

CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD WORK SESSION MINUTES - **APPROVED** -
5151 Marsh Road, Okemos, MI 48864-1198
349-1200, Town Hall Room
TUESDAY, January 18, 2000, **6:00 P.M.**

PRESENT: Supervisor Little, Clerk Helmbrecht, Treasurer Klunzinger, Trustees McCullough, McGillicuddy, Squiers, Such
ABSENT: None
STAFF: Township Manager Gerald Richards, Director of Community Planning & Development Mark Kieselbach, Director of Engineering & Public Works Roger Buell, Police Chief Gary Gibbons, EMS/Fire Chief Fred Cowper, Personnel Director/Assistant Manager Paul Brake, Recreation Director LuAnn Maisner, Attorney Brian Goodenough

1. CALL WORK SESSION TO ORDER

Supervisor Little called the Work Session to order at 6:02 p.m.

2. QUESTIONS FOR ATTORNEY (None)

3. DISCUSSION ON 7:00 AGENDA ITEM TOPICS

The following 7:00 p.m. agenda items were discussed:

- Consent Agenda
- Assessor Position

4. OTHER BUSINESS

A. 2000 Road Projects, Bob D'Alcorn, Ingham County Road Commission

Trustee Such introduced Bob D'Alcorn, Managing Road Director of the Ingham County Road Commission. D'Alcorn reviewed with the Board the \$3.3 million in primary road improvements/resurfacing in Meridian Township scheduled to begin this year and outlined the tentative timeframes for the various projects.

B. Zephyr Drive Abandonment

Roger Buell, Director of Public Works and Engineering provided background on the Zephyr Road abandonment issue. Trustee Andy Such explained a public hearing was held on this issue at the Infrastructure Committee Meeting.

Gwen Wyatt, 3918 East Sunwind Drive, Okemos explained to the Board how residents of the area would like to integrate Zephyr Drive into the subdivision to stop vehicle traffic where there is no road and to make the area available for walking traffic only.

It was the consensus of the Board to instruct the Township Engineer to research various options to address the Zephyr Drive situation and to bring the options back to the Board for consideration.

C. Volunteer Firefighter Future

It was the consensus of the Board to table the discussion on this issue until a future meeting.

5. PUBLIC REMARKS

Supervisor Little opened Public Remarks.

Winifred Motherwell, 1153 Haslett Road, Haslett; RE: Suggestions for possible library sites.

Supervisor Little closed Public Remarks.

6. ADJOURNMENT

Supervisor Little adjourned the Work Session at 7:00 p.m.

BRUCE A. LITTLE
TOWNSHIP SUPERVISOR

MARY M. G. HELMBRECHT
TOWNSHIP CLERK

Janis L. Haskell, Acting Secretary

CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD REGULAR MEETING - **APPROVED** -
5151 Marsh Road, Okemos, MI 48864-1198
349-1200, Town Hall Room
TUESDAY, January 18, 2000, **7:00 P.M.**

PRESENT: Supervisor Little, Clerk Helmbrecht, Treasurer Klunzinger, Trustees McCullough, McGillicuddy, Squiers, Such
ABSENT: None
STAFF: Township Manager Gerald Richards, Director of Community Planning & Development Mark Kieselbach, Director of Engineering & Public Works Roger Buell, Police Chief Gary Gibbons, EMS/Fire Chief Fred Cowper, Personnel Director/Assistant Manager Paul Brake, Attorney Brian Goodenough

1. CALL MEETING TO ORDER

Supervisor Little called the meeting to order at 7:10 p.m.

