



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD – REGULAR MEETING
December 5, 2017 6PM



1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
3. ROLL CALL
4. PRESENTATION
 - A. Okemos High School Boys State Tennis Champions
 - B. Introduction of Interim Fire Chief
 - C. Introduction of New Police Officer-Lerico White
5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS
6. TOWNSHIP MANAGER REPORT
7. BOARD MEMBER REPORTS AND ANNOUNCEMENTS
 - A. Quarterly Treasurer's Report-Julie Brixie
8. APPROVAL OF AGENDA
9. CONSENT AGENDA (SALMON)
 - A. Communications
 - B. Minutes- November 14, 2017 Study Session
November 21, 2017 Regular Meeting
 - C. Bills
 - D. Ratification of Full-Time Paramedic/Firefighter Appointments
10. TOWN HALL MEETING
11. HEARINGS (CANARY)
 - A. Sleepy Hollow SAD Public Hearing
12. ACTION ITEMS (PINK)
 - A. Sleepy Hollow SAD Resolution #4
 - B. Transportation Commission Recommendation: Implement Railroad Quiet Zones
 - C. Transportation Commission Recommendation: Negotiate Formal Agreement with CATA Redi-Ride Service
 - D. 2018 Township Goals
 - E. Set a Date for Annual Performance Review-Township Manager
 - F. Appointment of Interim Fire Chief Lori Schafer
13. BOARD DISCUSSION ITEMS (ORCHID)
 - A. Vacant and Abandoned Buildings
 - B. Lake Lansing Road Diet
14. COMMENTS FROM THE PUBLIC
15. OTHER MATTERS AND BOARD MEMBER COMMENTS
16. ADJOURNMENT
17. POSTSCRIPT- JULIE BRIXIE

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

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

TOWNSHIP BOARD REGULAR MEETING COMMUNICATIONS DECEMBER 5, 2017

(1) Board Information (BI)

Dean Kanitz, 5148 Twinging Dr. Okemos; RE: Downtown Okemos

**CLERK'S OFFICE
BOARD COMMUNICATIONS
December 5, 2017**

Board Information (BI)

Maggie Rodgers-Sanders

From: Dean Kanitz <dkanitz@gmail.com>
Sent: Sunday, November 19, 2017 5:39 PM
To: Board
Subject: Downtown Okemos

Charter Township of Meridian Board,

Recently, there seems to be a large push to create a downtown Okemos. The current push seems to be to develop the intersection area of Okemos Rd and Hamilton. However, as it stands Okemos Rd functions as the main road to feed traffic into the area and is currently at peak periods of the day failing in terms of operational capacity. This high volume of traffic, operational challenges and safety will not get better when creating a downtown Okemos near this intersection. This is also not going to create a downtown that is going to be able to be expanded to grow the Okemos area as it is limited by a business on one side (Meijer), the Red Cedar on another and residential on the other.

Another challenge is what do you picture the future of retail, residential, transportation and community to look like? With the push for the green sustainable living, vehicular automation, changes in retail supply and demand, there are a lot of things changing with how traditionally designed communities are functioning. Therefore, it may be prudent into looking at the area that is currently between, Grand River Ave., Okemos Rd., Central Park Dr. and Marsh Rd for the chance to lead the township into the future.

Currently, major retailers are struggling to change their business models and we have seen multiple major retailers go bankrupt and leave the Meridian Mall. There is also a large amount of space that is currently just occupied by pavement that sits vacant the majority of the time as there are only a few weeks out of the year that this space is mostly utilized. However, if this space could be reimaged, it could not only help save our businesses, it could bring much more and turn downtown Okemos into a destination and a leader in the fight with what to do with tradition mall layouts.

This area of Okemos could be, have or contain:

- A 'Central Park' like space for events and concerts,
- 3-8 story buildings with a mix of residential, retail and parking,
- A series of building to building indoor and outdoor connections to make space usable every day of the year,
- Be designed to only accommodate sustainable LEED-certified buildings,
- Accommodate all modes of transportation and delivery options,
- Be configured as a small city with new streets with major, minor and local businesses mixed throughout.
- Be the future of what communities can be and set a new standard for communities in the Midwest.

I would like you to consider this because there is a lot of opportunities to move not only this space forward but to move Okemos forward. I am concerned about the level of opportunity that currently exists with the attempt to modernize the area around Okemos Rd at Hamilton.

The area of Okemos and Hamilton was not originally designed to accommodate the level of traffic that it is now required to handle. Therefore, by refocusing the vision onto the area within Grand River, Okemos, Central Park and Marsh rds., a new Okemos and new future for the Charter Township of Meridian can be envisioned with the capacity to allow the area to grow both physically and economically.

Thank you for the consideration of this concept.

Dean Kanitz

5148 Twinging Dr.

Okemos, MI 48864

PROPOSED BOARD MINUTES

PROPOSED MOTION:

Move to approve and ratify the minutes of the November 14, 2017 Study Session Meeting as submitted.

ALTERNATE MOTION:

Move to approve and ratify the minutes of the November 14, 2017 Study Session Meeting with the following amendment(s): [insert amendments].

**December 5, 2017
STUDY SESSION MEETING**

CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD STUDY SESSION MEETING - **DRAFT** -
5151 Marsh Road, Okemos, MI 48864-1198
853-4000, CENTRAL FIRE STATION
TUESDAY, NOVEMBER 14, 2017 **6:00 P.M.**

PRESENT: Supervisor Styka, Treasurer Brixie, Trustees Deschaine, Jackson, Opsommer
ABSENT: Clerk Dreyfus, Trustee Sundland
STAFF: Township Manager Frank Walsh, Director of Public Works and Engineering Derek Perry, Director of Community Planning & Development Mark Kieselbach, Principal Planner Peter Mesner, Economic Development Director Chris Buck, Police Chief David Hall, Fire Chief Fred Cowper, IT Director Stephen Gebes, Michelle Prinz Assistant to the Manager, Maggie Rodgers-Sanders Assistant to the Clerk

1. CALL MEETING TO ORDER
Supervisor Styka called the meeting to order at 6:10 P.M.
2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
Supervisor Styka led the Pledge of Allegiance.
3. ROLL CALL
The secretary called the roll of the Board.
4. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS
Supervisor Styka opened Public Remarks.

Leonard Provencher, 5824 Buena Parkway, Haslett; had concerns about Master Plan and effect on quality-of-life in Meridian, asked about the Police Department eliminating an administrative position to make up pension funds for 2018. Mentioned redeveloping old spaces instead of just adding new developments.

Supervisor Styka closed Public Remarks.

5. APPROVAL OF AGENDA
Treasurer Brixie moved to approve the agenda as submitted. Seconded by Trustee Jackson

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

NAYS: None

ABSENT: Clerk Dreyfus, Trustee Sundland

Motion carried 5-0

6. BOARD DISCUSSION ITEMS

A. Process for Township Manager 2017 Performance Review

Board and staff discussion:

- Process for the Township Managers 2017 performance review
- Manager Walsh: "No objections to performance review being after November 1st, 2017"

B. 2017 Action Plan Review

Board and staff discussion:

- Board members reviewed the Action Plan Overview for 2017

- Adoption of the 2017 Master Plan
- Redevelopment and improving walkability of Downtown Okemos, Downtown Haslett, Carriage Hills Commercial Area, and the Grand River Corridor
- Continued efforts to ratify unresolved collective bargaining agreements and strategy to eliminate pension debt
- Implementation of Township-wide website & branding strategy
- Continued efforts to foster a welcoming, diverse and inclusive environment
- Funding Meridian’s police and fire departments
- Adopting the Meridian Township Brownfield Redevelopment Plan & Authority
- Updates to the Township’s Mixed Use Planned Unit Development (MUPUD) Ordinance
- Opportunities to reduce overall operating costs
- Implementing requirements for the licensing process associated with medical marijuana

Treasurer Brixie left the meeting at 7:05pm.

C. 2017 Departmental Year End Review

Board and staff discussion:

- 2017 Departmental Year End Review
- Director Mattison: auditing, utility billing new formats and processes, actuarial data, and moving away from current online payment system
- Director Kieselbach: Form-Based Code, PICA, MUPUD, CIA, the Transportation Commission, commercial sign ordinance, parking issues and shared parking
- Director Buck : Master Plan, redevelopment and the Redevelopment Fund, Meridian Mall future development, PICA, MUPUD, CIA
- Chief Cowper: pension debt reduction, millage funding police and fire, Union agreement for 2017-2019, reduction in overtime pay, training, new warning sirens, new ambulance
- Director Gebes: phone system renovation, virtual servers / infrastructure decreasing footprint on the environment and reducing power, sequel servers, workstations, security around the municipal building
- Chief Hall: Diversity and new candidates for police officers, car designs and new uniform patches, working with new company for body cameras, mapping program for plotting calls for service, code of conduct, MACP accreditation, liability reduction
- Director Perry: SAW (Stormwater, Asset Management, and Wastewater) program, SAD and roads in Sleepy Hollow, pathway across from Playmakers, and streetlights

D. 2018 M-Team Departmental Plan

- Board members and staff discussed the Management Team Departmental Plans for each department for 2018

E. Creating 2018 Action Plan

Board and staff discussion:

- Redevelopment of Core Commercial Areas
- Improve ISO Fire Rating
- Long-Term Road Funding
- Solar Array and Climate Sustainability Plan
- Medical Marijuana
- Redevelopment of Ready Communities
- Diversity
- Outdoor Warning Sirens
- Website
- Public Transportation

7. COMMENTS FROM THE PUBLIC

Supervisor Styka opened Public Remarks

Leonard Provencher, 5824 Buena Parkway, Haslett; discussed the lack of Redi-Ride Service to Costco, wants more functional retail underneath residential units in MUPUDs, and proper Mixed Use within walkable distances.

Supervisor Styka closed Public Remarks.

8. OTHER MATTERS AND BOARD MEMBER COMMENTS

Manager Walsh mentioned that in 2018 that there will be a lot of focus on the Okemos 4 Corners, the Haslett Corridor, the Economic Development Corporation (EDC) and Downtown Development Authority (DDA).

9. ADJOURNMENT

Supervisor Styka adjourned the meeting at 8:10 P.M.

Trustee Deschaine moved to adjourn. Seconded by Trustee Jackson.

VOICE VOTE: YEAS: Supervisor Styka, Trustees Deschaine, Jackson, Opsommer

NAYS: None

ABSENT: Clerk Dreyfus, Treasurer Brixie, Trustee Sundland

Motion carried 4-0

RONALD J. STYKA
TOWNSHIP SUPERVISOR

BRETT DREYFUS
TOWNSHIP CLERK

Maggie Rodgers-Sanders, Secretary

PROPOSED BOARD MINUTES

PROPOSED MOTION:

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

ALTERNATE MOTION:

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

**December 5, 2017
REGULAR MEETING**

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

PRESENT: Supervisor Styka, Clerk Dreyfus, Treasurer Brixie, Trustees Deschaine, Jackson, Opsommer, Sundland
ABSENT: None
STAFF: Township Manager Frank Walsh, Assistant Township Manager/Director of Public Works and Engineering Derek Perry, Director of Community Planning & Development Mark Kieselbach, Police Chief David Hall, Principal Planner Peter Mesner, Economic Development Director Chris Buck, Information Technology Director Stephen Gebes, Human Resources Director Joyce Marx

1. CALL MEETING TO ORDER

Supervisor Styka called the meeting to order at 6:03 P.M.

