



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD – REGULAR MEETING
April 2, 2024 6:00 PM

1. CALL MEETING TO ORDER
 2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
 3. ROLL CALL
 4. PRESENTATION
 - A. New Police Officer Introductions

 5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS
 6. TOWNSHIP MANAGER REPORT
 7. BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS
 8. APPROVAL OF AGENDA
 9. CONSENT AGENDA
 - A. Communications
 - B. Minutes-
 - (1) March 17, 2024 Special Township Board Meeting
 - (2) March 19, 2024 Regular Township Board Meeting
 - (3) March 26, 2024 Joint Township Board and Commission Meeting
 - C. Bills
 - D. Disposal of Surplus Equipment
 - E. Public Participation Plan Amendment
 - F. Reschedule a Public Hearing for May 9th -Recreational Marijuana License Applications in Zone 3

 10. QUESTIONS FOR THE ATTORNEY
 11. HEARINGS
 - A. 2022 Order to Maintain Sidewalk Resolution #4 - Public Hearing
 - B. Recreational Marijuana License Applications in Zones 1, 4, & 5

 12. ACTION ITEMS
 - A. Unruh Drain Conversion – Chapter 20 to Chapter ¾
 - B. MSP Emergency Management and Homeland Security Division Section 19 Resolution
 - C. Ordinance 2024-03 – Planning Commission Membership – INTRODUCTION

 13. BOARD DISCUSSION ITEMS
 - A. Recreational Marijuana License Applications in Zones 1, 4, & 5
 - B. 2024 Pathway Master Plan Update
 - C. Central Fire Station Expansion Architect Selection
 - D. Greater Lansing Area Regional Stormwater Program MOA
 - E. Fire Apparatus
 - F. Policy Review Working Group

 14. COMMENTS FROM THE PUBLIC
 15. OTHER MATTERS AND BOARD MEMBER COMMENTS
 16. ADJOURNMENT
-

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
Providing a safe and welcoming, sustainable, prime community.



9.A

**CONSENT AGENDA
BOARD
COMMUNICATIONS**



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

March 5, 2024

Clerk
Township of Meridian
5151 Marsh Rd
Okemos, MI 48864

Dear Clerk:

As required by Section 400.732 (2) of the Adult Foster Care Licensing Act, "The department shall notify the clerk of the city, village, or township of all newly licensed adult foster care facilities within 30 days after the issuance of a license."

BIG HEARTS II License #AS330414658
2751 E Roseland Ave
East Lansing, MI 48823

This is notification that the above adult foster care facility license has been opened effective 2/14/2024 with a capacity of 6.

Sincerely,

A handwritten signature in cursive script that reads "Jay Calewarts".

Jay Calewarts, Director
Adult Foster Care/HFA and Camps Licensing
Bureau of Community and Health Systems



FRIENDS OF

HISTORIC MERIDIAN

EST. 1974

RECEIVED

MAR 25 2024

Meridian Township
Clerk's Office

March 19, 2024

Deborah Guthrie, Clerk
Charter Township of Meridian Township
5151 Marsh Road
Okemos, MI 48864

Board of Directors

Brad Brogren
President

Elizabeth Bartels
Vice President

Elizabeth Evangelista
Treasurer

Renee Tierney
Secretary

Linda Brogren
Susan Colgrove
Mike Cox
Linda McAlvey
Michael Mummaugh

Staff

Holly Cordill
Executive Director

Patrick Reynolds
Assistant Director

Mailing Address

PO Box 155
Okemos, MI
48805-0155

Phone Number

517-347-7300

Dear Clerk Guthrie:

The Friends of Historic Meridian was incorporated May 5, 1974. You are invited to our 50th birthday party on Sunday, May 5 at 3 pm in the Village Chapel in the Meridian Historical Village, 5151 Marsh Road in Okemos. If you plan to attend, please respond to me by April 15th at cordill@meridianhistoricalvillage.org.

We are the stewards of eight historical buildings that comprise the Meridian Historical Village. We carry out quality history and living history programs for area students ranging from the primary grades to college students. We offer events that highlight local history and engage the community and visitors alike.

We hope to see you on May 5!

Sincerely,

Holly Cordill

Executive Director
Friends of Historic Meridian

The Friends of Historic Meridian is a 501c3 non-profit organization committed to creating and sustaining an active appreciation of local history and all donations are tax-deductible.

IRS Identifying Number: 38-2022649 Michigan Non-Profit Number: 853085

March 4 2024

Dear Clerk,

We are studying Michigan. We are learning about cities and towns.

You are my choice. I am a 3rd grader at Byron Center Christian School.

Would you please send the following?

- What year did you begin?
- Who was your first settler?
- What is your population?
- Do you have a map of your city?
- Any other interesting information

Sincerely  class

P.S. We are making a collation of things from around the state. Could you add anything?

EAST LANSING – MERIDIAN WATER AND SEWER AUTHORITY
2470 BURCHAM DRIVE – EAST LANSING, MICHIGAN 48823
PHONE: (517) 337-7535 FAX: (517) 337-7240

Agenda

March 21, 2024

9:00 A.M.

BOARD OF TRUSTEES

DAN OPSOMMER
Chair

RON LACASSE
Vice-Chair

BRADLEY BROGREN
Secretary

JAMES CLELAND
Trustee

JAMES ECKLUND
Trustee

BROCK HOWARD
Trustee

JUSTIN GUIGAR
Treasurer

JOEL MARTINEZ
Operator/Manager

1. Roll call.
2. Approval of minutes of the February 15, 2024 meeting.
A. Motion to approve.
3. Communications.
4. Public Comments.
5. Treasurer's Report.
6. Preliminary Budget for fiscal 2024/25 Draft 1.
7. Award Chemical Supplier for fiscal 2024/25.
A. Motion to Award.
8. Long Term Planning update.
9. Manager's Report.
A. Expenditure list (Motion to acknowledge).
10. Other Business.
11. Adjournment.

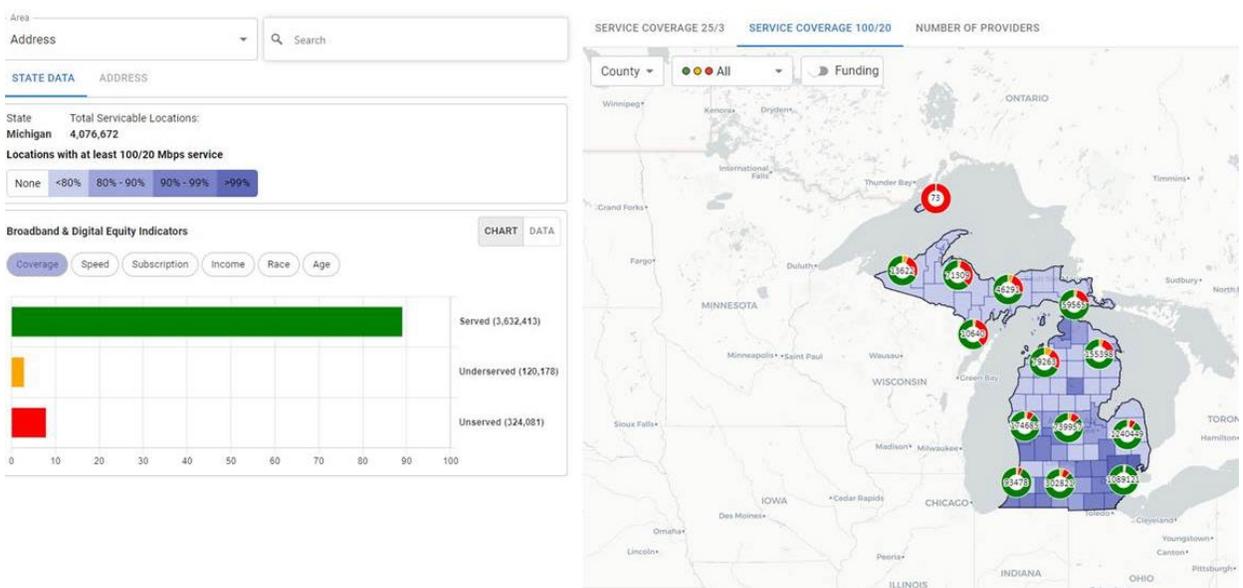
From: [Gregg Todd](#)
To: [Redacted]
Cc: [Redacted]
Subject: State Challenge Process
Date: Tuesday, March 19, 2024 10:24:08 AM

Good morning!

The State BEAD challenge process will be March 25th – April 23rd. There are two ways residents can submit challenges; 1) go to the MIHI website <https://www.michiganbroadbandmap.com/map?zoom=6¢er=-9619763%2C5631121> or Merit Network is consolidating challenges on their site at www.merit.edu/challenge. The Merit site is also providing automated speed tests, which will help those residents that are considered served, but based on speeds are actually underserved.

As part of Michigan’s BEAD program, the feds have agreed that any location that relies on DSL is unserved. They have also agreed that any location that is materially under 100/20 is underserved. And, satellite service is also unserved.

For your residents to identify how their location is classified, they would first go Michiganbroadbandmap.com site, ensure that the “area” dropdown has “address” in it, and then type in their address in the “search” box (see below).



Based on the classification, they can challenge is the level of service identified is not what they have access to.

We will be sending out around 5,000 postcards to rural locations that we think might not have the proper service level. We will also be doing area-wide challenges (3 per census block) on Mercury Broadband as they appear to be over-promising what they can deliver.

Please let me know if you have any questions. Remember, we can only apply for BEAD funding for locations that are verified as unserved or underserved so this is an important step!

Feel free to give me a call if you have any questions.

Thanks!

Gregg A. Todd
[Redacted]
[Redacted]
[Redacted]
[Redacted]



FOR IMMEDIATE RELEASE
March 28, 2024

CONTACT: Samantha Diehl, Communications Manager
517.853.4378 | diehl@meridian.mi.us

Okemos and Haslett Named Best Places to Live in Michigan
Overall Niche Grade of A+ for Both Okemos and Haslett

Meridian Township, MI – Niche has recognized Okemos and Haslett in the 2024 Best Places to Live in Michigan rankings. Okemos was once again ranked #1, with Haslett ranked #31.

“It is wonderful for both Okemos and Haslett to be recognized as two of the best places to live in Michigan,” said Township Supervisor Pro Tem Scott Hendrickson. “Meridian Township residents and visitors know that we are a remarkable place to live, work, and raise a family. We offer exceptional schools, top notch services, and great parks and natural features, which is why Meridian Township is truly a Prime Community.”

Other Niche Rankings for Okemos:

- #1 Best Places to Raise a Family in Michigan
- #7 Places with the Best Public Schools in Michigan
- #15 Best Places to Live in America

Other Niche Rankings for Haslett:

- #25 Best Suburbs for Young Professionals in Michigan
- #28 Best Suburbs to Live in Michigan
- #31 Best Places to Live in Michigan

Niche serves as a tool to connect people to potential schools, neighborhoods, and workplaces. They present in-depth profiles of every school and college in America, provide reviews of the best cities and neighborhoods to live in, and list the best workplaces based on location.

According to Niche’s website, the Best Places to Live ranking provides a comprehensive assessment of the overall livability of an area. This ranking takes into account several key factors of a location, including the quality of schools, crime rates, housing trends, employment statistics, and access to amenities in an attempt to measure the overall quality of an area.

The Overall Niche Grade for Okemos and Haslett was calculated as an A+, with public schools, housing and job opportunities, and diversity being some of the highest scoring categories.

###

The community of Meridian Township is in close proximity to the Michigan State Capitol and Michigan State University. The Township serves the community through exceptional services, beneficial amenities and an outstanding quality of life. It is a welcoming community that celebrates quality education, recreation and lifestyles.





**CONSENT AGENDA
PROPOSED BOARD MINUTES**

PROPOSED MOTION:

- (1) Move to approve and ratify the minutes of the Special Meeting of March 17, 2024, the Regular Meeting of March 19, 2024, and the Joint Township Board and Commission Meeting of March 26, 2024 as submitted. (1)**

ALTERNATE MOTION:

- (1) Move to approve and ratify the minutes of the Special Meeting of March 17, 2024, the Regular Meeting of March 19, 2024, and the Joint Township Board and Commission Meeting of March 26, 2024 with the following amendment(s):[insert amendments]**

CHARTER TOWNSHIP OF MERIDIAN
SPECIAL MEETING TOWNSHIP BOARD -DRAFT-
5151 Marsh Road, Okemos MI 48864-1198
517.853.4000, Township Hall Room
Sunday, March 17, 2024, 10:00 am

PRESENT: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson and Trezise

ABSENT: NONE

STAFF: NONE

1. CALL MEETING TO ORDER

Supervisor Pro Tem Hendrickson called the March 17, 2024, Special Township Board meeting to order at 10:01 am. Supervisor Jackson arrived at 10:02.

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Jackson led the Pledge of Allegiance.

3. ROLL CALL

Clerk Guthrie called the roll of the Board. All board members present at 10:01 am.

Supervisor Jackson asked members to present themselves.

4. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Jackson opened comments from the public at 10:02 am.

Supervisor Jackson closed comments from the public at 10:02 am.

5. APPROVAL OF AGENDA

Treasurer Deschaine moved to approve the agenda. Supported by Trustee Hendrickson.

VOICE VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Trezise and Wilson

NAYS: NONE

Motion carried: 7 - 0

6. CLOSED SESSION

At 10:05 the board moved to enter closed session

Trustee Hendrickson moved that the Township Board enter closed session under OMA Section 8(1)(h) to consult with the Township attorney regarding a written legal opinion. Supported by Trustee Trezise.

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Trezise and Wilson

NAYS: NONE

Motion carried: 7 - 0

At 2:50 pm Open Session Resumed

Trustee Hendrickson moved to accept Special Counsel Hudson's recommendation regarding a personnel matter. Supported by Treasurer Deschaine.

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Trezise and Wilson

NAYS: NONE

Motion carried: 7 - 0

7. COMMENTS FROM THE PUBLIC

Supervisor Jackson opened comments from the public at 2:57 pm

Supervisor Jackson closed comments from the public at 2:57 pm

8. OTHER MATTERS AND BOARD MEMBER COMMENTS

Trustee Hendrickson thanked everyone for their availability on a Sunday

9. ADJOURNMENT

Trustee Wilson moved to adjourn. Seconded by Trustee Sundland.

VOICE VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Trezise and Wilson

NAYS: NONE

Motion carried: 7-0

The meeting adjourned at 2:58 PM

Patricia Jackson
Township Supervisor

Deborah Guthrie
Township Clerk

CHARTER TOWNSHIP OF MERIDIAN
REGULAR MEETING TOWNSHIP BOARD -DRAFT-
5151 Marsh Road, Okemos MI 48864-1198
517.853.4000, Township Hall Room
Tuesday, March 19, 2024, 6:00 pm

PRESENT: Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson and Trezise

ABSENT: Supervisor Jackson, Clerk Guthrie

STAFF: Director Gebes, Chief Hamel, Manager Walsh, Deputy Manager Opsommer, Director Wisinski, Lt. Kurt Squires, Director Ianni, Director Schmitt

1. CALL MEETING TO ORDER

Supervisor Pro-Tem Hendrickson called the March 19, 2024, Regular Township Board meeting to order at 6:00 pm.

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Pro-Tem Hendrickson led the Pledge of Allegiance.

3. ROLL CALL

Deputy Clerk Gordon called the roll of the Board. Treasurer Deschaine, Trustee Hendrickson, Trustee Sundland, Trustee Trezise, Trustee Wilson present at 6:01 pm.

4. PRESENTATION

A. 2024 Local Road Program

Deputy Manager Opsommer recapped the work done so far. Work is behind goal because of inflation, supply chain issues, and influx in federal funding. Opsommer presented an overview of funding, roads to be addressed, and gave an overview of asphalt rejuvenator treatment.

B. Marshall Park Concept Plan

Director Wisinski gave background on the park and instructed the board members on the reasoning behind upgrading the park. The existing play structure will remain until the new structure is completed, and the swings will remain because they are newer equipment. Wisinski reported the planned cost of construction and detailed the elements to be included in the equipment. The amenities included will make this area a National Demonstration Site (NDS) for ADA compliant structures and includes signage directing

users to surveys that will gather information about structure use. Construction will begin mid-May with the plan to be open in June. Trustee Wilson asked about the safety of the turf material regarding friction burns. Director Wisinski will research friction burn as related to the material.

C. Central Park Pavilion Project

Director Wisinski spoke about the history of the Pavilion and reminded the board that the building is still in use despite the development of a newer Farmers Market Pavilion. Wisinski reviewed the planned renovations and the proposed cost. Trustee Wilson asked for clarification about the changes to the current structure of the building and footprint of the cement pad.

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Pro-Tem Hendrickson opened comments from the public at 6:44 pm.

Supervisor Pro-Tem Hendrickson closed comments from the public at 6:44 pm.

6. TOWNSHIP MANAGER REPORT

Manager Walsh gave updates about the following:

- Employee work anniversaries
- Recognized Clerk Guthrie's achievement of Michigan Professional Municipal Clerk (MiPMC) Level 3 certification and Deputy Clerk Gordon's achievement of Level 2 certification.
- Joint Board and Commission meeting upcoming on March 26
- The process for the Community Survey is underway
- Tree removal project for water plant management along Park Lake Rd
- Village of Okemos meeting produced suggestion to improve the appearance of the site
- Silverleaf development has Drain Commission approval. The developer will be speaking to the Planning Commission next week. Supervisor Pro Tem Hendrickson asked for clarification about the development. Manager Walsh gave more information but will have to look into the details and report back.
- Assessing reports 2024 taxable value of \$2.281 billion before calculating veteran's exemptions
- Deer management appreciation dinner on March 20, 2024
- March Madness bracket fundraiser for Meridian Cares
- Meeting with State about Senior Center
- Unruh Drain is up for discussion
- Lake Lansing Dam project is in the hands of Ingham County Board of Commissioners who will set the oversight board
- Prime Meridian magazine has been well received
- 9,000 water meters going in over the next 3 years
- Briarwood Neighborhood met two weeks ago
- Brownfield Redevelopment Authority met last week
- Foyer of Police Department is under construction, is one of the last areas in need of renovation

- Police department vacancies have are being filled, and only one vacancy in the township outside of the police department
- 2023 audit will begin April 15th
- Judge Stokes is assigned to the fire truck litigation issue
- Thanked Chief Hamel and Director Ianni for meeting with the State for brush program
- Juneteenth will be celebrated June 15th
- Thanked Deputy Manager Opsommer for his work on the road program
- Hobbes & Black will oversee the fire dorm project which is estimated to cost less than expected

7. BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS

Trustee Sundland – attended January 4th EDC meeting, EDC discussed regional marketing campaign contribution, reviewed 2024 goals & action plan, 2023-2028 implementation matrix, and is in need of more members

Trustee Trezise – attended March EC meeting, EC is working with solar providers and homeowners to have solar installed at discount, heard a presentation about gleaning food that would otherwise go to waste for food banks in the region, encouraged community to watch the meetings

Trustee Wilson – attended CRC meeting last week, discussed an extremely successful baby bottle fundraiser, thanked Human Services Specialist Love for her creativity and efforts to help residents. With Director Walsh, Trustee Wilson met with DHHS about the grant to build the Community Center which includes the Senior Center, going to assess a site with a building to repurpose into the Senior Center, discussed how to get information into the community.

Treasurer Deschaine – reminded board that Meridian Township received the Gold Leaf award from International Society of Arboriculture for tree planting the first year the EC offered the Green Grant.

8. APPROVAL OF AGENDA

Treasurer Deschaine moved to approve the agenda as presented. Supported by Trustee Wilson.

VOICE VOTE: YEAS: Supervisor Pro Tem Hendrickson, Treasurer Deschaine, Trustee Sundland, Trezise and Wilson

NAYS: NONE

Motion carried: 5 – 0

9. CONSENT AGENDA

Supervisor Pro Tem Hendrickson reviewed the items on the agenda.

Trustee Trezise moved to approve the agenda as presented. Supported by Trustee Wilson.

Supervisor Pro Tem Hendrickson asked about reimbursement of excess employment taxes. Director Ianni explained that a tax calculation error was made when some employees' vacation time was paid out as required by contract.

ROLL CALL VOTE YEAS: Treasurer Deschaine, Trustee Sundland, Trezise and Wilson, Supervisor Pro Tem Hendrickson

NAYS: NONE

Motion carried: 5 - 0

10. QUESTIONS FOR THE ATTORNEY

NONE

11. HEARINGS

NONE

At 7:08 a five-minute recess was called.

At 7:12 the meeting resumed

12. ACTION ITEMS

A. Consulting Agreement One Month Extension-Maisner

Manger Walsh indicated that the proposal is the same as presented on March 5, 2024, with an addendum that the Township will pay former Director Maisner's health care premiums instead of Maisner paying and the Township reimbursing her, and that the addendum does not extend her health care.

Trustee Wilson moved to amend the current Maisner Retirement Agreement between Meridian Township and former Parks and Recreation Director Luann Maisner through August 2, 2024. Supported by Treasurer Deschaine.

ROLL CALL VOTE YEAS: Treasurer Deschaine, Trustee Sundland, Trezise and Wilson, Supervisor Pro Tem Hendrickson

NAYS: NONE

Motion carried: 5 - 0

B. 1st Quarter Budget Amendments

Director Ianni presented proposed changes in revenues and expenditures, some of which are related to grants and staffing, and to correct errors

Treasurer Deschaine moved to approve the attached 2024 1st Quarter Budget Amendments with a decrease in Budgeted Fund Balance for the General Fund in the amount Of \$640 which projects a use of Fund Balance of \$542,074. Based on 2024 results, the Projected Fund Balance at December 31, 2024, will be \$9,355,754. Supported By Trustee Wilson

ROLL CALL VOTE YEAS: Trustee Sundland, Trustee Trezise, Trustee Wilson, Supervisor Pro Tem Hendrickson, Treasurer Deschaine

NAYS: NONE

Motion carried: 5 - 0

C. EDC Appointment

Trustee Sundland noted that this is a necessary appointment because the EDC has been unable to meet due to lack of members. Trustee Trezise concurred adding that when commissions and boards have vacancies it is difficult to meet quorum which prohibits action of the board. Treasurer Deschaine added that community members who are interested in serving can contact the Treasurer's office or the Clerk's office to apply.

Supervisor Pro Tem Hendrickson moved to appoint Nathan Ide to the Economic Development Corporation for a six-year term ending 12/31/29. Seconded by Trustee Sundland.

VOICE VOTE YEAS: Supervisor Pro Tem Hendrickson, Treasurer Deschaine, Trustee Sundland, Trustee Trezise, Trustee Wilson

NAYS: NONE

Motion carried: 5 - 0

13. BOARD DISCUSSION ITEMS

A. Ordinance to Amend the Number of Members of the Planning Commission

Director Schmitt explained the change was initiated by recognizing that Town Hall renovation does not provide enough space on the dais for nine people. The Planning Commission has discussed that they have in the past and can currently function with seven members, and that they currently have only seven members, which makes it an ideal time to discuss reducing the number of members. Treasurer Deschaine asked the other board members who have sat on the Planning Commission if they thought the Commission could function with less members. Trustee Trezise responded that he supports the change because the Commission has had difficulty seating nine members, and the board has frequently functioned well with less members. Supervisor Pro Tem Hendrickson and Trustee Wilson concurred. Director Schmitt added that the current Planning Commission Chair and Vice-Chair are supportive of this

amendment, that he will speak with the entire Commission at their next meeting and report back to the Township Board.

14. COMMENTS FROM THE PUBLIC

Supervisor Pro Tem Hendrickson opened comments from the public at 7:35 pm

Supervisor Pro Tem Hendrickson closed comments from the public at 7:35 pm

15. OTHER MATTERS AND BOARD MEMBER COMMENTS

16. ADJOURNMENT

Trustee Wilson moved to adjourn. Seconded by Treasurer Deschaine

ROLL CALL VOTE YEAS: Trustee Trezise, Trustee Wilson, Supervisor Pro Tem Hendrickson, Treasurer Deschaine, Trustee Sundland

NAYS: NONE

Motion carried: 5 - 0

The meeting adjourned at 7:36

Patricia Jackson
Township Supervisor

Deborah Guthrie
Township Clerk

CHARTER TOWNSHIP OF MERIDIAN
SPECIAL MEETING TOWNSHIP BOARD -**DRAFT**-
5151 Marsh Road, Okemos MI 48864-1198
517.853.4000, Township Hall Room
Tuesday, March 26, 2024, 6:00 pm

PRESENT: Supervisor Pro Tem Hendrickson, Clerk Guthrie, Treasurer Deschaine,
Trustees Hendrickson, Sundland, Wilson and Trezise

ABSENT: Supervisor Jackson

STAFF: Director Gebes, Deputy Manager Opsommer, Manager Walsh, Director Diehl

1. CALL MEETING TO ORDER

Supervisor Pro Tem Hendrickson called the March 26, 2024, Special Board meeting to order at 6:02 pm.

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Pro Tem Hendrickson led the Pledge of Allegiance.

3. ROLL CALL

Clerk Guthrie called the roll of the Board. Clerk Guthrie, Treasurer Deschaine, Trustee Hendrickson, Trustee Sundland, Trustee Trezise, Trustee Wilson present at 6:03 pm.

4. PRESENTATION

A. Recapping 2023 and Reviewing 2024 Goals

Township Manager Walsh recognized and thanked Director Diehl and Executive Assistant Prinz for their efforts to pull together the meeting. Manager Walsh presented data showing the payments made to reduce debt, outlined the progress made on the top 2023 goals, and highlighted important events that occurred in 2023. He then outlined the top five goals for 2024 and discussed how the Township plans to meet those goals

5. APPROVAL OF AGENDA

Treasurer Deschaine moved to approve the agenda. Supported by Trustee Wilson.

VOICE VOTE

YEAS: Supervisor Pro Tem Hendrickson, Clerk Guthrie, Treasurer Deschaine, Trustee Sundland, Trustee Trezise, Trustee Wilson

NAYS: NONE

Motion carried: 6 - 0

6. JOINT MEETING WITH TOWNSHIP BOARDS & COMMISSIONS

A. Reports of Activity in 2023 and Look Ahead to 2024

i. Capital Area District Library-Tom Moore (Haslett/Okemos) & ED Jenny Marr

CADL connects people to resources, to each other, and to the community as a whole. To build connections that help people feel like they are part of a place. CADL circulated around 2 million items last year. They focus on depth and breadth of the collections and community events to attract all community members. The major goal is to build a collection that represents the diversity in the community.

ii. Lansing Board of Water and Light-Township Rep Brian Pillar

LBWL has around 1,200 power accounts and a small number of commercial water accounts in Meridian Township. LBWL will be focusing on green energy over the next few years. June 30 of this year will end Meridian Township representation per City of Lansing Charter, representation will resume in Summer 26. Mr. Pillar plans to continue communication between the Township and LBWL.

iii. Park Commission-Chair Mary Nardo Farris

Recognized the work of Parks staff and support of residents. Recognized the positive changes that have happened with the transition from Director Maisner to Director Wisinski, that she has brought energy, positive attitude, and organizational skills to the role. Exterior upgrades at Harris Nature Center were completed last year. New signage and acquisition of a 2.71-acre parcel in Land Preservation program. 750 volunteer hours in Stewardship program. Recreation programs have brought in 2,200 children from kindergarten through 8th grade as well as many participants in adult programs. Special events were well attended. Snell-Tower recreation center has reopened, and programs are growing. Senior Center served 300 individuals across 1,500 programs. Recognized efforts of maintenance crew. Survey of Historic Village has helped prioritize upgrades and repairs and work will continue. Upcoming projects will include those from Capital Improvement Program, engineering and construction projects, and events at the Farmer's Market.

iv. Planning Commission-Chair Alisande Shrewsbury and all Planning Commissioners

In 2023, the Commission addressed ordinance updates, reviewed 18 applications, updated Conservancy District, reviewed 5 rezoning requests. They updated goals and objectives of the Master Plan including changing the Meridian Mall to a PICA district and making minor changes to the urban service boundary. For 2024, they will be determining what land is available for development, potential update of street parking ordinance, reviewing ADA standards, potential update to the landscape ordinance, and research into middle housing.

v. Pension Board-Tanya Pratt

Updated information about staff who receive pensions, cleaned up and removed employees who are no longer active. Changed projection of actuarial from 5 years to 3 years based on recommendation of actuaries. Treasurer Deschaine added that the pension for which this board provides oversight is 100% funded.

vi. Downtown Development Authority-Ron Sdao

Supported Douglas J with first Match on Main application which came from DDA eligibility for a \$27,000 grant to reinvest into community. Working on entry sign for northbound side of Okemos Rd at the edge of Ferguson Park. The first facade improvement grant application has been submitted to the DDA. County Drain Commissioners office is planning a project across 4 parcels near the corner of Okemos Rd and Grand River.

- vii. Environmental Commission-Bill McConnell, Andrea Paul, and Dave Batten.
Climate Sustainability Action Plan revision has been reformatted and ready for feedback from the Board. There is a new focus on capturing food waste. In 2023, 9,000 lbs. of food was collected from the Farmer's Market food gleaning program. The ongoing solar energy program is working on increasing residential installations. In 2023, across 4 meetings 99 people attended and 32 solar energy systems were installed. This does not take into account commercial solar energy systems. The Green Grants program is growing. Mr. Batten provided further information about food that has been collected from the Farmer's Market, local businesses, and community member – about 5,000 lbs. collected per month and it is collected and transported to 10 local non-profits by volunteers. Hundreds of people have come together for the common good.
- viii. Community Resources Commission-Georgia Styka, and Navendra Turmella
Dedicated to the idea that all people of all ages deserve a community that cares for them and strives to help them in a time of need. The emergency needs fund is 100% donations and 100% of emergency needs funds go to those in need. The emergency needs fund goes to help residents avoid eviction and utility shut offs. Meridian Cares provides an ambulance waiver for eligible residents, discounted bus passes from CATA, 240 students benefited from the 2023 backpack program with Kiwanis, residents sponsorship 262 families for holiday food assistance in 2023, and the baby bottle boomerang is a new donation option that serves not just to raise funds but also to spread the word about cares. Goal of 2024 is to increase visibility of the emergency needs fund.
- ix. Communications Commission-Leslie Charles, Lisa Whiting-Dobson and Mike Nevells
HOMTV is a model for Michigan and the Communication Commission wants HOMTV to remain viable and enviable despite the changing environment within the communications world. The Commission plans to explore different sources of funding and is looking for more Commissioners. Broadband Equity Access and Deployment (BEAD) program has begun a 30 day program to improve speed, reliability, and access. The Board has approved funding for new CAM equipment to support HOMTV. Communications efforts start on the inside and reach far beyond the outside.
- x. Economic Development Corporation-Kim Thompson
2023 was a quiet year for the EDC. We have maintained Redevelopment ready status which allows access to grants. Getting the mall designated as a PICA area was important to give more opportunities for the area. In 2024, the EDC is supporting Motorfest, Pride, Juneteenth, Lunar New Year, and working with Lansing 501.
- xi. Board of Review-Kathy Birchen
Ms Birchen gave an overview of how Board of Review works. The bulk of meetings are in March with brief meetings in July and December. The members receive mandatory training and serve to ensure the property values on the tax roll are accurate and the Board of Review has authority to change property values.
- xii. Corridor Improvement Authority-Chair Bruce Peffers
In 2023, the Township Board approved TIF money for the CIA. The funds will be used to develop a visual plan for the corridor with action items to implement.
- xiii. Local Officials Compensation Commission-Steve Vagnozzi
Mr. Vagnozzi reminded residents that the Commission meets every 2 years to set salaries of elected officials. In 2023, the Commission reviewed data from comparable

communities and gave Meridian Township officials a 3% increase, the same as Township staff received.

xiv. Lake Lansing Advisory Board-Curt Armbruster

This Board is challenged to maintain water quality at Lake Lansing within a \$90,000 annual budget. The budget is primarily used for annual water quality testing, surveys that lead to mechanical harvesting and sometimes chemical treatment to reduce plant biomass in the lake which makes the lake more usable. Have just completed a natural shoreline demonstration project to show residents the benefits of a natural shoreline. Participated with Ingham County to have a second boat washing station at the Boat Launch to clean boats before they are put into the lake to help prevent invasive species. Newsletter sent twice a year to residents in the assessment district and expanded to include Meadowbrook Subdivision. Worked with Clinton County Drain Commission to address nutrients coming from the Meadowbrook Subdivision. The Ingham County Drain Commission has indicated that the dam needs repairs and the Advisory Board has been working with the Drain Commission to communicate with residents. In 2024, the Advisory Board is planning to get a fish study, will continue education and outreach, as well as the annual maintenance.

xv. Land Preservation Advisory Board-Kathleen Fay

600,000 seeds have been harvested, 588,000 of them planted back into the preserves to build biodiversity. Volunteers have picked up 3,500 lbs. of trash and removed 2,500 lbs. of invasive plants. 14 vernal pools have been identified and 16 education programs held to teach residents about the pools. In 2024, the goals are to increase inclusivity and improve management practices in the parks, particularly with prescribed burns. Land Stewardship Coordinator Cambell has been appointed to the advisory committee for Michigan Waterway Stewards.

xvi. Zoning Board of Appeals-Anthony Bennett

Goals have been to try to preserve the ideals of Meridian Township without strict adherence to the zoning laws when there is a viable reason to change.

7. COMMENTS FROM THE PUBLIC

Supervisor Pro Tem Hendrickson opened comments from the public at 7:48 pm

Supervisor Pro Tem Hendrickson closed comments from the public at 7:48 pm

8. ADJOURNMENT

Trustee Wilson moved to adjourn. Seconded by Trustee Trezise

VOICE VOTE

YEAS: Supervisor Pro Tem Hendrickson, Clerk Guthrie, Treasurer Deschaine, Trustee Sundland, Trustee Trezise, Trustee Wilson

NAYS: NONE

Motion carried: 6 - 0

The meeting adjourned at 7:48



9.C

To: Board Members
From: Dante Ianni, Finance Director
Date: April 2, 2024
Re: Township Invoices/Expenses

Charter Township of Meridian
Board Meeting
4/2/2024

MOVED THAT THE TOWNSHIP BOARD APPROVE THE TOWNSHIP
INVOICES/EXPENSES AS FOLLOWS:

COMMON CASH	\$	282,678.13
PUBLIC WORKS	\$	177,549.56
TRUST & AGENCY	\$	-
	TOTAL CHECKS:	\$ 460,227.69
CREDIT CARD TRANSACTIONS		
03/14/2024 to 03/27/2024	\$	12,008.08
	TOTAL PURCHASES:	\$ <u>472,235.77</u>
ACH PAYMENTS	\$	<u><u>1,693,357.23</u></u>

03/28/2024 01:12 PM
 User: GRAHAM
 DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
 EXP CHECK RUN DATES 04/02/2024 - 04/02/2024
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GF - CHECK TYPE: PAPER CHECK

Vendor Name	Description	Amount	Check #
1. A T & T	MAR 9 - APR 8 2024 - INTERNET F1	195.25	111722
	MAR 15 - APR 14 2024 - INTERNET S1	195.25	111722
	TOTAL	390.50	
2. ABLE EYES	ABLEEYES TOUR - MUNICIPAL, SERVICE, CENTRAL FIRE	4,284.15	
3. ABUNDANCE CAFE LLC	FARM MARKET VENDOR	8.00	
4. ALEX & ALLISON REPP	FARMERS MARKET VENDOR	22.00	
5. ALLGRAPHICS CORP	2024 - SUMMER DAY CAMP TSHIRTS FOR HARRIS NATURE C	1,443.00	
6. AMERICAN SECURITY CABINETS, LLC	GRAPHICS FOR BAL-710 CABINET	72.03	
7. APPAREL PRINTERS LTD	FIRE T-SHIRTS	487.50	
8. AT & T	MAR 7 - APR 6 2024 - TELEPHONE + INTERNET M1 83100	1,395.13	111723
	FEB 11 - MAR 10 2024 - INTERNET ASE 8310008214218	3,760.51	111723
	TOTAL	5,155.64	
9. AT & T MOBILITY	MAR 5 - APR 4 2024 - WIRELESS 287252740666 517.332	76.42	111724
10. BECKS PROPANE	CEMETARY - 3/19/24 PROPANE - 2500 MT HOPE - GLENDA	245.48	
11. BLUE CROSS BLUE SHIELD OF MICHIGAN	4/1/24 TO 4/30/24 - GROUP 007031210710 - PPO RETI	2,206.24	111725
12. BOUNDTREE MEDICAL	3M SURGICAL CLIPPER BLADES	53.00	
	ORDER 105145190 - MEDICAL SUPPLIES FOR AMBULANCES	100.35	
	ORDER 1045145191 - MEDICAL SUPPLIES FOR AMBULANCES	234.69	
	ORDER 105167402 - MEDICAL SUPPLIES FOR AMBULANCES	934.21	
	TOTAL	1,322.25	
13. C & S FAMILY FARM	FARMERS MARKET VENDOR	12.00	
14. CDW	IPAD CASE FOR PD	94.39	
	PHONE HEADSET CABLES FOR UB	53.84	
	PHONE HEADSETS FOR UB	156.60	
	VEHICLE DELL TABLET CHARGERS FOR DPW	255.84	
	TOTAL	560.67	
15. CENTRALSQUARE TECHNOLOGIES LLC	CAD FIELD OPS LICENSES FOR PD IPADS	720.00	
16. CINTAS CORPORATION #725	3/13/24 - MECHANICS UNIFORMS 2024	48.08	
	3/20/24 - MECHANICS UNIFORMS	48.08	
	TOTAL	96.16	
17. CITY PULSE	3/6/24 - TWP NOTICES	157.25	
18. COMCAST	APR 2024 - INTERNET + TV M1	547.69	111726
	MAR 29 - APR 28 2024 - TELEPHONE + INTERNET S2	249.23	111726
	MAR 29 - APR 28 2024 - TV P1	32.01	111726
	MAR 19 - APR 18 2024 - INTERNET SCADA	257.90	111726
	TOTAL	1,086.83	
19. CONSUMERS ENERGY	2024 POLLINATOR PATHWAY LEASE - #MI55039INC	25.00	111727
20. CUMMINS INC	POLICE BLDG - AUTOMATIC TRANSFER SWITCH GENERATOR	53,942.00	111728
21. DINGES FIRE COMPANY	TWO RESCUE STRUT SETS (SMALL)	3,860.19	
22. DOUGHNATION BAKERY	FARM MARKET VENDOR	17.00	

03/28/2024 01:12 PM
 User: GRAHAM
 DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
 EXP CHECK RUN DATES 04/02/2024 - 04/02/2024
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GF - CHECK TYPE: PAPER CHECK

Vendor Name	Description	Amount	Check #
23. ENVIRONMENTAL RESOURCES GROUP LLC	JAN 1 2024 TO FEB 29 2024 - MOLD TESTING IN CFS HV	1,043.00	
24. ESRI INC	3/14/24 - 3/13/25 - SMALL GVT DEPT PLATFORM SUBSCR	17,000.00	
25. FIRST ADVANTAGE OCCUPATIONAL HEALTH	RANDOM DRUG DRAW CDL DRIVERS	350.49	111729
26. FORESIGHT GROUP	WATER BILLS 3/15/2024 AND POSTAGE	613.43	
27. FRANK WALSH	REIMB LUNCH MEETING WITH CITY OF MASON	32.00	
28. GANNETT MEDIA CORP	4 LEGAL ADS - FEB 2024	718.25	
29. GENERAL CODE	SUPPLEMENT NO. 15	4,677.00	
30. HASLETT PUBLIC SCHOOLS	1ST QTR 2024 MAINT REIMB	4,434.39	
31. HAWORTH INC	TABLES/CHAIRS OPEN AREA 2ND FLOOR	1,408.52	111730
	TABLES/CHAIRS OPEN AREA 2ND FLOOR	1,285.73	111730
	TOTAL	2,694.25	
32. HIGHWATER FARMS	FARMERS MARKET	20.00	
33. IMAGE TREND INC	EPCR SYSTEM FIRE - 11/2/2023-11/1/2024	5,632.83	
34. INGHAM COUNTY REGISTER OF DEEDS	PATHWAY EASEMENTS AMERICAN HOUSE & 2874 LAKE LANS	60.00	
	PATHWAY EASEMENTS AMERICAN HOUSE & 2874 LAKE LANSI	60.00	
	TOTAL	120.00	
35. JACOB FARLEY	FARM MARKET VENDOR	20.00	
36. JEAN S. FIERKE	FARMERS MARKET	10.00	
37. JOHN HINES	2024 BOOT REIMB - BUILDING INSPECTOR	68.90	111731
	2024 BOOTS ALLOWED \$175.00 - \$68.90 = OWE \$106.10	106.10	
	TOTAL	175.00	
38. JOSHUA CORTEVILLE	REIMB VEHICLE DMG CAUSED BY WONCH PARK GATE	402.64	111736
39. KEVIN COSGROVE	FARMERS MARKET	20.00	
40. LAFONTAINE AUTOMOTIVE GROUP	UNIT 680 - CATALYTIC CONVERTOR	754.80	
41. LANSING UNIFORM COMPANY	FIRE UNIFORMS (HILLARD, CARETTI)	179.90	
	OFFICER UNIFORMS - SCHULTZ/SCARVEY/CRANE/GRILLO	1,489.00	
	OFFICER UNIFORMS - CRANE	169.90	
	TOTAL	1,838.80	
42. LEAK PETROLEUM EQUIPMENT INC	FUEL RINGS FOR VEHICLES	549.19	
43. LETTUCE COOK	MAR 14 2024 - BOARD OF REVIEW DINNER	180.00	111732
44. LINCOLN'S TOUCH LLC	UNIT 670 DETAILING	200.00	
45. LOPEZ CONCRETE CONSTRUCTION	CONCRETE REPAIR CONTRACT 2023	23,950.00	
46. MADISON NATIONAL LIFE INS CO	APRIL 2024 - ACCT 102753800000000 - LIFE/DISABILIT	3,846.90	111733
47. MAMA C'S SAUCES	FARMERS MARKET VENDOR	7.00	
48. MERIDIAN TOWNSHIP RETAINAGE	MIKE & SON - MSU TO LAKE LANSING TRAIL PHASE II CO	1,999.46	
49. MI GREAT LAKES FISH COMPANY	FARMERS MARKET VENDOR	30.00	
50. MICHAEL HAGBOM	REIMBURSE EMPLOYEE FOR TRAINING	1,050.00	