2. APPROVAL OF AGENDA — OR CHANGES

Treasurer Klunzinger MOVED to approve the agenda as submitted and the Consent Agenda to include items: #3.A. & B. (Corrections, Approval & Ratification of Minutes, Work Session Minutes, January 4, 2000, Regular Meeting Minutes, January 4, 2000); #4.(Communications); #16 A,B,C,D. (Manager’s Report;, Invoices & Bills: A. Bills; B. Assessing Stipulations, C. Fire Lane – Central Park Apartments; D. Banner Permit – Okemos Library Art Sale); #17.A.(2).(a). (Financial Planning and Budgeting: Closing out Library Millage Fund); and #17.A.(3) (a) & (b) (Personnel: Paramedic/Fire Fighter Appointment, Employee Computer Purchase Program).

Motion SECONDED by Trustee McCullough.

Voice vote: Motion passed unanimously.

3. CORRECTION, APPROVAL & RATIFICATION OF MINUTES (See Consent Agenda)

- A. January 4, 2000 Work Session
- B. January 4, 2000 Regular Meeting

4. COMMUNICATIONS (See Consent Agenda)

5. QUESTIONS OF ATTORNEY (None)

6. PUBLIC REMARKS

Supervisor Little opened Public Remarks.

Robert Rentschler, 5248 Golden Circle, East Lansing; RE: opposes appointment of Bruce Little to Township Assessor position.

Joan Guy, 1083 Woodside Drive, Haslett; RE: opposes appointment of Bruce Little to Township Assessor position.

Brenden Gunnell, 2294 Barnsbury Road, East Lansing; RE: interest in appointment as Youth Commissioner on Environmental Commission.

Ted Powis, 5673 Woodside Drive, Haslett; RE: supports appointment of Bruce Little to Township Assessor position.

Pat Hagen, 4135 Wabaningo, Okemos; RE: urges postponement of Bruce Little appointment.

Wayne McLellen, 1459 Cheboygan, Okemos; RE: questions ethics of considering appointment of Bruce Little to Township Assessor position.

Charles Willems, 1387 Hickory Island Drive, Haslett; RE: opposes appointment of Bruce Little to Township Assessor position.

Supervisor Little closed Public Remarks.

7. CONSENT AGENDA

Treasurer Klunzinger MOVED to adopt the Consent Agenda to include items: #3.A. & B. (Corrections, Approval & Ratification of Minutes, Work Session Minutes, January 4, 2000, Regular Meeting Minutes, January 4, 2000); #4.(Communications); #16 A,B,C,D. (Manager’s Report; Invoices & Bills: A. Bills; B. Assessing Stipulations, C. Fire Lane – Central Park Apartments; D. Banner Permit – Okemos Library Art Sale); #17.A.(2).(a). (Financial Planning and Budgeting: Closing out Library Millage Fund); and #17.A.(3) (a) & (b) (Personnel: Paramedic/Fire Fighter Appointment, Employee Computer Purchase Program).

Motion SECONDED by Trustee McCullough.

Roll call vote: Yeas: Treasurer Klunzinger, Clerk Helmbrecht, Supervisor Little, Trustees Squiers, Such, McCullough, McGillicuddy.
Nays: None
Motion carried 7-0.

Therefore, the above actions were taken with the votes as follow:

- A. CORRECTION, APPROVAL & RATIFICATION OF MINUTES (Agenda Item #3, A.& B.)
Treasurer Klunzinger MOVED to approve and ratify the minutes of the January 4, 2000 Work Session and Regular Meeting as submitted.

Motion SECONDED by Trustee McCullough.

Roll call vote: Yeas: Treasurer Klunzinger, Clerk Helmbrecht, Supervisor Little, Trustees Squiers, Such, McCullough, McGillicuddy.
Nays: None
Motion carried 7-0.

- B. COMMUNICATIONS (Agenda Item #4)
Treasurer Klunzinger 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 or further disposition.

Motion SECONDED by Trustee McCullough.

Roll call vote: Yeas: Treasurer Klunzinger, Clerk Helmbrecht, Supervisor Little, Trustees Squiers, Such, McCullough, McGillicuddy.
Nays: None
Motion carried 7-0..Manager’s Bills (Agenda Item #16)

- B. MANAGER’S BILLS (Agenda Item #16.A.)
Treasurer Klunzinger MOVED that the Township Board approve the Manager’s Bills as follows:

General Fund/Special Revenue	\$493,153.89
Public Works	\$120,706.31
Total	<u>\$613,860.20</u>

Motion SECONDED by Trustee McCullough.

