



## AGENDA

CHARTER TOWNSHIP OF  
MERIDIAN  
TOWNSHIP BOARD  
REGULAR MEETING  
January 3, 2017  
6:00 P.M.



1. CALL MEETING TO ORDER<sup>+</sup>
2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
3. ROLL CALL
4. PRESENTATION
  - A. Creating a Brownfield Authority-Peter Menser
5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS\*
6. TOWNSHIP MANAGER REPORT
7. BOARD MEMBER REPORTS AND ANNOUNCEMENTS
8. APPROVAL OF AGENDA
9. CONSENT AGENDA (SALMON)
  - A. Communications
  - B. Minutes
    - (1) December 6, 2016 Regular Meeting
    - (2) December 13, 2016 Regular Meeting
  - C. Bills
10. QUESTIONS FOR THE ATTORNEY
11. HEARINGS (CANARY)
12. ACTION ITEMS (PINK)
  - A. Appointments to Boards and Commissions
  - B. Zoning Amendment #16050 (Planning Commission) Amendment to Industrial Zoning District, **Introduction**
  - C. Township Branding-Final Selection
  - D. Investment Policy
13. BOARD DISCUSSION ITEMS (ORCHID)
  - A. Meridian Township Brownfield Authority
  - B. 2017 Goal Setting/2016 Township Manager Performance Review Process
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.**

*Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Board by writing or calling the following:  
Township Manager Frank L. Walsh, 5151 Marsh Road, Okemos, MI 48864-1198 (517-853-4258) – Ten Day Notice is Required.*

*Meridian Charter Township: 5151 Marsh Road, Okemos, MI 48864-1198, (517) 853-4000 Township Hall Room; [www.meridian.mi.us](http://www.meridian.mi.us)*

<sup>+</sup> Appointment of Supervisor Pro Tem and/or Temporary Clerk if necessary

*Meridian Township exists to create a sustainable community through the most effective use of available resources that achieve the highest quality of life.*

TOWNSHIP BOARD REGULAR MEETING COMMUNICATIONS, JANUARY 3, 2017

(1) Board Deliberations (BD)

BD12A-1 Donna Rose, 6207 Cobblers Drive, East Lansing; RE: Transportation Commission  
Appointments & CATA Board Meeting

BD12A-2 Donna Rose, 6207 Cobblers Drive, East Lansing; RE: JJ Jackson as a member of CATA's  
Local Advisory Committee

(2) Board Information (BI)

BI-1 Suchrita Webster, Community Liaison, Michigan State University, 556 East Circle  
Drive, Room 169, East Lansing; RE: MSU Student Demographics and Housing  
Needs

BI-2 Trevor Wagenmaker, 1802 Creekview Terrace, Okemos; RE: Meridian Township's  
Water System

BI-3 Shaping the Avenue (unknown address); RE: Feedback on Shaping the Avenue 101

12A

**CLERK'S OFFICE  
BOARD COMMUNICATIONS  
JANUARY 3, 2017**

**Board Deliberations (BD)**

## Sandy Otto

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**From:** Donna Rose <wild-rose@sbcglobal.net>  
**Sent:** Wednesday, December 28, 2016 1:50 PM  
**To:** Board  
**Cc:** Frank Walsh; Frank Walsh  
**Subject:** Transportation Commission Appointments & CATA Board Meeting

Dear Supervisor Styka and Board Members,

I am supporting Karla Hudson, and Tim Potter to be named to the CATA Transportation Commission. I would also like to support John Veenstra as well. I believe that Steve Vancozzi lacks the temperament to cooperate with a wide variety of opinions aside from his own, as shown during the Allen Neighborhood CATA BRT presentation when a police officer had to direct him to sit down during a yelling episode he had where he got too close to an audience member who had a different opinion from his own there. If you must have a representative from Amtrak, please choose someone else. Though, I believe it is highly unlikely Meridian Township can have any impact on entities located outside of Meridian Township and I would hope you would use this spot for a person who could make a difference right here within our township.

I like Tim Potter because he has been very sensitive to the needs of people with disabilities and he can also speak on behalf of bike riders. Karla Hudson is blind and uses CATA Spectran, CATA Redi Ride and the CATA Fixed route buses. She is a bike rider as well, using a tandem bike. John Veenstra understands the needs of those who do not drive. He is a senior and would like to see more public transportation provided in Meridian Township. He sat on the Redi Ride Committee as well. On the whole Meridian Township pays more because our home values are higher than other locales in the CATA system, but we really have less service than the other communities, including our CATA Redi Ride service. People who do not own cars or who don't drive and who do not have disabilities cannot use Spectran, so they have to either use the limited 3.5 regular bus routes we have in our township, or CATA Redi Ride, a door to door service for all residents which only operates Monday through Saturday from 9AM-5PM. Plus CATA Spectran is much more expensive.

At the CATA meeting on Dec. 21, 2016 we said goodbye to the CATA representative from Lansing Township, Joe. A new person will be sitting for Lansing Twp. Mark Grebner will return to represent the Ingham County Board of Commissioners. And Dan Opsomer attended his first meeting. The Board approved the purchase of 15 2018 Chevy Traverse vehicles for non-revenue use. I inquired and was told they will be used to transport drivers to their bus routes for their shifts and for other uses related to operating CATA service.

Kelly Dean, owner of Dean Transportation which has a contract with CATA to provide a large portion of Spectran service, met with CATA to discuss service issues and Kelly Dean contacted me to apologize for mishaps where my vehicle was significantly late or did not arrive. He told me he will be hiring additional drivers to alleviate such problems in the future. I discussed with him improvements I would like to see regarding Spectran. We discussed dispatchers and call takers being at different locations which makes communication slow, and the fact drivers can't call customers when they get lost or have a problem. He's a good guy. I was glad Sandy met with Dean Transportation regarding this.

The person selected to take over for Deb Alexander, Brad, is very qualified and seems like a nice guy. He met with Michael Hudson at a meeting of people with disabilities at MSU to discuss concerns about the BRT plans. We might consider going to experience the BRT in Cleveland.

Sincerely,  
Donna Rose  
6207 Cobblers Drive  
East Lansing, MI 48823

JAN 03 2017  
BD 12A-1

JAN 03 2017

## Sandy Otto

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**From:** Donna Rose <wild-rose@sbcglobal.net>  
**Sent:** Wednesday, December 28, 2016 9:52 PM  
**To:** Board  
**Cc:** Frank Walsh  
**Subject:** J.J. Jackson sits on CATA's LAC

Hi again,

I forgot to say that J.J. Jackson is on the CATA Local Advisory Committee, so his appointment could be considered a conflict of interest as well. As I recall, he did not want a Redi Ride Committee either. I would prefer that those who serve on a transportation Commission are capable of doing some cooperative problem solving and don't just want to sweep problems under the rug. That doesn't help the people who must rely on the service. If the wrong people are put on this Commission it will be worthless. Public Transit riders don't need another glorified place to just complain. Real work needs to be accomplished. Please be very careful when choosing the candidates. Thank you.

Sincerely,  
Donna Rose  
6207 Cobblers Drive  
East Lansing, MI 48823  
517-489-2233

JAN 03 2017

B> 12A-2

JAN 03 2017

9A

**CLERK'S OFFICE  
BOARD COMMUNICATIONS  
JANUARY 3, 2017**

**Board Information (BI)**

**Sandy Otto**

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**From:** hingwesu@gmail.com on behalf of Suchitra Webster <hingwesu@msu.edu>  
**Sent:** Sunday, December 18, 2016 4:20 PM  
**To:** Frank Walsh; Mark Kieselbach; Board; Peter Menser  
**Cc:** Janet Lillie  
**Subject:** MSU Student Demographics & Housing Needs

Dear Supervisor Styka, Members of the Meridian Township Board of Trustees, Members of the Planning Commission, Manager Walsh and Director Kieselbach,

As many local municipalities look at growth and development in their respective communities, questions arise about Michigan State University's student population and where students are residing.

Earlier this year, MSU's Office of Governmental Affairs and Division of Student Affairs and Services worked closely with the Land Policy Institute to complete a demographic study of where students were living. The results of this study may be of interest to you as you consider future development projects.

Our sense is that the region is overbuilt with housing for students.

This fall, MSU has approximately 50,000 students. When we conducted the demographic study, during Fall Semester 2015, MSU had a total of 51,000 students – this number includes every single student, from full time undergraduates to all graduate and professional students to guest students, part-time degree finishers and employees taking courses.

50-51,000 is the number which has enticed so many developers. The reality of that number is a bit more nuanced. At any given time, there are not 50,000 students looking for a place to live near campus. In the fall of 2015, 17,500 lived on campus in university housing. Over 10,000 students lived outside of the region completely, taking online courses, completing internships, working in professional credit granting programs, etc.

That leaves roughly 23,500 in the greater Lansing region, from Grand Ledge to Williamston. Furthermore, of that 23,500, some 19,000 actually reside in the 48823 zip code.

Since the fall of 2014, Hannah Lofts and Townhomes have come online, after the 2013 Lodges launch in the Hannah Farms area. The Gillespie Group's Midtown Project opened, as did The Element, Trowbridge Lofts and many others. Leasing has begun for the 853 bed SkyVue property, as well as Meridian Township's Red Cedar Flats. This fall MSU's new development, 1855 Place, will come online for students of all academic levels. With an overabundance of student housing available, many rental properties are NOT at full occupancy and are struggling to reach capacity, creating new challenges for the properties and their host communities.

As has been shared before, MSU is not planning any significant growth in its student population.

With numerous development proposals coming to the township, this information may be helpful. If you have any further questions, please do not hesitate to contact me.

Sincerely,

Sue

--  
Suchitra A. Webster, M.A.  
Community Liaison  
**Michigan State University**  
556 East Circle Drive, Room 169  
East Lansing, MI 48824  
517.432.7527  
[hingwesu@msu.edu](mailto:hingwesu@msu.edu)

JAN 03 2017

BI-1

JAN 03 2017

**Sandy Otto**

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**From:** Trevor and Sandy Wagenmaker <tswagenmaker@gmail.com>  
**Sent:** Monday, December 19, 2016 12:55 PM  
**To:** Board  
**Subject:** Water system

Dear Meridian Township Board members:

I live at 1802 Creekview Terrace, Okemos in the Spring Lake subdivision. I have lived here for the last 3 1/2 years.

In my professional life I am an engineering consultant to communities in Michigan and specialize in water and wastewater systems. As such I have an interest in our water system.

This past spring I experienced some water quality issues at my house and as a result of this had the Township come out and flush my watermain. I live on a cul-de-sac, so I have a dead-end main which is more subject to water quality problems due to lack of circulation.

In the process of this I interacted with the DPW supervisor and questioned him about the Township's policy of regular Watermain flushing and valve exercising. Apparently there is no program currently in place for this. This may be due to a lack of funding in this department for the personnel that would have to be committed to run such a program.

I can tell you working with communities throughout Michigan that having such a program to flush water mains and exercise valves for water systems is very routine and a highly recommended program to have. It keeps the system's components exercised, maintained, and reduces water quality problems.

Some of the problems that happened in Flint recently were the result of the City's lack of these sorts of programs being in place. Not that we are in immediate danger of the same issues that Flint had, but not having these programs in place will have a detrimental impact long-term on our system.

With the development that is happening in the Township, it seems prudent that we would have a program in place to maintain the existing water system properly before we expand it. Whether it is through the connection charges for new users, or our normal rates, it seems we should have the cost of maintaining our system properly built in.

As a ratepayer, I do not want to get stuck with the bill to fix new development's systems in the future because they were not properly maintained along the way. This is what will happen, though, if you we do not maintain the system along the way. Not to mention our water quality will suffer now without regular flushing.

The American Water Works Association is a national Association which has many resources regarding this topic. If you desire more information I can certainly provide it to you.

I encourage you to look at this issue and review it.

Sincerely,

Trevor Wagenmaker, P.E.

JAN 03 2017

BI-2

JAN 03 2017

**Sandy Otto**

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**From:** Shaping the Avenue <info=shapingtheavenue.com@mail70.atl91.mcsv.net> on behalf of Shaping the Avenue <info@shapingtheavenue.com>  
**Sent:** Wednesday, December 21, 2016 9:14 AM  
**To:** Board  
**Subject:** We want your feedback on Shaping the Avenue 101

Is this email not displaying correctly?  
[View it in your browser.](#)



JAN 03 2017

BI-3

JAN 03 2017



## We want to hear from you!

Thank you for joining us on the Shaping the Avenue bus tour down Michigan and Grand River avenues, followed by the presentation and discussion at the FieldHouse.

**Please share your thoughts on this event and what you think of the corridor!**

For those unable to join both sessions, visit [shapingtheavenue.com](http://shapingtheavenue.com) or follow the project #ShapingTheAve on Facebook, Twitter or Instagram for updates.

[Give Feedback](#)

### About Shaping the Avenue

Shaping the Avenue: Unique places and community spaces, is an initiative to develop land use regulations along Michigan and Grand River avenues (the Avenue) from the Capitol to Meridian

Township. The initiative will shape private and public land development for a unique but complementary collection of places. The Avenue will be a place defined by the individual character and vision of its neighborhoods, and shared as a space to gather as a community.

Shaping the Avenue is a partnership between the municipalities of Lansing, Lansing Township, East Lansing, Meridian Township and the Capital Area Transportation Authority (CATA). A truly regional effort coordinated across multiple jurisdictions, Shaping the Avenue is designed to inspire economic development along the Avenue that will support existing and new businesses, institutions and neighborhoods while strengthening community character. A Technical Committee comprised of public- and private-sector representatives from each of the communities guides the initiative.

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JAN 03 2017  
BI-3  
(page 3 of 3)  
JAN 03 2017

9B (1)

**PROPOSED BOARD MINUTES**

PROPOSED MOTION:

Move to approve and ratify the minutes of the December 6, 2016 Regular Meeting as submitted.

ALTERNATE MOTION:

Move to approve and ratify the minutes of the December 6, 2016 Regular Meeting with the following amendment(s): [insert amendments].

**JANUARY 3, 2017  
REGULAR MEETING**

CHARTER TOWNSHIP OF MERIDIAN  
TOWNSHIP BOARD REGULAR MEETING - DRAFT -  
5151 Marsh Road, Okemos, MI 48864-1198  
853-4000, Town Hall Room  
TUESDAY, DECEMBER 6, 2016 6:00 P.M.

