



**To: Board Members**  
**From: Frank L. Walsh, Township Manager**  
**Date: October 28, 2022**  
**Re: Manager's Report**

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## **ASSESSING**

### **Board of Review**

March and July Board of Review were conducted with no issues. December Board of Review is scheduled for December 13, 2022. This meeting allows us to process clerical errors as well as poverty and veteran exemptions.

### **Entire Tax Tribunals**

All of the 2021 tax appeals have been resolved. We have defended taxable appeals with vigor, some cases withdrawn and others settled when appropriate. There are six pending tribunals for 2022, three of which are small claims.

### **Reinspection Program**

Our reinspection program went well this summer. We had two interns that helped update our record cards for Hillbrook, Oak Grove and Ottawa Hills. Each year we select neighborhoods that have not been reviewed in a while to insure our records are accurate. They went door to door confirming measurements and updating photos.

### **Township Assessing Audit**

Every five years the State Tax Commission completes an audit of assessing practices for each jurisdiction. We are scheduled to be audited in the spring of 2023. Three assessing staff members attended a training this week in regards to the audit. Based on our current practices, only minor adjustments to township procedures are required.

## **COMMUNICATIONS**

### **Staffing Changes**

The Communications Department went through significant staffing changes over the third quarter. Former Multimedia Production & Operations Specialist was selected as the new Communications Manager to replace Brandie Yates. She began her position on August 22, 2022. Throughout the month of September, Manager Diehl and Director Tithof worked together to fill the vacant Multimedia Production & Operations Specialist position. Danneisha McDole, a former HOMTV intern, was selected for the role and began on October 10, 2022.

### **Town Hall Room A/V Upgrades**

Most of the equipment has been delivered, but a key control panel piece will not arrive until December 2022 due to supply chain issues. Staff decided to move forward with a partial installation of the monitors and microphones, with a goal of a late November 2022 installation. Once the final piece arrives, the rest of the project will be completed in December 2022.

### **Monsido Web Accessibility for Township Website**

As of October 2022, there is a new accessibility feature on the Meridian Township website. The Communications Department signed a contract with Monsido, a company that specializes in improving website accessibility. A purple

Monsido icon will now appear on every webpage. When the icon is selected, the user is then able to adjust the font size, type, text spacing, cursor size, and much more. Staff will also work on the backend of the website to create a more accessible experience for the user. Monsido performs a scan every day and lists out areas that need to be fixed in order to improve the website's accessibility score.



### **HOMTV Programming**

HOMTV recorded and aired 9 candidate interviews as part of their Your Choice 2022 General Election Coverage. A live 30-minute show will air on Tuesday, November 8, with the recap show announcing results on Friday, November 11. HOMTV will also be airing two new shows this fall: Catching Up with Kenzie and Township Today.

### **COMMUNITY PLANNING & DEVELOPMENT**

#### **Building**

- Construction has begun on the long planned Newton Pointe project by DTN, at the corner of Newton Road and M78, just north of Sierra Ridge. This project has a multiyear construction cycle, with an end date in 2024 or 2025, depending on supply chain issues.
- Single-family home construction has continued at an elevated pace, with nearly 50 permits issued on the year. The inventory of available single-family lots for construction is very low and developers have started or are preparing to start construction on new phases in Copper Creek and Sierra Ridge and are planning to begin construction in Silverleaf, all in 2023.
- Work and inspections were completed at Joe's on Jolly and the Haslett Marathon building, leading to grand openings at both locations. The Hypershine car wash on Grand River Avenue is also nearing a grand opening, after a summer of construction and inspection.





- Substantial progress continues at Elevation Phase 3, American House of Okemos, and Woodward Way. Each project is on track for a 2023 opening, bringing a mix of housing types, costs, and tenant ages to the Township.

### **Planning**

- The Planning Commission and Staff have continued to review the Township's zoning ordinance and make recommendations to change it as necessary. Eight more amendments have been recommended for approval by the Planning Commission with seven of them approved by the Township Board and the eighth coming by the end of the year. Work to allow recreational marijuana has begun and Staff will present two additional major ordinance changes in the coming months.
- After years of planning and months of work between the Staff, developer, Planning Commission, and Township Board, the Haslett Village Square project has been approved and the property is close to transferring to the developer, to allow construction to start in 2023. This is a major Township accomplishment and will bring substantial investment to an area that has not seen this level of investment in decades.
- Special Use Permit review is underway for the Grand Reserve project, between Central Park Drive and Powell Road. This project started as a conditional rezoning that was approved by the Township Board in early 2021. It is expected that construction will begin in mid to late 2023.
- Staff and the Planning Commission have kicked off the five year Master Plan update. Initial public hearings have been held and Staff has presented a plan to have the document in place in early 2023.

