Service ✓
11. Enhanced Network Monitoring solutions ✓
12. Backup System Replacement
13. Microsoft 365 enhancements
14. Workstation replacements

Although various supply chain issues and other emergent projects have caused minor delays, the technology team continues to make significant progress on this list in conjunction with our third party assistant, Brightline IT.

In 2022, the team replaced Meraki switches (1) & the primary firewall at the Town Hall Building. In early 2023, staff upgraded all remote sites with new Palo Alto firewalls and enhanced Internet connections (2 & 5). The site-dedicated Palo Alto Firewalls were then configured to facilitate a Software Defined – Wide Area Network that increases reliability & performance at all of our sites (3).

Meraki Wi-Fi access points were finally delivered and installed throughout all facilities as soon as the products arrived in early 2023 (4).

Throughout the above improvements, Brightline installed new patch management servers for the Township (6), assisted with the roll out of various training campaigns (8), and advised on the implementation of two-factor authentication to all of our Office 365 users (7).

**Memo to Township Board**  
**October 17, 2023**  
**Re: IT Project Update**  
**Page 2**

Perhaps the most significant enhancement completed to date is the implementation of the new Disaster Recovery as a Service System that came online in late March of 2023 (10). This significantly improves the Township's ability to respond to a wide variety of both natural disaster and manmade events that might otherwise result in the loss of data.

In April of 2023, the new Storage Area Network Device was brought online (9). Data transfers are now complete; this will lay the foundation for new data backup systems to replace the outdated systems currently employed by the Technology team, which is working to remove the deprecated hardware.

In June of 2023, the technology team began building new views in the Network Monitoring System implemented by Brightline (11). IT staff is now building & incorporating custom network reports into our daily security reviews.

Currently, internal and external resources are focused on hardening of one of our most critical cloud resources, the Township's Office 365 environment. This includes, but not limited to, email, cloud storage, calendars, collaboration, office applications, etc. The Team is pushing to finish this project over the next several weeks.

Additionally, now that Township operations have all returned to the Township Hall, IT staff is reprioritizing replacement of outdated workstation computers and deployment of Network Monitoring agents on all workstation computers.

Overall, this puts us over 90% of the way through our initially planned improvements, and leaves us with the remainder of 2023 to finish the backup enhancements and workstation replacements.

IT staff considers all of this activity to have been an unqualified success and has our technology in a place that will require little more than ongoing updates and minor enhancements over the next budget cycle.



**To: Board Members**  
**From: Michael Hamel, Fire Chief**  
**Date: October 11, 2023**  
**Re: Fire Protection and Emergency Services Cost Recovery Ordinance Update**

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The Fire Department proposes the addition of Article III to Chapter 18 of the Township Code of Ordinances to inform the public and other applicable parties of cost recovery charges for emergency response within the Township’s jurisdictional limits.

The intention of Article III is to fairly allocate the costs of providing fire department services and other emergency services among those responsible for them. The article establishes a policy and sets forth the methods by which it may recover costs incurred in making appropriate responses and providing the related services.

The following is a non-exhaustive list of fire protection services and other emergency services that shall be billable and collectible as cost recovery charges (Article III, Section 18-32):

- (a) Responding to a multi or single motor vehicle and/or pedestrian accident, or other incident involving motor vehicle(s) and/or pedestrian(s).*
- (b) Responding to a grass, rubbish, motor vehicle, aircraft, train, tree or forest, house, multiple-family building, hotel, motel, or other commercial establishment fire.*
- (c) Responding to requests for emergency medical services.*
- (d) Responding to requests to provide ambulance services.*
- (e) Responding to a downed power line or other non-HAZMAT public utility hazard response.*
- (f) Responding to excessive requests for emergency assistance.*
- (g) Responding to a bomb threat.*
- (h) Responding to a threat to harm oneself or others.*
- (i) Demolition of a structure.*
- (j) Other emergency or rescue service(s) not covered by Article I or II of this Chapter, or Article II of Chapter 22.*
- (k) Other services not specifically listed that are determined by the Meridian Township Fire Department Chief to be fire protection or other emergency services.*

