

CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD REGULAR MEETING - **APPROVED** -
5151 Marsh Road, Okemos, MI 48864-1198
349-1200, Town Hall Room
TUESDAY, SEPTEMBER 17, 2002, **6:00 P.M.**

PRESENT: Clerk Helmbrecht, Treasurer Hunting, Trustees Brixie, Stier, Such, Woiwode
ABSENT: Supervisor McGillicuddy
STAFF: Township Manager Gerald Richards, Director of Community Planning & Development
Mark Kieselbach, Director of Engineering and Public Works Ray Severy, Police Chief
Gary Gibbons, EMS/Fire Chief Fred Cowper, Personnel Director/Assistant Manager
Paul Brake, Director of Finance Diana Hasse, Director of Parks and Recreation LuAnn
Maisner, Human Services Coordinator Karen Katko, Attorney Mike Woodworth

1. CALL MEETING TO ORDER

Clerk Helmbrecht called the meeting to order at 6:02 P.M.

A. Appointment of Supervisor Pro Tem.

Treasurer Hunting nominated Trustee Stier to serve as Supervisor Pro Tem. Seconded by Trustee Woiwode.

VOICE VOTE: Motion carried 6-0.

2. PLEDGE OF ALLEGIANCE

Supervisor Pro Tem Stier led the pledge of allegiance.

3. ROLL CALL

Supervisor Pro Tem Stier called the roll of the Board.

4. PUBLIC REMARKS

Supervisor Pro Tem Stier opened Public Remarks.

Bob Homan, Chair, Cable Communications Commission, spoke in support of the appointment of Jeffrey Cassin to the Cable Communications Commission.

Jeffrey Cassin, 4553 Nakoma Drive, Okemos, spoke in support of his appointment to the Cable Communications Commission.

William Parsley, 5783 Westminster Way, East Lansing, spoke in support of the Township Millage proposal.

Jerry Werner, 4574 Nakoma Drive, Okemos, spoke in support of the Township Millage proposal.

Arlene M. Ulrich, 6196 Carino Court, East Lansing, spoke in support of the Township Human Services Program.

Stephen V. Patoprsty, 4358 Congdon, Williamston, spoke in support of the Township Millage proposal.

Bruce Johnston, Executive Director, Ingham County Housing Commission, 3882 Dobie Road, Okemos, spoke in support of the Township Human Services Program.

Supervisor Pro Tem Stier suspended general Public Remarks.

A. Human Services Program Update

Director Brake introduced the Human Services Program and its function in the community.

Carolyn Ahlbrand, Chair, Community Resources Commission, summarized the history and role of the Community Resources Commission.

Commissioner Eric Golke, Community Resources Commission, discussed the role of the needs fund.

Commissioner Pat Munshaw, Community Resources Commission, discussed the role of the Senior Citizens Home Repair Program.

Commissioner Mary Nelson, Community Resources Commission, discussed the role of the Senior Citizen Food Program.

Coordinator Katko, discussed the function of the Human Services Coordinator and program successes.

Chair Ahlbrand summarized the importance of the Human Services Program.

Supervisor Pro Tem Stier continued general Public Remarks.

Tim McCarthy, 6076 Columbia Street, Haslett, spoke in support of the Lake Lansing Watershed Management Special Assessment District.

Diane Robinson, 6225 W. Lake Drive, Haslett, spoke in opposition to the Lake Lansing Watershed Management Special Assessment District.

Supervisor Pro Tem Stier closed Public Remarks.

5. REPORTS/BOARD COMMENT/NEW WORRIES

Clerk Helmbrecht reported absentee ballots would be mailed out by the first week of October. She summarized the application process for absentee voting.

Clerk Helmbrecht reported Joan Horvath has been promoted to the position of Assistant to the Clerk.

Treasurer Hunting reported the deadline for payment of summer taxes without penalty has passed. He reported taxpayers have until September 30, 2002 to avoid additional interest charges.

Treasurer Hunting reported on the current Township Board's record in approving single-family residential developments and rezonings.

Supervisor Pro Tem Stier discussed the recommended appointments to be approved on this agenda and thanked the applicants for volunteering their service.

6. APPROVAL OF AGENDA — OR CHANGES

Supervisor Pro Tem Stier reviewed the agenda.

Trustee Brixie moved to approve the agenda. Seconded by Trustee Such.

Trustee Such as the seconder, offered an amendment to move Agenda Item #7I. (MSU Supplemental Agreement - Community VIZ Development) to Agenda Item #10A. Amendment accepted by maker.

Trustee Woiwode offered an amendment to move Agenda Item #7D (Barnes House Rug Hookers Gaming License) to Agenda Item #10B. Amendment accepted by the maker and seconder.

VOICE VOTE: Motion carried 6-0.