PRESENT: Supervisor Styka, Clerk Dreyfus, Treasurer Brixie, Trustees Deschaine, Jackson, Opsommer, Sundland  
ABSENT: None  
STAFF: Township Manager Frank Walsh, Assistant Township Manager/Director of Public Works and Engineering Derek Perry, Director of Parks and Recreation LuAnn Masiner, Director of Information and Technology Stephen Gebes, Police Chief David Hall, Fire Chief Fred Cowper, Associate Planner/Economic Development Coordinator Ben Motil, Senior Planner Peter Menser

1. CALL MEETING TO ORDER

Supervisor Styka called the meeting to order at 6:00 P.M.

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Styka led the Pledge of Allegiance.

3. ROLL CALL

The secretary called the roll of the Board.

4. PRESENTATION (None)

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Styka opened Public Remarks.

Neil Bowlby, 6020 Beechwood Drive, Haslett, spoke in support of applying for the Ingham County Regional Trails Grant Application. He addressed resolution which fail to be approved v. resolution which are denied. Mr. Bowlby asked if the citizenry can rely on the fact the Board follows the rules of its Policy Manual and Policy Governance. He recommended Thomas Deits be appointed to serve on the Planning Commission and Clerk Dreyfus as the board representative to Tri-County Regional Planning Commission.

Diana Paiz Engle, 2164 Quarry Road, East Lansing, spoke in support of her application for public service to sit on the newly created Transportation Commission, as she is a user of all forms of public transit.

Leonard Provencher, 5824 Buena Parkway, Haslett, spoke to the "ethics" involved with the 50% reduction in public comment during Board meetings. He spoke in support of the Supervisor Pro-Tem appointment and requested written answers be provided to the public regarding pension and long-term retiree health care liability.

Thadd Gormas, 2578 Woodhill, Okemos, introduced himself as a Township resident who has submitted an application to serve on the Planning Commission.

Aaron Richmond, 1424 Biscayne Way, Haslett, voiced support for the Welcoming Community Resolution. He encouraged the Board to remember the Township can always do more and offered several examples.

Supervisor Styka closed Public Remarks.

6. TOWNSHIP MANAGER REPORT

Manager Walsh reported the following:

- New development - \$56.4 million in new development through November, 2016
- Moderate growth in 2016 for the Township
- Items on the December 13<sup>th</sup> Board agenda:
  - Branding (including logos and tag lines)
  - Board appointments
  - Closed session regarding pending litigation and an informational update on collective bargaining agreement negotiations

#### 7. BOARD MEMBER REPORTS AND ANNOUNCEMENTS

Clerk Dreyfus reported the election recount officially began yesterday at noon. He indicated all Meridian Township ballots were delivered last Friday to the Ingham County Fairgrounds as requested by County Clerk Barb Byrum.

Treasurer Brixie reported winter tax bills were sent out December 1<sup>st</sup> with a due date of February 14<sup>th</sup>. She noted the Township offers a program for electronic payment and enrollment forms are available on the Township website. Treasurer Brixie reported her attendance at last week's Economic Development Corporation where that body finalized its goal and objectives.

Supervisor Styka reported the Meridian Garden Club has announced its Plant it Pink Garden, a tribute to women who lost their lives to breast cancer, women who are fighting the disease and women who have triumphed. He indicated the garden will be partially supported through the sale of memorial bricks (\$75) which will be placed in the garden. Supervisor Styka announced bricks can be purchased at [www.meridiangardenclub.weebly.com](http://www.meridiangardenclub.weebly.com).

Trustee Deschaine voiced his appreciation to Township Manager Walsh for keeping new Trustees up to speed on the business of the Township since the Primary Election in August.

Trustee Opsommer reported a package of legislation regarding Other Post-Employment Benefits (OPEB) liabilities has been stalled in the House Local Government committee, with only one bill reported out which only requires additional reporting requirements.

#### 8. APPROVAL OF AGENDA

**Treasurer Brixie moved to approve the agenda as submitted. Seconded by Clerk Dreyfus.**

VOICE VOTE: Motion carried unanimously.

#### 9. CONSENT AGENDA (SALMON)

Supervisor Styka reviewed the consent agenda.

**Treasurer Brixie moved to adopt the Consent Agenda. Seconded by Clerk Dreyfus.**

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

NAYS: None

Motion carried unanimously.

#### A. Communications

##### (1) Board Information (BI)

- BI-1 Kevin V. Schumacher, 5868 Westminster Way, East Lansing; RE: Appreciation for the fog line painting on Park Lake Road
- BI-2 Tim Potter, 4632 Van Atta Road, Okemos; RE: Appreciation for the bike-friendly north-south route through the Township with the fog line painting on Park Lake Road
- BI-3 Matthew R. Trecha, 605 5<sup>th</sup> Avenue N., Apt. 314, Seattle, WA; RE: Concern sharrows are still listed in the 2016 Master Plan
- BI-4 Ryan N. Henry, Kincaid Henry, 934 Clark Street, Lansing; RE: Walnut Hills Rezoning Request

- BI-5 Renee Korrey, 4633 Okemos Road, Okemos; RE: Support for the appointment of Erik Lindquist to the Planning Commission
- BI-6 Laura Rose Ashlee, 1931 Yuma Trail, Okemos; RE: Support for the appointment of Diana Paiz Engle to the Transportation Commission
- BI-7 Pat Cannon, 2700 Marfitt Road, #307, East Lansing; RE: Support for the appointment of Diana Paiz Engle to the Transportation Commission
- BI-8 John P. Gardner, Director of External Affairs, Comcast, Heartland Region, 1401 E. Miller Road, Lansing; RE: Simplification of charges on Comcast customers' bills effective January 1, 2017
- BI-9 Craig D'Agostini, Vice President, Governmental and Regulatory Affairs, Heartland Region, 1401 E. Miller Road, Lansing; RE: Removal of Fox College Sports programming from Comcast's Channel line-up effective January 1, 2017
- BI-10 John P. Gardner, Director of External Affairs, Comcast, Heartland Region, 1401 E. Miller Road, Lansing; RE: Conversion to a new billing system effective December 5, 2016

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

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus  
 NAYS: None  
 Motion carried unanimously.

**B. Minutes**

**Treasurer Brixie moved to approve and ratify the minutes of the November 15, 2016 Regular Meeting as submitted. Seconded by Clerk Dreyfus.**

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus  
 NAYS: None  
 Motion carried unanimously.

**C. Bills**

**Treasurer Brixie moved that the Township Board approve the Manager's Bills as follows:**

Common Cash	\$ 237,146.28
Public Works	\$ 10,616.19
Trust & Agency	\$ 30,972.15
 Total Checks	 \$ 278,735.62
 Credit Card Transactions	 \$ 14,190.05
 Total Purchases	 \$ <u>292,924.67</u>
 ACH Payments	 \$ <u>738,995.69</u>

**Seconded by Clerk Dreyfus.**

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus  
 NAYS: None  
 Motion carried unanimously.

[Bill list in Official Minute Book]

- D. Resolution to Approve Financial Institutions/New Signers  
**Treasurer Brixie moved to adopt a resolution entitled “Authority to Open an Account” for each of the listed financial institutions in a staff memorandum dated December 2, 2016. Seconded by Clerk Dreyfus.**

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus  
 NAYS: None  
 Motion carried unanimously.

- E. 2016 Assistance to Firefighters Grant  
**Treasurer Brixie moved to authorize the Fire Department to apply for and accept an Assistance to Firefighters Grant through the Department of Homeland Security in the amount of \$74,000.00 with the Township’s 10% share being \$7,400.00 coming from the 2017 General Fund. Seconded by Clerk Dreyfus.**

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus  
 NAYS: None  
 Motion carried unanimously.

- F. Regional HazMat 2016 Assistance to Firefighters Grant  
**Treasurer Brixie moved to authorize the Fire Department to apply for and accept an Assistance to Firefighters Grant through the Department of Homeland Security in the amount of \$661,865.10 with the Region’s 10% share being \$66,186.51 and the Township’s share being \$11,031.09 coming from the 2017 General Fund. Seconded by Clerk Dreyfus.**

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus  
 NAYS: None  
 Motion carried unanimously.

- G. Fireworks Display Permit Extension-New Year’s Eve Celebration  
**Treasurer Brixie moved to approve the Fireworks Permit for the Meridian Township New Year’s Eve Celebration on December 31, 2016 by Pyrotechnic Operator Night Magic Displays with an inclement weather date of January 1, 2017. Seconded by Clerk Dreyfus.**

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus  
 NAYS: None  
 Motion carried unanimously.

- H. Ingham County Regional Trails and Parks Millage Fund – Meridian Township Grant Applications 2016  
**Treasurer Brixie moved to support the applications for the Ingham County Trails and Park Application resolution contained in staff memorandum dated December 1, 2016. Seconded by Clerk Dreyfus.**

Board and staff discussion:

- Majority of the cost is relative to the bridge which will cross the Red Cedar River

- Appreciation to the Director of Parks and Recreation for her devotion and commitment to the Township’s park system

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus  
 NAYS: None  
 Motion carried unanimously.

10. QUESTIONS FOR THE ATTORNEY (None)

Supervisor Styka reported that according to the Township attorney, the meeting format designed by the Supervisor wherein two (2) opportunities are provided for public comment is legal. In an effort towards brevity during Board meetings, he noted Board members will read a motion to adopt a resolution and not read the resolution in its entirety. Supervisor Styka added Township counsel concurred that annual adoption of the Supervisor Pro Tem is also legal.

11. HEARINGS (None)

12. ACTION ITEMS

- A. Rezoning #16040 (Sumbal) 2267 Saginaw, 6217 and 6219 Newton from PO (Professional and Office), RD (Multiple Family) and RA (Single Family – Medium Density) to C-2 (Commercial), **Final Adoption**

**Clerk Dreyfus moved to adopt the resolution to finally adopt Ordinance No. 2016-09 and approve Rezoning Petition #16040. Seconded by Trustee Jackson.**

Senior Planner Menser summarized the rezoning request as outlined in staff memorandum dated December 2, 2016.

Board discussion:

- Applicant has listened to Board comments throughout this process and amended his request accordingly
- Support for the rezoning based on the information found on the Future Land Use Map (FLUM) for the new Master Plan
- Proposal is a “good outcome” for this property
- Assisted living facilities should be placed in areas where citizens can maintain an independent quality of life, achieved in part through access to public transit

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus  
 NAYS: None  
 Motion carried unanimously.

- B. Wetland Use Permit #16-05 (Mayberry Homes) Silverstone Estates subdivision, a request to enclose approximately 192 feet of the Unruh Drain  
**Trustee Jackson moved to adopt the resolution approving Wetland Use Permit #16-05 with the conditions set forth in the resolution of approval. Seconded by Treasurer Brixie.**

Senior Planner Menser summarized the wetland use permit (WUP) request as outlined in staff memorandum dated December 2, 2016.

Board discussion:

- Both the Township’s environmental consultant and the Environmental Commission have recommended approval of the WUP for this project
- Michigan Department of Environmental Quality (MDEQ) has also approved the wetland use permit request

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus  
NAYS: None  
Motion carried unanimously.

C. Supervisor Pro-Tem Appointment

**Trustee Deschaine moved that the Board appoint, through December 31, 2017, Trustee Patricia Jackson to act as President Pro-Tem at any meeting of the Township Board wherein the Supervisor is absent. Seconded by Clerk Dreyfus.**

Board discussion:

Annual appointment of a Supervisor Pro Tem allows for Board meetings to run smoothly

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus  
NAYS: None  
Motion carried unanimously.

D. Welcoming Community Resolution

**Treasurer Brixie moved to adopt the Resolution in Support of Meridian as a Welcoming Community and Elected Official Pledge of Support. Seconded by Trustee Sundland.**

Board discussion:

- Meridian Township became a member of Welcoming Michigan and Welcome America in 2014
- Meridian Township approved its human relations ordinance in 2013

**Treasurer Brixie moved [and read into the record] NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, that each board member commits to the following Welcoming Michigan pledge:**

**“I pledge to stand against hate and discrimination and affirm that Michigan should be a welcoming state for all.**

**I am proud of Michigan’s diversity. I recognize that, at every level of American society, refugees, immigrants, and people of all backgrounds contribute to our democracy, culture and economy. We must advance the basic principles upon which the United States was founded, establishing the equality and dignity of all people, regardless of their background.**

**I condemn any attacks on, harassment of, or intimidation of individuals or places of worship that are based on race, ethnicity, immigration or refugee status, religion, sexual orientation, gender identity or expression, or other social identities. From our schools to our neighborhoods and our governmental halls, the Charter Township of Meridian, Ingham County, Michigan, must be a place that respects all of our diverse communities.”**

VOICE VOTE: Motion carried unanimously.

13. BOARD DISCUSSION ITEMS

A. 2017 Goal Setting Process

Township Manager Walsh suggested the Board may wish to establish a schedule to complete its annual review as outlined in staff memorandum dated December 1, 2016.

## Board and staff discussion:

- Preference to set an initial date of January 7<sup>th</sup> commencing with a bus tour of the Township
- Goal setting session may take longer, but a five (5) hour commitment should result in the top 10 goals being identified
- Manager's preference to move away from including routine items which staff will continue to perform
- Manager's preference for the Board to establish an action plan and staff will implement those actions
- Board member belief ten (10) items on the action plan should be reduced and simplified
- Inquiry if the Board will tie the Township Manager's performance review into the process
- Contract language for the Township Manager's performance review states November-December, but was typically April-May
- Board member preference to arrange a time for the Township Manager's review in the month of December
- Suggestion for the Board to tie the Township Manager's review in with the goal setting process sometime in January
- Township Manager suggestion to name the three-member committee for the Manager's review at the December 13<sup>th</sup> Board meeting
- Board member suggestion to conduct the Township Manager's review in closed session
- Board member suggestion to conduct the Township Manager's review in November, prior to the 20<sup>th</sup> of the month, in order for continuity to exist in four (4) years from the previous Board
- Board member preference for the goal setting and performance review to be conducted at the January 7, 2017 meeting

**It was the consensus of the Board to establish January 7, 2017 as the goal setting session. The Supervisor will provide procedures at the next Board meeting for how the Board will conduct the Township Manager's review.**

## B. Urban Cooperation Agreement

Township Manager Walsh offered an update on the Urban Cooperation Agreement as outlined in staff memorandum dated December 2, 2016.