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Styka led the Pledge of Allegiance.

3. ROLL CALL

The secretary called the roll of the Board.

4. PRESENTATION

Manager Walsh presents the 2017 Review and 2018 Action Plan which highlighted what the Township accomplished in 2017, and what the Township would like to accomplish in 2018.

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Styka opened Public Remarks.

Steve Vagnozzi, 2144 Woodfield Rd, Okemos; providing personal input as a member of the Transportation Commission. Discussed Redi-Ride, CATA communication, and reports, railroad quiet zone issues.

Tim Potter, 4632 Van Atta Rd, Okemos; spoke regarding Okemos "Four Corners," traffic concerns, alleviating congestion through a bypass, options needed. Mentioned streetlight upgrades in Lansing and E. Lansing.

Supervisor Styka closed Public Remarks.

6. TOWNSHIP MANAGER REPORT

7. BOARD MEMBER REPORTS AND ANNOUNCEMENTS

Trustee Opsommer reported:

- CATA CEO search down to two finalists. Dawn Distler, current CEO of Knoxville City Transit System, former GM for Operations for Nashville City Transit System
- Brad Funkhouser, current Deputy CEO of CATA
- December 4th at 4:00 P.M. Special CATA meeting final hiring decision will be made

Treasurer Brixie reported:

- Attended Okemos Education Foundation (OEF) Banquet November 16, 2017

Trustee Deschaine reported:

- Attended Transportation Commission meeting November 16, 2017, spoke about traffic issues

- Public hearing on the Lake Lansing Road proposed road lane reduction from Saginaw to Hagadorn
- Public Meeting on November 29, 2017 addressing the Jolly Road / Okemos Rd intersection improvements, and Jolly Rd resurfacing from Dobie to Meridian Road

Supervisor Styka reported:

- Reminder about completing form for Township Manager evaluation, he will compile them and hold a closed session during the Board Meeting December 5, 2017
- Attended a Lansing Chamber of Commerce intergovernmental meeting with East Lansing

8. APPROVAL OF AGENDA

Treasurer Brixie moved to approve the agenda with the Addition of 12D Resolution in Opposition to Proposed Gun Legislation in Michigan, Seconded by Trustee Deschaine.

VOICE VOTE: YEAS: Supervisor Styka, Treasurer Brixie, Clerk Dreyfus, Trustees Deschaine, Jackson, Opsommer, Sundland

NAYS: None

Motion carried unanimously.

9. CONSENT AGENDA (SALMON)

Supervisor Styka reviewed the consent agenda.

Trustee Opsommer moved to adopt the Consent Agenda. Seconded by Clerk Dreyfus.

A. Communications

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

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

NAYS: None

Motion carried unanimously.

B. Minutes

Treasurer Brixie moved to remove the minutes from the consent agenda and move them to 12E Action Items.

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

NAYS: None

Motion carried unanimously.

C. Bills

Trustee Opsommer moved that the Township Board approve the Manager's Bills as follows:

Common Cash	\$ 206,861.11
Public Works	\$ 97,244.91
Trust & Agency	\$ 60.00
Total Checks	\$ 304,166.02
Credit Card Transactions (Nov 3 to Nov 15, 2017)	\$ 7,394.86
Total Purchases	<u>\$ 311,560.88</u>
ACH Payments	<u>\$ 451,207.54</u>

Seconded by Clerk Dreyfus.

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

NAYS: None

Motion carried unanimously.

D. Ratification of New Police Officer Appointment

The Township has presented a conditional offer of employment to a qualified police officer candidate

Trustee Opsommer moved to ratify the appointment of Lerico White to the position of Police Officer contingent upon successful completion of those items stipulated in the conditional offer of employment. Seconded by Clerk Dreyfus.

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

NAYS: None

Motion carried unanimously.

10. QUESTIONS FOR THE ATTORNEY (None)

11. HEARINGS (None)

12. ACTION ITEMS

A. Commission Review #17093 2017 Master Plan Update

Treasurer Brixie moved to adopt the resolution approving the 2017 Master Plan and to request the Secretary of the Planning Commission to distribute copies of the approved Plan to adjacent municipalities, utilities, and government agencies as required by the MPEA.

Board and staff discussion:

- Board member gratitude to everyone involved in the drafting of the Master Plan
- Appreciation to citizens who spoke out about concerns with the proposed Master Plan
- Citizens that decided not to speak because they agreed with the Master Plan

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

NAYS: Clerk Dreyfus

Motion carried 6-1.

B. Auditing Services Contract

Finance Director Mattison discussed bids from auditing firms and the firm selection process. Key factors for 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 transition process and audit
- Availability year-round for consultation
- Knowledge and participation in GFOA and GASB standards
- Lower costs

Trustee Deschaine moved that the Township Board approve the appointment of Yeo & Yeo as auditors for Meridian Township and authorize the Township Manager to sign a 3-5 year contract with them at a cost of \$39,000, \$42,000, \$45,500 for 2017, 2018, 2019. Seconded by Trustee Jackson.

Board and staff discussion:

- Bid price comparisons, previous firm history, satisfaction with the previous firm
- Support from firms re. GASB 74 & 75
- Contract extensions after 3 years: costs, comparisons
- Finance Director recommendation for Yeo & Yeo as best for Township needs at lower cost
- Qualifications of proposed firm

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

NAYS: None

Motion carried unanimously.

C. Sleepy Hollow SAD Resolution #3

Director Perry presents Resolution #3 for approval of the estimated costs associated with the Sleepy Hollow SAD.

- Bids opened on October 31, 2017
- The bids were higher than expected due to higher costs
- Lowest bidder reduced costs by \$5600 per parcel
- Approval of Resolution #3 sets up a public hearing for December 5th
- After the Public hearing, there will be a Resolution #4, Board final action

Trustee Opsommer Moved to approve the Sleepy Hollow Special Assessment District Resolution #3, approving the estimate of cost; declaring that the public Improvements shall be paid by special assessment; approving the filing of the special assessment roll; and setting the public hearing for December 5, 2017, at 6:00 P.M.

Board and staff discussion:

- Resident awareness of bid amounts, estimated assessment levels, reductions of costs
- Public notices regarding assessment costs, previous public hearings, citizen information
- Extra costs are the depth of the sewer system needed
- Area is aging, drainage and soil conditions, concerns about septic system failures

- Separate vs group contracts for water /sewer service, confirmation of updated parcel list for SAD

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

NAYS: None

Motion carried unanimously.

D. Resolution in Opposition to Proposed Gun Legislation in Michigan

Board and staff discussion:

- Mass shootings recently, Michigan legislature response is relaxed gun laws, allowing concealed weapons in daycare centers, schools, stadiums, bars, places of worship
- Resolution is in opposition to the proposed relaxed gun laws

Treasurer Brixie moved to adopt the Resolution in Opposition to Proposed Gun Legislation in Michigan. Seconded by Clerk Dreyfus.

VOICE VOTE: YEAS: Supervisor Styka, Treasurer Brixie, Clerk Dreyfus, Trustees Deschaine, Jackson, Opsommer, Sundland

NAYS: None

Motion carried unanimously.

E. Minutes-November 9, 2017 Regular Meeting

Clerk Dreyfus Moved to approve the proposed draft Board minutes for the November 9, 2017 Township Board meeting. Seconded by Trustee Sundland.

Board and staff discussion:

- Board members discussed structure, amending and approval of minutes

Treasurer Brixie moved to amend the minutes of November 9, 2017, and add the following bullet points. Seconded by Clerk Dreyfus.

- Appreciation for the new format this is easier to read
- Support for the document with all the hard work that has gone into the Master Plan

Board and staff discussion:

- Discussion on board policy with regards to the minutes

Trustee Opsommer Moved to strike bullet points 6-8 of the minutes under Board Discussion Items 13A. Commission Review #17093, 2017 Master Plan Update. Seconded by Treasurer Brixie.

Board and staff discussion:

- Relevancy and necessity of bullet points 6, 7, 8

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

NAYS: Clerk Dreyfus, Trustee Sundland

Motion carried 5-2

VOICE VOTE ON THE MINUTES AS AMENDED:

YEAS: Supervisor Styka, Treasurer Brixie, Trustees Deschaine, Jackson, Opsommer

NAYS: Clerk Dreyfus

Motion carried 6-1

13. BOARD DISCUSSION ITEMS

A. Railroad Quiet Zone Preliminary Study

Board and staff discussion:

- Quiet Zone eliminates horn blasts at crossings when trains traverse the Township
- Citizen-led initiative, past involvement of Township Clerk & Federal Railroad Administration
- Benefits include quality of life improvement and increased real estate values
- Process issues, should have gone to Planning Commission, citizen input concerned about safety
- Cost concerns, current crossing concerns, Z-gates for school children safety, CN vs CSX lines
- Citizen input on issue due to high costs, media, town hall meeting
- Deaths and suicide associated with RR crossings, potentially discuss with MSU & EL
- Proposal is simple and extensive studies are unnecessary

It was the consensus of the Board to place this item on for action at the December 5, 2017 Board meeting.

B. Recommendation from the Transportation Committee Regarding CATA

Trustee Deschaine discussed the recommendation from the Transportation Commission for the Township Board to negotiate a formal agreement for the CATA Redi-Ride service.

Board and Staff Discussion:

- Setting aside funds for service expansion, history of services, history of expanded services, cross-border issues
- Funding of new bus in past through grant, budget considerations related to service hours
- Agreement now should consider future millage request

It was the consensus of the Board to place this item on for action at the December 5, 2017 Board meeting.

C. 2018 Township Goals

Manager Walsh discussed the 2018 Departmental Blue Print and 2018 Action Plan.

Board and Staff Discussion:

- Combining Action Plan Goals, Township’s Fire Insurance Rating, solar array on municipal building, redevelopment of core commercial areas, special event planning, website issues and troubleshooting, branding and maximizing exposure, keeping Goals “high level”

It was the consensus of the Board to place this item on for action at the December 5, 2017 Board meeting.

14. COMMENTS FROM THE PUBLIC

Supervisor Styka opened Public Remarks.

Greg Cook, 5917 W Sleepy Hollow, East Lansing; support for the Sleepy Hollow SAD. Supports looking into RR Quiet Zones, though costly, to make an educated decision.

Doris Schwartz, 2209 Kent St. Okemos; addressed Master Plan issues, need for glossary due to terminology, no PICA in the central core, lack of public notices, more citizen concerns will arise as Plan becomes known. Concerns about walkability, excessive housing, and storefronts.

Supervisor Styka closed Public Remarks.

15. OTHER MATTERS AND BOARD MEMBER COMMENTS

Treasurer Brixie reported tax bills are being printed and mailed out on December 1, 2017 and residents can sign up for electronic payments for tax bills.

16. ADJOURNMENT

Treasurer Opsommer moved to adjourn the meeting. Seconded by Trustee Sundland.

Supervisor Styka adjourned the meeting at 8.39 P.M.

VOICE VOTE: YEAS: Supervisor Styka, Treasurer Brixie, Clerk Dreyfus, Trustees Deschaine, Jackson, Opsommer, Sundland

NAYS: None

Motion carried unanimously.