### **Code Enforcement**

- Code Enforcement activity on the year is already 20% higher than the entirety of 2021. This can be attributed almost entirely to complaints about illegal signs, sidewalk obstructions, and by far our largest area of work, tall grass. At the pace we are on, we expect to finish the year with nearly 50% more complaints than 2021.
- Although a continuing challenge, the Winslow Mobile Home Park shows signs of improvements. The major dumping that was occurring on the NW corner of Grand River and Van Atta has been resolved, along with the dumping behind the gas station on the SE corner, which was related. Staff has resolved some major electrical issues in the park and continues to move towards full compliance with all property maintenance ordinances.

## **ECONOMIC DEVELOPMENT**

### **2023 Juneteenth Festival**

Planning for 2023 Juneteenth festival has already begun with three meetings of the committee. The membership has grown with more input from the local organizations and entities that make up Meridian. Friday June 16th, Saturday June 17<sup>th</sup> and Sunday June 18<sup>th</sup> are the confirmed dates.

## **Haslett Redevelopment**

American House Meridian will need to make some changes to their Brownfield Plan in the coming weeks, as the project nears vertical construction, we will focus on filling the commercial space. Though the economic environment is still volatile, the true value of this project should shorten the length of the Brownfield Plan. This will contribute to a strong local brownfield revolving fund that can be used for a future eligible project. We have multiple interested tenants for the space and one tenant has a signed agreement for about 3,000 sq. ft. of the commercial space. Working with the developer, plans for the pathway connection to the interurban are being finalized.



Haslett Village Redevelopment incentives are on pause until the ownership changes hands on the property. That change should occur before the end of the year. Within the first quarter of 2023, we will receive a new Commercial Rehabilitation Act (CRA) application from the developer and property owner to submit for certificates for tax exemption. The State Tax Commission's (STC) process is the exact same and their board meets typically once a month. The local, state Brownfield, and CRA incentives will be approved by the mid to end of the first quarter 2023. Demolition of the site should occur soon after final incentive approvals. Vertical construction is planned for Summer and Fall of 2023.

## **Match on Main (MOM)**

Meridian Township's first Match on Main application for \$25,000 reimbursement for a business in the Downtown Development Authority (DDA) will be submitted no later than Friday October 28<sup>th</sup> to meet the fall deadline. MOM is a program eligible to new or existing businesses in a Downtown or other established district for communities with an active Redevelopment Ready Community (RRC) status. The DDA through a public review and selection process will support a new applicant this year.

## **Corridor Improvement Authority (CIA)**

The CIA body will be presented with the first look at a 10-year capture plan as recommended by staff to support redevelopment along Grand River Avenue. The length of the TIF capture could be a strategic way to gain support from the other tax jurisdictions.

## **Bonus Bucks**

The Township will be implementing a Bonus Bucks program, a collaborative shop local gift card program with Meridian Area Business Association (MABA) and Meridian Economic Development Corporation (EDC), to support Grand River businesses and small businesses of the Township that will take place November 26, 2022 - December 23, 2022.

## **Other Development Updates**

Hosted several meetings with State or County officials to discuss Meridian Township development. Met with Quentin Messer Jr. CEO of Michigan Economic Development Corporation (MEDC) and Matt McCauley Director of



Community and Business Development for the Ingham County Drain Office to discuss the future of 4800 Okemos Road.

- 2421 Grand River will house a new tenant alcohol retail establishment
- New businesses: Rally House, Valley Wing, Atomic Tacos, Refresh IV and Rag Stock
- New ownership: Changes Hair Design, Marco's Pizza and X-golf under new management
- Closed Businesses: 102 Pho Bahn Mi has permanently closed- a new restaurant will take this location

## **FINANCE DEPARTMENT**

### **2023 Township Budget**

The 2023 Budget was approved by the Township Board at the meeting on September 20. The Finance Department is now working on updating the Citizens Guide, dashboard requirements, CVTRS compliance reports with the 2023 budget information and getting the proper paperwork filed with the State of Michigan Treasury Department.

### **Township Credit Card Policy and Elimination of Petty Cash**

The credit card policy/elimination of petty cash was discussed by the Township Board at the meeting on October 18<sup>th</sup> and will be on the agenda for approval at the November 1<sup>st</sup> Board meeting. The Finance Department has updated the Township's credit card policy and created a best practices document to provide more consistency and guidance surrounding the use of Township credit cards.

