

CHARTER TOWNSHIP OF MERIDIAN  
TOWNSHIP BOARD REGULAR MEETING - **APPROVED** -  
5151 Marsh Road, Okemos, MI 48864-1198  
853-4000, Town Hall Room  
TUESDAY, December 12, 2017, **6:00 P.M.**

PRESENT: Supervisor Styka, Clerk Dreyfus, Treasurer Brixie, Trustees Deschaine, Jackson, Opsommer, Sundland  
ABSENT: None  
STAFF: Township Manager Frank Walsh, Director of Public Works and Engineering Derek Perry, Director of Community Planning & Development Mark Kieselbach, Police Chief David Hall Fire Chief Fred Couper Human Resources Director Joyce Marx, Economic Development Director Chris Buck

1. CALL MEETING TO ORDER  
Supervisor Styka called the meeting to order at 6:01 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. HBA Triangle Property Beautification

Ann Perkins, Vice President of the Haslett Beautification Association, presented a design for the HBA to transform a former eyesore on the edge of the downtown Haslett area into something the entire township can be proud of. Landscaper Bradford Meehle of Haslett presented the plant and foliage concepts for the Triangle Property Project, and artist Mike Magnotta of East Lansing explained he will create a stainless steel sailboat regatta that will serve as the central feature for the main flower bed.

Board and Staff Discussion:

- Board members shared excitement for the project and thanked the HBA for their hard work on this and also thanks to the Ingham County Treasurer

B. Introduction of New Paramedic/Firefighters

Chief Couper presented two New Paramedic/Firefighters, Nathan Lafayette and Brad Beaver. First time ever that there are more Fire Depts looking for firefighters than there are firefighters available. Nathan and Brad were in the part-time paramedic/firefighter program with the Township.

Manager Walsh spoke regarding Chief Cowper's retirement and gave appreciation.

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Styka opened Public Remarks.

There were no Public Remarks.

Supervisor Styka closed Public Remarks.

6. TOWNSHIP MANAGER REPORT

Manager Walsh reports: Two new firefighters will be sworn on December 15<sup>th</sup> at 10a.m., December 18<sup>th</sup> two new Police Officers will be sworn in.

7. BOARD MEMBER REPORTS AND ANNOUNCEMENTS

Trustee Sundland Reported:

- Attended Communications Commission meeting, reappointed members with no Chair present due to an accident. Discussions included the 175<sup>th</sup> celebration, the 2018 Meeting Schedule, and HOM-TV happenings
- Attended the CATA December 12, 2017 open house, wished farewell to retiring CEO

Trustee Deschaine reported:

- Gayelord Mankowski annual Christmas party to benefit local families in need, donations received at Treasurer’s Office and can accept cash
- Attended the Economic Development Series put on by the Michigan Business Network (MBN), Chris Holman of the MBN and the Lansing Chamber of Commerce hosted
- Discussion revolved around growing GDP in the Lansing area, MSU growth, LCC winning Best Community College in Michigan, and retail store development in the area

Treasurer Brixie reported:

- Attended the EDC meeting, they are discussing the Redevelopment Ready Community and the Redevelopment Fund, EDC elected new officers, Jade Sims new EDC Chair because ex-Chair Chris Buck was hired as Township Economic Development Director.

8. APPROVAL OF AGENDA

**Treasure Brixie moved to approve the agenda as submitted. Seconded by Trustee Opsommer.**

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

NAYS: None

Motion carried unanimously 7-0.

9. CONSENT AGENDA (SALMON)

Supervisor Styka reviewed the consent agenda.

**Treasurer Brixie moved to adopt the Consent Agenda as amended, to only include A, C, E, F, G. Seconded by Trustee Deschaine.**

A. Communications

**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 Trustee Deschaine.**

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

NAYS: None

Motion carried unanimously 7-0.

B. Minutes-December 5, 2017 Regular Meeting  
(Minutes will be Approved at the January 9, 2018, Township Board Meeting)

C. Bills

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

Common Cash	\$	84,055.03
Public Works	\$	454,735.77
Trust & Agency	\$ -	
 Total Checks	 \$	 538,790.80
 Credit Card Transactions (Dec. 1 to Dec. 7, 2016)	 \$	 5,265.12
 Total Purchases		 <u>\$544,055.92</u>
 ACH Payments		 <u>\$393,544.38</u>

**Seconded by Trustee Deschaine**

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

NAYS: None

Motion carried unanimously 7-0.