[Bill list for 1/18/00 in Official Minute Book]

Roll call vote: Yeas: Treasurer Klunzinger, Clerk Helmbrecht, Supervisor Little, Trustees Squiers, Such, McCullough, McGillicuddy.
 Nays: None
 Motion carried 7-0.

C. Assessing Stipulations (Agenda Item #16.B.)

Treasurer Klunzinger MOVED that the Township Assessor be authorized to sign a Tax Tribunal stipulation with Bruce Funnell on the following residential property:

<u>YEAR</u>	<u>DOCKET NO.</u>	<u>ADDRESS OF PROPERTY</u>
1999	268470	2585 Solar Way
<u>Assessment/Taxable</u>	1999	\$110,000/110,000
<u>Proposed Asmt/Taxable</u>	1999	\$109,300/109,300

RATIONALE: This Stipulation is recommended to correct the 1999 Assessed and Taxable Values. After extensive research, it has been determined that our Assessment exceeds 50 percent of the property’s True Cash Value. Therefore, the Proposed Assessment is recommended.

Motion SECONDED by Trustee McCullough.

Roll call vote: Yeas: Treasurer Klunzinger, Clerk Helmbrecht, Supervisor Little, Trustees Squiers, Such, McCullough, McGillicuddy.
 Nays: None
 Motion carried 7-0.

Treasurer Klunzinger MOVED that the Township Assessor be authorized to sign a Tax Tribunal stipulation with Richard Varterasian on the following residential property:

<u>YEAR</u>	<u>DOCKET NO.</u>	<u>ADDRESS OF PROPERTY</u>
1999	271966	5528 Silverleaf
<u>Assessment/Taxable</u>	1999	\$198,400/198,400
<u>Proposed Asmt/Taxable</u>	1999	\$177,200/177,200

RATIONALE: This Stipulation is recommended to correct the 1999 Assessed and Taxable Values. After extensive research, it has been determined that our Assessment exceeds 50 percent of the property’s True Cash Value. Therefore, the Proposed Assessment is recommended.

Motion SECONDED by Trustee McCullough.

Roll call vote: Yeas: Treasurer Klunzinger, Clerk Helmbrecht, Supervisor Little, Trustees Squiers, Such, McCullough, McGillicuddy.
 Nays: None
 Motion carried 7-0.

Treasurer Klunzinger moved that the Township Assessor be authorized to sign a Tax Tribunal stipulation with Meijer, Inc. on the following residential property:

<u>YEAR</u>	<u>DOCKET NO.</u>	<u>ADDRESS OF PROPERTY</u>
1999	268699	2055 Grand River
<u>Assessment/Taxable</u>	1999	\$2,648,400/2,648,400
<u>Proposed Asmt/Taxable</u>	1999	\$2,248,718/2,248,718

RATIONALE: This Stipulation is recommended to correct the 1999 Assessed and Taxable Values. After extensive research, it has been determined that our Assessment

exceeds 50 percent of the property's True Cash Value. Therefore, the Proposed Assessment is recommended.

Motion SECONDED by Trustee McCullough.

Roll call vote: Yeas: Treasurer Klunzinger, Clerk Helmbrecht, Supervisor Little, Trustees Squiers, Such, McCullough, McGillicuddy.
Nays: None
Motion carried 7-0.

- D. Fire Lane – Central Park Apartments (Agenda Item #16.C.)
Treasurer Klunzinger MOVED to approve Fire Lane #56 – Central Park Apartments in Okemos.

(Resolution on file in Clerk's Office.)

Motion SECONDED by Trustee McCullough.