## **FIRE DEPARTMENT**

### **Township Continuity of Operations Plan (COOP)**

The COOP plan has been completed and will be submitted to present to the Board in November. This will include the Main Plan, Functional Plan, and Support Plans.

### **Standard of Cover Document**

The Department's Standard of Cover document was started in late 2021 and is progressing on schedule. Additional research along with greater expansion on the main topics is expected throughout the rest of 2022.

### **Standards of Cover**

A SYSTEMATIC APPROACH TO RESOURCE DEPLOYMENT



Meridian Township Fire Department  
2021

### **Fire Department Strategic Plan**

The orientation for this process has been developed and is currently under review. Requests for members to serve on the committee have been sent out. A questionnaire on department values and culture has been sent out also and is due back in late November.

## Emergency Siren Project

The installation of the eleventh outdoor warning siren has been completed. The siren is located at Bennett Woods Elementary School. Consumers Energy is planning to wire the siren to their transformer by the end of November. The remaining four sirens will be installed on Cornell Road, Grand River/Van Atta, Green Road, and Tihart over the next four years.



## Recruiting and Succession Planning

Improvements have been made to the department's recruiting and retention processes.

Working with Lansing Community College and Ascension Hospital, the department has been recruiting paramedic students and EMTs to fill three upcoming vacancies (December 2022, January 2023 and June 2023).

The promotional process for Captain was completed in September 2022 with Lt. Al Diaz and Lt. Jeff Rommeck selected to fill the two positions in December and January.



Staffing updates for the remainder of the year:

- Dec. 2022 Retirement: Battalion Chief Mark Vroman
- Dec. 2022 Promotions: Capt. Ryan Campbell will be promoted to Battalion Chief  
Lt. Al Diaz will be promoted to Captain  
Firefighter Eddie Dennis will be promoted to Lieutenant

## Apparatus Update

- The new vehicles have been delivered over the past two months. All employees will begin new vehicle operation training.
- The 2020 ladder is scheduled for delivery the week of November 1<sup>st</sup>. It is currently at the dealer's lot in Allendale, Michigan.
- The 2022 ambulance has been delivered. All firefighters are in the process of driving it and loading equipment.

- The 2022 command vehicle has been delivered and went in service around October 1<sup>st</sup>.
- The 2023 pumper was ordered in December 2021 due to anticipated delivery delays and an increase in cost if ordering later. The estimated savings from purchasing early is approximately \$150,000. A pre-construction meeting will be held in November.

### **Equipment Replacement**

- Hose
- Toxic gas monitors
- Ice rescue suits
- Rescue rope
- Intubation laryngoscope devices
- Voice emitters
- Structural firefighter gear

## **HUMAN RESOURCES**

### **Healthcare Coalition**

The Healthcare Coalition presentation took place the afternoon of October 17<sup>th</sup>. Next stop: Prepping for Employees' Annual Benefits Open Enrollment at the end of November- for benefits to take effect for the 2023 plan year.

### **Employee Traffic**

Since January, we have completed well over 100 "Employee Traffic" payroll processes for permanent hires, departures, and retirements. Between temporary election workers and seasonal staff, we have an additional 150+ humans who have come to work for us for a season or more.

Our current job vacancies include:

- Parks & Recreation Specialist
- GIS Specialist & DPW Records Manager
- DPW Mechanic
- Clerk's Office Administrative Assistant II
- Police Records Technician II
- We are still keeping a light on for incoming Police Officer and Firefighter-Paramedic candidates
- Election Workers are coming in fast and furious for elections and Carol has been seemingly omnipresent to help them complete necessary payroll paperwork

Vern and Mark, Security/Information Staff, have graciously offered to provide election support to our Clerk's Office. They will be here to guide/direct voters and otherwise help keep the peace through the election process on November 5<sup>th</sup> and 6<sup>th</sup> and before/after hours on November 7<sup>th</sup> and 8<sup>th</sup>.

Our leadership will soon be gearing up for 2022 performance communication evaluations and 2023 objectives/goal setting, and we would be glad to work with managers and staff alike to set the stage for great outcomes and connection in 2023.

### **Diversity, Equity and Inclusion (DEI)**

DEI initiatives are alive and well as the Task Force reconvened on October 14<sup>th</sup> to realign our mission and vision. The Board has approved us to provide sanitary products in our public restrooms throughout the Township. Dispensers and supplies have been ordered and are starting to be installed at the time of this message. The next Task Force meeting will take place on November 18<sup>th</sup> at 2:00 in the Admin Conference Room. We will discuss current topics, training, how to incorporate observance of cultural events/holidays to acknowledge and celebrate our community, and more.