## Board and staff discussion:

- Issue of concern is the amount of the brownfield redevelopment costs approved by the East Lansing City Council
- Brief explanation of a brownfield and a "pass through"
- Continued concern with "big box" deed restrictions
- Continued concern with the ability to appeal taxes, which lengthens the time of tax recapture
- Significant community interest in seeing a Costco store come to the area
- Appreciation for the large conservation easement
- Continued concern with development of the outlots
- \$1 million brownfield amount was a figure stated by the Costco representative at a community meeting
- Board member belief the deal will not fall through over \$800,000, given the potential for large profits
- Request for the Township Attorney to provide language for the consent agreement which would cap the Township's obligation at \$1 million for the brownfield
- Staff has consulted with the Township Attorney and is prepared to address the issued based on results from tonight's East Lansing City Council meeting
- Support for placing deed restrictions on the property

- Only issue up for discussion is whether the East Lansing City Council will approve a brownfield in excess of \$1 million this evening
- Preference to retain 1/3 of the mills collected on the first \$1 million as previously agreed upon regardless of action by the East Lansing City Council to approve a higher amount
- Broad support by Township residents for the Costco development
- The Township was diligent to protect the nearby neighborhood while working through this agreement
- Costco development could be a catalyst for redevelopment of Carriage Hills

#### 14. COMMENTS FROM THE PUBLIC

Supervisor Styka opened Public Remarks.

Leonard Provencher, 5824 Buena Parkway, Haslett, believed the 2016 Goals document to be a good communication to the public for apprising them on what the Township is doing. He expressed concern with dark store concept and potential tax appeal relative to the proposed Costco development.

Aaron Richmond, 1424 Biscayne Way, Haslett, reminded Board members of the significant amount of money Costco has already invested in this development. He did not believe the company would “walk away” from the project because of \$800,000.

Diana Paiz Engle, 2164 Quarry Road, East Lansing, expressed appreciation one of the new Trustees made the connection between assisted living facilities and the need for public transit. She pointed out there are several letters of support in the Board packet for her appointment to the Transportation Commission. Ms. Engle suggested the inclusion of persons with disabilities in the Welcoming Resolution.

Supervisor Styka closed Public Remarks.

#### 15. OTHER MATTERS AND BOARD MEMBER COMMENTS

Clerk Dreyfus welcomed the four (4) new Trustees. He thanked Supervisor Styka for his professional approach to conducting Board meetings.

Treasurer Brixie reported her attendance at today’s Tri-County Regional Planning non-motorized plan kick-off. She congratulated HOMTV interns who won awards at the Golden Tape Award ceremony last night. She reported the fundraiser basketball game held between the Police and Fire Department raised \$4,600 for Gayelord Mankowski’s Christmas Party for disadvantaged Meridian Township children.

Trustee Deschaine voiced appreciation for more concise public comment times during Board meetings.

#### 16. CLOSED SESSION – Pending Litigation

**Clerk Dreyfus moved to go into closed session to consult with the Township Attorney regarding trial or settlement strategy in connection with specific pending litigation and to discuss negotiations in connection with our collective bargaining agreements as permitted by Sections 8 (c) and (e) of the Open Meetings Act. Seconded by Treasurer Brixie.**

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

NAYS: None

Motion carried unanimously.

Supervisor Styka recessed the meeting at 7:45 P.M.

The Board adjourned to the upstairs conference room for a closed session.

**Trustee Opsommer moved to return to open session. Seconded by Trustee Deschaine.**

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

NAYS: None

Motion carried unanimously.

**Treasurer Brixie moved to approve the settlement agreement and release made by and between the Charter Township of Meridian and Kelly Trentin and authorize Township Manager Frank Walsh to sign on behalf of the Township. Seconded by Trustee Opsommer.**

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

NAYS: None

Motion carried unanimously.

Supervisor Styka reconvened the meeting at 9:16 P.M.

17. ADJOURNMENT

**Trustee Sundland moved to adjourn. Seconded by Trustee Jackson.**

VOICE VOTE: Motion carried unanimously.

Supervisor Styka adjourned the meeting at 9:19 P.M.

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RONALD J.STYKA  
TOWNSHIP SUPERVISOR

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BRETT DREYFUS, CMMC  
TOWNSHIP CLERK

Sandra K. Otto, Secretary

9B (2)

**PROPOSED BOARD MINUTES**

**PROPOSED MOTION:**

**Move to approve and ratify the minutes of the December 13, 2016 Regular Meeting as submitted.**

**ALTERNATE MOTION:**

**Move to approve and ratify the minutes of the December 13, 2016 Regular Meeting with the following amendment(s): [insert amendments].**

**JANUARY 3, 2017  
REGULAR MEETING**

CHARTER TOWNSHIP OF MERIDIAN  
TOWNSHIP BOARD REGULAR MEETING - DRAFT -  
5151 Marsh Road, Okemos, MI 48864-1198  
853-4000, Town Hall Room  
TUESDAY, DECEMBER 13, 2016 6:00 P.M.

PRESENT: Supervisor Styka, Clerk Dreyfus, Treasurer Brixie, Trustees Deschaine, Jackson, Opsommer, Sundland  
ABSENT: None  
STAFF: Township Manager Frank Walsh, Assistant Township Manager/Director of Public Works and Engineering Derek Perry, Director of Community Planning & Development Mark Kieselbach, Police Chief David Hall, Fire Chief Fred Cowper, Finance Director Miriam Mattison, Communications Director Deborah Guthrie, Human Resources Director Joyce Marx, Director of Information and Technology Stephen Gebes, Economic Development Coordinator/Associate Planner Ben Motil

1. CALL MEETING TO ORDER

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

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Styka led the Pledge of Allegiance.

3. ROLL CALL

The secretary called the roll of the Board.

4. PRESENTATION

A. Dave Hall, Chief of Police-Introduction of New Police Officers

Police Chief Hall introduced Tori Klewicki-McNutt as Meridian Township's newest police officer.

B. 175<sup>th</sup> Township Celebration-Deborah Guthrie

Director Guthrie announced 2017 is Meridian Township's 175<sup>th</sup> Anniversary. She offered a brief history and highlighted the series of events to take place in the year-long celebration.

C. Resolution of Appreciation for Patrick Cannon

**Treasurer Brixie moved [and read into the record] NOW, THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD CHARTER TOWNSHIP OF MERIDIAN extends its best wishes to Patrick Cannon and expresses its gratitude for his service to the community. Seconded by Trustee Jackson.**

VOICE VOTE: Motion carried unanimously.

Mr. Cannon expressed his appreciation and offered history of his nearly 40 years of service to Meridian Township.

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Styka opened Public Remarks.

Tim Potter, 4632 Van Atta Road, Okemos, voiced appreciation for the Supervisor's nomination of him to serve on the newly created Transportation Commission.

John Veenstra, 320 Piper Road, Haslett, objected to cutting in half the opportunity for public comment during a Board meeting. He expressed his desire for the Board to reverse this action. Mr. Veenstra voiced opposition to the recommendation of Gerald Richards to the Planning Commission.

Patty McPhee, 5275 Thames Drive, Haslett, asked the Board to take time in making appointments to the Planning and Transportation Commissions. Relative to the Bus Rapid Transit (BRT), she asked new Board members to remember the history and messages from the public as they move forward on this issue.

Donna Rose, 6207 Cobblers Drive, East Lansing, expressed her views on appointments to the Transportation Commission. She voiced appreciation for the creation of this Commission. Ms. Rose requested Board members not approve the Walnut Hills rezoning request when it comes before them.

Karla Hudson, Skyline Drive, East Lansing, voiced appreciation for Board consideration of her as an appointee to the Transportation Commission. She offered a brief history of her transportation experiences while working at the Rehabilitation Center and use of public transit over the last 25 years of residency in the Township.

Supervisor Styka closed Public Remarks.

#### 6. TOWNSHIP MANAGER REPORT

Township Manager Walsh noted that 13 Costco stores have been built in Michigan, a state of 570 Michigan communities, and pointed out the extensive work undertaken by Meridian Township and the City of East Lansing into the prospect of bringing Costco to the area. Manager Walsh stated people want to invest in Meridian, highlighting several new projects currently under construction.

#### 7. BOARD MEMBER REPORTS AND ANNOUNCEMENTS

Clerk Dreyfus offered an extensive recount report for the November 8, 2016 General Election in Meridian Township. He demonstrated the three (3) chamber seals used to secure the ballot bags were identical in form and function and he addressed the total unrecountable votes. Clerk Dreyfus added that in the precincts where votes could not be recounted, election law dictates the original votes stand. Clerk Dreyfus spoke to an article in the *Lansing State Journal* and the series of events regarding communication by the Ingham County Clerk's Office.

Board discussion:

- Number of total precincts in Ingham County
- Meridian Township's participation in the recount effort
- Board member belief the mathematics used varies according to precinct

Clerk Dreyfus noted that in precincts recounted in Meridian Township, the results showed virtually all precincts had either no change in the vote count, or were plus or minus one or two votes. He indicated what that meant was the original vote count in the November, 2016 General Election in Meridian Township was extremely accurate, and the recount proved it. Clerk Dreyfus concluded by stating he reached out to the Michigan Bureau of Elections, the *Lansing State Journal*, and the Ingham County Clerk's Office in order to clarify seal requirements from the State of Michigan, provide information to the general public and improve communication between the County Clerk and the Township.

#### A. Treasurer's Quarterly Report-Julie Brixie

Treasurer Brixie reported on delinquent personal property tax collection totals for 2011 through 2015 tax years, total 2016 tax year collections as of December 7, 2016, 2016 tax year distributions total as of November 10, 2016, and current fixed and non-fixed investments as of October 31, 2016.

#### 8. APPROVAL OF AGENDA

**Treasurer Brixie moved to approve the agenda as submitted. Seconded by Clerk Dreyfus.**

VOICE VOTE: Motion carried unanimously.

#### 9. CONSENT AGENDA (SALMON)

Supervisor Styka reviewed the consent agenda.

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

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

NAYS: None

Motion carried unanimously.

A. Communications

(1) Board Information (BI)

- BI-1 Robert Francoeur, 6095 Horizon Drive, East Lansing; RE: Opposition the proposed Walnut Hills development
- BI-2 Karla Hudson, 6009 Skyline Drive, East Lansing; RE: Concern with the Walnut Hills rezoning request and her previous application for appointment to the Transportation Commission
- BI-3 Lindsey and Russell LaForte, 4577 Van Atta Road, Okemos; RE: Support for Meridian Township's Welcoming Community Resolution
- BI-4 Laurie Dawson, 2369 Seminole Drive, Okemos; RE: Support for Meridian Township's Welcoming Community Resolution
- BI-5 Ellen Rzepka, 1840 Sunhollow Court, Haslett; RE: Support for Meridian Township's Welcoming Community Resolution

(2) Commission Linkage (CL)

- CL-1 Lise Schools, 2300 Kewanee Way, Okemos; RE: E-mail of intent not to seek reappointment to the Environmental Commission

Material handed out at the December 6, 2016 Board Meeting

- John Wolenberg, President, Wood Creek Homeowners Association, 2459 Barnsbury Road, East Lansing; RE: Wood Creek Homeowners Association requests and recommendations for the Least Lansing Costco Store
- Erica Wolf, 4965 Hillcrest Avenue, Okemos; RE: Letter of support for appointment of Diana Paiz Engle to the Transportation Commission
- Renee Korrey, 4633 Okemos Road, Okemos; RE: Support for Meridian Township's Welcoming Community Resolution
- Susan J. Masten, 1320 Ivywood Drive, Okemos; Support for Meridian Township's Welcoming Community Resolution
- Char Brooks, 2526 Dustin Road, Okemos; RE: Support for Meridian Township's Welcoming Community Resolution
- Mike McCurdy, 5458 Okemos Road, East Lansing; RE: Support for Meridian Township's Welcoming Community Resolution
- Alexia Mansour, 4354 Hulett Road, Okemos, RE: Support for Meridian Township's Welcoming Community Resolution
- Terri McElhinny, 4588 Van Atta Road, Okemos; RE: Support for Meridian Township's Welcoming Community Resolution
- Tom and Winifred Motherwell, 1153 Haslett Road, Haslett; RE: Support for Meridian Township's Welcoming Community Resolution
- Anne Woiwode, 5088 Powell Road, Okemos; RE: Support for Meridian Township's Welcoming Community Resolution

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

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus  
 NAYS: None  
 Motion carried unanimously.

B. Bills

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

Common Cash	\$	139,674.50
Public Works	\$	330,219.27
Trust & Agency	\$	---
Total Checks	\$	469,893.77
Credit Card Transactions (Dec. 1 to Dec. 7, 2016)	\$	9,596.12
Total Purchases	\$	<u>479,489.89</u>
ACH Payments	\$	<u>394,899.89</u>

**Seconded by Clerk Dreyfus.**

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus  
 NAYS: None  
 Motion carried unanimously.

[Bill list in Official Minute Book]

C. 2017 Proposed Non-Union Wage Schedule

**Trustee Deschaine moved to approve the 2017 Non-Union Wage Schedule, with a 2% wage adjustment, as presented. Seconded by Clerk Dreyfus.**

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus  
 NAYS: None  
 Motion carried unanimously.

10. QUESTIONS FOR THE ATTORNEY (None)

11. HEARINGS (None)

12. ACTION ITEMS

A. Appointments to Boards and Commissions

Board discussion:

- Board member preference to not act on appointments since the list of appointments was not available to the public
- Only two (2) Boards are being requested this evening for appointments: Transportation Commission and the Planning Commission
- Supervisor reviewed all applications submitted for these two Commissions, examining the background of all applicants

**Treasurer Brixie moved to delay Transportation Commission appointments until the next regularly scheduled Board meeting. Seconded by Clerk Dreyfus.**

Board discussion:

- Board member concern all applicants are not on the list prepared by the Supervisor

VOICE VOTE: Motion carried 6-1 (Supervisor Styka).

**Clerk Dreyfus moved to postpone the appointment of Planning Commission members until the January 3, 2017 Board meeting. The motion died for lack of support.**

**Treasurer Brixie moved to appoint Samantha Baruah to the Planning Commission for a term ending December 31, 2019. Seconded by Trustee Opsommer.**

VOICE VOTE: Motion carried 6-1 (Clerk Dreyfus).

**Trustee Jackson moved to appoint Holly Cordill to the Planning Commission for a term ending December 31, 2019. Seconded by Clerk Dreyfus.**

VOICE VOTE: Motion carried unanimously.

**Trustee Jackson moved to reappoint Brett DeGroff to the Planning Commission for a term ending December 31, 2019. Seconded by Treasurer Brixie.**

VOICE VOTE: Motion carried unanimously.

**Trustee Deschaine moved to appoint David Premoe to fill a vacancy on the Planning Commission for a term ending December 31, 2018. Seconded by Trustee Sundland.**

VOICE VOTE: Motion carried unanimously.

**Trustee Opsommer moved to appoint Gerald Richards to fill a vacancy on the Planning Commission for a term ending December 31, 2018. Seconded by Trustee Deschaine.**

Board discussion:

- Concern with the alleged lack of leadership when Mr. Richards was the Township Manager relative to lack of maintenance for the former central fire station, resulting in the need for a new fire station
- No discussion under Mr. Richards leadership concerning the pension liability
- Previous Board recently did not approve a recommendation for his appointment to the Planning Commission
- Board member belief there is a conflict of interest as Mr. Richards' firm has had an existing engineering contract with Meridian Township
- Conflict of interest issue was researched and the Supervisor believed none existed

VOICE VOTE: Motion carried 6-1 (Clerk Dreyfus).