RONALD J. STYKA
TOWNSHIP SUPERVISOR

BRETT DREYFUS
TOWNSHIP CLERK

Maggie Rodgers-Sanders, Secretary



7. A

TOWNSHIP BOARD MEETING

December 5, 2017

TREASURER'S REPORT

Collections

Distributions

Investments

**DELINQUENT PERSONAL PROPERTY TAX COLLECTION TOTALS FOR 2012,
2013, 2014, 2015 & 2016 TAX YEARS**

COLLECTED IN 2017 (TO 11-29-17)	\$	35,974.39
COLLECTED IN 2016	\$	64,935.10
TOTAL REMAINING COLLECTIBLE (TO 11-29-17)	\$	39,933.17

TOTAL 2017 TAX YEAR COLLECTIONS (TO 11-29-17) \$ 43,403,400.27

2017 TAX YEAR DISTRIBUTION TOTALS (AS OF 11-14-17)

STATE EDUCATION TAX	\$	9,900,126.05
HASLETT SCHOOLS	\$	2,621,011.68
OKEMOS SCHOOLS	\$	7,672,067.73
WILLIAMSTON SCHOOLS	\$	178,759.40
EAST LANSING SCHOOLS	\$	2,121,525.78
INGHAM INTERMEDIATE SCHOOL DISTRICT	\$	9,882,233.49
INGHAM COUNTY	\$	10,530,056.18
MERIDIAN TOWNSHIP ADMIN	\$	429,132.62
INGHAM CO LANDBANK-BROWNFIELD DOUGLAS J	\$	6,212.17
TOTAL DISTRIBUTION:	\$	43,341,125.10

10/31/2017

CURRENT FIXED MATURITY INVESTMENTS

Maturity	Fund	Investment	Principal	Purc Date	Int. Rate	Certificate
03/29/18	general fund	Horizon	2,000,000.00	06/29/17	1.45%	176216
03/30/18	general fund	First Nat'l Bank of Amer	1,002,760.00	06/30/17	1.10%	3039587
03/09/26	general fund	Federal Farm Credit (MBS)	500,000.00	08/25/17	2.79%	3133EFK71
10/01/27	general fund	DDA Loan	149,500.00	08/05/10	3.00%	
			<u>3,652,260.00</u>			
06/27/19	land pres	Bank of Holland (MBS)	150,000.00	07/12/12	1.35%	062649XV5
			<u>150,000.00</u>			
11/23/21	land pres res	Federal Natl Mtg (MBS)	330,000.00	05/19/16	1.50%	3136G3NP6
06/19/25	land pres res	Federal Farm Credit (MBS)	250,000.00	06/30/17	2.69%	3133EHNA7
03/09/26	land pres res	Federal Farm Credit (MBS)	900,000.00	08/25/17	2.79%	3133EFK71
06/26/29	land pres res	Federal Farm Credit (MBS)	250,000.00	06/30/17	3.18%	3133EHPQ0
04/28/31	land pres res	Federal Natl Mtg (MBS)	1,000,000.00	04/28/16	2.00%	3136G3HS7
			<u>2,730,000.00</u>			
07/01/18	twp imp rev	Commercial Bank	511,197.86	7/1/2017	1.30%	1-4708
			<u>511,197.86</u>			
Total Fixed Investments \$			7,043,457.86			

CURRENT NON-FIXED INVESTMENTS

10/31/2017

PURCH. DATE	FUND ACCOUNT NUMBER	INVESTMENT	PRINCIPAL	CURRENT RATE	INVESTMENT TYPE
08/01/02	GF RMB-005463	MBS	\$ -	0.00%	money market
05/12/08	GF 0289-0001	MI Class	\$ 3,882,506.19	1.19%	pooled funds
05/20/09	GF 367213-06	MSU Fed. CU	\$ 5.00	0.00%	savings
05/28/09	GF 367213-26	MSU Fed. CU	\$ 738,917.16	0.33%	money market
Total			\$ 4,621,428.35		
08/01/02	LP RMB-007923	MBS	\$ 166.44	0.00%	money market
04/16/03	LP 349977489	Flagstar	\$ 253,460.32	0.80%	savings
05/12/08	LP 0289-0006	MI Class	\$ 2,615,699.74	1.19%	pooled funds
Total			\$ 2,869,326.50		
08/01/02	LP-R RMB-008103	MBS	\$ 10,000.00	0.00%	money market
01/16/09	LP-R 7602000113	Horizon	\$ 201,199.15	1.15%	money market
05/12/08	LP-R 0289-0008	MI Class	\$ -	0.00%	pooled funds
Total			\$ 211,199.15		
08/01/02	PM RMB-008145	MBS	\$ -	0.00%	money market
09/30/08	PM 0289-0007	MI Class	\$ 769,166.17	1.19%	pooled funds
03/27/14	PM 112832292	Flagstar	\$ 407,997.35	0.80%	savings
Total			\$ 1,177,163.52		
08/01/02	SF RMB-007907	MBS	\$ -	0.00%	money market
01/08/09	SF 340342006	Flagstar	\$ 5.48	0.00%	savings
Total			\$ 5.48		
12/01/09	PA RMB-027657	MBS	\$ -	0.00%	money market
Total			\$ -		
02/08/13	TA 0289-0003	MI Class	\$ -	0.00%	pooled funds
Total			\$ -		
08/01/02	WF RMB-007915	MBS	\$ -	0.00%	money market
05/22/09	WF 0289-0005	MI Class	\$ -	0.00%	pooled funds
Total			\$ -		
03/09/17	BP 0289-0009	MI Class	\$ 402,816.45	1.19%	pooled funds
Total			\$ 402,816.45		
03/09/17	RDS 0289-0010	MI Class	\$ 302,112.49	1.19%	pooled funds
Total			\$ 302,112.49		
Total Non-Fixed Investments			\$ 9,584,051.94		
Total Fixed and Non-Fixed Investments			\$ 16,627,509.80		

FIXED MATURITY INVESTMENT TRANSACTIONS FOR OCTOBER 2017

10/01/17	TIRF		
	Quarterly interest earned on Commercial Bank CD	\$	1,669.58

NON-FIXED INVESTMENT TRANSACTIONS FOR OCTOBER 2017

10/10/17	LAND PRESERVATION		
	ACH'd funds from MBS money market to Horizon Checking	\$	171.99

10/10/17	LAND PRESERVATION RESERVE		
	ACH'd funds from MBS money market to Horizon Checking	\$	12,555.00

10/19/17	PARKS		
	Wired funds from MI Class pooled fund to Horizon Checking	\$	1,250,000.00

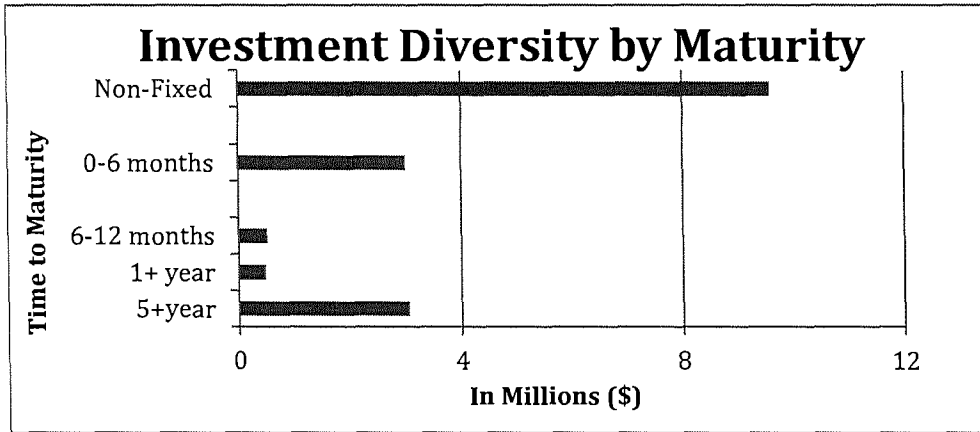
10/26/17	GENERAL FUND		
	ACH'd funds from MBS money market to Horizon Checking	\$	9,336.11

Bank	Amount Fixed	Amount Non-Fixed	Total Investment
Horizon	\$ 2,000,000.00	\$ 201,199.15	\$ 2,201,199.15
Flagstar	\$ -	\$ 661,463.15	\$ 661,463.15
MBS	\$ 3,380,000.00	\$ 10,166.44	\$ 3,390,166.44
MI Class	\$ -	\$ 7,972,301.04	\$ 7,972,301.04
Commercial Bank	\$ 511,197.86	\$ -	\$ 511,197.86
MSU Federal CU	\$ -	\$ 738,922.16	\$ 738,922.16
DDA Loan	\$ 149,500.00	\$ -	\$ 149,500.00
First Nat'l Bank of Amer	\$ 1,002,760.00		\$ 1,002,760.00
Totals	\$ 7,043,457.86	\$ 9,584,051.94	\$ 16,627,509.80
% of total investment	42.36026888	57.63973112	100

Each investment institution has received and signed the Meridian Charter Township Investment Policy and Agreement to Comply.

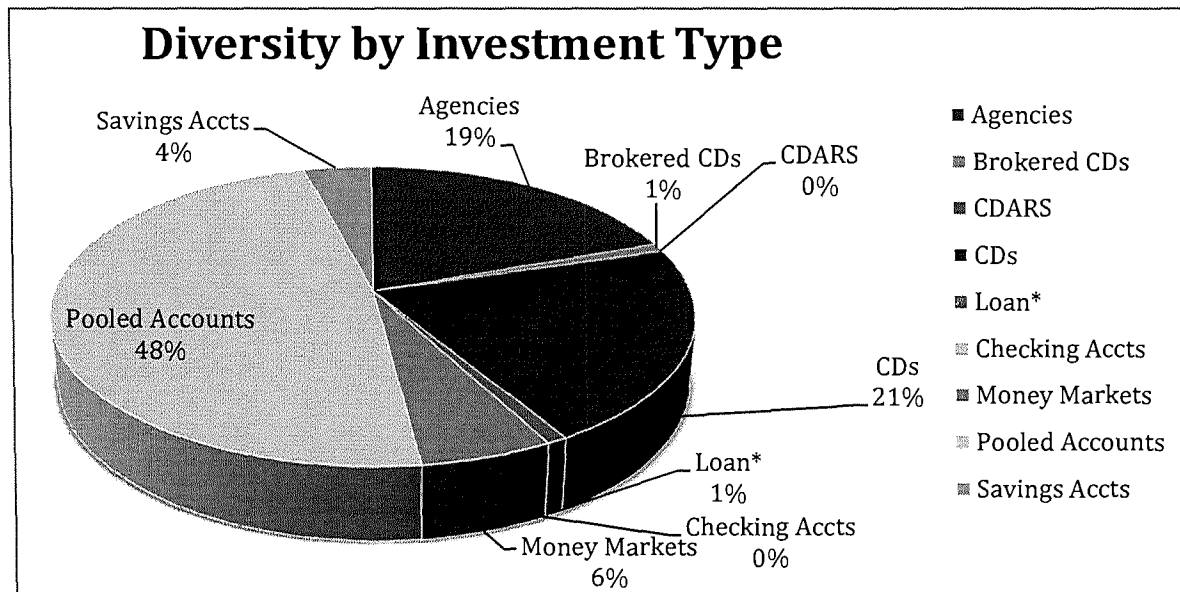
The signed agreement specifies that they are adhering to Public Act 20.