### **Human Services**

Mary, Human Services Specialist, continues her reliably swift and sure responses to incoming inquiries and requests for assistance from our community. Trustee Wilson's assistance continues and is invaluable in helping Mary

connect with our community and strengthen communications among our Community Resources Commission. She has also gone above and beyond to introduce Mary to all of the constituents we partner with in order to provide appropriate support and assistance to residents in need.

## **INFORMATION TECHNOLOGY**

### **Brightline IT Enhancements**

Township staff has created a new server template and is working with Brightline to bring our update server back into compliance with best practices. This work will fill gaps between the larger projects that Brightline is working on for renovation of Township IT infrastructure in general.



### **Configuration of Meraki Switches**



Based upon testing and evaluation completed early in the third quarter of 2022, fourteen (14) new Meraki switches were ordered and have been shipped to our vendor, Brightline. They are taking the existing configuration from our old Cisco switches and building the new comprehensive configuration on their test bench in Brighton. Switches will be brought onsite for installation in the coming weeks. We expect the first switch to be replaced will be the one that manages all of our external connections, giving a boost to end-users experience connecting to the Internet and partner agencies in Ingham County.

### **Configuration of Palo Alto Firewall**



Based upon testing & evaluation completed in the third quarter of 2022, our vendor selected a Palo Alto 820 Firewall appliance in combination with partner Palo Alto 410 appliances to become the new border protection devices at our remote facilities. The hardware for the primary firewall has been delivered to the project vendor, Brightline, and preliminary configuration is underway. Devices will be installed at Township facilities over the next three to four weeks.

### **Order for Storage Area Network Replacement**





The purchase order for the SAN device replacement has been executed. Staff, Brightline, and Hewlett Packard Enterprise are working on a delivery schedule for hardware and software services that will completely replace the existing Dell and HP SAN devices.

### **Quick Help End-User Training**

Staff is working with Brightline to resume the security training initially implemented in the first quarter of 2022. Programs reviewing best practices for email, identifying and stopping spam and phishing, and two-factor authentication are all being prepared to push out to our end-users.

### **Contracts for Upgrades to PowerDMS Compliance Management Software**

Staff completed the requisite budget amendments and a purchase order to expand the functionality of software that the Police Department (PD) uses for accreditation. Staff is working with the vendor to add features that will streamline operations for field training of new officers, time and schedule management, and management of feedback from citizens. IT & PD team members are pushing to have the work completed in the fourth quarter of 2022.

### **Purchase of JustFOIA Service to Help Manage FOIA Requests**



In order to improve on the process that the Township uses for Freedom of Information requests, staff has executed budget amendments and a purchase order for a new hosted service that will increase reliability and efficiency of requests made to the Township. The project will kick off in earnest after the November primary election.

### **Upgrade of Existing Comcast & AT&T Connections**

Staff is working with third party vendors to upgrade internet connections throughout all of our facilities. Township Hall circuits have been prioritized to prepare for the new firewall appliance and once the connections have been confirmed to work well, we will move onto our remote sites.

### **Installation of Workstation Replacements**

IT staff ordered spec personal computers (PCs) for replacement of older PCs across the organization. Evaluation is currently underway in our Engineering Division.

## **PARKS & RECREATION**

### **Farmers' Market**

The Wednesday Farmers' Market that has operated from 3pm-7pm beginning June 1, ended this week resulting in the most successful Wednesday Market season in the history of Wednesday markets! This is due to multiple factors including a new facility, stage entertainment weekly, food trucks, more vendors, more customers, and solid management by Market Manager, Tom Cary. The former Wednesday Market at Central Park Pavilion was down to 6-10 regular vendors in comparison to this year that boasted 30-40 vendors each market day. The Saturday Market ends its regular season on Saturday, October 29 and will then continue outdoors throughout the winter on the first and third Saturdays until the end of April.

Halloween at the Market took place on Wednesday, Oct 26 with over 200 participants and 30 volunteers from Okemos High School. The event included games, scavenger hunt, dancing and more! Students from School of Rock provided entertainment on the stage that resulted in parents and kids all taking to the dance floor! The market

vendors were extremely pleased with the foot traffic and sales that resulted from the additional visitors. The Wednesday Market will return in June 2023.



### **Deer Management**

The Deer Management volunteer archery season began on September 1 and will continue through January 1. This year we have 72 hunters on 62 properties with a total of 60 deer culled in the last 25 days. We also have donated 732lbs of venison to local food banks so far this year.

### **Youth/Adult Sports**

The fall season of our Youth Soccer program and Youth flag football programs will conclude on Saturday, October 29 with a total of 927 participants (96 teams) and 200 volunteer coaches. Next up....Youth Basketball!