**Trustee Jackson moved to appoint Trustee Opsommer as the Township Board representative to the Capital Area Transportation Authority (CATA) and Trustee Jackson as the Board representative to the Lansing Economic Area Partnership (LEAP).**

VOICE VOTE: Motion carried 6-1 (Clerk Dreyfus).

**Trustee Deschaine moved to appoint Treasurer Brixie as the Board representative to the Tri-County Regional Planning Commission (TCRPC). Seconded by Trustee Opsommer.**

Board discussion:

- Interest expressed by the Treasurer to serve as the Board representative to the TCRPC
- Several letters received by the Supervisor in support of Clerk Dreyfus as the Board representative to the TCRPC
- Clerk currently serves on TCRPC’s Rural Services Management Committee

**VOICE VOTE: Motion carried 4-3 (Trustee Sundland, Clerk Dreyfus, Supervisor Styka). Treasurer Brixie moved to appoint Trustee Deschaine as the Board liaison to the Economic Development Corporation (EDC). Seconded by Trustee Opsommer.**

Board discussion:

- Trustee Deschaine is a member of the Meridian Area Business Association and has been a proponent of local small businesses for the last 30 years
- Trustee Sundland had expressed interest in serving in this position and offered her credentials

**VOICE VOTE: Motion carried 4-3 (Trustee Sundland, Clerk Dreyfus, Supervisor Styka).**

**Trustee Deschaine moved to appoint Trustee Sundland as the primary delegate to the Groundwater Management Board. Seconded by Treasurer Brixie.**

Trustee Sundland withdrew her name for consideration as the primary delegate to the Groundwater Management Board.

**Clerk Dreyfus moved to appoint Trustee Sundland as the ex-officio member of the EDC. Seconded by Trustee Sundland.**

Board discussion:

- The treasurer of the EDC is required to serve as the ex-officio member

**Clerk Dreyfus withdrew his nomination.**

**Trustee Opsommer moved to appoint Clerk Dreyfus, Trustee Sundland and Trustee Deschaine as members of the Board Election Commission. Seconded by Treasurer Brixie.**

**VOICE VOTE: Motion carried unanimously.**

**Trustee Deschaine moved to appoint Treasurer Brixie as the Board liaison to the Land Preservation Advisory Board (LBAP). Seconded by Treasurer Brixie.**

**VOICE VOTE: Motion carried unanimously.**

**Clerk Dreyfus moved to appoint Supervisor Styka as the regional linkage to local governments and school districts. Seconded by Trustee Jackson.**

**VOICE VOTE: Motion carried unanimously.**

**Treasurer Brixie moved to appoint Clerk Dreyfus as the Board representative to TCRPC's Rural Services Management Committee and as the primary delegate to the Groundwater Management Board. Seconded by Trustee Deschaine.**

Board discussion:

- Some meetings are held during the day and are not conducive for a Board member who holds a full-time job

VOICE VOTE: Motion carried unanimously.

**Trustee Deschaine moved to appoint Trustee Sundland to the Communications Commission. Seconded by Clerk Dreyfus.**

VOICE VOTE: Motion carried unanimously.

**Trustee Opsommer moved to appoint Trustee Jackson as the Board representative to the Zoning Board of Appeals. Seconded by Treasurer Brixie.**

VOICE VOTE: Motion carried unanimously.

**Treasurer Brixie moved to appoint Trustee Deschaine as the Board representative to the Transportation Commission. Seconded by Trustee Opsommer.**

VOICE VOTE: Motion carried unanimously.

**Trustee Opsommer moved to appoint Supervisor Styka as the Board liaison to the Downtown Development Authority. Seconded by Trustee Sundland.**

VOICE VOTE: Motion carried unanimously.

**Trustee Deschaine moved to appoint Treasurer Brixie as the ex-officio member to the Board of Pension Trustees. Seconded by Trustee Jackson.**

VOICE VOTE: Motion carried unanimously.

B. Urban Cooperation Agreement Amendment

Township Manager Walsh summarized the amendment as outlined in staff memorandum dated December 8, 2016.

**Clerk Dreyfus moved to adopt the Agreement Further Amending the Resolutions Amending the Conditions of Annexation. Seconded by Trustee Jackson.**

Board discussion:

- Appreciation to the Township Manager and the Supervisor for their negotiation efforts
- Residents' concerns were taken seriously and considered during the site plan review process
- Adoption of this amendment reconfirms what was already agreed to
- Appreciation for Director Kieselbach's diligence throughout this process to hold Costco and East Lansing to Meridian Township standards
- East Lansing City Council is also meeting tonight to consider this agreement
- Appreciation for the inclusion of the conservation easement and building fees in the agreement

- Request for the Treasurer’s office to receive a copy of the amended brownfield plan in order to properly administer the exchange of funds
- Three out lots on this property were included which prevents further brownfield liability which may result in a quicker pay down than 15 years

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus  
 NAYS: None  
 Motion carried unanimously.

C. 2016 End of Year Budget Amendments Request

Finance Director Miriam Mattison summarized the end of the year budget amendments as outlined in staff memorandum dated December 7, 2016.

**Treasurer Brixie moved to approve the December, 2016 budget amendments with an increase in budgeted fund balance for the General Fund in the amount of \$26,050 which projects a use of fund balance of \$1,353,251. Based on audited 2015 results, the projected Fund Balance at December 31, 2016 will be \$6,250,731. Seconded by Trustee Opsommer.**

Board and staff discussion:

- In 2013, the Township set a goal of a \$5,250,000 fund balance
- Township will receive a check for state revenue sharing
- \$1 million of the \$1,353,251 is a payment to MERS for pension liability approved by the previous Board
- Capital outlay costs in 2016 were for pavement work at the fire stations

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus  
 NAYS: None  
 Motion carried unanimously.

13. BOARD DISCUSSION ITEMS

A. Study Session

Township Manager Walsh summarized the topic of Board study sessions as outlined in staff memorandum dated December 8, 2016.

Board discussion:

- Informal quarterly meetings with one or two topics of discussion determined by the Supervisor
- Preference to hold quarterly meetings during a third Tuesday night in a month
- Value of holding such discussions which would benefit new Board members
- Examples of topics include medical marijuana, pensions and planning tools
- Necessity of holding one in January which would deal with the Township Manager’s evaluation
- Board member suggestion to hold the first study session on January 24<sup>th</sup> with the complicated topic of pensions

**It was the consensus of the Board to discuss the dates at the Board’s goal setting on January 7, 2017.**

B. Township Branding

Communications Director Guthrie summarized the Township Branding project as outlined in staff memorandum dated December 7, 2016.

Zach Krieger, M3 Group, 614 Seymour, Lansing introduced Amy Iceman-Haueter, Brand Manager, who provided a brief overview of their research on the overhead projector. Ms. Iceman-Haueter concluded her remarks with a display of two options for the Township seal.

Board and M3 Group representative discussion:

- Appreciation the shape of the seal is not traditional
- Use of the word “prime” did not come up in association with a negative connotation
- Prime is a play on what individuals know in terms of prime Meridian being located in Meridian Township
- Use of the word prime serves a dual function as well as identifying areas in the community (i.e., schools districts) which offer prime services
- Appreciation for incorporation of water from the river and lake as well as greenspace
- Possibility of incorporating both prime and community first with the logo
- Inquiry as to the rationale for the choice of color palette for the seal
- Board member preference to add more blue to represent the amount of water within the Township
- Seal will “show” well on the website
- Seal is a modern approach to representation of Meridian Township
- Township website, publications, stationery and business cards are pending based on the Board’s selection of a logo and tag line
- Request for proposal (RFP) included the logo, slogan and roll-out of the entire branding campaign, anticipated to continue throughout 2017

**Treasurer Brixie moved to suspend the rules. Seconded by Trustee Opsommer.**

Board discussion:

- Preference not to rush the process and allow time to receive input from the public
- Necessity of allowing departments to move ahead
- Logo, color and brand has implications on the final design and artwork contained in the Master Plan
- Majority of members prefer the prime community logo
- Suggestion to allow staff to move ahead in the next three (3) weeks and take a vote on January 3<sup>rd</sup>
- Appreciation to M3 Group for their hard work

VOICE VOTE: Motion failed 1-6 (Supervisor Styka, Clerk Dreyfus, Trustees Deschaine, Jackson, Opsommer, Sundland)

#### C. Investment Policy

Treasurer Brixie highlighted the primary objectives of the Township’s investment activities in priority order as outlined in Agenda Item 13C.

Board discussion:

- Board will vote on the investment policy at its next meeting\
- Treasurer has taken a conservative approach with Township investments
- Potential for higher rates of return through hiring an active investment manager for a portion of the portfolio
- Treasurer is seeking input from the other Board members regarding any changes to the existing investment policy
- Even mix of smaller communities who use active investment manager services as to those who do not

- Township should take advantage of any potential for growth in the market without significant risk
- Dramatic change in the commercial paper market within the last few weeks
- Appreciation the Township has the luxury of an ever-increasing tax base

**It was the consensus of the Board to place this item on for action at the next Board meeting.**

- D. Zoning Amendment #16050 (Planning Commission) Amendment to Industrial Zoning District  
Director Kieselbach summarized the proposed zoning amendment as outlined in staff memorandum dated December 9, 2016.

Board discussion:

- One of the generalized features of the Master Plan is the promotion of more flexibility in the Township's land use categories
- Proposed zoning amendment helps accomplish the promotion of more flexibility in land use categories in an existing zoning district
- Meridian Company is a separate industrial site
- Four areas in the Township are zoned for industrial use: along Saginaw Highway, Dawn Avenue (location of Ellison Brewery), west side of south Okemos Road next to the railroad tracks and on Jolly Road near Kansas Street
- Education centers are currently allowed in commercial, office and research park zoning categories
- Suggestion to liaison with career centers and local schools
- Mobile food vending ordinance is a non-zoning ordinance and would not go before the Planning Commission for action
- Amendment to two ordinances - Chapter 38 for licensing and the zoning amendment for industrial zoned property
- Brewing companies and distilleries are unique secondary uses for old industrial sites which may otherwise be underutilized or unutilized
- Currently high schools in the Township do not offer shop or hands-on building trades

**It was the consensus of the Board to place this item on for action at the next Board meeting.**

14. COMMENTS FROM THE PUBLIC

Supervisor Styka opened Public Remarks.

Leonard Provencher, 5824 Buena Parkway, Haslett, thanked the Clerk for his extensive election recount report. He expressed a continued desire for Board decorum to be exercised at Board meetings.

Supervisor Styka closed Public Remarks.

15. OTHER MATTERS AND BOARD MEMBER COMMENTS

Trustee Deschaine announced Gayelord Mankowski's Annual Christmas Party will be held this Saturday, December 17<sup>th</sup>, and is in need of volunteers.

Trustee Jackson thanked Clerk Dreyfus for addressing the question regarding the results of the election recount reported in a *Lansing State Journal* article.

16. ADJOURNMENT

**Clerk Dreyfus moved to adjourn. Seconded by Trustee Jackson.**

VOICE VOTE: Motion carried unanimously.

Supervisor Styka adjourned the meeting at 9:10 P.M.

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RONALD J. STYKA  
TOWNSHIP SUPERVISOR

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BRETT DREYFUS, CMMC  
TOWNSHIP CLERK

Sandra K. Otto, Secretary

**Charter Township of Meridian  
Board Meeting  
1/3/2017**

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

COMMON CASH	\$ 369,181.38
PUBLIC WORKS	\$ 250,940.55
TRUST & AGENCY	\$ 1,490,712.43
	TOTAL CHECKS: \$ 2,110,834.36
CREDIT CARD TRANSACTIONS Dec 7th to Dec 28th, 2016	\$ 26,725.51
	TOTAL PURCHASES: <u>\$ 2,137,559.87</u>
ACH PAYMENTS	<u>\$ 1,863,063.07</u>

*mmmm*

*12-29-16*

12/29/2016 12:03 PM  
 User: hudecek  
 DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN  
 EXP CHECK RUN DATES 01/03/2017 - 01/03/2017  
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Vendor Name	Description	Amount	Check #
1. 54-A DISTRICT COURT			
	CASH BOND - KODY ALAN BUDD	290.00	94240
2. ACM-MICHIGAN CHAPTER			
	2017 MEMBERSHIP	45.00	
3. AIRGAS GREAT LAKES			
	MEDICAL OXYGEN SUPPLIES	449.85	
4. ALLGRAPHICS CORP			
	SHIRTS FOR SPORTIES FOR SHORTIES	994.50	
5. APPLGATE HOME COMFORT			
	REFUND-PERMIT NOT IN OUR JURISDICTION-366 SHOESMIT	140.00	
6. ASAP PRINTING			
	FORMS AND PAMPHLET PRINTING	781.28	
7. ASHPAUGH & SCULCO CPA'S, PLC			
	REVIEW OF FRANCHISE FEE PAYMENTS OF COMCAST	1,500.00	
8. AT & T			
	MONTHLY SERVICE	32.66	94235
9. AT& T			
	MONTHLY SERVICE	388.71	
10. AT&T			
	2 MO'S SERVICE	180.40	94227
	MONTHLY SERVICE	108.63	94227
	2 MO'S OF SERVICE	180.40	94227
	MONTHLY SERVICE	137.17	94227
	MONTHLY SERVICE	106.85	94227
	MONTHLY SERVICE	374.64	94227
	MONTHLY SERVICE	2,255.11	94227
	MONTHLY SERVICE	2,411.11	94227
	TOTAL	5,754.31	
11. AT&T MOBILITY			
	WIRELESS SERVICE	90.10	94236
12. AUTO VALUE OF EAST LANSING			
	2016 REPAIR PARTS	97.54	
	2016 REPAIR PARTS	57.35	
	2016 REPAIR PARTS	28.68	
	2016 REPAIR PARTS	58.69	
	2016 REPAIR PARTS	4.69	
	2016 REPAIR PARTS	68.29	
	2016 REPAIR PARTS	3.95	
	2016 REPAIR PARTS	53.69	
	2016 REPAIR PARTS	(13.99)	
	2016 REPAIR PARTS	7.08	
	2016 REPAIR PARTS	1.51	
	2016 REPAIR PARTS	5.49	
	TOTAL	372.97	
13. AVI SYSTEMS INC			
	TOTAL INFO 2017 RENEWAL	995.00	94228
	HOM-TV 2017 SCALELOGIC SUPPORT RENEWAL	6,589.00	94228
	TOTAL	7,584.00	
14. BARYAMES CLEANERS			
	STANDARD POLICE UNIFORM CLEANING	727.60	
15. B-DRY SYSTEM			
	WATER PROOF HARRIS CENTER BASEMENT PER BID	13,230.00	
16. BECKS PROPANE			
	DELIVERED PROPANE	74.12	
17. BIOCARE INC			
	D SCHRIER TESTED MASK FIT TYPE - SCBA	25.00	
18. BLUE CARD ONLINE COMMAND TRAINING			
	BLUE CARD ONLINE COMMAND TRAINING 7 PEOPLE	2,425.50	
19. BRUNETTE EXTERIORS INC			
	REFUND OVERPM'T PB16-1030, 5332 PARK LAKE	15.00	
20. BUDGET KEYCHAINS.COM			
	CUSTOMIZED BOTTLE OPENER/KEYCHAINS	816.97	