Investment Report Charter Township of Meridian



Current Investment Portfolio Size

Certificate of Deposits	\$ 3,513,957.86
CDARS	\$ -
Brokered CD's	\$ 150,000.00
Agencies	\$ 3,230,000.00
Loan*	\$ 149,500.00
Money Markets	\$ 950,282.75
Checking Accts	\$ -
Savings Accts	\$ 661,468.15
Pooled Funds	\$ 7,972,301.04
	\$ 16,627,509.80



* Not an official investment but reflected for tracking purposes.



9.C

To: **Board Members**
From: Miriam Mattison
Miriam Mattison, Finance Director
Date: **December 5, 2017**
Re: **Board Bills**

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

COMMON CASH	\$	326,629.66
PUBLIC WORKS	\$	5,568.33
TRUST & AGENCY	\$	60,488.31
TOTAL CHECKS:	\$	392,686.30
CREDIT CARD TRANSACTIONS	\$	5,308.49
Nov 16th through Nov 29th		
TOTAL PURCHASES:	\$	<u>397,994.79</u>
ACH PAYMENTS	\$	<u>902,981.06</u>

Vendor Name	Description	Amount	Check #
1. AIRGAS GREAT LAKES	STANDING PO - MEDICAL OXYGEN	101.18	
	STANDING PO - MEDICAL OXYGEN	41.55	
	TOTAL	<u>142.73</u>	
2. ANDERSON AIR CONDITIONING INC	HUMIDIFICATION TO STATION 91	3,210.00	
3. ASAP PRINTING	WILLIAMSTON K-3 BASKETBALL REGISTRATION FLYER	117.62	
	SMOKE/CO HANDOUT FOR GRANT PROJECT	170.99	
	FORMS AND PAMPHLET PRINTING	78.90	
	FORMS AND PAMPHLET PRINTING	487.61	
	FORMS AND PAMPHLET PRINTING	103.60	
	TOTAL	<u>958.72</u>	
4. ASTI	PHASE ONE ESA FOR POTENTIAL LAND ACQUISITIONS	2,000.00	
5. AT & T	MONTHLY SERVICE	388.87	
6. BRAD BACH	CLOTHING REIMBURSEMENT	325.00	
7. BALLARD BENEFIT WORKS, INC	MONTHLY CONSULTING FEE FOR DECEMBER	2,729.49	
8. BARYAMES CLEANERS	STANDARD POLICE UNIFORM CLEANING	847.90	
9. CAPITOL CITY RIFLE CLUB	SIX RENEWAL MEMBERSHIPS 2018	480.00	
10. CINTAS CORPORATION #725	MECHANIC'S UNIFORMS	34.37	
11. COMCAST CABLE	MONTHLY SERVICE	284.69	
	MONTHLY SERVICE	195.44	
	MONTHLY SERVICE	134.85	
	MONTHLY SERVICE	134.35	
	TOTAL	<u>749.33</u>	
12. CONCRETE RAISING & LEVELING CO	2017 MUDJACKING	1,500.00	
13. BART CRANE	REIMBURSEMENT COST FOR TRAINING	47.22	
14. THEODORE & JANIE DASEN	REFUND PERMIT PBI7-0612 REROOF @ 4618 TACOMA	37.50	
15. DBI	MISC OFFICE SUPPLIES	13.64	
	MISC OFFICE SUPPLIES	137.54	
	TOTAL	<u>151.18</u>	
16. DELTA DENTAL	DENTAL INSURANCE - DECEMBER	10,578.29	
	DENTAL INSURANCE - DECEMBER	2,080.84	
	DENTAL INSURANCE - DECEMBER	58.79	
	TOTAL	<u>12,717.92</u>	
17. DEMMER CENTER	33 DEER HUNTER CERTIFICATIONS	1,155.00	
18. DOUGLASS SAFETY SYSTEMS LLC	STANDING PO - FIRE EQUIPMENT/GEAR	31.49	
19. EAST LANSING POLICE DEPT	YOUTH ALCOHOL GRANT	3,140.00	

Vendor Name	Description	Amount	Check #
20. FAHEY SCHULTZ BURZYCH RHODES PLC	LEGAL FEES	5,000.00	
	LEGAL FEES	52.50	
	LEGAL FEES	172.50	
	LEGAL FEES	312.50	
	LEGAL FEES	92.50	
	LEGAL FEES	60.00	
	LEGAL FEES	1,652.50	
	LEGAL FEES	1,612.50	
	LEGAL FEES	192.50	
	LEGAL FEES	172.50	
	LEGAL FEES	32.50	
	LEGAL FEES	72.50	
	TOTAL	9,425.00	
21. MERIDIAN PROFESSIONAL FIREFIGHTERS	DEDUCTION FOR RETIREES	750.00	96893
	*REPLACEMENT CHECK FOR CK#85781 DATED 5/23/14 IN THE AMOUNT OF \$750.00		
22. FRONTLINE MEDICAL	STANDING PO - AMBULANCE COT REPAIR/INSPECTION	158.80	
23. G & A ASSOCIATES	FINAL REFUND PG#2016-019 WHOLE FOODS	750.00	
24. JEROME J GALLAGHER PH.D.	PROFESSIONAL SERVICES	400.00	
25. GARDEN PROJECT	COST SHARE PAYMENT	5,000.00	
26. THE HARKNESS LAW FIRM PLLC	LEGAL FEES-UTC	6,682.77	
27. JUDY HOOD	CLOTHING REIMBURSEMENT	325.00	
28. MOLLY NEVINS	INSTRUCTOR FEE FITNESS OVER 50 - NOV	176.00	
29. INGHAM COUNTY	APPLICATION NOTARY R. KELLY	10.00	
	YOUTH ALCOHOL GRANT	2,945.00	
	TOTAL	2,955.00	
30. KEYSTONE PRINTING GROUP	BUSINESS CARDS	59.50	
31. LANSING SANITARY SUPPLY INC	STANSING PO - CLEANING SUPPLIES/EQUIPMENT	161.21	
32. LANSING UNIFORM COMPANY	STANDARD POLICE UNIFORM PURCHASE	1,419.70	
	POLICE UNIFORM PURCHASE - SHOES AND BOOTS	594.20	
	POLICE UNIFORM PURCHASE - SHOES AND BOOTS	613.75	
	STANDARD POLICE UNIFORM PURCHASE	643.00	
	POLICE UNIFORM PURCHASE - SHOES AND BOOTS	379.95	
	STANDING PO - UNIFORMS	264.80	
	TOTAL	3,915.40	
33. LAUX CONSTRUCTION LLC	TOWNER ROAD PARK DEVELOPMENT PROJECT	177,160.95	
34. REBEKAH LEMLEY	REIMBURSEMENT FOR MILEAGE - OCTOBER	16.05	
35. CHRIS LOFTON	CLOTHING REIMBURSEMENT	325.00	
36. MERIDIAN TOWNSHIP	TRANSFER FOR FLE CKING 11/24/17 PAYROLL	1,151.89	
37. MICHIGAN ASSESSORS ASSOCIATION	MEMBERSHIP DUES-D. UPCHURCH & J. FLOWER	180.00	
38. MICHIGAN STATE FIREMEN'S ASSOC	2018 MEMBERSHIP	75.00	
39. MICHIGAN NOTARY SERVICE	NOTARY PACKAGE R. KELLY	64.90	

11/30/2017 12:12 PM
 User: hudecek
 DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
 EXP CHECK RUN DATES 12/05/2017 - 12/05/2017
 JOURNALIZED OPEN AND PAID
 BANK CODE: GF

Vendor Name	Description	Amount	Check #
40. MOORE MEDICAL LLC	STANDING PO FOR MEDICAL SUPPLIES	360.71	
41. MICHIGAN RECYCLING COALITION	MEMBERSHIP RENEWAL L. HARVEY	200.00	
42. MSU POLICE DEPT	YOUTH ALCOHOL GRANT	2,063.00	
43. MUZZALL GRAPHICS	TAX BILLS AND TAX NOTICES	1,391.30	
44. NUTRON OSM	4'X4' TRAILHEAD MAPS; 11"X14" YOU ARE HERE SIGNS AND DESIGN SERVICES	11,907.50	
45. BECKY PAYNE	CLOTHING REIMBURSEMENT	325.00	
46. PEPPERBALL TECHNOLOGIES, INC	2 FTC PEPPERBALL GUNS	1,222.00	
47. POSTMASTER	POSTAGE FOR UTILITY BILL RUN 11/30/17	1,441.31	96895
48. PROGRESSIVE AE	PROFESSIONAL SERVICES THROUGH 8/25/17	2,575.19	
	PROFESSIONAL SERVICES THROUGH 10/27/17	647.50	
	TOTAL	3,222.69	
49. PRO-TECH MECHANICAL SERVICES	PARTS & LABOR PUBLIC SAFETY BUILDING	5,804.74	
	PARTS & LABOR SERVICE CENTER	541.11	
	TOTAL	6,345.85	
50. PRO-TECH SALES	1 BALLISTIC VEST (DUTY)	814.00	
51. RECLAIMED BY DESIGN	DECEMBER RECYCLING SERVICE	2,000.00	
52. MERIDIAN TOWNSHIP RETAINAGE	TOWNER ROAD PARK DEVELOPMENT PROJECT-LAUX CONSTRUCTION	19,684.55	
53. JUDY SCHUSTER	ELECTION INSPECTOR	47.50	96894
54. SOLDAN'S FEED & PET SUPPLIES	CANINE SUPPLIES FOR TWO DOGS	32.99	
	CANINE SUPPLIES FOR TWO DOGS	51.99	
	TOTAL	84.98	
55. SPARROW OCCUPATIONAL	PROFESSIONAL SERVICES	309.00	
	PROFESSIONAL SERVICES	264.00	
	TOTAL	573.00	
56. SPARTAN PRINTING INC	FALL SCOOP 2017	130.00	
57. STATE OF MICHIGAN	NOTARY FILLING FEE R. KELLY	10.00	
58. SUPREME SANITATION	PORTABLE TOILET RENTAL	25.50	
	PORTABLE TOILET RENTAL	160.00	
	PORTABLE TOILET RENTAL	28.05	
	PORTABLE TOILET RENTAL	28.05	
	TOTAL	241.60	
59. TASC	COBRA ADMIN FEE	207.03	
60. LEAH TRACIAK	INSTRUCTOR FEE FITNESS OVER 50 - NOV	192.00	
61. TRITECH SOFTWARE SYSTEMS	CRIMEMAPPING.COM SERVICE	630.00	
62. US BANK EQUIPMENT FINANCE	EQUIPMENT CONTRACT	1,083.00	

11/30/2017 12:12 PM
User: hudecek
DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
EXP CHECK RUN DATES 12/05/2017 - 12/05/2017
JOURNALIZED OPEN AND PAID
BANK CODE: GF

Vendor Name	Description	Amount	Check #
63. VARIPRO BENEFIT ADMINISTRATORS			
	FLEX ADMINISTRATION 12/17	176.25	
	FLEX ADMINISTRATION 12/17	10,047.20	
	TOTAL	<u>10,223.45</u>	
64. WEST SHORE FIRE			
	ALERT SIREN FOR STATION 91	21,850.00	
TOTAL - ALL VENDORS		326,629.66	
FUND TOTALS:			
Fund 101 - GENERAL FUND		76,038.41	
Fund 203 - LOCAL ROADS		80.00	
Fund 204 - PEDESTRIAN BIKEPATH MILLAGE		321.94	
Fund 208 - PARK MILLAGE		209,645.66	
Fund 209 - Land Preservation Millage		2,047.43	
Fund 214 - FIRE RESTRICTED/DESIGNATED		170.99	
Fund 230 - CABLE TV		504.61	
Fund 246 - TIRF		4,342.69	
Fund 277 - LAW ENFORCEMENT GRANTS		8,148.00	
Fund 454 - FIRE STATION CONSTRUCTION FUND		25,060.00	
Fund 661 - MOTOR POOL		269.93	