The following motion is proposed for Board consideration:

**MOVE TO APPROVE THE UPDATED COST RECOVERY ORDINANCE AMENDING CHAPTER 18 OF THE CODE OF THE CHARTER TOWNSHIP OF MERIDIAN TO INCLUDE THE ADDITION OF ARTICLE III “FIRE PROTECTION AND EMERGENCY SERVICES” AND AUTHORIZE THE CLERK AND SUPERVISOR TO SIGN THE ORDINANCE.**



ORDINANCE NO. \_\_\_\_\_

**ORDINANCE AMENDING CHAPTER 18 OF THE CODE OF THE CHARTER TOWNSHIP OF  
MERIDIAN, INGHAM COUNTY, MICHIGAN BY ADDING ARTICLE III  
FIRE PROTECTION AND EMERGENCY SERVICES COST RECOVERY**

**THE CHARTER TOWNSHIP OF MERIDIAN ORDAINS:**

Section 1. Amendment to Chapter 18, Article II of the Code of Ordinances. The code of the Charter Township of Meridian, Ingham County, Michigan, Chapter 18, Article II, shall be amended to reserve Sections 18-21 through 18-29 for future use.

Section 2. Amendment to Chapter 18 of the Code of Ordinances by adding Article III. The Meridian Charter Township Code of Ordinances, Chapter 18, shall be amended to add the following new and additional Article III entitled Fire Protection and Emergency Services Cost Recovery, which shall read as follows:

**ARTICLE III  
Fire Protection and Emergency Services Cost Recovery**

**Section 18-30. Definitions.**

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

**BOMB THREAT**

The verbal or written threat of a bomb or other explosive device which, if discharged as threatened, would violate a federal, state, or local law.

**COST RECOVERY CHARGES**

Include the non-exhaustive list of fire protection services and other emergency services enumerated in § 18-32 of this article.

**DEMOLITION OF A STRUCTURE**

The tearing down of a structure damaged by fire that must, as determined by the Meridian Township Fire Department Fire Chief, be promptly demolished following the fire to protect public safety.

**DIRECT BENEFIT**

Receiving a “direct benefit” means causing, requesting, or being involved in an accident or incident within the Township’s jurisdictional limits that causes a response by the Township (i.e., dispatching a fire truck or an ambulance) to provide fire or other emergency services. Receiving a “direct benefit” shall also include instances where a medical or care facility (including its employees, agents, and contractors) causes or requests the Township to provide non-emergent transportation to one of the facility’s patients, residents, or occupants.

**DOWNED POWER LINE OR OTHER NON-HAZMAT PUBLIC UTILITY HAZARD RESPONSE**

The disabling of any transmission, distribution, or service line, cable, conduit, pipeline, wire or the like used to provide, collect, or transport electricity, natural gas, communication or electronic signals (including, but not limited to, telephone, computer, cable television, and stereo signals or electronic impulses), water or sanitary or storm sewage if the owner or party responsible for the maintenance of such utility line does not respond within one hour to a request to repair or correct such failure.

#### **EXCESSIVE REQUESTS FOR EMERGENCY ASSISTANCE**

Any request for emergency assistance made to a particular location if emergency assistance has been requested to such location more than five times in the preceding thirty days.

#### **MOTOR VEHICLE**

Any self-propelled or towed vehicle designed or used on the public streets, roads, and highways to transport passengers or property which is required to be registered for use upon such public streets, roads, and highways. For the purposes of this article, all trailers and appurtenances attached to any motor vehicle are deemed to be a motor vehicle.

#### **RESPONSIBLE PERSON**

An individual, firm, corporation, association, partnership, entity, consortium, or joint venture responsible for cost recovery charges and receiving a direct benefit from the fire protection services and/or other emergency services provided by the Township, and the heirs, estates, successors, and assigns of such responsible person(s), subject to any limitations expressly stated in § 18-35 (Exemptions) and § 18-37 (Multiple Responsible Persons) herein.