Adult Kickball and Sand Volleyball Leagues also conclude this week with 19 teams participating.

The popular "Sporties for Shorties program with "Coach Mike" recently concluded with 200 participants in August - October. that welcomed young children that introduced a number of sports programs that

### **Meridian Heritage Festival**



The Meridian Heritage Festival took place in Central Park on Saturday, October 1 with participation from the Friends of Historic Meridian and Nokomis Cultural Center that highlighted both Native American and early American culture. An estimated 800-1,000 people visited the festival that also included a vintage baseball game between the Lansing Capitols and Chelsea Monitors. Park Commissioner Mark Stephens operated the youth fishing event on the dock in the Historical Village.

### **Land Stewardship**

Stewardship Coordinator, Emma Campbell and intern Rebecca Fischer compiled an illustrated booklet of native plants called "Planting a Native Meridian – A Practical Guide for Bringing Native Plants into your Yard" complete with photos and sample planting plans. This is another tool we now have to work with homeowners to naturalize their own gardens. This partners well with the Native Plant Sale fundraiser that Harris Nature Center conducts each spring and fall.

The Meridian Conservation Corp Volunteer Stewardship Program continued this past month with six work days that included litter pick up, seed collection and invasive plant removal along with two educational programs. This program continues to grow with the addition of 21 new members in the last month! Next week, Emma and neighborhood volunteers are planting 150 native trees at the Towar Land Preserve.

### **Harris Nature Center**

Able Eyes virtual tour of Harris Nature Center is now available on-line at AbleEyes.org and on the Meridian Township website. This on-line tour provides upcoming visitors an opportunity to obtain a sneak peak of the site. This is helpful for people in many ways as they have an opportunity to ensure the site meets their accessibility needs, or to ease anxiety before visiting an unknown area. We will be working to include additional parks sites in the future.

The Harris Nature Center Staff has been busy with a month filled with daily school groups for grades K-5<sup>th</sup> as well as a week filled with Annie's Big Nature Lesson Students.

### **New Parks and Recreation Specialist**

Interviews took place on October 27 for a Parks and Recreation Specialist position that resulted with us making a conditional offer of employment to one of the candidates who actually interned with us in 2017. He currently works in DeWitt running youth and adult sports, special events, youth after school programs and other administrative duties; and is an active member of the Michigan Recreation and Park Association serving the Annual Conference Committee; and is the current president of Southern Michigan Recreation and Park Association. During his time with us in 2017, he was involved with our youth and adult sports programs, assisted with Celebrate Meridian, assisted with the Deer Management Program, and filled in at the Harris Nature Center when one of the staff took ill during summer camp. We look forward to him joining our team!

The Park Maintenance Team has been busy working on the following projects this month:

- Special event set-up and tear-down for the HNC Plant Sale, Meridian Heritage Festival and the Halloween at the Market event.
- Installed surface drains at the Large Dog Park to address drainage/mud issues
- Worked with the Shick family on creating a beautiful memorial at the Historical Village including a Sugar Maple tree, flowering shrubs and a memorial plaque. The Shick family then donated \$2,000 to the Parks and Recreation Department and \$1,000 to the Friends of Historic Meridian.
- Begun the winterization process with drinking fountains, irrigation and restrooms.
- The entry door at the Meridian Senior Center at Chippewa Middle School is finally operational after one full year of needing to utilize a non-ADA compliant access door. This new system provides buzzer access control for entrance into the Center.
- The bathrooms are now heated at Marketplace on the Green due to the good work of our Park Maintenance staff. They are also working to provide heat in the office area as well.
- And...all equipment is ready for snow!

## **POLICE DEPARTMENT**

### **Fill all vacant positions while simultaneously working toward creating a diverse and inclusive workforce.**

- Our 5 recruits are halfway through the Mid-Michigan Police Academy. They will be graduating in December of 2022.
- Interviews for new officers are ongoing. There is 1 candidate in background.
- Mari Clevenger and Stacey Bazan were sworn in as officers on September 12<sup>th</sup>. Both are currently performing well in the field training program.



### **Leverage suggestions made by the Recruitment and Retention Committee to provide an environment more likely to retain employees while attracting potential employees.**

- Funds have been budgeted in 2023 for improvements to the briefing room. These upgrades were suggested by the retention committee.
- The 2023 budget includes the creation of a new canine position.

