



CHARTER TOWNSHIP OF MERIDIAN

Land Preservation Advisory Board

Wednesday, March 8, 2017

Meridian Service Center

Meeting Agenda

1. Call Meeting to Order
2. Approve Agenda
3. Public Remarks
4. Approve Minutes (blue)
 - a. February 8, 2017
5. Communications (tan)
6. Old Business
7. New Business (orchid)
 - a. Financial Statement 12/31/16
8. Land Management and Stewardship Reports (green)
9. Public Comment
10. Other
11. Announcements
12. Closed Session (separate envelope)
13. Adjournment



**CHARTER TOWNSHIP OF MERIDIAN
LAND PRESERVATION PROGRAM**

MEETING OF THE LAND PRESERVATION ADVISORY BOARD
MARCH 8, 2017

4. Minutes

a. February 8, 2017

Draft

CHARTER TOWNSHIP OF MERIDIAN
LAND PRESERVATION ADVISORY BOARD

MEETING MINUTES
WEDNESDAY, FEBRUARY 9, 2017
6 PM – SERVICE CENTER

Members Present: Julie Brixie, Roland Harmes, Jamie Hiller, James Kielbaso, Yu Man Lee, Jon Mayes, Margo Smith, Mark Stephens

Members Absent: None

Staff: LuAnn Maisner, Director of Parks and Recreation; Jane Greenway, Senior Parks and Land Management Coordinator; Kelsey Dillon, Stewardship Coordinator

1. Call Meeting to Order

Chair Kielbaso called the meeting to order at 6:02 pm

2. Approve Agenda

Move.

BOARD MEMBER BRIXIE MOVED, BOARD MEMBER STEPHENS SECONDED, TO AMEND THE AGENDA TO MOVE AGENDA ITEM #8D, NEW BUSINESS, ELECTION OF OFFICERS, UP TO #3 AND RENUMBER REMAINING AGENDA ITEMS. Voice vote. Motion passed.

3. Election of Officers

BOARD MEMBER BRIXIE MOVED, BOARD MEMBER STEPHENS SECONDED, TO ELECT JON MAYES CHAIR AND JAMES KIELBASO VICE CHAIR. Voice vote. Motion passed.

4. Public Remarks

None

Board Member Harmes suggested a joint meeting between the Park Commission and Land Preservation Advisory Board (LPAB) and one topic could be the discussion of a land trade for Spengler Marsh. Members agreed this would be beneficial and a meeting will be scheduled in the near future.

5. Orientation

- a. Introduction of new member, Jamie Hiller

New board member Jamie Hiller gave a brief history and was introduced to the other board members and staff.

- b. Binder review

Coordinator Greenway reviewed the new pages for the board members manual.

6. Approve Minutes

- a. December 14, 016

BOARD MEMBER BRIXIE MOVED, BOARD MEMBER SMITH SECONDED, TO APPROVE THE DECEMBER 14, 20216 MINUTES AS PRESENTED. Voice vote. Motion passed.

7. Communications

- a. Email from Margo Smith; RE: TSN Webcast – How Deer Affect Plants, Pollinators and Ecological Processes: Studies in Southeast Michigan (The Stewardship Network monthly webcast)
- b. 2017 Stewardship Network Conference Notes
- c. From: Rhonda Bueche, Okemos, RE: in opposition to the rezoning of the Walnut Hills Country Club
- d. Invitation to the Celebrate Enactment Day event at the Michigan State Capitol on February 16, 2017
- e. 2017 Family Fun Guide: Land Preserves of Meridian Township, page 32; Land Preservation Spotlight, page 33; Meridian Parks Volunteer Connection, page 57 and 58
- f. Joint Meeting presentation: Meridian Township Land Preservation 2016, Meridian Township Land Preservation Program 2017 Projects, 2016 Park Facility Accomplishments; Meridian Township Park Commission 2017 Projects

BOARD MEMBER BRIXIE MOVED, BOARD MEMBER STEPHENS SECONDED, TO ACCEPT AND PLACE THE ITEMS OF COMMUNICATION ON FILE. Voice vote. Motion passed.