Roll call vote: Yeas: Treasurer Klunzinger, Clerk Helmbrecht, Supervisor Little, Trustees Squiers, Such, McCullough, McGillicuddy.
Nays: None
Motion carried 7-0.

- E. Banner Permit Application – Friends of the Okemos Library (Agenda Item #16.D.)
Treasurer Klunzinger MOVED the following: WHEREAS, Meridian Township has requested that Friends of the Okemos Library be allowed to hang a banner across Hamilton Road near the intersection of Hamilton and Ardmore from February 7, 2000 through February 28, 2000 to announce the Okemos Library Art Sale. The banner will not obstruct traffic signals and/or signs and will be 18 feet above the centerline of the road.

THEREFORE, the Township Manager's office is authorized to request the Ingham County Road Commission to allow Friends of the Okemos Library to hang a banner over Hamilton Road, near the intersection of Hamilton and Ardmore from February 7, 2000 to February 28, 2000.

Motion SECONDED by Trustee McCullough.

Roll call vote: Yeas: Treasurer Klunzinger, Clerk Helmbrecht, Supervisor Little, Trustees Squiers, Such, McCullough, McGillicuddy.
Nays: None
Motion carried 7-0.

- F. Closing out Library Millage funds (Agenda Item # 17.A.(2).(a))
Treasurer Klunzinger MOVED the following:

WHEREAS, in 1998 and 1999 Township general-fund monies totalling approximately \$46,600.00 were expended on studies and surveys by outside professional staff which were part of a general effort by the Township to prepare for the consideration of a new library facility which would ultimately increase library options and open hours for Meridian Township residents,

THEREFORE, any and all remaining Township Library Millage funds are hereby transferred to the General Fund, to reimburse the General Fund for costs incurred for proposed new Meridian Library.

Motion SECONDED by Trustee McCullough.

Roll call vote: Yeas: Treasurer Klunzinger, Clerk Helmbrecht, Supervisor Little, Trustees Squiers, Such, McCullough, McGillicuddy.
Nays: None
Motion carried 7-0.

- G. Paramedic/Fire Fighter Appointment (Agenda Item #17.A.(3)(a))
Treasurer Klunzinger MOVED the ratification of appointment of Jeffrey Rommeck to the position of Paramedic/Firefighter contingent upon successful completion of those items stipulated in the conditional offer of employment.

Motion SECONDED by Trustee McCullough.

Roll call vote: Yeas: Treasurer Klunzinger, Clerk Helmbrecht, Supervisor Little, Trustees Squiers, Such, McCullough, McGillicuddy.
Nays: None
Motion carried 7-0.

- H. Employee Computer Purchase Assistance Program (Agenda Item #17.A.(3) (b))
Treasurer Klunzinger MOVED that the Employee Purchase Assistance Program be extended until December 31, 2000 and that the program be reviewed at that time.

Motion SECONDED by Trustee McCullough.

Roll call vote: Yeas: Treasurer Klunzinger, Clerk Helmbrecht, Supervisor Little, Trustees Squiers, Such, McCullough, McGillicuddy.
Nays: None
Motion carried 7-0.

8. BOARD MEMBER COMMENTS

Treasurer Klunzinger supported the work of Supervisor Little and his contributions to the Township and highlighted the inaccuracy of the Lansing State Journal editorial and of the information shared in Public Remarks by those opposed to Supervisor Little's appointment to Township Assessor.

Trustee McGillicuddy requested Supervisor Little's immediate resignation before any further business was to be conducted.

Trustee Squiers supported the appointment of Supervisor Little to Township Assessor; noted nothing unethical was taking place, that a thorough search was conducted and everything was done above-board.

9. SUPERVISOR'S REPORT (None)

10. CLERK'S REPORT

Clerk Helmbrecht noted applications for absentee ballots are now available for the February 22 Presidential Primary Election and that ballots will be mailed within the next week to ten days to those who requested absentee ballots.