### **Work to improve transparency of the department's actions through use of the website, social media, and community meetings.**

- The Social Media Committee has been more active on our website, providing in-depth information on points of interest to the department.
- A Neighborhood Leaders Meeting is scheduled for November 2022
- Continue posts to introduce staff to the community through Saturday Shout-Outs and acknowledging individual officers.
- Encourage the community to assist in identifying suspects by posting photos and videos.
- Mugshot Monday posts that request assistance from the community in locating suspects that have outstanding warrants.

### **Begin preparations for the 2022 MLEAC re-accreditation assessment, which will take place in December 2022.**

- Accreditation is an ongoing effort that requires constant attention. An accreditation team has been established consisting of four patrol officers, a sergeant, and the Services Division Commander. Sgt. Squires has been named co-manager of the accreditation process.
- A mock on-site assessment was conducted in October to prepare for the December 8-9, 2022 assessment.

### **Prepare staff for succession due to retirements or promotions through training and mentoring.**

- Sgt. Squires attended first line supervisor training provided by MSU. This training is free of charge due to Lt. Crane providing instruction for a portion of the class.

**Assist the Parks Department with the deer management efforts to reduce property damage and traffic crashes.**

- The Department has assisted the Parks Department with their volunteer hunters.
- The Department continues to prepare for the cull that begins in January 2023 by obtaining new partnerships with private landowners to provide access to cull sites.

**Provide leadership in the law enforcement community through involvement in collaborative professional law enforcement training.**

- Collaborating on the Capital Region Integrated Critical Skills Training (CRICST). Sergeant Ed Besonen has been working with other agencies on developing the program and providing MTPD instructors.
- The Department provides the Mid-Michigan Police Academy with instructors in the areas of verbal defense and influence, firearms, emergency management and response. In return we receive scholarship funds from Lansing community college.

**PUBLIC WORKS & ENGINEERING**

**2021, 2022 and 2023 Township Local Road Program**

In early June, we completed our 2021 reconstruction projects. We finished four 2021 local roads located in White Hills Lakes: Pine Hollow Dr, Fenwick Ct, Mereford Ct, and Overglen Ct.

Our 2022 milling road projects (i.e. reconstruction) are nearly complete. Here is the remaining construction schedule for 2022:

**Sunwind Estates and Stonebrook:** Manhole adjustments are being completed the week of October 24. Top course paving will occur the week of October 31, weather dependent.

**Keystone:** Bottom course paving early the week of October 31, top course paving the following week.

**Huron Hill (Indian Hills):** Bottom course paving early the week of October 31, top course paving the following week.

**Wellington Estates:** We are monitoring the weather forecast before milling the roads. We need a clearer picture that we will have good enough weather to complete these roads prior to November 15, the Ingham County Road Department's paving cutoff.

The Wardcliff neighborhood roads were postponed until spring of 2023 to allow the Ingham County Drain Commissioner's Office more time to finalize their engineering plans for drain maintenance work to alleviate flooding homeowners are experiencing.

All of the 2021 and 2022 preventative maintenance projects were completed earlier this year.

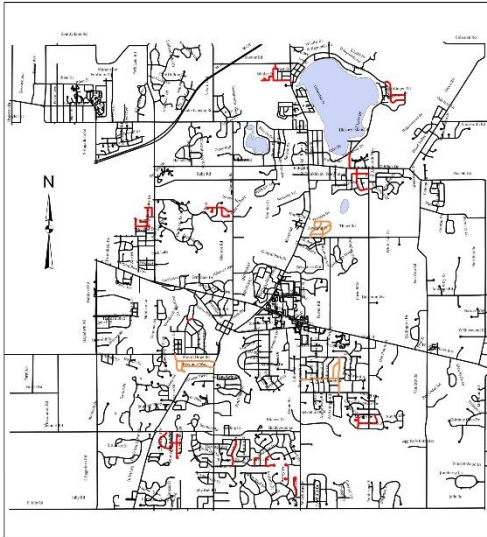
Our PASER rating updates for all 147 miles of local roads should be completed in one to two weeks. The field surveying has been completed. This is the first update to our PASER ratings since 2019.

The 2023 local roads are being surveyed and designed and we hope to go to bid in January, when we expect to get the lowest bids possible. The final list of 2023 roads will then be announced publicly in February after we have reviewed the bids.

We are exploring new preventative maintenance treatments to be utilized in 2023.



MERIDIAN TOWNSHIP  
2022 LOCAL ROAD CONSTRUCTION



Updated Dec. 20, 2022

### Daniels Drain Update

The Ingham County Drain Commissioner's Office is attempting to get a schedule from their contractor for top course paving for the Forest Hills subdivision. The top course paving will only take one day to complete once it is scheduled.