8. Old Business

None

9. New Business

- a. Sierra Ridge Flowage Easement
Ingham County Drain Commissioner's Office representative Dave Love presented the request for a flowage easement through Township property (presentation included in meeting packet)

Discussion:

- Concerned about the quality of water flowing into the Land Preserve from the development
- Drain Commission plan to install a rain garden on the east side of the culvert and will be responsible for the management of the rain garden

BOARD MEMBER BRIXIE MOVED, BOARD MEMBER STEPHENS SECONDED, TO RECOMMEND THE TOWNSHIP BOARD APPROVE THE FLOWAGE EASEMENT WITH THREE CONDITIONS:

- 1) A RAIN GARDEN BE INSTALLED TO IMPROVE THE QUALITY OF THE WATER FLOWING INTO THE LAND PRESERVE.
- 2) THE DRAIN COMMISSION INCLUDES EDUCATIONAL SIGNAGE NEAR THE RAIN GARDEN ABOUT THE IMPORTANCE OF THIS NATURAL FEATURE
- 3) THE DRAIN COMMISSION USE NATIVE, SALT-TOLERANT PLANTS IN THE RAIN GARDEN.

Discussion:

- Suggested including a recommendation stating the Drain Commission is responsible for the maintenance
- Inquired about the Costigan Drain in the Forest Grove Land Preserve
- Expressed appreciation to the Drain Commission for working with LPAB on previous drain maintenance projects

Voice vote. Motion passed.

- b. Vernal Pool Project Proposal

Board Member Yu Man Lee, presented the proposal for the Vernal Pool Project by the Michigan Natural Features Inventory, MSU Extension (presentation included in the meeting packet). Board Member Lee asked to be excused for voting on the project.

BOARD MEMBER BRIXIE MOVED, BOARD MEMBER STEPHENS SECONDED, TO EXCUSE BOARD MEMBER YU MAN LEE FROM VOTING ON THE VERNAL POOL PROJECT. Voice vote. Motion passed.

BOARD MEMBER SMITH MOVED, BOARD MEMBER BRIXE SECONDED, TO APPROVE THE \$3,600 IN FUNDS REQUESTED FOR THE VERNAL POOL PROJECT BY THE MICHIGAN NATURAL FEATURES INVENTORY.

Roll Call:

AYES: Margo Smith, Julie Brixie, Roland Harmes, Jamie Hiller, James Kielbaso, Mark Stephens, Jon Mayes,

NAYES: None

EXCUSED: Yu Man Lee

Motion passed.

c. Support for the Stewardship Network/ MMSI

Leslie Kuhn and Jim Hewitt, Mid-Michigan Cluster of the Stewardship Network, presented the activities completed in 2016 and their request for financial support for the Stewardship Network projects and activities in 2017 (proposal included in the minute book).

Discussion:

- Members discussed the valuable work the Stewardship Network has completed in the land preserves

BOARD MEMBER BRIXIE MOVED, BOARD MEMBER SMITH SECONDED, THAT THE LAND PRESERVATION ADVISORY BOARD APPROVE THE EXPENDITURE OF \$5,000 OF MAINTENANCE FUNDS FOR THE PURPOSE OF SUPPORTING THE STEWARDSHIP NETWORK. 3,500 OF THE TOTAL SHOULD BE ALLOCATED TO THE MID-MICHIGAN CLUSTER OF THE STEWARDSHIP NETWORK.

Roll Call:

AYES: Margo Smith, Julie Brixie, Yu Man Lee, Roland Harmes, Jamie Hiller, James Kielbaso, Mark Stephens, Jon Mayes,

NAYES: None

Motion passed.

d. Election of Officers

This item was moved and addressed earlier in the meeting.

10. Land Management and Stewardship Reports

a. 2017 Management Plan

Stewardship Coordinator Dillon presented the management plan for 2017 (plan included in the meeting packet)

Discussion:

- Have branding team look at land preservation signage
- Do not order a boundary survey or marker posts for the Tank Wetland

- Move forward with stewardship plans for Southwest Meridian Uplands, Northridge and Forest Grove land preserves
- LPAB agreed to proceed with the 2017 management plan with the noted changes.

11. Public Comment

None

12. Other

None

13. Announcements

None

14. Closed Session

BOARD MEMBER SMITH MOVED, BOARD MEMBER STEPHENS SECONDED, TO MOVE INTO CLOSED SESSION.

