



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD – REGULAR MEETING
December 12, 2023 6:00 PM

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
3. ROLL CALL
4. PRESENTATION
 - A. Shane Goodale Donation Recognition
 - B. Introduction of New Paramedic/Firefighters
 - C. Introduction of New Police Officers
 - D. Township Trustee Courtney Wisinski
 - E. Director Maisner Recognition
 - F. Robin Faust Recognition
5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS
6. TOWNSHIP MANAGER REPORT
7. BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS
8. APPROVAL OF AGENDA
9. CONSENT AGENDA
 - A. Communications
 - B. Minutes-December 5, 2023 Regular Township Board Meeting
 - C. Bills
 - D. Resolution Adopting a Fee Schedule for Ordinance No. 2023-07-Fire Protection & Emergency Services Cost Recovery
10. QUESTIONS FOR THE ATTORNEY
11. HEARINGS
12. ACTION ITEMS
 - A. Meridian Township Public Safety Recruitment and Retention Program
 - B. Memorandum of Understanding-Okemos Public Schools
 - C. Election Commission Appointment
 - D. 4th Quarter Budget Amendments
 - E. Letter of Agreement with the Department of Public Works and Parks and Recreation TPOAM Union
 - F. Township Trustee Selection Process
 - G. CAMTV Emergency Purchase
 - H. Traffic Control Order for the Alderwood Drive and Silkwood Drive Intersection
13. BOARD DISCUSSION ITEMS
 - A. Resolution for Redevelopment Ready Community Recertification
14. COMMENTS FROM THE PUBLIC
15. OTHER MATTERS AND BOARD MEMBER COMMENTS
16. ADJOURNMENT

All comments limited to 3 minutes, unless prior approval for additional time for good cause is obtained from the Supervisor. Appointment of Supervisor Pro Tem and/ or Temporary Clerk if necessary. Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Board by contacting: Township Manager Frank L. Walsh, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4258 - Ten Day Notice is Required.

Meeting Location: 5151 Marsh Road, Okemos, MI 48864 Township Hall
Providing a safe and welcoming, sustainable, prime community.



9.A

**CONSENT AGENDA
BOARD
COMMUNICATIONS**



November 28, 2023

RECEIVED

DEC 05 2023

To: Township and City Clerks
County Clerks
County Treasurers
County Equalization Directors
Township and City Treasurers

Meridian Township
Clerk's Office

Subject: Intent to collect one hundred percent (100%) 2024 Summer Tax Collection

To Whom It May Concern:

This is to notify you that it is the intent of the Ingham Intermediate School District Board of Education to collect 100% of 2024 summer taxes. Enclosed is the related Board of Education resolution.

1. Ingham Intermediate School District intends to collect 100% of 2024 summer taxes in parallel with its constituent local districts that collect 50% or 100% of their tax levy in the summer. If the local district is collecting, we will also collect. If not, we will not. Therefore, even though we are required by law to contact all the taxing authorities within our boundaries, if a similar request (to collect either 50% or 100% summer tax levy) has not been received from the local school district before January 1, 2024, you may ignore the enclosed resolution.
2. It has been past practice for the township/city and the local school district(s) to negotiate the collection fee, if any. The Intermediate School District will pay a prorated share of that fee calculated to the nearest whole percent based on the proportion of total school millage levied. The local and intermediate districts' shares of the cost should be billed to each separately.

I have been designated to coordinate summer tax collection on behalf of Ingham Intermediate School District. If you have any questions, please contact me at (517) 244-1294. Thank you.

Sincerely Yours,

Becky Hills
Assistant Superintendent of Finance and Business

BH/as

Enclosure

cc: Local School District Superintendents

Annual Summer Tax Resolution

Ingham Intermediate School District, (the "District")

A regular meeting of the board of education of the District (the "Board") was held in the Thorburn Education Center, within the boundaries of the District, on the 21st day of November, 2023, at 6:00 o'clock in the p.m (the "Meeting").

The Meeting was called to order by Lori Zajac, President.

Present: Lori Zajac, Michael Flowers, Erin Schor, John Wolenberg,

Becky Ames

Absent: None

The following preamble and resolution were offered by Member Erin Schor and supported by Member John Wolenberg:

WHEREAS, this Board previously adopted a resolution to impose a summer tax levy to collect one hundred percent (100%) of annual school property taxes, upon property located within the District and continuing from year-to-year until specifically revoked by the Board.