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21. CINTAS CORPORATION #725	MECHANICS UNIFORM RENTAL	22.93	94237
	MECHANICS UNIFORM RENTAL	29.82	94237
	MECHANICS UNIFORM RENTAL	32.90	
	TOTAL	85.65	
22. COMCAST CABLE	MONTHLY SERVICE-TOWN HALL INTERNET	183.13	
	NEW CHARGES NOT PAID ON LAST CHECK	9.50	
	UNION INTERNET ACCESS @ FS91	299.70	94229
	TOTAL	492.33	
23. COMPLETE BATTERY SOURCE	BATTERIES	10.10	
24. CONSOLIDATED ELECTRICAL CONTRACTORS	REFUND PERMIT NOT NEEDED 55 VICTORIAN HILLS	249.00	
25. COURTESY FORD	FORD REPAIR PARTS 2016	100.70	
	FORD REPAIR PARTS 2016	131.37	
	FORD REPAIR PARTS 2016	374.94	
	TOTAL	607.01	
26. DAVID CHAPMAN AGENCY	RENEWAL INSURANCE PACKAGE	159,264.00	
27. DBI	MISC SUPPLIES	24.99	
	OFFICE PAPER	31.98	
	TOTAL	56.97	
28. DELTA DENTAL	INSURANCE FOR JANUARY 2017	10,183.65	94241
	INSURANCE FOR JANUARY 2017	2,361.48	94241
	INSURANCE FOR JANUARY 2017	58.68	94241
	TOTAL	12,603.81	
29. DOUGLASS SAFETY SYSTEMS LLC	LIFELINE RESCUE ROPE	775.54	
30. EAST LANSING POLICE DEPT	4TH QTR OHSP GRANT & YOUTH ALC GRANT	6,337.88	94230
31. FANTASTIC ALTERATIONS	ALTER & SEW PATCHES ON 5 SHIRTS	185.00	94225
32. FD HAYES ELECTRIC	INSTALL LED PARKING LOT LIGHTS	1,900.00	
33. FEDEX	SHIPPING	14.54	
34. FIRST COMMUNICATIONS	LOCAL SERVICE	831.68	
35. GABRIEL, ROEDER, SMITH & COMP	BENEFIT CCOMMUNICATION PROJECT 3426-003	200.00	
36. GRANGER	SERVICE FOR DECEMBER	111.00	
	SERVICE FOR DECEMBER	134.51	
	SERVICE FOR DECEMBER	65.44	
	SERVICE FOR DECEMBER	76.00	
	SERVICE FOR DECEMBER	87.00	
	SERVICE FOR DECEMBER	17.50	
	TOTAL	491.45	
37. H.C. BERGER COMPANY	CONTRACT RATE + OVERAGES	27.15	
38. HAMMOND FARMS	SOIL FOR HILLBROOK, CEMETERY & TOWNHALL PROJECTS	318.00	
39. HASLETT ANIMAL HOSPITAL	YUKON	24.00	

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40. HASSELBRING CLARK CO			
	CONTRACT OVERAGE FOR 9/18/16 TO 12/17/16	40.95	
41. INGHAM COUNTY SHERIFF DEPT			
	4TH QTR OHSP & ALCOHOL GRANT	6,812.18	94231
42. JEFFORY BROUGHTON			
	REPAIR RADIO	289.50	
	REPAIR RADIO	136.00	
	TOTAL	425.50	
43. JEROME J GALLAGHER PH.D.			
	EVALUATION FOR APPLICANT EMPLOYMENT	400.00	
44. JOHN VEENSTRA			
	REIMB MILEAGE TO TRI COUNTY REGIONAL PLANNING	74.52	
45. JOHNSON & ANDERSON INC			
	CONVERSION OF FLEET SERVICES CMMS TO CITYWORKS PER	360.00	
46. JOSH O'BRIEN			
	REIMB VENDOR'S CASH BOND	500.00	94232
47. KODIAK EMERGENCY VEHICLES			
	CABIN FILTERS AND MIRROR	202.40	
	CABIN FILTERS AND MIRROR	312.30	
	TOTAL	514.70	
48. LANGUAGE LINES SERVICES			
	NOVEMBER SERVICES	27.49	
49. LANSING POLICE DEPARTMENT			
	4TH QTR SEAT BELT GRANT	1,527.23	94233
50. LANSING SANITARY SUPPLY INC			
	ICE MELTER 50# BAGS	1,331.89	
	STANDING PO - CLEANING SUPPLIES/EQUIPMENT	83.78	
	PROSAVE VAC. & VAC. BAGS	351.62	
	TOTAL	1,767.29	
51. LANSING UNIFORM COMPANY			
	STANDARD POLICE UNIFORM PURCHASE	49.00	
	STANDARD POLICE UNIFORM PURCHASE	13.50	
	UNIFORMS	228.85	
	STANDARD POLICE UNIFORM PURCHASE	139.95	
	STANDARD POLICE UNIFORM PURCHASE	48.95	
	UNIFORMS	100.00	
	STANDARD POLICE UNIFORM PURCHASE	43.95	
	UNIFORMS	127.00	
	UNIFORMS	172.90	
	POLICE UNIFORM PURCHASE - SHOES AND BOOTS	169.95	
	STANDARD POLICE UNIFORM PURCHASE	449.85	
	STANDARD POLICE UNIFORM PURCHASE	1,049.95	
	POLICE UNIFORM PURCHASE - SHOES AND BOOTS	1,406.00	
	TOTAL	3,999.85	
52. LASER TECHNOLOGY INC			
	LTI 20/20 TRUESPEED 100 LASER	1,695.00	
53. M3 GROUP INC			
	PHASE 3 BRAND PLAN DEVELOPMENT & IMPLEMENTATION	3,125.00	
54. MCKEARNEY ASPHALT & SEALING INC			
	RENOVATE HILLBROOK PARK TENNIS COURTS	35,737.50	
55. MERIDIAN DRY CLEANERS			
	STANDING PO - UNIFORM DRY CLEANING	527.75	
	STANDING PO - UNIFORM DRY CLEANING	482.00	
	TOTAL	1,009.75	
56. MERIDIAN TOWNSHIP			
	TRANS FOR FLEX CHECKING 12/23/16 PAYROLL	1,234.66	

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57. MERIDIAN TOWNSHIP PETTY CASH			
	CITY OF LANSING PARKING - C. ADAMS	2.00	
	CITY OF LANSING PARKING - K. RICH	2.00	
	MEALS @ CONF R. FAUST & D. GREEN	28.44	
	CITY OF LANSING PARKING - K. RICH	2.00	
	CITY OF LANSING PARKING - K. RICH	2.00	
	MILEAGE-BANK DEPOSITS M. GROOP	2.70	
	MILEAGE-ELECTION J. HORVATH	2.70	
	MILEAGE-POST OFFICE D. HUGHES	10.26	
	MILEAGE-POST OFFICE S. OTTO	8.64	
	MILEAGE-ELECTIONS R. LEMLEY	7.56	
	MILEAGE-POST OFFICE R. LEMLEY	15.12	
	MILEAGE-MISC M. PRINZ	4.86	
	MILEAGE-MISC M. PRINZ	20.52	
	BOARD PHOTOS - M. PRINZ	3.99	
	LUNCH-TRAINING L. HOWELL	12.50	
	PARKING-EAST LANSING R. KELLERMAN	10.00	
	MILEAGE-POST OFFICE R. LEMELY	13.50	
	MILEAGE-BANK DEPOSITS M. GROOP	2.16	
	TOTAL	150.95	
58. MICHIGAN ASSOC OF MUNICIPAL CLERKS			
	2017 ANNUAL DUES - B. DREYFUS	60.00	
	2017 ANNUAL DUES FOR J. HORVATH	60.00	
	TOTAL	120.00	
59. MICRO SOURCE INC			
	PRINTER TONER	2,715.31	
60. MIDWEST POWER EQUIPMENT			
	LEAF BLOWER MAINTENANCE	86.26	
	PARTS	11.99	
	PARTS	3.32	
	TOTAL	101.57	
61. MOORE MEDICAL LLC			
	EMS MEDICAL SUPPLIES	1,647.50	
	BATTERIES	82.45	
	EMS MEDICAL SUPPLIES/EQUIPMENT	60.21	
	TOTAL	1,790.16	
62. MORTON SALT, INC			
	BULK ROAD SALT	2,028.37	
63. MOSQUITO SQUAD OF GREATER LANSING			
	MOSQUITO CONTROL NMP	750.00	
64. MSU POLICE DEPT			
	4TH QTR OHSP, SEATBELT & ALCOHOL GRANT	5,849.67	94234
65. MUZZALL GRAPHICS			
	UTILITY BILLS	358.88	
66. NAPA			
	FLEET REPAIR PARTS 2016	35.00	
	OPEN PO REPAIR PARTS DEC 2016	680.64	
	FLEET REPAIR PARTS 2016	188.90	
	FLEET REPAIR PARTS 2016	47.88	
	OPEN PO REPAIR PARTS DEC 2016	668.34	
	TOTAL	1,620.76	
67. NETWORKFLEET, INC			
	3RD PARTY INSTALLATION OF NETWORKFLEET DEVICES	208.45	
68. NORTHERN MICHIGAN LAW ENFORCEMENT			
	SWAT TRAINING CONDUCTED - 2016	911.50	94238

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69. OFFICEMAX	SUPPLIES	5.64	
	MISC OFFICE SUPPLIES	50.00	
	SUPPLIES	6.85	
	OFFICE SUPPLIES	68.56	
	TOTAL	131.05	
70. PECKHAM	MUNICIPAL/CENTRAL FIRE STATION JANITORIAL SERVICE	2,445.16	
71. POSTMASTER	POSTAGE FOR 175TH EVENT GUIDE	3,765.83	94151
72. QUALITY TIRE INC	OPEN PO FOR STATE CONTRACT TIRES	1,181.00	
	OPEN PO FOR STATE CONTRACT TIRES	54.00	
	OPEN PO FOR STATE CONTRACT TIRES	747.96	
	TOTAL	1,982.96	
73. RECLAIMED BY DESIGN	DECEMBER RECYCLING CENTER SERVICE	2,000.00	
74. SOLDAN'S FEED & PET SUPPLIES	CANINE SUPPLIES FOR TWO DOGS	120.97	
75. SPARROW OCCUPATIONAL	PROFESSIONAL SERVICES	5,006.94	
	PROFESSIONAL SERVICE	1,449.00	
	PROFESSIONAL SERVICES	280.00	
	TOTAL	6,735.94	
76. SPARTAN PRINTING INC	PRINT SERVICES FOR MERIDIAN MONITOR 175TH ANNIVERS	13,795.00	
77. SPENCER MANUFACTURING	DELUGE VALVE TRUCK 504	189.00	
78. STATE OF MICHIGAN	MAILING OF WINTER TAX BILLS & TAX NOTICES	5,080.64	
79. SUPERIOR SAW	STIHL RESCUE CHAIN SAW WITH DEPTH GUAGE	1,271.90	
80. SWAGIT PRODUCTIONS, LLC	SWAGIT STREAMING SERVICES START UP	3,462.00	
81. TASER INTERNATIONAL	TWO TASER X2 AND TWO CAM HD	3,275.14	
82. THE HARKNESS LAW FIRM PLLC	LEGAL FEES-UTC	6,698.41	
83. THE LINCOLN NAT'L LIFE INS	CO INSURANCE - JANUARY 2017	3,597.93	
84. THE PEN GUY	1,000 BIC CLIC BLACK PENS	575.00	
85. THE POLACK CORPORATION	CONTRACT USAGE 11/10 TO 12/09	1,271.24	
86. TVU NETWORKS	OVERAGES FOR MAY 2016	500.00	
	OVERAGES FOR AUG 2016	500.00	
	OVERAGES FOR SEPT 2016	500.00	
	TOTAL	1,500.00	
87. UNIVERSITY CLUB OF MSU	INTERN APPRECIATION SPECIAL EVENT	3,858.00	
	INTERN APPRECIATION SPECIAL EVENT	95.00	
	TOTAL	3,953.00	
88. VISION TECHNOLOGY SOLUTIONS, LLC	ANNUAL FEE -VISIONLIVE	8,500.00	
89. WALNUT HILLS	EMPLOYEE HOLIDAY LUNCH	2,022.00	94226

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90. WEST SHORE FIRE			
	SELF CONTAINED BREATHING APPARTUS	463.00	
	SCBA MASK FOR LT SCHRIER	267.72	
	TOTAL	<u>730.72</u>	
91. XFINITY			
	XFINITY TV	8.57	94239
TOTAL - ALL VENDORS		369,181.38	
FUND TOTALS:			
Fund 101 - GENERAL FUND		192,595.27	
Fund 204 - PEDESTRIAN BIKEPATH MILLAGE		27.40	
Fund 208 - PARK MILLAGE		50,290.25	
Fund 209 - Land Preservation Millage		96.01	
Fund 211 - PARK RESTRICTED/DESIGNATED		180.40	
Fund 230 - CABLE TV		30,416.49	
Fund 275 - REVOLVING ENERGY FUND		1,900.00	
Fund 277 - LAW ENFORCEMENT GRANTS		20,526.96	
Fund 661 - MOTOR POOL		73,148.60	
PAYMENT TYPE TOTALS			
Paper Check		369,181.38	