03/28/2024 01:12 PM
 User: GRAHAM
 DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
 EXP CHECK RUN DATES 04/02/2024 - 04/02/2024
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GF - CHECK TYPE: PAPER CHECK

Vendor Name	Description	Amount	Check #
51. MICHELLE DELEON	FARMERS MARKET	5.00	
52. MIKE & SON ASPHALT	MSU TO LAKE LANSING TRAIL PHASE II CONSTRUCTION	61,277.26	
53. MIKE KEREKES	FARMERS MARKET	5.00	
54. MSU VETERINARY MEDICAL CENTER	FEB 2024 - K9 VET CARE	768.45	
55. MYCOPHILES GARDEN LLC	FARM MARKET VENDOR	96.00	
56. MYERS PLUMBING	AUGER PLUGGED URINAL LINE (DEAD BATTERIES)	200.00	
	SFIRE - AUGURED KITCHEN LINE 90' TOWARDS CITY MAIN	950.00	
	TOTAL	1,150.00	
57. PALMER CONSTRUCTION	NEW SIDING ON EXTERIOR OF HARRIS NATURE CENTER	10,320.00	
58. PHOENIX SAFETY OUTFITTERS	#231828 - STRUCTURAL FIREFIGHTER GEAR (5 SETS)	18,654.15	
	#235789 - PARTICULATE BLOCKING HOODS	2,300.00	
	TOTAL	20,954.15	
59. PROGRESSIVE AE	PROF SERV THRU FEB 23 2024 - 2024 LAKE LANSING SAD	939.25	
60. PRO-TECH MECHANICAL SERVICES	W/O 51138 - FURNACE REPAIRS SNELL TOWAR REC CNTR	1,680.91	
	W/O 51288 - S FIRE - REPAIRS TO HOT WATER HEATER	525.88	
	BUILDINGS - 2024 HVAC PM SERVICES	4,206.25	
	TOTAL	6,413.04	
61. PRO-TECH SECURITY SALES	BALLISTIC VEST	1,292.00	
62. PURITY CYLINDER GASES INC	ACCT #46494 - MEDICAL OXYGEN	156.00	
63. QUALITY COATINGS	UNIT 724 BEDLINER	700.00	
64. QUALITY TIRE INC	TIRES - UNIT 122 / POLICE STOCK	1,107.90	
65. RICHARD BEADERSTADT	FEB 2024 ELEC DAY MILEAGE REIMB	25.86	
66. SAFEWARE, INC.	CRADLE FOR MULTIRAE	2,249.89	
67. SARAH BROWN	FARMERS MARKET	26.00	
68. SHAHEEN CHEVROLET INC	UNIT 135 REPAIR PARTS	314.80	
69. SOUTHWEST SOLUTIONS GROUP INC	#125778 - FIRE HOSE STORAGE RACK W/LIFT GATE	1,390.66	
70. SPALDING DEDECKER ASSOCIATES	PROF SERV JAN 29 TO FEB 24 2024 - 2024 LOCAL RD PR	1,053.03	
71. SPARROW OCCUPATIONAL	ADMINISTRATIVE FEE FOR EAP SERVICES	3,750.00	111734
72. SPARTAN DISTRIBUTORS	UNIT #689 - TORO MOWER DECK BELT	199.68	
73. ST MARTHA CONFERENCE OF	R. WISE - EMERGENCY RENT ASSISTANCE	750.00	111737
74. ST THOMAS AQUINAS PARISH	A. HARBENSKI - EMERGENCY RENT ASSISTANCE	500.00	111738
	M THORNE EMERGENCY RENT ASSISTANCE	500.00	111738
	TOTAL	1,000.00	
75. STATE OF MICHIGAN	MDARD 2024 COMMERCIAL APPLICATOR LICENSE LUCY BRED	75.00	
76. STRYKER MEDICIAL	ELECTRODES (QTY: 10)	429.00	
	STORE SUPPLIES (MEDICAL SUPPLIES)	517.40	
	TOTAL	946.40	

03/28/2024 01:12 PM
 User: GRAHAM
 DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
 EXP CHECK RUN DATES 04/02/2024 - 04/02/2024
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GF - CHECK TYPE: PAPER CHECK

Vendor Name	Description	Amount	Check #
77. SUMMER NIGHTS APIARIES LLC	FARMERS MARKET VENDOR	10.00	
78. SUNBELT RENTALS, INC	2024 - FLOOR SCRUBBER RENTAL 2X PER MONTH FOR MARK	332.02	
	FLOOR SCRUBBER RENTAL 2X PER MO MARKETPLACE ICE RI	332.02	
	TOTAL	664.04	
79. T MOBILE	1/21/24 - 3/20/24 (2 MO) - CELLULAR 517.980.0920	60.46	
80. THE BLOWHARD COMPANY LLC	CASE767 - FAN REPAIR KIT	735.00	
81. THE CHEESE PEOPLE OF GRAND RAPIDS	FARM MARKET VENDOR	38.00	
82. THE HARKNESS LAW FIRM PLLC	MARCH 2024 PROSECUTING FEES	6,669.23	
83. TRI-COUNTY REGIONAL PLANNING	GLRC 2024 SURVEY MEMBERSHIP SHARE	890.00	
84. UDDERLY MAGIC LLC	FARMERS MARKET	3.00	
85. ULINE	SNOWFENCE BEER GARDEN - CELEBRATE MERIDIAN	197.13	
86. WAYNE BISARD INVESTIGATIONS LLC	RECRUITING BACKGROUND FEES	1,200.00	
87. WEST MICHIGAN INTERNATIONAL	REPAIR PARTS UNIT #24 HOOD LATCH	113.76	
88. WEST SHORE FIRE INC	SCBA MASKS (GRANT ACCOUNT) & LENS KITS	6,510.40	111735
89. WILLOW CREEK BEES	FARMERS MARKET	38.00	
90. WILSON FARM FRESH MEATS	FARMERS MARKET VENDOR	24.00	
TOTAL - ALL VENDORS		282,678.13	

03/28/2024 01:13 PM
User: GRAHAM
DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
EXP CHECK RUN DATES 04/02/2024 - 04/02/2024
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: PWHRZ - CHECK TYPE: PAPER CHECK

Vendor Name	Description	Amount	Check #
1. CUMMINS INC	2/29/2024 WOOD VALLEY GENERATOR REPAIRS	635.19	
2. E T MACKENZIE CO	2024 COUNTY PARK WEST SEWER REPLACEMENT PROJECT	158,040.68	
3. INGHAM COUNTY REGISTER OF DEEDS	WATER EASEMENTS - AMERICAN HOUSE & 2874 LAKE LANS	60.00	
4. MADISON NATIONAL LIFE INS CO	APRIL 2024 - ACCT 102753800000000 - LIFE/DISABILIT	533.62	29634
5. MERIDIAN TOWNSHIP RETAINAGE	ET MACKENZIE - 2024 COUNTY PARK WEST SEWER REPL	17,560.07	
6. MICHIGAN RURAL WATER ASSOC	2024 MEMBERSHIP DUES - D BOROWICZ	360.00	
7. MICHIGAN RURAL WATER ASSOC	REVIEW CLASS WATER EXAMS - J ARNETT	360.00	
TOTAL - ALL VENDORS		177,549.56	

Credit Card Report 3/14/2024 to 3/27/2024

Transaction Date	Transaction Merchant Name	Transaction Amount	Account Name
3/25/2024	THE HOME DEPOT 2723	\$498.00	LAWRENCE BOBB
3/25/2024	THE HOME DEPOT #2723	\$20.94	LAWRENCE BOBB
3/14/2024	THE HOME DEPOT #2723	\$34.90	TYLER KENNEL
3/20/2024	DREAMSEATS LLC	\$321.00	MICHAEL HAMEL
3/18/2024	BEST BUY 00004168	\$35.50	KYLE FOGG
3/21/2024	THE HOME DEPOT #2723	\$11.97	KYLE FOGG
3/17/2024	THE HOME DEPOT #2723	\$114.82	RYAN CAMPBELL
3/17/2024	COMFORT INNS	\$593.85	DEBORAH GUTHRIE
3/15/2024	GRAND TRAV RESORT	\$225.00	DEBORAH GUTHRIE
3/20/2024	BENNIGANS 5711 MT PLEASAN	\$16.99	DEBORAH GUTHRIE
3/24/2024	COMFORT INNS	\$504.00	DEBORAH GUTHRIE
3/25/2024	IIMC	\$225.00	DEBORAH GUTHRIE
3/26/2024	FORESIGHT GROUP LLC	\$52.00	DEBORAH GUTHRIE
3/14/2024	COMPLETE BATTERY SOURCE	\$25.46	JACOB FLANNERY
3/19/2024	THE HOME DEPOT #2725	\$19.90	JACOB FLANNERY
3/25/2024	HASLETT TRUE VALUE HARDW	\$13.74	JACOB FLANNERY
3/26/2024	TRACTOR SUPPLY #1149	\$111.26	JACOB FLANNERY
3/18/2024	THE APPRAISAL FOUNDATION	\$52.84	ASHLEY WINSTEAD
3/19/2024	THE HOME DEPOT #2723	\$25.46	AL DIAZ
3/25/2024	TARGET 00003657	\$28.98	AL DIAZ
3/15/2024	HONEYBAKED HAM 1709-P2PE	\$86.81	TIMOTHY SCHMITT
3/14/2024	OFFICEMAX/OFFICEDEPT#3379	\$58.03	MIKE DEVLIN
3/23/2024	COSTCO WHSE#1277	\$32.97	MIKE DEVLIN
3/18/2024	PAYPAL *MICHIGANCEN MI	\$41.50	BRIAN PENNELL
3/23/2024	FS *DIGITALCOMBUST	\$290.00	BRIAN PENNELL
3/22/2024	THE FOXHOLE PX SURPLUS	\$79.80	CURT SQUIRES
3/15/2024	QUALITY DAIRY#31	\$59.43	COURTNEY WISINSKI
3/15/2024	QUALITY DAIRY#31	\$3.98	COURTNEY WISINSKI
3/15/2024	MSU PAYMENT ONLINE	\$15.00	COURTNEY WISINSKI
3/18/2024	JIMMY JOHNS - 90055	\$68.64	COURTNEY WISINSKI
3/20/2024	ASCAP LICENSE FEE	\$437.50	COURTNEY WISINSKI
3/20/2024	THE MAYFAIR	\$150.57	COURTNEY WISINSKI
3/21/2024	SP PESTICIDE TRAININ	\$168.78	COURTNEY WISINSKI
3/22/2024	MSU PAYMENT ONLINE	\$15.00	COURTNEY WISINSKI
3/22/2024	KROGER #793	\$37.77	KATIE LOVE
3/25/2024	TST* KLAVONS - MASON	\$51.00	FRANK L WALSH
3/19/2024	CAPITAL EQUIPMENT & SUPPL	\$48.40	TODD FRANK
3/21/2024	HASLETT TRUE VALUE HARDW	\$79.96	TODD FRANK
3/15/2024	DMI* DELL K-12/GOVT	\$159.48	STEPHEN GEBES
3/17/2024	AMAZON.COM*R63DE7011	\$92.99	STEPHEN GEBES
3/17/2024	AMAZON.COM*RH9UJ55F0	\$92.99	STEPHEN GEBES
3/19/2024	AMAZON.COM	(\$135.22)	STEPHEN GEBES
3/19/2024	ZOOM.US 888-799-9666	\$449.85	STEPHEN GEBES
3/14/2024	LANSINGSTATE JOURNAL	\$14.99	RICHARD GRILLO
3/14/2024	MEIJER # 025	\$27.99	RICHARD GRILLO
3/15/2024	EXTENDEDSTAY 670	\$425.93	RICHARD GRILLO
3/17/2024	EXTENDEDSTAY 670	\$480.76	RICHARD GRILLO
3/22/2024	EXTENDEDSTAY 670	\$386.98	RICHARD GRILLO
3/19/2024	STATE MI EGLE MIENVIRO	\$510.00	YOUNES ISHRAIDI
3/15/2024	ELKAY SALES INC	\$183.00	ROBERT MACKENZIE
3/20/2024	GRAINGER	\$747.81	ROBERT MACKENZIE
3/21/2024	AMZN MKTP US*RA9EH2O40	\$48.68	ROBERT MACKENZIE
3/26/2024	(PC) 3986 ALL PHASE	\$154.77	ROBERT MACKENZIE

3/18/2024	THE HOME DEPOT #2723	\$13.70	KEITH HEWITT
3/21/2024	THE HOME DEPOT #2723	(\$43.96)	KEITH HEWITT
3/21/2024	THE HOME DEPOT #2723	\$76.90	KEITH HEWITT
3/14/2024	DETROITNEWS.COM	\$11.99	MICHELLE PRINZ
3/14/2024	HEARST NEWSPAPERSMIDWEST	\$19.96	MICHELLE PRINZ
3/15/2024	OGDEN NEWSPAPERS	\$20.00	MICHELLE PRINZ
3/17/2024	JIMMY JOHNS - 90055 - MOT	\$132.67	MICHELLE PRINZ
3/18/2024	AMZN MKTP US*RH3NL6FW2	\$191.28	MICHELLE PRINZ
3/18/2024	AMAZON.COM*RH0CJ1Z42	\$36.98	MICHELLE PRINZ
3/18/2024	AMAZON.COM*RH20A8BL0	\$94.10	MICHELLE PRINZ
3/18/2024	FREEP.COM	\$14.99	MICHELLE PRINZ
3/18/2024	LANSINGSTATE JOURNAL	\$11.99	MICHELLE PRINZ
3/18/2024	AMZN MKTP US*RH7LJ14H2	\$21.18	MICHELLE PRINZ
3/19/2024	AMAZON.COM	(\$6.99)	MICHELLE PRINZ
3/19/2024	AMAZON RET* 111-375521	\$36.96	MICHELLE PRINZ
3/19/2024	AMZN MKTP US*RH3W33730	\$38.80	MICHELLE PRINZ
3/18/2024	GANNETT NEWSRPR CN	\$9.99	MICHELLE PRINZ
3/25/2024	AMAZON.COM*RA95N0LS2	\$79.14	MICHELLE PRINZ
3/25/2024	AMZ*WSJBARRONSMW	\$2.00	MICHELLE PRINZ
3/26/2024	AMZN MKTP US*RH7WW0DW1	\$29.74	MICHELLE PRINZ
3/19/2024	AMZN MKTP US*RH0IQ3EF2	\$79.58	CATHERINE ADAMS
3/22/2024	BIG CHEESE RODENT FACTORY	\$979.00	CATHERINE ADAMS
3/22/2024	TOP HAT CRICKET FARM INC	\$48.89	CATHERINE ADAMS
3/22/2024	MARCOS PIZZA 1235	\$50.83	CATHERINE ADAMS
3/22/2024	TOM'S FOOD	\$9.50	CATHERINE ADAMS
3/26/2024	FORESIGHT GROUP LLC	\$117.00	CATHERINE ADAMS
3/26/2024	AMZN MKTP US*RH7CW22D1	\$69.99	CATHERINE ADAMS
3/17/2024	COVERT SCOUTING	\$32.99	ED BESONEN
3/19/2024	MICHIGAN ASSOC OF CHIEFS	\$330.00	ED BESONEN
3/19/2024	SHANTY CREEK RESORTS -	\$159.17	ED BESONEN
3/20/2024	THE HOME DEPOT 2723	\$83.80	DAVID LESTER
3/25/2024	THE HOME DEPOT #2723	\$28.92	DAVID LESTER
3/24/2024	COMCAST	\$167.73	BART CRANE
3/18/2024	USPS PO 2569800864	\$9.85	PHIL DESCHAIINE
3/17/2024	TITANHQ	\$300.00	DANIEL OPSOMMER
3/21/2024	MTU-CASHIERS OFFICE WEB	\$30.00	DANIEL OPSOMMER
3/19/2024	BITLY.COM	\$96.00	SAMANTHA DIEHL
3/18/2024	FEEDERS SUPPLY COMPANY #4	\$13.99	ALLISON GOODMAN
3/26/2024	EQUIPSUPPLY.COM	\$311.67	ALLISON GOODMAN
TOTAL		\$12,008.08	

ACH Transactions

Date	Payee	Amount	Purpose
3/15/2024	Blue Care Network	\$ 44,205.50	Employee Health Insurance
3/15/2024	Gallagher Benefit Services	\$ 3,250.00	Employee Health Insurance
3/18/2024	ELAN	\$ 29,766.05	Credit Card Payment
3/22/2024	The Bank of New York Mellon	\$ 253,356.25	Fire Station Debt Principal and Interest
3/22/2024	Huntington National Bank	\$ 259,000.00	Road Debt Interest
3/22/2024	Alerus	\$ 68,568.00	Payroll Deductions 03/22/2024
3/22/2024	Nationwide	\$ 10,809.81	Payroll Deductions 03/22/2024
3/22/2024	IRS	\$ 127,654.17	Payroll Taxes 03/22/2024
3/22/2024	Various Financial Institutions	\$ 395,737.57	Direct Deposit 03/22/2024
3/22/2024	MCT Utilities	\$ 111.20	Water/Sewer
3/26/2024	State of Michigan	\$ 37,352.20	MI Business Tax
3/27/2024	MERS	\$ 463,546.48	Employee Retirement
Total ACH Payments		\$ 1,693,357.23	

REIMBURSEMENT TO TOWNSHIP:

Date	Employee Name	Amount	Summary of Reimbursement	Transaction Reimbursed
2/22/2024	Frank Walsh	\$3.51	Lunch w/City of Mason, Building Dept, Deb Stuart	Total for 2 lunches \$35.51 - \$32.00 = \$3.51 reimbursed to twp
2/7/2024	Rick Grillo	\$0.91	Lunch MACP Winter Conference	Total \$16.91 - \$16.00 allowed = .91 reimbursed to township
3/26/2024	Michael Hamel	\$0.25	Training meeting lunch	Total \$16.25 - \$16.00 allowed = .25 reimbursed to township



To: Board Members

**From: Dan Opsommer, Deputy Township Manager
Director of Public Works and Engineering**

Date: April 2, 2024

Re: Disposal of Surplus Equipment

The following Motor Pool vehicles and equipment have been declared surplus by the Department of Public Works. We are requesting authorization to sell the vehicles at public auction, internet auction, direct sale to another municipality, or by sealed bid.

Unit #117
2014 Ford Explorer
VIN# 1FM5K8AR1EGC60297

9 – gas-powered weed whips (Parks Dept.) – The Parks Dept. purchased new electric weed whips.

The following motion has been prepared for the Board’s consideration:

MOVE TO APPROVE THE DISPOSAL OF SURPLUS VEHICLES AND EQUIPMENT.



To: Board Members

From: Timothy R. Schmitt, AICP
Director of Community Planning and Development

Melissa Massie
Director of Project Management

Date: March 26, 2024

Re: Michigan State Housing Development Authority (MSHDA) - Community Development Block Grant Housing Improving Local Livability (CHILL) Program - Public Participation Plan Amendment

In November of 2023, Staff brought forward a package of items for approval in order to proceed with an application under MSHDA's CHILL program. One of the items from that November approval was an update to the Township's Public Participation Plan, to address some requirements of the funding, should our application be selected. The application was ultimately successful, securing \$480,000 of State CDBG funds for lower income homeowners' to make improvements to their homes. Staff recently received the official grant agreement, which the Supervisor signed and Staff is now moving forward into the next phase of the project, with an eye towards beginning work on homes this summer.

As part of the grant agreement, it was noted that we needed to make further amendments to our Public Participation Plan. When we updated the plan in November, we utilized the language that was available from the State at that time. Subsequently, they have provided more detailed language for public participation plan expectations, which Staff is proposing to incorporate with this amendment. No functional changes are occurring from the previous plan, just more specificity in the requirements and the references to federal regulations. At this time, Staff would ask the Township Board to adopt this specific language to bring us into compliance with the State requirements to proceed with the CHILL grant process.

Motion to approve the update to the Township's Public Participation Plan, with the inclusion of specific language from MSHDA for Community Development Block Grant funded projects.



Community Engagement Plan | November 2023
Approved by the Meridian Township Board on November 9, 2023



A PRIME COMMUNITY
meridian.mi.us

Table of Contents	2
Community Engagement Statement	3
Community Engagement Objectives	3
Transparency in Governance	3-4
Emergency Communications	4
Diverse Means of Communications Methods	4
Diverse Means of Distribution Methods	5
Media Relations	5
Public Relations	5
Social Media Networking	6
Brand Management	6-7
Community Participation	7
Open Meetings	7
First Amendment	7
ADA Compliance	7-8
Public Hearing Notices/Legal Notices/Zoning Amendments	8
Press Conferences	8
Community Involvement	8
Charrettes	8
Surveys	8-9
Committees/Focus Groups	9-10
Third Party Compliance	10
HOMTV	10
CAMTV	10-11
Community Development Block Grant (CDBG) Projects	11

Community Engagement Statement

The Charter Township of Meridian strives to provide effective communications that meet Township goals and objectives as well as provide transparency in governance through a variety of methods to share ideas and information and understand the needs of the residents.

Community Engagement Objectives

- The Charter Township of Meridian will provide information by a diverse means of methods through the utilization of current and best communication practices keeping abreast of technologies and advancements in communications.
- The Charter Township of Meridian will provide communications in relation to emergency communications, crisis communications, press conferences, policy governance, transparency in governance, ribbon cuttings and grand openings, Township events, public service announcements, and general public information.
- The Charter Township of Meridian will encourage public participation allowing residents to voice their opinion, provide feedback, and comments.
- The Charter Township of Meridian will encourage permitted use of the public rights of way with telecommunications providers to foster technology.
- The Charter Township of Meridian will oversee video franchise compliance in accordance with Public Act 480, which created a uniform franchise agreement between franchising entities and video providers in the state of Michigan.
- The Charter Township of Meridian will provide information and shared services to residents and to neighboring municipalities, shared service partners and regional partners.
- The Charter Township of Meridian will gather insight and ideas that further the mission of providing information to Township residents.

Transparency in Governance

The highest priority of the Communications Department is to provide residents with increased access to transparency in governance through relevant information and in a timely manner through multimedia platforms including web, digital, and print.

- Governance is not exclusive to government affairs. Governance includes businesses, nonprofits, nongovernment organizations, associations, or any group engaged in some purposeful activity.
- Transparency refers to the availability of information to the general public and clarity about government rules, regulations, and decisions.
- Transparent procedures include open meetings, financial disclosure statements, freedom of information legislation, budgetary review, and audits.
- Transparent governance means not hiding anything from citizens, not engaging in shady deals, and not making whimsical or discretionary decisions. There are clear guidelines to

adhere to. Openness is encouraged.

- Overall, transparent governance ensures that money is spent to its intended purpose. This also establishes trust. After all, the government is instituted for the purpose of serving the needs of the people in an efficient, honest, and effective way. Hence, desired goals or outcomes are met.

Emergency Communications

The Charter Township of Meridian will make public health and safety its top priority as outlined in the Board Policy Manual.

The Charter Township of Meridian will provide public safety information before, during and after a disaster or emergency. Examples of community emergencies include, but are not limited to, extreme weather, large-scale power outages, pandemics, and active violence in the community.

The Charter Township of Meridian will work with appropriate internal and external agencies to communicate effectively, appropriately, and efficiently including Police, Fire, the Emergency Management Team, and Ingham County 911.

The Charter Township of Meridian will provide public notifications to as many people as possible within the service area.

The Charter Township of Meridian will utilize all feasible communication outlets in the event of a local emergency, including website takeover messages on the Meridian Township website. Emergency communications displayed on HOMTV channel 21 are contingent upon on-site staff availability and may not be feasible outside of normal Township business hours.

Diverse Means of Communications Methods

The Charter Township of Meridian will provide information and encourage the engagement of citizen participation using a diverse means of methods utilizing current and best communication practices, keeping abreast of technologies and advancements in communications.

- Digital Media: HOMTV, CAMTV, Social Sites, eNewsletters, Websites, Emails, Videos, eNotifications, digital Meridian Township wayfinding signs, and Capital Area Ingham County (Everbridge) Alerts.
- Print Publications: Reports, Public Notices, Door Hangers, Mailers and Mailer Inserts, Fact Sheets, Brochures, Flyers, Magazines, Posters, and Banners.
- Media Relations: Press Releases, Press Conferences, and Media Events.
- Word of Mouth: Key Stakeholders, Community Influencers, Brand Advocates, and the General Public.

The Charter Township of Meridian's use of the above communication methods varies based on the topic being covered. Methods will be chosen based on the urgency of the communicated topic, the appropriateness of a method to discuss a topic, and the number of communication methods necessary to effectively communicate the topic.

Diverse Means of Distribution Methods

The Charter Township of Meridian understands the diverse and broad methods in which people communicate, receive messages, and look for information. In an attempt to be as inclusive and as welcoming as possible, communications methods are distributed broadly.

- Prime Meridian Magazine (22,000 delivered once per year): Distributed to each household in Meridian Township (19,000), 7 Meridian Township buildings, Meridian Senior Center, Haslett and Okemos Libraries, Neighborhood Associations and Choose Lansing (formerly known as the Greater Lansing Convention and Visitors Bureau).
- Family Fun Guide (quarterly): Distributed digitally on Meridian Township's website.
- Event Flyers: Placed at 7 Meridian Township buildings (entryway doors, event bulletin board, bathroom door inserts), schools, and Haslett and Okemos libraries.
- eNewsletters (monthly): Green Gazette, Playbook, Meridian Happenings; (every two months) Meridian Senior Center Newsletter.
- Press Releases: Distributed to media outlets and various organizations within the Greater Lansing Region, based upon a media contact list managed and updated 3 times per year.
- Social Networking: Shared information and events on relevant Township-owned sites.

Media Relations

The Charter Township of Meridian will work with the media for the purpose of informing the public of information in a consistent and credible manner, coordinating with people responsible for producing news and features in mass media.

- Television Outlets: WILX 10, HOMTV, WKAR, WLNS 6, FOX 47, and ABC 53.
- Newspaper/Magazines: Lansing State Journal, Lansing City Pulse, 517 Magazine, Michigan State University (MSU) State News, and Lansing Community College (LCC) Lookout.
- Online Magazine Publications: Mlive.com, New Citizen's Press.
- Radio: Townsquare Media, MacDonald Broadcasting, Midwest Communications, Mike FM (101.7), WLNZ Radio (LCC), WILS (1320 AM),
- Colleges/Universities/Public Schools: LCC, MSU, Ingham County Intermediate School District, Okemos Public Schools, and Haslett Public Schools.
- Municipalities/Organizations: City of East Lansing, Choose Lansing (formerly Greater Lansing Convention & Visitors Bureau), Michigan Townships Association (MTA), and Michigan Municipal League (MML).

Public Relations

The Charter Township of Meridian will connect with the public and internal staff in a favorable manner in which to build mutually beneficial relationships.

The Charter Township of Meridian will create materials to share with the media in a consistent and clear manner as detailed in the Charter Township of Meridian Brand Standards Guideline for media alerts, press releases, and other media related materials.

Social Media Networking

The Charter Township of Meridian's goal is to share and exchange information with those interested in topics relating to the Meridian Township community. It is Township policy to accept the majority of comments made to the Township-operated pages. Posted comments and images by the public do not necessarily represent the views of Meridian Township or its employees.

The Charter Township of Meridian will strive to support the direction set by the Township Board through its policies. Social Media Policies related to the Meridian Township Board Policy Manual include:

- Treatment of Consumers
- Communication and Support to the Board
- Regional Cooperation
- Community Linkage
- Preamble

The Charter Township of Meridian welcomes comments on Meridian Township's social media accounts. The purpose of Township social pages is to present matters of public interest to the Meridian Township community.

The Charter Township of Meridian encourages the public to submit local photos, questions, comments, and concerns.

The Charter Township of Meridian expects ideas and information to be shared in a respectful manner on any social media account operated by the Meridian Township as outlined in the External Social Media Policy.

The Charter Township of Meridian does not agree with or endorse every comment that individuals post on social media sites operated by the Township.

Brand Management

By using the 2017 Charter Township of Meridian Brand Standards Guidelines, employees at all levels will be able to craft the voice and style of Meridian Township in a fashion that is on par with promotional materials, internal documents and other key communications. These guidelines will be used consistently and strategically as the standard for all materials produced to represent the Meridian Township brand.

Meridian Township strives to work with our welcoming, family friendly neighborhoods and continue to lead and foster growth. Meridian Township celebrates the vibrant, active lifestyle of its residents, business owners and visitors. Brand messaging will reflect the Board Policy 1.0 Global Ends Statement in the Board Policy Manual which defines the vision and mission statements.

- Vision Statement: Our vision is to achieve and maintain a welcoming community with the highest quality of life for our residents. We believe the highest quality of life encompasses sustained or enhanced natural environment, health and safety, prosperity, cultural heritage, and diversity.
- Mission Statement: Providing a safe and welcoming sustainable prime community.

- Develop relationships with the Township’s target market, collaborate with brand ambassadors and brand advocates, key stakeholders, and constituents.
- Create brand messaging in all communications efforts which reflects the vision and mission statements.

Community Participation

The Charter Township of Meridian will provide a variety of opportunities and ways for people to become involved and participate.

The Charter Township of Meridian will offer a diverse variety of opportunities for community members to become involved in ways to give back to the community such as events, volunteering, sponsorship opportunities, regional and nonprofit partnerships, public service, and more.

Open Meetings

The Charter Township of Meridian will be in accordance with the Open Meetings Act PA 267 of 1976; to require certain meetings of certain public bodies to be open to the public, to require notice and the keeping of minutes of meetings; to provide for enforcement; to provide for invalidation of governmental decisions under certain circumstances, to provide penalties, and to repeal certain acts and parts of acts.

Charter Township of Meridian Official Township Meetings are open to the public, except closed session meetings as provided for in the Act.

Each Charter Township of Meridian official public meeting allows the opportunity for members of the public to make an up to 3-minute public comment unless prior approval for additional time for good cause is obtained prior to the meeting. Members of the public have the opportunity to make public comment at the beginning and end of the meeting, as well as during public hearings.

First Amendment

The Charter Township of Meridian will uphold the First Amendment of Speakers’ Rights to Freedom of Speech except speech that is not protected, such as true threats of violence, incitements to take illegal action or is harmful in certain other ways as determined by the Supreme Court.

The Charter Township of Meridian recognizes and upholds Freedom of Expression in different types of forums as described by the Supreme Court; traditional public forums, designated forums and limited public forums.

The Charter Township of Meridian upholds the Freedom of the Press to circulate opinions in print without censorship by the government.

ADA Compliance

Charter Township of Meridian Meetings are held in a facility accessible to persons with disabilities.

The Charter Township of Meridian will accommodate individuals with disabilities requiring auxiliary aids or services.

Individuals requiring disability services should contact the Township Manager’s office. A ten-day notice is required.

The Charter Township of Meridian utilizes Swagit to provide closed captioning on official Township meetings televised on the HOMTV website.

The Charter Township of Meridian uses Monsido to provide accessibility features on its website, meridian.mi.us.

The Charter Township of Meridian utilizes AbleVu in some of its facilities, allowing visitors to access walk-through tours, accessibility checklists, and other details before entering these facilities.

The Charter Township of Meridian strives to provide electronic documents, videos and information technology accessible to people with disabilities. The Department of Justice is currently developing regulations specifically addressing the accessibility of goods and services offered via the web. Meridian Township follows WCAG 2.0 Guidelines as a tool for compliance.

Public Hearing Notices/Legal Notices/Legal Ads/Zoning Amendments

Statutes require these processes be noticed in a newspaper of general distribution in Meridian Township, as well as mailed to neighbors within 300 feet at least 15 days prior to the meeting.

Notices are sent to the local newspaper, posted on the Meridian Township website, and displayed on the Official Township Meetings Bulletin Board and entry doors at the Township Municipal Building.

Press Conferences

Meetings organized for the purpose of officially distributing information to the media, making an official announcement, and answering questions from the media. A press conference is led by the Township Manager, executive management, and/or appointed press liaison.

Community Involvement

The Charter Township of Meridian will collaborate with regional partners, businesses and community members to provide opportunities for involvement in areas of economic development, master planning, decision-making, and outreach.

The Charter Township of Meridian will offer a diverse method of opportunities for community members to become involved and to give back to the community such as events, volunteering, sponsorship, nonprofit partnerships, public service, and more.

Charrettes

The Charter Township of Meridian will work with regional partners to host charrettes and encourage community involvement in charrettes. Charrettes are meetings in which stakeholders take part in a participatory planning process in an effort to collaboratively design a solution to a problem.

The Charter Township of Meridian encourages charrettes as an opportunity for residents to provide community input and feedback for designers and planners as an inclusive participatory process of planning.

Surveys

The Charter Township of Meridian will utilize online and paper surveys for purposes of

gathering public opinion and data for projects, initiatives, and key decisions.

Committees/Focus Groups

The Charter Township of Meridian will bring together stakeholders for collaborative decision-making regarding Township operations, policies, and key decisions. Stakeholders include, but are not limited to:

- Regional Partners
 - Michigan Economic Development Corporation
 - Michigan State Housing Development Authority
 - Lansing Economic Area Partnership
 - Tri-County Regional Planning Commission
 - Ingham County Road Department
 - Michigan Department of Transportation
 - Tri-County Office on Aging
 - Capital Area Transit Authority
- Non-Profits/Associations
 - Rotary
 - Kiwanis
 - Masons
 - Capital Area District Library
 - Capital Area Housing Partnership
- Education Providers
 - Okemos Public Schools
 - Haslett Public Schools
 - East Lansing Public Schools
 - Williamston Public Schools
 - Michigan State University
 - Lansing Community College
 - Cooley Law School
 - Ingham County Intermediate School District
- Residential
 - Nextdoor App Contacts
 - Okemos, Michigan Community Facebook Group
 - Haslett Community Facebook Group
 - Liaison for Inter-Neighborhood Cooperation (LINC)
 - Neighborhood Leaders Meeting database via Police/Clerks Office
- Businesses
 - Economic Development Corporation
 - Corridor Improvement Authority
 - Downtown Development Authority
 - Meridian Area Businesses Association
 - Lansing Regional Chamber of Commerce
- Neighboring Municipalities/Shared Services Providers
 - City of East Lansing
 - Williamstown Township
 - Alaiedon Township
 - Bath Township

- Delhi Township
- City of Lansing

Third Party Compliance

The policies and procedures in this plan will apply to any third-party consultants who assist with Township planning and their adherence is expected. Developer(s) interested in working in the Charter Township of Meridian are encouraged to engage with the Director of Community Planning and Development and/or the Economic Development Director for early feedback on the project. In addition, it is strongly recommended that developers engage local residents for early input and support of the project. These directors can assist your engagement process.

HOMTV

The Government Access Cable Television station serving the Charter Township of Meridian is known as HOMTV. The operating policies of HOMTV are based upon the Goals and Objectives of the Communications Commission, as approved by the Meridian Township Board. Programming shall be developed in accordance with the "Goal Statements" adopted and periodically revised by the Township Communications Commission and the Township Board.

- HOMTV is responsible for providing television coverage of the regular meetings of the Township Board, Planning Commission, Zoning Board of Appeals, and Environmental Commission, up to a total of six meetings per month. Live coverage of regularly scheduled Township meetings shall be the number one programming priority of HOMTV. Video recordings of the live coverage of Township meetings are not to be edited for replay as a whole.
- HOMTV shall present television programming pertaining to all elections held in Meridian Township. Special efforts shall be made to produce programming in "even year" Township elections, with a maximum emphasis on elections held to fill positions on the Township Board of Trustees and/or the Park Commission. All registered candidates shall be afforded an equal opportunity to be included in this coverage.
- HOMTV may be watched at the following locations:
 - Comcast Channel 21 in East Lansing and Meridian Township
 - www.homtv.net
 - www.youtube.com/user/21HOMTV
 - <http://meridianmi.swagit.com/live>

CAMTV

It is the mission of CAMTV to form a Consortium that supports programming supplied by 'residents' and organizations from the region to provide subscribers of the Lansing regional COMCAST and AT&T U-verse systems greater access to information stretching across communities.

- CAMTV Purpose: Provide programming relevant to the region and its local communities with the most technically sound playback operating system and programming at the lowest reasonable cost.
- CAMTV Vision: Capital Area Media Television will be the regional television source for non-profit and municipal information.

- CAMTV Mission: Capital Area Media Television will form a Consortium that supports programming supplied by residents and organizations across the Lansing region, providing greater access to relevant information stretching across communities.
- CAMTV Goal: Collaborate resources to create sustainability of the channel, to maximize services and technology, to promote efficiency and sustainability, and to save dollars by pooling resources.
- CAMTV programming content must not include commercial time or commercial content, political campaigning, obscenity, indecency, slander, libel or defamation as described in the CAMTV Programming Content Requirements.

Federally Funded Community Development Block Grant (CDBG) Projects

In addition to the community engagement previously described in this Public Participation Plan, the Charter Township of Meridian will follow the additional steps on any federally funded CDBG project.

- Provide and encourage citizen participation, particularly by low- and moderate-income persons who reside in slum and blighted areas in which funds are proposed to be used.
- Ensure that residents will be given reasonable and timely access to local meetings, consistent with accessibility and reasonable accommodation requirements in accordance with Section 504 of the Rehabilitation Act of 1973 and the regulations at 24 CFR part 8, and the Americans with Disabilities Act and the regulations at 28 CFR parts 35 and 36, as applicable, as well as information and records relating to the unit of local government's proposed and actual use of CDBG funds.
- Furnish citizens information, including but not limited to: a. The amount of CDBG funds expected to be made available for the current fiscal year (including the grant and anticipated program income); b. The range of activities that may be undertaken with the CDBG funds; c. The estimated amount of the CDBG funds proposed to be used for activities that will meet the national objective of benefit to low- and moderate-income persons; and d. The proposed CDBG activities likely to result in displacement and the unit of general local government's anti-displacement and relocation plans required under §570.488.
- Provide technical assistance to groups that are representative of persons of low- and moderate-income that request assistance in developing proposals (including proposed strategies and actions to affirmatively further fair housing) in accordance with the procedures developed by the State. Such assistance need not include providing funds to such groups.
- Provide for a minimum of two public hearings for the purpose of obtaining residents' views and responding to proposals and questions. The first public hearing must be held prior to application submission to the MSHDA and the second near the end of the grant term. Together the hearings must cover housing needs (including affirmatively furthering fair housing), development of proposed activities, and a review of program performance. There must be reasonable notice of the hearings (at least 5 days) and they must be held at times and accessible locations convenient to potential or actual beneficiaries, with accommodations for persons with disabilities. Public hearings shall be conducted in a manner to meet the needs of non-English speaking residents where a significant number of non-English speaking residents can reasonably be expected to participate. If 51% of the expected participants are non-English speaking, the hearings will be advertised in a non-English publication available to those residents. A person fluent in the non-English language must be available at the public hearing.