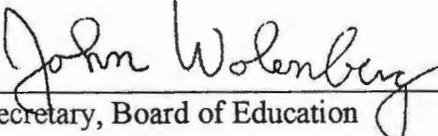
NOW, THEREFORE, BE IT RESOLVED THAT:

1. Pursuant to the Revised School Code, MCL 380.1 et seq., the Board invokes for 2024 its previously adopted ongoing resolution imposing a summer tax levy of one hundred percent (100%) of annual school property taxes, in parallel with its constituent local districts that collect either 50% or 100% of their tax levy in the summer, upon property located within the District and continuing from year-to-year until specifically revoked by the Board and requests that each city and/or township in which the District is located collect those summer taxes.
2. The Superintendent or designee is authorized and directed to forward to the governing body of each city and/or township in which the District is located a copy of this Board's resolution imposing a summer property tax levy on an ongoing basis and a copy of this resolution requesting that each such city and/or township agree to collect the summer tax levy for 2024 in the amount specified in this resolution. Such forwarding of the resolutions and the request to collect the summer tax levy shall be performed so that they are received by the appropriate governing bodies on or before December 31, 2023.
3. Pursuant to and in accordance with Revised School Code Section 1613(1), the Superintendent or designee is authorized and directed to negotiate on behalf of the District with the governing body of each city and/or township in which the District is located for the reasonable expenses for collection of the District's summer tax levy that the city and/or township may bill under Revised School Code Sections 1611 or 1612.
4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

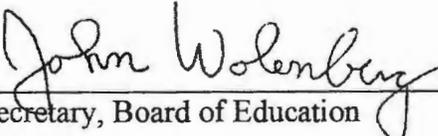
Ayes: Zajac, Flowers, Schor, Wolenberg, Ames

Nays: None

Resolution declared adopted.


Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Ingham Intermediate School District, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at the Meeting, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the Meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, Public Acts of Michigan, 1976, as amended).


Secretary, Board of Education

From: [Simar Pawar](#)
To: [Board](#)
Subject: Marshall Park Infrastructure and amenities
Date: Tuesday, December 5, 2023 8:01:24 PM

As a resident and parks and trails enthusiast I would like to thank the MCT Board for approving funding to improve Marshall Park. It is remarkable that the voices are heard, and improvements are on the way. The park will be well utilized and will enhance the quality of life of Haslett/Meridian residents.

Thank you to Parks& Rec department (Ms. Maisner) and Parks Commission for all they do for the parks and trails in Meridian.

Best,
Simar Pawar
Ingham County Commissioner
District #13 (North Meridian)
spawar@ingham.org
County Phone: 517-676-7200
P.O. BOX 319
Mason, MI 48854

From: [Susan Masten](#)
To: [Board](#)
Subject: Voting rights in school board and local elections
Date: Friday, December 8, 2023 4:12:57 PM

Dear Supervisor Jackson and Board Members:

I would like to formally ask that the Board consider giving non-US citizens the right to vote in our local elections. Our noncitizen residents are paying taxes, are enrolled in school and/or have children enrolled in our schools, working here in the District of Columbia, and involved in community affairs.

It might seem like a new idea, but noncitizen voting has been around as long as the Republic, although state laws governing it have swung back and forth several times.

Both before and after the Revolution, all property-owning white men could vote, and many noncitizens did so. The practice was then phased out in many places, but it saw a resurgence in the middle of the 19th century, when at least 16 states passed measures to allow non-US citizen voting, often to incentivize workers to move to less populous Western states.

It's time we allow out non-US citizens of our community to have full participation.

Sincerely,

Susan

Source:

<https://michiganadvance.com/2023/03/15/noncitizens-allowed-to-vote-in-some-local-elections-spurring-backlash-from-gop/>

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Be well, keep hope, seek justice.

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Susan J. Masten, Ph.D., P.E., BCEE (she/her/hers)
Professor
Department of Civil and Environmental Engineering
Engineering Building 3505
428 S. Shaw Ln., Room 3546
East Lansing, MI 48824

Phone: 517 355-2254

Fax: 517 355-0250

Michigan State University occupies the ancestral, traditional, and contemporary Lands of the Anishinaabeg–Three Fires Confederacy of Ojibwe, Odawa, and Potawatomi peoples. The University resides on land ceded in the 1819 Treaty of Saginaw.



CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY
LEGAL AD NOTICE: SPECIAL TOWNSHIP BOARD MEETING
MONDAY, DECEMBER 18, 2023 - 5:00 PM

CHARTER TOWNSHIP OF MERIDIAN
LEGAL NOTICE
MERIDIAN TOWNSHIP BOARD SPECIAL MEETING
MONDAY, DECEMBER 18, 2023

Notice is hereby given that the Meridian Township Board will conduct a special meeting on Monday, December 18, 2023, at 5:00 pm, in the Town Hall Room, Meridian Township Municipal Building, 5151 Marsh Road, Okemos, MI, for the Township Board's Annual Goal Setting meeting.