#### **TOWNSHIP**

The Charter Township of Meridian and all of its departments, specifically including the Meridian Township Fire Department.

#### **Section 18-31. Findings and Purpose.**

This article is adopted to enable the Township to bill for and collect “cost recovery charges,” as defined herein, from those receiving direct benefits from fire department services and other emergency services provided by the Township, pursuant to state law, including Public Act 33 of 1951, being MCL § 41.801 *et seq.*

The Township finds that this article is necessary to fairly allocate the costs of providing fire department services and other emergency services among those responsible for them. The Township further finds that this article is necessary to establish a policy and set forth the methods by which it may recover costs incurred in making appropriate responses and providing services in connection with same.

It is expressly the purpose of this article to provide for and promote the safety and welfare of the general public and not to create or designate any particular class of persons who will or should be specially protected by its terms.

#### **Section 18-32. Cost Recovery Charges.**

Subject to Section 18-35 of this article (Exemptions), the following is a non-exhaustive list of fire protection services and other emergency services that, when provided by the Township within the Township’s jurisdictional limits, are billable and collectible as “cost recovery charges” in accordance

with the Township's Resolution Adopting Fee Schedule for this article and the fee schedule attached thereto.

- (a) Responding to a multi or single motor vehicle and/or pedestrian accident, or other incident involving motor vehicle(s) and/or pedestrian(s).
- (b) Responding to a grass, rubbish, motor vehicle, aircraft, train, tree or forest, house, multiple-family building, hotel, motel, or other commercial establishment fire.
- (c) Responding to requests for emergency medical services.
- (d) Responding to requests to provide ambulance services.
- (e) Responding to a downed power line or other non-HAZMAT public utility hazard response.
- (f) Responding to excessive requests for emergency assistance.
- (g) Responding to a bomb threat.
- (h) Responding to a threat to harm oneself or others.
- (i) Demolition of a structure.
- (j) Other emergency or rescue service(s) not covered by Article I or II of this Chapter, or Article II of Chapter 22.
- (k) Other services not specifically listed that are determined by the Meridian Township Fire Department Chief to be fire protection or other emergency services.

#### **Section 18-33. Time for Payment of Cost Recovery Charges.**

The cost recovery charges under this article are due and payable by the responsible person(s) within 30 days from the date on the Township's invoice mailed to the last known address of the responsible person(s). If payment is not received within 30 days, such cost recovery charges are collectible through proceedings in district court or in any court of competent jurisdiction as a matured debt.

#### **Section 18-34. Collection of Charges.**

Upon the failure of a responsible person(s) to pay the cost recovery charges due within the time limit for payment provided in § 18-33 (Time for Payment of Cost Recovery Charges), the Township Treasurer shall have the right and power to add all cost recovery charges to the tax roll of the property of the responsible person(s) in the Township from which, upon which, or related to which the cost recovery charges were incurred and to levy and collect such costs in the same manner as provided for the levy and collection of real property taxes against such property or premises. In addition, the Township Treasurer may collect any overdue amounts from the responsible person(s) in any other manner permitted by law, including the filing of a collection suit in a court of competent jurisdiction. Any overdue amounts shall bear interest at the rate set forth in the annual schedule of fees.

#### **Section 18-35. Exemptions.**

The following properties and services are exempt from cost recovery charges under this article:

- (a) Responding to a fire involving Township buildings, grounds, and/or property.
- (b) Responding to a fire or providing other emergency services that are provided and performed outside of the Township. Notwithstanding such exemption for services provided outside of the Township, the Township and other municipalities may adopt (an) ordinance(s) to impose fees for fire and emergency service runs within their respective territories under MCL 41.801 *et seq.*, as amended, and may otherwise contract for recovery of costs in their respective territories through measures including, but not limited to, a mutual aid agreement allowing for cost recovery.