11/30/2017 12:12 PM
 User: hudecek
 DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
 EXP CHECK RUN DATES 12/05/2017 - 12/05/2017
 JOURNALIZED OPEN AND PAID
 BANK CODE: PW

Vendor Name	Description	Amount	Check #
1. BALLARD BENEFIT WORKS, INC	MONTHLY CONSULTING FEE FOR DECEMBER	520.51	
2. CHICAGO TITLE	REFUND OVERPM'T FINAL #CIDE-002180-0000-03	469.04	
3. CONCRETE RAISING & LEVELING CO	2017 MUDJACKING	200.00	
4. SCOTT COWDRY	REFUND OVERPM'T FINAL #FOHI-001563-0000-07	50.40	
5. DELTA DENTAL	DENTAL INSURANCE - DECEMBER	1,541.49	
6. THE EYDE CO	REFUND OVERPM'T FINAL #NOWI-002875-0000-01	91.00	
7. ANDREW & SARAH FINLEY	REFUND OVERPM'T FINAL #BNCC-004145-0000-02	215.00	
8. GIGUERE HOMES INC.	REFUND OVERPM'T FINAL #GIES-005126-0000-01	19.53	
	REFUND OVERPM'T FINAL #FENW-006253-0000-01	167.80	
	TOTAL	187.33	
9. MISS DIG SYSTEM	2018 MEMBERSHIP & MAINTENANCE	1,390.68	
10. TRI TITLE AGENCY LLC	REFUND OVERPM'T FINAL #LKLA-003246-0000-01	248.88	
	REFUND OVERPM'T FINAL #TAOS-002319-0000-03	219.20	
	REFUND OVERPM'T FINAL #WDHL-002599-0000-02	184.80	
	TOTAL	652.88	
11. YAN ZHANG	REFUND OVERPM'T FINAL #ROBN-002592-0000-02	250.00	
TOTAL - ALL VENDORS		5,568.33	
FUND TOTALS:			
Fund 590 - SEWER FUND		1,804.97	
Fund 591 - WATER FUND		3,763.36	

11/30/2017 12:10 PM
User: hudecek
DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
EXP CHECK RUN DATES 12/05/2017 - 12/05/2017
JOURNALIZED OPEN AND PAID
BANK CODE: TA

Vendor Name	Description	Amount	Check #
1. EAST LANSING PUBLIC SCHOOLS	SUMMER TAX COLLECTION	6,898.80	12163
2. HASLETT PUBLIC SCHOOLS	SUMMER TAX COLLECTION	13,304.18	12164
3. INGHAM INTERMEDIATE SCHOOL	SUMMER TAX & DELINQ PP TAX COLLECTION	24,563.50	12165
4. LANSING COMMUNITY COLLEGE	DELINQ PERSONAL PROPERTY TAX COLLECTION	188.86	12166
5. OKEMOS PUBLIC SCHOOLS	SUMMER & DELINQ PP TAX COLLECTION	14,637.59	12167
6. DOUGLAS POWELL	REFUND OVERPM'T SUMMER TAX #33-02-02-27-228-004	15.63	12168
7. VISSER AND ASSOCIATES PLLC	TAX TRIBUNAL REFUND DOCKET#17-003314	278.23	12171
8. WILLIAMSTON SCHOOLS	SUMMER TAX COLLECTION	601.52	12169
TOTAL - ALL VENDORS		60,488.31	
FUND TOTALS:			
Fund 701 - TRUST & AGENCY		60,488.31	

Credit Card Charges from November 16th through November 29th

Date	Merchant Name	Amount	Name
2017/11/24	ADOBE *ACROPRO SUBS	\$15.89	DEREK PERRY
2017/11/16	AMAZON MKTPLACE PMTS	(\$65.95)	BENJAMIN MAKULSKI
2017/11/16	AMAZON MKTPLACE PMTS	\$29.99	BENJAMIN MAKULSKI
2017/11/17	AMAZON MKTPLACE PMTS	\$66.66	CATHERINE ADAMS
2017/11/22	AMAZON MKTPLACE PMTS	\$16.06	MICHELLE PRINZ
2017/11/22	AMAZON.COM	\$108.88	MICHELLE PRINZ
2017/11/28	BATTERIES PLUS #44	\$17.49	PETER VASILION
2017/11/20	BELLE TIRE 044	\$45.00	WILLIAM PRIESE
2017/11/18	BUILD-CHARGE.COM	\$689.68	PETER VASILION
2017/11/17	BULBS.COM INC	\$23.21	DEREK PERRY
2017/11/20	CATHEY COMPANY	\$88.80	TYLER KENNEL
2017/11/21	COMCAST	\$38.46	KRISTI SCHAEDING
2017/11/16	CVS/PHARMACY #08282	(\$15.89)	FRANK L WALSH
2017/11/27	D & G EQUIPMENT INC	\$8.34	TODD FRANK
2017/11/16	D & K TRUCK CO.	\$20.10	JIM HANSEN
2017/11/16	D & K TRUCK CO.	\$12.96	JIM HANSEN
2017/11/21	DOMINO'S 1206	\$33.37	BENJAMIN MAKULSKI
2017/11/28	FASTENAL COMPANY01	\$19.12	TYLER KENNEL
2017/11/21	GFS STORE #1901	\$228.20	RICHARD GRILLO
2017/11/27	GLOWUNIVERSE	\$185.88	KRISTI SCHAEDING
2017/11/17	HASLETT TRUE VALUE HARDW	\$11.99	MARK VROMAN
2017/11/20	HOMEDEPOT.COM	\$204.91	KATHERINE RICH
2017/11/28	IN *SIGN A RAMA	\$15.88	MICHELLE PRINZ
2017/11/16	KAZUMI JAPANESE STEAKHOUS	\$22.00	WILLIAM PRIESE
2017/11/20	LEXISNEXIS RISK SOL EPIC	\$76.00	KEN PLAGA
2017/11/20	MAGID GLOVE SAFETY	\$198.37	DENNIS ANTONE
2017/11/21	MAGID GLOVE SAFETY	\$188.75	DENNIS ANTONE
2017/11/18	MEIJER #253	\$59.96	WILLIAM PRIESE
2017/11/21	MEIJER #253	(\$59.96)	WILLIAM PRIESE
2017/11/22	MEIJER INC #025 Q01	\$7.00	MATT FOREMAN
2017/11/20	MICHIGAN MUNICIPAL LEAGUE	\$130.00	DEREK PERRY
2017/11/20	MICHIGAN MUNICIPAL LEAGUE	\$290.00	DEREK PERRY
2017/11/21	MICHIGAN MUNICIPAL LEAGUE	\$130.00	MICHELLE PRINZ
2017/11/25	MIDWEST POWER EQUIPMEN	\$297.29	MARK VROMAN
2017/11/20	MSU PAYMENTS	\$750.00	ANDREA SMILEY
2017/11/16	OFFICEMAX/OFFICEDEPOT #61	\$41.27	JANE GREENWAY
2017/11/17	OKEMOS HDWE INC	\$11.99	MARK VROMAN
2017/11/21	PAYPAL *MAMC	\$60.00	BRETT DREYFUS
2017/11/21	PAYPAL *PAAM	\$100.00	GREGORY FRENGER
2017/11/20	POLICE EXECUTIVE RESEARCH	\$200.00	DAVID HALL
2017/11/16	SEC OF STATE BRANCH228	\$35.53	DENNIS ANTONE
2017/11/17	SNAPON TOOLS	\$4.20	JIM HANSEN
2017/11/17	SOLDANS FEEDS PET S	\$118.44	CATHERINE ADAMS
2017/11/16	THE HOME DEPOT #2723	\$18.97	ROBERT STACY
2017/11/16	THE HOME DEPOT #2723	\$26.08	ROBERT STACY
2017/11/27	THE HOME DEPOT #2723	\$27.97	ROBERT STACY
2017/11/16	THE HOME DEPOT #2723	\$24.66	JIM HANSEN
2017/11/27	THE HOME DEPOT #2723	\$17.82	TYLER KENNEL
2017/11/20	THE HOME DEPOT #2723	\$40.44	DENNIS ANTONE

2017/11/17	THE HOME DEPOT #2723	\$9.87	PETER VASILION
2017/11/27	THE HOME DEPOT #2723	\$22.45	PETER VASILION
2017/11/27	THE HOME DEPOT #2723	\$9.87	PETER VASILION
2017/11/16	THE HOME DEPOT #2723	\$90.68	DAVID LESTER
2017/11/17	THE HOME DEPOT #2723	\$368.00	WILLIAM PRIESE
2017/11/17	THE HOME DEPOT #2723	\$69.92	WILLIAM PRIESE
2017/11/16	THE HOME DEPOT #2723	\$12.48	KEITH HEWITT
2017/11/20	THE HOME DEPOT #2723	\$10.32	KEITH HEWITT
2017/11/27	THE HOME DEPOT #2723	\$91.59	MATT FOREMAN
2017/11/28	USPS PO 2569800864	\$7.50	ROBIN FAUST
	Total	<u>\$5,308.49</u>	

ACH Transactions

Date	Payee	Amount	Purpose
11/17/17	Elan	22,157.65	October Credit Card Bill
11/17/17	Meridian Twp	1,319.30	Twp Water & Sewer
11/21/17	Blue Care Network	17,207.05	Employee Health Insurance
11/21/17	ICMA	35,555.77	Payroll Deductions 11/21/17 Payroll
11/21/17	IRS	152,207.56	Payroll Taxes 11/21/17 Payroll
11/21/17	State of Michigan	32,896.92	Withholding - November
11/21/17	Various Financial Institutions	339,317.42	Direct Deposit 11/21/17 Payroll
11/28/17	Blue Care Network	7,643.68	Employee Health Insurance
11/28/17	MERS	253,226.92	Employee Retirement
11/29/17	Blue Care Network	41,448.79	Employee Health Insurance
	Total ACH Payments	<u><u>902,981.06</u></u>	



To: Board Members
From: Frederick B. Cowper, Fire Chief
Date: November 30, 2017
Re: Ratification of Full-Time Paramedic/Firefighter Appointments

The Fire Department has a need to promote/hire two full-time Firefighters due to the passing of the Police/Fire Millage in August. A hiring review committee used a scoring methodology to determine the top candidates. This process included evaluation interviews, resumes, past experience, EMS testing, and physical ability testing. The committee chose current part-time Firefighters Bradley Beaver and Nathan Lafayette for the positions. Bradley and Nathan have been with the department since August.

