



CHARTER TOWNSHIP OF MERIDIAN  
LAND PRESERVATION ADVISORY BOARD REGULAR MEETING MINUTES  
Township Service Center  
2100 Gaylord C. Smith Court | Haslett, MI  
Wednesday, February 14, 2024, 6 PM

PRESENT: Board Members: Jamie Hiller, Steve Thomas, Kris Parnell, Kathy Fay, Mark Stephens, Yu Man Lee.  
ABSENT: None.  
STAFF: Emma Campbell, Stewardship Coordinator  
TOWNSHIP: 2023 Appointment not finalized

1. CALL MEETING TO ORDER

Chair Hiller called the meeting to order at \_\_\_6:06\_\_\_ pm

2. PUBLIC COMMENT

A. None.

3. APPROVE AGENDA

A. February 14, 2024

**Board member Stephens moved to approve the February 14, 2024 Agenda to place on file. Board member Parnell seconded.**

**Voice vote: unanimous.**

4. APPROVE MINUTES

A. January 10, 2024

**Board member Parnell makes a motion to place the January 10, 2024 minutes on file as amended. Vice Chair Thomas seconded.**

**Voice vote: Unanimous.**

5. COMMUNICATIONS

A. 2024 Land Preservation Advisory Board Meeting Schedule (Please see Exhibit A)

B. Board vacancy

a. Supervisor Jackson will appoint a Township Trustee to the board at a later date. Yu Man Lee is the new liaison from Environmental Commission. The board will move forward with 7 members, filling the 8<sup>th</sup> spot if qualified applications are submitted.

**Board member Parnell makes a motion to place February 14, 2024 Communications on file. Board member Fay seconded.**

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### Voice vote: Unanimous

#### 6. ACTION ITEMS

- A. Election of Officers
  - a. Elect 2024 Chair and Vice Chair (Please see Exhibit B)

#### 7. DISCUSSION ITEMS

- A. Cornell-Sweetwood Post-Acquisition Process
  - a. Staff updates board members on the process of post-acquisition (flow chart in meeting packet)
  - b. Next step will be hiring a contractor to complete the environmental assessment Phase II, and stewardship plan
  - c. Staff and board members will perform a site visit this summer when the management plans are done to go through the plans and discuss the content
  - d. Board member comments:
    - a. Are there restrictions on the naming rights of the property?
      - i. Staff will look into this further
    - b. Please add a timeline for the contractual work to be completed by.

#### 8. REPORTS

- A. STAFF REPORT: Stewardship Coordinator, Emma Campbell
  - a. Update on current preservation projects & issues
    - i. Recap for board members absent at January meeting; 2023 Annual Report for Stewardship, 2024 Land Preservation and Stewardship Goals, Update on preservation signage, New Land Preservation name signage, brochure and updated map
- B. ENVIRONMENTAL COMMISSION REPORT: Commissioner Yu Man Lee
  - a. Master Plan for 2022-2027
  - b. Identify items in the Master Plan to work on with the Planning Commission
    - i. Woodland and Wetland Ordinance
    - ii. Potential to have a joint meeting with the Environmental Commission to discuss these issues
  - c. Wetland Education and Outreach Program
    - i. Commissioner Lee will continue to work on these efforts
- C. PARK COMMISSION REPORT: Commissioner Mark Stephens
  - a. Currently working on updates to Marshall Park play structures and flood mitigation, installing a native wet meadow in the low area near the basketball court
  - b. \$150,000 diverted from Township Board (not park funds) to do these updates
  - c. \$150,000 will be diverted in 2025 as well

#### 9. PUBLIC COMMENT

- A. None.

#### 10. OTHER MATTERS AND BOARD MEMBERS' COMMENTS

- A. Schedule a ribbon cutting for land preserve signage in May at the April meeting

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11. ANNOUNCEMENTS

- A. Next Land Preservation Advisory Board Meeting: Wednesday, April 10, 2024 at 6 pm at the Township Service Center, 2100 Gaylord C. Smith Court, Haslett, MI 48840.

12. ADJOURNMENT

**Commissioner Lee moved to adjourn the meeting. Board member Parnell seconded.**

**Voice vote: Unanimous**

**Chair Hiller adjourned the meeting at 7:38 pm.**

# **EXHIBIT A**



**CHARTER TOWNSHIP OF MERIDIAN  
RESOLUTION TO DESIGNATE  
2024 LAND PRESERVATION ADVISORY BOARD  
MEETING RESOLUTION**

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At a regular meeting of the Land Preservation Advisory Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Service Center, in said Township on the 10th day of January 2024 at 6:00 pm, Local Time.