The meeting agenda and packet will be posted on the Township webpage at www.meridian.mi.us

Publish:

City Pulse
December 13, 2023

Deborah Guthrie
Township Clerk

CHARTER TOWNSHIP OF MERIDIAN
REGULAR MEETING TOWNSHIP BOARD 2023 -DRAFT-
5151 Marsh Road, Okemos MI 48864-1198
517.853.4000, Township Hall Room
Tuesday, December 5, 2023, 6:00 pm

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

ABSENT: Trustee Wisinski

STAFF: Township Manager Walsh, Director Maisner, Director Schmitt, Director Gebes, Chief Grillo, Chief Hamel, Manager Diehl, Deputy Clerk Gordon

1. CALL MEETING TO ORDER
Supervisor Jackson called the December 5, 2023, Regular Township Board meeting to order at 6:00 pm.

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
Supervisor Jackson led the Pledge of Allegiance.

3. ROLL CALL
Deputy Clerk Gordon called the roll of the Board. 6 board members present at 6:00 pm. Trustee Wisinski absent

4. PRESENTATION
A. Recognition-Gayelord Mankowski, Santa’s First Responders and named December 8, 2023, Gayelord Mankowski day in Meridian Township.

Supervisor Jackson read a resolution into the record for Gayelord Mankowski in support of the work that he has been done in the community.

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS
Supervisor Jackson opened comments from the public at 6:11 pm

Shawn O’Brien spoke in favor of the rezoning of 5010 Park Lake Road.

Ed Gillespie spoke in opposition of the rezoning of 5010 Park Lake Road and stated that he is representing 50 of his neighbors in Wardcliff neighborhood.

Supervisor Jackson closed comments from the public at 6:17 pm

6. TOWNSHIP MANAGER REPORT
Manager Walsh gave updates on the following items:

- Deer management program is up to 115 deer
- 12/6 the Community Senior Center Taskforce is meeting with the Advisory Board.
- Township annual holiday party is 12/15

- 4th quarter budget will be presented at the next meeting
- 12/21 is Luanne Maisner's retirement party
- Robin Faust's retirement party is 12/20
- MSU Lake Lansing Pathway ribbon cutting ceremony is on 12/8
- Police building flooring is going in
- Going out for bid for the Local Road Program 2024
- 12/12 meeting will have the draft goals document for 2024
- All 6 listening sessions have concluded
- HOMTV issues have been fixed, CAMTV now having issues that will need to be fixed.
- MERS migration is complete
- The new Parks and Recreation Director to begin 12/18

7. BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS

Treasurer Deschaine thanked Santa's First Responders, and Supervisor Jackson for the presentation. Tax bills have gone out, and Treasurer Deschaine spoke about the listening sessions.

Clerk Guthrie met with Police and Fire regarding Election Security measures for 2024, there is an Ingham County Traffic Summit that Deputy Manager Dan Opsommer will be attending and presenting resident feedback from the listening sessions. The Clerk's office is still processing Permanent Mail Ballot applications, wished all who celebrate Hanukkah a Happy Hanukkah which begins this Thursday, and Clerk Guthrie thanked Gayelord Mankowski for all of the work he has done in the community.

8. APPROVAL OF AGENDA

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

VOICE VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustee Hendrickson, Trustee Sundland, Trustee Wilson

NAYS: 0

Motion carried: 6-0

9. CONSENT AGENDA

Supervisor Jackson reviewed the Consent Agenda

Trustee Hendrickson moved to approve the agenda as presented. Seconded by Trustee Wilson

ROLL CALL VOTE YEAS: Clerk Guthrie, Treasurer Deschaine, Trustee Hendrickson, Trustee Sundland, Trustee Wilson, Supervisor Jackson

NAYS: 0

Motion carried: 6-0

10. QUESTIONS FOR THE ATTORNEY

NONE

11. HEARINGS

NONE

12. ACTION ITEMS

- A. Ordinance 2023-07-Fire Protection and Emergency Services Cost Recovery Ordinance Update-Final Adoption

Trustee Hendrickson and Treasurer Deschaine thanked Chief Hamel and spoke about their support of the Ordinance. Trustee Wilson clarified if the word “house” had been removed. Trustee Sundland asked about the fee schedule.

Trustee Hendrickson moved to adopt the updated Cost Recovery Ordinance No. 2023-07 Amending Chapter 18 Of the Code of The Charter Township of Meridian to include the addition of Article Iii “Fire Protection and Emergency Services” and authorize the Clerk and Supervisor to sign the Ordinance. Seconded By Treasurer Deschaine.