#### **Section 18-36. Non-Exclusive Charges.**

Cost recovery charges are not the only charges that may be made by the Township for the costs and expenses of providing fire protection and other emergency services within the Township's jurisdictional limits. Additional charges may be collected by the Township through general taxation after an approving vote of the electorate or by a special assessment established under the applicable Michigan statute(s). General fund appropriates may also be made to cover such additional costs and expenses of providing fire protection and other emergency services.

#### **Section 18-37. Multiple Responsible Persons.**

When a particular fire protection or other emergency service rendered by the Township directly benefits more than one person, each person so benefited is jointly and severally liable for the payment of the full charge for such service. Provided, however, that if a court of competent jurisdiction determines that one or more persons who received fire protection or other emergency service rendered by the Township was at fault for the incident resulting in such service, the other person(s) involved in the incident shall not be considered "responsible persons" for the purposes of this article.

#### **Section 18-38. Appeal.**

- (a) Any person who has been billed may appeal the assessment of cost recovery charges to the Meridian Township Fire Department Chief. Such appeal shall be in writing, shall be filed with the Fire Chief within the time limit for payment provided in § 18-33 (Time for Payment of Cost Recovery Charges), and shall state every reason why the cost recovery charges should not be paid, supporting such with adequate and verifiable facts. The Fire Chief shall render a decision on the appeal and shall notify the appellant and the Township Treasurer of the decision in writing. The Fire Chief may, in his or her discretion, waive or reduce cost recovery charges, based on the information submitted.
- (b) Any person aggrieved by the decision of the Fire Chief made pursuant to § 18-31(a) may file a written appeal, along with any supporting documentation, with the Township Manager within 30 days after the date of the written decision by the Fire Chief. The Township Manager shall determine whether the decision of the Fire Chief is supported by the documents and information in the file.

(c) The Township Treasurer shall defer collection of cost recovery charges while any appeal is pending; provided, however, that any interest allowed on cost recovery charges shall continue to accrue during the appeal period.

**Section 18-38. Non-Applicability of No Fault Act.**

This ordinance provides authority to the Township to collect cost recovery charges for fire and emergency services provided by the Township, and within the Township, to a responsible person(s). No claim under this ordinance is for, or relates to, property damage(s). Michigan's No Fault Act, as amended, MCL 500.3101 *et seq.*, does not apply to, conflict with, or preempt this ordinance.

**Section 18-39. No Limitation of Liability.**

The collection of cost recovery charges pursuant to this article does not limit the liability of a responsible person under applicable local, state, or federal law.

Section 3. Validity and Severability. The provisions of this Ordinance are severable and the invalidity of any phrase, clause or part of this Ordinance shall not affect the validity or effectiveness of the remainder of the Ordinance.

Section 4. Repealer Clause. All ordinances or parts of ordinances in conflict therewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 5. Savings Clause. This Ordinance does not affect rights and duties matured, penalties that were incurred, and proceedings that were begun, before its effective date.

Section 6. Effective Date. This Ordinance shall become effective immediately upon its publication.

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Patricia Herring Jackson  
Township Supervisor

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Deborah Guthrie  
Township Clerk



**To:** Township Board

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

**Date:** October 11, 2023

**Re:** Recreational Marijuana Scoring Criteria

In July, the Township Board approved an ordinance to allow recreational marijuana establishments to be permitted in the Township. The next stage for the implementation of that ordinance is the adoption of Procedures and Standards to guide the review and approval of the applications and the criteria on which to judge the issuance of recreational permits. *An ordinance amendment is not required.* This will allow the Board to review each application against the same criteria to ensure that the establishments are treated equally when determining which applicant can move forward to Special Use Permit submittal.

In conjunction with the Township Attorney, Staff is recommending utilizing a series of criteria to analyze the applications, similar to the process to assess a Special Use Permit. Rather than a number-based scoring system, the criteria for each application would be independently analyzed. This process is more consistent with our other land use related decisions and is a process that the Attorney's office is comfortable utilizing. Given the zoning in each district, this will allow more direct comparisons between applicants in the same geographic area.