- Provide citizens with reasonable advance notice of, and an opportunity to comment on, proposed activities in an application to the State. For grants already made, activities which are proposed to be added, deleted, or substantially changed from the unit of general local government's application to the State. Substantially changed means changes made in terms of purpose, scope, location, or beneficiaries as defined by criteria established by the State. MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY CDBG CHAPTER 3 – CITIZEN PARTICIPATION 01/10/24 3
- Provide citizens the address, phone number, and times for submitting complaints and grievances, and provide timely written answers to written complaints and grievances, within 15 working days where practicable.

Technical Assistance

The applicant must provide technical assistance to facilitate citizen participation when requested, particularly to groups' representative of persons of LMI. The level and type of technical assistance will be determined by the UGLG based upon the specific needs of the community's residents.

Complaints

Each UGLG must have written citizen and administrative complaint procedures which provide the address, phone number and times for submitting complaints and provides for a maximum of 15 working days, where practical, for a written response. The written citizen participation plan must provide citizens with information relative to these procedures or, at a minimum, provide citizens with the information relative to the location and hours at which times they may obtain a copy of these written procedures. In Citizen Participation Plan, the complaint procedure has been included in the citizen participation plan. All written citizen complaints that identify deficiencies relative to the UGLG's community development program merit full and prompt consideration and must be handled according to the UGLG's written complaints procedure. Good faith attempts must be made to satisfactorily resolve the complaint at the local level. Complaints must be filed with the chief elected official, or his/her designee, who will investigate and review the complaint. A written response from the chief elected official to the complainant must be made within 15 working days, where feasible. UGLGs must have additional complaint procedures in place as identified throughout the Policy Manual.



To: Board Members

**From: Timothy R. Schmitt, AICP
Director of Community Planning and Development**

Date: March 27, 2024

Re: Reschedule Public Hearing for May 9th - Recreational Marijuana License Applications in Zone 3

The Township Board opened a Recreational Marijuana License Application window between January 9 and January 26 of this year. In that time period, five applications for licenses were received. Two of those license applications were submitted for Zone 3, necessitating a formal competitive review process. The Recreational Marijuana License Review Committee, consisting of Community Planning and Development Director Schmitt, Neighborhoods and Economic Development Director Clark, and Manager Walsh's designee, Assistant Planner Chapman, have held the required public hearing and reviewed the applications for completeness against the standards established by the Township Board for review of the licenses applications.

As part of the licensure process, the Township Board is required to hold a public hearing for each zone/applicant, prior to making a final decision on issuance. At the March 19th Township Board meeting, a public hearing was scheduled was scheduled for April 16th. Due to some unforeseen scheduling issues, this public hearing needs to be rescheduled for May 9th. After the public hearing, a decision on the license application in Zone 3 can be made at a future Township Board meeting.

Motion to reschedule a public hearing for May 9th for the Recreational Marijuana License applications in Zone 3.



To: Board Members

**From: Dan Opsommer, Deputy Township Manager
Director of Public Works and Engineering**

Younes Ishraidi, P.E., Township Engineer

Date: April 2, 2024

Re: 2022 Order to Maintain Sidewalk Resolution #4 - Public Hearing

Since 1999, the Township has developed a proactive approach to minimize residential sidewalk hazards and potential liability to the Township by adopting a sidewalk replacement program. In accordance with ordinance Section 58-32b, and Section 58-32d, the Township Board may order the repair of defective sidewalks. If the property owner fails to repair the sidewalk within 20 days after written notification, the Township may repair or replace the sidewalk and bill the cost of construction to the property owner.

The Township Board approved the 2022 Order to Maintain Sidewalks Special Assessment District #20 - Resolution #3 on September 6, 2022, which approved the improvement to repair the sidewalks in the following areas:

Sections 8, 10, 11, 12, 28, 29, 32, 33, 34 and 35 to continue the sidewalk replacement program. The proposed project areas include the following subdivisions: Briarwood; Briarwood #3, #4, #5, #6, #9, #11; Chippewa Woods #2; Ember Oaks; Heritage Hills; Heritage Hills #2, #3, #4; Hidden Valley; Hidden Valley #2, #3, #4; Hillbrook Park; Hillbrook Park #1, #2; Kinawa View; Kinawa View #2, #4; Okemos Square; Sanctuary; and Wood Valley.

Notices were sent to each property owner with a defective sidewalk. Work then began after the 20 day period. This project was not completed until the 2023 construction season due to the number of repairs required and contractor availability.

All work has been completed, and the assessments have been calculated for each impacted parcel. The assessment for each property varies with the amount of sidewalk that was repaired.

The attached 2022 Order to Maintain Sidewalk SAD #20 - Resolution #4, adopted by the Township Board on Tuesday, March 5, 2024, filed the proposed final special assessment roll with the Township Clerk and set the date for the public hearing on Tuesday, April 2, 2024. The purpose of the public hearing is to hear comments in favor and/or objections to the proposed 2022 Order to Maintain Sidewalk Special Assessment District #20 Special Assessment Roll.

Attachments:

1. Memo from the March 5, 2024 Board Meeting

Memo to Township Board

March 5, 2024

Re: 2022 Order to Maintain Sidewalk Resolution #4 - Set Public Hearing for April 2, 2024

2. Resolution #4 - Set Public Hearing for April 2, 2024
3. Notice of Public Hearing
4. Proposed Special Assessment Roll Legal Description
5. Certificate of Supervisor
6. Affidavit of Mailing
7. 2022 Order to Maintain Brochure
8. 2022 Order to Maintain Sidewalk SAD #20 Maps
9. Proposed Special Assessment Roll



To: Board Members

**From: Dan Opsommer, Deputy Township Manager
Director of Public Works and Engineering**

Younes Ishraidi, P.E., Township Engineer

Date: March 5, 2024

Re: 2022 Order to Maintain Sidewalk Resolution #4 - Set Public Hearing for April 2, 2024

Since 1999, the Township has developed a proactive approach to minimize residential sidewalk hazards and potential liability to the Township by adopting a sidewalk replacement program. In accordance with ordinance Section 58-32b, and Section 58-32d, the Township Board may order the repair of defective sidewalks. If the property owner fails to repair the sidewalk within 20 days after written notification, the Township may repair or replace the sidewalk and bill the cost of construction to the property owner.

The Township Board approved the 2022 Order to Maintain Sidewalks Special Assessment District #20 - Resolution #3 on September 6, 2022, which approved the improvement to repair the sidewalks in the following areas:

Sections 8, 10, 11, 12, 28, 29, 32, 33, 34 and 35 to continue the sidewalk replacement program. The proposed project areas include the following subdivisions: Briarwood; Briarwood #3, #4, #5, #6, #9, #11; Chippewa Woods #2; Ember Oaks; Heritage Hills; Heritage Hills #2, #3, #4; Hidden Valley; Hidden Valley #2, #3, #4; Hillbrook Park; Hillbrook Park #1, #2; Kinawa View; Kinawa View #2, #4; Okemos Square; Sanctuary; and Wood Valley.

Notices were sent to each property owner with a defective sidewalk. Work then began after the 20 day period. This project was not completed until the 2023 construction season due to the number of repairs required and contractor availability.

All work has been completed, and the assessments have been calculated for each impacted parcel. The assessment for each property varies with the amount of sidewalk that was repaired.

The attached 2022 Order to Maintain Sidewalk SAD #20-Resolution #4, files the proposed final special assessment roll with the Township Clerk and sets the date for a public hearing on Tuesday, April 2, 2024. The purpose of the public hearing is to hear comments in favor and/or objections to the proposed 2022 Order to Maintain Sidewalk Special Assessment District #20 Special Assessment Roll.

Memo to Township Board

March 5, 2024

Re: 2022 Order to Maintain Sidewalk Resolution #4 - Set Public Hearing for April 2, 2024

Proposed Motion:

MOVE TO APPROVE THE 2022 ORDER TO MAINTAIN SIDEWALK SPECIAL ASSESSMENT DISTRICT #20 RESOLUTION #4, WHICH FILES THE PROPOSED SPECIAL ASSESSMENT ROLL WITH THE OFFICE OF THE TOWNSHIP CLERK AND SETS THE DATE FOR A PUBLIC HEARING ON TUESDAY, APRIL 2, 2024.

Attachments:

1. Resolution #4 - Set Public Hearing for April 2, 2024
2. Notice of Public Hearing
3. Proposed Special Assessment Roll Legal Description
4. Certificate of Supervisor
5. Affidavit of Mailing
6. 2022 Order to Maintain Brochure
7. 2022 Order to Maintain Sidewalk SAD #20 Maps
8. Proposed Special Assessment Roll

**2022 ORDER TO MAINTAIN SIDEWALK
SPECIAL ASSESSMENT DISTRICT #20**

RESOLUTION NO. 4

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, Michigan 48864-1198, (517) 853-4000, on Tuesday, March 5, 2024, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, by resolution adopted September 6, 2022, the Township Board of the Charter Township of Meridian, determined to construct the more particularly hereinafter described public improvements to repair sidewalk and assess the cost thereof to the property deemed benefited by said improvements, all in accordance with Act 188, Public Acts of Michigan, 1954, as amended; and

WHEREAS, the Supervisor has prepared and reported to the Township Board a special assessment roll assessing the cost of said improvements to the property benefited thereby with the proper certificate attached thereto.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, as follows:

1. Said special assessment roll shall be filed with the Office of the Township Clerk and shall be available for public examination during regular working hours on regular working days.
2. The Township Board shall meet at 6:00 p.m. on Tuesday, April 2, 2024, at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, Michigan, in the Charter Township of Meridian, for the purpose of reviewing and hearing objections to the special assessment roll.
3. The Township Clerk shall cause notice of such hearing and the filing of the assessment roll to be published twice in a newspaper of general circulation in the Township, prior to the date of the hearing. The first publication shall be at least ten (10) days before the hearing pursuant to Act 162, Public Acts of 1962. The Clerk shall also cause notice of such hearing to be mailed by first class mail to all property owners in the special assessment district shown on the current assessment rolls of the Township, at least ten (10) full days before the date of said hearing. Said notice as published and mailed shall be in substantially the following form: (SEE ATTACHED)

CHARTER TOWNSHIP OF MERIDIAN

**2022 ORDER TO MAINTAIN SIDEWALK
SPECIAL ASSESSMENT DISTRICT #20**

NOTICE OF PUBLIC HEARING

**TO THE RECORD OWNERS OF, OR PARTIES IN INTEREST IN, THE FOLLOWING PROPERTY
CONSTITUTING THE PROPOSED SPECIAL ASSESSMENT DISTRICT:**

(SEE OTHER SIDE FOR LEGAL DESCRIPTION)

PLEASE TAKE NOTICE that a special assessment roll for the 2022 Order to Maintain Sidewalk Special Assessment District #20 (maintain by removal and replacement of sidewalk in various locations in the Township) has been prepared and is on file in the Office of the Township Clerk for public examination.

Said special assessment roll has been prepared for the purpose of assessing the cost of the above described public improvements to the property benefited therefrom. All questions and/or concerns should be directed to Meridian Township Department of Public Works & Engineering at (517) 853-4440.

TAKE FURTHER NOTICE that the Township Board will meet on **Tuesday, April 2, 2024, at 6:00 p.m.** at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, MI 48864-1198, for the purpose of reviewing said special assessment roll and hearing objections thereto.

An owner or party in interest, or his or her agent, may appear in person at the hearing to protest the special assessment, or shall be permitted to file his or her appearance or protest by letter with the Township Clerk before the close of this hearing, and his or her personal appearance is not required. The owner or any person having an interest in the real property who protests in person or in writing at the hearing may file a written appeal of the special assessment with the Michigan Tax Tribunal within 30 days after the confirmation of the special assessment roll.

Your special assessment is proposed to be \$ _____.

Date: _____

Deborah Guthrie, Township Clerk
Charter Township of Meridian

**CHARTER TOWNSHIP OF MERIDIAN
2022 ORDER TO MAINTAIN SIDEWALK
SPECIAL ASSESSMENT DISTRICT #20**

LEGAL DESCRIPTION

Briarwood: Lot 7, 8 & 9 exc W 79'; 16, 21, 26, 41, 46 entire lot 47 exc N 74'. **Briarwood #3:** Lot 69, 72, 74, 76, 78, 88, 92, 95, 106, 108 exc beg at NW cor of Lot 108, S 82 deg 07'38" E 117.49' alng N'ly ln of Lot 108 NE cor th due S 5.79' alng E ln th N 79 deg 21'05" W 118.42 ' to POB also exc 30 ft. **Briarwood #4:** Lot 130, 131, 132, 142, 143, 159, 163, 167. **Briarwood #5:** Lot 194, 195, 196, 199, 212, 214, 228, 257; 268, 269, 270, 278 & S'ly 10 ' of Lot 277; 284, 290, 291, 293, Nature Park. **Briarwood #6:** Lot 294, 308, 309, 311, 318, 330, 334, 335, 343. **Briarwood #9:** Lot 372. **Briarwood #11:** Lot 397, 409, 418 exc beg @ the S'ly cor sd lot-NW'ly alng the SW'ly lot ln 150 ft to the w'ly cor Lot 418-SE'ly to a pt on SE'ly lot ln 6.72' NE'ly of sd S'ly lot cor-SW'ly on SE'ly lot ln 6.72 ft to the POB. **Chippewa Woods #2:** Lot 53. **Ember Oaks:** Lot 9, 16. **Heritage Hills:** Lot 1, 7, 13 exc the W 11' thereof; 16, 17, 18, 20, 21, 27, 28, 33, 41, 45, 51, 52. **Heritage Hills #2:** Lot 64, 67. **Heritage Hills #3:** Lot 75 & S10' of Lot 76, also beg at SW cor sd Lot 75-W 10' alng ext of S ln of sd Lot 75-N 95' pll with W ln of Lots 75 & 76-E 10' to W ln of sd Lot 76-S 95' to POB; 83, 94, 95, 105, 110, 118. **Heritage Hills #4:** Lot 133, 135, 149, 150, 195, 200, 212, 214, 218 exc S 2'; 229. **Hidden Valley:** Lot 5, 6, 11 exc 2 ft. **Hidden Valley #2:** Lot 34. **Hidden Valley #3:** Lot 36. **Hidden Valley #4:** Lot 60. **Hillbrook Park:** Lot 6, 9, 12, 16, 18, 21, 25, 28, 29, 41, 45, 48, 50, 51, 52, 53, 54, 55, 58, 61, 67, 72, 78, 79, 84. **Hillbrook Park #1:** Lot 86. **Hillbrook Park #2:** Lot 95, 99, 101, 112, 122, 123, 124, 125, 128. **Kinawa View:** Lot 7, 9, 11, 16. **Kinawa View #2:** Lot 49, 63, 74, 75, 76, 83, 89. **Kinawa View #4:** Lot 124. **Okemos Square:** Lot 1 also a part of Lot 2 said sub desc as beg @ the NW cor Lot 2-N89 deg 41'31"E 134.16 ft on N lot ln - S 11 deg 26' 49" W 9.57 N86 deg 15' 21"W 132.57 ft to POB; 25 26, 28, 29, 47, 53, 63. **Sanctuary:** Lot 46. **Wood Valley:** Lot 46, which are located in Sections 8, 10, 11, 12, 28, 29, 32, 33, 34 and 35, of Meridian Township.

**2022 Order to Maintain Sidewalk
Special Assessment District #20
Resolution No. 4
Page 2**

4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

ADOPTED:

YEAS: _____

NAYS: _____

Resolution declared adopted.

STATE OF MICHIGAN)

) ss.

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Meridian, Ingham County, **DO HEREBY CERTIFY**, that the foregoing is a true and complete copy of proceedings taken by the Township Board at a regular meeting held on Tuesday, March 5, 2024.

Deborah Guthrie, Township Clerk
Charter Township of Meridian

**2022 ORDER TO MAINTAIN SIDEWALK
SPECIAL ASSESSMENT DISTRICT NO. 20**

-- CERTIFICATE OF SUPERVISOR --

STATE OF MICHIGAN)
) ss.
COUNTY OF INGHAM)

I, Patricia H. Jackson, Supervisor of the Charter Township of Meridian, Ingham County, Michigan, hereby certify that the attached 2022 Order to Maintain Sidewalk Special Assessment District #20 Special Assessment Roll was made by me pursuant to the resolution of the Township Board of said Charter Township of Meridian heretofore adopted on March 5, 2024, and that in making such assessment roll, to the best of my judgment, I conformed in all respects to the directions contained in such resolution and the Statutes of the State of Michigan.

Patricia H. Jackson, Supervisor

DATED:

Subscribed and sworn to before me this _____ day of _____, 2024.

Notary Public, Ingham County, MI
My Commission expires: _____
Acting in Ingham County

AFFIDAVIT OF MAILING

STATE OF MICHIGAN)

) ss.

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Michigan, Ingham County, Michigan, depose and say that I personally prepared for mailing and mailed by first class mail, on _____, a notice of hearing, a true copy of which is attached hereto and made a part hereof, to each property owner of or party in interest in property located within the special assessment district described in the attached notice, whose name appears upon the last local tax assessment records for ad valorem tax purposes, which has been reviewed by the local board of review as supplemented by any subsequent changes in the names or the addresses of such owners or parties listed thereon; that I personally checked each envelope against the list of such owners or parties in interest shown by said tax assessment roll and that each envelope was properly addressed to each owner or party in interest as shown on said tax assessment roll; that each such envelope had contained therein the appropriate notice of the aforesaid hearing, was securely sealed, with postage fully prepaid thereon for first-class delivery, and was properly addressed; that I personally placed all of said envelopes in a United States Post Office receptacle in Okemos, Michigan, on said date; that said notice referred to a hearing scheduled for **April 2, 2024**, before the Board of the Charter Township of Meridian.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this _____ day of _____, 2024.

Deborah Guthrie, Township Clerk
Charter Township of Meridian

Notary Public, Ingham County
My Commission Expires: _____
Acting in Ingham County, Michigan



2022 ORDER TO MAINTAIN SIDEWALK SPECIAL ASSESSMENT DISTRICT #20

DEPARTMENT OF PUBLIC WORKS ORDER-TO-MAINTAIN SIDEWALK PROGRAM

Why has my sidewalk been chosen for replacement?

Township inspectors found certain sections of the sidewalk abutting your property need to be replaced to make the sidewalk safer. This inspection is part of a yearly program created to replace defective sidewalk. Sidewalk maintenance is important because it may save a pedestrian from injury and you from an expensive lawsuit.

Why is replacement necessary?

Removal and replacement is necessary to provide reasonably safe and accessible sidewalks.

How can I replace the sidewalk?

You have three options:

1. Take no action and allow the Township's contractor to replace the sidewalk as part of the sidewalk maintenance program.
2. Hire your own contractor.
3. Perform the work yourself.

If you elect to hire a contractor or do the work yourself, you must obtain a permit from the Department of Public Works. Application for a permit is free of charge for both contractors and homeowners. All work must be completed in accordance with the standards and specifications of Meridian Township. Copies of the standards and specifications are available from the Department of Public Works. An inspection is required when forms are ready and at pour.

If you do nothing, the Township's contractor will be in your area and will replace the sidewalk at your expense, and you will be billed as explained in this brochure. You do not have to obtain a permit if the work is done by the Township's contractor.

Can I make temporary repairs instead of replacement or leveling?

No, filling vertical or horizontal gaps or displacements by placing mortar or asphalt is not considered a permanent repair.

How much will replacing the defective sidewalk cost?

Your exact cost will be determined **after** completion of the work; however your estimated cost is indicated on the enclosed "Notice of Public Hearing", and is on file with the Township Clerk. You may contact the Department of Public Works for a detailed breakdown of your costs and the location of the sidewalk to be replaced.

You are responsible for 100% of the sidewalk across your frontage. If you own a residential corner lot, the Township will pay for 40% of the cost of the sidewalk replacement along the street to which the house is not addressed. The Township will pay 100% for ramp replacement at the street intersection.



2022 ORDER TO MAINTAIN SIDEWALK SPECIAL ASSESSMENT DISTRICT #20

How will I be billed?

You will receive a bill, called a special assessment, in **June 2023, with a due date of July 1, 2023**. The assessment may be paid in full with one payment (in 2023), or over 5 years at 5% interest per year. *Please do not make any payments until after you receive this bill.*

The Township sidewalk contractor will complete the work over the Fall of 2022. Once the sidewalk repairs have been completed, a Township inspector will measure the exact dimensions of the replaced sidewalk. Your special assessment will be based on these measurements.

(Please note you will receive a second Township Board "Notice of Hearing" in early 2023 after the contractor has completed all of the sidewalk replacements. It will state the exact cost of your sidewalk repairs. The purpose of the second hearing is for the public to comment on the proposed assessments.)

What about damage caused by trees or utility structures?

Where tree roots have displaced the sidewalk they will be removed prior to new sidewalk installation. A healthy tree should survive this process.

Property owners are responsible for replacement of all sidewalk damaged by tree roots whether the tree is on public or private land. The Township will pay for 100% of the cost for sidewalk directly damaged by Township manhole covers or water valves.

Will the contractor restore my lawn after the work?

Usually only a few inches of grass adjacent to the replaced sidewalk is uprooted. This strip will be filled with topsoil, seeded, and mulched after the concrete forms are removed.

How do I protect my sprinkler system?

If you have a sprinkler system or private underground wires (i.e. invisible fence) they must be marked prior to construction. Contact the person that installed your lines for a detailed layout.

May I have private work done by the Township's contractor?

You may have additional work (driveways, approaches, patios, etc.) performed under a private agreement between you and the Township contractor. You also must be sure that you are not paying the Township contractor directly for work to be done under their contract with the Township.

The Township will not become involved in disputes between you and the contractor for private work. You and the contractor must negotiate the price, timing, restoration, and payment terms for all private work.

What about tree branches and other vegetation that obstruct the sidewalk?

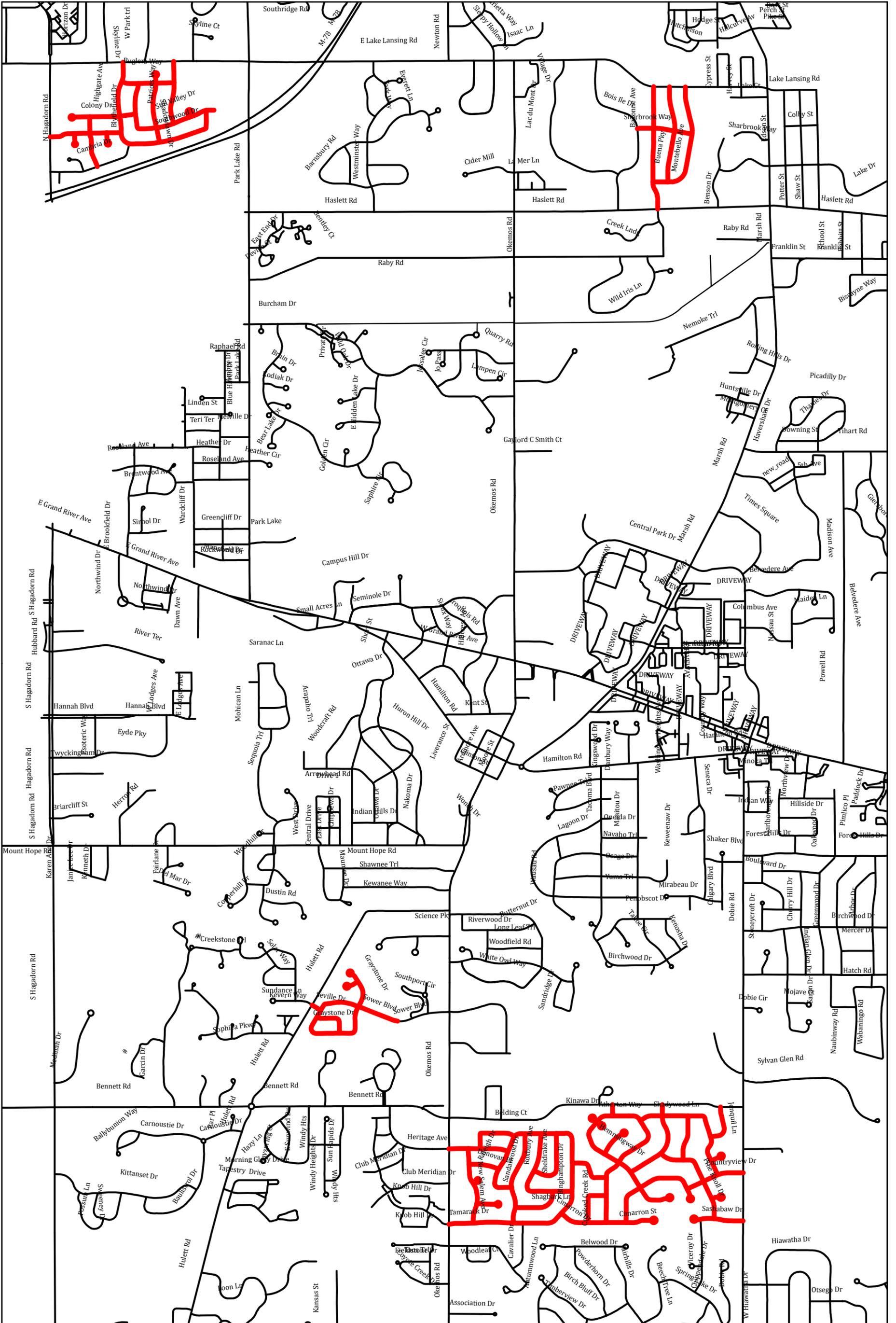
The property owner is responsible for removal of all obstructions; including vegetation such as tree limbs, branches, shrubs, and bushes and other objects; that interfere with the safe use of the sidewalk. The area to be kept clear is one (1) foot from the edges of the sidewalk and eight (8) feet above the sidewalk.

If I still have questions, whom should I contact?

Department of Public Works at (517) 853-4440 or DPW@MERIDIAN.MI.US.

MERIDIAN TOWNSHIP

2022 Order to Maintain Sidewalk Investigation



KINAWA DR.

OKEMOS RD.



BRIARWOOD and #3, 4, 5

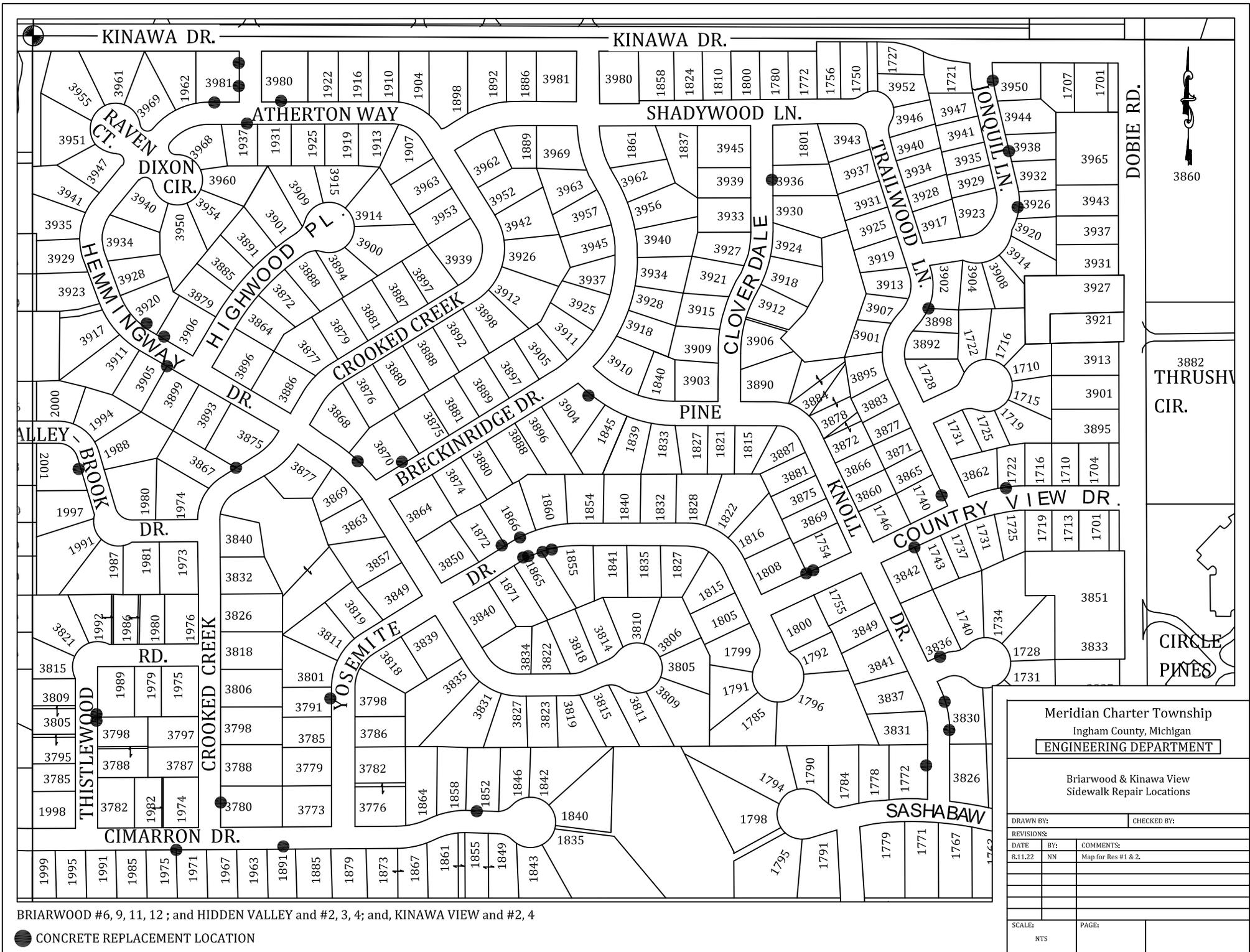
● CONCRETE REPLACEMENT LOCATION

Meridian Charter Township
 Ingham County, Michigan
ENGINEERING DEPARTMENT

Briarwood Sidewalk Repair
 Locations

DRAWN BY:		CHECKED BY:	
REVISIONS:			
DATE	BY:	COMMENTS:	
8.11.22	NN	Map for Res #1 & 2.	
SCALE:		PAGE:	
NTS			

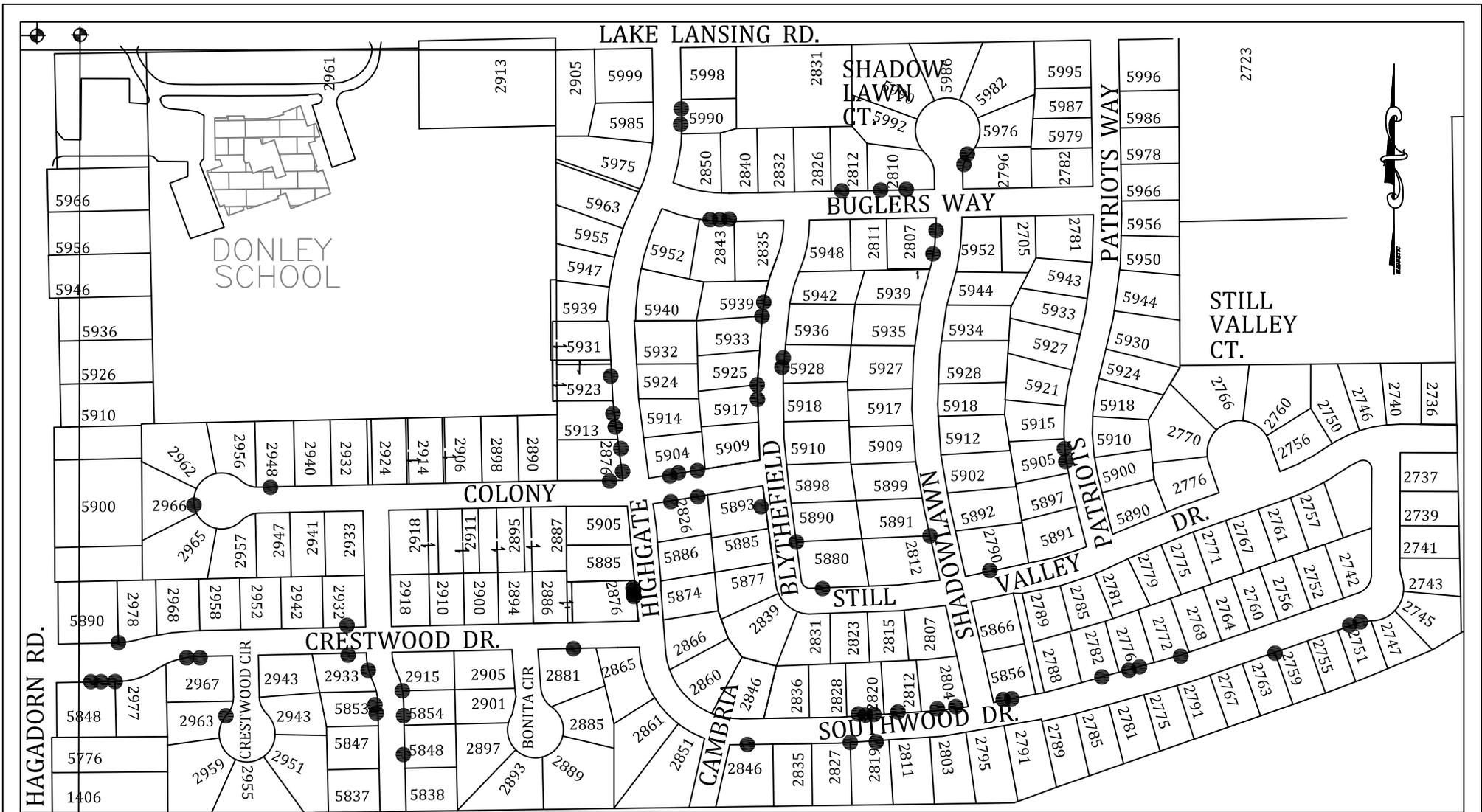




BRIARWOOD #6, 9, 11, 12 ; and HIDDEN VALLEY and #2, 3, 4; and, KINAWA VIEW and #2, 4

● CONCRETE REPLACEMENT LOCATION

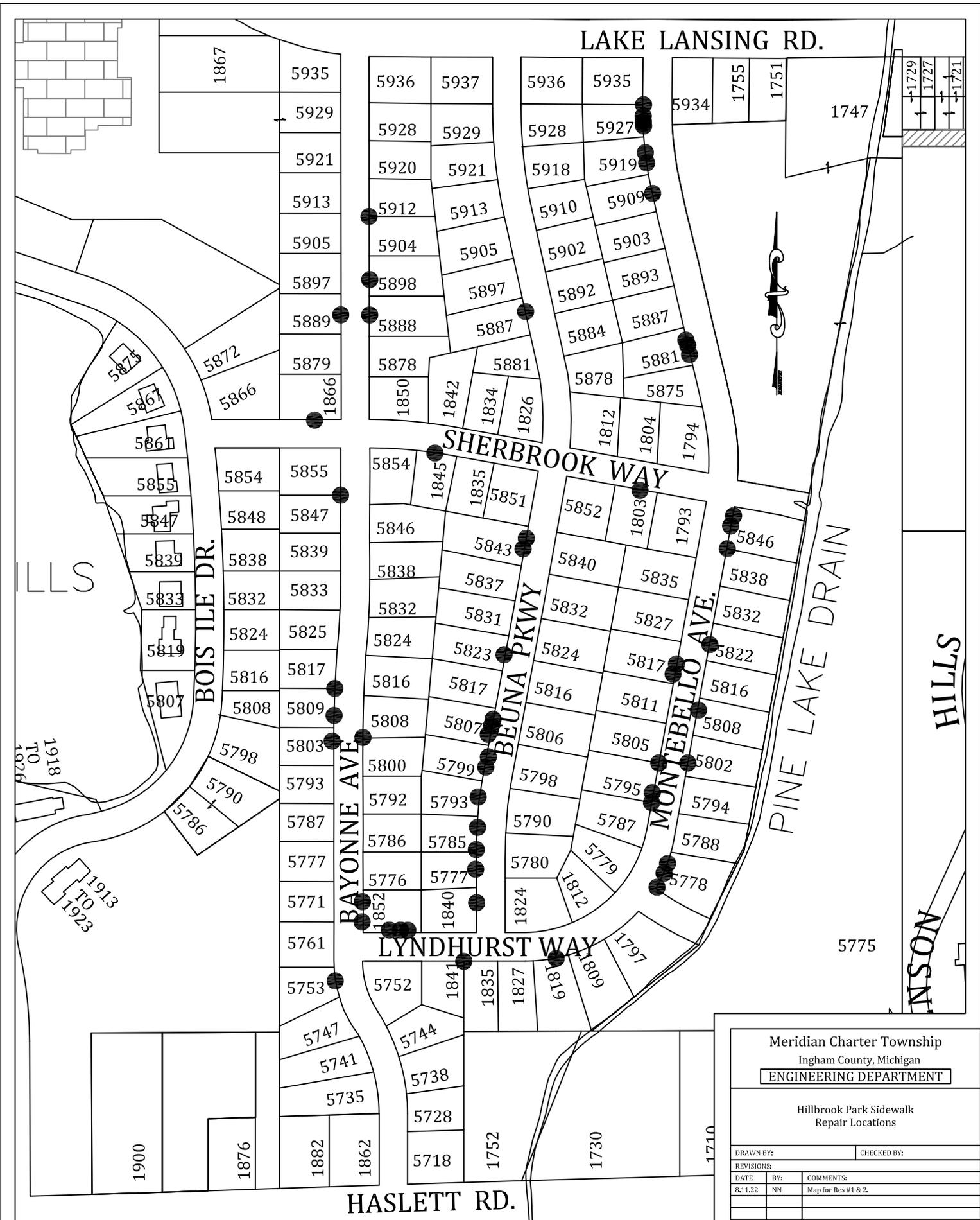
Meridian Charter Township Ingham County, Michigan ENGINEERING DEPARTMENT	
Briarwood & Kinawa View Sidewalk Repair Locations	
DRAWN BY:	CHECKED BY:
REVISIONS:	
DATE	BY: COMMENTS:
8.11.22	NN Map for Res #1 & 2.
SCALE:	PAGE:
NTS	



HERITAGE HILLS and #2, 3, 4

● CONCRETE REPLACEMENT LOCATION

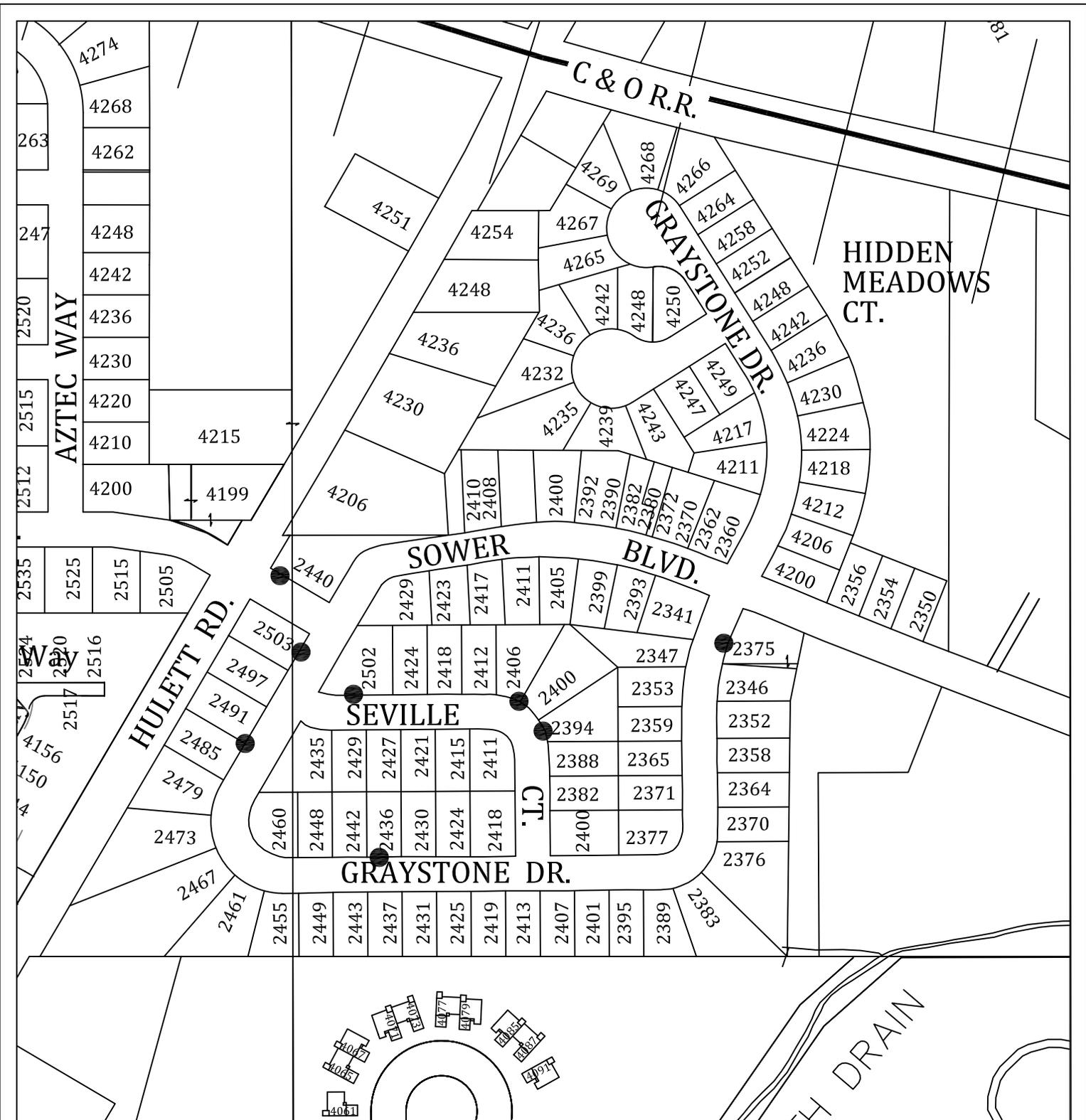
Meridian Charter Township Ingham County, Michigan			
ENGINEERING DEPARTMENT			
Heritage Hills Concrete Repair Locations			
DRAWN BY:		CHECKED BY:	
REVISIONS:			
DATE:	BY:	COMMENTS:	
8.11.22	NN	Map for Res #1 & 2.	
SCALE:		PAGE:	
NTS			