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Vendor Name	Description	Amount	Check #
1. BARNHART & SON	WATER/SEWER EMERG CONTRACT PAY EST#1	21,420.00	26592
2. CARL SCHLEGEL INC	BULK SAND, TOPSOIL, GRAVEL FALL 2016	992.99	
3. CITY OF EAST LANSING	OPERATING AND INTERCONNECT COSTS - JANUARY 2017	217,597.50	
4. COMPLETE BATTERY SOURCE	BATTERY	33.91	
	BATTERY	16.96	
	TOTAL	50.87	
5. CRYSTAL TYLER	REFUND FOR INCORR METER HEAD-CONVERSION	1,122.80	26593
6. DELTA DENTAL	INSURANCE FOR JANUARY 2017	1,377.17	26595
7. JOHNSON & ANDERSON INC	CITYWORKS IMPLEMENTATION-STEPS 1&2 OF YOUR JANUARY	640.00	
8. KATHRYN PAYNE	REFUND-INCORRECT METER INFO CAUSED INCORRECT BILLI	18.74	
9. MERIDIAN TOWNSHIP RETAINAGE	WATER/SEWER EMERG CONTRACT-PAY EST#1	1,430.00	
10. MICHAEL FLINTOFF	REFUND-INCORRECT METER INFO CAUSED INCORRECT BILLI	29.56	
	REFUND-INCORRECT METER INFO CAUSED INCORRECT BILLI	191.20	
	TOTAL	220.76	
11. MICHIGAN METER TECHNOLOGY GROUP	WATER MEETER PARTS	3,322.41	
12. MIDWEST POWER EQUIPMENT	HUSQVARNA K760 CUT OFF SAW	880.96	
13. NORTH AMERICAN NATIONAL TITLE SOL	REFUND OVERPM'T FINAL #HAGA-004790-WEST-02	644.00	
	REFUND OVERPM'T FINAL #HAGA-004750-0000-02	186.20	
	TOTAL	830.20	
14. STATE OF MICHIGAN	PESTICIDE LICENSE FOR C. HOUCK-CERT#006130459	75.00	26594
15. THE LINCOLN NAT'L LIFE INS CO	INSURANCE JANUARY 2017	427.35	
16. TRI TITLE AGENCY LLC	REFUND OVERPM'T FINAL #BURC-002230-0000-01	213.80	
	REFUND OVERPM'T FINAL #HASL-002004-0000-02	250.00	
	TOTAL	463.80	
17. TYLER KENNEL	REIMB FOR S-4 DRINKING WATER DISTRIBUTION EXAM	70.00	
TOTAL - ALL VENDORS		250,940.55	
FUND TOTALS:			
Fund 590 - SEWER FUND		24,901.13	
Fund 591 - WATER FUND		226,039.42	
PAYMENT TYPE TOTALS			
Paper Check		250,940.55	

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1. ABDULLATEEF & HEND ALMAIAN	DECEMBER BOARD OF REVIEW REFUND	864.45	11920
2. BOSTON NATIONAL TITLE AGENCY, LLC	OVERPM'T WINTER TAX @4055 BREAKWATER #33-02-02-26-	503.83	11921
3. CHASE	DECEMBER BOARD OF REVIEW REFUND	1,407.13	11922
4. CITIZENS ONE HOME LOANS	DECEMBER BOARD OF REVIEW REFUND	231.13	11923
5. DART BANK	DECEMBER BOARD OF REVIEW REFUND	111.75	11924
6. DAVID & MONICA GINGRICH	DECEMBER BOARD OF REVIEW REFUND	1,278.84	11925
7. DONALD DICKMANN & KATHLEEN MCKEVITT	DECEMBER BOARD OF REVIEW REFUND	1,449.65	11926
8. EAST LANSING PUBLIC SCHOOLS	SUMMER TAX COLLECTION	2,699.76	11946
9. FIRST AMERICAN TITLE	OVERPM'T WINTER TAX @ 1585 DOWNING #33-02-02-15-27	189.25	11927
10. FORSBERG FAMILY LLC	DECEMBER BOARD OF REVIEW REFUND	2,200.45	11928
11. GS FEDEWA HOMES INC	DECEMBER BOARD OF REVIEW REFUND	6.46	11929
12. HASLETT PUBLIC SCHOOLS	WINTER TAX COLLECTION	203,260.66	11930
	SUMMER TAX COLLECTION	21,208.93	11947
	TOTAL	224,469.59	
13. INGHAM INTERMEDIATE SCHOOL	SUMMER TAX COLLECTION	42,171.79	11948
14. JAMES & KATHERINE GRAY	DECEMBER BOARD OF REVIEW REFUND	1,031.56	11931
15. JOHN & WENDY MANGOPOULOUS	TAX TRIBUNAL REFUND 33-02-02-32-228-022	214.94	11944
16. LANSING COMMUNITY COLLEGE	WINTER TAX COLLECTION	556,678.61	11932
17. MORTGAGE CONNECT LP	OVERPM'T WINTER TAX @ 4143 LUFF #33-02-02-26-306-0	338.92	11933
18. MSU FEDERAL CREDIT UNION	DECEMBER BOARD OF REVIEW REFUND	1,946.17	11934
19. NATIONSTAR MORTGAGE LLC	DECEMBER BOARD OF REVIEW REFUND	734.33	11935
20. OCWEN LOAN SERVICING LLC	DECEMBER BOARD OF REVIEW REFUND	1,241.76	11936
21. OKEMOS PUBLIC SCHOOLS	WINTER TAX COLLECTION	623,869.43	11937
	SUMMER TAX COLLECTION	8,540.73	11949
	TOTAL	632,410.16	
22. PENTAGON FEDERAL	DECEMBER BOARD OF REVIEW REFUND	1,738.01	11938
23. PHILIP ROSE	DECEMBER BOARD OF REVIEW REFUND	1,048.98	11939
24. RANDALL P LAETZ	DECEMBER BOARD OF REVIEW REFUND	175.00	11940
25. RICHARD & BONNIE RADWAY	TAX TRIBUNAL REFUND 33-02-02-10-355-006	147.55	11945
26. SPECIALIZED LOAN SERVICING	DECEMBER BOARD OF REVIEW REFUND	1,022.04	11941
27. TANZMANIA INC	MI TAX COMMISSION REFUND #33-02-02-91-519-827	222.30	11919
28. WILLIAM & LINDA DEMMER	DECEMBER BOARD OF REVIEW REFUND	1,039.36	11942

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29. WILLIAMSTON SCHOOLS			
	WINTER TAX COLLECTION	12,762.22	11943
	SUMMER TAX COLLECTION	376.44	11950
	TOTAL	<u>13,138.66</u>	
TOTAL - ALL VENDORS		1,490,712.43	
FUND TOTALS:			
Fund 701 - TRUST & AGENCY		1,490,712.43	
PAYMENT TYPE TOTALS			
Paper Check		1,490,712.43	

## December 7th to December 28th, 2017

Date	Merchant Name	Amount	Account Name
2016/12/22	197 A-1 TRUCK BAY CITY	\$286.56	CHRISTOPHER DOMEYER
2016/12/07	AC&E RENTALS OKEMOS	\$23.50	DAN PALACIOS
2016/12/08	AC&E RENTALS OKEMOS	\$155.00	ROBERT STACY
2016/12/25	ADOBE	\$79.98	ANDREA SMILEY
2016/12/24	ADOBE *ACROPRO SUBS	\$15.89	DEREK PERRY
2016/12/19	ADOBE *CREATIVE CLOUD	\$29.99	ANDREA SMILEY
2016/12/19	ADOBE *CREATIVE CLOUD	\$29.99	BENJAMIN MAKULSKI
2016/12/19	AEDS TODAY	\$64.95	CHRISTOPHER DOMEYER
2016/12/12	AMAZON MKTPLACE PMTS	\$5.00	CHRISTOPHER DOMEYER
2016/12/13	AMAZON MKTPLACE PMTS	\$8.30	MICHELLE PRINZ
2016/12/10	AMAZON MKTPLACE PMTS	\$9.99	MICHELLE PRINZ
2016/12/09	AMAZON MKTPLACE PMTS	\$12.03	ANGELA RYAN
2016/12/09	AMAZON MKTPLACE PMTS	\$57.62	MICHELLE PRINZ
2016/12/10	AMAZON MKTPLACE PMTS	\$166.75	TAVIS MILLEROV
2016/12/12	AMAZON MKTPLACE PMTS	\$197.43	ROBERT MACKENZIE
2016/12/21	AMAZON.COM	\$54.32	MICHELLE PRINZ
2016/12/10	AMAZON.COM AMZN.COM/BILL	\$10.18	CHRISTOPHER DOMEYER
2016/12/10	AMAZON.COM AMZN.COM/BILL	\$51.37	MICHELLE PRINZ
2016/12/20	AMAZON.COM AMZN.COM/BILL	\$59.98	CHRISTOPHER DOMEYER
2016/12/15	ANCA	\$80.00	KATHERINE RICH
2016/12/19	ASFPM MADISON WI	\$150.00	ANGELA RYAN
2016/12/27	ASFPM MADISON WI	\$150.00	YOUNES ISHRAIDI
2016/12/24	AUDIBLE	\$14.95	ANGELA RYAN
2016/12/07	BANNASCH WELDING	\$78.00	ROBERT MACKENZIE
2016/12/13	BBQ LAND	\$16.31	TAVIS MILLEROV
2016/12/22	BUILDERS HARDWARE	\$349.15	PETER VASILION
2016/12/19	CATHEY COMPANY	\$136.60	DAVID LESTER
2016/12/23	COMCAST	\$12.85	KRISTI SCHAEING
2016/12/09	COMCAST	\$60.86	DEBORAH GUTHRIE
2016/12/09	COMCAST	\$124.90	DEBORAH GUTHRIE
2016/12/09	COMCAST	\$125.35	DEBORAH GUTHRIE
2016/12/09	CRACKER BARREL #517 OKEMO	\$32.46	JOAN HORVATH
2016/12/09	DIRECTPROMOTIONALS	\$380.97	DEBORAH GUTHRIE
2016/12/09	DIRECTPROMOTIONALS	\$436.00	DEBORAH GUTHRIE
2016/12/13	DISCOUNT ONE HOUR SIGNS	\$297.34	TODD FRANK
2016/12/13	DUSTY'S CELLAR CORP	\$50.00	ROBIN FAUST
2016/12/09	FEDEXOFFICE 00004069	\$30.00	ROBERT STACY
2016/12/14	FIRE PROTECTION PUB WEB	\$185.85	WILLIAM PRIESE
2016/12/15	FLEETPRIDE 476	(\$22.16)	TODD FRANK
2016/12/13	FLEETPRIDE 476	\$391.51	TODD FRANK
2016/12/07	FLICKR	\$49.99	ANDREA SMILEY
2016/12/14	GEE FARMS	\$1,047.00	LUANN MAISNER
2016/12/11	HARBOR FREIGHT TOOLS 157	\$11.96	WILLIAM PRIESE
2016/12/13	HASLETT TRUE VALUE HARDW	\$5.93	DEREK BURCHAM
2016/12/14	HASLETT TRUE VALUE HARDW	\$23.49	TODD FRANK
2016/12/27	HASLETT TRUE VALUE HARDW	\$32.97	TOM OXENDER
2016/12/20	IN *SIGN A RAMA	\$22.50	CHRISTOPHER DOMEYER
2016/12/16	JETS PIZZA OF HASLETT	\$42.97	MARK VROMAN
2016/12/17	JETS PIZZA OF HASLETT	\$82.00	KEITH HEWITT
2016/12/21	JIMMY JOHNS - 90055 - MOT	\$78.02	MICHELLE PRINZ
2016/12/27	JONES & BARTLETT LEARNING	\$168.90	WILLIAM PRIESE
2016/12/14	KROGER #793	\$19.99	ROBIN FAUST

2016/12/17	LEOS SPIRITS AND GRUB	\$190.80	RICHARD GRILLO
2016/12/16	LEXISNEXIS RISK SOL EPIC	\$63.50	KEN PLAGA
2016/12/18	LOWES #00777*	\$156.53	WILLIAM PRIESE
2016/12/24	LOWES #01596*	\$210.69	WILLIAM PRIESE
2016/12/08	MARKS LOCK SHOP INC	\$114.00	ROBERT MACKENZIE
2016/12/24	MEIJER #209	\$12.99	WILLIAM PRIESE
2016/12/07	MEIJER #210 Q01	\$49.98	WILLIAM PRIESE
2016/12/14	MEIJER INC #025 Q01	\$20.41	PETER VASILION
2016/12/08	MEIJER INC #025 Q01	\$30.00	DARLA JACKSON
2016/12/20	MEIJER INC #025 Q01	\$49.36	MICHELLE PRINZ
2016/12/17	MEIJER INC #025 Q01	\$54.89	RICHARD GRILLO
2016/12/15	MEIJER INC #025 Q01	\$70.81	MICHELLE PRINZ
2016/12/14	MEIJER INC #025 Q01	\$78.23	DARCIE WEIGAND
2016/12/20	MEIJER INC #025 Q01	\$88.15	DARLA JACKSON
2016/12/22	MEIJER INC #025 Q01	\$100.00	MICHELLE PRINZ
2016/12/16	MEIJER INC #025 Q01	\$105.97	PETER VASILION
2016/12/09	MEIJER INC #025 Q01	\$1,040.00	JOYCE A MARX
2016/12/16	MENARDS LANSING SOUTH MI	\$199.00	DAN PALACIOS
2016/12/14	MI LAKE & STREAM ASSOC.	\$45.00	YOUNES ISHRAIDI
2016/12/08	MICH. STATE UNIVERSITY	\$80.00	DEBORAH GUTHRIE
2016/12/08	MICH. STATE UNIVERSITY	\$750.00	DEBORAH GUTHRIE
2016/12/20	MICHIGAN BATTERY EQUIPME	\$178.00	TODD FRANK
2016/12/21	MICHIGAN BATTERY EQUIPME	\$178.00	TODD FRANK
2016/12/08	MICHIGAN MUNICIPAL LEAGUE	\$285.00	DEREK PERRY
2016/12/15	MICHIGAN SUPPLY CO	\$114.58	PETER VASILION
2016/12/20	MIDWEST POWER EQUIPMEN	\$11.74	ROBERT MACKENZIE
2016/12/22	MIDWEST POWER EQUIPMEN	\$29.98	ROBERT STACY
2016/12/20	MIDWEST POWER EQUIPMEN	\$30.00	KEITH HEWITT
2016/12/13	MIDWEST POWER EQUIPMEN	\$71.88	DEREK BURCHAM
2016/12/21	MOORE MEDICAL LLC	(\$8.74)	DAVID HALL
2016/12/20	NATIONALSAFETYCOMPL	\$133.95	DENNIS ANTONE
2016/12/21	OFFICEMAX/OFFICEDEPOT #61	\$23.09	ROBIN FAUST
2016/12/19	OFFICEMAX/OFFICEDEPOT #61	\$62.99	KRISTEN COLE
2016/12/22	OFFICEMAX/OFFICEDEPOT #61	\$83.99	PETER MENSER
2016/12/22	OFFICEMAX/OFFICEDEPOT #61	\$99.99	PETER MENSER
2016/12/20	OFFICEMAX/OFFICEDEPOT #61	\$116.54	ROBIN FAUST
2016/12/22	OFFICEMAX/OFFICEDEPOT #61	\$213.94	WILLIAM PRIESE
2016/12/22	OKEMOS HDWE INC	\$7.59	MARK VROMAN
2016/12/22	OKEMOS HDWE INC	\$23.58	MARK VROMAN
2016/12/17	OLIVE GARDEN 00011874	\$349.69	RICHARD GRILLO
2016/12/12	PAKRITE PELICANSTOR PAK	\$136.80	CHRISTOPHER DOMEYER
2016/12/09	PANERA BREAD #608017	\$96.54	ROBIN FAUST
2016/12/15	PANERA BREAD #715	\$149.85	MICHELLE PRINZ
2016/12/20	PAYPAL *GREATLAKESA	\$300.00	ANDREA SMILEY
2016/12/08	PAYPAL *HARDWARESAL	\$41.99	LAWRENCE BOBB
2016/12/14	PAYPAL *MFIS	\$200.00	TAVIS MILLEROV
2016/12/22	PERFECT IMPRINTS	\$283.29	ANDREA SMILEY
2016/12/09	PLAYMAKERS	\$108.00	KRISTI SCHAEING
2016/12/15	PWW MEDIA INC	\$475.00	WILLIAM PRIESE
2016/12/09	QUALITY DAIRY 31280027	\$10.54	DARCIE WEIGAND
2016/12/16	SCHOOL OUTFITTERS	\$826.88	DEBORAH GUTHRIE
2016/12/07	SE EQUIPMENT HOLT	\$41.52	TODD FRANK
2016/12/12	SHRM*SHRMSTORE10012646	\$742.85	JOYCE A MARX
2016/12/22	SIGTRONICS CORP	\$180.14	MARK VROMAN
2016/12/22	SPEEDWAY 02298 GRN	\$25.00	MICHELLE PRINZ