D. Land and Water Conservation Fund Grant Agreement for Central Park  
**Trustee Jackson asked that D be added to the Action Items as 12 I.**

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

NAYS: None

Motion carried unanimously 7-0.

E. 2018 Non-Union Wage Schedule  
**Treasurer Brixie moved to approve the 2018 Non-Union Wage Schedule, with a 2% wage adjustment, as presented. Seconded by Trustee Deschaine.**

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

NAYS: None

Motion carried unanimously 7-0.

F. Ratification of New Police Officer Appointment

**Treasurer Brixie moved to ratify the appointment of Megan Klein to the position of police Officer contingent upon successful completion of those items stipulated in the conditional offer of employment. Seconded by Trustee Deschaine.**

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

NAYS: None

Motion carried unanimously 7-0.

G. Resolution for Tax Over/Under Payment Policy

**Treasurer Brixie moved to approve the Resolution to Address the Collection of Payments or Refunds on Taxes Under/ Over \$5.00. Seconded by Trustee Deschaine.**

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

NAYS: None

Motion carried unanimously 7-0.

[Bill list in Official Minute Book]

10. QUESTIONS FOR THE ATTORNEY (None)

11. HEARINGS (None)

12. ACTION ITEMS

A. Vacant and Abandoned Buildings

**Treasurer Brixie moved to approve the resolution for the introduction of the amendment to chapter 14 of the Code of Ordinances to add Article VII, Vacant or Abandoned Buildings and amend the Township Fee Schedule to include an Initial Registration Fee (including one inspection) of \$175.00, a Registration Renewal Fee (each year building remains vacant or abandoned) of \$100.00, and Inspection or Re-Inspection Fee of \$75.00. Seconded by Trustee Opsommer.**

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

NAYS: Clerk Dreyfus

Motion carried 6 -1.

B. Lake Lansing Road Diet

**Trustee Deschaine moved to support the Ingham County Road Department proposed road diet for Lake Lansing Road from Hagadorn Road to Saginaw Highway (BL-69) and the paved shoulders on Lake Lansing Road be identified as bike lanes with pavement markings and be signed with "No Parking - Bike Lane" signs next to the road from Hagadorn Road to Marsh Road. Seconded by Treasurer Brixie.**

Board and staff discussion:

- Board member belief that road diets slow traffic, more pedestrian friendly
- Transportation Commission viewpoint, they reviewed road diet from Marsh Rd and corrected bike lane indications and markings

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

NAYS: None

Motion carried unanimously 7-0.

C. 4<sup>th</sup> Quarter Budget Amendments

Director Mattison explained the 4<sup>th</sup> Quarter Budget Amendments that resulted from revenues and expenditures that were unknown during the original budget process, as outlined in staff memorandum dated December 8, 2017.

Board discussion:

- Additional revenue from building permits, interest gained, and reimbursements
- November, 2017 election was not anticipated nor budgeted for in beginning of year
- November election expenses anticipated to be reimbursed from Ingham County
- Storm damage repair at the North Fire Station and the Lift Station
- Police Department requesting an increase of \$24,000 for overtime
- \$4,000 is being reimbursed to police from the school district for security
- Fire Department requesting \$35,000 for overtime and holiday payouts
- Use of Land Preservation Millage Fund (\$1,675,000) to purchase additional land

**Trustee Jackson moved to approve the December 2017 budget amendments with an increase in budgeted fund balance for the general fund in the amount of \$66,000 which projects a use of fund balance of \$1,414,070. Based on audited 2016 results, the projected fund balance at December 31, 2017, will be \$6,011,633. Seconded by Treasurer Brixie.**

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

NAYS: None

Motion carried unanimously 7-0.