HILLBROOK PARK and #1, 2

● CONCRETE REPLACEMENT LOCATION

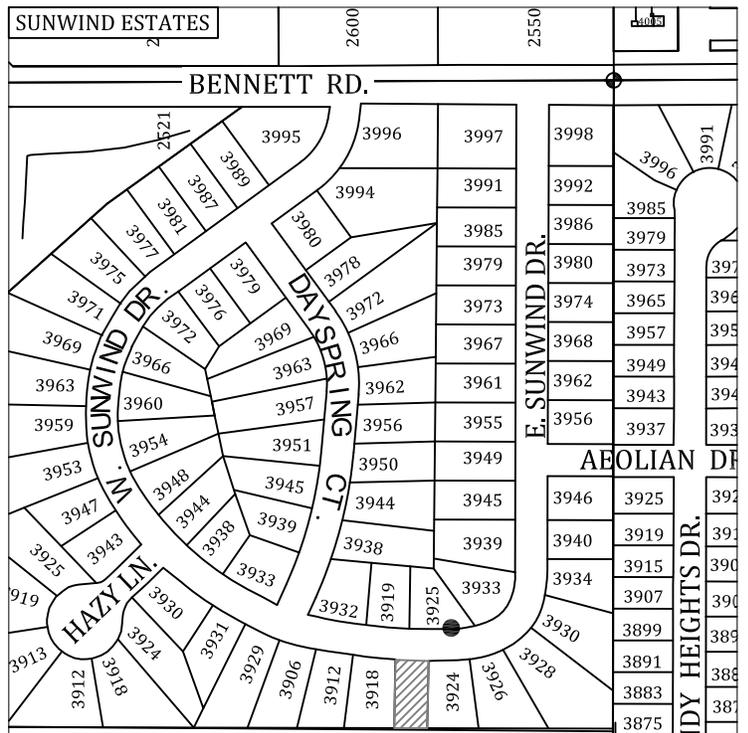
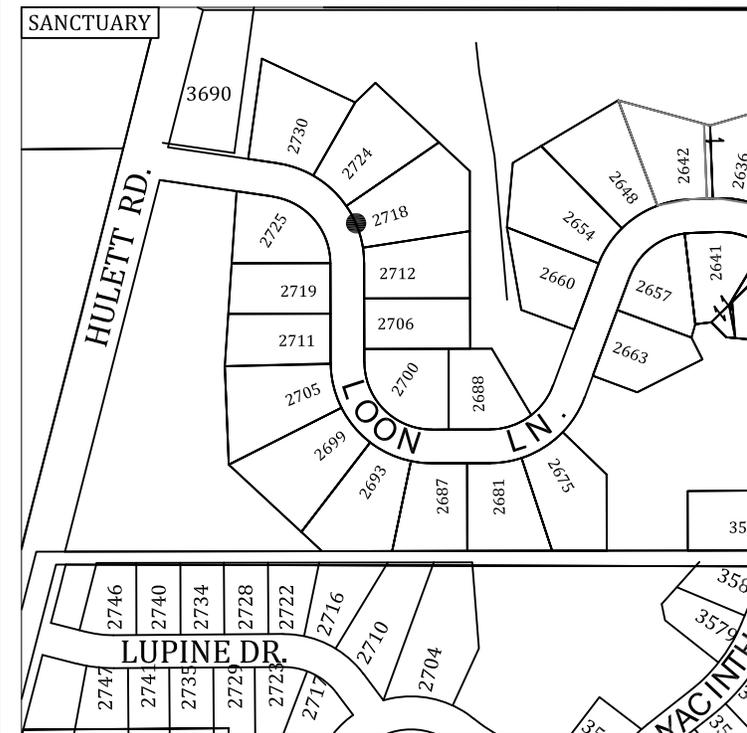
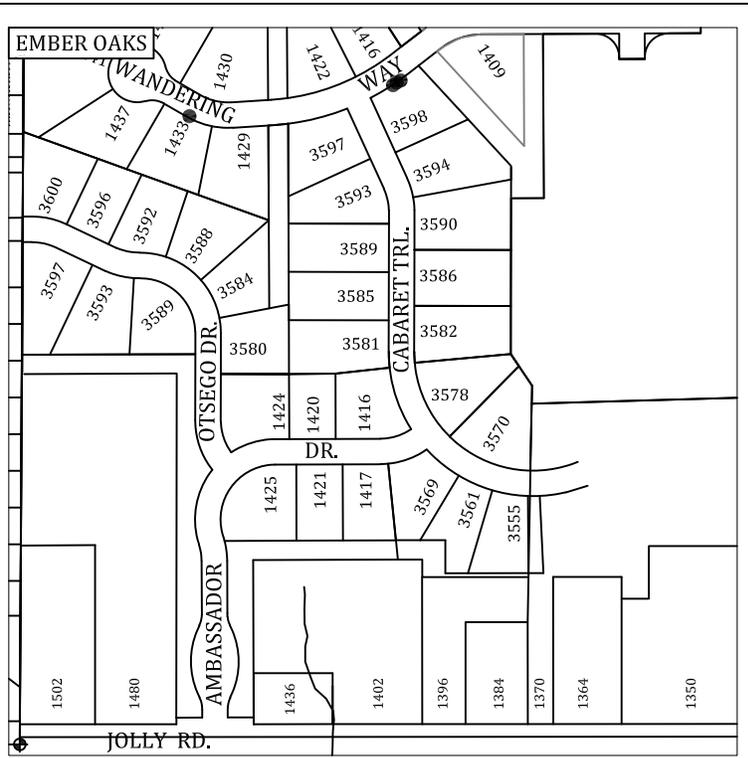
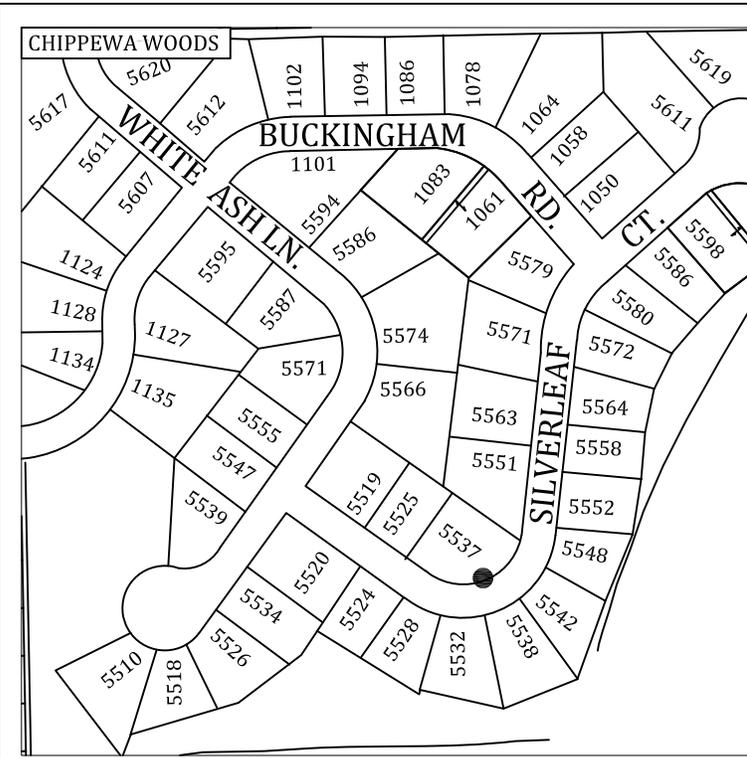
Meridian Charter Township Ingham County, Michigan ENGINEERING DEPARTMENT			
Hillbrook Park Sidewalk Repair Locations			
DRAWN BY:		CHECKED BY:	
REVISIONS:			
DATE:	BY:	COMMENTS:	
8.1.22	NN	Map for Res #1 & 2.	
SCALE:		PAGE:	
NTS			



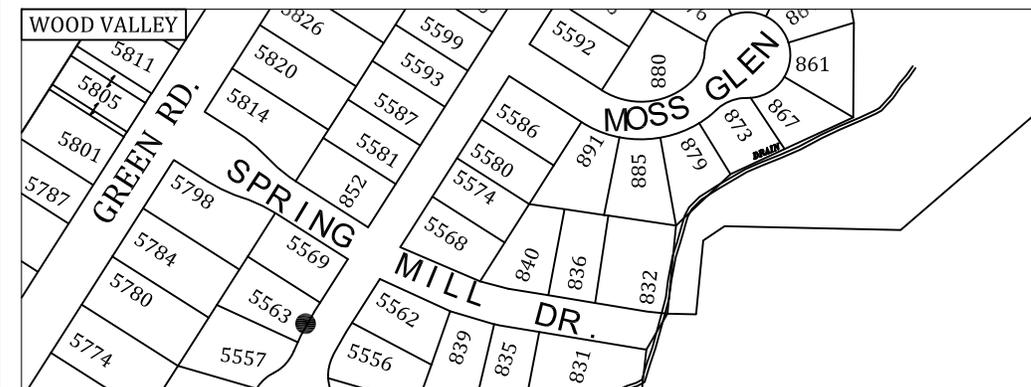
OKEMOS SQUARE

● CONCRETE REPLACEMENT LOCATION

Meridian Charter Township Ingham County, Michigan ENGINEERING DEPARTMENT			
Okemos Square Sidewalk Repair Locations			
DRAWN BY:		CHECKED BY:	
REVISIONS:			
DATE	BY:	COMMENTS:	
8.1.1.22	NN	Map for Res #1 & 2.	
SCALE:	PAGE:		
NTS			



● CONCRETE REPLACEMENT LOCATION



Meridian Charter Township
Ingham County, Michigan
ENGINEERING DEPARTMENT

Chippewa Woods, Ember Oaks,
Sanctuary, Sunwind Estates, and Wood
Valley Sidewalk Repair Locations

DRAWN BY:		CHECKED BY:	
REVISIONS:			
DATE	BY:	COMMENTS:	
8.1.1.22	NN	Map for Res #1 & 2.	
SCALE:	PAGE:		
NTS			



2022 ORDER TO MAINTAIN SIDEWALK
SPECIAL ASSESSMENT DISTRICT NO. 20 - RESOLUTION 2

Repair Address					Mailing Address					Property Owner Cost	
Parcel #	Subdivision	Lot No.	Repair Address		Primary Name	Street Address	City	ST	Zip		
1	33-02-02-34-182-001	Briarwood #11	409	1808	YOSEMITE	DEY, KAKAN C & PINKI, MOUSUMI	1808 YOSEMITE DR	OKEMOS	MI	48864	\$179.82
2	33-02-02-34-181-003	Briarwood #11	397	1855	YOSEMITE	ADAMS, KENNETH G & LINDA S	1855 YOSEMITE DR	OKEMOS	MI	48864	\$299.70
3	33-02-02-34-182-011	Briarwood #11	418	1872	YOSEMITE	BROGAN, ANDREW D & CAROLE A	1872 YOSEMITE DR	OKEMOS	MI	48864	\$239.76
4	33-02-02-33-201-022	Briarwood #3	95	2120	BELDING	BARTLEY, SALLY E & VINCENT S	2120 BELDING CT	OKEMOS	MI	48864	\$299.70
5	33-02-02-33-202-011	Briarwood #3	72	2135	BELDING	DOUGLAS, DEREK & HENRY, HANNAH	2135 BELDING CT	OKEMOS	MI	48864	\$179.82
6	33-02-02-33-201-019	Briarwood #3	92	2148	BELDING	LIEBER, BRIAN & ELIZABETH	2148 BELDING CT	OKEMOS	MI	48864	\$299.70
7	33-02-02-33-202-004	Briarwood #3	74	2157	BELDING	NGUYEN, CHINH T & TRANG	2157 BELDING CT	OKEMOS	MI	48864	\$641.47
8	33-02-02-33-202-002	Briarwood #3	76	2173	BELDING	TERBRACK, MATTHEW & LATISHA	2173 BELDING CT	OKEMOS	MI	48864	\$299.70
9	33-02-02-33-201-015	Briarwood #3	88	2184	BELDING	THATCHER, KEVIN G & LYNNE C	2184 BELDING CT	OKEMOS	MI	48864	\$269.73
10	33-02-02-33-202-006	Briarwood #3	78	3926	BELDING	PAHL, CORY & ELIZABETH	3926 BELDING CT	OKEMOS	MI	48864	\$299.70
11	33-02-02-33-204-012	Briarwood #3	108 -	3854	RALEIGH	QUATES, EDWARD W & HESTER, JESSICA	3854 RALEIGH DR	OKEMOS	MI	48864	\$299.70
12	33-02-02-33-204-010	Briarwood #3	106	3872	RALEIGH	CARLSON, EDWARD H & LOUISE D TRUSTE	3872 RALEIGH DR	OKEMOS	MI	48864	\$299.70
13	33-02-02-33-203-007	Briarwood #3	69	3905	RALEIGH	CAVANAUGH, SHANE S	3905 RALEIGH DR	OKEMOS	MI	48864	\$299.70
14	33-02-02-33-276-001	Briarwood #4	159	2095	BELDING	KISER, KAREN A TRUSTEE	2095 BELDING CT	OKEMOS	MI	48864	\$233.77
15	33-02-02-33-226-004	Briarwood #4	143	2096	BELDING	CRAIG FAMILY TRUST	2096 BELDING CT	OKEMOS	MI	48864	\$299.70
16	33-02-02-33-252-028	Briarwood #4	130	3823	SANDLEWOOD	WALDMILLER, RAYMOND & MARY E	3823 SANDLEWOOD DR	OKEMOS	MI	48864	\$299.70
17	33-02-02-33-252-027	Briarwood #4	131	3833	SANDLEWOOD	MIYAZAKI, SATORU & TERUKO TRUST	3833 SANDLEWOOD DR	OKEMOS	MI	48864	\$569.44
18	33-02-02-33-252-026	Briarwood #4	132	3843	SANDLEWOOD	DUNN, RICHARD & MARYANN	3843 SANDLEWOOD DR	OKEMOS	MI	48864	\$89.91
19	33-02-02-33-276-009	Briarwood #4	167	3864	SANDLEWOOD	HEPP, RALPH E & PATRICIA	3864 SANDLEWOOD DR	OKEMOS	MI	48864	\$329.67
20	33-02-02-33-276-005	Briarwood #4	163	3892	SANDLEWOOD	KING, TIFFANY A	3892 SANDLEWOOD DR	OKEMOS	MI	48864	\$269.73
21	33-02-02-33-204-014	Briarwood #4	142	3921	SANDLEWOOD	WHITE, MELVIN L	3921 SANDLEWOOD DR	OKEMOS	MI	48864	\$299.70
1	33-02-02-33-278-005	Briarwood #5	228	2079	ASHLAND	JOODAKY, AMIN	2079 ASHLAND DR	OKEMOS	MI	48864	\$569.44
2	33-02-02-33-227-004	Briarwood #5	Nature Park	0	BINGHAMTON	BRIARWOOD HOMEOWNERS ASSOC OF OKEMOS	P O BOX 226	OKEMOS	MI	48805	\$299.70
3	33-02-02-33-277-009	Briarwood #5	199	3800	BINGHAMTON	COHEN, SAUL D & LIN, HUEY-WEN	3800 BINGHAMTON DR	OKEMOS	MI	48864	\$179.82
4	33-02-02-33-277-006	Briarwood #5	196	3830	BINGHAMTON	HAUGEN, RANDALL & RENUKA	3830 BINGHAMTON DR	OKEMOS	MI	48864	\$299.70
5	33-02-02-33-277-005	Briarwood #5	195	3840	BINGHAMTON	ZWIER, LAWRENCE J & JEAN M	3840 BINGHAMTON DR	OKEMOS	MI	48864	\$59.94
6	33-02-02-33-277-004	Briarwood #5	194	3850	BINGHAMTON	LAMISON, DONALD R & PATRICIA	3850 BINGHAMTON DR	OKEMOS	MI	48864	\$569.44
7	33-02-02-33-229-020	Briarwood #5	290	3905	BINGHAMTON	DAVIS, THOMAS M & KAREN S	3905 BINGHAMTON DR	OKEMOS	MI	48864	\$89.91
8	33-02-02-33-229-019	Briarwood #5	291	3915	BINGHAMTON	KRIER, JOSHUA L & RACHEL A	3915 BINGHAMTON DR	OKEMOS	MI	48864	\$239.76

2022 ORDER TO MAINTAIN SIDEWALK
SPECIAL ASSESSMENT DISTRICT NO. 20 - RESOLUTION 2

Repair Address					Mailing Address					Property Owner Cost	
Parcel #	Subdivision	Lot No.	Repair Address		Primary Name	Street Address	City	ST	Zip		
9	33-02-02-33-229-017	Briarwood #5	293	3931	BINGHAMTON	MARUTA, TOMOFUMI & AYAKO	3931 BINGHAMTON DR	OKEMOS	MI	48864	\$299.70
10	33-02-02-33-229-033	Briarwood #5	278 +	3850	ROXBURY	HARRIER, IAN M & SARAH E	3850 ROXBURY AVE	OKEMOS	MI	48864	\$179.82
11	33-02-02-33-228-012	Briarwood #5	257	3884	ROXBURY	AHMED, FERDOUS	3884 ROXBURY AVE	OKEMOS	MI	48864	\$179.82
12	33-02-02-33-229-030	Briarwood #5	284	2030	SHAGBARK	COLE, PETER & JENNIFER	2030 SHAGBARK LN	OKEMOS	MI	48864	\$599.41
13	33-02-02-33-229-007	Briarwood #5	270	3880	SHELDRAKE	ITSELL, MICHAEL J & MELISSA	3880 SHELDRAKE AVE	OKEMOS	MI	48864	\$149.85
14	33-02-02-33-229-006	Briarwood #5	269	3886	SHELDRAKE	CONNORS, WILLIAM III & JENNIFER	3886 SHELDRAKE AVE	OKEMOS	MI	48864	\$149.85
15	33-02-02-33-229-005	Briarwood #5	268	3890	SHELDRAKE	SONG, JEONGSEOG	3890 SHELDRAKE AVE	OKEMOS	MI	48864	\$299.70
16	33-02-02-33-278-020	Briarwood #5	214	2050	TAMARACK	AKTULGA, HASAN METIN & FATMA SENA	2050 TAMARACK DR	OKEMOS	MI	48864	\$299.70
17	33-02-02-33-278-018	Briarwood #5	212	2070	TAMARACK	DANIK, MICHAEL J	2070 TAMARACK DR	OKEMOS	MI	48864	\$539.47
18	33-02-02-34-103-002	Briarwood #6	343	1937	ATHERTON WAY	MIMS, THOMAS & CYNTHIA	1937 ATHERTON WAY	OKEMOS	MI	48864	\$299.70
19	33-02-02-34-102-001	Briarwood #6	294	3980	CHANNING WAY	WALKER, SCOTT A & SHRESTHA, LEENI	3980 CHANNING WAY	OKEMOS	MI	48805	\$179.82
20	33-02-02-34-104-006	Briarwood #6	311	3875	CROOKED CREEK	BERLINSKI, ALLEN R & JUDY	3875 CROOKED CREEK RD	OKEMOS	MI	48864	\$299.70
21	33-02-02-34-106-002	Briarwood #6	330	3870	HEMMINGWAY	KUO, HUNG JEN & WU, YU HWAI	3870 HEMMINGWAY DR	OKEMOS	MI	48864	\$479.52
22	33-02-02-34-104-004	Briarwood #6	309	3899	HEMMINGWAY	PAPPAS, GEORGIOS & KALFAGIANNI, EFSTRATIA	3899 HEMMINGWAY DR	OKEMOS	MI	48864	\$149.85
23	33-02-02-34-104-003	Briarwood #6	308	3905	HEMMINGWAY	RAYMOND, MATTHEW CLIFFORD & DALAIRE, JENNIFER ARLEEN	3905 HEMMINGWAY DR	OKEMOS	MI	48864	\$149.85
24	33-02-02-34-103-011	Briarwood #6	334	3906	HEMMINGWAY	GUESS, MICHAEL & ERIN	3906 HEMMINGWAY DR	OKEMOS	MI	48864	\$299.70
25	33-02-02-34-103-010	Briarwood #6	335	3920	HEMMINGWAY	MINAMISONO, KEI & NAOMI	3920 HEMMINGWAY DR	OKEMOS	MI	48864	\$329.67
26	33-02-02-34-154-001	Briarwood #6	318	2001	VALLEYBROOK	WRIGHT, TIFFANY L & JEFFERY	2001 VALLEYBROOK DR	OKEMOS	MI	48864	\$299.70
27	33-02-02-34-155-020	Briarwood #9	372	3791	YOSEMITE	CRAIG-MCDONALD, BARBARA E	3791 YOSEMITE DR	OKEMOS	MI	48864	\$299.70
28	33-02-02-33-203-010	Briarwood Subdivision	9 & 8 -	2186	DONOVAN	FLATLEY, JOHN M & DIANE M TRUSTEES	2186 DONOVAN PL	OKEMOS	MI	48864	\$299.70
29	33-02-02-33-253-003	Briarwood Subdivision	26	3782	NEW SALEM	JUN, JUNG HA	3782 NEW SALEM AVE	OKEMOS	MI	48864	\$299.70
30	33-02-02-33-251-023	Briarwood Subdivision	41	3833	NEW SALEM	3833 NEW SALEM LLC	3833 NEW SALEM AVE	OKEMOS	MI	48864	\$899.11

2022 ORDER TO MAINTAIN SIDEWALK
SPECIAL ASSESSMENT DISTRICT NO. 20 - RESOLUTION 2

Repair Address					Mailing Address					Property Owner Cost
Parcel #	Subdivision	Lot No.	Repair Address	Primary Name	Street Address	City	ST	Zip		
31	33-02-02-33-252-010	Briarwood Subdivision	21	3836 NEW SALEM	WEBB REVOCABLE TRUST	3836 NEW SALEM AVE	OKEMOS	MI	48864	\$299.70
32	33-02-02-33-252-005	Briarwood Subdivision	16	3866 NEW SALEM	PARTICKA, MICHAEL G & CHRISLYN A	3866 NEW SALEM AVE	OKEMOS	MI	48864	\$299.70
33	33-02-02-33-251-018	Briarwood Subdivision	46 & 47 -	3867 NEW SALEM	BOCTOR, KAMIL & NABILA	3867 NEW SALEM AVE	OKEMOS	MI	48864	\$299.70
34	33-02-02-33-203-008	Briarwood Subdivision	7	3896 NEW SALEM	LACOURSIER, RUSSELL & GAYLE	3896 NEW SALEM AVE	OKEMOS	MI	48864	\$299.70
35	33-02-02-11-480-012	Chippewa Woods #2	53	5537 SILVERLEAF CT	GLASS, TIA & DIALLO	5537 SILVERLEAF CT	HASLETT	MI	48840	\$329.67
36	33-02-02-35-352-001	Ember Oaks	9	3598 CABARET	AHMED, ZULFIQAR & NAZ, FAREEHA	3598 CABARET TRL	OKEMOS	MI	48864	\$377.63
37	33-02-02-35-301-008	Ember Oaks	16	1433 WANDERING WAY	PATEL, SHARADHDHEY & SHRADHDHA	1433 WANDERING WAY	OKEMOS	MI	48864	\$209.79
38	33-02-02-08-101-014	Heritage Hills #2	67	2948 COLONY	MUTH, THOMAS JR & ELLEN	2948 COLONY DR	EAST LANSING	MI	48823	\$271.69
39	33-02-02-08-101-011	Heritage Hills #2	64	2966 COLONY	ANDERSON, JEFFREY J & BREEANN K	2966 COLONY DR	EAST LANSING	MI	48823	\$217.35
40	33-02-02-08-128-007	Heritage Hills #3	105	5880 BLYTHEFIELD	CHARAMELLA, JOHN M & DONNA J TRUST	5880 BLYTHEFIELD DR	EAST LANSING	MI	48823	\$516.21
41	33-02-02-08-180-007	Heritage Hills #3	83	5893 BLYTHEFIELD	GEORGE ARTHYR PFLEGER FAMILY TRUST	5893 BLYTHEFIELD DR	EAST LANSING	MI	48823	\$304.29
42	33-02-02-08-128-002	Heritage Hills #3	110	5928 BLYTHEFIELD	TIFFANY, MICHAEL S & KATHERINE A	5928 BLYTHEFIELD DR	EAST LANSING	MI	48823	\$575.98
43	33-02-02-08-101-033	Heritage Hills #3	75 +	5923 HIGHGATE	PIERCE, ROBERT D & SHARON	5923 HIGHGATE AVE	EAST LANSING	MI	48823	\$271.69
44	33-02-02-08-180-018	Heritage Hills #3	94	2812 SOUTHWOOD	GUNGOR, SEDAT & ZAREMA	2812 SOUTHWOOD DR	EAST LANSING	MI	48823	\$271.69
45	33-02-02-08-180-017	Heritage Hills #3	95	2820 SOUTHWOOD	WOLDRING, DANIEL R & CAROLYN J L	2820 SOUTHWOOD DR	EAST LANSING	MI	48823	\$815.06
46	33-02-02-08-128-014	Heritage Hills #3	118	2812 STILL VALLEY	HERSHEY, WILLARD J & DELL S	2812 STILL VALLEY DR	EAST LANSING	MI	48823	\$163.01
47	33-02-02-08-127-014	Heritage Hills #4	214	5939 BLYTHEFIELD	RUDDY, MELISSA A & ROBERT	5939 BLYTHEFIELD DR	EAST LANSING	MI	48823	\$543.38
48	33-02-02-08-128-020	Heritage Hills #4	218 -	2807 BUGLERS	GIBSON, KENNETH & VICKIE	2807 BUGLERS WAY	EAST LANSING	MI	48823	\$597.71
49	33-02-02-08-126-011	Heritage Hills #4	195	2812 BUGLERS	TURNBULL, BRIAN J & MARY LOU	2812 BUGLERS WAY	EAST LANSING	MI	48823	\$217.35
50	33-02-02-08-127-011	Heritage Hills #4	212	2843 BUGLERS	JOHNSON, NANCY A	2843 BUGLERS WAY	EAST LANSING	MI	48823	\$815.06
51	33-02-02-08-126-006	Heritage Hills #4	200	5990 HIGHGATE	HIRSCHEL, L ANNE REV TRUST	5990 HIGHGATE AVE	EAST LANSING	MI	48823	\$543.38
52	33-02-02-08-129-017	Heritage Hills #4	229	5905 PATRIOTS	RAINVILLE, JEFFREY & EPOLITO, AMANDA	5905 PATRIOTS WAY	EAST LANSING	MI	48823	\$784.88
53	33-02-02-08-253-007	Heritage Hills #4	135	2751 SOUTHWOOD	DALEN, MICHELE	1903 WOOD ST	LANSING	MI	48912	\$603.75
54	33-02-02-08-253-009	Heritage Hills #4	133	2759 SOUTHWOOD	CLYMA, JESSE & LYNNE E	2759 SOUTHWOOD DR	EAST LANSING	MI	48823	\$315.16
55	33-02-02-08-181-009	Heritage Hills #4	149	2776 SOUTHWOOD	WATTERS TRUST, LYNLEY J & MICHAEL A	2776 SOUTHWOOD DR	EAST LANSING	MI	48823	\$271.69
56	33-02-02-08-181-008	Heritage Hills #4	150	2782 SOUTHWOOD	JAKOVAC, SCOTT & SHANNON	2782 SOUTHWOOD DR	EAST LANSING	MI	48823	\$271.69
57	33-02-02-08-182-007	Heritage Hills Subdivision	45	2846 CAMBRIA	SMITH, DEBORAH V	2846 CAMBRIA DR	EAST LANSING	MI	48823	\$163.01
58	33-02-02-08-180-001	Heritage Hills Subdivision	51	2826 COLONY	GIBBES IV, CRAWFORD D	2826 COLONY DR	EAST LANSING	MI	48823	\$608.58
59	33-02-02-08-101-026	Heritage Hills Subdivision	16	2876 COLONY	CUNNINGHAM, PATRICIA Z TRUSTEE	2876 COLONY DR	EAST LANSING	MI	48823	\$615.83

2022 ORDER TO MAINTAIN SIDEWALK
SPECIAL ASSESSMENT DISTRICT NO. 20 - RESOLUTION 2

Repair Address					Mailing Address					Property Owner Cost
Parcel #	Subdivision	Lot No.	Repair Address	Primary Name	Street Address	City	ST	Zip		
60	33-02-02-08-153-019	Heritage Hills Subdivision	21	2963 CRESTWOOD CIR	TIJERINA, ROGER & ANNETTE	2963 CRESTWOOD CIR	EAST LANSING	MI	48823	\$271.69
61	33-02-02-08-103-014	Heritage Hills Subdivision	13 -	2876 CRESTWOOD DR	WILLIAMS, ALICIA N & MATTHEW M	2876 CRESTWOOD DR	EAST LANSING	MI	48823	\$407.53
62	33-02-02-08-154-011	Heritage Hills Subdivision	41	2881 CRESTWOOD DR	JONES, STEVEN H & DARCI C	2881 CRESTWOOD DR	EAST LANSING	MI	48823	\$271.69
63	33-02-02-08-102-012	Heritage Hills Subdivision	7	2932 CRESTWOOD DR	FISHER, RONALD C TRUSTEE	2932 CRESTWOOD DR	EAST LANSING	MI	48823	\$271.69
64	33-02-02-08-153-012	Heritage Hills Subdivision	27	2933 CRESTWOOD DR	MARIETTA, SEAN & MARIETTA-WESTBERG, JENNIFER	2000 SCROGGINS RD	ALEXANDRIA	VA	22302	\$163.01
65	33-02-02-08-153-018	Heritage Hills Subdivision	20	2967 CRESTWOOD DR	PIKE, CHRISTOPHER D & KATHRYN M	2967 CRESTWOOD DR	EAST LANSING	MI	48823	\$599.41
66	33-02-02-08-153-001	Heritage Hills Subdivision	18	5848 HAGADORN	MCGUIGAN, DEBORAH E	5848 HAGADORN RD	EAST LANSING	MI	48823	\$539.47
67	33-02-02-08-102-006	Heritage Hills Subdivision	1	5890 HAGADORN	PANAYOTOU, HASULA E	5890 HAGADORN RD	EAST LANSING	MI	48823	\$125.88
68	33-02-02-08-127-004	Heritage Hills Subdivision	52	5904 HIGHGATE	SALAS, ANGELIA D & SUDOL, ERIC J	5904 HIGHGATE AVE	EAST LANSING	MI	48823	\$489.04
69	33-02-02-08-101-025	Heritage Hills Subdivision	17	5913 HIGHGATE	STACKS, FREDERICK D & MARY JO	5913 HIGHGATE AVE	EAST LANSING	MI	48823	\$271.69
70	33-02-02-08-153-013	Heritage Hills Subdivision	28	5853 SMITHFIELD	ALLEN, ALEXA L & BRADLEY T	5853 SMITHFIELD AVE	EAST LANSING	MI	48823	\$543.38
71	33-02-02-08-154-002	Heritage Hills Subdivision	33	5854 SMITHFIELD	KITAGAWA, JUN & REIKO	5854 SMITHFIELD AVE	EAST LANSING	MI	48823	\$543.38
72	33-02-02-34-152-006	Hidden Valley	11 -	3798 THISTLEWOOD	CHOI, YONGJUN & KIM, MINHYE	3798 THISTLEWOOD RD	OKEMOS	MI	48864	\$509.49
73	33-02-02-34-155-012	Hidden Valley #2	34	3780 CROOKED CREEK	GLINN, DANIEL & MICHELE	3780 CROOKED CREEK RD	OKEMOS	MI	48864	\$269.73
74	33-02-02-34-153-009	Hidden Valley #3	36	1891 CIMARRON	HELBLE, EDWARD T & CHARLENE	1891 CIMARRON DR	OKEMOS	MI	48864	\$299.70
75	33-02-02-34-179-001	Hidden Valley #4	60	1772 SASHABAW	HARROD, BRIAN & LINDSAY	1772 SASHABAW DR	OKEMOS	MI	48864	\$179.82
76	33-02-02-34-153-006	Hidden Valley Subdivision	6	1971 CIMARRON	SAUL, WILLIAM E TRUST	1971 CIMARRON DR	OKEMOS	MI	48864	\$29.97
77	33-02-02-34-153-005	Hidden Valley Subdivision	5	1975 CIMARRON	ILGEN, DANIEL R & BARBARA TRUSTEES	1975 CIMARRON DR	OKEMOS	MI	48864	\$269.73
78	33-02-02-10-153-025	Hillbrook Park	72	5753 BAYONNE	KELLEY, ANDREW J	5753 BAYONNE AVE	HASLETT	MI	48840	\$191.81
79	33-02-02-10-153-019	Hillbrook Park	78	5803 BAYONNE	HUTTING, SAMANTHA L & DAVID G & KATHLEEN K	5803 BAYONNE AVE	HASLETT	MI	48840	\$143.86
80	33-02-02-10-176-010	Hillbrook Park	61	5808 BAYONNE	CARRINGTON, LINDA & PETER	5808 BAYONNE AVE	HASLETT	MI	48840	\$299.70
81	33-02-02-10-153-018	Hillbrook Park	79	5809 BAYONNE	JUROSZEK, JOHN O & CHRISTINE	5809 BAYONNE AVE	HASLETT	MI	48840	\$407.60
82	33-02-02-10-153-013	Hillbrook Park	84	5847 BAYONNE	DEVLIN, JOSH AND APRIL	5847 BAYONNE AVE	HASLETT	MI	48840	\$95.90
83	33-02-02-10-176-025	Hillbrook Park	54	5777 BEUNA	VALLEY, RAY C & EMMA J	PO BOX 885	OKEMOS	MI	48805	\$191.81
84	33-02-02-10-176-024	Hillbrook Park	53	5785 BEUNA	ANDERSEN, NICOLE & DOUGHERTY, CHARLES	5785 BEUNA PKWY	HASLETT	MI	48840	\$383.62
85	33-02-02-10-176-023	Hillbrook Park	52	5793 BEUNA	BASTIN, GRAYSON	5793 BEUNA PKWY	HASLETT	MI	48840	\$287.71
86	33-02-02-10-176-022	Hillbrook Park	51	5799 BEUNA	CLARK, KATHLEEN J	5799 BEUNA PKWY	HASLETT	MI	48840	\$383.62
87	33-02-02-10-176-021	Hillbrook Park	50	5807 BEUNA	PANCERZ, GARY J & GANNON, JEAN M	5807 BEUNA PKWY	HASLETT	MI	48840	\$623.38
88	33-02-02-10-176-019	Hillbrook Park	48	5823 BEUNA	BORNOR, JACKIE L	5823 BEUNA PKWY	HASLETT	MI	48840	\$191.81

2022 ORDER TO MAINTAIN SIDEWALK
SPECIAL ASSESSMENT DISTRICT NO. 20 - RESOLUTION 2

Repair Address					Mailing Address						Property Owner Cost
Parcel #	Subdivision	Lot No.	Repair Address		Primary Name	Street Address	City	ST	Zip		
89	33-02-02-10-176-016	Hillbrook Park	45	5843	BEUNA	WALLACE, LOU ANNE TRUSTEE	5843 BEUNA PKWY	HASLETT	MI	48840	\$383.62
90	33-02-02-10-179-006	Hillbrook Park	9	1819	LYNDHURST	JACOBSON, CHARLES & SARAH	1819 LYNDHURST WAY	HASLETT	MI	48840	\$191.81
91	33-02-02-10-176-026	Hillbrook Park	55	1840	LYNDHURST	AMIN, WAHID AHMAD	1840 LYNDHURST WAY	HASLETT	MI	48840	\$129.47
92	33-02-02-10-179-003	Hillbrook Park	6	1841	LYNDHURST	WROBLAK, DAREK & WALTERS LEAH	1841 LYNDHURST WAY	HASLETT	MI	48840	\$239.76
93	33-02-02-10-176-015	Hillbrook Park	58	1852	LYNDHURST	SHILLAIR, DANIEL I	1852 LYNDHURST WAY	HASLETT	MI	48840	\$953.05
94	33-02-02-10-178-010	Hillbrook Park	12	5778	MONTEBELLO	BIRD, CATHERINE A TRUST	1260 HOLT RD	MASON	MI	48854	\$575.43
95	33-02-02-10-177-018	Hillbrook Park	29	5787	MONTEBELLO	LOCATELLI, PETER B & SHIRLEY	5787 MONTEBELLO AVE	HASLETT	MI	48840	\$71.93
96	33-02-02-10-177-017	Hillbrook Park	28	5795	MONTEBELLO	PIAVIS, MARK & LINDA TRUSTEES	5795 MONTEBELLO AVE	HASLETT	MI	48840	\$527.48
97	33-02-02-10-178-006	Hillbrook Park	16	5808	MONTEBELLO	DURKEE, WILLARD C & MARJORIE TRUST	5808 MONTEBELLO AVE	HASLETT	MI	48840	\$297.39
98	33-02-02-10-177-014	Hillbrook Park	25	5817	MONTEBELLO	SCHULZE, PATRICIA	60 S BOULDER CTR #6021	BOULDER	CO	80303-4287	\$383.62
99	33-02-02-10-178-004	Hillbrook Park	18	5822	MONTEBELLO	WILSON, THOMAS & LINDA	4 FUDORA CR	SIMPSONVILLE	SC	29681	\$239.76
100	33-02-02-10-178-001	Hillbrook Park	21	5846	MONTEBELLO	SMITH, CHRISTOPHER J	5846 MONTEBELLO AVE	HASLETT	MI	48840	\$191.81
101	33-02-02-10-177-002	Hillbrook Park	41	1803	SHERBROOK	MESSINA, MARC E & JESSICA L	1803 SHERBROOK WAY	HASLETT	MI	48840	\$239.76
102	33-02-02-10-176-002	Hillbrook Park	67	1845	SHERBROOK	DOUGLAS, KAYCI R	1845 SHERBROOK WAY	HASLETT	MI	48840	\$259.05
103	33-02-02-10-127-009	Hillbrook Park #1	86	1866	SHERBROOK	HARNEY, DOROTHY M	1866 SHERBROOK WAY	HASLETT	MI	48840	\$239.76
104	33-02-02-10-128-007	Hillbrook Park #2	125	5888	BAYONNE	MURRAY, DANIELLE F	5888 BAYONNE AVE	HASLETT	MI	48840	\$239.76
105	33-02-02-10-127-007	Hillbrook Park #2	128	5889	BAYONNE	LACCA, ROBERT S & CAROL S	5889 BAYONNE AVE	HASLETT	MI	48840	\$167.83
106	33-02-02-10-128-006	Hillbrook Park #2	124	5898	BAYONNE	GILBERT, JEFF	5898 BAYONNE AVE	HASLETT	MI	48840	\$239.76
107	33-02-02-10-128-005	Hillbrook Park #2	123	5904	BAYONNE	OWEN, KAREN S & NATHAN L	5904 BAYONNE AVE	HASLETT	MI	48840	\$59.94
108	33-02-02-10-128-004	Hillbrook Park #2	122	5912	BAYONNE	TEETERS, KATHRYN S & JAMES	5912 BAYONNE AVE	HASLETT	MI	48840	\$179.82
109	33-02-02-10-128-015	Hillbrook Park #2	112	5887	BEUNA	MCCARTHY, KELLY K	5887 BEUNA PKWY	HASLETT	MI	48840	\$239.76
110	33-02-02-10-129-016	Hillbrook Park #2	95	5881	MONTEBELLO	DEROSE, STEPHEN R	5881 MONTEBELLO AVE	HASLETT	MI	48840	\$671.33
111	33-02-02-10-129-012	Hillbrook Park #2	99	5909	MONTEBELLO	CUTHBERT, MATTHEW J	5909 MONTEBELLO AVE	HASLETT	MI	48840	\$215.79
112	33-02-02-10-129-010	Hillbrook Park #2	101	5927	MONTEBELLO	ANDERSON, JOHN C	5927 MONTEBELLO AVE	HASLETT	MI	48840	\$935.07
113	33-02-02-34-202-008	Kinawa View	11	3926	JONQUIL	KURADA, SAI & BICE, ADAM	3926 JONQUIL LN	OKEMOS	MI	48864	\$299.70
114	33-02-02-34-202-006	Kinawa View	9	3938	JONQUIL	ROBINSON, RONALD J & HELMA	3938 JONQUIL LN	OKEMOS	MI	48864	\$329.67
115	33-02-02-34-202-001	Kinawa View	7	3950	JONQUIL	HASHSHAM, SYED & FAROOQI, NIHALA	3950 JONQUIL LN	OKEMOS	MI	48864	\$431.75
116	33-02-02-34-202-013	Kinawa View	16	3902	TRAILWOOD	GOODALL, BRADLEY LYNN	3902 TRAILWOOD DR	OKEMOS	MI	48864	\$299.70
117	33-02-02-34-203-010	Kinawa View #2	49	1722	COUNTRY VIEW	SOUBANI, ABDULLAH & ABDMAHMOUD, S & ZIEDAN, M	1722 COUNTRY VIEW DR	OKEMOS	MI	48864	\$299.70
118	33-02-02-34-127-014	Kinawa View #2	63	1740	COUNTRY VIEW	HAUGEN, JASON K & NICOLE	1740 COUNTRY VIEW DR	OKEMOS	MI	48864	\$179.82
119	33-02-02-34-251-002	Kinawa View #2	76	1743	COUNTRY VIEW	LEFFONDRE-MATTHEWS, EVELYNE & MATTHEWS, GEORGE J	1743 COUNTRY VIEW DR	OKEMOS	MI	48864	\$89.91
120	33-02-02-34-128-005	Kinawa View #2	74	1754	COUNTRY VIEW	KHATTAR, SUDHIR K & SAROJ	1754 COUNTRY VIEW DR	OKEMOS	MI	48864	\$299.70
121	33-02-02-34-251-016	Kinawa View #2	89	3830	PINE KNOLL	KEENOY, MARSHA L	3830 PINE KNOLL DR	OKEMOS	MI	48864	\$599.41
122	33-02-02-34-251-010	Kinawa View #2	83	3836	PINE KNOLL	REICOSKY, DAVID & BONNIE GAY TRUSTEES	3836 PINE KNOLL DR	OKEMOS	MI	48864	\$179.82
123	33-02-02-34-251-001	Kinawa View #2	75	3842	PINE KNOLL	KNICKERBOCKER, ROBERT H	3842 PINE KNOLL DR	OKEMOS	MI	48864	\$125.88
124	33-02-02-34-127-031	Kinawa View #4	124	3936	CLOVERDALE	REDEY, BIDHAN & PRASANNA	3936 CLOVERDALE AVE	OKEMOS	MI	48864	\$239.76
125	33-02-02-28-305-010	Okemos Square	63	2436	GRAYSTONE	KENNEDY, REBECCA L	2436 GRAYSTONE DR	OKEMOS	MI	48864	\$299.70