Roll Call:

AYES: Margo Smith, Julie Brixie, Yu Man Lee, Roland Harmes, Jamie Hiller, James Kielbaso, Mark Stephens, Jon Mayes,

NAYES: None

Motion passed.

Moved to closed session at 8:56 pm.

BOARD MEMBER STEPHENS MOVED, BOARD MEMBER BRIXIE SECONDED, TO ADJOURN THE CLOSED SESSION AND RETURN TO THE OPEN SESSION.

Roll Call:

AYES: Margo Smith, Julie Brixie, Yu Man Lee, Roland Harmes, Jamie Hiller, James Kielbaso, Mark Stephens, Jon Mayes,

NAYES: None

Motion passed.

The meeting reopened at 9:11 pm.

BOARD MEMBER STEPHENS MOVED, BOARD MEMBER BRIXIE SECONDED, TO INSTRUCT STAFF TO TAKE SUCH ACTION AS DISCUSSED DURING CLOSED SESSION. Voice vote. Motion passed.

15. Adjournment

BOARD SMITH MOVED, BOARD MEMBER STEPHENS SECONDED. TO ADJOURN THE MEETING.

The meeting adjourned at 9:12 pm.



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7. New Business

a. Financial Statement 12/31/16

LAND PRESERVATION FUNDS
Preliminary Financial Statements
12/31/2016 (Unaudited)

	(209) <u>Land Acq Fund</u>	(210) <u>Land Pres Rsrv Fund</u>	<u>Combined</u>
BALANCE SHEET			
ASSETS			
Investments			
Cash	1,447,188.42	973,272.59	2,420,461.01
Savings	252,237.25	0.00	252,237.25
Certificates of Deposit	660,846.91	0.00	660,846.91
Agency Funds	0.00	1,830,000.00	1,830,000.00
Allowance For Investments	(7,324.00)	(6,839.60)	(14,163.60)
Money Market	1,010,093.61	200,705.99	1,210,799.60
Other			
Taxes Receivable	367,774.91		
Due from Trust & Agency	124,513.43		
Prepaid Expenses	555.00		
Cash, Investments & Other	<u>3,855,885.53</u>	<u>2,997,138.98</u>	<u>6,360,181.17</u>
TOTAL ASSETS	<u>3,855,885.53</u>	<u>2,997,138.98</u>	<u>6,360,181.17</u>
LIABILITIES			
Accounts Payable	3,915.93	0.00	3,915.93
Credit Card Payable	-	0.00	-
Accrued Liabilities	1,631.37	0.00	1,631.37
Due to General Fund	955.14		
Deferred Revenue	<u>540,387.66</u>	<u>0.00</u>	<u>540,387.66</u>
TOTAL LIAB	<u>546,890.10</u>	<u>0.00</u>	<u>545,934.96</u>
FUND BALANCE			
Restricted - Land Preservation activities	2,989,152.43	289,838.98	3,278,991.41
Restricted - Acquisitions	319,288.00	0.00	319,288.00
Nonspendable - Endowment	0.00	2,707,300.00	2,707,300.00
Nonspendable - Prepaids	555.00	0.00	555.00
TOTAL FUND BALANCE	<u>3,308,995.43</u>	<u>2,997,138.98</u>	<u>6,306,134.41</u>
TOTAL LIABILITIES AND FUND BALANCE	<u>3,855,885.53</u>	<u>2,997,138.98</u>	<u>6,852,069.37</u>
INCOME STATEMENT			
Millage	531,818.05	0.00	531,818.05
Investment Income	15,077.53	34,992.10	50,069.63
Grant and Donation Revenue	0.00	0.00	0.00
	<u>546,895.58</u>	<u>34,992.10</u>	<u>581,887.68</u>
EXPENDITURES			
Land Acquisition	4,000.00	0.00	4,000.00
Unrealized Loss on Investments	0.00	0.00	0.00
Transfer Out	0.00	0.00	0.00
Wages & Benefits	58,233.69	0.00	58,233.69
Professional Services	27,348.12	0.00	27,348.12
Maintenance and Supplies	1,840.36	0.00	1,840.36
	<u>91,422.17</u>	<u>-</u>	<u>91,422.17</u>
2016 YTD Net Income	<u>455,473.41</u>	<u>34,992.10</u>	<u>490,465.51</u>
BEGINNING FUND BALANCE	2,853,522.02	2,962,146.88	5,815,668.90
ENDING FUND BALANCE	3,308,995.43	2,997,138.98	6,306,134.41



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8. Land Management & Stewardship Reports

Stewardship Coordinator Report

Upcoming Events:

March 14th 6pm – Volunteer Appreciation Event

March 25th 10am – Vernal Pool Presentation

Public presentation about Vernal Pools in Meridian Township

March 31st 10:30am-2:30pm – Vernal Pool Training Workshop, “train the trainers”

April 8th 10am-12pm – MSU Global Day of Service

Volunteers will remove invasive shrubs at the Davis Foster Land Preserve.