A tour of five 3rd grade classes from Ralya Elementary Haslett schools was conducted at the Township offices last week and Clerk Helmbrecht noted all departments and staff were very accommodating.

Clerk Helmbrecht announced another meeting of the CADL committee looking into the Board's request for parental permission for CADL Library internet access. The meeting is scheduled for January 20th 5:30 p.m. at CADL Offices.

11. TREASURER'S REPORT

Treasurer Klunzinger reported that all investments did well in 1999 and that the interest income line in the 1999 Budget reflects a 50 percent increase over what was anticipated.

Over 500 public transportation surveys were returned; the results have been finalized and forwarded

to CATA. It's anticipated Redi-Ride service will be available in the Township by late Spring.

12. TOWNSHIP BOARD

A. Appointments

It was the consensus of the Board to postpone appointments until the next meeting.

13. SPECIAL HEARINGS/APPEALS (None)

14. UNFINISHED BUSINESS (None)

15. DEPARTMENT OF COMMUNITY PLANNING & DEVELOPMENT

A. Unfinished Business (None)

B. New Business (None)

16. MANAGER'S REPORT, INVOICES & BILLS

A. Bills (See Consent Agenda)

B. Assessing Stipulations (See Consent Agenda)

C. Fire Lane – Central Park Apartments (See Consent Agenda)

D. Banner Permit – Okemos Library Art Sale (See Consent Agenda)

17. BOARD MEMBER, BOARD COMMITTEE AND LIAISON REPORTS

A. Standing Committee Reports

(1) Physical Operations & Activities

(2) Financial Planning and Budgeting

(a). Closing Out Library Millage Fund (See Consent Agenda)

(b) Grant Application – Plays in the Park

Treasurer Klunzinger MOVED that the Clerk be authorized to sign and submit the Mini-grant Application to the Arts Council of Greater Lansing to request \$2,000.00 to support the production of two Shakespeare plays this summer in Nancy Moore Park, which project shall require no monies from the Township General Fund.

Motion SECONDED by Clerk Helmbrecht.

Discussion included:

- Clarification on costs, budget, what Township Funds would be needed
- Will generate most of budget needed from income from event
- Park Commission has approved funds already in budget that could be used for any additional expenses; Park Commission is reviewing the request for funds
- Wait until Park Commission decision before Board takes action

Treasurer Klunzinger MOVED to table this motion until the Board's next meeting on February 1.

Motion SECONDED by Trustee Such.

Voice vote: Motion passed unanimously.

Treasurer Klunzinger announced the next meeting of the Financial Planning and Budgeting Committee is scheduled for February 10th at 8:00 a.m.

(3) Personnel

(a). Firefighter Appointment (See Consent Agenda)

(b) Employee Computer Purchase Program (See Consent Agenda)

(c) Filling Assessor Position Vacancy

Manager Richards provided a background on the search for the new Level IV Assessor for the Township. Upon a request of Trustee McCullough, Manager Richards also provided background on why the previous assessor left, how the decision to recommend Little was made, and clarified that the recommendation was made in an open, public meeting of the Personnel Committee.

Trustee Squiers clarified misinformation noted in the local newspaper about Little's past

employment.

Attorney Goodenough responded to Trustee McGillicuddy's suggestion that Supervisor Little should resign before his appointment to Assessor. Goodenough explained that the Charter Township Act has anticipated that situations such as the one before the Board will in fact occur. What the Charter Township Act says is that if at a meeting of the Township Board, a member of the Township Board states that he or she desires to be appointed by the Township Board to fill a vacancy in a Township office, that member may abstain from voting on the appointment to fill the vacancy. So Michigan's legislature has anticipated that this situation would confront communities such as Meridian Township and others. However, before any motion can go on the floor to vote to approve Supervisor's Little hiring as the Township Assessor, the Board should first put a motion on the floor to vote to allow Supervisor Little to abstain from participating in the vote, the reason being that he has a financial outcome in the decision the Board is about to make.