ROLL CALL VOTE

YEAS: Treasurer Deschaine, Trustee Hendrickson, Trustee Sundland, Trustee Wilson, Supervisor Jackson, Clerk Guthrie

NAYS: 0

Motion carried: 6-0

- B. Ordinance 2023-06 – Rezone 5010 Park Lake Road and Adjacent Vacant Property – RA to RD, with a Conditional Rezoning Agreement

Director Schmitt reviewed the item and the options that the Board has. Clerk Guthrie let the applicant know about communication received. Trustee Hendrickson spoke to his support of the rezoning and asked Shawn O’Brien what the property owners will do if this does not go through.

Clerk Guthrie spoke to her motion to deny the resolution. Trustee Wilson agreed that this is not in the master plan. Treasurer Deschaine and Trustee Sundland denied based on the planning commission recommendation to deny. Supervisor Jackson asked a question about the future land use map and supported Trustee Hendrickson’s analysis.

Clerk Guthrie moved to adopt the resolution denying Ordinance 2023-06 an Ordinance to rezone the property at 5010 Park Lake Road and a portion of the adjacent vacant property (Parcel ID numbers 33-02-02-17-476-016 and 33-02-02-17-476-024) from RA, Single-Family Medium Density Residential, to RD,

Multiple-Family Residential – maximum of eight dwelling units per acre, subject to a series of conditions offered by the applicant. Supported by Trustee Wilson

ROLL CALL VOTE YEAS: Trustee Sundland, Trustee Wilson, Clerk Guthrie, Treasurer Deschaine

**NAYS: Trustee Hendrickson, Supervisor Jackson
Motion carried: 4-2**

C. Ordinance 2023-08 – CV, Conservancy District Updates-Introduction

Director Schmitt spoke about the changes that would be made with the amendment. Treasurer Deschaine spoke in support of his motion to approve. Trustee Wilson concurred with Treasurer Deschaine.

Treasurer Deschaine moved to adopt the Resolution approving for Introduction Zoning Amendment 2023-08 to amend Article IV of the Zoning Ordinance of the Charter Township of Meridian to update the standards of the CV, Conservancy District. Seconded by Trustee Wilson.

VOICE VOTE YEAS: Supervisor Jackson, Clerk Guthrie, Trustee Deschaine, Trustee Hendrickson, Trustee Sundland, Trustee Wilson

NAYS: 0

Motion carried: 6-0

D. Paid Parental Leave Policy

Manager Walsh provided a brief overview of the program. Trustee Hendrickson spoke in support of the program. Trustee Wilson spoke about the time off in the pilot program. Trustee Sundland asked what the time frame of the pilot program is. Treasurer Deschaine spoke in support of the program and did not want to put a review timeline. Manager Walsh suggested the review take place in a year at the annual goal setting talked about other jurisdictions paid parental leave programs. Clerk Guthrie asked clarifying questions about Family Medical Leave Act (FMLA).

Trustee Hendrickson moved to adopt the Paid Parental Leave Program for Meridian Township for a Pilot Program starting January 1, 2024. Seconded by Trustee Wilson

ROLL CALL VOTE YEAS: Trustee Sundland, Trustee Wilson, Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustee Hendrickson

NAYS: 0

Motion carried: 6-0

E. Marshall Park Playground Enhancements

Director Maisner talked about the updates needed for Marshall park. Board members asked clarifying questions about what the money would go to. Trustee Wilson and Hendrickson spoke in favor of her motion. Trustee Wilson clarified that this would include benches and other amenities.

Trustee Wilson moved to approve funding in the amount of \$150,000 from the general fund to support a new play structure and amenities in Marshall Park, located at 6105 Marsh Road, Haslett, for installation in the spring of 2024. Seconded by Trustee Hendrickson.

VOICE VOTE

YEAS: Trustee Wilson, Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustee Hendrickson, Trustee Sundland

NAYS: 0

Motion carried: 6-0

13. BOARD DISCUSSION ITEMS

A. Meridian Township Public Safety Recruitment and Retention Program

Manager Walsh updated the Board on changes to the program. Chief Grillo and Chief Hamel gave a presentation on staffing levels of the Police and Fire Departments. Board Members asked questions regarding staff members qualifying for the recruitment bonus. Manager Walsh gave suggestions on how to fund police and fire salary wages. Treasurer Deschaine asked how likely it is that this will help. Board Members asked clarifying questions about the policy. Manager Walsh expects to bring

B. Memorandum of Understanding-Okemos Public Schools

Director Maisner spoke about the memorandum and the field uses. Trustee Wilson concurred about leaving out #5 and 6. Supervisor Jackson asked if we have a similar agreement with Haslett Schools and encouraged Director Maisner to create one. Trustee Wilson asked what Okemos Schools is going to do about the fields going away. Director Maisner will bring this item back on December 12th.