Here is the anticipated schedule, weather permitting, as of October 25:

- Manhole adjustment corrections: 4 working days, 10/24 through 10/28 (work in progress)
- Asphalt patching around manholes: 1-2 working days, 10/29 through 11/1
- Final Top Course Paving: 1 working day, 11/2 through 11/4

**Update from the Township re: the Daniels Drain Project:** The Ingham County Drain Commissioner's Office contacted the Township in late July and informed us that repaving of the northern 400 feet of Northview Drive was not included in the drain project. This 400' section begins at the southern curb cut to the Ponds Cooperative and ends at Grand River Avenue.

The Township does not want to leave this 400' section of asphalt in poor condition. We worked with the Drain Office and their contractor to get pricing in line with our road contracts and permitted them to mill and repave the north section of Northview Drive as part of the drain project, which will be funded by the Township's local road millage.

Upon taking core samples, some soil work will be required before this section of Northview Drive can be milled and paved. Therefore, this portion of Northview Drive will be completed in the spring of 2023. Asphalt plants open around May 15, so the work should begin in mid-May to early June.

### 2022 Solar Project

Installation of a 40 kW solar array on the public safety building carports has begun and should conclude the week of October 31. This is the Township's fourth consecutive year of completing a solar project.



### **Okemos Library Roof Project**

Construction of the new roof, gutter and downspout system at the Okemos Library began on October 21 and should be completed the week of October 31, weather dependent.

We put this project out to bid for two different roofing systems to reduce cost, while providing a reliable system:

- EPDM Roof (20-year warranty) Bids Ranged from: \$164,762-171,220
- TPO Roof (25-year warranty) Bids Ranged from: \$142,790-165,749

We awarded the contract to the low TPO bidder: CEI at \$142,790. We saved \$21,972 by rebidding for a TPO roofing system. The Township is funding \$95,000 of the project, the original amount budgeted in the Township's 2022 Budget. We met with CADL this summer and they agreed to reimburse the Township for the difference of \$47,790.

### **Grand River Avenue Project**

Nakoma Section Across from Playmakers: Pathway, pavement and underground work is complete. Curb and gutter is scheduled to be poured on October 31, if concrete is available, and we anticipate that construction will switch to the south side of Grand River Ave on November 3 or November 4, unless MDOT runs into delays due to weather or concrete shortages.

Okemos/Grand River Avenue Intersection: Grade work is being completed on Grand River Ave. We hope that the concrete pouring will begin on November 2. The intersection pavement will require 5-6 separate placements of concrete. Okemos Road south of the intersection is ready for concrete, but the concrete shortage is the current issue. The schedule will depend entirely on availability of concrete.

Then signalization work will begin to reopen the Okemos/Grand River Avenue intersection, hopefully by the end of November.

### **Okemos Road Bridge Project**

Weather dependent, we hope that the Okemos Road Bridge project can be completed by the end of December to mid-January. Publicly, we are stating between the end of December and the end of January.

### **Mount Hope/Okemos Road Intersection Update**

According to the Ingham County Road Department, pedestrians can cross at the Mount Hope/Okemos Road intersection but should be aware that the pedestrian push buttons have not been installed yet. The traffic signal subcontractor will return the week of Monday, October 17 to work on the pedestrian push buttons at the Mt Hope/Okemos Road intersection. The pedestrian barricades will remain in place across the school driveway, as that area will be under construction until the bridge construction is completed.

Concrete subcontractor has placed concrete for curb and gutter, pavement, and sidewalk at the Mount Hope/Okemos Road intersection.

Contractor is focusing on the Okemos Road storm sewer work but will have to come back and finish the driveway work for the Consumers Energy and Central Elementary School driveway at the intersection. The Consumers Energy and Central Elementary School driveways are not anticipated to be completed until December.



#### **Update on Bridge Work along the Red Cedar River**

Contractor has completed the pile driving on the north bridge abutment and installed the concrete footing. The contractor has finished excavation for the south bridge abutment.

#### **Work on Okemos Road North of the Bridge**

Contractor began removing concrete pavement and installing storm sewer north of the bridge to the end of the project just south of Clinton Street.

#### **North Water Tower Construction Project**

The preventative maintenance of the north water tower was completed earlier this year as well as two rounds of testing of the water quality. Both tests were negative.

The north water tower was put back into operation on June 27, 2022. Our new Township brand is prominently displayed on the north water tower facing eastbound and westbound traffic on Saginaw Hwy (M-78). We thank the Board for waiving our ordinance prohibiting Sunday construction hours to get the North Water Tower operational again in the shortest timeframe possible.