2016/12/16	TARGET 00003657	\$142.50	RICHARD GRILLO
2016/12/16	TARGET 00003657	\$7,868.33	RICHARD GRILLO
2016/12/16	TARGET.COM *	\$37.63	RICHARD GRILLO
2016/12/16	TEAM LANSING FNDTN	\$20.00	BRANDIE YATES
2016/12/14	THE HOME DEPOT #2723	\$7.85	KYLE WILKINS
2016/12/07	THE HOME DEPOT #2723	\$11.47	DAN PALACIOS
2016/12/13	THE HOME DEPOT #2723	\$14.16	PETER VASILION
2016/12/22	THE HOME DEPOT #2723	\$16.48	ROBERT STACY
2016/12/07	THE HOME DEPOT #2723	\$19.97	LAWRENCE BOBB
2016/12/15	THE HOME DEPOT #2723	\$27.28	DAVID LESTER
2016/12/12	THE HOME DEPOT #2723	\$31.70	PETER VASILION
2016/12/19	THE HOME DEPOT #2723	\$32.92	ROBERT MACKENZIE
2016/12/08	THE HOME DEPOT #2723	\$49.75	ROBERT STACY
2016/12/19	THE HOME DEPOT #2723	\$143.38	KATHERINE RICH
2016/12/08	THE HOME DEPOT #2723	\$181.58	WILLIAM PRIESE
2016/12/22	THE HOME DEPOT #2723	\$200.52	KATHERINE RICH
2016/12/08	THE HOME DEPOT #2723	\$246.41	WILLIAM PRIESE
2016/12/08	THE HOME DEPOT #2723	\$250.20	WILLIAM PRIESE
2016/12/22	THE STEWARDSHIP NETWORK	\$35.00	KATHERINE RICH
2016/12/19	THE STEWARDSHIP NETWORK	\$555.00	LUANN MAISNER
2016/12/14	ULINE *SHIP SUPPLIES	\$222.49	WILLIAM PRIESE
2016/12/16	WALGREENS #11286	\$128.16	BRANDIE YATES
2016/12/16	WAL-MART #2866	\$45.00	ROBERT STACY
2016/12/17	WAL-MART #2866	\$646.98	RICHARD GRILLO
2016/12/27	WEB*NETWORKSOLUTIONS	\$37.99	DEBORAH GUTHRIE
2016/12/19	WW GRAINGER	\$143.58	DAVID LESTER
2016/12/17	ZORO TOOLS INC	\$489.19	WILLIAM PRIESE

\$26,725.51

ACH Transactions

Date	Payee	Amount	Purpose
12/09/16	MERS	107,190.67	Employee Retirement
12/15/16	Consumers Energy	17,892.88	Electric Bills
12/16/16	MCT	555.25	Utility Bills
12/19/16	Elan	22,847.65	Credit Card Payment
12/21/16	MI Class	1,000,000.00	Investment
12/21/16	Various Financial Institutions	248,668.53	Direct Deposit 12/23 Payroll
12/21/16	IRS	102,220.08	Payroll Taxes 12/23 Payroll
12/21/16	ICMA	34,802.84	Payroll Deductions 12/23 Payroll
12/21/16	State of Michigan	28,022.05	Payroll taxes for December 2016
12/23/16	MERS	197,007.73	Employee Retirement
12/27/16	Federal USDA	8,100.00	Reinsurance - Health Care
12/29/16	BCBS	95,755.39	Employee Health Insurance
<b>Total ACH Payments</b>		<u><u>1,863,063.07</u></u>	

**MEMORANDUM**

**TO:** Township Board

**FROM:** Frank L. Walsh  
Frank L. Walsh, Township Manager

**DATE:** December 29, 2016

**RE:** **Appointments to Boards and Commissions**

---

The Supervisor appoints, subject to the Board's approval, the members of the Transportation Commission.

In addition, the Board must make appointments to fill public member vacancies on Boards and Commissions. A list of the current applicants and vacancies is attached. For your review, hard copies of the applications for new members have been given to you via the Clerk's Office as they came in.

Please let me know if you have any questions.

**MOVE TO APPOINT \_\_\_\_\_ TO THE \_\_\_\_\_ FOR A \_\_\_\_\_  
TERM**

**Attachment:**

1. Boards and Commissions Applicants/Vacancies

**DDA***7 openings*

Kurt Jacobs  
 \*Renee Korrey  
 \*James Raynak

**Transportation***6 + Board Member*

Erik Lindquist  
 Chris Hackbarth  
 Robert Lovell  
 Steven Vagnozzi  
 Jon Kolbasa  
 Phyllis Vaughn  
 John Veenstra  
 Tim Potter  
 Diana Engle  
 Karla Hudson  
 Mindy Rudolph

**Bldg Bd of Appeals***1 opening*

Jon Kolbasa

**EDC***3 openings*

Chris Hackbarth  
 Sarah Smock  
 Jade Sims  
 Charles Lawler  
 Emily Stivers  
 Eric Langdon  
 Benjamin Lougie  
 Chris Pawsat  
 Aaron Richmond  
 Jamie Hiller  
 \*Brett Dreyfus  
 \*Julie Brixie  
 David Olson

**Land Preservation***4 openings*

Chris Hackbarth  
 Benjamin Louagie  
 Jamie Hiller  
 Steve Thomas  
 \*Mark Stephens  
 \*James Kielbaso  
 John Schlinker

**Board of Review***7 openings*

Marina Heos  
 Benjamin Louagie  
 \*Martha Bashore (A)  
 \*Sonya Pentecost  
 \*Charles Hagen (A)  
 \*Deborah Federau  
 \*Bertice Ellis  
 \*Xavier Durand-Hollis

**CRC***3 openings*

Georgia Styka  
 \*Sharon Theroux  
 \*Carolyn Ahlbrand  
 Jamie Hiller  
 Emily Stivers  
 Samantha Baruah  
 Robert Lovell  
 Chris Pawsat  
 Rebecca Henry

\*Indicates Currently Serving  
 (A) Alternate

\*Indicates Currently Serving  
 (A) Alternate

**Environmental***3 openings*

Marina Heos  
 John Schlinker  
 \*William McConnell  
 Jamie Hiller

**ZBA***3 + Board Member*

Charles Lawler  
 \*Danielle Ballard (A)  
 Gayelord Mankowski  
 Emily Stivers  
 Chris Pawsat  
 Kirk Squires  
 \*Brian Beauchine  
 Shane Goodale

**Pension***2 + Board Member*

Jade Sims  
 John Schlinker

**Comp***1 opening*

\*Stacy Hickox

**Comm****Communications***2 + Board Member*

Emily Stivers  
 Bill Cleary  
 Katherine Dike  
 \*Walter Benenson  
 \*Patrick Crowley

**MEMORANDUM**

**DATE:** December 28, 2016  
**TO:** Township Board  
**FROM:**   
Mark Kieselbach  
Director, Community Planning and Development  
**RE:** Zoning Amendment #16050

---

Attached for the Board's approval is a resolution for the introduction of Zoning Amendment #16050 to allow instructional centers, mobile food vending and outdoor seating as permitted uses in the I (Industrial) District. Also attached for the Board's approval is a resolution to amend Section 38-168 of the Mobile Food Units ordinance to allow mobile food vending in the I (Industrial) District.

**Move to adopt the resolutions to introduce for publication and subsequent adoption Zoning Amendment #16050 and the amendment to the Mobile Food Units ordinance.**

Attachment:  
1. Resolutions

RESOLUTION TO APPROVE

Zoning Amendment #16050  
(Planning Commission)  
INTRODUCTION

RESOLUTION

At the 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 3rd day of January 2017, at 6:30 p.m., Local Time.

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_

The following resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_.

WHEREAS, Zoning Amendment #16050 was initiated to amend Section 86-435 I (Industrial) District to allow instructional centers, outdoor seating, and mobile food vending; and

WHEREAS, the Planning Commission held a public hearing on the proposed zoning amendment on November 14, 2016 and voted to recommend approval of the zoning amendment at its meeting on November 21, 2016; and

WHEREAS, the Township's Economic Development Corporation at its meeting on August 4, 2016 voted unanimously to recommend approval of the proposed zoning amendment; and

WHEREAS, the Township Board discussed Zoning Amendment #16050 at its meeting on December 13, 2016 and has reviewed the staff material provided under cover memorandum dated December 9, 2016; and

WHEREAS, the proposed uses; instructional centers, outdoor seating, and mobile food vending are consistent and compatible with the existing uses allowed in the Industrial zoning district; and

WHEREAS, the proposed amendment could benefit existing businesses and encourage new businesses to locate in areas zoned Industrial; and

WHEREAS, there is a need to update and expand the uses allowed in the Industrial Zoning District to keep those areas currently zoned Industrial viable.

NOW THEREFORE BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby **INTRODUCES FOR PUBLICATION AND SUBSEQUENT ADOPTION** Ordinance No. \_\_\_\_\_, entitled "Ordinance amending the Code of the Charter Twonship of Meridian, Ingham County, Michigan, Chapter 86, Article IV, Division 4 by amending Section 86-435 by adding Section 86-435(b)(3) and Section 86-435(b)(4)e to allow instructional centers, outdoor seating, and mobile food vending in the Industrial Zoning District.

BE IT FURTHER RESOLVED the Clerk of the Charter Township of Meridian is directed to publish the Ordinance in the form in which it is introduced at least once prior to the next regular meeting of the Township Board.

ADOPTED: YEAS: \_\_\_\_\_  
\_\_\_\_\_  
NAYS: \_\_\_\_\_

STATE OF MICHIGAN     )  
                                  ) ss  
COUNTY OF INGHAM    )

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and a complete copy of a resolution adopted at a regular meeting of the Township Board on the 3rd day of January 2017.

\_\_\_\_\_  
Brett Dreyfus, CMMC  
Township Clerk

ORDINANCE NO. \_\_\_\_\_  
ORDINANCE AMENDING THE CODE OF THE CHARTER TOWNSHIP  
OF MERIDIAN, INGHAM COUNTY, MICHIGAN,  
CHAPTER 86, ARTICLE IV, Division 4 BY AMENDING SECTION 86-435  
BY ADDING SECTION 86-435(b)(3) AND SECTION 86-435(b)(4)e

**THE CHARTER TOWNSHIP OF MERIDIAN ORDAINS:**

Section 1. Amendment to Section 86-435 of Article IV, Division 4, I (Industrial) District.  
Section 86-435(b) entitled Uses permitted by right of the Code of the Charter Township of Meridian, Ingham County, Michigan, is hereby amended by adding Section 86-435(b)(3) and Section 86-435(b)(4)e and renumbering, subsections as necessary to read as follows:

**Sec. 86-473(b) Uses permitted by right.**

(1) and (2) remain as written

(3) Instructional centers for business, trade, music, art, dance, craft, martial arts, or other places of instruction.

The former (3) is renumbered to (4)

a., b., c., and d. remain as written

e. Outdoor Seating. An outdoor seating area is permitted, subject to site plan approval. The outdoor seating area shall be either attached or immediately adjacent to the principal building to which the outdoor seating is accessory.

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 seven (7) days after its publication or upon such later date as may be required under Section 402 Michigan Zoning Enabling Act (MCL 125.3402) after filing of a notice of intent to file a petition for a referendum.

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Ronald J. Styka, Township Supervisor

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Brett Dreyfus, CMMC, Township Clerk

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Steven O. Schultz, Township Attorney

RESOLUTION TO APPROVE

Chapter 38  
Mobile Food Units  
Township Board  
Introduction

RESOLUTION

At the 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 3<sup>rd</sup> of January 2017 at 6:00 p.m., Local Time.

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_

The following resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_

WHEREAS, the Planning Commission initiated Zoning Amendment #16050 to amend Section 86-435 I (Industrial) District to allow mobile food vending; and

WHEREAS, Chapter 38, Article IV, Division 3, Mobile Food Units of the Code of Ordinances does not allow mobile food vending in the Industrial District; and

WHEREAS, it is the desire of the Township Board to amend the Mobile Food Units ordinance to be consistent with Zoning Amendment #16050 and allow mobile food vending in the Industrial District; and

WHEREAS, mobile food vending is consistent and compatible with the uses allowed in the Industrial District; and

WHEREAS, allowing mobile food vending in the Industrial District could benefit existing businesses and encourage new businesses to locate in areas zoned Industrial.

NOW, THEREFORE BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby **INTRODUCES FOR PUBLICATION AND SUBSEQUENT ADOPTION** Ordinance No. \_\_\_\_\_ entitled "Ordinance Amending the Code of the Charter Township of Meridian, Ingham County, Michigan, Chapter 38, Article IV Division 3 by amending Section 38-168."