C. Letter of Agreement with the Department of Public Works and Parks and Recreation TPOAM Union

Deputy Manager Dan Opsommer spoke about the letter and the need. Board Members spoke in favor of the changes. Clerk Guthrie asked clarifying questions about the stipend and what would be required of staff members.

14. COMMENTS FROM THE PUBLIC

Supervisor Jackson opened comments from the public at 8:17 pm

Supervisor Jackson closed comments from the public at 8:17 pm

15. OTHER MATTERS AND BOARD MEMBER COMMENTS

Supervisor Jackson asked Manager Walsh for the numbers with the Public Safety report added to the packet.

16. ADJOURNMENT

Trustee Wilson moved to adjourn. Seconded by Treasurer Deschaine.

VOICE VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Trustee Deschaine, Trustee Hendrickson, Trustee Sundland, Trustee Wilson

NAYS: 0

Motion carried: 6-0

The meeting adjourned at 8:19 pm.

Patricia Jackson
Township Supervisor

Deborah Guthrie
Township Clerk



To: Board Members
From: Dante Ianni, Finance Director
Date: December 12, 2023
Re: Township Invoices/Expenses

Charter Township of Meridian
Board Meeting
12/12/2023

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

COMMON CASH	\$	632,000.63
PUBLIC WORKS	\$	42,184.03
TRUST & AGENCY	\$	-
TOTAL CHECKS:	\$	674,184.66

CREDIT CARD TRANSACTIONS		
11/30/2023 to 12/06/2023	\$	14,738.08
TOTAL PURCHASES:	\$	<u>688,922.74</u>

ACH PAYMENTS	\$	<u>616,806.39</u>
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12/07/2023 02:50 PM
 User: GRAHAM
 DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
 EXP CHECK RUN DATES 12/12/2023 - 12/12/2023
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GF - CHECK TYPE: PAPER CHECK

Vendor Name	Description	Amount	Check #
1. AMERICAN RENTALS	11/21/23 TO 12/21/23 - TRANSFER STATION PORTABLE T	86.00	
2. ANDREW YOUNG	AUDIO/VIDEO SERVICES - 2023 PANCAKE BREAKFAST FUND	300.00	
3. APPLE	MACBOOK PRO LAPTOP FOR HOMTV	3,635.00	
4. BOARD OF WATER & LIGHT	11/01/2023 - 11/30/2023 STREETLIGHT SERVICE	760.42	
5. BRD PRINTING, INC	#10 GREEN REGULAR ENVELOPES FOR WATER BILLS	272.29	
6. BRIDGET CANNON	NOVEMBER 2023 - MILEAGE REIMBURSEMENT	29.60	
7. BRIGHTLINE TECHNOLOGIES	NOV 2023 - QUICKHELP SUBSCRIPTION	1,421.00	
	NOV 2023 - AUVIK NETWORK & SAAS MONITORING & MGT	1,055.00	
	NOV 2023 - HPE 36M II	2,975.00	
	DEC 2023 - QUICKHELP SUBSCRIPTION	1,421.00	
	DEC 2023 - AUVIK NETWORK & SAAS MONITORING & MGT	1,055.00	
	DEC 2023 - HPE 36M II	2,975.00	
	TOTAL	10,902.00	
8. CAPITAL ASPHALT LLC	2022 LOCAL ROAD PROGRAM MILLING/HMA CONTRACT	106,839.40	110903
	2023 MILL & FILL LOCAL ROAD PROGRAM CONTRACT	127,396.62	110903
	2022 LOCAL ROAD PROGRAM MILLING/HMA CONTRACT	11,499.04	110903
	TOTAL	245,735.06	
9. CEI MICHIGAN LLC	BUILDINGS - REPAIRS TO POLICE DEPT ROOF LEAK	2,396.00	
10. CINTAS CORPORATION #725	11/29/2023 - MECHANICS UNIFORMS 2023	48.08	
11. COMCAST	DEC 16 2023 - JAN 15 2024 - FIRE #91 TV + INET	161.85	
12. CONSUMERS ENERGY	N. WILLIAMS III - EMERGENCY UTILITY ASSISTANCE	508.00	110904
13. CONSUMERS ENERGY	2023 ANNUAL RENTAL FOR INTERURBAN (BURCHAM TO OKEM	2,500.00	
14. CONWAY SHIELD INC	4 HELMET SHIELDS WITH NUMBERS	218.50	
15. CUMMINS INC	NOV 2023 - SERVICE CENTER - GENERATOR MAINT	721.89	
	NOV 2023 - TRAILER MT #2 - GENERATOR MAINT	635.89	
	TOTAL	1,357.78	
16. D VENTURE LLC	OVERPAYMENT WINSLOW SETTLEMENT	286.00	
17. DELTA COLLEGE	SLAVICK/HEINEMANN - NOV 6-10 2023 - OFFICER TRAINI	1,050.00	
18. DUSTIN FARHAT	REIMBURSE EMPLOYEE FOR PARAMEDIC LICENSE RENEWAL F	75.00	
19. EDGEWOOD VILLAGE APARTMENTS	S. STENSKE - EMERGENCY RENTAL ASSISTANCE	234.00	110905