## Powell Rd Paving Repairs

This small section of Powell Rd failed due to peat/muck removal. Peat was removed at a depth of about 17 feet below grade here. The developer's contractor began repairs on October 24 and asphalt was paved on October 27. The gravel shoulder will be put in on October 28 to complete the repair.



## MSU to Lake Lansing Trail Update

We received the bids for Phase I of the MSU to Lake Lansing trail on October 7. Review of the bids by the Township and MDOT is in progress.

Phase I had to be bid through MDOT due to the federal TAP grant that is funding \$1.7 million, or 56.67%, of this phase. Here is a breakdown of the funding sources for Phase I of the MSU to Lake Lansing Trail:

1. \$1.7 million (TAP Grant)
2. \$950,000 (County Trails and Parks Millage)
3. \$350,000 (Township Pathway Millage)

Our initial review indicates the bids came in slightly higher than our estimates and we will work with the County to secure any remaining funding that is needed. We are working to complete the Phase II engineering plans and hope to go to bid by the end of the year. We are also in the process of securing the lease agreement with Consumer's Energy for use of their right-of-way for Phase III of the MSU to Lake Lansing Trail.

## Wetland Education Mailing

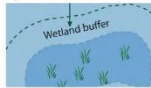
The wetland education mailing went out to the property owners with wetlands and/or wetland buffers, 3,794 property owners in total, on October 6.



### Attention Residents Near or Adjacent to a Wetland:

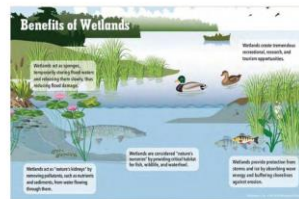
#### Meridian Township Ordinance Reminder

Does your lawn mower leave muddy ruts in your yard? You may be encroaching on a wetland buffer. Knowing where your wetland buffer starts is important, but it is also the law. These areas are protected by the Township.



When working within 20 feet of a wetland, wetland buffer or natural area, please remember:

- ▲ DO NOT apply fertilizers, herbicides, insecticides, or other pesticides
- ▲ DO NOT mow
- ▲ DO NOT dump yard waste
- ▲ DO NOT add any fill material such as fill dirt, stone or mulch
- ▲ DO NOT remove stumps/roots



### How to enhance your wetland buffer:

- ▲ DO plant native vegetation on your property and remove invasive species
- ▲ DO protect the required 20 foot natural vegetation buffer around wetlands
- ▲ DO contact the Planning Department at 517.853.4560 if you are planning construction or landscaping within 40 feet of wetlands
- ▲ DO contact the Land Stewardship Coordinator at ecombo@meridian.mius for information on native plant lists and invasive species information



## Customer Service

As always, we continue to work diligently to address all inquiries from residents, which ranged from 2 p.m. water main breaks, to getting a “Do Not Block the Intersection” sign installed for the Sylvan Glen neighborhood off of Dobie Rd, to making sure the Daniels Drain contractor installs the appropriate safety railing on our pathway on the south side of Grand River Ave.

## PROJECT MANAGEMENT & OPERATIONS

### Township Sign Project

We awarded the contract for the 2022 Welcoming & Wayfinding Sign Project to Johnson Sign Co. on September 28. The contract price came out to \$431,175. This will include 18 signs throughout the Municipal Complex and across Meridian Township.

We are working on securing the two final easements for the Township Welcome Signs, one on Grand River at the west entrance to the Township and one on Grand River at the east entrance to the Township. Once these two easements are secured, the last approval needed will be electrical permits for any signs that will be illuminated.

Installation is scheduled to begin the week of January 6, 2023, with an estimated completion date of March 18, 2023. The signs with planters will be completed a little later, with an estimated completion date of April 15, 2023, which will depend on weather and ground conditions.



### Railroad Quiet Zones

We found out in late September that constant warning time (CWT) circuitry was not installed at the Carlton Street and Green Road crossings on the CN Railroad Line. We have made contact with the Federal Railroad Administration and MDOT's Rail Safety Department and are working to find out our best plan of action moving forward.

### General Health Policy – Menstrual Equity

To implement our new General Health Policy, feminine hygiene products and dispensers have been ordered and delivered. Dispensers should be installed sometime between mid-November and early December in all our public restrooms. We have begun discussions to try and distribute free feminine hygiene products at local food pantries and hope to implement this in early 2023.

### Municipal Building Renovation Project

We have begun the process of gathering quotes and information regarding a possible renovation at the Municipal Building. This renovation would include taking down wallpaper, repairing walls, painting walls, replacing carpet and purchasing new office furniture. We will be presenting our preliminary estimates to the Township Board at the November 29 meeting.