2022 ORDER TO MAINTAIN SIDEWALK
SPECIAL ASSESSMENT DISTRICT NO. 20 - RESOLUTION 2

Repair Address					Mailing Address						Property Owner Cost
Parcel #	Subdivision	Lot No.	Repair Address		Primary Name	Street Address	City	ST	Zip		
126	33-02-02-29-427-005	Okemos Square	25	2485	GRAYSTONE	WALD, EVA	2485 GRAYSTONE DR	OKEMOS	MI	48864	\$119.88
127	33-02-02-29-427-004	Okemos Square	26	2491	GRAYSTONE	NEGIN, PAUL D	2491 GRAYSTONE DR	OKEMOS	MI	48864	\$134.87
128	33-02-02-28-304-009	Okemos Square	53	2502	GRAYSTONE	BARR, MICHAEL G & JILL	2502 GRAYSTONE DR	OKEMOS	MI	48864	\$161.84
129	33-02-02-29-427-002	Okemos Square	28	2503	GRAYSTONE	PONNAMBALAM, VIJAYABARATHI & PONNAMBALAM, PAKUTHARIVU	2503 GRAYSTONE DR	OKEMOS	MI	48864	\$299.70
130	33-02-02-28-304-015	Okemos Square	47	2394	SEVILLE	COMSTOCK, BRIAN JOSHUA & HOLLY J	2394 SEVILLE DR	OKEMOS	MI	48864	\$329.67
131	33-02-02-28-306-022	Okemos Square	1 +	2375	SOWER	QUIRANTE, JEFF & MARIA BLANCHE B	2375 SOWER BLVD	OKEMOS	MI	48864	\$179.82
132	33-02-02-28-302-009	Okemos Square	29	2440	SOWER	BRITTEN, TAMMY & POTTER, LUCAS	2440 SOWER BLVD	OKEMOS	MI	48864	\$163.01
133	33-02-02-32-401-003	Sanctuary	46	2718	LOON	KHEIRAIE, ALI ZOCCAIE & GHAMAMI, MEHRNAZ	2718 LOON LN	OKEMOS	MI	48864	\$329.67
134	33-02-02-12-154-008	Wood Valley Sub.	46	5563	WOOD VALLEY	KACHELSKI, RICHARD & JULIE	5563 WOOD VALLEY DR	HASLETT	MI	48840	\$299.70

TOTAL: \$50,287.46

Work done by Lopez; \$28.35/Syd removal, \$6.30/Sft 4", \$7.35/Sft 6".
(All others done by Leavitt & Starck)

Quantity confirmed from Pay Estimates.

Owner change after initial roll.

Charter Township of Meridian
Department of Public Works
5151 March Rd.
Okemos, MI 48864

RECEIVED

APR 2 2024

Meridian Township
Clerk's Office

Linda and Peter Carrington

[REDACTED]
Haslett, MI 48840-9501
Hillbrook Park Lot 61

Re: Special Assessment District 20

Dear Deborah Guthrie, or Whoever is responsible for This special assessment,

You are charging us \$299.70, for replacing a piece of sidewalk that is public Domain, because the old piece was uneven and could have caused harm, due to tripping.

Said reason, is described as "public improvements", to the property therein".

The improvement is to ALL who use the sidewalk, again public domain!

We are seniors on a fixed income, and this is unreasonable.

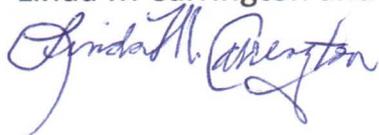
If our tax dollars are not used for this, then what are they for?
Soccer Fields? If there is something we are not understanding here, please
Let us know.

We suggest you reassess your priorities in this township. It does not seem appropriate, to charge any of us for something that is public domain, just because the improvement is within our lot lines.

If this was a driveway we could understand but it is a sidewalk used by ALL.

Sincerely,

Linda M Carrington and Peter H Carrington





CHARTER TOWNSHIP OF MERIDIAN
Department of Public Works
5151 Marsh Road, Okemos, MI 48864
517.853.4440 dpw@meridian.mi.us

**2022 ORDER TO MAINTAIN SIDEWALK
SPECIAL ASSESSMENT DISTRICT #20**

CARRINGTON, LINDA & PETER

§ [REDACTED]
HASLETT, MI 48840

Subject Property:

§ [REDACTED] D
[REDACTED] E

NOTICE OF PUBLIC HEARING

April 2, 2024 AT 6:00 PM

TO THE RECORD OWNERS OF, OR PARTIES IN INTEREST IN, THE FOLLOWING PROPERTY CONSTITUTING THE PROPOSED SPECIAL ASSESSMENT DISTRICT:

(SEE ATTACHED LEGAL DESCRIPTION)

PLEASE TAKE NOTICE that a special assessment roll for the 2022 Order to Maintain Sidewalk Special Assessment District #20 (maintain by removal and replacement of sidewalk in various locations in the Township) has been prepared and is on file in the Office of the Township Clerk for public examination.

Said special assessment roll has been prepared for the purpose of assessing the cost of the above described public improvements to the property benefited therefrom. All questions and/or concerns should be directed to Meridian Township Department of Public Works at 517.853.4440.

TAKE FURTHER NOTICE that the Township Board will meet on **Tuesday, April 2, 2024, at 6:00 p.m.** at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, MI 48864-1198, for the purpose of reviewing said special assessment roll and hearing objections thereto.

An owner or party in interest, or his or her agent, may appear in person at the hearing to protest the special assessment, or shall be permitted to file his or her appearance or protest by letter with the Township Clerk before the close of this hearing, and his or her personal appearance is not required. The owner or any person having an interest in the real property who protests in person or in writing at the hearing may file a written appeal of the special assessment with the Michigan Tax Tribunal within 30 days after the confirmation of the special assessment roll.

"YOUR SPECIAL ASSESSMENT IS: \$299.7."

Dated: March 5, 2024

**Deborah Guthrie, Township Clerk
Charter Township of Meridian**



To: Board Members

From: Timothy R. Schmitt, *AICP*
Director of Community Planning and Development

Date: March 26, 2024

Re: Recreational Marijuana Licensing - Zones 1, 4, and 5

As part of the procedures for recreational marijuana licensing in Meridian Township, the Township Board is required to hold a public hearing once the Recreational Marijuana Review Committee has completed their review and made a recommendation to the Board for each Zone. In the case of Zones 1, 4, and 5, there was only one application, therefore no formal competitive review was required. However, the Review Committee went through all the criteria and made recommendations and requests of each applicant, in order to provide a more complete application and record as we move forward. This information will be reviewed in depth under a separate heading.

In order to meet the terms of the ordinance, the Township Board is asked to hold a public hearing on applications in Zones 1, 4, and 5. Once the public hearing has been held, additional hearings can be held, additional information can be requested, the Township Board can proceed to issuance of a conditional approval of a license, or the Township Board can choose not to issue a license in a specific Zone. Only one license for recreational marijuana may be granted in each of the five Zones established in the Zoning ordinance.



To: Board Members

**From: Dan Opsommer, Deputy Township Manager
Director of Public Works and Engineering**

Date: April 2, 2024

Re: Unruh Drain Conversion – Chapter 20 to Chapter 3/4

Chapter 20 of the Michigan Drain Code was established to help Township’s construct the drain infrastructure that was necessary to attract development.

The Township no longer has a need to utilize Chapter 20 of the Michigan Drain Code attract development. Tonight is the beginning of a process we will undertake to convert our seven Chapter 20 Drains to Chapter 3/4 Drains.

We are starting with the Unruh Drain as the Ingham County Drain Commissioner’s Office (ICDC) would like to perform some maintenance work on this drain later this year.

There are some maintenance costs that have not been assessed that will need to be assessed as part of this process, which total \$24,814.16. These maintenance costs date back to December 1, 2018, which is the date of the last maintenance assessment for the Unruh Drain. The Township will be required to pay our share of the maintenance assessments based on the historical percentages for the Unruh Drain, which are:

Meridian Township	78.99%
Michigan Department of Transportation	10.31%
Ingham County Road Department	10.70%

Therefore, the Township will be assessed \$19,600.71.

The ICDC would like to issue bonds to fund future maintenance work on the Unruh Drain later this year. Based on our discussion with the ICDC, they will likely bond for \$225,000-\$400,000. To avoid the Township paying for 78.99% of this upcoming maintenance when the Township does not receive benefit proportionate to that assessment percentage by way of attracting new development, we will convert the drain to a Chapter 3/4. The Township will still be required to pay an at-large assessment; however, our percentage of the maintenance work is far less on a Chapter 3/4 drain. I look forward to discussing this in greater depth with the Board at your April 2, 2024 meeting.

The following motion has been prepared for the Board’s consideration:

“MOVE TO ADOPT THE RESOLUTION APPROVING RELINQUISHMENT OF UNRUH DRAIN AND AUTHORIZE THE SUPERVISOR AND CLERK TO SIGN THE EMERGENCY MAINTENANCE AGREEMENT.”

Memo to Township Board

April 2, 2024

Re: Unruh Drain Conversion – Chapter 20 to Chapter 3/4

Attachments:

1. Resolution Approving Relinquishment of Unruh Drain
2. Operation & Maintenance Agreement to be Executed by the Township Supervisor and Clerk
3. Ledger of outstanding maintenance costs that have not been assessed

CHARTER TOWNSHIP OF MERIDIAN

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the municipal building at 5151 Marsh Road, Okemos, MI 48864 in said Township on the 2nd day of April 2024 at 6 p.m., local time.

PRESENT: _____

ABSENT: _____

The following resolution was offered for adoption by _____, and supported by _____.

RESOLUTION APPROVING THE RELINQUISHMENT OF THE UNRUH DRAIN TO TOWNSHIP

WHEREAS, the Unruh Drain (the “Drain”) and Unruh Drain Drainage District (“Drainage District”) was established on or about December 16, 1969 in accordance with the provisions of Chapter 20 of the Michigan Drain Code of 1956, 1956 P.A. 40, as amended, MCL 280.461 et seq., (the “Drain Code”) and is under the jurisdiction of the Unruh Drain Drainage Board (“Drainage Board”); and

WHEREAS the Drain is located is located in the Charter Township of Meridian (“Township”) as further described by the route and course description set forth in **Exhibit A**; and

WHEREAS, pursuant to Section 478 of the Drain Code, MCL 280.478, the Drainage Board for the Drain may relinquish jurisdiction and control over all or any part of a drain or drain project at any time when there is no outstanding indebtedness or contract liability of its drainage district, to the township in which all or the part of the drain or drain project is wholly located, if the township requests or consents to the relinquishment of jurisdiction and control by resolution duly adopted by its governing body; and

WHEREAS, all outstanding indebtedness or contract liability of the Drainage District; and

WHEREAS, pursuant to Section 478 of the Drain Code, MCL 280.478, the Township desires and consents to the relinquishment jurisdiction and control of the Drain and Drainage District from Drainage Board to the Township; and

WHEREAS, to ensure continued and proper maintenance of the Unruh Drain following the approval and relinquishment of the Unruh Drain to the Township by the Drainage Board, the Township and the Ingham County Drain Commissioner have agreed to enter into an agreement according to the terms and conditions, as set forth in **Exhibit B**.

NOW THEREFORE BE IT RESOLVED, pursuant to Section 478 of the Drain Code, MCL 280.478, the Township hereby consents to the relinquishment of jurisdiction and control of the Unruh Drain as set forth in **Exhibit A** from the Drainage Board to the Township.

EXHIBIT A

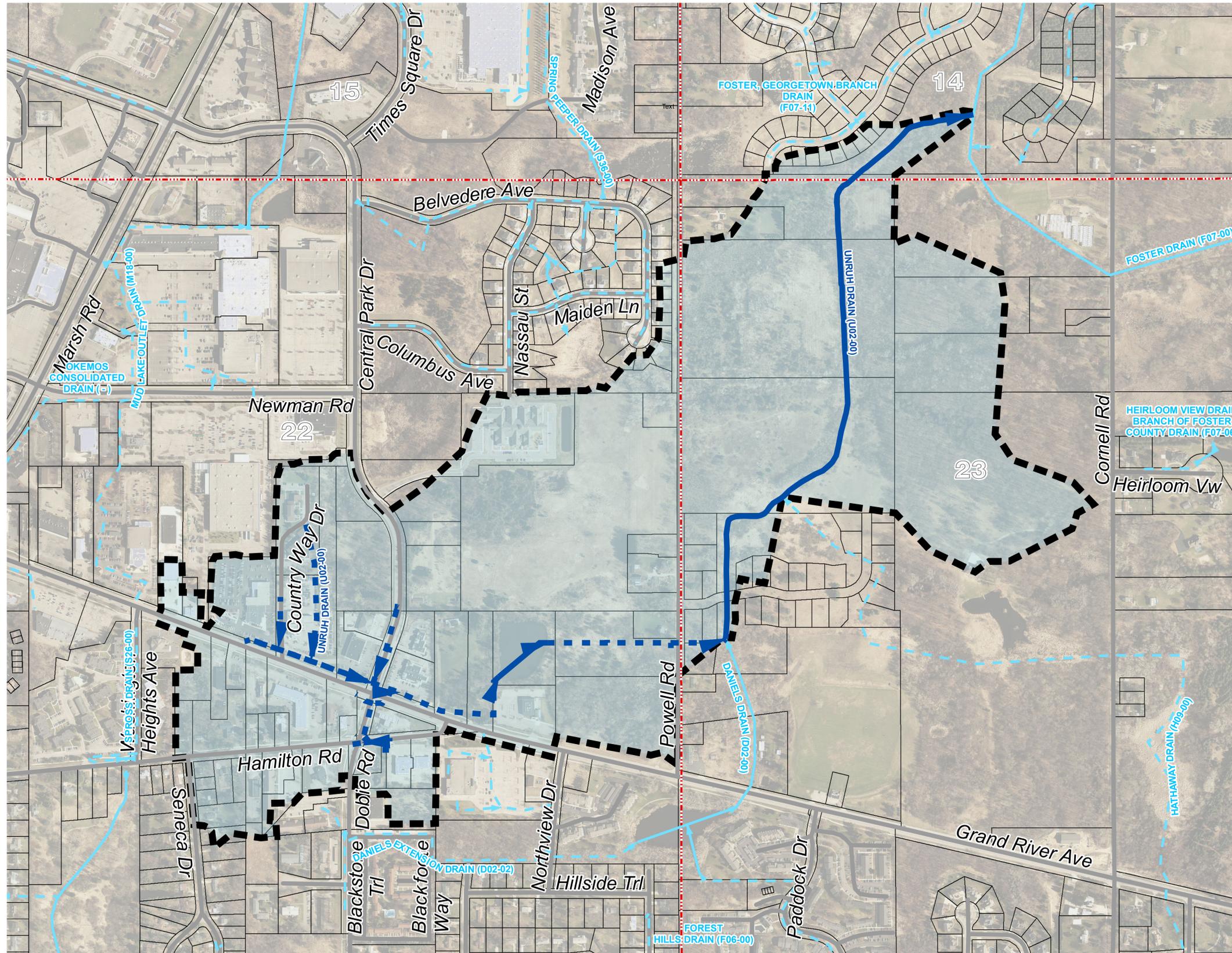
UNRUH DRAIN

PLEASE REFER TO THE FOLLOWING PAGE

DRAINAGE SERVICE AREA MAP AND PRELIMINARY DRAINAGE DISTRICT OF UNRUH DRAIN

SECTIONS 14, 22 AND 23

MERIDIAN CHARTER TOWNSHIP- T4N, R1W, INGHAM COUNTY, MICHIGAN



Legend

- DRAIN CENTERLINE**
- OPEN DRAIN
 - ENCLOSED DRAIN
 - SECTION BOUNDARIES
 - ROADS
 - RAILROADS
 - PROPOSED DRAINAGE DISTRICT
 - PARCELS
 - MUNICIPAL BOUNDARIES



CAUTION!!
THE LOCATIONS AND ELEVATIONS OF EXISTING UNDERGROUND UTILITIES AS SHOWN ON THIS DRAWING ARE ONLY APPROXIMATE. NO GUARANTEE IS EITHER EXPRESSED OR IMPLIED AS TO THE COMPLETENESS OR ACCURACY THEREOF. THE CONTRACTOR SHALL BE EXCLUSIVELY RESPONSIBLE FOR DETERMINING THE EXACT UTILITY LOCATION AND ELEVATION PRIOR TO THE START OF CONSTRUCTION.



CLIENT
PATRICK E. LINDEMANN
INGHAM COUNTY
DRAIN COMMISSIONER
707 BUHL AVENUE
MASON, MI

PROJECT TITLE
UNRUH DRAIN
SECTIONS 14, 22 & 23
MERIDIAN CHARTER TOWNSHIP
INGHAM COUNTY

APPROXIMATE TOWNSHIP ACREAGE BREAKDOWN:

MERIDIAN CHARTER TOWNSHIP: 243.7 AC - 100%

APPROXIMATE PARCEL BREAKDOWN:

MERIDIAN CHARTER TOWNSHIP: 116 PARCELS

DRAIN DATA

OPEN DRAIN:	4,490.0 FT
ENCLOSED DRAIN:	6,685.0 FT
TOTAL LENGTH:	11,175.0 FT
	2.12 MILES

NOTE:
DRAIN LENGTH BASED ON THE TOTAL LENGTH OF DRAIN AS PROPOSED ON THIS MAP.

REVISIONS	DATE
DRAFT	3/26/24
DANIELS SERVICE AREA	3/28/24

ORIGINAL ISSUE DATE
MARCH 26, 2024

DRAWING TITLE

DRAINAGE SERVICE AREA & PRELIMINARY DRAINAGE DISTRICT MAP

PEA JOB NO.	22-0005.02
P.M.	RAH
DN.	RAH
DES.	RAH
DRAWING NUMBER:	

PRELIMINARY

EXHIBIT B

EMERGENCY MAINTENANCE AGREEMENT

UNRUH DRAIN

This **Agreement** (“Agreement”) is made and entered into on this ____ day of _____ 2024, by and between the **Ingham County Drain Commissioner** (the “Drain Commissioner”), whose address is 707 Buhl St, Mason, MI 48854, and the **Meridian Charter Township** (hereinafter, the “Township”), 5151 Marsh Road, Okemos, Michigan 48864. In this Agreement, the Drain Commissioner and Township may be referred individually as “Party”, or collectively as “Parties”.

Recitals:

WHEREAS, the Unruh Drain and Unruh Drain Drainage District was originally established in accordance with the provisions of Chapter 20 of the Michigan Drain Code of 1956, 1956 P.A. 40, as amended, MCL 280.461 et seq., (the “Drain Code”); and

WHEREAS, in accordance with Section 478 of the Drain Code, MCL 280.478, the Township has requested Drainage Board for the Unruh Drain to relinquish jurisdiction and control over the drain, and for the Township to assume jurisdiction; and

WHEREAS, on Tuesday, April 2, 2024, the Township adopted a resolution authorizing the filing of a petition for the location, establishment, and construction of the former Unruh Drain; and

WHEREAS, to ensure the continued maintenance of the former Unruh Drain until such time that said drain is established as a county drain pursuant to the Drain Code, the Township has requested, and the Drain Commissioner has agreed to perform any necessary emergency maintenance the Unruh Drain on behalf of the Township; and

WHEREAS, the purpose of this Agreement is to establish terms and condition between the Township and Drain Commissioner in connection with the continued maintenance of the Unruh Drain.

NOW THEREFORE, in consideration of these premises and mutual promises, representation and agreements set forth in this Agreement, and for other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the Parties mutually agree as follows:

1. Authority and Purpose. Pursuant to the Urban Cooperation Act of 1967, as amended (MCL 124.501 et seq.), Section 431 of the Michigan Drain Code (MCL 280.431) and any other applicable laws of the State of Michigan, the Township and the Drain Commissioner enter into this Agreement to establish terms and conditions for purpose of the maintenance of the former Unruh Drain (the “Drain”). Each Party agrees to take all actions reasonably necessary to effectuate the objectives set forth in this Agreement.

2. Emergency Maintenance of Drain. The Drain Commissioner agrees to perform any necessary emergency maintenance on the Drain on behalf of, and after written notice is provided to the Township and in accordance with the Drain Commissioner's standards, practices and specifications associated with the maintenance of county drains under his jurisdiction. The Township hereby grants a license to the Drain Commissioner, its employees and to access, to occupy and use all Drain easements for the purpose of maintaining the Drain. The diagram showing the Drain and related structures is attached as **Exhibit A**.

3. Termination. This Agreement shall automatically terminate at such time that this Drain is established pursuant to the Drain Code. In the event that the proposed establishment of this Drain does not take place, then either Party may terminate this Agreement upon 180 days' written notice to the other Party.

4. Governing Law. This Agreement is made and entered into in the State of Michigan and shall in all respects be interpreted, enforced and governed under the laws of the State of Michigan. The language of all parts of this Agreement is intended to and, in all cases, shall be construed as a whole according to its fair meaning, and not construed strictly for or against any party. As used in this Agreement, the singular or plural number, possessive or non-possessive shall be deemed to include the other whenever the context so suggests or requires.

5. Reservation of Rights; Governmental Function. This Agreement does not, and is not intended to impair, divest, delegate, or contravene any constitutional, statutory, and/or other legal right, privilege, power, obligation, duty, or immunity of the Parties. In addition, the Parties maintain that the obligations set forth in this Agreement will be in the exercise or discharge of a governmental function. Nothing in this Agreement shall be construed as a waiver of governmental immunity for either Party.

6. Severability. If any provision of this Agreement or the application to any person or circumstance is, to any extent, judicially determined to be invalid or unenforceable, the remainder of the Agreement, or the application of the provision of persons or circumstances other than those as to which it is invalid or unenforceable, is not affected and is enforceable, provided the invalid provision does not substantially alter the Agreement or make execution impractical.

7. Binding Agreement; Assignment; and Amendments. This Agreement will be binding upon and for the benefit of the Parties hereto and their respective successors and assigns, subject to any assignment requiring the prior written consent of the non-assigning Party by an amendment to this Agreement signed by both Parties, and the assignor binding the assignee to the terms and provisions of this Agreement.

8. Captions. The section headings or titles and/or all section numbers contained in this Agreement are intended for the convenience of the reader and not intended to have any substantive meaning and are not to be interpreted as part of this Agreement.

9. Recitals. The recitals shall be considered an integral part of the Agreement.

10. Execution. The Parties signing this Agreement on behalf of each Party are, by said signatures, affirming that they are authorized to enter into this Agreement for and on behalf of the respective Parties to this Agreement.

INGHAM COUNTY COMMISSIONER

By: _____
Patrick E. Lindemann
Ingham County Drain Commissioner

MERIDIAN CHARTER TOWNSHIP

By: _____
Patricia Herring Jackson
Its: Supervisor

By: _____
Deborah Guthrie
Its: Clerk

Ingham County Drain Commissioner

Pat Lindemann

Drain Ledger

U02-00 UNRUH DRAIN										
Date Created	Explanation	Order No	Notes	801	802	Receivable	Payable	999	Balance	
12/1/18	SETUP ASSESSMENT RECEIVABLE 2018	D-ASMT 2018	2018 ASSMT REC AT LARGE	0.00	0.00	2,966.57	0.00	2,966.57	(1,719.60)	
12/13/18	LEGAL	D41919	DICKINSON WRIGHT PLLC	(87.50)	0.00	0.00	0.00	(87.50)	(1,807.10)	
12/17/18	2018 AT LARGE ASSESSMENT MDOT	D181208	2018 AT LARGE ASSESSMENT MDOT	300.46	0.00	(300.46)	0.00	0.00	(1,807.10)	
12/26/18 ^{12/28/18}	2018 Z14-00 SPREAD	D181224	2018 Z14-00 SPREAD D41238	(425.00)	0.00	0.00	0.00	(425.00)	(2,232.10)	
12/28/18 ^{3/18/19}	COUNTY COMM PER DIEM	D1812B5	MARK GREBNER	(50.00)	0.00	0.00	0.00	(50.00)	(2,282.10)	
12/28/18 ^{3/18/19}	COUNTY COMM PER DIEM	D1812B5	CAROL KOENIG	(25.00)	0.00	0.00	0.00	(25.00)	(2,307.10)	
12/28/18 ^{3/18/19}	COUNTY COMM PER DIEM PAYROLL EXPENSES	D1812B5	MARK GREBNER	(6.80)	0.00	0.00	0.00	(6.80)	(2,313.90)	
12/28/18 ^{3/18/19}	COUNTY COMM PER DIEM PAYROLL EXPENSES	D1812B5	CAROL KOENIG	(3.40)	0.00	0.00	0.00	(3.40)	(2,317.30)	
12/31/18 ^{1/31/19}	ADMINISTRATIVE FEE	D181263	ADMIN FEE 2018	(750.00)	0.00	0.00	0.00	(750.00)	(3,067.30)	
12/31/18 ^{1/25/19}	F801 INT. INCOME ALLOC DEC2018	D181290	F801 INT. INCOME ALLOC DEC2018	6.33	0.00	0.00	0.00	6.33	(3,060.97)	
12/31/18	INSPECTION - 12/2018	D181276	ICDC	(176.86)	0.00	0.00	0.00	(176.86)	(3,237.83)	
1/14/19	2018 AT LARGE MERIDIAN TWP 19-002	D190121	2018 AT LARGE MERIDIAN TWP 19-002	2,348.04	0.00	(2,348.04)	0.00	0.00	(3,237.83)	
1/31/19 ^{2/27/19}	F801 INT. INCOME ALLOC JAN 2019	D190173	F801 INT. INCOME ALLOC JAN 2019	14.01	0.00	0.00	0.00	14.01	(3,223.82)	
3/25/19 ^{3/28/19}	2018 AT LARGE RECEIPT COUNTY AND ROAD COMMISSION	D190342	2018 AT LARGE RECEIPT COUNTY AND ROAD COMMISSION	318.07	0.00	(318.07)	0.00	0.00	(3,223.82)	
3/31/19 ^{4/24/19}	INSPECTION - 3/2019	D190351	ICDC	(108.76)	0.00	0.00	0.00	(108.76)	(3,332.58)	
4/18/19 ^{4/18/19}	FEB 2019 INTEREST INCOME ALLOCATION	D190431	INTEREST INCOME PER MUNIS	10.13	0.00	0.00	0.00	10.13	(3,322.45)	
4/25/19 ^{4/25/19}	MARCH 2019 INTEREST INCOME ALLOCATION	D190435	INTEREST INCOME PER MUNIS	12.89	0.00	0.00	0.00	12.89	(3,309.56)	
4/30/19 ^{5/24/19}	APRIL 2019 INTEREST INCOME ALLOCATION	D190444	INTEREST INCOME PER MUNIS	24.42	0.00	0.00	0.00	24.42	(3,285.14)	
4/30/19 ^{5/28/19}	INSPECTION - 4/2019	D190445	ICDC	(205.71)	0.00	0.00	0.00	(205.71)	(3,490.85)	
6/24/19 ^{6/24/19}	ADMINISTRATIVE FEE	D190625	ADMIN FEE 2019	(750.00)	0.00	0.00	0.00	(750.00)	(4,240.85)	
6/24/19 ^{6/24/19}	MAY 2019 INTEREST INCOME ALLOCATION	D190619	INTEREST INCOME PER MUNIS	20.96	0.00	0.00	0.00	20.96	(4,219.89)	
6/30/19 ^{7/23/19}	JUNE 2019 INTEREST INCOME ALLOCATION	D190653	INTEREST INCOME PER MUNIS	17.01	0.00	0.00	0.00	17.01	(4,202.88)	
7/9/19 ^{7/9/19}	DN18-5 DUE 7/9/19 INTEREST PMT	D190701	HASTINGS BANK	(140.37)	0.00	0.00	0.00	(140.37)	(4,343.25)	

03/27/24 2:39 PM

**Note: Receivables are assessments due to us (-) or prepaid (+) / Payables are usually note proceeds to be paid

Ingham County Drain Commissioner

Pat Lindemann

Drain Ledger

U02-00		UNRUH DRAIN								
Date	Created	Explanation	Order No	Notes	801	802	Receivable	Payable	999	Balance
7/9/19	7/9/19	DN18-5 DUE 7/9/19 PRINCIPAL PMT	D190701	HASTINGS BANK	(5,300.00)	0.00	0.00	(5,300.00)	0.00	(4,343.25)
7/9/19	7/9/19	Z14-00 ENGINEERING ALLOCATION FOR LSG V190774	D190712	LSG	(18.75)	0.00	0.00	0.00	(18.75)	(4,362.00)
7/31/19	8-27-19	INSPECTION - 7/2019	D190735	ICDC	(695.56)	0.00	0.00	0.00	(695.56)	(5,057.56)
7/31/19	8-21-19	JULY 2019 INTEREST INCOME ALLOCATION	D190740	INTEREST INCOME PER MUNIS	19.91	0.00	0.00	0.00	19.91	(5,037.65)
8/23/19	8-28-19	DN18-7 DUE 8/23/19 INTEREST PMT	D190815	HASTINGS BANK	(349.50)	0.00	0.00	0.00	(349.50)	(5,387.15)
8/23/19	8-28-19	DN18-7 DUE 8/23/19 PRINCIPAL PMT	D190815	HASTINGS BANK	(13,400.00)	0.00	0.00	(13,400.00)	0.00	(5,387.15)
8/23/19	8/23/19	DN19-15 PROCEEDS DUE 09/22/2020	D190816	HIGHPOINT COMMUNITY BANK	3,422.00	0.00	0.00	3,422.00	0.00	(5,387.15)
8/26/19	9/3/19	ADMINISTRATIVE	V191115	ROBERT W BAIRD	(10.83)	0.00	0.00	0.00	(10.83)	(5,397.98)
8/31/19	9/20/19	INSPECTION - 8/2019	D190833	ICDC	(235.66)	0.00	0.00	0.00	(235.66)	(5,633.64)
9/30/19	10-15-19	INSPECTION - 9/2019	D190920	ICDC	(325.10)	0.00	0.00	0.00	(325.10)	(5,958.74)
10/29/19	11/1/19	LEGAL	V191410	DICKINSON WRIGHT PLLC	(25.37)	0.00	0.00	0.00	(25.37)	(5,984.11)
10/31/19	11/6/19	ADMIN	D191016	ICDC BILLING	(38.50)	0.00	0.00	0.00	(38.50)	(6,022.61)
1/31/20	2/3/20	ENGINEERING 01/2020	D200176	ICDC BILLING	(57.75)	0.00	0.00	0.00	(57.75)	(6,080.36)
1/31/20	2/16/20	INSPECTION - 1/2020	D200181	ICDC	(142.14)	0.00	0.00	0.00	(142.14)	(6,222.50)
3/31/20	5-20-20	INSPECTION - 3/2020	D200337	ICDC	(129.08)	0.00	0.00	0.00	(129.08)	(6,351.58)
4/30/20	5/7/20	ENGINEERING 4 - 2020	D200418	ICDC BILLING	(96.25)	0.00	0.00	0.00	(96.25)	(6,447.83)
5/31/20	7/21/20	INSPECTION 5-2020	D200520	ICDC	(200.24)	0.00	0.00	0.00	(200.24)	(6,648.07)
7/15/20	7/29/20	NOTE PROCEEDS DN20-4 MAINTENANCE NOTE	D200717	HIGHPOINT COMMUNITY BANK	1,400.00	0.00	0.00	1,400.00	0.00	(6,648.07)
7/15/20	7/29/20	PAYMENT MAINTENANCE DN18-10	D200716	HASTINGS BANK	(1,290.00)	0.00	0.00	(1,290.00)	0.00	(6,648.07)
7/15/20	7/29/20	PAYMENT MAINTENANCE DN18-10	D200716	HASTINGS BANK	(494.50)	0.00	0.00	0.00	(494.50)	(7,142.57)
7/21/20	7/29/20	ADMINISTRATIVE	V200836	ROBERT W BAIRD & CO.	(34.72)	0.00	0.00	0.00	(34.72)	(7,177.29)
7/21/20	7/30/20	LEGAL	V200849	DICKINSON WRIGHT PLLC	(121.88)	0.00	0.00	0.00	(121.88)	(7,299.17)
7/21/20	7/30/20	LEGAL	V200850	DICKINSON WRIGHT PLLC	(5.95)	0.00	0.00	0.00	(5.95)	(7,305.12)
7/31/20	11/23/20	INSPECTION - 7/2020	D200729	ICDC	(338.80)	0.00	0.00	0.00	(338.80)	(7,643.92)
8/26/20	9/1/20	LEGAL	V201020	DICKINSON WRIGHT	(152.78)	0.00	0.00	0.00	(152.78)	(7,796.70)

03/27/24 2:39 PM

**Note: Receivables are assessments due to us (-) or prepaid (+) / Payables are usually note proceeds to be paid

Ingham County Drain Commissioner
Pat Lindemann
Drain Ledger

U02-00		UNRUH DRAIN								
Date Created	Explanation	Order No	Notes	801	802	Receivable	Payable	999	Balance	
9/22/20	DN19-15 MAINTENANCE NOTE PAYOFF	D200913	HIGHPOINT BANK	(3,422.00)	0.00	0.00	(3,422.00)	0.00	(7,796.70)	
9/22/20	DN19-15 MAINTENANCE NOTE PAYOFF	D200913	HIGHPOINT BANK	(88.54)	0.00	0.00	0.00	(88.54)	(7,885.24)	
9/22/20	DN20-7 MAINTENANCE NOTE PROCEEDS	D200914	HIGHPOINT BANK	3,515.00	0.00	0.00	3,515.00	0.00	(7,885.24)	
9/30/20	INSPECTION - 9/2020	D200924	ICDC	(207.71)	0.00	0.00	0.00	(207.71)	(8,092.95)	
10/13/20	LEGAL	V201235	ROBERT W BAIRD	(8.49)	0.00	0.00	0.00	(8.49)	(8,101.44)	
10/31/20	INSPECTION - 10/2020	D201029	ICDC	(540.19)	0.00	0.00	0.00	(540.19)	(8,641.63)	
10/31/20	INSPECTION - 10/2020	D201029	ICDC	(102.96)	0.00	0.00	0.00	(102.96)	(8,744.59)	
11/10/20	LEGAL	V201494	DICKINSON WRIGHT PLLC	(37.33)	0.00	0.00	0.00	(37.33)	(8,781.92)	
11/30/20	ADMINISTRATIVE - 11/2020	D201148	ICDC	(210.38)	0.00	0.00	0.00	(210.38)	(8,992.30)	
12/31/20	ADMINISTRATIVE FEE	D201250	ADMIN FEE 2020	(750.00)	0.00	0.00	0.00	(750.00)	(9,742.30)	
1/31/21	MAINTENANCE - 1/2021	D210154	ICDC	(298.36)	0.00	0.00	0.00	(298.36)	(10,040.66)	
2/28/21	ADMINISTRATION 2-2021	D210264	ICDC BILLING 2-2021	(55.00)	0.00	0.00	0.00	(55.00)	(10,095.66)	
2/28/21	INSPECTION - 2/2021	D210257	ICDC	(206.38)	0.00	0.00	0.00	(206.38)	(10,302.04)	
3/31/21	INSPECTION - 3/2021	D210348	ICDC	(753.96)	0.00	0.00	0.00	(753.96)	(11,056.00)	
3/31/21	INSPECTION - 3/2021	D210348	ICDC	(210.38)	0.00	0.00	0.00	(210.38)	(11,266.38)	
7/31/21	INSPECTION - 7/2021	D210723	ICDC	(168.32)	0.00	0.00	0.00	(168.32)	(11,434.70)	
8/13/21	INTEREST EXPENSE	D210802	HIGHPOINT BANK	(18.73)	0.00	0.00	0.00	(18.73)	(11,453.43)	
8/31/21	INSPECTION - 8/2021	D210813	ICDC	(173.54)	0.00	0.00	0.00	(173.54)	(11,626.97)	
9/29/21	LEGAL	V211269	DICKINSON WRIGHT	(13.26)	0.00	0.00	0.00	(13.26)	(11,640.23)	
9/30/21	INSPECTION - 9/2021	D210927	ICDC	(117.74)	0.00	0.00	0.00	(117.74)	(11,757.97)	
9/30/21	MAINTENANCE - 9/2021	D210927	ICDC	(204.38)	0.00	0.00	0.00	(204.38)	(11,962.35)	
11/12/21	DN20-4 MAINT NOTE DUE 11/12/2021	D211107	HIGHPOINT COMMUNITY BANK	(1,400.00)	0.00	0.00	(1,400.00)	0.00	(11,962.35)	
11/12/21	DN20-4 NOTE INTEREST DUE 11/12/2021	D211107	HIGHPOINT COMMUNITY BANK	(4.78)	0.00	0.00	0.00	(4.78)	(11,967.13)	
11/12/21	DN20-7 MAINT NOTE DUE 11/12/2021	D211109	HIGHPOINT COMMUNITY BANK	(3,515.00)	0.00	0.00	(3,515.00)	0.00	(11,967.13)	
11/12/21	DN20-7 NOTE INTEREST DUE 11/12/2021	D211109	HIGHPOINT COMMUNITY BANK	(58.45)	0.00	0.00	0.00	(58.45)	(12,025.58)	