The following motion is prepared for Board consideration:

**MOVE TO AUTHORIZE THE FIRE DEPARTMENT TO PROMOTE FIREFIGHTERS
BRADLEY BEAVER AND NATHAN LAFAYETTE TO FULL-TIME FIREFIGHTER.**



11. A. & 12. A.

To: Township Board Members
**From: Derek N. Perry, Assistant Township Manager
Director of Public Works & Engineering**
Date: December 5, 2017
Re: Sleepy Hollow Proposed SAD- Public Hearing and Resolution #4

In the summer of 2016, the Township received two separate valid petitions to provide public water and sewer into the Sleepy Hollow Neighborhood and adjacent area. Since that time, the Township Board has held discussions on the item in February 2017, and March 2017. In addition, a neighborhood meeting was also held by Township staff with the residents on May 3, 2017 at the Central Fire Station. After careful consideration, the Township Board authorized the start of the special assessment process on September 29, 2017 by approving Resolution #1.

On Tuesday, November 21, 2017, the Board approved Resolution #3, which approved the estimate of cost, declared that the improvements be paid for by special assessment, approved the special assessment roll and set a public hearing for December 5, 2017. As part of the public hearing process, a public notice was sent to every property within the designated special assessment district.

The purpose of the public hearing is to hear comments in favor and/or objections to the proposed water and sewer improvements, the special assessments, and the special assessment district.

Following the public hearing we are requesting that the Township Board approve Resolution #4, which will approve cost, confirm the special assessment roll, declare a lien, and direct the payment and collection of the special assessment.

Proposed Motion:

“Move to approve the Sleepy Hollow Special Assessment District Resolution #4, approving the cost, confirming the special assessment roll, declaring a lien on the assessed parcels and directing the payment and collection of the special assessment.”

Attachments: Resolution #4

CHARTER TOWNSHIP OF MERIDIAN
Ingham County, Michigan

RESOLUTION NO. 4

**APPROVAL OF COST; CONFIRMATION OF SPECIAL ASSESSMENT ROLL;
LIEN; PAYMENT AND COLLECTION OF SPECIAL ASSESSMENT.**

Minutes of a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held in the Township Hall, 5151 Marsh Road, Okemos, Michigan, on December 5, 2017, 6:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by Member _____ and supported by Member _____:

WHEREAS, the Township Board, pursuant to Act 188, Public Acts of Michigan, 1954, as amended (the "Act"), has resolved its intent to make the public improvements described in Exhibit A hereto (the "Public Improvements"); and

WHEREAS, the Township Board has tentatively approved a revised estimate of cost for the Public Improvements of \$1,189,730.90; and

WHEREAS, after notice duly given by publication on November 24, 2017, and December 1, 2017, in the *Lansing State Journal* and by first class mail on November 22, 2017, pursuant to the Act, the Township Board held a public hearing to consider the revised estimate of cost and a proposed special assessment roll and objections thereto for the Public Improvements on the 5th day of December, 2017, at 6:00 p.m., at the Township Hall; and

WHEREAS, after hearing all persons interested therein, giving due consideration to any written objections to the estimate of cost and the special assessment roll filed with the Township Clerk, and after reviewing the special assessment roll, the Township Board has reduced the total estimate of cost to \$1,173,063.87 and revised the special assessment roll; and

WHEREAS, the Township Board deems the special assessment roll, as revised, to be fair, just, and equitable and that the assessment contained thereon is relative to the benefits to be derived by the parcel of land assessed.

NOW, THEREFORE, BE IT HEREBY RESOLVED that:

1. The total estimate of costs for the Public Improvements in the amount of \$1,173,063.87 is approved.

2. The special assessment roll for the Sleepy Hollow Area Water and Sewer Special Assessment District (the "Special Assessment District"), as revised, a copy of which is attached hereto as Exhibit B, in the amount of \$1,173,063.87 for the Special Assessment District is hereby confirmed and shall be known and designated as Sleepy Hollow Area Water and Sewer Special Assessment District Roll (the "Roll").

3. The Township Clerk shall endorse on the Roll the date of this meeting as the date of confirmation of the Roll.

4. The Roll shall be divided into twenty (20) equal annual installments, the first of such installments shall be due and payable on or before July 1, 2018, and all subsequent installments shall be due and payable on or before July 1 of each year thereafter.

5. Interest shall accrue from February 15, 2018, or such date as bonds are issued in anticipation of the unpaid installments of the special assessments (the "Bonds), if earlier, and any payments on assessments made prior to such date shall be without interest.

6. Interest, payable annually on each installment due date, shall be paid on the balance of unpaid installments at the rate of five percent 5% per annum; provided, however, that if the Township issues Bonds, the interest rate shall be adjusted to a rate not exceeding one percent (1%) above the average rate of interest borne by the Bonds.

7. Future due installments of an assessment against any parcel of land may be paid to the Township Treasurer at any time in full, with interest accrued through the month in which the installments are paid.

8. If an installment of an assessment is not paid when due, then the installment shall be considered to be delinquent and there shall be collected, in addition to the interest provided in paragraph 6 above, a penalty at the rate of 1% of the installment for each month or fraction of a month that the installment remains unpaid before being reported to the Township Board for reassessment upon the Township tax roll.

9. Pursuant to the Act, all special assessments contained in the Roll, including any part thereof deferred as to payment, shall constitute a lien upon the respective parcels of land assessed from the date of confirmation of the Roll.

10. The special assessments made in the Roll are hereby ordered and directed to be collected, and the Township Clerk shall deliver the Roll to the Township Treasurer with a warrant attached thereto, which shall command the Township Treasurer to collect the special assessments in the Roll in accordance with the direction of the Township Board, and which warrant shall further

require the Township Treasurer, annually following the date when any such assessments or any part thereof have become due, to submit to the Township Board a sworn statement setting forth the names of the persons delinquent, if known, a description of the parcels of land upon which there are delinquent assessments and the amount of such delinquency including accrued interest computed to the date such amounts are reported to the Township Board for reassessment upon the Township tax roll. The form of the warrant is attached hereto as Exhibit C.

11. The Township Treasurer, upon receiving the Roll and warrant, shall proceed to collect the several amounts assessed therein as the same shall become due.

12. All resolutions or parts of resolutions in conflict herewith shall be and the same are hereby rescinded.

YEAS: _____

NAYS: _____

ABSTAIN: _____

RESOLUTION DECLARED ADOPTED.

Brett Dreyfus, Township Clerk
Charter Township of Meridian

CERTIFICATION

I, Brett Dreyfus, the duly qualified and acting Clerk of the Charter Township of Meridian, Ingham County, Michigan (the "Township"), do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board at a regular meeting held on December 5, 2017, the original of which is on file in my office. Public notice of the meeting was given pursuant to and in compliance with Act 267, Public Acts of Michigan, 1976, as amended, including in the case of a special or rescheduled meeting, notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.

Brett Dreyfus, Township Clerk
Charter Township of Meridian

EXHIBIT A

DESCRIPTION OF PUBLIC IMPROVEMENTS

The extension of water main and water system improvements and the extension of sanitary sewer mains and sanitary sewer improvements to and in the SAD.

EXHIBIT B

SLEEPY HOLLOW AREA WATER AND SEWER SPECIAL ASSESSMENT DISTRICT

SPECIAL ASSESSMENT ROLL

Parcel ID #	Improvement	Assessment
33-02-02-04-376-005	Sewer	\$ 23,603.54
33-02-02-04-376-009	Sewer	\$ 23,603.54
33-02-02-04-376-010	Sewer	\$ 23,603.54
33-02-02-04-400-003	Sewer	\$ 23,603.54
33-02-02-04-400-004	Sewer	\$ 23,603.54
33-02-02-09-127-001	Sewer	\$ 23,603.54
33-02-02-09-127-002	Sewer	\$ 23,603.54
33-02-02-09-127-005	Sewer	\$ 23,603.54
33-02-02-09-201-002	Sewer	\$ 23,603.54
33-02-02-09-201-003	Sewer	\$ 23,603.54
33-02-02-09-201-004	Sewer & Water	\$ 36,786.87
33-02-02-09-201-005	Sewer & Water	\$ 36,786.87
33-02-02-09-201-006	Sewer & Water	\$ 36,786.87
33-02-02-09-201-007	Sewer & Water	\$ 36,786.87
33-02-02-09-201-014	Sewer & Water	\$ 36,786.87
33-02-02-09-201-010	Sewer & Water	\$ 36,786.87
33-02-02-09-201-013	Sewer & Water	\$ 20,119.84
33-02-02-09-202-001	Sewer	\$ 23,603.54
33-02-02-09-202-002	Sewer & Water	\$ 36,786.87
33-02-02-09-202-003	Sewer & Water	\$ 36,786.87
33-02-02-09-202-004	Sewer & Water	\$ 36,786.87
33-02-02-09-202-005	Sewer & Water	\$ 36,786.87
33-02-02-09-202-006	Sewer & Water	\$ 36,786.87
33-02-02-09-202-007	Sewer & Water	\$ 36,786.87
33-02-02-09-202-008	Sewer & Water	\$ 36,786.87
33-02-02-09-202-011	Sewer & Water	\$ 36,786.87
33-02-02-09-202-012	Sewer & Water	\$ 36,786.87
33-02-02-09-202-013	Sewer & Water	\$ 36,786.87
33-02-02-09-202-014	Sewer & Water	\$ 36,786.87
33-02-02-09-202-015	Sewer & Water	\$ 36,786.87
33-02-02-09-202-016	Sewer	\$ 23,603.54
33-02-02-09-203-021	Sewer	\$ 23,603.54
33-02-02-09-203-003	Sewer & Water	\$ 36,786.87
33-02-02-09-203-004	Sewer & Water	\$ 36,786.87
33-02-02-09-203-005	Sewer & Water	\$ 36,786.87
33-02-02-09-203-008	Sewer & Water	\$ 36,786.87
33-02-02-09-203-022	Sewer & Water	\$ 36,786.87

\$ 1,173,063.87

SUPERVISOR'S CERTIFICATE

I, Ronald J. Styka, the Supervisor of the Charter Township of Meridian, hereby state that the attached Special Assessment Roll was made pursuant to a resolution of the Township Board adopted on November 21, 2017, and in making such Special Assessment Roll, I, according to my best judgment, have conformed in all respects to the directions contained in such resolution and the statutes of the state of Michigan.

Dated: December 5, 2017

Ronald J. Styka, Supervisor
Charter Township of Meridian

CERTIFICATE OF CONFIRMATION

I hereby certify that the above Special Assessment Roll was confirmed on December 5 2017, by resolution of the Township Board of the Charter Township of Meridian.

Dated: December 5, 2017

Brett Dreyfus, Township Clerk
Charter Township of Meridian

EXHIBIT C

WARRANT OF TOWNSHIP CLERK

I, Brett Dreyfus, the Clerk of the Charter Township of Meridian, Ingham County, Michigan, hereby direct and command the Township Treasurer to collect the assessments set forth in the attached Sleepy Hollow Area Water and Sewer Special Assessment District Roll in accordance with the directions of the Township Board set forth in a Resolution confirming such special assessment roll adopted by the Township Board on December 5, 2017. In addition, annually, the Treasurer shall submit to the Township Board a sworn statement setting forth the names of the persons delinquent, if known, a description of the parcels of land upon which there are delinquent assessments and the amount of such delinquency, including accrued interest and penalties computed to the date such amounts are reported to the Township Board for reassessment upon the Township tax roll.