Treasurer Klunzinger MOVED to allow Supervisor Little to abstain from voting on this matter.

Motion SECONDED by Trustee Such.

Discussion included:

- Manager Richards does not work for the Supervisor, he works for the entire Board.
- Only offering a contract, the offer doesn't make it a "done deal."
- Questions whether there is a nepotism policy or any policy/laws that addresses a potential conflict of interest issue of the Supervisor being involved in contract negotiations with the Manger, who is the Supervisor's subordinate, and whether Supervisor Little should resign instead of abstain.

Attorney Goodenough explained that there is no legal requirement that would require Supervisor Little to resign. The contract before the Board does not take affect until February 1, 2000, therefore irrespective of what is done on the contract, Bruce Little is not a staff employee of Meridian Township until that date. He is the Supervisor of Meridian Township, he remains in that role until such time as he becomes a staff employee. There is nothing illegal about Bruce Little as a citizen of Meridian Township, irrespective of his role on this Board, applying for a position with Meridian Township and negotiating that with Manager Richards, presenting that to the Personnel Committee and ultimately presenting it to the Board that makes the final decision. He stated nepotism was an irrelevant legal concept.

Roll call vote: Yeas: Treasurer Klunzinger, Clerk Helmbrecht, Supervisor Little, Trustees Squiers, Such, McCullough, McGillicuddy.
Nays: None
Motion carried 7-0.

[Supervisor Little turned the meeting over to Supervisor Pro-tem McCullough.]

Trustee Squiers MOVED that Bruce Little be employed as Township Assessor in accordance with the terms of the proposed employment agreement before the Board and that the Township Manager, Township Clerk and Trustee McCullough be authorized to sign the employment agreement on behalf of the Township.

Motion SECONDED by Trustee Such.

Roll call vote: Yeas: Treasurer Klunzinger, Clerk Helmbrecht, Trustees Squiers, Such, McCullough
Nays: Trustee McGillicuddy
Motion carried 5-1.

[Supervisor Pro-tem McCullough turned the meeting back over the Supervisor Little.]

(4) Planning and Development

(5) Infrastructure

Next meeting scheduled for January 20th at 5:15 p.m.

(6) Public Safety

Next meeting scheduled for February 14th at 5:15 p.m.

(7) Recreation

Trustee McCullough announced the Winter Wonderland program at Harris Nature Center on January 22 from 10:00 a.m. to 3:00 p.m.; followed by the Meridian Skate at the ARC Ice Arena from 4:15 to 6:15 p.m.. He also reported the sledding hill at the Meridian North Park will be in full operation the weekend of January 22-23.

B. Special Committees (None)

C. Liaison Representative Reports (None)

18. OTHER REPORTS

Trustee McGillicuddy announced the Meridian Volunteer Council is scheduled to meet at noon on February 2nd.

19. NEW BUSINESS

Supervisor Little submitted his resignation, effective January 31, 2000 at 11:59 p.m.

Treasurer Klunzinger MOVED to accept the resignation of Supervisor Little.

Motion SECONDED by Trustee Squiers.

Voice vote: Motion passed unanimously.

Treasurer Klunzinger announced to the public that the Board will be selecting a new Supervisor at its next meeting and that applications for public service are available in the lobby of the Town Hall building. Anyone interested in being in the running for the position should fill out an application and submit it to the Clerk well in advance of the next meeting, scheduled for February 1st.

20. PUBLIC REMARKS (None)

21. FINAL BOARD MEMBER COMMENTS

Trustee Such announced the upcoming Kiwanis Spaghetti Dinner, Friday, January 21st and January 28th, just prior to the Haslett home basketball games.

22. ADJOURNMENT

Supervisor Little adjourned the meeting at 8:15 p.m.

BRUCE A. LITTLE
TOWNSHIP SUPERVISOR

MARY M. G. HELMBRECHT
TOWNSHIP CLERK

Janis L. Haskell, Acting Secretary