03/27/24 2:39 PM

**Note: Receivables are assessments due to us (-) or prepaid (+) / Payables are usually note proceeds to be paid.

Ingham County Drain Commissioner

Pat Lindemann

Drain Ledger

U02-00 UNRUH DRAIN

Date Created	Explanation	Order No	Notes	801	802	Receivable	Payable	999	Balance
11/12/21	DN21-14 MAINT NOTE PROCEEDS DUE 5/12/2023	D211106	HIGHPOINT COMMUNITY BANK	5,040.00	0.00	0.00	5,040.00	0.00	(12,025.58)
11/15/21	11/29/21 COST OF ISSUANCE	V211682	ROBERT W BAIRD	(8.96)	0.00	0.00	0.00	(8.96)	(12,034.54)
11/15/21	11/24/21 LEGAL	V211550	CLARK HILL	(70.00)	0.00	0.00	0.00	(70.00)	(12,104.54)
11/19/21	11/29/21 LEGAL	V211692	DICKINSON WRIGHT PLLC	(7.37)	0.00	0.00	0.00	(7.37)	(12,111.91)
11/30/21	INSPECTION - 11/2021	D211118	ICDC	(204.38)	0.00	0.00	0.00	(204.38)	(12,316.29)
12/15/21	12/20/21 LEGAL	V211814	CLARK HILL	(350.00)	0.00	0.00	0.00	(350.00)	(12,666.29)
12/27/21	1/4/22 LEGAL	V211783	DICKINSON WRIGHT	(30.47)	0.00	0.00	0.00	(30.47)	(12,696.76)
12/31/21	ADMINISTRATIVE FEE	D211250	ADMIN FEE 2021	(750.00)	0.00	0.00	0.00	(750.00)	(13,446.76)
12/31/21	COUNTY COMM PER DIEM	D220137	MARK GREBNER	(25.00)	0.00	0.00	0.00	(25.00)	(13,471.76)
12/31/21	COUNTY COMM PER DIEM	D220137	PAYROLL EXPENSES	(4.70)	0.00	0.00	0.00	(4.70)	(13,476.46)
12/31/21	3/28/22 Z14-00 ENGINEERING ALLOCATION FOR V200373	D211253	SPICER	(1,059.25)	0.00	0.00	0.00	(1,059.25)	(14,535.71)
1/24/22	1/31/22 LEGAL	V212000	CLARK HILL	(525.00)	0.00	0.00	0.00	(525.00)	(15,060.71)
2/11/22	2/16/22 LEGAL	V220113	CLARK HILL	(140.00)	0.00	0.00	0.00	(140.00)	(15,200.71)
2/28/22	ADMIN	D220256	ICDC BILLING	(57.75)	0.00	0.00	0.00	(57.75)	(15,258.46)
2/28/22	ADMINISTRATIVE - 2/2022	D220257	ICDC	(264.80)	0.00	0.00	0.00	(264.80)	(15,523.26)
2/28/22	INSPECTION - 2/2022	D220257	ICDC	(172.38)	0.00	0.00	0.00	(172.38)	(15,695.64)
3/17/22	3/23/22 LEGAL	V220234	CLARK HILL	(140.00)	0.00	0.00	0.00	(140.00)	(15,835.64)
3/31/22	INSPECTION - 3/2022	D220356	ICDC	(373.34)	0.00	0.00	0.00	(373.34)	(16,208.98)
3/31/22	INSPECTION - 3/2022	D220356	ICDC	(739.07)	0.00	0.00	0.00	(739.07)	(16,948.05)
4/19/22	4/26/22 ENGINEERING	V220567	PEA GROUP	(2,290.00)	0.00	0.00	0.00	(2,290.00)	(19,238.05)
4/27/22	TITLE SEARCH	V220604	CHIRCO TITLE AGENCY	(275.00)	0.00	0.00	0.00	(275.00)	(19,513.05)
4/27/22	TITLE SEARCH	V220605	CHIRCO TITLE AGENCY	(275.00)	0.00	0.00	0.00	(275.00)	(19,788.05)
4/27/22	TITLE SEARCH	V220606	CHIRCO TITLE AGENCY	(275.00)	0.00	0.00	0.00	(275.00)	(20,063.05)
4/27/22	TITLE SEARCH	V220607	CHIRCO TITLE AGENCY	(275.00)	0.00	0.00	0.00	(275.00)	(20,338.05)
4/27/22	TITLE SEARCH	V220608	CHIRCO TITLE AGENCY	(275.00)	0.00	0.00	0.00	(275.00)	(20,613.05)

03/27/24 2:39 PM

**Note: Receivables are assessments due to us (-) or prepaid (+) / Payables are usually note proceeds to be paid

Ingham County Drain Commissioner

Pat Lindemann

Drain Ledger

U02-00 UNRUH DRAIN									
Date <small>Created</small>	Explanation	Order No	Notes	801	802	Receivable	Payable	999	Balance
4/27/22	TITLE SEARCH	V220609	CHIRCO TITLE AGENCY	(275.00)	0.00	0.00	0.00	(275.00)	(20,888.05)
4/27/22	TITLE SEARCH	V220610	CHIRCO TITLE AGENCY	(275.00)	0.00	0.00	0.00	(275.00)	(21,163.05)
4/27/22	TITLE SEARCH	V220611	CHIRCO TITLE AGENCY	(275.00)	0.00	0.00	0.00	(275.00)	(21,438.05)
4/28/22	LEGAL	V220632	CLARK HILL	(3,045.00)	0.00	0.00	0.00	(3,045.00)	(24,483.05)
4/30/22	INSPECTION - 4/2022	D220416	ICDC	(178.88)	0.00	0.00	0.00	(178.88)	(24,661.93)
5/10/22	ENGINEERING	V220746	PEA GROUP	(1,091.25)	0.00	0.00	0.00	(1,091.25)	(25,753.18)
5/31/22	INSPECTION - 5/2022	D220520	ICDC	(182.25)	0.00	0.00	0.00	(182.25)	(25,935.43)
6/3/22	LEGAL	V220841	CLARK HILL	(70.00)	0.00	0.00	0.00	(70.00)	(26,005.43)
6/19/22	LEGAL	V221039	CLARK HILL	(700.00)	0.00	0.00	0.00	(700.00)	(26,705.43)
6/30/22	INSPECTION - 6/2022	D220621	ICDC	(210.38)	0.00	0.00	0.00	(210.38)	(26,915.81)
6/30/22	MAINTENANCE - 6/2022	D220621	ICDC	(665.48)	0.00	0.00	0.00	(665.48)	(27,581.29)
7/31/22	INSPECTION - 7/2022	D220728	ICDC	(129.88)	0.00	0.00	0.00	(129.88)	(27,711.17)
8/10/22	ENGINEERING	V221465	PEA GROUP	(465.00)	0.00	0.00	0.00	(465.00)	(28,176.17)
8/31/22	INSPECTION - 8/2022	D220834	ICDC	(242.14)	0.00	0.00	0.00	(242.14)	(28,418.31)
9/15/22	LEGAL	V221736	CLARK HILL	(315.00)	0.00	0.00	0.00	(315.00)	(28,733.31)
9/30/22	INSPECTION - 9/2022	D220925	ICDC	(363.91)	0.00	0.00	0.00	(363.91)	(29,097.22)
9/30/22	INSPECTION - 9/2022	D220925	ICDC	(407.70)	0.00	0.00	0.00	(407.70)	(29,504.92)
10/31/22	INSPECTION - 10/2022	D221009	ICDC	(378.28)	0.00	0.00	0.00	(378.28)	(29,883.20)
12/31/22 ^{2¹⁷/23}	ADMINISTRATIVE FEE	D221270	ADMIN FEE 2022	(750.00)	0.00	0.00	0.00	(750.00)	(30,633.20)
12/31/22	INSPECTION - 12/2022	D221225	ICDC	(210.38)	0.00	0.00	0.00	(210.38)	(30,843.58)
1/12/23	ENGINEERING	V222442	PEA GROUP	(301.25)	0.00	0.00	0.00	(301.25)	(31,144.83)
1/31/23 ^{6/28/23}	INSPECTION - 1/2023	D230157	ICDC	(179.44)	0.00	0.00	0.00	(179.44)	(31,324.27)
2/28/23 ^{6/28/23}	INSPECTION - 2/2023	D230260	ICDC	(202.91)	0.00	0.00	0.00	(202.91)	(31,527.18)
4/10/23 ^{4/11/23}	ENGINEERING	V230359	PEA GROUP	(3,962.50)	0.00	0.00	0.00	(3,962.50)	(35,489.68)
4/10/23 ^{4/11/23}	ENGINEERING	V230359	PEA GROUP	(612.50)	0.00	0.00	0.00	(612.50)	(36,102.18)
4/24/23	LEGAL SERVICES	V230482	CLARK HILL	(78.00)	0.00	0.00	0.00	(78.00)	(36,180.18)
03/27/24	2:39 PM								

**Note: Receivables are assessments due to us (-) or prepaid (+) / Payables are usually note proceeds to be paid

Ingham County Drain Commissioner

Pat Lindemann

Drain Ledger

U02-00		UNRUH DRAIN								
Date	Created	Explanation	Order No	Notes	801	802	Receivable	Payable	999	Balance
4/30/23	5/28/23	INSPECTION - 4/2023	D230427	ICDC	(493.56)	0.00	0.00	0.00	(493.56)	(36,673.74)
5/11/23	5/23/23	ENGINEERING	V230635	PEA GROUP	(2,887.50)	0.00	0.00	0.00	(2,887.50)	(39,561.24)
5/12/23		COST OF ISSUANCE	V230645	BAIRD	(13.48)	0.00	0.00	0.00	(13.48)	(39,574.72)
5/12/23		DN21-14 MAINTENANCE NOTE PAYOFF	D230508	HIGHPOINT BANK	(5,040.00)	0.00	0.00	(5,040.00)	0.00	(39,574.72)
5/12/23		DN21-14 MAINTENANCE NOTE PAYOFF	D230508	HIGHPOINT BANK	(64.26)	0.00	0.00	0.00	(64.26)	(39,638.98)
5/12/23		DN23-3 MAINTENANCE NOTE PROCEEDS DUE NOV 12, 2024	D230505	MERCANTILE BANK	5,200.00	0.00	0.00	5,200.00	0.00	(39,638.98)
5/31/23	5/28/23	INSPECTION - 5/2023	D230527	ICDC	(316.44)	0.00	0.00	0.00	(316.44)	(39,955.42)
6/14/23	6/16/23	LEGAL SERVICES	V230743	DICKINSON WRIGHT	(31.11)	0.00	0.00	0.00	(31.11)	(39,986.53)
9/30/23	11/20/23	INSPECTION - 9/2023	D230936	ICDC	(1,073.46)	0.00	0.00	0.00	(1,073.46)	(41,059.99)
9/30/23	11/20/23	INSPECTION - 9/2023	D230936	ICDC	(176.44)	0.00	0.00	0.00	(176.44)	(41,236.43)
10/25/23	10/26/23	LEGAL SERVICES	V231662	CLARK HILL	(105.00)	0.00	0.00	0.00	(105.00)	(41,341.43)
11/17/23	11/27/23	COST OF ISSUANCE	V231704	BAIRD	0.00	0.00	0.00	0.00	0.00	(41,341.43)
11/20/23	11/30/23	LEGAL SERVICES	V231888	CLARK HILL	(1,877.00)	0.00	0.00	0.00	(1,877.00)	(43,218.43)
12/1/23	12/4/23	COST OF ISSUANCE	V231988	DICKINSON WRIGHT	0.00	0.00	0.00	0.00	0.00	(43,218.43)
12/15/23	1/5/24	ENGINEERING	V232122	PEA GROUP	(1,117.50)	0.00	0.00	0.00	(1,117.50)	(44,335.93)
12/21/23	1/8/24	LEGAL SERVICES	V232027	CLARK HILL	(595.00)	0.00	0.00	0.00	(595.00)	(44,930.93)
12/31/23	2/9/24	ADMINISTRATIVE FEE	D231254	ADMIN FEE 2023	(750.00)	0.00	0.00	0.00	(750.00)	(45,680.93)
12/31/23	1/30/24	INSPECTION - 12/2023	D231247	ICDC	(290.08)	0.00	0.00	0.00	(290.08)	(45,971.01)
1/26/24	1/30/24	LEGAL	V232240	CLARK HILL	(144.00)	0.00	0.00	0.00	(144.00)	(46,115.01)
2/5/24	2/7/24	ENGINEERING	V232320	PEA GROUP	(2,490.00)	0.00	0.00	0.00	(2,490.00)	(48,605.01)
2/23/24	2/27/24	LEGAL SERVICES	V240115	CLARK HILL	(4,680.00)	0.00	0.00	0.00	(4,680.00)	(53,285.01)
3/20/24	3/26/24	LEGAL	V240322	CLARK HILL	(1,213.50)	0.00	0.00	0.00	(1,213.50)	(54,498.51)
3/25/24	3/26/24	ENGINEERING	V240301	PEA GROUP	(262.50)	0.00	0.00	0.00	(262.50)	(54,761.01)
3/25/24	3/26/24	ENGINEERING	V240305	PEA GROUP	(1,044.50)	0.00	0.00	0.00	(1,044.50)	(55,805.51)
3/26/24	3/26/24	MOVE FROM D02-00 TO U02-00	D240336	V221339	(70.00)	0.00	0.00	0.00	(70.00)	(55,875.51)

03/27/24 2:39 PM

**Note: Receivables are assessments due to us (-) or prepaid (+) / Payables are usually note proceeds to be paid.

Ingham County Drain Commissioner
Pat Lindemann
Drain Ledger

U02-00		UNRUH DRAIN								
Date	Created	Explanation	Order No	Notes	801	802	Receivable	Payable	999	Balance
3/26/24	3/26/24	MOVE FROM U02-00 TO Z08-06	D240336	V231662	105.00	0.00	0.00	0.00	105.00	(55,770.51)
3/26/24	3/26/24	MOVE FROM U02-00 TO Z08-06	D240336	V231888	1,877.00	0.00	0.00	0.00	1,877.00	(53,893.51)
3/26/24	3/26/24	MOVE FROM U02-00 TO Z08-06	D240336	V232027	595.00	0.00	0.00	0.00	595.00	(53,298.51)
3/26/24	3/26/24	MOVE FROM U02-00 TO Z08-06	D240336	V232240	144.00	0.00	0.00	0.00	144.00	(53,154.51)
3/26/24	3/26/24	MOVE FROM U02-00 TO Z08-06 AND Z02-06	D240336	V240115	4,680.00	0.00	0.00	0.00	4,680.00	(48,474.51)
3/26/24	3/26/24	MOVE PART OF INVOICE FROM U02-00 TO D240336 D-22181 AND Z05-00	D240336	V230359	3,962.50	0.00	0.00	0.00	3,962.50	(44,512.01)
3/26/24	3/26/24	MOVE PART OF INVOICE FROM U02-00 TO D240336 D-22181 AND Z05-00	D240336	V230359	262.50	0.00	0.00	0.00	262.50	(44,249.51)
3/26/24	3/26/24	MOVE PART OF INVOICE FROM U02-00 TO D240336 D-22181 AND Z05-00	D240336	V230635	2,537.50	0.00	0.00	0.00	2,537.50	(41,712.01)
3/26/24	3/26/24	MOVE PART OF INVOICE FROM U02-00 TO D240336 Z08-06 AND D-22181	D240336	V232122	942.50	0.00	0.00	0.00	942.50	(40,769.51)
3/26/24	3/26/24	MOVE PART OF INVOICE FROM U02-00 TO D240336 Z08-06, D-23175, D-22181, Z02-06 AND Z05-00	D240336	V232320	2,140.00	0.00	0.00	0.00	2,140.00	(38,629.51)
3/26/24	3/26/24	MOVE TO F639 D-22181	D240336	V230482	78.00	0.00	0.00	0.00	78.00	(38,551.51)
3/26/24	3/26/24	MOVE TO F639 D-22181	D240336	V222442	301.25	0.00	0.00	0.00	301.25	(38,250.26)
3/26/24	3/26/24	RECORD PART OF INVOICE IN U02-00	D240336	V231039	(350.00)	0.00	0.00	0.00	(350.00)	(38,600.26)
3/27/24	3/27/24	MOVE FROM U02-00 TO Z08-00	D240340	V200373	1,059.25	0.00	0.00	0.00	1,059.25	(37,541.01)
3/27/24	3/27/24	MOVE FROM U02-00 TO Z08-00	D240341	D151281	1,072.19	0.00	0.00	0.00	1,072.19	(36,468.82)
3/27/24	3/27/24	MOVE FROM U02-00 TO Z08-00	D240341	D151281	711.03	0.00	0.00	0.00	711.03	(35,757.79)
3/27/24	3/27/24	MOVE FROM U02-00 TO Z08-00	D240341	D151281	0.08	0.00	0.00	0.00	0.08	(35,757.71)
3/27/24	3/27/24	MOVE FROM U02-00 TO Z08-00	D240341	D151281	216.56	0.00	0.00	0.00	216.56	(35,541.15)
3/27/24	3/27/24	MOVE FROM U02-00 TO Z08-00	D240341	D151281	682.00	0.00	0.00	0.00	682.00	(34,859.15)
3/27/24	3/27/24	MOVE FROM U02-00 TO Z08-00	D240341	D161252	281.19	0.00	0.00	0.00	281.19	(34,577.96)
3/27/24	3/27/24	MOVE FROM U02-00 TO Z08-00	D240341	D161253	3,171.33	0.00	0.00	0.00	3,171.33	(31,406.63)
3/27/24	3/27/24	MOVE FROM U02-00 TO Z08-00	D240341	D1612E1	794.53	0.00	0.00	0.00	794.53	(30,612.10)
3/27/24	3/27/24	MOVE FROM U02-00 TO Z08-00	D240341	D1612D9	110.95	0.00	0.00	0.00	110.95	(30,501.15)
3/27/24	3/27/24	MOVE FROM U02-00 TO Z08-00	D240341	D38850	538.33	0.00	0.00	0.00	538.33	(29,962.82)

03/27/24 2:39 PM

**Note: Receivables are assessments due to us (-) or prepaid (+) / Payables are usually note proceeds to be paid.

Ingham County Drain Commissioner

Pat Lindemann

Drain Ledger

U02-00 UNRUH DRAIN				801	802	Receivable	Payable	999	Balance	
Date	Created	Explanation	Order No	Notes						
3/27/24	3/27/24	MOVE FROM U02-00 TO Z08-00	D240341	D170702	458.66	0.00	0.00	0.00	458.66	(29,504.16)
3/27/24	3/27/24	MOVE FROM U02-00 TO Z08-00	D240341	D170703	1,246.25	0.00	0.00	0.00	1,246.25	(28,257.91)
3/27/24	3/27/24	MOVE FROM U02-00 TO Z08-06	D240339	V190774	18.75	0.00	0.00	0.00	18.75	(28,239.16)
3/27/24	3/27/24	MOVE FROM U02-00 TO Z08-06	D240339	V220604	275.00	0.00	0.00	0.00	275.00	(27,964.16)
3/27/24	3/27/24	MOVE FROM U02-00 TO Z08-06	D240339	V220605	275.00	0.00	0.00	0.00	275.00	(27,689.16)
3/27/24	3/27/24	MOVE FROM U02-00 TO Z08-06	D240339	V220606	275.00	0.00	0.00	0.00	275.00	(27,414.16)
3/27/24	3/27/24	MOVE FROM U02-00 TO Z08-06	D240339	V220607	275.00	0.00	0.00	0.00	275.00	(27,139.16)
3/27/24	3/27/24	MOVE FROM U02-00 TO Z08-06	D240339	V220608	275.00	0.00	0.00	0.00	275.00	(26,864.16)
3/27/24	3/27/24	MOVE FROM U02-00 TO Z08-06	D240339	V220609	275.00	0.00	0.00	0.00	275.00	(26,589.16)
3/27/24	3/27/24	MOVE FROM U02-00 TO Z08-06	D240339	V220610	275.00	0.00	0.00	0.00	275.00	(26,314.16)
3/27/24	3/27/24	MOVE FROM U02-00 TO Z08-06	D240339	V220611	275.00	0.00	0.00	0.00	275.00	(26,039.16)
3/27/24	3/27/24	MOVE FROM U02-00 TO Z08-06	D240341	V211550	70.00	0.00	0.00	0.00	70.00	(25,969.16)
3/27/24	3/27/24	MOVE FROM U02-00 TO Z08-06	D240341	V211814	350.00	0.00	0.00	0.00	350.00	(25,619.16)
3/27/24	3/27/24	MOVE FROM U02-00 TO Z08-06	D240341	V212000	525.00	0.00	0.00	0.00	525.00	(25,094.16)
3/27/24	3/27/24	MOVE FROM U02-00 TO Z08-06	D240341	V220113	140.00	0.00	0.00	0.00	140.00	(24,954.16)
3/27/24	3/27/24	MOVE FROM U02-00 TO Z08-06	D240341	V220234	140.00	0.00	0.00	0.00	140.00	(24,814.16)
Ending Balance:					(19,614.16)	0.00	0.00	5,200.00	(24,814.16)	(24,814.16)
Grand Total:					(19,614.16)	0.00	0.00	5,200.00	(24,814.16)	(24,814.16)

03/27/24 2:39 PM

**Note: Receivables are assessments due to us (-) or prepaid (+) / Payables are usually note proceeds to be paid



12. B

To: Board Members
From: Michael R. Hamel, Fire Chief
Date: March 27, 2024
Re: MSP Emergency Management and Homeland Security Division Section 19 Resolution

Meridian Township intends to submit an Application for Disaster Assistance to the Michigan State Police, Emergency Management and Homeland Security Division under Section 19 of the Emergency Management Act for damages caused by the August 2023 severe storms, tornadoes, and flooding. The eligible reimbursement amount for Meridian Township is approximately \$30,345.48. The application process requires the municipality to submit a formal resolution. Enclosed is the resolution for Board review and approval.

The following motion is proposed for Board consideration:

MOVE TO ADOPT THE STATE DISASTER CONTINGENCY FUND GRANT RESOLUTION FOR MERIDIAN TOWNSHIP'S APPLICATION FOR DISASTER ASSISTANCE.

Attached: Application for Disaster Assistance and State Contingency Fund Grant Resolution

EMHSD-19 (7-23)
MICHIGAN STATE POLICE
EMERGENCY MANAGEMENT & HOMELAND SECURITY DIVISION
APPLICATION FOR DISASTER ASSISTANCE

(Under Section 19, Act 390 PA 1976 as amended)

1. Applications may be submitted by a county or municipality.
2. Local units submitting applications shall appoint an agent to act on their behalf.
3. In accordance with Rule 30.54, this application shall be accompanied by a resolution of the governing body (see page 2 for sample language).
4. Applicant completes unshaded parts of this form.

1. POLITICAL SUBDIVISION		2. APPLICANT'S AGENT		INTERNAL USE ONLY	
Name Charter Twp. of Meridian		Name Dante Ianni		Date Received	
Address 5151 Marsh Rd Okemos, MI 48864		Title Finance Director		Date Reviewed	
Population 43,916		Address 5151 Marsh Rd Okemos, MI 48864		Incident No.	
				Applicant's Agent Telephone Number 517-853-4104	
3. DISASTER BURDEN FOR PROGRAM ELIGIBILITY (See Rule 30.53(d) of the Administrative Rules)					
Dates of Consecutive 5-day period From 8/24/23 TO 8/28/23		Current Fiscal Year General Fund Budget for Affected/Responding Agency 2024 - \$8,106,734			
One (1) percent of current general fund operating budget (see above budget) \$81,067.34		Amount of actual expenses for listed agencies during 5-day period \$30,345.48			
Identify Affected/Responding Agencies for Incident: Meridian Twp. Fire Department Meridian Twp. Department of Public Works					
4. ALL ELIGIBLE DISASTER EXPENDITURES AND COSTS FOR REIMBURSEMENT CONSIDERATION (Rule 30.56 of the Admin. Rules)					
Overtime for police department	0	Equipment repair costs for disaster	0		
Overtime for fire department	1021.13	Volunteer costs	0		
Overtime for public works department	0	Costs to repair damage to public facilities or road systems caused by disaster	0		
Overtime for county road commission	0	Other Costs Not Listed Above (list each)	29324.35		
Overtime for emergency medical services	0	Granger \$664.35 Upper Cut Tree service \$4,000.00	29324.35		
Overtime for other employees	0	Redwood Landscaping \$16,095	29324.35		
Contracts with other jurisdictions	0	Luke Landscaping \$8,565	29324.35		
Fuel for equipment used	0	TOTAL	30,345.48		
Shelter supplies for disaster	0				
<i>NOTE: Normal or day-to-day expenses; any costs reimbursed by a federal, state or local agency; any costs reimbursed by insurance; or any capital outlay expenditures are not eligible.</i>					
5. PREVIOUS OPERATING BUDGET (See Rule 30.58 of the Administrative Rules)					
Applicants total operating budget for preceding fiscal year (all fund sources) \$74,723,355		Ten (10) percent of the amount at left \$7,472,335.50			
6. SIGNATURE OF APPLICANT'S AGENT					
Signature			Date		
7. DISTRICT COORDINATOR REVIEW					
	Yes	No	N/A		No
Application and resolution complete				Applicant eligible	
Copy of local emergency declaration				Amount claimed	
Exhaustion of local effort				Amount eligible	
Emergency Management Program				COMMENTS:	
Work Agreement Form					
Annual Exercise					
Current Plan Standard					
Adequate Plan Standard					
Plan Implementation Standard					
Support Plan (if applicable)					
Substantiation of Claims Standard				District Coordinator's Signature	Date
Damage Assessment Standard					
DIRECTORS RECOMMENDATION					
Grant approval recommended <input type="checkbox"/>		Grant amount recommended		Grant disapproval recommended <input type="checkbox"/>	
Reasons for disapproval					
Signature				Date	

**STATE DISASTER CONTINGENCY FUND GRANT
RESOLUTION**

BE IT RESOLVED BY _____ (1) OF _____ (2),

WHEREAS, _____ (2), Michigan, is a political subdivision within the State of Michigan with an official Emergency Operations plan in compliance with Section 19 of the Emergency Management Act, Act 390, Public Acts of 1976, as amended.

WHEREAS, _____ (2), sustained severe losses of major proportions brought on by the _____ (3) resulting in the following conditions (4):

WHEREAS, _____ (1) certifies that the _____ (5) Emergency Operations Plan was implemented at the onset of the disaster at _____ (6) and all applicable disaster relief forces identified therein were exhausted.

WHEREAS, as a direct result of the disaster, public damage and expenditures were extraordinary and place an unreasonably great financial burden on _____ (2) totaling _____ (7).

NOW, THEREFORE BE IT RESOLVED THAT _____ (1) requests the Governor authorize a grant to the _____ (2) from the State Disaster Contingency Fund pursuant to Section 19, Act 390, Public Acts of 1976, as amended.

FURTHERMORE, _____ (8) is authorized to execute for and in behalf of _____ (2) the application for financial assistance and to provide to the State any information required for that purpose.

Action taken and incorporated in the minutes of a meeting of

_____ (name of governing body)

on _____ (date)

Attest; _____ (name of clerk)

NOTES: (1) Insert name of governing body (City Council, County Board of Commissioners, Township Board, etc.)

(2) Insert name of political subdivision (City of _____, _____ County, Township of _____)

(3) Insert the type of disaster (tornado, flood, explosion, etc.) _____ . etc.)

(4) Insert a brief description of the effects of the disaster on the community.

(5) County governments and municipalities under 10,000 population insert the term "county"; municipalities over 10,000 population insert the term 'municipal' if they maintain a separate plan; or the term "county/municipal" if they are included in the county plan.

(6) Insert the time and date the plan was implemented.

(7) Insert the total dollar value of eligible disaster expenditures and costs (from Section 3 of the application).

(8) Insert the name of the applicant's agent who is authorized to act for and on behalf of the political subdivision.



To: Township Board

**From: Timothy R. Schmitt, AICP
Director of Community Planning and Development**

Date: March 26, 2024

Re: Text Amendment #2024-03 – Planning Commission Membership Standards Ordinance

Text Amendment #2024-03 is an ordinance that would update the number of members of the Planning Commission. The current ordinance calls for nine members of the Planning Commission. State enabling legislation allows communities to have between five and eleven members, depending on the type of government agency. Meridian Township has had a nine-member Planning Commission based on the old Michigan Planning Enabling Act, from prior to 2008. When the State updated the Act in 2008, the Township discussed changing the number of members to the Planning Commission to seven and the original draft of the ordinance showed seven members, but this change did not make the final ordinance at that time.

At the March 19th Township Board meeting, an initial discussion on the matter was held and no major concerns were raised. The Board directed Staff to discuss the proposal with the Planning Commission for their input as well. The Planning Commission discussed the proposed change at their March 25th meeting and raised no major concerns as well. There was some discussion regarding new levels of quorum and how many votes would be required to approve specific items, along with an acknowledgement that Staff would need to review the bylaws if this ordinance was approved, to bring forward any bylaw changes that would be necessary as a result. But generally, the Planning Commission was supportive of the change.

Staff **recommends approval** of the proposed ordinance at this time to amend the Code of Ordinances to change the number of Planning Commission members from nine to seven. Staff has provided the following recommended motion and attached resolution to introduce the ordinance.

Move to adopt the resolution approving for introduction Text Amendment #2024-03 to amend the Code of Ordinances of the Charter Township of Meridian at Section 2-287 to change the number of Planning Commission members from nine to seven.

Attachments

1. Resolution to approve for Introduction Ordinance 2024-03
2. Ordinance 2024-03 – Membership of the Planning Commission

RESOLUTION TO APPROVE - INTRODUCTION

**Text Amendment 2024-03
Planning Commission Membership**

RESOLUTION

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 2nd day of April 2024, at 6:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, the Township’s code of ordinances currently requires nine members on the Planning Commission; and

WHEREAS, the State enabling legislation allows for as few as five and as many as nine members on a local Planning Commission ; and

WHEREAS, there are currently two vacancies on the Planning Commission and their Commission is functioning effectively with seven members; and

WHEREAS, there have been other occasions where only seven members were on the Planning Commission and business continued to be effectively completed in a timely manner; and

WHEREAS, there have been two new planning related Boards added in the Township since the 2008 update of the State enabling legislation, allowing for a variety of additional volunteering opportunities;

NOW THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby INTRODUCES FOR PUBLICATION AND SUBSEQUENT ADOPTION Ordinance No. 2024-03, entitled “An Ordinance to amend Section 2-287, Membership, of the Charter Township of Meridian Code of Ordinances to modify the number of required members of the Planning Commission.”; and

BE IT FURTHER RESOLVED that the Clerk of the Charter Township of Meridian is directed to publish the Ordinance in the form in which it was adopted.

ADOPTED: YEAS: _____

NAYS: _____

STATE OF MICHIGAN)

) ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Township Board on the 2nd day of April, 2024.

Deborah Guthrie
Township Clerk

ORDINANCE NO. 2022-03

AN ORDINANCE TO AMEND SECTION 2-287, MEMBERSHIP, OF THE CHARTER TOWNSHIP OF MERIDIAN CODE OF ORDINANCES TO MODIFY THE NUMBER OF REQUIRED MEMBERS OF THE PLANNING COMMISSION

THE CHARTER TOWNSHIP OF MERIDIAN ORDAINS:

Section 1. Section 2-287, Membership, is hereby amended to read as follows:

(a) Number; community representation; holding of other offices; terms of office; removal. The Planning Commission shall consist of ~~nine~~-seven members who shall be appointed by the Township Supervisor, subject to the approval by a majority vote of the Township Board, elected and serving. The members shall represent important segments of the community in accordance with the major interests as they exist in the local unit of government, such as agriculture, natural resources, recreation, education, public health, government, transportation, industry, and commerce. The membership shall have geographical representation of the local unit of government to the extent practicable. Members of the Planning Commission shall be qualified electors in the Township, except that one Planning Commission member may be an individual who is not a qualified elector in the Township. No member of the Planning Commission shall be an elected officer or employee of the Township. One member may be a member of the Zoning Board of Appeals. The term of each member shall be three years. All members shall hold office until their successors are appointed. Members may, upon written charges and after a public hearing, be removed by the Township Board for misfeasance, malfeasance, or nonfeasance in office.

- (b) [UNCHANGED]
(c) [UNCHANGED]
(d) [UNCHANGED]

Section 2. Validity and Severability. The provisions of this Ordinance are severable and the invalidity of any phrase, clause or part of this Ordinance shall not affect the validity or effectiveness of the remainder of the Ordinance.

Section 3. Repealer Clause. All ordinances or parts of ordinances in conflict therewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 4. Savings Clause. This Ordinance does not affect rights and duties matured, penalties that were incurred, and proceedings that were begun, before its effective date.

Section 5. Effective Date. This Ordinance shall be effective thirty (30) days following the date of publication.

ADOPTED by the Charter Township of Meridian Board at its regular meeting this XXth day of XXXXXXX, 2024.

Patricia Herring Jackson, Township Supervisor

Deborah Guthrie, Township Clerk



To: Township Board

**From: Timothy R. Schmitt, AICP
Community Planning and Development Director**

Date: March 26, 2024

**Re: Recreational Marijuana License Application
Zone 1 – Haslett Gallery**

The Recreational Marijuana Review Committee has completed their initial review of the applications that were submitted for recreational marijuana in the Township. Zone 1, which is located at the southeast corner of Okemos Road and Haslett Road. One application was received in this Zone during the January application window the Township Board authorized. The applicant, Haslett Gallery, Inc., is also the previously selected medical marijuana licensee, although they are not yet open for medical marijuana sales and have indicated on their application that they would not be applying to the State of Michigan for a medical license at this location.

Application Contents

Staff reviewed the application based on the standards found in Section 40-68(2) of the Township Ordinances, which outlines the requirements for the submittal. Staff's review of the application determined that the application met all the requirements in the Ordinance. Notably, this applicant has indicated all along that their sales do not have odor issues, as they sell only pre-packaged products. Therefore, there should be no rogue odors, although they do have filtration systems that are utilized to ensure no trade odors escape. The applicant has operated other facilities and there are no denials/restrictions/suspensions/revocations/etc with the other licensed facilities. In total, the application meets the minimum standards of the Ordinance.

Competitive Review Criteria

Although only one application was received in Zone 1, the application was still reviewed by the Review Committee against the competitive review criteria, to determine if there were any areas that needed to be clarified or additional information submitted.

a. The content and sufficiency of the information provided in the application for recreational marijuana licensing.

The Review Committee found no deficiencies in their application.

b. Whether the proposed licensed location is consistent with the land use for the surrounding neighborhood.

The facility is proposed to be located in a small commercial center that has been in this area for decades. The space is currently vacant and has been for some time, although the center itself is largely occupied. The location is consistent with the Master Plan designation for the property and the surrounding uses. There are residential uses to the south, but the operation is such that this facility will operate no differently than a traditional retail outlet.

c. Whether the applicant and its stakeholders have demonstrated competency in business operations and have a good reputation in the community and marijuana industry, viewed in light of history of compliance with state and local laws and regulations; whether the applicant

or its stakeholders has held, or currently holds, any other state regulated license, including a CRA issued license or a liquor license; whether the applicant or its stakeholders currently operate or previously operated any other marijuana or state regulated businesses; reviews and references related to any ongoing business operations; and any other information or documentation that demonstrates good reputation and good moral character.

The applicant, both corporate and individually, have not had a license, permit, or certificate issued by a licensing authority denied, restricted, revoked, or not renewed.

d. The extent that proposed plans eliminate or minimize traffic, noise, and odor effects on the surrounding neighborhood.

This application has the best possible odor control, by not bringing unpackaged products into the facility. This approach should lead to the 'lightest touch' of any of the marijuana applicants. Their noise and traffic are not expected to be more than a traditional retail outlet.

e. Whether the applicant has demonstrated a dedication to Meridian Township and the community.

The application indicated a strong push towards local hiring and so far during construction, they have utilized local contractors where possible. Their staffing plan is solid and indicates a total of 14 new full time equivalents, all starting at a minimum of \$15/hr.

f. How the application meets a number of physical site criteria, listed in the procedures.

The proposed facility would reuse an existing retail space that has been vacant for several years, including a period of time prior to the applicant leasing the space. They have already started the build out of the space, previously, for medical marijuana, putting over \$450,000 into the project. An additional \$250,000 is expected to complete construction on the space. There are no physical changes to the exterior of the space. The applicant has proposed a comprehensive security plan which will be reviewed by the Police Department during the Special Use Permit process.

g. Whether the applicant and its stakeholders have reasonably demonstrated that they possess sufficient financial resources to implement and carry out their proposed business plan and operations. In assessing this criterium, the Township should consider the scope of applicant's proposed business plan in conjunction with documentation of financial assets (i.e. bank statements, tax returns, documents denoting pecuniary interest utilized by the CRA), liabilities, and sources of funding.

The applicant has provided financial information showing that they have the capacity to take on the project and bring it to fruition.

h. Whether the applicant is an existing and operating medical marijuana Permit Holder within the Township and the length of time of such operations.

The applicant is one of the original medical marijuana applicants, but never finished construction during the Covid19 pandemic and did not open the facility.

i. Whether the planned signage for the proposed location is consistent with the land uses in the surrounding neighborhood and of such a design and location that is in harmony with the purpose and intent of the Zoning Ordinance and the Meridian Township Recreational Marijuana Ordinance. This includes, but is not limited to, the size, location, construction materials of the sign and/or design of the sign, logos, or lighting.

The signage being proposed is standard retail signage, with no obvious imagery that would be disharmonious with the surrounding commercial businesses and larger surrounding neighborhood. They will have a standard wall sign and a panel in the multi-tenant ground sign that already exists on the property.

j. Whether the applicant has planned community outreach to the Township and its residents, including but not limited to planned educational services, charitable or philanthropic activity, community improvement, or other programs that will directly benefit the Township, Township services, or improve the health, safety, and welfare of the Township and its residents.

The applicant has indicated some community benefits in their application, outlining what they have done in other communities and how that might apply to Meridian township.

Township Board Action

The Township Board can approve or not approve a conditional permit in Zone 1 to Haslett Gallery. Should a conditional permit be granted, the applicant will then need to apply for Special Use permit review, which will start with the Planning Commission and ultimately be reviewed and approved/denied by the Township Board.



To: Township Board

**From: Timothy R. Schmitt, AICP
Community Planning and Development Director**

Date: March 27, 2024

**Re: Recreational Marijuana License Application
Zone 4 – Okemos Local Investments**

The Recreational Marijuana Review Committee has completed their initial review of the applications that were submitted for recreational marijuana in the Township. Zone 4, which is located on the east side of Hagadorn Road, south of Mount Hope Road and the CSX Railroad tracks. One application was received in this Zone during the January application window the Township Board authorized. The applicant, Okemos Local Investments, was previously selected as a medical marijuana licensee, although their approval lapsed and no construction towards a facility was ever started.

Application Contents

Staff reviewed the application based on the standards found in Section 40-68(2) of the Township Ordinances, which outlines the requirements for the submittal. Staff’s review of the application determined that the application met all the requirements in the Ordinance, however we did ask the applicant for multiple clarifications, given the nature of the ownership structure, which includes several llcs, some of which are new as of earlier this year. This is not unusual in the industry, it just creates layers for Staff to research through. In total, the application meets the minimum standards of the Ordinance.

Competitive Review Criteria

Although only one application was received in Zone 4, the application was still reviewed by the Review Committee against the competitive review criteria, to determine if there were any areas that needed to be clarified or additional information submitted.

a. The content and sufficiency of the information provided in the application for recreational marijuana licensing.

All application deficiencies were resolved acceptably by the applicant.

b. Whether the proposed licensed location is consistent with the land use for the surrounding neighborhood.

The facility is proposed to be located in an area along Hagadorn Road that is on the edge of the built up area of the Road. There is an office building to the north, but to the south is one single-family home surrounded by a large amount of natural area. To the west is one of Michigan State University’s research farms. The house proposed to be repurposed for the proposed facility is in need of repairs and refurbishment. The proposed use is consistent with the Master Plan designation for the property.

c. Whether the applicant and its stakeholders have demonstrated competency in business operations and have a good reputation in the community and marihuana industry, viewed in light of history of compliance with state and local laws and regulations; whether the applicant

or its stakeholders has held, or currently holds, any other state regulated license, including a CRA issued license or a liquor license; whether the applicant or its stakeholders currently operate or previously operated any other marijuana or state regulated businesses; reviews and references related to any ongoing business operations; and any other information or documentation that demonstrates good reputation and good moral character.