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 introduced at least once prior to the next regular meeting of the Township Board

ADOPTED: YEAS: \_\_\_\_\_  
\_\_\_\_\_

NAYS: \_\_\_\_\_

NAYS: \_\_\_\_\_

STATE OF MICHIGAN     )  
                                  ) ss  
COUNTY OF INGHAM    )

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and a complete copy of a resolution adopted at a regular meeting of the Township Board on the 3rd day of January 2017.

\_\_\_\_\_  
Brett Dreyfus, CMMC  
Township Clerk

ORDINANCE NO. \_\_\_\_\_  
ORDINANCE AMENDING THE CODE OF THE CHARTER TOWNSHIP  
OF MERIDIAN, INGHAM COUNTY, MICHIGAN,  
CHAPTER 86, ARTICLE IV, Division 3 BY AMENDING SECTION 38-168

**THE CHARTER TOWNSHIP OF MERIDIAN ORDAINS:**

Section 1. Amendment to Section 38-168 of Article IV, Division 3, Mobile Food Units.  
Section 38-168 entitled Location of the Code of the Charter Township of Meridian, Ingham County, Michigan, is hereby amended to read as follows:

**Sec. 38-168 Location**

Mobile food vending shall be permitted in the C-1 (Commercial), C-2 (Commercial), C-3 (Commercial), CR (Commercial Recreation), RP (Research Park), PO (Professional and Office), and I (Industrial) zoning districts.

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 upon its publication.

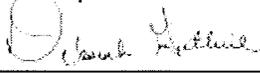
\_\_\_\_\_  
Ronald J. Styka, Township Supervisor

\_\_\_\_\_  
Brett Dreyfus, CMMC, Township Clerk

\_\_\_\_\_  
Steven O. Schultz, Township Attorney

# MEMORANDUM

12C.

**TO:** Township Board  
**FROM:**   
Deborah Guthrie, Communications Director  
**DATE:** December 28, 2016  
**SUBJECT:** Township Branding

---

At the December 13, 2016 Township Board meeting, staff presented the Board with a summary of discussions at the Economic Development Committee (EDC) and Township Board level. Staff also presented a summary of work conducted with the Branding Development Committee (BDC) by the branding company, M3Group, contracted by Meridian Township. This summary included phase 1 and phase 2 of the branding process.

Also at the December 13, 2016 meeting, M3Group presented the Board with a summary of research findings from over 400 respondents that was conducted during 2016. The findings provided two branding campaign options allowing the board to select one of the two options developed by the BDC and the community.

Option 1:  
Community First  
Image

Option 2:  
A Prime Community  
Image

Once the Board approves one of these two options, staff will continue to work with Vision internet, the company creating the new Township website and other collateral materials, such as letterhead and business cards. M3Group is prepared to share samples of those materials during tonight's board meeting to help in the decision making process if the board wishes to review.

Once the board approves either option 1 or option 2, M3Group will continue working with staff on the implementation phase of the process, rolling out the branding campaign in phases during 2017, including a brand standards manual and brand monitoring.

**MOVE TO APPROVE THE NEW BRAND FOR MERIDIAN TOWNSHIP, TO INCLUDE LOGO AND TAG LINE OF OPTION \_\_\_\_.**

# **A PRIME COMMUNITY**

**COMMUNITY FIRST**

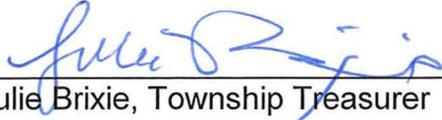




# 12-D

## MEMORANDUM

**TO:** Township Board

**FROM:**   
Julie Brixie, Township Treasurer

**DATE:** December 29, 2016

**RE:** **Investment Policy**

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Attached is the investment policy adopted on June 2, 2015 unanimously.

Currently we do not purchase commercial paper or repurchase agreements directly. We do hold money in investment pools that may purchase commercial paper and repurchase agreements depending on the markets.

Also attached is a resolution to approve the Investment Policy.

## MERIDIAN TOWNSHIP INVESTMENT POLICY

Date Adopted: March 3, 2009  
Date Amended: June 16, 2015

### Purpose

It is the policy of Meridian Township to invest its funds in a manner which will ensure the preservation of principal and provide the highest investment return with the maximum security while meeting the daily cash flow needs of the Township and complying with all state statutes governing the investment of public funds.

### Scope

This investment policy applies to all financial assets of the Township. These assets are accounted for in various funds of the Township and include the general fund, special revenue funds, debt service funds, capital project funds, enterprise funds (e.g. public works), internal service funds, trust and agency funds, and any new funds established by the Township.

### Objectives

The primary objectives of the Township's investment activities in priority order shall be:

**Safety** – Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.

**Diversification** – The investments will be diversified by security type and institution in order to reduce overall portfolio risk while obtaining market average rates of return.

**Liquidity** – The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.

**Return of Investment** – The investment portfolio shall be designed with the objective of obtaining a reasonable rate of return throughout the budgetary and economic cycles, while taking into account the investment risk constraints and the cash flow characteristics of the portfolio.

### Delegation of Authority

Management responsibility for the investment program is hereby delegated to the Township Treasurer pursuant to MCL 41.76 who shall establish written procedures and internal control policies for the operation of the investment program consistent with this investment policy. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Treasurer. The Treasurer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

## Authorized Investments

The Township is limited to investments authorized by Act 20 of 1943 MCL 129.91 as amended, but may only invest in the following:

- (a) Bonds, securities, and other obligations of the United States or an agency or instrumentality of the United States.
- (b) Certificates of deposit, savings accounts, deposit accounts, or depository receipts of a financial institution, but only if the financial institution is eligible to be a depository of funds belonging to the state under a law or rule of this state or the United States.
- (c) Banker's acceptance of United States banks.
- (d) Obligations of this state or any of its political subdivisions that at the time of purchase are rated as investment grade by not less than one standard rating service.
- (e) Mutual funds registered under the investment company act 1940, title 1 of chapter 686, 54 Stat. 789, 15 U.S.C. 80a-1 to 80a-3 and 80a-4 to 80a-64, with authority to purchase only investment vehicles that are legal for direct investment solely by reason of either of the following:
  - (i) The purchase of securities on a when-issued or delayed delivery basis.
  - (ii) The ability to lend portfolio securities as long as the mutual fund receives collateral at all times equal to at least 100% of the value of the securities loaned.
  - (iii) The limited ability to borrow and pledge a like portion of the portfolio's assets for temporary or emergency purposes.
  - (iv) Investments in mutual funds shall be limited to securities whose intention is to maintain a net asset value of \$1.00 per share.\*
- (f) Obligations described in subdivisions (a) through (e) if purchased through an interlocal agreement under the urban corporations act of 1967, 1967 (Ex Sess) PA 7, MCL 124.501 to 124.512.
- (g) Investment pools organized under the surplus funds investment pool act, 1982 PA 367, MCL 129.111 to 129.118.
- (h) Investment pools organized under the local government investment pool act, 1985 PA 121, MCL 129.141 to 129.150.
- (i) Certificates of Deposit as authorized by MCL 129.91(5) including Certificate of Deposit Account Registry Service (CDARS).

\* This is a requirement of this policy but not required under MCL 129.91  
Commercial Paper and Repurchase agreements may not be directly purchased but may be indirectly owned through investment pools and mutual funds.

## **Safekeeping and Custody**

All security transactions, including collateral for repurchase agreements and financial institution deposits, entered into by the Treasurer shall be on a cash or delivery vs. payment basis. Securities may be held by a third party custodian designated by the Treasurer and evidenced by safekeeping receipts as determined by the Treasurer.

## **Prudence**

Investments shall be made with judgment and care, under circumstances then prevailing which persons of prudence, discretion and intelligence exercise in the management of their own affairs. These decisions are not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

## **Reporting**

The Treasurer shall provide quarterly (or more often) written investment reports to the Township Board which provide a clear picture of the status of the current investment portfolio. In addition, the Treasurer shall, as required by law, present an annual written report to the Board.

## **Conflict of Interest and Ethics**

Officials and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Employees and Board Members shall disclose to the Treasurer, and the Treasurer shall disclose to the Board, any material financial interest in financial institutions that conduct business with the Township. The Board, Employees, and the Treasurer shall disclose any material financial investment position related to the performance of the Township's portfolio.

## **Authorized Financial Institutions and Dealers**

A list will be maintained of financial institutions authorized to provide investment services to Meridian Township. In addition, a list will also be maintained of approved security broker/dealers selected by credit worthiness who are authorized to provide investment services to Meridian Township.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must first be provided with a copy of the Township's Investment Policy and return to the Township a signed copy of the agreement to comply (appendix #1).

## **Adoption and Review**

The Township's investment policy shall be adopted by the Township Board. The policy shall be reviewed annually by the Treasurer and any modifications must be approved by the Township Board.

**Appendix #1**

**ACKNOWLEDGEMENT OF RECEIPT OF INVESTMENT POLICY AND  
AGREEMENT TO COMPLY**

I have read and fully understand Act 20 PA 1943 as amended, and the Investment Policy of the Charter Township of Meridian.

Any investment advice or recommendation on investments given by \_\_\_\_\_ representing

\_\_\_\_\_,  
to the Meridian Township Treasurer shall comply with the requirement of ACT 20 PA 1943 as amended, and the Investment Policy of the Charter Township of Meridian. Any existing investment not conforming to the statute or policy will be disclosed of promptly to the Meridian Township Treasurer. Further, should a broker/dealer learn of a forthcoming downgrading or devaluation of an investment that has been sold to the Charter Township of Meridian, the broker/dealer shall notify the Treasurer as soon as possible to determine if there is a need to trade or dispose of that investment.

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



# MEMORANDUM

# 13 - A

TO: Township Board

FROM:   
Peter Menser  
Senior Planner

DATE: December 27, 2016

RE: Brownfield Redevelopment Authority (BRA)

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At the request of the Township Manager staff has begun gathering information on the process required to establish a Brownfield Redevelopment Authority (BRA) in Meridian Township. At the meeting on January 3, 2017, staff will present a brief overview of the steps required by state law to set up a BRA. Janet Michaluk, a brownfield coordinator with the Michigan Department of Environmental Quality (MDEQ), will attend the meeting to present some basic information on brownfields and answer any questions.

A brownfield is a property that is known or suspected to be contaminated by chemicals, construction debris, or other materials, which are typically the result of a prior use of the property. The Brownfield Redevelopment Financing Act (Public Act 381 of 1996) authorizes municipalities to create a Brownfield Redevelopment Authority (BRA) to facilitate the implementation of brownfield plans to redevelop contaminated property. The primary function of a BRA is to receive and review brownfield plans, which are documents that outline the activities and associated costs of remediating a contaminated property. The BRA makes a recommendation to the legislative body on a submitted brownfield plan, which would then approve or deny funding for the project. The Act outlines the powers and duties of the BRA and authorizes the use of tax increment financing (TIF) to reimburse property owners/developers for cleanup activities.

Currently, the Ingham County Brownfield Redevelopment Authority facilitates brownfield projects in Meridian Township. The existing process for a brownfield plan proposed in the Township requires public hearings and approval by the Ingham County Brownfield Redevelopment Authority, the Meridian Township Board, and the Ingham County Board of Commissioners. If Meridian Township establishes a BRA, brownfield projects in the Township would not require Ingham County approval. Instead, a Meridian BRA will hold a public hearing and make a recommendation on a brownfield plan to the Township Board. The Township Board would then hold a public hearing and make a final decision on the project. This will streamline the process by reducing the number of reviewing agencies and allowing the applicant to receive a decision on a brownfield request more quickly. Other potential benefits to Meridian Township establishing a BRA include the following:

*Local control:* A decision on a brownfield request will involve only Meridian Township officials.

*Fees:* Any application or administrative fees levied will be captured by Meridian Township and will not go to Ingham County for use in other communities.

**Township Board (January 3, 2017)**  
**Brownfield Redevelopment Authority (BRA)**  
**Page 2**

*Economic Development:* Allows the Township to promote redevelopment of specific sites by leveraging incentives to entice developers to consider sites eligible for brownfield funding.

*Administration:* Offers an easier to navigate and more time efficient process for the applicant/developer as well as Meridian Township officials and will eliminate negotiation with outside agencies over the details of a brownfield plan.

Process

The State Act outlines the process required to establish a BRA. Considering the Township Board meeting schedule, and depending on the amount of discussion and review by elected officials, the entire process to adopt a BRA will likely take approximately two to three months. The process is generally as follows:

- The Township Board must first adopt a resolution of intent to establish a BRA. The resolution sets a date for a public hearing at which the adoption of the BRA will be discussed. A legal notice must be published announcing the day and time of the public hearing.
- The Township Board holds the public hearing on the BRA on the date stated on the resolution of intent.
- If the Township Board intends to adopt a resolution establishing a BRA it must do so within 30 calendar days of the public hearing. The resolution may be adopted at the same meeting as the public hearing if desired.
- The resolution must be filed with the State of Michigan (Department of State, Office of the Great Seal) promptly after adoption.

BRA Composition

The Township Board may choose to designate the Economic Development Corporation (EDC) Board or Downtown Development Authority (DDA) Board to serve as the BRA. Alternatively, the Township Supervisor can appoint a new board consisting of five (5) to nine (9) members, subject to approval by the Township Board. The State Act does not require residency in the Township to serve on the BRA. A legislative guidance document for the State Act produced by the MDEQ notes that while an elected official is not technically prohibited from serving on a BRA, such appointments are unusual and a municipality should confer with an attorney prior to consideration. After appointment, the BRA can elect officers, adopt bylaws, and establish a meeting schedule, along with other organizational matters.

Ingham County Economic Development Director Sandra Gower has offered guidance and support to Meridian Township as it considers establishing a BRA. As it will be a new initiative in this community, there will likely be aspects of the BRA where the Township may want to consider consulting with an outside professional to ensure adherence to state law and to establish best management practices. Staff will confer with Ingham County and the MDEQ early and often to identify how to best address the duties and responsibilities of a BRA should the Township Board choose to pursue this initiative.

**MEMORANDUM**

**TO:** Board Members

**FROM:**   
Frank L. Walsh, Township Manager

**DATE:** December 29, 2016

**RE:** **2017 Goal Setting/2016 Township Manager Performance Review Process**

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The Township Board will gather for our annual goal setting process on Saturday, January 7<sup>th</sup> from 10 A.M.-3 P.M. The agenda will include a review of 2016, establishing goals for 2017 and the 2016 Township Manager Performance Review. The purpose for the placement of the January 3<sup>rd</sup> Board agenda is for Supervisor Styka to lay out his plans for the annual process. Your board packets for the January 7<sup>th</sup> meeting will be delivered to you on Thursday, January 5<sup>th</sup>.

The entire 2016 goal setting document was delivered to you in your orientation packet.