April 9th 1:30pm-5pm – Vernal Pool Training Workshop, “train the volunteers”

April 12th – Garlic Mustard Kick Off

We will be organizing pulls throughout the township. Times/location TBD

April 28th – Tree Planting at Lake Lansing North

Arbor Day tree planting event with Zsa Mahon’s 3rd grade class at Lake Lansing North. Time TBD.

April 29th – Tree Planting at Towar Woods

Arbor Day tree planting event

Date TBD:

- Prescribed Burn – Mike Appel LLC, Not to exceed cost of \$1,100 + Fire fee
- Northridge Planting Day – possibly get a group in addition to HOA (late April)
- Seed balls at Davis Foster (end of May/early June)



Request for Quote
2017 Prescribed Burn Service Proposal
Meridian Township Land Preservation & Parks

Business Name: MIKE APPEL ENVIRONMENTAL DESIGN LLC

Contact: MIKE APPEL Email: appel@umich.edu

Address: 416 LONGSHORE SUITE C

Telephone Number: 734-395-1060 Fax: _____

Total Not-to-Exceed Cost: \$ 1045⁰⁰

Proposal Deadline: 3:00pm on Friday, February 10, 2017

Mike Appel Environmental Design LLC
734-395-1060

416 Longshore Suite C
Ann Arbor, MI 48105-1642

Services Overview - Prescribed Fire

Equipment:

4WD Compact pickup includes:

125 gal. water tank, 40 gpm gas-powered pump, 250 feet reel mounted hose
Drafting hose.

ATV with 35 gal high pressure sprayer, winch, tilt-bed trailer.

Site preparation:

32 HP, 4WD Kubota tractor
50" Woods Rotary mower for mown breaks
Double bottom plow for bare soil breaks
2 - 600 cfm gas-powered leaf blowers

Ignition and mop-up tools:

2 council rakes, 2 Pulaski axes
3 "Prescribed Burn Ahead" highway signs
4 Drip Torches, 1 Propane Torch for wetland ignition
2 Chain Saws

Crew equipment (up to 5):

NFPA fire-resistant clothing and gaiters, Nomex or equivalent.
Leather gloves and boots
Helmets with faceshields and neck sheaths
6 - 2 watt, 2 way radios with harnesses
6 - 5 gallon collapsible backpack sprayers

Training:

National Wildfire Coordinating Group Training
S-100, S-130, S-131, S-190, S-290, L-180

Experience and references:

Plantwise LLC, Ann Arbor, MI. Prescribed Burn Contractor. Led Appel crew as subcontractors on burns in all SE Michigan fire-adapted habitats; upland units to 200 acres, wetland units to 600 acres. 734-649-4367.

Mary James, Pinckney, MI. Private Landowner. Burn contractor in oak savanna, and fen on rolling to flat terrain adjoining state recreation land. 10 acres. 517-749-3380

Peter W. Meek, Ypsilanti, MI. Private Landowner. Burn contractor in old field and restored oak savanna. 55 acres. 734-487-5610

Bud and Kris Kipka, Marquette, MI. Private Landowner. Burn contractor on planted prairie at homestead in Saline, MI . 80 acres. 906-228-7087.