The applicant, both corporate and individually, have not had a license, permit, or certificate issued by a licensing authority denied, restricted, revoked, or not renewed.

d. The extent that proposed plans eliminate or minimize traffic, noise, and odor effects on the surrounding neighborhood.

This application is relying on the fact that they are in a relatively unpopulated portion of the Township as the main inhibitor of negative externalities. They have limited detail on odor control, with basic systems in place to limit smells. They have acknowledged traffic through their traffic study, which indicates that a turn lane and taper lane are likely to be required by the Ingham County Road Department. Given the location however, traffic would not be expected to be a major concern.

e. Whether the applicant has demonstrated a dedication to Meridian Township and the community.

The application largely did not address this issue. One of the proposed owners, however, is a resident of the Township and lives nearby the proposed facility.

f. How the application meets a number of physical site criteria, listed in the procedures.

The property and house in question are in need of investment and rehabilitation and the applicant is proposing to do just that. The proposal will substantially improve the property and the corridor generally in this regard. The security plan is fairly basic at this time, following State guidelines. We will solicit further feedback from the Police Department during the Special Use Permit review process.

g. Whether the applicant and its stakeholders have reasonably demonstrated that they possess sufficient financial resources to implement and carry out their proposed business plan and operations. In assessing this criterium, the Township should consider the scope of applicant's proposed business plan in conjunction with documentation of financial assets (i.e. bank statements, tax returns, documents denoting pecuniary interest utilized by the CRA), liabilities, and sources of funding.

At this point, the applicant has provided no information about the financial backing of the project. This is something that will be addressed by the State, should this application proceed to licensing.

h. Whether the applicant is an existing and operating medical marijuana Permit Holder within the Township and the length of time of such operations.

This application was one of the originally selected medical marijuana applications, but they never proceeded to special use permit review or construction.

i. Whether the planned signage for the proposed location is consistent with the land uses in the surrounding neighborhood and of such a design and location that is in harmony with the purpose and intent of the Zoning Ordinance and the Meridian Township Recreational Marijuana Ordinance. This includes, but is not limited to, the size, location, construction materials of the sign and/or design of the sign, logos, or lighting.

Signage details have not been submitted at this time.

j. Whether the applicant has planned community outreach to the Township and its residents, including but not limited to planned educational services, charitable or philanthropic activity, community improvement, or other programs that will directly benefit the Township, Township services, or improve the health, safety, and welfare of the Township and its residents.
No information has been provided with respect to this standard of review.

Township Board Action

The Township Board can approve or not approve a conditional permit in Zone 4 to Okemos Local Investments.. Should a conditional permit be granted, the applicant will then need to apply for Special Use permit review, which will start with the Planning Commission and ultimately be reviewed and approved/denied by the Township Board.



To: Township Board

**From: Timothy R. Schmitt, AICP
Community Planning and Development Director**

Date: March 27, 2024

**Re: Recreational Marijuana License Application
Zone 5 - SAANDS Meridian**

The Recreational Marijuana Review Committee has completed their initial review of the applications that were submitted for recreational marijuana in the Township. Zone 5, which includes both the northeast and northwest quadrants of the intersection of Okemos and Jolly Roads. One application was received in this Zone during the January application window the Township Board authorized. The applicant, SAANDS Meridian, is the previously selected medical marijuana licensee. They have completed construction on their medical facility, received a temporary certificate of occupancy, and are in process with the State for issuance of their license to operate.

Application Contents

Staff reviewed the application based on the standards found in Section 40-68(2) of the Township Ordinances, which outlines the requirements for the submittal. Staff's review of the application determined that the application met all the requirements in the Ordinance. This applicant provided the most complete application of the five received. They have detailed security and operations plans, along with a very detailed background of the other businesses operated and the parties involved. In total, the application meets the minimum standards of the Ordinance.

Competitive Review Criteria

Although only one application was received in Zone 5, the application was still reviewed by the Review Committee against the competitive review criteria, to determine if there were any areas that needed to be clarified or additional information submitted.

a. The content and sufficiency of the information provided in the application for recreational marijuana licensing.

The Review Committee found no deficiencies in their application and noted that this application was the most complete of the five received.

b. Whether the proposed licensed location is consistent with the land use for the surrounding neighborhood.

The facility is proposed to be located in a small commercial center that has been in this area for decades. The space is currently vacant and has been for some time, although the center itself is largely occupied. The location is consistent with the Master Plan designation for the property and the surrounding uses. There are no residential uses adjacent, as the area is entirely non-residential and the use should function similar to any other retail operation.

c. Whether the applicant and its stakeholders have demonstrated competency in business operations and have a good reputation in the community and marijuana industry, viewed in light of history of compliance with state and local laws and regulations; whether the applicant

or its stakeholders has held, or currently holds, any other state regulated license, including a CRA issued license or a liquor license; whether the applicant or its stakeholders currently operate or previously operated any other marijuana or state regulated businesses; reviews and references related to any ongoing business operations; and any other information or documentation that demonstrates good reputation and good moral character.

The applicant, both corporate and individually, have not had a license, permit, or certificate issued by a licensing authority denied, restricted, revoked, or not renewed. They have a broad history in the industry, both medical and recreational and have no major issues over their time of operation.

d. The extent that proposed plans eliminate or minimize traffic, noise, and odor effects on the surrounding neighborhood.

The applicant comprehensively addresses each topic, notably odor, which they have a broad plan to address. This is another facility that doesn't sell loose product, meaning everything is sealed before arriving on site, strongly reducing the potential for odor issues.

e. Whether the applicant has demonstrated a dedication to Meridian Township and the community.

The applicant has committed to a living wage of \$20/hr plus benefits. Additionally, they have already made a substantial investment in the facility, purchasing the shopping center and building the space out for a medical license. Plans are in development to give the entire center a 'facelift' in the coming year.

f. How the application meets a number of physical site criteria, listed in the procedures.

The security plan that has been provided is top notch, outlining items that are well beyond a standard plan. The proposed facility would reuse an existing building rather than build new, folding into the exiting retail framework of the Township. There is a substantial amount of investment into the space and separately, the applicant is proposing to enhance the entire facade the shopping center as the project moves forward.

g. Whether the applicant and its stakeholders have reasonably demonstrated that they possess sufficient financial resources to implement and carry out their proposed business plan and operations. In assessing this criterium, the Township should consider the scope of applicant's proposed business plan in conjunction with documentation of financial assets (i.e. bank statements, tax returns, documents denoting pecuniary interest utilized by the CRA), liabilities, and sources of funding.

The applicant has provided financial information showing that they have the capacity to take on the project and bring it to fruition.

h. Whether the applicant is an existing and operating medical marijuana Permit Holder within the Township and the length of time of such operations.

The applicant is one of the original medical marijuana applicants. They have received temporary occupancy on the space, having finished construction on the build out and are working with the State of Michigan to get their medical license issued so they can open and operate.

i. Whether the planned signage for the proposed location is consistent with the land uses in the surrounding neighborhood and of such a design and location that is in harmony with the purpose and intent of the Zoning Ordinance and the Meridian Township Recreational Marijuana

Ordinance. This includes, but is not limited to, the size, location, construction materials of the sign and/or design of the sign, logos, or lighting.

The proposed sign is relatively standard retail type signage on the wall of the building, above the suite.

j. Whether the applicant has planned community outreach to the Township and its residents, including but not limited to planned educational services, charitable or philanthropic activity, community improvement, or other programs that will directly benefit the Township, Township services, or improve the health, safety, and welfare of the Township and its residents.

The applicant has provided a broad community outreach program in their application information, including regular meetings to keep the community informed and processes for address complaints.

Township Board Action

The Township Board can approve or not approve a conditional permit in Zone 5 to SAANDS Meridian. Should a conditional permit be granted, the applicant will then need to apply for Special Use permit review, which will start with the Planning Commission and ultimately be reviewed and approved/denied by the Township Board.



To: Board Members

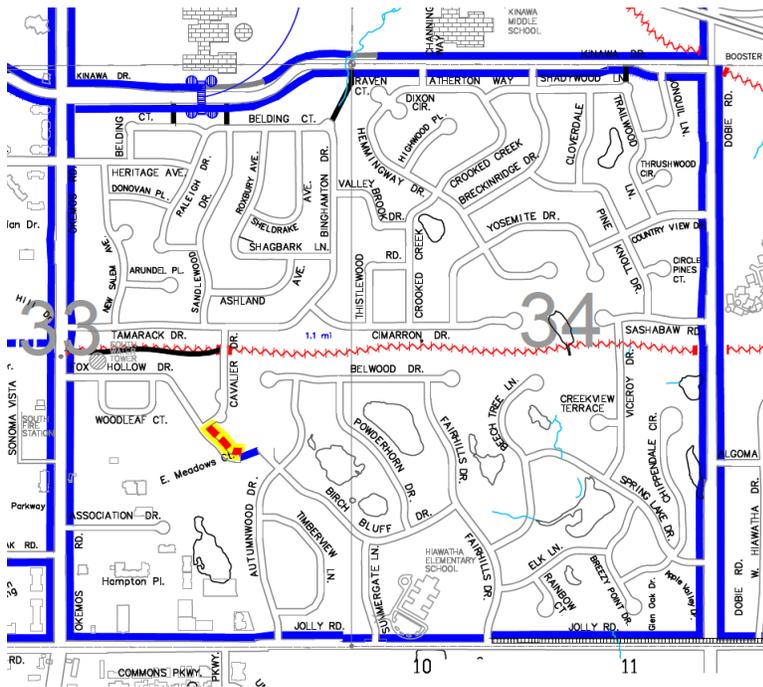
From: Dan Opsommer, Deputy Township Manager
Director of Public Works and Engineering

Date: April 2, 2024

Re: 2024 Pathway Master Plan Update

In 2023, residents contacted the Township and asked that we consider installing a pathway along Fox Hollow Dr as this is a route that children use to walk to Hiawatha Elementary School. These school children use the sidewalk along Cavalier Dr, then they walk along Fox Hollow Dr where there is no sidewalk or pathway to get to the existing pathway at the end of Birch Bluff Dr.

No sidewalks or pathways were constructed on Fox Hollow Dr due to development patterns in this area. We are proposing to add this section of pathway to the Pathway Master Plan so that it can be constructed in 2024 in order to provide a safer route to school for these children.



The following motion has been prepared for the Board’s consideration:

MOVE TO APPROVE THE 2024 PATHWAY MASTER PLAN.

Attachments:

1. Proposed 2024 Pathway Master Plan



To: Board Members
From: Michael R. Hamel, Fire Chief
Date: March 27, 2024
Re: Architectural Firm Selection for Central Fire Station Dormitory Addition

In January 2024, Meridian Township opened a Request for Proposal (RFP) to design a dormitory addition to Central Fire Station. Three proposals were submitted for the project from DLZ Michigan, Inc. in Lansing, Hobbs+Black Architects in Lansing and A3C Collaborative Architecture in Ann Arbor.

The review process consisted of an assessment of the written proposal, analysis of each firm's related experience, and recommendations from organizations/municipalities/fire departments that have utilized these firms for design services. The proposal from DLZ Michigan, Inc. for completion of this project is 368 hours with a total cost of \$60,000. The proposal from Hobbs+Black Architects is 603 hours with a total cost of \$86,890. The proposal from A3C Collaborative Architecture is 354 hours with a total cost of \$52,042.

Upon conclusion of the review process, Hobbs+Black Architects was identified as the best option to design the dormitory addition at Central Fire Station. They provided us with the most comprehensive proposal and Staff is confident that the project will be in good hands under their design leadership.

The following motion is proposed for Board consideration:

MOVE TO ENTER INTO A CONTRACT WITH HOBBS+BLACK ARCHITECTS TO DESIGN THE DORMITORY ADDITION AT CENTRAL FIRE STATION.

Attached: Proposal from Hobbs+Black Architects

HOBBS + BLACK ARCHITECTS
ARCHITECTURE | PLANNING | INTERIOR DESIGN



CENTRAL FIRE STATION DORMITORY ADDITION DESIGN

MERIDIAN CHARTER TOWNSHIP | FEBRUARY 16, 2024

February 16, 2024

Melissa Massie
Director of Project Management and Operations
5151 Marsh Road
Okemos, MI 48864

Re: Meridian Township Fire Department
2024 Request for Design Services – Dormitory Addition to Central Fire Station

Dear Selection Committee:

Thank you for the opportunity to present our team's qualifications and applicable experience for the work outlined within your current RFP. Based on our review of the proposal request documents and site visit, we know that our team's applicable work experience will serve Meridian Township well in the planning, design, and implementation of the identified project that exemplifies a high level of commitment to providing first-class facilities that will be cost-effective to renovate, operate, and maintain for many years to come.

Our team is a highly qualified team that has significant experience with fire stations. We are currently working with the City of Lansing in the development of two new fire stations, renovations, additions to Fire Station 8, and a new Fire Training Facility.

We attribute the success of our work to our ability to carefully listen to our clients and stakeholders while providing our professional expertise, which balances the realities of implementation and budgets. Our careful attention to detail has also been paramount to our success. Our design approach is based on crafting and testing design solutions, which explore the many elements of important design objectives, environmental sensitivity, value engineering, functionality, project safety, maintainability, code compliance, and most importantly, budgets and timelines.

Thank you for the opportunity, it is greatly appreciated.

Respectfully Submitted,



Martin Ruiter, AIA, LEED AP
Senior Vice President
Hobbs+Black Architects

FIRM INTRODUCTION 1

PROJECT TEAM 7

PROJECT EXPERIENCE 18

PRELIMINARY FLOOR PLANS 24

SCHEDULE 25

COMPENSATION 26



Hobbs+Black Architects is a nationally recognized firm serving a diverse group of clients since 1965. Over 55 professionals provide architectural, design, and related consulting services from our offices in Ann Arbor, Lansing, and Phoenix.

As one of the Top 300 Architecture Firms nationally as reported by *Architectural Record* (2019), our diversified practice meets design challenges that often require extensive research and innovation. Our diversity and flexibility make us uniquely qualified to solve complex problems with minimal resources and within stringent time lines. As a full-service architecture firm we provide our clients with complete service from study to construction administration including:

- > Facility Audit and Site Analysis
- > Site Planning, Design, and Zoning
- > Facility Programming
- > Master Planning
- > Architectural Design
- > Space Planning
- > Contract Document Development
- > Interior Design and Procurement
- > Signage Design and Implementation
- > Relocation Management
- > Post Completion Evaluation

PROJECT EXPERIENCE

Hobbs+Black's experience includes new facility design as well as renovation and conversion of existing structures. Projects range from libraries and educational facilities to government entities including city and township halls, justice and courtroom facilities, public safety, police and fire stations, and public service training facilities as well as office buildings.

Locations

ANN ARBOR - HEADQUARTERS
100 North State Street
Ann Arbor, Michigan 48104
734.663.4189

LANSING
117 E. Allegan Street
Lansing, Michigan 48933
517.484.4870

PHOENIX
4300 N. Miller Road, Ste 147
Scottsdale, Arizona 85251
480.968.6944

Type of Organization

Corporation

THE DESIGN APPROACH

Each project must be approached with a focus on balancing project scope, quality, and project budget as well as creative planning. To achieve this objective, the owner's participation in the design process is critical. Our design team knows civic buildings, but only those who manage and operate your existing facilities on a daily basis know every detail of how a new facility will be used. In a dynamic process, we combine your ideas and knowledge about your operation with our vision and expertise of governmental facility design. The result is a solution that is strategic, affordable, and comprehensive.

With detailed programming input, Hobbs+Black will translate a facility program into a facility design that is aesthetically appropriate, functionally efficient, and can accommodate future changes.

PHILOSOPHY & COMPANY VALUES

The Hobbs+Black Healthcare Studio's philosophy centers on understanding needs – whether it be promoting a welcoming and caring environment, incorporating new advances in technology and operations, creating or extending the tradition of a healthcare institution, or establishing an appropriate fixture in the community. Designing healthcare projects is one of the most challenging and rewarding venues possible. A well-designed space can alleviate numerous patient anxieties and truly impact a patient's recovery and healing in a positive way. We focus on hospitality to create warm, caring, and inviting spaces for patients and their visitors, as well as operational functionality to allow staff to provide care in the best efficiency possible. Healthcare facilities are conceptualized with the patient in mind, but we also incorporate the needs of the staff, who benefit from a positive and inviting working environment. Whether developing large hospitals, medical buildings, ambulatory care centers, or smaller community facilities, we integrate hospitality and functionality throughout the design phase because no matter how big or small a project may be, the impact on the patient, families, and staff is always significant.



ABOUT MATRIX CONSULTING ENGINEERS



It is the mission of Matrix Consulting Engineers (Matrix) to provide the highest quality service to customers and an atmosphere that is conducive to personal and professional growth for its employees. They provide the latest technology and resources available and are confident that it can provide the best possible experience for both customers and employees.

APPROACH

Matrix has degreed professionals in mechanical and electrical engineering with a broad range of experience to design your building system needs. They can engineer efficient and cost effective solutions for your commercial, industrial, health- care, educational, institutional, and municipal projects.

Matrix provides quality engineering services to its customers focusing on long term relationships with owners, architects, and constructors. They constantly evaluate the latest technologies and standards to provide the best solutions for your business.

Matrix utilizes a team approach with close communication with our clients. They understand the clients need for timely and efficient delivery of their projects. The success of Matrix demonstrates their commitment to meeting this process.



ABOUT SPALDING DeDECKER



HISTORY

Established in 1954, Spalding DeDecker (SD) is an employee-owned consulting engineering firm specializing in infrastructure, land development, and surveying. With offices in Detroit and Rochester Hills, Michigan, along with several field offices, SD offers a diverse core of engineering, surveying, and construction engineering services for land development, municipal, transportation, and water/wastewater projects. SD employs more than 70 talented individuals with a wide range of skills and expertise.

Providing land development engineering designs to fit modern-day needs, SD has provided design and survey plans for more than 80 school districts and higher education campuses throughout Michigan, as well as hundreds of commercial, municipal, and retail sites.

WHO ARE WE?

SD is a consulting engineering and surveying firm that specializes in infrastructure, land development, and transportation. Our Core Purpose is to create practical and sustainable infrastructure solutions for our clients and communities. We strive to be the benchmark of engineering and surveying excellence.

WHAT SERVICES DO WE OFFER?

You could say we're not afraid of getting our hands dirty. SD offers a diverse portfolio of engineering and surveying services that encompass the needs of municipal, land development, transportation, and water/wastewater projects, along with full pavement management and landscape architectural services. We've paved the way with experience and technology.

ABOUT JDH ENGINEERING

WHO IS JDH?

Founded in 1981, JDH Engineering (JDH) is West Michigan's largest structural consulting group, utilizing their collective knowledge and experience to develop the right solution for the built environment.

As an employee-owned group with broadly distributed ownership, each engineer on their team has a unique understanding of the importance of bringing integrity, attention, and commitment to clients and their projects. This approach to business demands an ability to utilize teamwork within their own office, and this focus on teamwork translates well into the project teams they are grateful to be a part of in the different work they encounter.

JDH's team of talented employees is key to their success. Their nucleus of full-time employees has worked together at JDH for nearly 10 years. This cohesion has bred trust, teamwork, and the mutual goal of exceeding clients' expectations.



HOW CAN JDH BRING VALUE TO THE PROJECT?

JDH aims to provide quality structural consulting services to architects, contractors, building owners, and others in the community. They work with each client to understand project needs and develop creative, value added solutions that are integrated with all other aspects of the project.

JDH is a multi-faceted group, with experience in a wide variety of structures and materials. From the design of complex building facilities to the evaluation and inspection of existing structures, their collective experience across a spectrum of structural needs and demands is what sets them apart. Their portfolio includes numerous restoration and renovation projects, preserving and enhancing continued use with regard to each project's individual considerations. Responding to the call to be good stewards of the environment, JDH designs consider the economical use of materials while providing serviceable structures that meet the needs of the intended use.

JDH understands the importance of clear and timely communication, and endeavor to bring that to every aspect of their work. Their focus to provide timely response to issues and questions has long been recognized by both design and construction professionals.



A Prime Community

GENERAL CONTRACTOR

HOBBS+BLACK ARCHITECTS
ARCHITECTURE

Martin Ruiters
Project Manager

Paige Spagnuolo
Project Architect

John Mortimore
Project Assistant

JDH ENGINEERING
STRUCTURAL

Keith Ritsema
Structural Engineer

MATRIX
MECHANICAL/ELECTRICAL/PLUMBING

Craig Trierweiler
Lead Mechanical Engineer

Joseph Sovis
Lead Electrical Engineer

SPALDING DEDECKER
CIVIL

Tom Sovel
Lead Civil Engineer

Tom Gerrish
Project Engineer

Robert Ford
Lead Landscape Architect

Nicolas Wallace
Senior Landscape Architect

Senior Vice President | Project Manager



Marty is a Senior Vice President with Hobbs+Black with over 30 years of experience in architecture. His responsibilities have involved a full range of design processes including initial planning and programming, design development, construction documentation, and construction administration on educational, office, municipal, religious, and recreational projects. He utilizes his design talents, technical expertise, and project management skills to interpret clients' needs and translate them into functional and aesthetic solutions. Based on the anticipated project schedule, Marty has the capacity to fulfill his duties as Project Manager for this project.

Relevant Experience

Education

- > Bachelor of Architecture, University of Detroit (1991)
- > Associate of Architecture Technology, Ferris State University (1988)

Registrations

- > Registered Architect | MI (2000)
- > LEED Accredited Professional

Affiliations

- > American Institute of Architects (AIA)
- > US Green Building Council (USGBC)

Tenure

- > With Hobbs+Black since 2008
- > In the industry since 1991

Military Service

- > US Army Reserve, Drill Sergeant (1987-1995)

City of Lansing

- Lansing, MI
- > New \$175M, 250,000 SF, replacement 54A District, Lansing Police Department, Fire Administration in one new facility.
- > Relocation of City Offices & Departmental*
- > Reorganization of City Hall*

Deerfield Township

- Mt Pleasant, MI
- > Town Hall & Fire Dept Addition & Renovations

State of Michigan Dept of Technology, Management & Budget

- Harrison Township, MI
- > DMVA Selfridge Air National Guard Base Building Modification Grand Rapids, MI
- > Michigan State Police Consolidation Planning
- > State Office Building Escalator Replacement Dimondale, MI
- > Michigan State Police/Michigan Truck & Safety Commission Michigan Center for Decision Driving

State of Michigan Dept of Military & Veterans Affairs

- Battle Creek, MI
- > Fort Custer Training Facility Maintenance Shop Harrison, MI
- > Selfridge Air National Guard Base Building Modifications

Ottawa County Road Commission*

- Holland, MI
- > New Operations & Maintenance Facility

Clinton County

- St Johns, MI
- > Animal Shelter
- > Smith Hall Interior Renovations
- > Emergency 911 Call Center
- > Maintenance Building Renovations
- > Court House Re-roof

Kent County Road Commission

- Grand Rapids, MI
- > Walker View Central Complex

Michigan Chamber of Commerce

- Lansing, MI
- > 7th Day Adventist Building Assessment

Saginaw County Road Commission

- Saginaw, MI
- > Administration Building Interior Renovations Hemlock, MI
- > Master Plan

US Army Corps of Engineers

- Sault Ste Marie, MI
- > Soo Locks Observation Platform Addition & Renovation

City of Kentwood*

- Kentwood, MI
- > City Hall Addition

* with other firms

Project Architect



Paige is involved in all aspects of project delivery at Hobbs+Black. From planning and programming to construction administration, she provides technical oversights to projects and manages consultant coordination. For projects in multiple market sectors, Paige's attention to detail ensures our clients have quality documents for their vital construction projects.

Relevant Experience

Education

- > Lawrence Technological University – Southfield, MI, Master of Architecture
- > Lawrence Technological University – Southfield, MI, Bachelor of Science in Architecture & Design

Registrations

- > Registered Architect | MI (2022)
- > NCARB Certificate

Affiliations

- > American Institute of Architects (AIA)

City of Lansing

Lansing, MI

- > New \$175M, 250,000 SF, replacement 54A District, Lansing Police Department, Fire Administration in one new facility

Title Company

West Branch, MI

- > Building Addition & Renovation

228 E. Saginaw St.

Breckenridge, MI

- > Mixed-Use/Office Renovation

The 3one3 Boutique Hotel

Alma, MI

- > Historic Renovation/Rehabilitation

National Guard Joint Forces

Lansing, MI

- > Renovation

Capital Area Reconfiguration

Lansing, MI

- > DTMB St. Joseph Hwy.

The Macotta Club

Lansing, MI

- > Kitchen Incubator Build Out

Grove Street Sorority House

East Lansing, MI

- > New Construction

*with other firms

Senior Associate | Project Assistant



John is a Senior Associate with Hobbs+Black. He is well versed in the technical aspects of the construction industry. With more than 35 years of experience, he is responsible for scheduling and overseeing construction document developments within the firm. His wide range of experience includes staff management, supervision and training, and coordination of mechanical and electrical consultant documents with architectural documents. Based on the anticipated project schedule, John has the capacity to fulfill his duties as Project Architect for this project.

Relevant Experience

Education

- > Bachelor of Science, Industrial Education Technology, Central Michigan University
- > Associate in Architectural Drafting Technology, Ferris State University

Tenure

- > With Hobbs+Black since 2001
- > In the industry since 1982

City of Lansing

Lansing, MI

- > New \$175M, 250,000 SF, replacement 54A District, Lansing Police Department, Fire Administration in one new facility.

Deerfield Twp Fire Dept

Mount Pleasant, MI

- > New Apparatus Bays & Renovation

Northeast Ingham Emergency Service Authority

Webberville, MI

- > Additions & Renovations

Allegan County Road Commission

Allegan, MI

- > New Maintenance & Parking Garage

Lansing Community College

Lansing, MI

- > Gannon Vocational Technical Building Vacated Space Renovations
- > IDS Laboratory
- > Interior Design: Gannon Vocational Technical Building
- > New Health & Human Services Building

City of Ann Arbor

Ann Arbor, MI

- > WR Wheeler Center
 - New Operations & Maintenance Facility

City of Mason

Mason, MI

- > Study for Consolidation of City Hall, Police & Library

Michigan State Police Headquarters Building

Lansing, MI

Fenville Maintenance Garage

Fenville, MI

- > New Garage Facility

Clare County Transit Corporation

Harrison, MI

- > Renewable Green Systems

State of Michigan: Dept of Military & Veterans Affairs

Lansing, MI

- > North Lansing Complex Renovations: Baker-Olin West

Belmont Readiness Center

Belmont, MI

- > Armory Modifications - Phase II

Sault Ste Marie Armory

Sault Ste Marie, MI

State of Michigan: Dept of Management & Budget

Lansing, MI

- > G. Mennen Williams Building Window Replacement

Lansing Housing Commission

- > Mt. Vernon Community Room Renovations
- > Hildebrandt Community Room Addition & Renovation
- > LaRoy Froh Community Room Renovation

**with other firms*



Mr. Trierweiler's role as president includes client contact, systems design, and staff supervision. Mr. Trierweiler has broad experience with office buildings, schools, and health care projects applying a wide variety of HVAC systems. His design experience includes, HVAC, plumbing, fire protection, building automation systems, medical gas systems, laboratory design, and computer room systems.

Relevant Experience

Education

- > Bachelor of Science in Mechanical Engineering, Western Michigan University, 1998

Registrations

- > Registered Engineer | MI (2002)
- > Registered Engineer | MS (2006)
- > Registered Engineer | MO (2006)
- > Registered Engineer | KY (2006)
- > Registered Engineer | TX (2006)
- > Registered Engineer | PA (2006)
- > Registered Engineer | GA (2008)
- > Registered Engineer | CT (2008)
- > Registered Engineer | AL (2009)
- > LEED Accredited Professional

Affiliations

- > The National Council of Examiners for Engineering & Surveying
- > American Society of Heating, Air Conditioning, & Refrigeration Engineers (ASHRAE)

Tenure

- > With Matrix since 2003
- > In the industry since 1994

West Bloomfield Township Fire Station No. 3

West Bloomfield, MI

- > New 10,000 square foot fire station consisting of two apparatus bays, kitchen, day room, six bedrooms, locker room, shower/toilet rooms, laundry, communications room, EMS room, decontamination room, SCBA room, workshop, and gear room. Matrix Consulting Engineers, Inc. provided complete mechanical and electrical design services including HVAC, plumbing, lighting, power and emergency generator.

Summit Township Fire Station

Jackson, MI

- > New 5600 square foot Fire Station consists of two apparatus bays, Office, Kitchen, Day Room, Community Room, Laundry, three Bedrooms, Lockers and Toilet/ Shower Room. Matrix provided complete mechanical and electrical design including heating, air conditioning, plumbing, power distribution, lighting, compressed air, emergency generator and gas detection control for garage ventilation.

Summit Township Administration And Fire House Additions And Renovations

Jackson, MI

- > The project consisted of approximately 12,900 square feet of additions and renovations including expanded Fire House, new Day Room, Kitchen, Locker Room, Shower/Toilet Rooms, (5) Bedrooms, Laundry, Offices, Storage, Public Safety Garage, Locker Rooms and Shower Rooms for Public Safety, Communications Control Room and Conference Room. Matrix Consulting Engineers, Inc. provided complete mechanical and electrical design services including: HVAC, plumbing, lighting, power distribution and emergency generator.



Mr. Sovis is a Principal responsible for all electrical power, lighting, fire alarm systems, and sound & communication systems. He has extensive experience with high technology buildings and specialized systems, engine test cell facilities, security systems, sound reinforcing, uninterruptible power and emergency power generation systems.

Education

- > Bachelor of Science in Electrical Engineering, Michigan State University, 1992
- > Associate of Applied Science in Architecture, Ferris State University, 1986

Registrations

- > Registered Engineer | MI (1999)
- > Registered Architect | WI (1996)
- > Registered Engineer | NC (2006)

Affiliations

- > National Society of Professional Engineers Illuminating Engineering Society

Tenure

- > With Matrix since 1999
- > In the industry since 1985

Relevant Experience

West Bloomfield Township Fire Station No. 3

West Bloomfield, MI

- > New 10,000 square foot fire station consisting of two apparatus bays, kitchen, day room, six bedrooms, locker room, shower/toilet rooms, laundry, communications room, EMS room, decontamination room, SCBA room, workshop, and gear room. Matrix Consulting Engineers, Inc. provided complete mechanical and electrical design services including HVAC, plumbing, lighting, power and emergency generator.

Summit Township Fire Station

Jackson, MI

- > New 5600 square foot Fire Station consists of two apparatus bays, Office, Kitchen, Day Room, Community Room, Laundry, three Bedrooms, Lockers and Toilet/ Shower Room. Matrix provided complete mechanical and electrical design including heating, air conditioning, plumbing, power distribution, lighting, compressed air, emergency generator and gas detection control for garage ventilation.

Summit Township Administration And Fire House Additions And Renovations

Jackson, MI

- > The project consisted of approximately 12,900 square feet of additions and renovations including expanded Fire House, new Day Room, Kitchen, Locker Room, Shower/Toilet Rooms, (5) Bedrooms, Laundry, Offices, Storage, Public Safety Garage, Locker Rooms and Shower Rooms for Public Safety, Communications Control Room and Conference Room. Matrix Consulting Engineers, Inc. provided complete mechanical and electrical design services including: HVAC, plumbing, lighting, power distribution and emergency generator.



Thomas J. Sovel, PE has 35 years of experience in the industry and with Spalding DeDecker. His experience in civil engineering covers a wide variety of projects for both public and private clients. These have included institutional, financial, educational, municipal, healthcare, commercial, industrial, and residential projects. His experience also includes tasks related to the site engineering design of parking lots, watermain, sanitary sewer, storm sewer, stormwater master drainage plan development, bus loops, and site drainage.

Education

- > Bachelor of Science in Civil Engineering, Michigan State University, 1988

Registrations

- > Professional Engineer | MI, AL, AZ, AK, CA, CO, CT, DE, FL, GA, IL, IN, KS, KY, LA, MN, MD, MA, MN, MS, MO, NB, NH, NJ, NM, NY, NC, ND, OH, OK, PA, SC, SD, TN, TX, UT, VA, DC, WV, WY

Tenure

- > With SD since 1988
- > In the industry since 1988

Relevant Experience

New Fire Station #3

West Bloomfield, MI

- > Project Manager overseeing planning and design for new fire station. Project includes two-level construction with the apparatus bay 6' below the living/office area. Sustainable design measures were incorporated with the use of bio-retention areas.

Fire Stations #3 and #4

Macomb Township, MI

- > Responsible for project oversight for site planning and design for two new fire stations in Macomb Township. Fire Station #3 required MDEQ permitting for floodplain impacts since it was constructed in the 100 year floodplain of the Clinton River.

Fire Station

Ypsilanti Township, MI

- > Responsible for site demolition plan including pavement removals as necessary for the improvements and removal of utilities that interfere with the addition.

Fire Station

Northville Township, MI

- > Project Manager responsibilities include design development, construction documents, bidding, and construction phase.

Detroit 8th Precinct Police Station

Detroit, MI

- > Project Manager for civil engineering design services for an adaptive re-use project to convert an existing building to a new police station.

Grand Blanc Township Police Station

- > Project Manager for the new 25,000 square feet police station, which was built on existing Township property on Saginaw Road north of Dort Highway. The site engineering work included paving and grading design, stormwater management, sanitary sewer, and watermain design. SD utilized multiple detention areas and incorporated the large wetland complex on the property into the stormwater management system.

47th District Court

Farmington Hills, MI

- > Project Manager - for site engineering work and site design work for the new 40,000 square foot courthouse building at the site of the existing administrative offices.

Project Engineer



Mr. Gerrish is an accomplished engineer with expertise in designing comprehensive stormwater management systems for commercial applications. With a keen eye for detail, Tom has successfully developed underground stormwater detention systems, retention and detention ponds, storm sewers, and outlet control structures. His proficiency extends to conducting intricate pressure and flow calculations to design robust public watermain and sanitary sewer systems. Leveraging advanced tools such as AutoCAD, Civil 3D, and hydraulic and hydrologic software, Tom excels in creating detailed engineering plans and construction documents that adhere to industry standards.

Relevant Experience

Education

- > Bachelor of Science in Civil Engineering, University of Windsor, Windsor, ON, Canada, 2019

Registrations

- > EIT, 2019

Training

- > OSHA 30-Hour Construction
- > Industry Safety Certification

SouthTown

Ann Arbor, MI

- > Project Engineer – Designed site plans in coordination with a team for a new 8 story multi – use building which includes 216 apartments and commercial space.

845 & 945 West Clark Road Apartments

Ypsilanti, MI

- > Project Engineer – Designed site plans in coordination with a team for a 215,000 SF senior living facility, 5 multi-story apartments, and a clubhouse. Designed site grading and utilities. Performed pressure and flow modeling for a new public water main.

Dexter-Elmhurst Community Center

Detroit, MI

- > Project Engineer – Lead design of site improvements for Dexter-Elmhurst Community Center. Plans included demolition, site grading, stormwater management, and paving.

Roseville Provisioning Center

Roseville, MI

- > Project Engineer – Lead site design and permitting for a new provisioning center in Roseville. Plans included demolition, site grading, stormwater management, utilities, and paving.

ELGA Credit Union

Grand Blanc, MI

- > Project Engineer - Responsible for management of construction for new ELGA Credit Union headquarters in coordination with the Sr. Project Manager. Scope of work included: earthwork, stormwater detention, site utilities, site concrete, foundations, paving.

Tommy's Express Car Wash S. Cedar

Lansing, MI

- > Project Engineer – Lead site design and permitting for Tommy's Express Car Wash in Lansing. Plans included demolition, site grading, stormwater management, relocation of public sewer, site utilities, and paving.

Flint Library

Flint, MI

- > Project Engineer - Responsible for management of construction of site improvements for renovation of the Flint Public Library in coordination with the Sr. Project Manager. Scope of work included: Demolition, earthwork, site utilities, site concrete.

Lead Landscape Architect



Thomas J. Sovel, PE has 35 years of experience in the industry and with Spalding DeDecker. His experience in civil engineering covers a wide variety of projects for both public and private clients. These have included institutional, financial, educational, municipal, healthcare, commercial, industrial, and residential projects. His experience also includes tasks related to the site engineering design of parking lots, watermain, sanitary sewer, storm sewer, stormwater master drainage plan development, bus loops, and site drainage.

Relevant Experience

Education

- > Bachelor of Landscape Architecture, Michigan State University | 1975

Registrations

- > Licensed Professional Landscape Architect
State of MI #3901000909
- > Certified Playground Safety Inspector
#52013-1024, Expires 10/1/2024
- > NPPS Early Childhood Outdoor Play Inspector
#NC12301, Expires May 2023
- > Certified Storm Water Management-
Construction Site #C-08418

Associations

- > American Society of Landscape Architects ASLA
- > Michigan Chapter, American Society of Landscape Architects, President
- > Michigan Society of Planning
- > Michigan Trails & Greenways Alliance
- > Global Relief of Michigan Inc., Advisory Board Member
- > American Planning Association

Independence Township Parks Recreation & Seniors Master Plan

- > LAP is in the process of finalizing an update to the township's Parks, Recreation & Seniors Master Plan. Our services included: public meetings, community member interviews, park inventories, opinion survey, providing goals and objectives such as park upgrades and the creation of a new recreation center, action plan, and community improvement budget.

Vevay Township Recreation Master Plan

- > LAP was retained by Vevay Township to update their Recreation Master Plan. Services provided included an analysis of existing recreation opportunities and facilities, created goals and objectives and a capital improvement plan, as well as, a concept plan for improvements to the Vevay Township Community Park located at the Township Hall.

Shelby Township 5-Year Recreation Plan

- > LAP was retained by Shelby Township to produce their first 5-Year Recreation Master Plan. Planning efforts included public meetings, opinion survey, and recreation inventory providing goals and objectives, an action and a capital improvement plan.

Mason 5-Year Parks and Recreation, Non-Motorized Transportation and Wayfinding Plans

- > LAP currently provides services to concurrently produce a Recreation Master Plan, Non-Motorized Transportation Plan (NMTP) and a Wayfinding Plan for the City of Mason. LAP coordinated public meetings, workshops, interviews with key members of the community, completed an inventory, opinion survey, demographic analysis, needs assessment, reviewed recreation and transportation standards, related plans, provided goals and objectives, provided an action plan and capital improvement budget. The Wayfinding Plan will recommend locations, sign types, and sign concepts identifying the City's parks, trails, and parking areas.

Novi Strategic Community Recreation and Master Park Plan

- > LAP is currently providing services to update the City's current plan. These services include: public meetings, community member interviews, park inventories, opinion survey, providing goals and objectives such as park upgrades and the creation of a new recreation center, action plan, and community improvement budget.

NICHOLAS WALLACE

Senior Landscape Architect



Education

- > Associate Degree in Landscape Architecture, Lansing Community College, With High Honors | 2012

Certifications

- > Storm Water Management Construction Site, #C-20804
- > SESC Review and Design #SE/C 02693

Associations

- > Training Wheels 2014 (Bicycle Facility Design Training)
- > Sustainable SITES Initiative Fundamentals
- > Webinar Series 1-9 – A program promoting healthy functioning landscapes sponsored by the Lady Bird Johnson

Mr. Wallace's professional experience includes several years of residential landscape and hardscape design and construction. This experience has provided Nick with a broad and practical knowledge of all aspects of a project from concept, cost estimating and construction drawings, through final construction. Nick has applied his diverse range of skills to help bring projects from concept to completion - from preliminary sketching and design development to construction drawings, digital rendering techniques and presentation graphics.

Relevant Experience

Independence Township Parks Recreation & Seniors Master Plan 2023-2027

- > LAP is in the process of finalizing an update to the township's Parks, Recreation & Seniors Master Plan. Our services included: public meetings, community member interviews, park inventories, opinion survey, providing goals and objectives such as park upgrades and the creation of a new recreation center, action plan, and community improvement budget.

Vevay Township Recreation Master Plan 2022-2026

- > LAP was retained by Vevay Township to update their Recreation Master Plan. Services provided included an analysis of existing recreation opportunities and facilities, created goals and objectives and a capital improvement plan, as well as, a concept plan for improvements to the Vevay Township Community Park located at the Township Hall.

Shelby Township (Oceana Co.) 5-Year Recreation Plan 2021-2025

- > LAP was retained by Shelby Township to produce their first 5-Year Recreation Master Plan. Planning efforts included public meetings, opinion survey, and recreation inventory providing goals and objectives, an action and a capital improvement plan.