Dated: December 5, 2017

Brett Dreyfus, Township Clerk
Charter Township of Meridian



12.B

To: Board Members
From: Mark Kieselbach, Director, Community Planning and Development
Date: November 28, 2017
Re: Railroad Quiet Zone

The Township Board at its last meeting discussed the Transportation Commission's recommendation to implement the Railroad Quiet Zone limited option for the CSX line and for the CN line with the additional cost of the Z-gates at Haslett Road. Based on the Board's discussion the consensus was for Director Perry to work with, Abonmarche, the consultant for the Railroad Quiet Zone to review and finalize the cost for implementation which would be included in the budget process. The following motion has been provided for the Board's consideration:

Move to have Director Perry work with, Abonmarche, the consultant for the Railroad Quiet Zone to review and finalize the cost for the implementation of the limited option for the CSX line and for the CN line with the addition of the Z-gates at Haslett Road with finalized cost being included in the budget process.



12.C

To: Board Members
From: Mark Kieselbach, Director, Community Planning and Development
Date: November 28, 2017
Re: CATA Redi-Ride

The Township Board at its last meeting discussed the Transportation Commission's recommendation that the Township Board negotiate a formal agreement with CATA for Redi-Ride service, replacing the 2000 letter of agreement. Based on the Board's discussion the consensus was for the Township Manager to negotiate a new agreement with CATA. The following motion has been provided for the Board's consideration:

Move to direct the Township Manager to negotiate a formal agreement with CATA for Redi-Ride service, replacing the 2000 letter of agreement. The new agreement would include regular reporting, data collection, on-going communications with the Township Board and Transportation Commission, service standards, updated technology tools for riders, investigation of options for cross border commerce centers, and pursuit of increased capacity and/or hours of service



To: Board Members
From: Frank L. Walsh, Township Manager
Date: November 30, 2017
Re: 2018 Township Goals

Based on your previous two discussions, we have compiled a final 2018 Action Plan for your approval. The 2018 Action Plan is attached. The list is not prioritized.

Our TEAM is more than prepared to meet the challenges ahead of us. We look forward to the opportunity to continuing to serve Meridian's residents in an exemplary manner.

A motion is prepared for Board consideration:

MOVE TO APPROVE THE 2018 ACTION PLAN AS DEVELOPED BY THE TOWNSHIP BOARD AND ADMINISTRATIVE TEAM.

Attachments:

1. 2018 Goals Action Plan



2018

GOALS ACTION PLAN-DRAFT

- A. Create and adopt additional tools to assist in the redevelopment of our core commercial areas including the Four Corners of Okemos and Downtown Haslett.**
- B. Develop a comprehensive plan to fund our deteriorating local road system.**
- C. Implement a Township sponsored solar array and foster enacting timely components of the recently adopted Climate Sustainability Plan.**
- D. Determine the appropriate course of action regarding medical marijuana.**
- E. Solidify our plans with the Meridian Mall for the construction of a new Farmers' Market on Central Park Drive.**
- F. Achieve Redevelopment Ready Community (RRC) Certification through the Michigan Department of Economic Development (MEDC).**
- G. Continue to maximize recruiting and networking efforts to achieve increased diversity in our workforce.**
- H. Implement a plan to provide a comprehensive emergency siren program throughout the Township and expand our efforts to lower our Fire Insurance Rating through the Insurance Services Organization (ISO) from a 4 to 3.**
- I. Enhance our recently developed website to maximize exposure and provide timely information.**
- J. Develop a plan to continue to offer a curbside public transportation service beyond 2019.**



To: Board Members
From: Ronald J. Styka, Township Supervisor
Date: November 30, 2017
Re: Set a Date for Annual Performance Review-Township Manager

The Township Board is asked to set an official date for the annual Township Manager Performance Review. We expect to conduct the review at the end of our December 12th Board meeting. At the request of the Township Manager, and in accordance with the Michigan Open Meetings Act, the evaluation will be held in closed session.

A motion is prepared for Board consideration:

**MOVE TO SET THE DATE OF DECEMBER 12, 2017 FOR THE PURPOSE OF
CONDUCTING THE 2017 PERFORMANCE REVIEW OF MERIDIAN TOWNSHIP
MANAGER FRANK L. WALSH.**



To: Board Members
From: Frank L. Walsh, Township Manager
Date: December 5, 2017
Re: Appointment of Interim Fire Chief Lori Schafer

With the looming retirement of Fire Chief Cowper, we chose to seek an Interim Chief to serve our community through June 30, 2018. Our internal committee interviewed three finalists, all of whom retired from the Meridian Township Fire Department. The committee was extremely impressed with the level of experience and passion each candidate exhibited during their interview.

After a thorough discussion the committee (Trustee Sundland, Director Marx, Firefighter/Paramedic Booms, Planner Menser and I), recommends the appointment of retired Battalion Chief Lori Schafer to serve as our Interim Fire Chief. Chief Schafer is an ambitious and respected leader in the region and will serve the community well. It is my understanding Section 13 of the Charter Township Act, MCL 42.13 requires me to earn approval from the Township Board as it relates to Fire and Police Chief appointments.

A motion is prepared for Board consideration:

MOVE TO APPOINT LORI SCHAFER TO THE POSITION OF INTERIM FIRE CHIEF WITH THE EFFECTIVE AND ENDING DATE TO BE DETERMINED BY THE TOWNSHIP MANAGER.



To: Township Board
From: Mark Kieselbach, Director of Community Planning & Development
Keith Chapman, Assistant Planner
Date: December 1, 2017
Re: Vacant and abandoned building ordinance

The Township Board last discussed vacant and abandoned buildings draft ordinance at its September 5, 2017 meeting. Since then, the Township Attorney has reviewed the proposed ordinance and offered the following changes:

1. Removed the terms foreclosure, mortgage, and mortgagee in the definitions Section 14-200. These are terms of art that are consistently defined. By defining them there is potential to exclude a part of the common definition that the Township might rely upon.
2. Separated the terms vacant and abandoned in the definitions Section 14-200. This way either vacant or abandoned must register. It provides less confusion as to the requirements to meet either standard.
3. For each day that the violation continues is deemed a separate violation was added under the penalty Section 14-202.
4. In the applicability Section 14-203 the timeframe was removed due to it being covered in Section 14-206.
5. Added under the inspection section 14-208 was notification will be provided to the owner or occupant prior to the inspection. If the owner or occupant refuses then the department can obtain a search warrant for inspection of the premises.

While not required, the Board can hold a public hearing on the proposed ordinance prior to the adoption. If the ordinance is in a form acceptable to the Board, the staff will prepare a resolution for adoption. After reviewing and considering possible fees, the staff would recommend the following fee schedule:

- Initial Registration \$175
(Including one inspection)
- Registration Renewal \$100
(Each year the building remains vacant or abandoned)
- Inspections or Re-Inspections \$75

The fees proposed by staff are consistent with the fees currently being charged for building inspections.

**Vacant and Abandoned Building Ordinance
Township Board (December 5, 2017)
Page 2**

Attachment

1. Vacant and Abandoned Building Draft Ordinance Dated November 27, 2017

G:\Community Planning & Development\Planning\ZONING AMENDMENTS (ZA)\2017\Vacant property\vacant property.tb4

CHAPTER 14: BUILDINGS AND BUILDING REGULATIONS

ARTICLE VII. - VACANT AND ABANDONED BUILDINGS

Sec. 14-200. - Definitions.

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

DEPARTMENT - The Department of Community Planning & Development.

OWNER - The term "owner," as applied to property, includes any part owner, joint owner, tenant in common, tenant in partnership, joint tenant, or tenant by the entirety of the whole or part of such property.

VACANT BUILDING - Any building which has been used or was intended for use as a residential dwelling, commercial structure or industrial structure which the owner or an authorized tenant has not occupied for a period of at least 90 consecutive days for residential structures and 180 consecutive days for commercial or industrial structures.

ABANDONED BUILDING - Any building which has been used or was intended for use as a residential dwelling, commercial structure or industrial structure which the owner or an authorized tenant has not occupied for 30 days and which meets at least one of the following conditions:

- (a) Provides a location for loitering, vagrancy, unauthorized entry or other criminal activity.
- (b) Has been boarded or partially boarded restricting ingress and egress through windows and/or doors for at least 30 days.
- (c) Has real estate taxes in arrears for a period of time exceeding 365 days.
- (d) Has either water, sewer, electric or gas disconnected or not in use.
- (e) Has not been maintained in compliance with the Township Code requirements that relate to property maintenance.
- (f) Has been only partially completed and is not fit for occupancy.
- (g) Has had its wiring, plumbing or other fixtures essential for occupancy removed.
- (h) The owner has no intent to return to or maintain the building.

Sec. 14-201. - Purpose.

The purpose of this article is to help protect the health, safety and welfare of the citizens by preventing blight, protecting property values and neighborhood integrity, avoiding the creation and maintenance of nuisances and ensuring safe and sanitary maintenance of buildings. Further, it is important for the Township to be able to contact owners of vacant or abandoned buildings for property maintenance, fire safety and police purposes. Nothing in this Article shall be construed as waiving, relieving, or otherwise excusing an owner of residential property from compliance with all applicable building codes and ordinances.

Sec. 14-202. - Penalty.

Any owner of a vacant or abandoned building that fails to register, fails to report changes to registration information, or fails to renew a registration annually shall be responsible for a civil infraction and assessed a fine in an amount established from time to time by resolution of the Township Board. Any owner or owner's agent of a vacant or abandoned building subject to the registration requirements of this Article, and causes, permits, or maintains a violation of this Article as to that building, shall be responsible for a civil infraction. Each day during which a violation continues shall be deemed a separate violation. The imposition of any civil fine shall not exempt a violator from compliance with the provisions of this Ordinance. The foregoing civil fines shall not prohibit the Township from seeking injunctive relief against a violator or such other appropriate relief as may be provided by law.

Sec. 14-203. - Applicability.

An owner of a vacant or abandoned building in the township shall register that property with the department by filing a completed "registration of vacant or abandoned building" form containing all the information required by this Article on forms provided by the department and by paying any registration and inspection fees required by this Article.

Sec. 14-204. – Exceptions.

Registration under Section 14-206 shall not be required for the following:

(a) Temporary Absence. A building that is unoccupied for a period of 180 days or less each year if the owner submits a request for exemption in writing to the Director of the department that the dwelling will remain unoccupied for a period of 180 consecutive days or less each year. An owner who has given the notice prescribed by this division shall notify the department not more than thirty (30) days after the building no longer qualifies for this exception.

(b) Active Construction. A building under active construction or renovation and having a valid skilled trade permit(s) at the time of initial inspection shall be exempt from registration until the expiration of the most recent permit, or in the event of an extension, no longer than one (1) year, whichever occurs first.

(c) Newly Damaged. A building which has suffered fire damage or damage caused by extreme weather conditions shall be exempt from the registration requirement for a period of ninety (90) days after the date of the damage if the property owner submits a request for exemption in writing to the department.

(d) For Sale or Lease. A building that is for sale or lease shall be exempted for a period of twelve (12) months from the start of vacancy, provided that the owner or agent submits a request for exemption in writing to the department with proof of such listing for sale or lease. Proof includes, but is not limited to, a realtor contract or multiple listing service listing number with summary sheet.

(e) Multi-Tenant. Multi-tenant commercial or industrial structures containing more than one lawfully occupied and active tenant space shall not be considered vacant or abandoned.

Sec. 14-205. - Mortgagee's obligation to determine vacancy or abandonment.

A mortgagee who becomes an owner, as defined herein, as a result of the initiation of foreclosure proceedings, shall at all times exercise reasonable care to determine if the building is vacant or abandoned. If the mortgagee determines the building is vacant or abandoned, or if through the exercise of reasonable care should have determined the building is vacant or abandoned, the mortgagee shall, within thirty (30) days, comply with the registration requirements of this article.