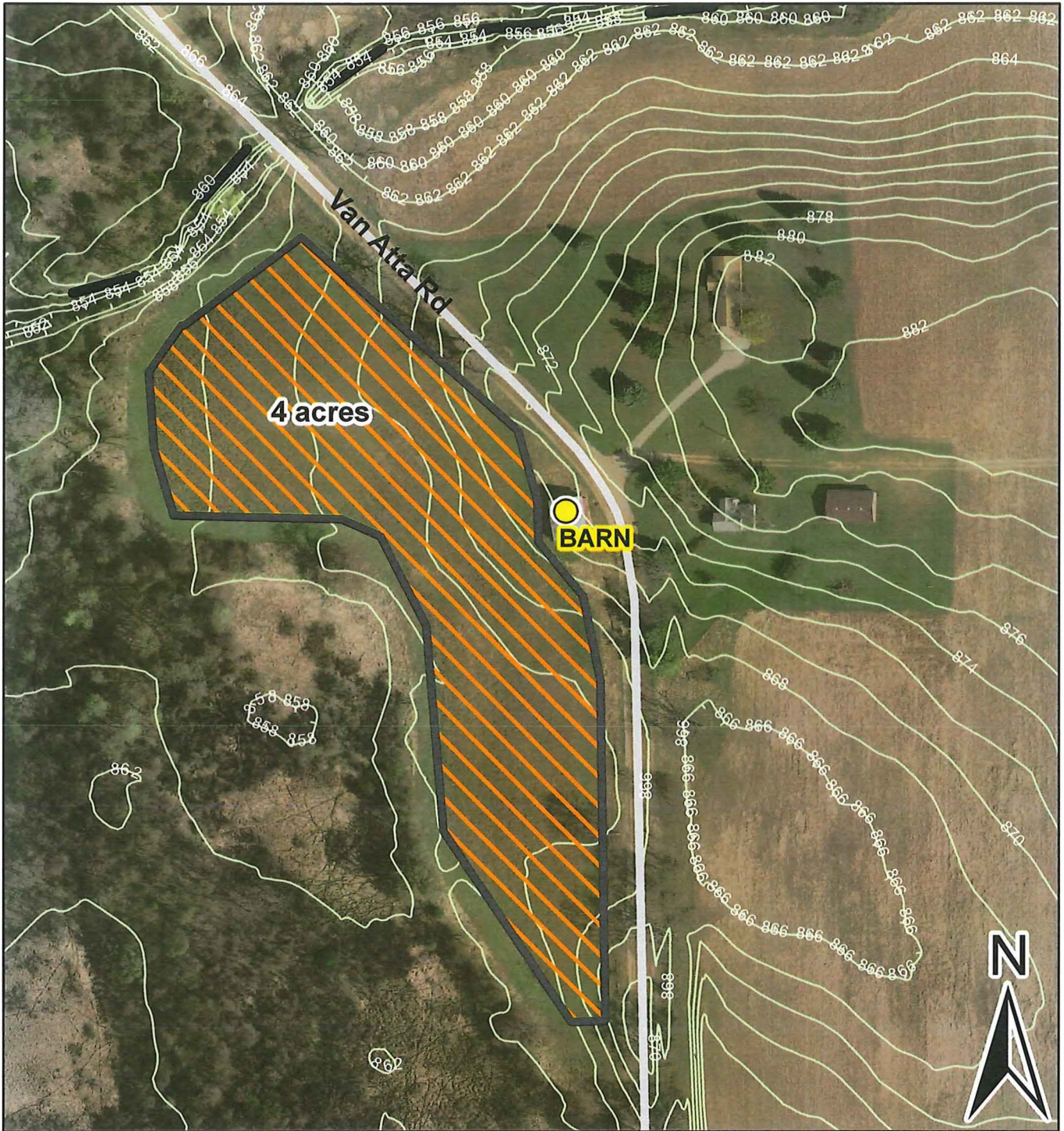
2017 Prescribed Burn Tabulation

The bid for the 5 acre prescribed burn at Davis Foster Land Preserve was extended to 3 companies and all 3 responded with bids as follows:


	Not-to-Exceed Cost
Borneman LLC	\$1,994
Mike Appel Environmental Design LLC	\$1,045
Plantwise LLC	\$1,170

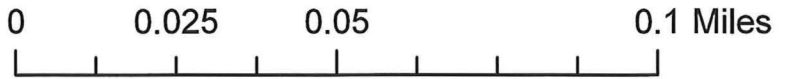
After reviewing these companies' qualifications and experience levels with the Meridian Fire Inspector, Tavis Millerov, Meridian Township Parks and Recreation will be awarding the bid to Mike Appel Environmental Design LLC to conduct the spring 2017 burn.