12/07/2023 02:50 PM
 User: GRAHAM
 DB: Meridian

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Vendor Name	Description	Amount	Check #
20. FAHEY SCHULTZ BURZYCH RHODES PLC	FIRE DEPT - LEGAL FEES	223.50	
	COLLECTIVE BARGAINING - LEGAL FEES	292.50	
	LAND PRESERVATION ACQUISITION/CLOSING - LEGAL FEES	450.00	
	MARIJUANA REG - LEGAL FEES	5,688.00	
	EMPLOYMENT INVESTIGATION - LEGAL FEES	247.50	
	DPW MCCANN BEREAVEMENT GRIEVANCE - LEGAL FEES	242.00	
	COMMUNITY PLANNING & DEVELOPMENT - LEGAL FEES	1,316.42	
	HUMAN RESOURCES/LABOR - LEGAL FEES	1,085.64	
	MANAGER - LEGAL FEES	1,022.26	
	PARKS & REC - LEGAL FEES	1,147.40	
	CONTRACT REVIEWS - LEGAL FEES	1,178.28	
	2023 PPT WRITE-OFF - LEGAL FEES	88.00	
	MSU FCU - LEGAL FEES	765.00	
	FIFTH THIRD - LEGAL FEES	135.00	
	COMERICA - LEGAL FEES	45.00	
	CEW LAND MGT (ARBY'S) - LEGAL FEES	45.00	
	MORY ENTERPRISES - LEGAL FEES	45.00	
	CONSUMER FRANCHISE DISPUTE - LEGAL FEES	7,392.00	
	TOTAL	21,408.50	
21. FORESIGHT GROUP	WATER BILLS 12/1/2023 AND POSTAGE	1,681.37	
22. GRANICUS	12/15/2023 - 12/14/2024 - GOVACCESSPLUS EDITION WE	11,828.88	
23. GREATER LANSING FOOD BANK	2023 GREATER LANSING FOOD BANK GARDEN PROJECT	5,000.00	
24. HUBBEL, ROTH & CLARK INC	PROF SERVICES THRU NOV 11 2023 - FIELD AND CONTRAC	3,652.33	
25. INGHAM COUNTY HOUSING COMMISSION	H. WICKER - EMERGENCY RENT ASSISTANCE	268.00	111010
26. INGHAM COUNTY ROAD DEPARTMENT	MSU TO LAKE LANSING TRAIL PHASE I CONSTRUCTION	198,350.20	
	MSU TO LAKE LANSING TRAIL PHASE I CONSTRUCTION	1,472.94	
	MSU TO LAKE LANSING TRAIL PHASE I CONSTRUCTION	43,856.10	
	TOTAL	243,679.24	
27. JACK DOHENY COMPANIES INC	MOTOR POOL - WATER - VACTOR PARTS	129.60	
28. KENNETH HOLMBERG	33-02-02-03-226-026/028/027 - REFUND SPECIAL ASSES	10.00	
29. LANSING UNIFORM COMPANY	FIRE UNIFORMS - CARR	327.80	
	FIRE UNIFORM ITEMS - BROWN	373.70	
	TOTAL	701.50	
30. LANSING WELDING INC	REPAIRS TO SNOW BLOWER	549.00	
	SALTER REPAIR PARTS - UNIT #87	280.35	
	TOTAL	829.35	
31. MEI TOTAL ELEVATOR SERVICES	DEC 2023 - FEB 2024 - QUARTERLY ELEVATOR SERVICE	520.98	
32. MERIDIAN GARDEN CLUB	2023 GREEN GRANT FOR THE CLUB GARDENS	500.00	
33. MERIDIAN TOWNSHIP RETAINAGE	CAPITAL ASPHALT -2022 LOCAL ROAD PROGRAM MILLING/H	605.21	110906
34. MERIDIAN TOWNSHIP RETAINAGE	CAPITAL ASPHALT - 2022 LOCAL ROAD PROGRAM MILLING/	5,623.13	110908
	CAPITAL ASPHALT - 2023 MILL & FILL LOCAL ROAD PROG	8,126.14	110907
	TOTAL	13,749.27	
35. MICHIGAN MUNICIPAL LEAGUE	1/1/2024 - 12/31/2023 - CDL CONSORTIUM DRIVERS FEE	1,800.00	
36. MICHIGAN URBAN SEARCH AND	12/11/2023 - 12/15/2023 - ROPE RESCUE OPERATIONS C	900.00	