7. CONSENT AGENDA

Supervisor Pro Tem Stier reviewed the consent agenda:

Trustee Woiwode moved to adopt the Consent Agenda. Seconded by Trustee Brixie.

ROLL CALL VOTE: YEAS: Trustees Brixie, Stier, Such, Woiwode, Clerk Helmbrecht,
Treasurer Hunting

NAYS: None

Motion carried 6-0.

The adopted Consent Agenda items are as follow:

A. Communications

(1). Board Deliberation (##)

9A-1 Mary R. Wills Willems, 1387 Hickory Island, Haslett; RE: Objection to the Lake Lansing Watershed Management Special Assessment

(2). Board Information (BI)

BI-1 Peter McPherson, President, Michigan State University; RE: National Superconducting Cyclotron Laboratory

BI-2 Nora Thompson - support of Township Millage for Human Services

(3) Commission Linkage (CL)

CL-1 Zoning Board of Appeals interpretation and revision of Section 84-5.3 of the Code of Ordinances (Commercial Wall Signs).

(4) Regional Linkage (RL)

RL-1 John W. Midgley, P.E., Managing Director, Ingham County Road Commission; RE: Concerns with Township Staff

RL-2 Dan C. Wertz, Ed.D., Superintendent, Okemos Public Schools; RE: Board of Education 2002-03 Meeting Schedule and Availability of Meeting Agendas and Minutes

(5). Staff Communication/Referral (SC)

SC-1 Michigan Townships Association Legislative Fax, August 30, 2002 Edition

SC-2 Michigan Townships Association Legislative Fax, September 9, 2002 Edition

Trustee Woiwode 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 Trustee Brixie.

ROLL CALL VOTE: YEAS: Trustees Brixie, Stier, Such, Woiwode, Clerk Helmbrecht,
Treasurer Hunting

NAYS: None

Motion carried 6-0.

B. Bills

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

General Fund/Special Revenue	\$ 386,691.67
Public Works	\$ 53,391.70
<u>Total Checks</u>	<u>\$ 440,083.37</u>
<u>Credit Card Transactions</u>	<u>\$ 10,384.31</u>
Total Purchases	<u>\$ 450,467.68</u>

Seconded by Trustee Brixie.

ROLL CALL VOTE: YEAS: Trustees Brixie, Stier, Such, Woiwode, Clerk Helmbrecht,
Treasurer Hunting
NAYS: None
Motion carried 6-0.

[Bill list in Official Minute Book]

- C. 2003 Draft Budget - Set Public Hearing (October 1, 2002)
Trustee Woiwode moved that the Township Board set a public hearing date for the proposed 2003 budget for the regular meeting on October 1, 2002 at 6:00 P.M. Seconded by Trustee Brixie.

ROLL CALL VOTE: YEAS: Trustees Brixie, Stier, Such, Woiwode, Clerk Helmbrecht,
Treasurer Hunting
NAYS: None
Motion carried 6-0.

- E. Assessing Stipulations

- Darrell Vaughan

Trustee Woiwode moved that the Township Assessor be authorized to sign a stipulation with Darrell Vaughan on the following commercial property:

**Property Address: 1615 Grand River
Appeal Year: 2002
Docket Number: 0290000
2002 Assessed Value: \$ 200,500
2002 Taxable Value: \$ 65,449**

The proposed stipulated values are as follow:

**2002 Assessed Value: \$ 170,400 (-30,100)
2002 Taxable Value: \$ 65,449 (no change)**

Seconded by Trustee Brixie.

ROLL CALL VOTE: YEAS: Trustees Brixie, Stier, Such, Woiwode, Clerk Helmbrecht,
Treasurer Hunting
NAYS: None
Motion carried 6-0.

- Realmark Properties (4970 Northwind)

Trustee Woiwode moved that the Township Assessor or Township Attorney be authorized to sign a stipulation with Realmark Properties on the proposed stipulated values for Parcel Number 33-02-02-20-126-002:

**2002 Assessed Value: \$ 1,662,500 to \$ 1,065,000
2002 Taxable Value: \$ 1,293,305 to \$ 1,065,000**

Seconded by Trustee Brixie.

ROLL CALL VOTE: YEAS: Trustees Brixie, Stier, Such, Woiwode, Clerk Helmbrecht,
Treasurer Hunting
NAYS: None
Motion carried 6-0.

- Realmark Properties (5020 Northwind)

Trustee Woiwode moved that the Township Assessor or Township Attorney be authorized to sign a stipulation with Realmark Properties on the proposed stipulated values for Parcel Number 33-02-02-17-379-007:

2002 Assessed Value: \$ 702,200 to \$ 435,000

2002 Taxable Value: \$ 571,516 to \$ 435,000

Seconded by Trustee Brixie.

ROLL CALL VOTE: YEAS: Trustees Brixie, Stier, Such, Woiwode, Clerk Helmbrecht,
Treasurer Hunting

NAYS: None

Motion carried 6-0.