Sec. 14-206. - Registration of vacant or abandoned buildings.

- (1) Within thirty (30) days of a building becoming vacant or abandoned, owners of vacant or abandoned buildings shall register any such vacant or abandoned building by submitting a completed registration form containing the following information:
 - (a) The address of the building and the name and address of all owners of the building. If the building owner is a limited liability company, the name and address of the managing member. If there are no managing members, the name and address of all members. If any of the members or managing members required to be disclosed under this section are limited liability companies, the process must be repeated until names and addresses of all individuals are identified.
 - (b) A mailing address where mail may be sent that will be acknowledged as received by the owner.
 - (c) The name of an individual or legal entity responsible for the care and control of the building as well as the current address, telephone number, facsimile number, and email address where communications may be sent that will be acknowledged as received by the individual responsible for the care and control of the building.
 - (d) The name and address of any agent submitting the form on behalf of the owner.
 - (e) An explanation as to the reason for the vacancy or abandonment of the building.
 - (f) The name and address of any and all mortgage holders.
 - (g) The name and address of any other persons with an interest in the subject building.

- (2) An owner may authorize an agent in writing to complete any required registration. The written authorization shall be included with the registration form.

Sec. 14-207. - Requirement to keep information current.

If at any time the information contained in the registration form required pursuant to this article is no longer valid, the owner shall, within ten days, file a new form containing valid, current information. There shall be no fee to update an existing registered owner's current information.

Sec. 14-208. - Inspections.

- (a) The Township is hereby authorized to make an inspection of a building upon receiving a complaint of a suspected violation under this Article, or upon its own initiative. The power to inspect shall include the authority to enter upon such building at reasonable times and under reasonable conditions as provided under the International Property Maintenance Code of current adoption.
- (b) Any violations of the Township Code or this article which are detected upon any of the inspections by the department shall be fully repaired and remedied within 30 days of notice to the owner, or within such additional time as permitted by the department.
- (c) Prior to conducting any inspection under this Article, the inspector must notify the owner and/or occupant of the premises that the owner and/or occupant has the right to refuse entry to an inspector who does not have a search warrant. If any owner or occupant refuses to permit or prevents free access and entry to the structure or premises when an inspection authorized by this Article is sought to be made, the department or inspector shall petition for, and, upon such showing as is required by law, obtain a search warrant from a court of competent jurisdiction permitting inspection of the premises, as well as any additional order directing compliance with the inspection requirements of this chapter and such other directive and remedies as the court deems appropriate under the circumstances.

Sec. 14-209. - Registration, inspection and other fees.

- (1) All fees applicable to this article shall be set from time to time by resolution of the Township Board, which fees shall include:
 - (a) a registration fee,
 - (b) an inspection fee,
 - (c) a re-inspection fee, and
 - (d) such other related fees established by resolution of the Township Board.
- (2) The payment of all fees required under this article is secured by a lien against the property subject to enforcement in the same manner as ad valorem real property taxes. Payment of the registration and inspection fee is due upon filing of the registration. Payment of re-inspection fees is due within 30 days of mailing of the bill.

Sec. 14-210. - Maintenance and security requirements.

An owner of a vacant or abandoned building shall comply with all of the following maintenance and security requirements:

- (a) The property where the vacant or abandoned building is located shall be kept free from weeds; grass more than eight inches high; dry brush; dead vegetation; trash; junk; debris; building materials; any accumulation of newspapers, circulars, flyers, notices, except those required by federal, state, or local law; discarded items, including, but not limited to, furniture, clothing, large and small appliances, printed material, signage, containers, equipment, construction materials; or any other items that give the appearance that the property is abandoned.
- (b) The building shall be maintained free of graffiti, tagging, or similar markings.
- (c) All yards where the vacant or abandoned building is located shall be properly maintained. Maintenance includes, but is not limited to, cutting, pruning, and mowing of grass, ground covers, bushes, trees, shrubs, hedges or similar plantings and removal of all trimmings.
- (d) Pools, spas, and other water features shall be covered with an industry approved safety cover and shall also comply with the minimum security fencing and barrier requirements of applicable building, property maintenance codes and ordinances.
- (e) The building shall be maintained in a secure manner so as not to be accessible to unauthorized persons. Secure manner includes, but is not limited to, the closure and locking of windows, doors, gates and any other opening of such size that may allow a child or other person to access the interior of the building. Broken windows must be repaired or replaced with like glazing materials within 14 days, except as otherwise provided in the applicable building or property maintenance codes. Boarding up of open or broken windows is prohibited except as authorized by the department.
- (f) All vacant or abandoned buildings shall be properly winterized so as to prevent the bursting of water pipes.
- (g) Buildings shall be maintained in compliance with all other applicable code requirements.

Sec. 14-211 through Sec. 14-249. (Reserved)

G:\Community Planning & Development\Planning\ZONING AMENDMENTS (ZA)\2017\Vacant Property\11.27.17 Vacant & Abandoned Building Ordinance.doc



To: Board Members
From: Phil Deschaine, Township Trustee and Board Representative to the Transportation Commission
Date: November 29, 2017
Re: Lake Lansing Road Diet

At its November 16th 2017 meeting, the Meridian Township Transportation Commission held a Public Hearing on the proposed Lake Lansing Road Diet, Hagadorn Road to Saginaw Hwy (BL-69).

This section of Lake Lansing Road is due for repaving regardless of the proposed Road Diet. Based on the success of Road Diets that were completed on the eastern half of Lake Lansing Road and Haslett Road east of Marsh Road, the ICRD is recommending a Road Diet for this section of Lake Lansing Road.

Bill Conklin, Manager of the ICRD, was present for the Public Hearing and he described the proposed Lake Lansing Road Diet, as having an appearance and function very similar to that of Lake Lansing Road, Saginaw Hwy (BL-69) to Marsh Road which a road diet was completed about two years. He included a memo describing the “Road Diet” changes as follows:

“After planned milling and asphalt resurfacing, the road, which currently has 4 lanes, 2 in each direction, with left turns occurring from the inner “through-left lane” and right turns occurring from the outer “through-right lane”, would be restriped to have 3 lanes, with the center lane being a dual direction exclusive left-turn lane, and one through-right lane in each direction, with the resulting extra pavement width split into paved shoulders for non-motorized use on both sides within the existing curb or edge of road.”

Conklin included a traffic report from Traffic Engineering Associates (TEA) on the impact of the Road Diet on this section of Lake Lansing Road. It summarizes on page 18 that there is not expected to be any significant reduction in Level of Service (increase in vehicle delay) with the proposed road diet.

The proposed timeline for the work is summer of 2018. Until contracts have been awarded, this is only an estimated timeline.

Five members of the public were present for the public hearing and four of them spoke in support of the proposed changes to Lake Lansing Road. The Transportation Commission members also spoke in support of the Road Diet for Lake Lansing Road. Chief Hall was present and he stated that reduced speeds and increased safety can occur after Road Diet changes are made.

The commission voted unanimously to recommend to the Township Board to approve the Ingham Road Department (ICRD) proposed “Road Diet” for Lake Lansing Road from Hagadorn Road to Saginaw Hwy (BL-69).

Memo to Township Board
November 29, 2017
Re: Lake Lansing Road Diet
Page 2

The commission also recommend that the paved shoulders on Lake Lansing Road be marked with Bicycle Lane Markings on the Pavement and with “No Parking, Bike Lanes” signs next to road for this project and the completed segment of Lake Lansing Road to Marsh Road. Bill Conklin asked that Meridian Township share these bike lane expenses. The Commission asked him to provide an estimate of the cost for the markings and the signs.

Attachment:

1. Letter from Bill Conklin, Manager Ingham County Road Department

Mark Kieselbach

From: Conklin, William <WConklin@ingham.org>
Sent: Thursday, November 02, 2017 11:49 AM
To: Mark Kieselbach
Cc: Peterson, Robert; Troia, Dan
Subject: Proposed Lake Lansing Road Diet, Traffic Report, Hagadorn Road to Saginaw Hwy (BL-69)
Attachments: Final Report.pdf

Mark,

For the upcoming Nov. 16, 2017, Public Hearing on the proposed Lake Lansing Road Diet, Hagadorn Road to Saginaw Hwy (BL-69), at the Meridian Township Transportation Commission meeting on that date, I am sending the attached final Traffic Report on this proposal done by Traffic Engineering Associates, TEA, which you may share with the Commission and others as may be necessary along with this email memo for discussion of this proposed road diet at the Public Hearing.

At this time, survey and design of the project is now underway, but plans have not yet been completed and thus will not be available in time for the Public Hearing. Therefore this email memo will describe the proposed improvements and summarize the pertinent findings and recommendations of the attached TEA Traffic Report.

In general the proposed Lake Lansing Road Diet, Hagadorn Road to Saginaw Hwy (BL-69), will have appearance and function very similar to that of Lake Lansing Road, Saginaw Hwy (BL-69) to Marsh Road on which a road diet was completed several years ago.

After planned milling and asphalt resurfacing, the road, which currently has 4 lanes, 2 in each direction, with left turns occurring from the inner "through-left lane" and right turns occurring from the outer "through-right lane", would be restriped to have 3 lanes, with the center lane being a dual direction exclusive left-turn lane, and one through-right lane in each direction, with the resulting extra pavement width split into paved shoulders for non-motorized use on both sides within the existing curb or edge of road.

As the attached TEA Traffic Report summarizes on page 18, there is not expected to be any significant reduction in Level of Service (increase in vehicle delay) with the proposed road diet. This report included expected traffic volumes heading to and from the new Costco store at Park Lake and Saginaw, south of Lake Lansing Road, in its analysis of the Lake Lansing/Hagadorn and Lake Lansing/Park Lake intersections.

The Report does however recommend the addition of an exclusive right-turn lane on eastbound Lake Lansing Road at Hagadorn Road, which ICRD plans to include in the project. Although not specifically recommend by the Report, subject to detailed survey and design now occurring, ICRD may also include an exclusive right-turn lane on eastbound Lake Lansing Road at Park Lake Road and short left turn lanes on Park Lake at Lake Lansing to better serve the expected minor increase in traffic making these turns going to and from the new Costco store. The Lake Lansing/Park Lake intersection is bound on three corners by wetlands, so the design is seeking to accommodate these turn lane additions with little or no impact to the adjacent wetlands.

At both the Lake Lansing/Hagadorn and Lake Lansing/Park Lake intersections, the design goal is also to have the westbound paved shoulder for non-motorized use continue uninterrupted through the intersections as there will not be any westbound exclusive right-turn lanes, however, given space and wetland limitations, the paved shoulder for non-motorized use would have to be interrupted by the proposed eastbound right-turn lanes at both intersections such that non-motorized users would have to share this lane with right-turning vehicles.

Also as recommended by the report, new traffic signals with cycle timings adjusted as necessary for the new configuration will also replace the existing traffic signals at both the Lake Lansing/Hagadorn and Lake Lansing/Park Lake intersections.

Please feel free to share both this email description of the project and the attached Traffic Report with the Transportation Commission and any others interested, and let us know if there is any questions. I will be present and prepared to discuss this project at the Nov. 16, 2017, Public Hearing at the Transportation Commission meeting.

Thank-you,
Bill Conklin, Manager,
Ingham County Road Department
517-676-9722