12/07/2023 02:50 PM
 User: GRAHAM
 DB: Meridian

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Vendor Name	Description	Amount	Check #
37. MID MICHIGAN EMERGENCY EQUIPMENT	DOCKING STATION IN BATTALION CHIEF VEHICLE	112.50	
38. MORRIES OKEMOS FORD	REPAIR PARTS - STOCK/UNIT 680	267.10	
39. MY GREEN MICHIGAN LLC	NOV 2023 COMPOST SERVICE	177.00	
40. PEOPLEFACTS LLC	NOV 2023 EMPLOYEE PRE-EMPLOYMENT CREDIT CHECKS	16.67	
41. PHIL DESCHAINED	MILEAGE REIMB	502.85	
42. PHOENIX SAFETY OUTFITTERS	1 SET OF STRUCTURAL FIREFIGHTER GEAR (FF PANT)	3,730.83	
	9 PR BOOTS - ARNETT, ROMMECK, CARETTI, JOHNSON, GA	3,420.00	
	TOTAL	7,150.83	
43. POWER DMS INC	POLICE STANDARDS & POLICY 10/28/2023-10/27/2024	6,355.76	111012
44. PROCLEAN HOMES LLC	CLEANING NANCY MOORE PARK SIGN	350.00	
45. QUALITY FITNESS REPAIR, LLC	TREADMILL REPAIR (LESS SALES TAX EXEMPT)	248.20	
46. QUALITY TIRE INC	4 TIRES - UNIT 684 & UNIT 128	1,503.20	
	TIRE DISPOSAL	78.00	
	MOTOR POOL - TIRE DISPOSAL	32.00	
	TIRES UNIT 672 - RED TRAILER	324.00	
	MOTOR POOL - DISPOSAL FEE FOR TIRES	24.00	
	PARK TRAILER/STOCK- TIRES	2,483.70	
	TIRE DISPOSAL FEE - MOTOR POOL	29.00	
	4 TIRES - UNIT 704	634.32	
	4 TIRES - UNIT 117 AND STOCK	1,023.76	
	TIRE STOCK FOR FORD TRUCKS	255.94	
	TIRES - UNIT 674 & STOCK	632.32	
	MOTOR POOL- FIRESTONE TIRES	632.32	
	UNIT 71 - BUILDING MAINT	632.32	
	TOTAL	8,284.88	
47. RED ROBOT - OKEMOS LLC	ELECTRICAL PERMIT 80% REFUND	546.40	111009
	80% REFUND MECHANICAL PERMIT APPLICATION FEE	200.00	111009
	REFUND PLUMBING PERMIT APPLICATION	344.00	111009
	TOTAL	1,090.40	
48. REDWOOD LANDSCAPING	HNC - SITE PREP WORK NEW SIGN INSTALL	960.00	
	LANDSCAPING PLANTER BEDS	5,549.00	
	TOTAL	6,509.00	
49. RICHARD G VONTERSCH	MUNICIPAL BUILDING LANDSCAPE	80.00	
50. SAFETY KLEEN	SERVICE PARTS CLEANER	448.89	
51. SAFEWARE, INC.	AIR MONITORS	2,341.80	
	MONITORS OXYGEN/CO/HYDROGEN SULFIDE LEVELS & COMBU	3,627.40	
	TOTAL	5,969.20	
52. ST MARTHA CONFERENCE OF	MUNERLYN FAMILY - EMERGENCY RENT ASSISTANCE	400.00	111011
53. STAPLES	CUST DET 27066262 - OFFICE SUPPLIES	924.15	
54. STRYKER MEDICAL	AEDS (4) MINUS TRADE-IN CREDIT PLUS SHIPPING	6,704.80	
55. TERRY WITHERSPOON	REIMB VEHICLE DAMAGE CAUSED BY LRP CONSTRUCTION	457.49	111008
56. UNIQUE INTERIORS	PAINTING BRIEFING ROOM	900.00	