Davis Foster Land Preserve Burn Unit 4



Legend

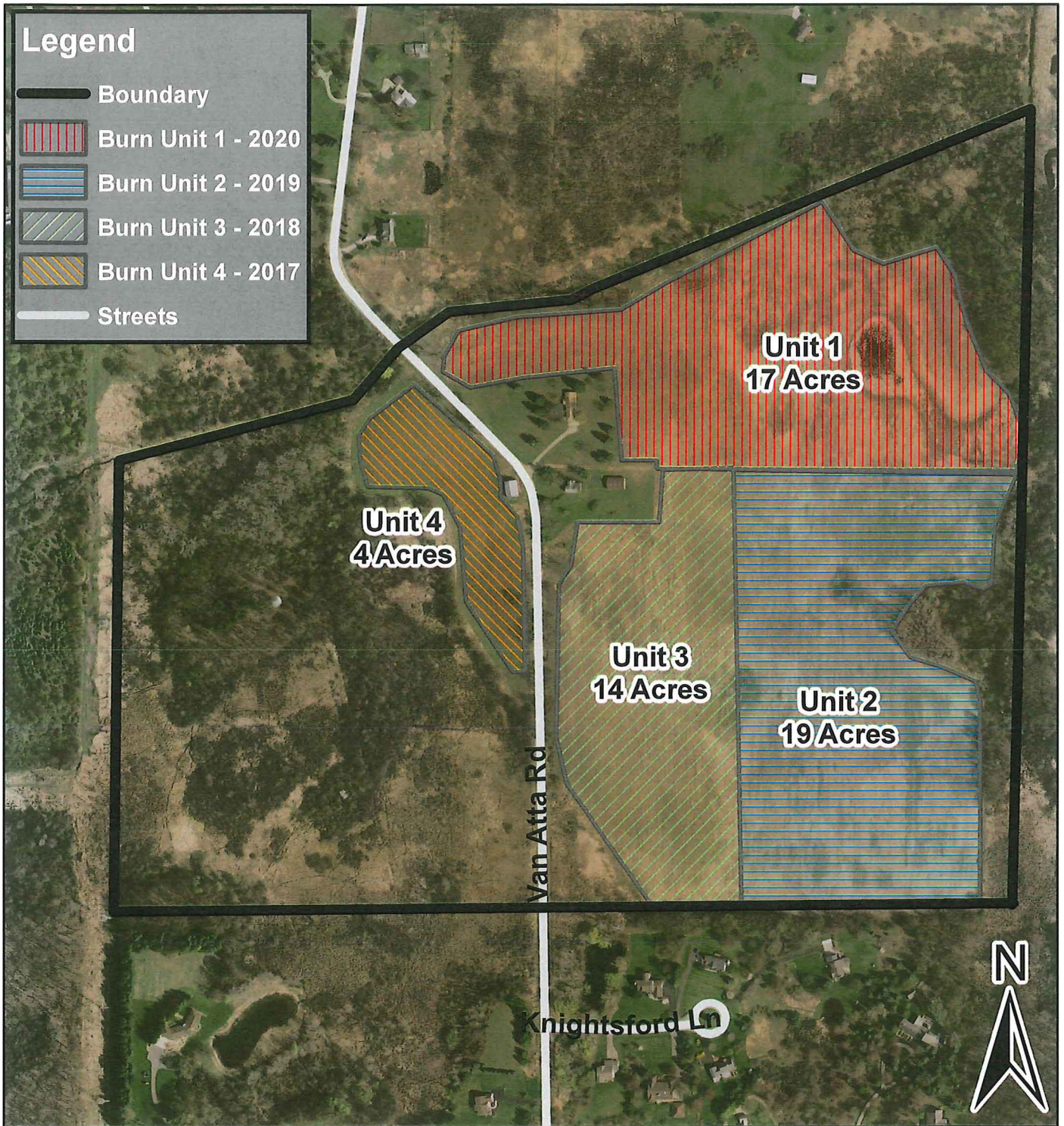
- Preserve Boundary
-  Burn Unit 4
- Contours 2 ft



5120 Van Atta Road, Okemos, MI 48864

Total Acres of Davis Foster Preserve = 109.62

Davis Foster Land Preserve Burn Units



5120 Van Atta Road, Okemos, MI 48864

0 0.05 0.1 0.2 Miles

Davis Foster Total Acres = 109.62