Additionally, the Township Board also needs to establish the mechanics of application consideration. Since medical marijuana utilized a lottery process, there is no existing framework to utilize for consideration of recreational permits. The Board may review the applications themselves directly. Alternatively, the Board may establish a committee to initially review the applications and make a recommendation. In this option, the Board still retains the final decision. However, the size and membership of the committee would need to be decided.

Staff looks forward to this important discussion with the Board and moving this policy forward towards eventual applications.

### **Attachments**

1. Recreational marijuana scoring criteria

## **Recreational Marijuana Licensing Competitive Review Criteria**

1. The content and sufficiency of the information provided in the application for recreational marijuana licensing.
2. Whether the proposed licensed location is consistent with the land use for the surrounding neighborhood.
3. Whether the applicant and its stakeholders have demonstrated competency in business operations and have a good reputation in the community and marijuana industry, viewed in light of history of compliance with state and local laws and regulations; whether the applicant or its stakeholders has held or currently holds any other state regulated license, including a CRA issued license or a liquor license; whether the applicant or its stakeholders currently operate or previously operated any other marijuana or state regulated businesses; reviews and references related to any ongoing business operations; and any other information or documentation that demonstrates good reputation and good moral character.
4. The extent that proposed plans eliminate or minimize traffic, noise, and odor effects on the surrounding neighborhood.
5. Whether the applicant has demonstrated a dedication to Meridian Township and the community, including but not limited to the following local economic criteria:
  - a. How many permanent full-time employees are proposed and the applicant's plans for providing competitive compensation, benefits or educational programs to its employees.
  - b. Whether the applicant has articulated plans or strategies to hire local contractors for the renovation and/or construction of the proposed facility.
  - c. The applicant or its members or shareholders have a history of business operations in the Township and compliance with regulations, permitting, etc.
6. How the application meets the following physical site criteria:
  - a. The extent of extra security measures taken above the minimum-security measures required under state law.
  - b. For projects proposing to erect a new building, the total estimated investment amount per sq. ft. for constructing the facility.
  - c. For projects proposing to reuse or renovate an existing building, the amount of time the existing building or suite was vacant prior to the marijuana applicant obtaining control of the property.
  - d. For all projects, the estimated amount of investment in the build out of the suite proposed for the establishment, including fixtures and equipment.
  - e. The environmental benefits of development of the site, specifically:

- i. Whether there is a plan to clean up former brownfield or blighted property.
    - ii. The extent to which the renovation or build out utilizes an environmentally friendly design.
    - iii. Whether the property to be improved has an environmentally friendly production and waste management design and plan.
  - f. The extent of upgrades and renovations to the landscaping, parking, and lighting beyond minimum ordinance requirements.
  - g. The harmonious nature of the build out or renovation with the surrounding area.
  - h. The location will not harm the health, welfare, or safety of abutting residents or abutting properties.
7. Whether the applicant and its stakeholders have reasonably demonstrated that they possess sufficient financial resources to implement and carry out their proposed business plan and operations. In assessing this criterium, the Township should consider the scope of applicant's proposed business plan in conjunction with documentation of financial assets (i.e. bank statements, tax returns, documents denoting pecuniary interest utilized by the CRA), liabilities, and sources of funding.
8. Whether the applicant is an existing and operating medical marijuana Permit Holder within the Township and the length of time of such operations.
9. Whether the planned signage for the proposed location is consistent with the land uses in the surrounding neighborhood and of such a design and location that is in harmony with the purpose and intent of the Zoning Ordinance and the Meridian Township Recreational Marihuana Ordinance. This includes, but is not limited to, the size, location, construction materials of the sign and/or design of the sign, logos, or lighting.
10. Whether the applicant has planned community outreach to the Township and its residents, including but not limited to planned educational services, charitable or philanthropic activity, community improvement, or other programs that will directly benefit the Township, Township services, or improve the health, safety, and welfare of the Township and its residents.