- F. Appointments to Boards and Commissions

Trustee Woiwode moved to reappoint Patricia Munshaw as the Meridian Township Representative to CATA for a three- (3) year term ending September 30 , 2005, and Jeffrey Cassin to the Cable Communications Commission for the remainder of a three- (3) year term ending December 31, 2003. Seconded by Trustee Brixie.

ROLL CALL VOTE: YEAS: Trustees Brixie, Stier, Such, Woiwode, Clerk Helmbrecht,
Treasurer Hunting

NAYS: None

Motion carried 6-0.

- G. Sale of Vehicles

Trustee Woiwode moved to approve the sale of [See Staff Memorandum dated September 13, 2002 for vehicle list] surplus vehicles at public auction or by sealed bid. Seconded by Trustee Brixie.

ROLL CALL VOTE: YEAS: Trustees Brixie, Stier, Such, Woiwode, Clerk Helmbrecht,
Treasurer Hunting

NAYS: None

Motion carried 6-0.

8. QUESTIONS FOR THE ATTORNEY (See Agenda Item #11B)

9. HEARINGS

- A. Lake Lansing Watershed Special Assessment District (2003-2007)
Supervisor Pro Tem Stier opened the public hearing at 6:45 P.M.

Charles Louis Willems, representing Mary R. Wills Willems, 1387 Hickory Island, Haslett, objected to the special assessment for the following reasons:

- The homestead parcel should not be considered lake front
- The purpose of the watershed management district would not benefit the homestead parcel
- The co-owner of the homestead parcel may not have been notified
- The hearing notice was confusing

Teri Lee Dyke, 6318 Quail Street, Haslett, objected to the special assessment for the following reasons:

- Their property gains no value in comparison to those with lake frontage
- They are unable to use the lake without paying fees

[John W. & Teri Lee Dyke, 6318 Quail Street, Haslett, written objection filed in Official Minute Book]

Nick Devinck, 6250 Ridge Street, Haslett, objected to the special assessment for the following reasons:

- Concern related to the significant increase in the assessment from the current district

- Concern related to the limited size of the district
- Limited personal use of the lake

Supervisor Pro Tem Stier closed the public hearing at 6:55 P.M.

10. ACTION ITEMS/ENDS

A. MSU Supplemental Agreement - Community VIZ Development

Board Members discussed the following:

- Consideration of current budget deficiencies

Director Kieselbach summarized the proposed use and implementation of Community Viz.

Board Members discussed the following:

- 2001 project expenditures
- 2002 work completed
- Project phases:
 - Implement Community VIZ software
 - Implementation of Land Preservation and Greenspace program
 - Implementation of wetlands program
- Program timeline
- Availability and use of dedicated computers
- Incorporation of service costs into application fees
- Potential for staff efficiencies
- Current use of system for the Land Preservation Advisory Board

Trustee Brixie moved that the Township Manger be authorized to enter an agreement with the Department of Resource Development and the Alliance for Land and Water Decision Support, Michigan State University in an amount not to exceed \$28,000 for the purpose of providing a decision support system based on Community VIZ. Seconded by Trustee Woiwode.

ROLL CALL VOTE: YEAS: Trustees Brixie, Stier, Such, Woiwode, Clerk Helmbrecht,
Treasurer Hunting

NAYS: Trustee Such

Motion carried 5-1.

B. Barnes House Rug Hookers Gaming License

Board Members discussed the following:

- Organization of the Barnes House Rug Hookers
- Process for approval of Charitable Gaming Licenses
- Beneficiary of funds
- Role of the Township Board in the approval process
- 501(c)3 status of the Friends of Historic Meridian

Trustee Brixie moved approval of a request from the Barnes House Rug Hookers of Meridian Township, Ingham County, asking that they be recognized as a non-profit organization operating in the community for purposes of obtaining a gaming license or registration and be considered for approval and further that the Township Clerk be authorized to execute the resolution from the state of Michigan. Seconded by Clerk Helmbrecht.

Board Members discussed the need for a staff report to confirm the details of the license request.

VOICE VOTE: Motion carried 6-0.

11. DISCUSSION ITEMS/ENDS

Supervisor Pro Tem Stier opened public comment.

Donald Kaufman, 6097 E. Lake Drive, Haslett, spoke in support of the Lake Lansing Watershed Management Special Assessment District and governmental contributions.

Joan Guy, 1083 Woodside Drive, Haslett, spoke in support of the consideration of creating provisions for Planned Unit Developments in RR (Rural Residential). She spoke in support of a joint study committee to review requirements for construction of new sidewalks and pedestrian/bicycle pathways within wetland setbacks.

Supervisor Pro Tem Stier closed public comment.