D. Board and Commission Appointments

**Treasurer Brixie moves to make the appointments as recommended by Supervisor Styka. Seconded by Trustee Deschaine**

**Move to reappoint Diane Galbraith to the Board of Review for a 2 year term ending 12/31/2019.**

**Move to reappoint Kevin Thatcher, Tunga Kiyak to the Communications Commission for a 3 year term ending 12/31/2020.**

**Move to reappoint Eric Langdon, Leslie Charles, Patrick Crowley, to the Communications Commission for a 3 year term ending 12/31/2019.**

**Move to reappoint Kathleen Langhals, Suzanne Brouse, and Katherine Lincoln to the Community Resource Commission for a 2 year term ending 12/31/2019.**

**Move to reappoint Derek Perry to the EL-Meridian Water & Sewer Authority for a 3 year term ending 12/31/2020.**

**Move to reappoint Ned Jackson and John Sarver to the Environmental Commission for a 3 year term ending 12/31/2020.**

**Move to reappoint Joyce Van Coevering and Joseph Bonsall to the Pension trustees for a 3 year term ending 12/31/2020.**

**Move to approve the reappointments made by supervisor Styka of Ken Lane and John Scott-Craig to the Planning Commission for a 3 year term ending 12/31/2020.**

**Move to approve the reappointments made by supervisor Styka Emily Stivers to the Zoning Board of Appeals for a 3 year term ending 12/31/2020.**

**Move to approve the reappointments of Ned Jackson, Jade Sims and John Scott-Craig to the Brownfield Redevelopment Authority for a 3 year term ending 12/31/2020.**

**Move to reappoint Bill Cawood to the Downtown Development Authority for a 4 year term ending 12/31/2021.**

**Move to appoint Will Randle to the Downtown Development Authority for a 4 year term ending 12/31/2021.**

**Move to reappoint Jade Sims to the Economic Development Corporation for a 6 year term ending 12/31/2023.**

**Move to appoint Kimberly Thompson, and Tom Conway to the Economic Development Corporation for a 6 year term ending 12/31/2023.**

Board and staff discussion:

- Reminding citizens that they should consider serving their community and can find applications for public service on the Meridian Township website
- Public service is a selfless act, time commitment, some boards and commissions get complaints, rewarding job, Meridian Township relies on volunteer citizens
- Vacancies in Corridor Improvement Authority, Downtown Development Authority, Economic Development Corporation, Local Officials' Compensation Commission, Planning Commission, Zoning Board of Appeals
- Sending "Thank You" letters to those who serve Meridian Township

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

NAYS: None

Motion carried unanimously 7-0.

E. Land Preservation Acquisition-Ponderosa Land

**Treasurer Brixie moved to support the attached resolution to acquire parcel numbers 33-02-35-200-012 and 33-02-35-426-007 from Ponderosa LLC. Utilizing \$450,000 of grant funding through the Michigan Natural Resources Trust Fund; \$550,000 from the Land Preservation Millage; and a \$225,000 donation from the property owner, Ponderosa, LLC to add 89 acres of land to the Land Preservation Program. Seconded by Trustee Jackson.**

Board and staff discussion:

- Land Preservation Board (LPB) efforts helped obtain properties, successful grant writing helped secure matching funds, professionally-written applications also noted
- Sincere appreciation to property owners and donors who have contributed to the Land Preservation Program
- Thanks to owners for selling large tracts of land instead of breaking it up, thus increasing ecological value

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

NAYS: None

Motion carried unanimously 7-0.

F. Land Preservation Acquisition-Linn Property

Judy Linn donated \$200,000 towards the partial purchase of this property. It met with many of the objectives to preserve and provide habitat and allow for wildlife corridors throughout the Township.

**Treasurer Brixie moved to approve the attached resolution supporting acquisition of 90 acres of land from Judy A. Linn for parcel #33-02-02-14-200-006 for land preservation purposes. Seconded by Clerk Dreyfus.**

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

NAYS: None

Motion carried unanimously 7-0.

G. Land Preservation Acquisition-Mitroka Property Donation

This land is at the intersection of Biber Street and Hardy Ave in East Lansing and is a donation.

**Treasurer Brixie moved to support the attached resolution to accept a donation of 1 acre of land with parcel #33-02-02-06-276-002 from Matt Mitroka and Sarah Miller for land preservation purposes. Seconded by Trustee Deschaine.**

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

NAYS: None

Motion carried unanimously 7-0.

H. Land Preservation Acquisition-Mandenberg Woods

The Mandenberg Woods Property, located predominantly on the floodplain of the Red Cedar River, is listed in the Meridian Township Greenspace Plan as a Priority Conservation Corridor.