**PRESENT:** Steve Thomas, Kris Parnell, Kathy Fay, and Jamie Hiller.

**ABSENT:** Yu Man Lee, Mark Stephens.

The following resolution supported by Chair Jamie Hiller:

WHEREAS, the Land Preservation Advisory Board desires to announce the time, date, and place of all meetings of the Land Preservation Advisory Board; and

WHEREAS, the Land Preservation Advisory Board deems the 2024 regular meeting schedule sufficient to uphold the Township Board's Policies and Procedures, and advancement toward the Board's Global Ends; and

**NOW, THEREFORE, BE IT RESOLVED BY THE LAND PRESERVATION ADVISORY BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, THAT THE LAND PRESERVATION ADVISORY BOARD ADOPTS ITS REGULAR 2024 MEETING SCHEDULE AS FOLLOWS:**

<u>Date</u>		
January 10	Regular Meeting	6 pm
February 14	Regular Meeting	6 pm
April 10	Regular Meeting	6 pm
June 12	Regular Meeting	6 pm
July 10	Regular Meeting	6 pm
August 14	Regular Meeting	6 pm
September 11	Regular Meeting	6 pm
October 9	Regular Meeting	6 pm
November 13	Regular Meeting	6 pm

1. The Land Preservation Advisory Board has set a schedule to meet on the second Wednesday of the month. No meeting will be held for the month of March, May and December, unless one is called by the chairperson.
2. Each of the above meetings shall be held at the specified time in the lunch room of the Meridian Service Center, 2100 Gaylord C. Smith Ct., Haslett, Michigan, (517) 853-4000; with the exception of the joint meeting of the boards and commission which is held in the Town Hall Room, Meridian Municipal Building, 5151 Marsh Road, Okemos; unless changed and noticed in accordance with MCL 15.265

3. Special meetings of the Land Preservation Advisory Board may be called pursuant to the statute thereto appertaining.
4. Regular meetings may be canceled, recessed or postponed by members of the Land Preservation Advisory Board pursuant to the statute thereto appertaining.
5. A summary of this resolution stating date, place, and time shall be posted in the Meridian Municipal Building within ten (10) days after the first regularly scheduled meeting of the year in accordance with the MCL 15.265

ADOPTED: Vice Chair Thomas moved to approve the amended meeting calendar for 2024. Board Member Parnell seconded.

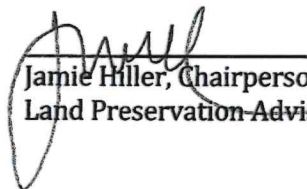
YEAS: Steve Thomas, Kris Parnell, Kathy Fay, & Jamie Hiller.

NAYS: None.

The resolution passed

STATE OF MICHIGAN )  
 ) ss:  
 COUNTY OF INGHAM )

I, the undersigned, the duly qualified Chairperson of the Land Preservation Advisory Board 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 Land Preservation Advisory Board held on the day of January 10<sup>th</sup>, 2024.

  
 Jamie Hiller, Chairperson  
 Land Preservation Advisory Board

# **EXHIBIT B**



**To: Land Preservation Advisory Board Members**  
**From: Emma Campbell, Land Stewardship Coordinator**  
**Date: February 14, 2024**  
**Re: Election of Officers for 2024**

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Chair opens the floor for nominations for **Chair**.

BOARD MEMBER PARNELL MOVED, TO NOMINATE JAMIE HILLER AS CHAIR.  
BOARD MEMBER FAY SECONDED.

Board member Jamie Hiller accepted the nomination.

Hearing no other nominations, Chair closed the floor to nominations for Chair.

Roll Call Vote:

AYES: Steve Thomas, Kris Parnell, Yu Man Lee, Mark Stephens, Kathy Fay, (Jamie Hiller abstained)

NAYS: None

Chair opens the floor for nominations for **Vice Chair**.

BOARD MEMBER PARNELL MOVED, TO NOMINATE STEVE THOMAS AS VICE CHAIR.  
BOARD MEMBER FAY SECONDED.

Board member Steve Thomas accepted the nomination.

Hearing no other nominations, Chair closed the floor to nominations for Vice Chair.

Roll Call Vote:

AYES: Kris Parnell, Yu Man Lee, Mark Stephens, Kathy Fay, Jamie Hiller (Steve Thomas abstained)

NAYS: None.