A. Proposed 2003 Budget

Director Hasse summarized the General Fund revenues for the proposed budget.

Board Members discussed the following:

- Impact of state funding loss for university fire services
- Reimbursement for election expenses

Director Hasse summarized the General Fund expenditures for the proposed budget.

Board Members discussed the following:

- Proposed expenditure for road resurfacing
- Inequality of revenues to expenditures for proposed budget
- Allocation of carryover funds from year to year
- General Fund Balance as an other source of revenues
- Budget amendment process
- Need for a balanced budget

Manager Richards outlined the proposed local street-resurfacing program.

Board Members discussed the following:

- Use of special assessment process
- Formula for determination of special assessments
- Consideration of road maintenance policy issues
- Township improvement revolving fund to finance special assessments
- Long term road maintenance
- Township assessment of road condition
- Development of an annual maintenance program
- Special assessments vs. land use densities
- Ingham County Road Commission maintenance of primary roads
- Millage vs. special assessment
- Comprehensive schedule for decision process for road maintenance funding source
- Developer bonding for road maintenance
- Consideration of Township assumption of road jurisdictional authority
- Need for policy before budgetary allocation of funds

Board Members discussed the continuation of budget deliberations at its July 24, 2002 meeting.

B. Lake Lansing Watershed Special Assessment District (2003-2007)

Board Members discussed the following:

- Remaining steps to the special assessment process
- Resident objections to the special assessment districts

Implication of Current Special Assessment District: (Agenda Item #8 (Questions for the Attorney))

Q. What implication(s) do the previously adopted and current tier designations have on the proposed special assessment tier designations?

A. Each assessment must be predicated on the benefit to the property that is being assessed. The Board is making a determination as to whether to go forward with the project; and providing an

opportunity for the owner to make a claim that a particular assessment against their particular property is inappropriate for whatever reason. It is not sufficient to claim that a current assessment justifies any proposed assessment. The amount of the assessment has to do with the scope of the project and benefit to the individual property resulting from the project.

Continuance of Current Tier Designations: (Agenda Item #8 (Questions for the Attorney))

- Q. Should the same tier designations be maintained and how does this impact a property owner's right to appeal the assessment.
- A. The tier 1 and 2 approach is sound, as the Township looked at the benefit to the particular properties. There is an underlying assumption that those properties that are lakefront (tier 1) would receive a different benefit than those properties adjacent to the lake front properties (tier 2). The approach is sound and may be recommended for the new special assessment district.

Sufficiency of Notice: (Agenda Item #8 (Questions for the Attorney))

- Q. How would an insufficient notice impact the process?
- A. There has been no known notice problem to impede the process in considering this matter. There was the assertion that there is a potential property owner with a joint interest in the property who was not specifically noticed, whereas, there was representation by one of those property owners. There has been no presentation of fact to indicate a fatal deficiency in notice.

Supervisor Pro Tem Stier recessed the meeting at 8:26 P.M.

Supervisor Pro Tem Stier reconvened the meeting at 8:35 P.M.

C. Draft Lighting Ordinance

Director Kieselbach introduced the draft lighting ordinance.

Board Members discussed the following:

- Importance of the provision of security lighting
- Unclear impact of reduced lighting on crime
- Proper application of security lighting
- Resulting safety enhancements to pedestrians, bicyclists, and motorists from reduced light glare
- Need for public education on benefits of reduced lighting
- Potential for voluntary compliance through education efforts
- Availability of grant funds for educational efforts
- Enforceability of the non-conforming section
- Relation of impact to size of site
- Significance of state electrical permits
- Setting a public hearing

D. Clustered Housing Ordinance (PUD) and Statutory Compliance

Director Kieselbach introduced the draft clustering ordinance and noted the incorporation of Zoning Amendment #02070 (Township Board).

Board Members discussed the following:

- PUD's in RR (Rural Residential) zoning
- Density bonus override of the Maximum Density Table
- Treatment of RRR (Rural Residential-Low Density) with the RR (Rural Residential) district
- Consideration of recommended PUD changes under ZA #01090 (Planning Commission)
- Reduction of approval process time
- Elimination of permitted commercial uses for any PUD in RR (Rural Residential) or RRR (Rural Residential-Low Density) zoning districts

E. Zoning Amendment #02070 (Township Board), amendment to allow PUD in the RAAA and RRA zoning districts

The Board Members concurred to consider the Zoning Amendment for introduction at the next meeting.

12. VISION SESSION/ENDS: (None)

13. PUBLIC REMARKS

Supervisor Pro Tem Stier opened and closed Public Remarks.

14. ADJOURNMENT

Supervisor Pro Tem Stier adjourned the meeting at 9:12 P.M.

STEVE STIER
SUPERVISOR PRO TEM

MARY M. G. HELMBRECHT
TOWNSHIP CLERK

Paul J. Cassidy, Secretary