Board and staff discussion:

- Land Preservation total is now 953 acres, compared to parks comprising 910 acres
- Treasurer Brixie asked to refrain from voting on this purchase to ensure no conflict of interest
- The Land Preservation Millage started in 2000, first of its kind in Michigan
- Township exceeded original goal, acquired 12% of available vacant land in our community
- Renewal millage passed in 2010, reduced property values enabled the Township to buy additional land
- First millage, 75% was used towards the purchase of the properties, 25% designated for an endowment fund
- Interest from the endowment fund would cover maintenance of preserved land in perpetuity
- Part of the 2010 millage renewal was to provide additional funds for maintenance
- Board member belief that the main battle on these lands is invasive species

**Clerk Dreyfus moved to recuse Treasurer Brixie from voting on the resolution to acquire the Mandenberg Wood's parcel #33-02-02-21-179-009. Seconded by Trustee Jackson.**

VOICE VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Clerk Dreyfus

NAYS: None

Motion carried unanimously 6-0.

**Trustee Deschaine moved to approve the attached resolution to acquire parcel #33-02-02-21-179-009 in the amount of \$63,000 for 4.2 acres from property owners, Joni Elizabeth Starr and Mildred R. Mandenberg for land preservation purposes. Seconded by Trustee Jackson.**

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

NAYS: None

RECUSED: Treasurer Brixie

Motion carried unanimously 6-0.

I. Land and Water Conservation Fund Grand Agreement for Central Park

**Trustee Jackson moved to approve the attached resolution to accept a grant from the Federal Land and Water Conservation Fund in the amount of \$150,000 or 50% of the total project costs of \$300,000. Seconded by Treasurer Brixie.**

Board and staff discussion:

- Inquiry about source of funds - State or Federal
- Director Perry stated the Land and Water Conservation Fund is a federal program, the source of their revenues is offshore gas and oil royalties, similar to Michigan Natural Resource Trust Fund which gains its revenues from local gas and oil royalties in the State of Michigan
- The Land and Water Conservation Fund is handled through the Michigan Department of Natural Resources and they are the fiduciary for these funds

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

NAYS: None

Motion carried unanimously 7-0.

13. BOARD DISCUSSION ITEMS

- Board member spoke about moving the Farmer's Market and relocating it adjacent to the Meridian Mall, Parks Director speaking to local Kiwanis Club, positive response of Club members, bringing together Haslett & Okemos through Farmers Market

14. COMMENTS FROM THE PUBLIC

Supervisor Styka opened Public Remarks.

No Public Remarks.

Supervisor Styka closed Public Remarks.

15. OTHER MATTERS AND BOARD MEMBER COMMENTS

16. CLOSED SESSION –Review Legal Opinion and Township Manager Performance Review

**Clerk Dreyfus moved to go into closed session to Review Legal Opinion and Township Manager Performance Review. Seconded by Trustee Opsommer.**

Board and staff discussion:

- Proposal that Board - during closed session - discuss Township Manager’s Annual Performance Review among Board members first, then bring Manager in for Board interaction
- Pros and cons of this approach, what other organizations do, logistical issues, alignment of live feedback with written statements, difficulty of being forthright and open when employee is present during Board review, preserving professional and personal relationships with the Manager, consistency of the evaluation process, part-time vs full-time Board members, no compelling need to change format, multiple supervisors means evaluation should be done collectively vs. deliberate separately first then evaluate Manager collectively, changing rules at last minute, individual relationships with Manager and evaluation process, Open Meetings Act as it applies to evaluations

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

NAYS: None

Motion carried unanimously 7-0.

**The Board moved into closed session.**

**Treasurer Brixie moved to return to public session. Seconded by Trustee Sundland.**

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

NAYS: None

Motion carried unanimously 7-0.

The Board returned to public session at 9:57 P.M.

**Treasurer Brixie moved that the Township Attorney be instructed to proceed based on the direction provided in the closed session. Seconded by Trustee Opsommer.**

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

NAYS: None

Motion carried unanimously 7-0.

**17. ADJOURNMENT**

**Treasurer Brixie moved to adjourn. Seconded by Trustee Jackson**

Supervisor Styka adjourned the meeting at 9:58 P.M.

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RONALD J. STYKA  
TOWNSHIP SUPERVISOR

\_\_\_\_\_  
BRETT DREYFUS, CMMC  
TOWNSHIP CLERK

Sandra K. Otto, Secretary