Mason 5-Year Parks and Recreation, Non-Motorized Transportation and Wayfinding Plans

- > LAP currently provides services to concurrently produce a Recreation Master Plan, Non-Motorized Transportation Plan (NMTP) and a Wayfinding Plan for the City of Mason. LAP coordinated public meetings, workshops, interviews with key members of the community, completed an inventory, opinion survey, demographic analysis, needs assessment, reviewed recreation and transportation standards, related plans, provided goals and objectives, provided an action plan and capital improvement budget. The Wayfinding Plan will recommend locations, sign types, and sign concepts identifying the City's parks, trails, and parking areas.

Novi Strategic Community Recreation and Master Park Plan

- > LAP is currently providing services to update the City's current plan. These services include: public meetings, community member interviews, park inventories, opinion survey, providing goals and objectives such as park upgrades and the creation of a new recreation center, action plan, and community improvement budget.

KEITH A. RITSEMA, PE

Principal | Structural Engineer



Keith joined JDH Engineering in the spring of 2001, performing project engineering duties on a variety of industrial, commercial, and education projects. He soon displayed the ability to manage all aspects of structural engineering on complex projects, from conceptual phases through construction. Beginning in January of 2012, Keith became a principal within the firm and has taken on business management and development responsibilities in addition to providing structural engineering and project management.

Keith is the first line liaison with the client through the design and construction process. He is responsible for development of the structural system and its interface with other design disciplines, coordination of the preparation of structural contract documents, and contract administration.

In addition, Keith has developed expertise in investigating and evaluation of existing structures. This experience includes evaluation of homes for hurricane and flood damage, load rating of existing structures, and investigation of building failures during or post-construction.

Education

- > Master of Business Administration, Cornerstone University
- > Master of Civil Engineering, North Carolina State University
- > Bachelor of Science, Structural Engineering, Calvin College

Registrations

- > Professional Engineer | MI
- > Professional Engineer | AL
- > Professional Engineer | CO
- > Professional Engineer | MD
- > Professional Engineer | MO
- > Professional Engineer | NC
- > Professional Engineer | OH

Affiliations

- > American Institute of Steel Construction (AISC)
- > Masonry Institute of Michigan (MIM)
- > National Council of Examiners for Engineering & Surveying (NCEES)
- > Structural Engineers Association of Michigan (SEAMi)

Tenure

- > With JDH since 2001
- > In the industry since 1998

Relevant Experience

Grand Rapids Christian School

Grand Rapids, MI

- > Quest Center
- > New Elementary School
- > High School Renovation
- > Ice Arena
- > Shawnee Middle School Renovation

Hopkins Public Schools

Hopkins, MI

- > Elementary Classroom & Gym Additions

Forest Hills Ada Vista Elementary

Ada, MI

- > Classroom & Gym Additions

Thornapple-Kellogg Public Schools

Middleville, MI

- > High School Gym & Classroom Addition

Byron Center Countryside

Kent County, MI

- > Elementary School

John G. Widdicomb Building Renovation & Addition

Grand Rapids, MI

- > 12,5000 sf
- > \$8.1 million

Ridgeview Industries Plant & Office

Grand Rapids, MI

Christ Memorial Reformed Church Addition

Holland, MI

Country Inn & Suites Hotel

Grand Rapids, MI

- > 100,000 sf



Scope

- > New Public Safety Facility & Renovations of Three Fire Stations

Size

- > Combined Public Safety: 195,000 sf
- > Fire Station #2: 9,971 sf
- > Fire Station #8 (renovation): 11,597 sf
- > Fire Station #9: 21,403 sf
- > Fire Training Facility: 14,000 sf

Schedule

- > Design: Currently in Design
- > Construction: Spring 2024

Consultants

- > Design: BKV Group
- > MEP: Matrix
- > Structural: JDH Structural Engineers
- > Civil: Fleis & Vandenbrink
- > IT/AV Security: Commtech

Reference

Roy Plowman
Project Manager
City of Lansing
517.231.0344

Dan Wisinski
Director of Construction
Owners Rep: River Caddis
517.812.9287

This project consists of building a new Public Safety Complex in Lansing made up of courts, police, townhall, and jail.

The project also includes the renovation of one existing fire station in Lansing and building two additional new fire stations and fire training facility.

CHARLOTTE WEST SIDE FIRE STATION

HOBBS + BLACK ARCHITECTS

City of Charlotte Fire Department | Charlotte, MI



Scope

- > New fire station
- > Apparatus bays
- > Training and meeting room
- > Kitchenette
- > Administrative space

Size

- > 17,000 sf

Cost

- > \$2.8 million

Awards

- > American Public Works Association's Michigan Chapter, Project of the Year, 2009

Reference

Tyger Fullerton
Captain
City of Charlotte Fire Department
517.543.0241
fullerton@charlottemi.org

The City of Charlotte is split by the railroad running north and south through the middle of town. Due to this railroad location, the west side of Charlotte was in danger if a major fire broke out while the train was passing through town. To help service the west side of Charlotte, a piece of property was donated to the city for a new fire station. As a part of this project, Hobbs+Black provided the City of Charlotte with millage support services.

The Charlotte West Side Fire Station is a new 17,000-square-foot, masonry-constructed facility located in Charlotte, Michigan. The station features four drive-through apparatus bays, one wash bay, and a hose drying tower with a practice stair. Other features include a 1,000-square-foot training and meeting room with a kitchenette, and 1,000 square feet of administrative space containing five offices. The residential spaces support two sleeping dorms, each accommodating six people, as well as kitchen, dining, living, and laundry facilities. Additionally, the new station houses an exercise room, locker room and showers, storage room, kitchen, food pantries, compressor room, tank filling station, and dispatch center. The facility is supported by an emergency generator.

Bath, MI



Project Scope

> New fire station

Size

> 9,900 sf

Cost

> \$1.5 million

A new fire station was designed for Bath Township as a direct result of a space needs study and master plan that Hobbs+Black completed. The study involved the entire existing township complex, including the fire station, police station, town hall, and senior center.

The new facility is used by an all-volunteer fire department and houses 10 pieces of equipment, administrative staff offices, training room, kitchen, radio dispatch, and storage rooms.

Designed for expansion, the apparatus room includes a 90-foot drive-through bay that will accommodate future ladder trucks and two 40-foot apparatus bays for medical response equipment. A number of smaller apparatus bays provide space for secondary equipment such as a rescue boat and trailer, brush rig, and a reserve truck. The building also has been designed to add sleeping quarters for full-time fire fighters in the future. The remaining facilities will be phased in over time.

Project Experience

Fowlerville Fire Station

Fowlerville, MI



The project consists of providing engineering services for the new Fowlerville Fire Station. These services included electrical power drawings, LED lighting, power for mechanical equipment based off of mechanical contractor's drawings, power for plumbing equipment based off plumbing contractor's drawings, and site LED lighting.

Charter Township of Westbloom Fire Station #3

West Bloomfield, MI



New 10,000 square foot fire station consisting of two apparatus bays, kitchen, day room, six bedrooms, locker room, shower/toiler rooms, laundry, communications room, EMS room, decontamination room, SCBA room, workshop, and gear room. Matrix Consulting Engineers, Inc. provided complete mechanical and electrical design services including HVAC, plumbing, lighting, power and emergency generator.

Ingham County Justice Complex

Mason, MI



The project consisted of mechanical, electrical and plumbing design services as well as fire protection performance specifications for a new Justice Complex that contain a new jail, administrative offices for the Sherriff's Department and 55 District Court facilities. The jail and holding areas were designed as ligature resistant spaces.

Summit Township Administration and Fire House

Jackson, MI



The project consisted of approximately 12,900 square feet of additions and renovations including expanded Fire House, new Day Room, Kitchen, Locker Room, Shower/Toilet Rooms, (5) Bedrooms, Laundry, Offices, Storage, Public Safety Garage, Locker Rooms and Shower Rooms for Public Safety, Communications Control Room and Conference Room. Matrix Consulting Engineers, Inc. provided complete mechanical and electrical design services including: HVAC, plumbing, lighting, power distribution and emergency generator.



FIRE STATION ENGINEERING EXPERIENCE

Spalding DeDecker (SD) has provided survey, design, and construction engineering services for numerous fire stations. Our project approach varies based on our client’s target users, budgets, and the unique needs of the specific locations.

**Fire Station No. 3 | West Bloomfield Township, MI | DLZ of Michigan
Robert Jordan | rjordan@dlz.com | \$5,000,000**

Spalding DeDecker provided civil engineering and surveying services for the project which included replacement of an aged and outdated fire station facility on the same property. Additional property to the south was acquired so the fire station could include living quarters. The site provided some significant challenges due to the configuration of the property, lack of storm drainage facilities, and existing grades. SD worked through the site constraints to design a site that worked with the terrain and within the property boundaries. Solutions included a multi-level facility due to the site elevations, as well as sustainable stormwater design aspects including drywells and rain gardens that took advantage of the well-draining soils.

Macomb Fire Stations No. 3 & No. 4 | Macomb Township, MI | \$2,500,000 per station

Spalding DeDecker (SD) was responsible for the design of the site improvements for Fire Station #3 and Fire Station #4, including grading, paving, drainage, and utility design. Extensive flood plain work and permitting was required on Fire Station #3, which was built within the flood plain of the Clinton River.

Northville Fire Headquarters | Northville, MI | French Associates | Dale C. Jerome, Ed.D., AIA, ALEP, LEED AP | \$4,300,000

The new Fire Headquarters is 24,318 square feet and is located at Millennium Park across from Northville High School on the south side of Six Mile Road. Spalding DeDecker (SD) was responsible for the design of the site improvements, including grading, paving, and utility services. SD designed stormwater management facilities to fit into the surrounding Northville Hills Subdivision and Millennium Park plans.

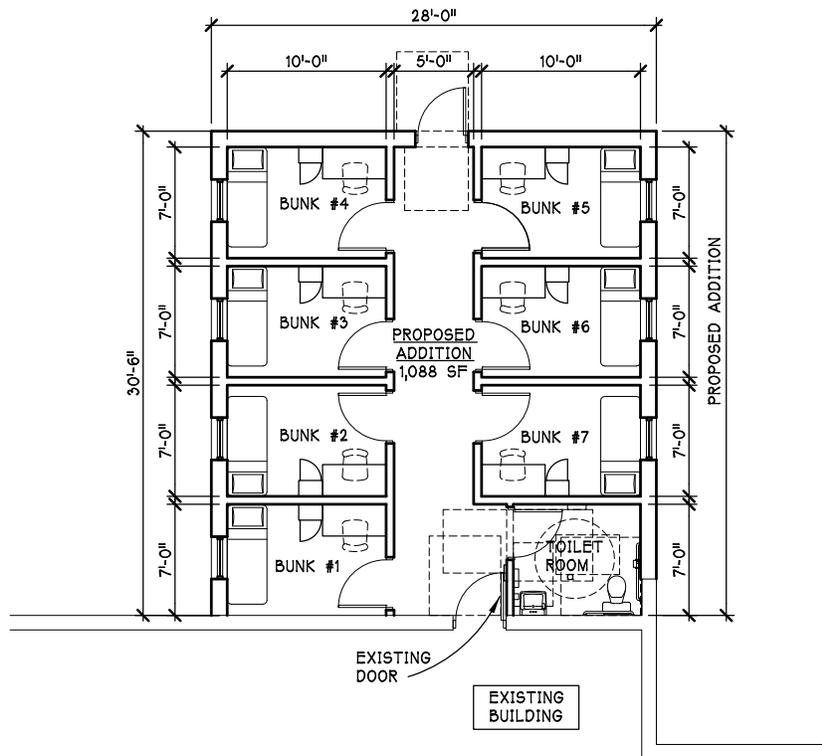


ADDITIONAL PROJECTS:

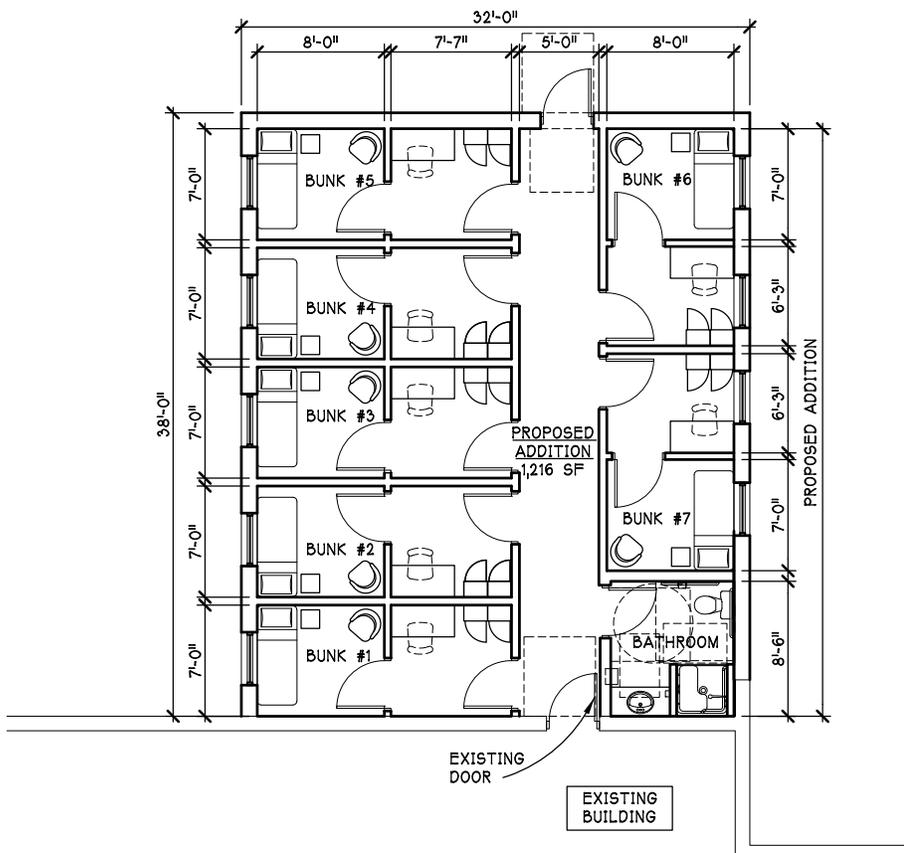
Ypsilanti Twp Fire Station	City of Novi Fire Station No. 2
Lenox Twp Fire Station No. 1	City of Novi Fire Station No. 5
Lenox Twp Fire Station No. 2	Plymouth Twp Fire Station No. 2
Armada Twp Fire Station No. 2	Plymouth Twp Fire Station No. 3
Madison Heights Fire Station No. 2	

PRELIMINARY FLOOR PLANS

OPTION 1



OPTION 2



SCHEDULE

Submit Proposal	February 16, 2024
Project Award	February 23, 2024
Planning/Schematic Design Workshop #1	February 27, 2024
Planning/Schematic Design Workshop #2 – SD Approval	March 12, 2024
Design Development Workshop #1	March 19, 2024
Design Development Workshop #2 – DD Approval	April 9, 2024
Submit Site Plan Review Application	April 29, 2024
Construction Documents Commence	April 30, 2024
Construction Documents 50% Review	May 7, 2024
Owner Review Meeting	May 13, 2024
Planning Commission Meeting	May 27, 2024
Construction Documents 90% Review	June 11, 2024
Construction Documents 100% Review	June 18, 2024
Issue for Bids and Building Plan Review	June 24, 2024
Pre-Bid Meeting	July 9, 2024, 2:00 PM
Final Addenda	July 15, 2024
Bids Due	July 18, 2024, 2:00 PM
Post-Bids	July 23, 2024
Letter of Recommendation	July 24, 2024
General Contractor Award (no later than)	August 16, 2024
Construction Kick Off Meeting	August 22, 2024
Construction Commences (on or before)	September 3, 2024
Substantial Completion / Punch List Walk-through	December 20, 2024
Owner Move-in	January 6, 2025
Project Close-Out Complete (As-Builts and O&M Books)	March 3, 2025



Design Services Proposal Form

2024 CENTRAL FIRE DORMITORY ADDITION

Meridian Township Fire Department

Business Name: Hobbs+Black Architects

Contact: Martin Ruiters Email: mrouters@hobbs-black.com

Address: 117 E Allegan Street, Lansing, MI 48933

Telephone Number: 517.484.4870

Total Lump Sum for Cost Part A: \$ 63,460 Hours: 454

Total Lump Sum for Cost Part B: \$ 23,430 Hours: 149

Proposal Deadline: 3:00pm on Friday, February 9, 2024

SUBMISSION OF PROPOSALS

A copy of the proposal shall be submitted to:
Meridian Township Clerk’s Office
Charter Township of Meridian
5151 Marsh Road, Okemos, MI 48864
“CENTRAL FIRE DORMITORY ADDITION DESIGN PROPOSAL”

Bidders can elect to submit digitally. If you wish to submit electronically, please email your bids directly to bids@meridian.mi.us.

HOURLY RATES

HOBBS+BLACK ARCHITECTS	
DISCIPLINE	RATE RANGES PER HOUR
Senior Principal	\$250 - \$350
Principal	\$200 - \$275
Project Director	\$150 - \$200
Project Manager	\$125 - \$175
Project Architect	\$100 - \$130
Project Assistant	\$65 - \$100
Design Director	\$150 - \$200
Senior Designer	\$110 - \$150
Designer	\$75 - \$110
Administrative Staff	\$65 - \$100

MATRIX CONSTRUCTION ENGINEERING	
TEAM MEMBER	HOURLY RATE
Senior Engineer	\$184
Engineering Project Manager	\$158
Project Engineer	\$129
Design Engineer II	\$117
Designer II	\$99
Designer I	\$83
CAD Operator	\$54

SPALDING DEDECKER	
TEAM MEMBER	HOURLY RATE
Project Manager	\$183
Project Surveyor	\$140
Survey Crew	\$140
Project Engineer	\$138
Survey Technician	\$125
Designer/CAD	\$116

JDH ENGINEERING	
TEAM MEMBER	HOURLY RATE
Principal Engineer (Structural)	\$180

*Billing rates are reviewed annually and may be subject to increase based on employee performance evaluations and inflation.

HOBBS + BLACK ARCHITECTS
ARCHITECTURE | PLANNING | INTERIOR DESIGN

117 E Allegan Street, Lansing, Michigan 48933 | 517.484.4870
ANN ARBOR | LANSING | PHOENIX | WWW.HOBBS-BLACK.COM



To: Township Board Members

From: Dan Opsommer, Deputy Township Manager
Director of Public Works & Engineering

Younes Ishraidi, Township Engineer
Deputy Director of Public Works & Engineering

Date: April 2, 2024

Re: Greater Lansing Area Regional Stormwater Program MOA

Since the early 2000s, Meridian Township has collaborated with area communities to comply with federal and state stormwater National Pollutant Discharge Elimination System Phase II (NPDES II) permit requirements. This regional approach allows for better management and protection of our vital water resources.

A major component of the NPDES II is the MS4 (Municipal Separate Storm Sewer System) program and as a member of the Greater Lansing Area Regional Storm Water Program (GLRC) we receive assistance with the preparation, implementation and compliance of our mandatory MS4 permit. Stewardship, public education and employee training are major components of the MS4 program and at the end of the year a report is generated that details the accomplishments of the program.

The current agreement was revised and adopted by the GLRC in September of 2023. The GLRC is now requesting that all participants approve the current agreement by adoption of a resolution. The Memorandum of Agreement would now extend our partnership until April 4, 2028.

The Department of Public Works is a strong advocate of the GLRC and values the assistance we receive with complying with our federally mandated NPDES II and MS4 permit requirements. We highly recommend that the partnership be continued as outlined in the attached resolution and associated Memorandum of Agreement.

The following motion has been prepared for the Board's consideration:

"MOVE TO APPROVE RESOLUTION TO APPROVE THE GREATER LANSING REGIONAL COMMITTEE FOR STORMWATER MANAGEMENT MEMORANDUM OF AGREEMENT AS REVISED AND ADOPTED BY THE GLRC ON SEPTEMBER 11, 2023."

Attachments:

1. Resolution to approve the Greater Lansing Regional Committee for Stormwater Management Memorandum of Agreement as revised and adopted by the GLRC on September 11, 2023.
2. Greater Lansing Regional Committee for Stormwater Management Memorandum of Agreement as revised and adopted by the GLRC on September 11, 2023.

**GREATER LANSING AREA REGIONAL STORM WATER PROGRAM
Charter Township of Meridian**

RESOLUTION

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, Michigan 48864-1198, (517) 853-4000, on Tuesday, April 2, 2024, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS the United States Environmental Protection Agency (U.S. EPA) and the Michigan Department of Environment, Great Lakes, and Energy (EGLE) have required communities in the Greater Lansing tri-county region to apply for and maintain compliance with a National Pollutant Discharge Elimination System (NPDES) permit; and

WHEREAS, the communities prepared, reviewed, and proposed a Memorandum of Agreement for adoption by all the communities and agencies to formalize and establish the Greater Lansing Regional Committee for Stormwater Management (GLRC) ; and

WHEREAS, participation in the GLRC advances local efforts for responsible stewardship of our natural resources, allows for the cooperative management of the watersheds in our community and this region, and assists the participating municipalities and their departments in complying with the regulatory requirements promulgated by EGLE and the U.S. EPA Municipal Separate Storm Sewer System (MS4) stormwater discharge permits; and

WHEREAS, the Memorandum of Agreement, which was adopted by these municipalities and agencies originally in 2008, was revised and updated and re-adopted in 2012, 2017, and 2021 and has now been prepared reflecting changes in the participating communities and activities to meet permit requirements and extending the period of the agreement to April 4, 2028.

NOW, THEREFORE, BE IT RESOLVED THAT THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, hereby approves the Greater Lansing Regional Committee for Stormwater Management Memorandum of Agreement, as revised and adopted by the GLRC on September 11, 2023, and authorizes payment of the appropriate annual assessment for support of the GLRC; and

BE IT FURTHER RESOLVED, that the community's representative to the GLRC is Township Engineer Younes Ishraidi, with Director of Public Works & Engineering Dan Opsommer as alternate.

YEAS: _____

NAYS: _____

Resolution declared adopted.

STATE OF MICHIGAN)

) ss.

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Meridian, Ingham County, **DO HEREBY CERTIFY**, that the foregoing is a true and complete copy of proceedings taken by the Township Board at a regular meeting held on Tuesday, April 2, 2024.

Deborah Guthrie, Township Clerk
Charter Township of Meridian

**GREATER LANSING REGIONAL COMMITTEE
for Stormwater Management**

MEMORANDUM OF AGREEMENT – DECEMBER 2, 2021

**Original Agreement – MAY 21, 2004
Revised and Adopted – DECEMBER 2, 2021
Revised and Adopted – September 11, 2023**

I. PURPOSE

It is the purpose of this Memorandum of Agreement (hereinafter the Agreement) to set forth the composition, duties, and responsibilities of the Greater Lansing Regional Committee for Stormwater Management (hereinafter the “GLRC”) to be formed as more particularly described below. Local public agencies, institutions, and communities believe there are substantial benefits that can be derived under this Agreement through cooperative management of the Grand River, Red Cedar River and Looking Glass River watersheds to protect the Waters of the State; to meet local initiatives for protecting the environment; and in providing mutual assistance in meeting the requirements under the Michigan Department of Environment, Great Lakes, and Energy (EGLE) National Pollutant Discharge Elimination System (NPDES) Permit for Municipal Separate Storm Sewer Systems, (hereinafter the “MS4 Permit”) or similar stormwater discharge permits issued to public entities within the Grand River, Red Cedar River, and Looking Glass River watersheds.

The Agreement will also provide a framework for consideration of new, permanent watershed organizations with potentially broader responsibilities that could provide a more cost-effective and efficient means to meet state and federal requirements, and public expectations for restoration and maintenance of the beneficial uses of the watersheds.

II. HISTORY OF GLRC

On November 15, 1999, Delta Township and the City of Lansing hosted a meeting for several local communities. The meeting notice stated that this was to be “an informal meeting to discuss the Stormwater Phase II program (now referred to as the MS4 program) and how, or if, there may be a way to pool resources on a regional basis”.

Representatives from various communities, counties, and EGLE discussed the federal regulations for Stormwater Phase II and the EGLE’s program allowing a “Voluntary Permit Program.” Originally nine communities and three counties were listed as designated communities by EGLE.

Subsequent meetings were held to continue exploring the feasibility and cost of a cooperative effort. On June 8, 2000, a draft resolution was prepared for the establishment of the “Greater Lansing Area Regional NPDES Phase II Stormwater Regulations Committee” and for each community to name a representative to serve on the Committee.

Throughout the remainder of 2000, the Committee obtained resolutions from each community; elected officers; received proposals and interviewed four consulting firms. Tetra Tech MPS was selected to assist the Committee in determining how to best comply with the Phase II Stormwater Rules. Tri-County Regional Planning Commission (TCRPC) also assisted the Committee in providing contractual, fiduciary, and administrative support.

In May 2001, Tetra Tech MPS completed the “Step 1 – Permit Strategy Development” study which incorporated the Committee’s decision (April 20, 2001) to proceed as a group using the State’s Voluntary General Permit approach. The Committee then agreed to retain Tetra Tech MPS to prepare the Voluntary General Permit Application for each of the nine communities. The cost for each community was based on a formula that included weighted factors for population and land area. Eight of the nine communities then passed a second resolution agreeing to continue as a group with voluntary general permits using the distribution of costs as presented. Williamstown Township elected to proceed with a jurisdictionally based permit.

The eight communities proceeding under the voluntary general permit, also formally agreed to have the watershed management plans developed under the individual drain commissioners.

On January 25, 2002, the Committee agreed to retain Tetra Tech MPS to prepare a watershed management plan for the Grand River, Looking Glass River, and the Red Cedar River. Again, the allocation of cost agreed to by everyone was based on weighted factors involving the percentage of population and land in each watershed. Each community adopted a third resolution committing their appropriate funds for the watershed management plans.

A Public Education Advisory Committee was organized to assist in the educational portion of Voluntary General Permit Applications.

Throughout 2002 and 2003 fourteen additional communities within the three watersheds were invited to join the Committee. Ten communities were required to meet the MS4 Permit requirements based on the 2000 census.

Eight communities ultimately joined and participated in the regional approach and completed the Voluntary General Permit Application utilizing Tetra Tech MPS.

In March 2003, all sixteen communities and the three counties submitted their Voluntary General Permit Applications to EGLE. In November 2003, certificates of coverage were issued to each of the sixteen communities and to each of the three counties.

In 2006 Lansing Public Schools and DeWitt Public Schools joined the GLRC.

In 2007, a lawsuit filed by a Township in Kalamazoo County established that some townships no longer required an MS4 Permit from EGLE. As this case relates to the GLRC, EGLE determined that Alaiedon, Bath, Oneida, Watertown, and Windsor Townships would no longer need an MS4 Permit.

At the December 14, 2007, GLRC meeting, the GLRC membership took formal action to establish an Associate Membership category to encourage any public agency, institution, or community who did not have an MS4 Permit to join the GLRC.

In 2012, the City of DeWitt entered into an agreement nesting DeWitt Public Schools.

In 2012, EGLE changed the process for permit renewal, instead of issuing a general watershed-based permit; individual MS4 permits will be issued. The application process will detail all activities of the GLRC and members through two separate applications. Then, EGLE will review and negotiate, with the end result being EGLE issuing a permit specific for each member.

In 2016, Waverly Community Schools joined the GLRC.

In 2017, members reapplied for permit coverage.

In 2019/2020, members were issued MS4 permits expiring in October 2024.

In 2021, members submitted MS4 Progress Reports to EGLE.

In 2023, members submitted MS4 Progress Reports to EGLE.

III. GREATER LANSING REGIONAL COMMITTEE (GLRC)

A. Term

While the ultimate organization of the GLRC and its responsibilities has evolved over time and after thoughtful review of alternatives, the signatories to this Agreement want to continue to work together under the following terms to assure the continuation of responsibility for essential services. These stormwater management services provide for the legal and financial responsibility to meet state and federal stormwater discharge permit requirements as well as local initiatives to protect the Waters of the State.

This Agreement replaces the current GLRC agreement in its entirety for the period expiring April 4, 2028. As confirmed by EGLE, expiration of the current permit is October 1, 2024; an application will be due to EGLE by **April 4, 2024**. The members may mutually agree to renew and/or extend the term of the GLRC under the provisions contained in this Agreement.

Any member community may withdraw from this Agreement and the GLRC by delivering to the Executive Committee a resolution of withdrawal adopted by its governing body. Any such withdrawal adopted shall be effective 30 days following delivery of withdrawal, provided however, that any withdrawing community shall remain liable for payment of its annual assessment through the end of the current fiscal year.

B. Composition

Membership in the GLRC shall consist of “full members”, “associate members”, and “ex-officio members”.

The full members of the GLRC shall consist of a representative, or designated alternate(s), appointed by the appropriate governing body in each township, city, village, school district, institution, and county that has an EGLE NPDES MS4 Permit and that are signatory to this

Agreement. Each full member is allowed to designate up to two alternates. Alternates may vote in place of the absent representative at any Full or Executive Committee meetings.

The associate members of the GLRC shall consist of a representative, or designated alternate(s), appointed by the governing body in each township, city, village, school district, institution, and county that does not have an EGLE NPDES MS4 permit and that are signatory to this Agreement. However, once an associate member obtains an EGLE NPDES MS4 Permit, they must become a full member of the GLRC. Each associate member is allowed to designate up to two alternates. Alternates may vote in place of the absent representative at any Full or Executive Committee meetings.

Members, and designated alternates, shall serve until replaced in writing by the appointing authority.

The GLRC may also include ex-officio representatives from such agencies as Tri-County Regional Planning Commission (TCRPC), EGLE and others as determined by the GLRC.

C. Public Participation

All meetings of the Full and Executive Committees of the GLRC shall be noticed and conducted in accordance with the Michigan Open Meetings Act, MCL 15.261, et seq. The GLRC Full and Executive Committees:

- Determine the rules for public participation
- Schedule meetings at facilities that are fully accessible to the interested public, and
- Routinely provide notice of meeting times and places at publicly accessible locations

D. Voting

The GLRC shall take all formal actions by a simple majority vote of a quorum. A quorum shall consist of one more than fifty (50%) of the GLRC members, or their designated alternates, eligible to vote. Members eligible to vote are those full members and associate members authorized in writing by an appropriate governing authority that has adopted this Agreement and that has paid its assessment. Ex-officio members shall be non-voting members of the GLRC except when elected to an officer position on the Executive Committee.

E. Election of Officers and Appointment of Executive Committee

The GLRC shall annually elect, from among its members, a Chair, a Vice-Chair, a Secretary, and a Treasurer. The Chair and the Vice-Chair shall be elected or appointed officials, or employees of a voting full member of the GLRC. The Secretary and Treasurer may be representatives of any full, associate, or ex-officio member of the GLRC. There are no limits on the consecutive terms elected officers may serve. The Vice Chair, or the Treasurer in the event the Vice Chair is unavailable, may assume the duties of the Chair if the Chair is unavailable.

The Executive Committee shall have a maximum of ten voting members consisting of:

- (2) the Chair and Vice Chair of the GLRC
- (2) the Treasurer and Secretary of the GLRC

- (3) one representative or alternate from each member county
- (3) the Chairs of the Illicit Discharge Elimination Plan (IDEP)/Post-Construction, Public Education Plan (PEP), and Total Maximum Daily Load (TMDL) Committees

The Chair of the GLRC shall chair the Executive Committee, with the responsibility succeeding to the Vice Chair, then the Chair of the PEP Committee if the Chair of the GLRC is absent. If neither the Vice Chair of the GLRC nor the Chair of the PEP Committee is present at an Executive Committee meeting, the Chair of the IDEP Committee shall serve as Chair for the meeting. The GLRC Officers shall not have an alternate serve on their behalf on the Executive Committee, but their alternate can vote in their absence.

The Executive Committee will seek consensus on all issues brought before it. In the absence of consensus, the Executive Committee will adopt motions only when a majority of its members vote in favor of a motion. Each full and associate member will have one vote.

F. Meetings

The GLRC shall meet at least twice each year at a designated time and location established by the Executive Committee. Agendas for GLRC meetings will be distributed and circulated to all members at least 7 days in advance of all meetings. The Executive Committee will meet at least five times each year at the call of the Chair. All meetings of the GLRC, Executive Committee, standing committees, or special committees established under the GLRC shall operate under the Robert's Rules of Order unless modified by a majority vote of the GLRC members. The meetings of the GLRC may be rotated to locations throughout the three watersheds allowing any member or community agency to host a meeting.

The Full Board of the GLRC and the GLRC Executive Committee shall comply with the Michigan Open Meetings Act. The IDEP/Post-Construction, PEP, and TMDL Committees, and any additional or ad-hoc committee, may transact business at electronic meetings as advisory committees with no defined membership.

G. GLRC Duties

The GLRC shall have the following duties:

1. Budget and Assessments

The fiscal year for the GLRC shall be from October 1 – September 30.

Upon execution of this Agreement, review and approve the annual budget for the GLRC and establish the allocation of annual assessments for each member category. The GLRC shall adopt a budget before September 30 for the calendar year that follows.

2. Standing Committees

Establish and outline a charge for up to three standing committees. The IDEP/Post-Construction, PEP, and TMDL Committees will continue to function. Any member or designated alternate may serve on any standing committee. See Appendix A for a chart of the GLRC structure.

3. Watershed Management

The GLRC is committed to working with watershed partners in the region. This may include but is not limited to: Middle Grand River Watershed Planning Project (319), Red Cedar River Watershed Planning Project (319), Friends of the Looking Glass River, Friends of the Red Cedar River, Middle Grand River Organization of Watersheds (MGROW), Mid-Michigan Environmental Action Council (Mid-MEAC), student groups, etc. The GLRC values the watershed efforts being conducted and will work with these groups to improve water resources in the Tri-County region.

4. Other Duties

- Maintain official written record of meetings that includes attendance, issues discussed, and votes taken.
- Recommend to member communities, institutions, school districts, and counties any subsequent changes needed to this Agreement.
- Take other actions required, including delegation of responsibilities to the Chair or Executive Committee to carry out the purposes and conduct the business of the GLRC including, but not limited to, directing the activities of any committees established under this Agreement or subsequently authorized by the GLRC.
- Encourage and promote public input into decisions and recommendations of the GLRC, and of all committees established by the GLRC.

H. Executive Committee Duties

The Executive Committee shall have the following duties:

1. Budget

With the advice of the standing committees, supervise the expenditure of GLRC monies consistent with the approved annual budget.

2. Supervise Staff and Arrange Support Services

Arrange for the services of staff responsible for facilitating meetings, preparing agendas, and negotiating and advocating on behalf of the GLRC. Supervise and provide direction to staff of the GLRC, make provisions for necessary management support services for operation of the GLRC.

All staff or employees employed by the GLRC shall be and remain at all times solely the agents, servants, or employees of the GLRC and shall not be construed for any purposes to be an agent, servant, or employee of any constituent member of the GLRC.

3. Provide Forum for Discussion

Provide a forum for discussion, and, if appropriate, resolution of issues related to the implementation of this Agreement brought to its attention by any member of the GLRC.

4. Other Duties

- Assist the standing committees and special committees of the GLRC in meeting their respective responsibilities.
- Maintain a brief written record of each Executive Committee meeting including, at a minimum, attendance, list of issues, and a record of decisions.
- Take other actions that are consistent with the provisions of this Agreement and direction provided by the GLRC.

IV. RESOLUTION

The communities, institutions, school districts, and counties entering into this Agreement shall do so by the passage of a formal resolution, or exercising authority that includes the ability to commit to the payment of their appropriate assessments based on their membership category for support of the GLRC. In subsequent years, communities, institutions, school districts, and counties shall indicate their acceptance to continue this Agreement, should it remain unchanged, through the payment of their appropriate annual assessment in support of annual budgets approved by the GLRC.

Modifications to this Agreement as may be recommended by formal action of the GLRC shall be subject to acceptance of the appropriate authority of each community, institution, school district, or county.

Services provided through the GLRC and grant funds if obtained for stormwater management shall be, to the extent practical, limited to members that have signed and met their respective financial obligations under this Agreement.

V. INDEMNIFICATION, INSURANCE AND LEGAL FEES

Each signatory to this agreement, as part of its general liability coverage, shall maintain coverage for any damages, claims, causes of action, or actions of any nature whatsoever arising from this agreement. This agreement is not intended to create a legal entity subject to suit. Nothing in this section shall be construed to give any third party any claim to which said third party would not otherwise be entitled, nor shall it abrogate or diminish the defense of governmental immunity, or any other defense, for any claim against any party.

APPENDIX A

STRUCTURE OF THE
GREATER LANSING REGIONAL COMMITTEE FOR STORMWATER MANAGEMENT



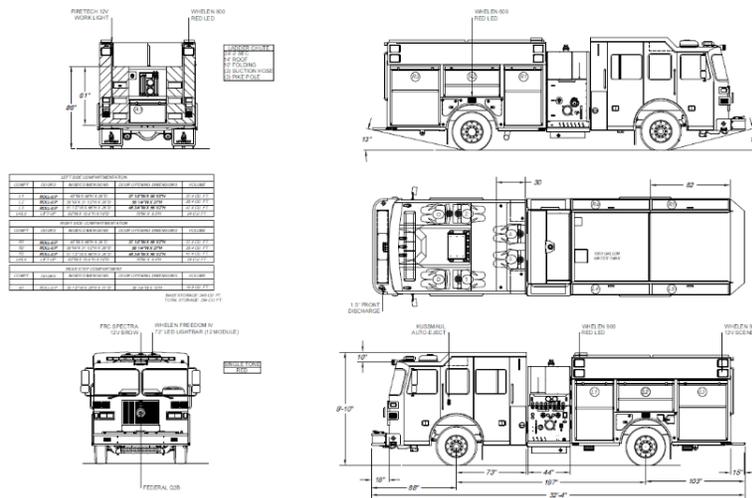
To: Board Members
From: Michael R. Hamel, Fire Chief and Manager Frank Walsh
Date: March 27, 2024
Re: Fire Apparatus

The fire department’s vehicle replacement schedule has been disrupted due to the ladder truck going out of service permanently. With the fall 2024 arrival of the new pumper, the 25-year-old Pierce pumper was scheduled for retirement; however, with the ladder truck out of service, the 1999 pumper looks to remain in service as a reserve vehicle.

Reserve fire apparatus are necessary for ensuring fire operations can remain consistent when vehicles are scheduled for routine maintenance and repair or when unscheduled repairs are necessary. Currently the department has no reserve fire apparatus and must borrow a pumper from Lansing Township when any fire vehicle goes in for repair. The reserve pumper from Lansing Township is very old, and under the current agreement, Meridian Township is responsible for the cost of repair if it breaks down while under loan.

According to the original vehicle replacement schedule, the 2008 pumper was scheduled to become the new reserve apparatus when the 2024 pumper arrives later this year, allowing the 1999 Pierce pumper, which has several mechanical issues and oil leaks, to be retired as a fire apparatus. One option to maintain this schedule is to move the 2008 pumper replacement in 2028 up to 2025. Sutphen Corporation has a spec pumper in production that would be available for delivery this fall. If the department were to purchase/lease this unit, the 1999 pumper could still get replaced. Once the ladder truck situation is resolved, fire apparatus would not need replacing until 2036.

Sutphen Program 1 Pumper, G9





To: Board Members
From: Trustee Scott Hendrickson and Trustee Marna Wilson
Date: March 26, 2024
Re: Memorandum to Establish Policy Review Working Group

The Township Board takes its role as a policymaking body for the Township very seriously. Over the last year, the Board has taken up several changes to policies that were brought forward by various Department Heads, and the Township has benefited from that work.

Through the process of reviewing these policies, it became clear that more would need to be reviewed. There may be processes and policies that are outdated and would be better removed or eliminated entirely and there may be some that are not currently in force that should be created.

As such, we recommend that the Township Board establish a Policy Review Working Group including several members of the Township Board, the Township Manager, the Human Resources Director, and additional staff, as necessary.

The goal of this working group is to review current policies and procedures to determine whether they are needed and, if so, if they can be left as is or amended. It will also identify gaps where new policies are needed and draft them. The Policy Review Working Group will recommend any changes to the Township Board for final approval, prior to being implemented.

We believe that a small-group setting including just a few Board Members and staff members will allow for vibrant discussions, while not slowing down the necessary progress that this Working Group is intended to complete. The full Township Board would still be part of the approval process, and could weigh in on the recommendations of the Working Group.

At this point, we have suggestions for which Board Members that we would recommend for inclusion on this working group (with their acceptance). Our recommendations would be Trustee Peter Trezise, due to his experience with Human Resources and his legal background, and Clerk Deborah Guthrie, for her knowledge and passion for crafting sound policies and procedures, and adhering to them.

With consensus, we will bring this back to our April 16th meeting with a resolution for approval.