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DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
EXP CHECK RUN DATES 12/12/2023 - 12/12/2023
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: GF - CHECK TYPE: PAPER CHECK

Vendor Name	Description	Amount	Check #
57. WAYNE BISARD INVESTIGATIONS LLC	POLICE RECRUIT BACKGROUND INVESTIGATIONS	439.10	
58. WILLIAM H LOVEALL	TOPPER FOR NEW FIRE MARSHAL VEHICLE	2,300.00	
	DECK SYSTEM & CARGOGLIDE INSERT FIRE MARSHAL VEHIC	3,300.00	
	TOTAL	<u>5,600.00</u>	
59. WINSLOW MOBILE HOME PARK	P. ALSINA - EMERGENCY RENTAL ASSISTANCE	1,192.00	110909
TOTAL - ALL VENDORS		632,000.63	

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User: GRAHAM
DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
EXP CHECK RUN DATES 12/12/2023 - 12/12/2023
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: PWHZR - CHECK TYPE: PAPER CHECK

Vendor Name	Description	Amount	Check #
1. ALLGRAPHICS CORP	REPLACEMENT AND SPARE SAFETY YELLOW JACKETS FOR DP	279.00	
2. CAPITAL ASPHALT LLC	2023 MILL & FILL LOCAL ROAD PROGRAM CONTRACT	27,000.00	29559
3. CUMMINS INC	NOV 2023 - EMBER OAKS LS - GENERATOR MAINT	689.57	
	NOV 2023 - CHAMPION WOODS - GENERATOR MAINT	689.57	
	NOV 2023 - E210929942 - GENERATOR MAINT	999.38	
	NOV 2023 - MEADOWS - GENERATOR MAINT	582.36	
	NOV 2023 - E210929943 - GENERATOR MAINT	617.65	
	TOTAL	3,578.53	
4. DREW WIRELESS LLC	COMMUNICATIONS REPAIRS WATER TOWERS & LIFT STATION	3,000.00	
5. ETNA SUPPLY COMPANY	WATER - 1" HARD COPPER	370.90	
	WATER - 1" AND 2" HARD COPPER FOR CUSTOMER INSTALL	755.40	
	TOTAL	1,126.30	
6. FERGUSON ENTERPRISES LLC	R900 FOR RADIO READS OF WATER METERS	2,788.40	
	WATER - 5/8" RUBBER METER GASKETS	157.07	
	TOTAL	2,945.47	
7. HYDROCORP	NOV 2023 - CROSS CONNECTION PROGRAM SERVICES DTD	2,673.00	
8. IDC CORPORATION	2023 - LIFT STATION CONTROLS MAINT	152.82	
9. JACK DOHENY COMPANIES INC	WATER - HYDRO EXCAVATION PARTS	628.91	
10. MITA	AD 1000-4651 GATE VALVE REPLACEMENT CONTRACT 2023	75.00	
11. SAFEWARE, INC.	AIR MONITOR FOR PUBLIC WORKS	725.00	
TOTAL - ALL VENDORS		42,184.03	

Credit Card Report 11/30/2023-12/6/2023

Transaction Date	Transaction Merchant Name	Transaction Amount	Account Name
11/30/2023	THE HOME DEPOT #2723	\$60.88	LAWRENCE BOBB
11/30/2023	THE HOME DEPOT #2723	\$42.56	LAWRENCE BOBB
11/30/2023	PETSMART # 0724	\$49.98	THOMAS BAKER
11/30/2023	APPLE.COM/BILL	\$104.94	BRIAN PENNELL
11/30/2023	BUILDASIGN	\$159.68	LUANN MAISNER
11/30/2023	MEIJER # 025	\$36.45	LUANN MAISNER
11/30/2023	QUALITY DAIRY#31	\$11.17	LUANN MAISNER
11/30/2023	QUALITY DAIRY#31	\$3.98	LUANN MAISNER
11/30/2023	THE HOME DEPOT 2723	\$97.88	LUANN MAISNER
11/30/2023	MEIJER GC	\$855.00	MICHELLE PRINZ
11/30/2023	AMZN MKTP US*2C5PV3UB3	\$93.40	CATHERINE ADAMS
11/30/2023	CITY OF LANSING, MI	\$0.97	ED BESONEN
11/30/2023	WEB*NETWORKSOLUTIONS	\$15.99	SAMANTHA DIEHL
12/1/2023	NASSCO, INC.	\$325.00	TYLER KENNEL
12/1/2023	THE HOME DEPOT #2723	\$3.47	TYLER KENNEL
12/1/2023	TSI*SERVICE	\$395.00	MICHAEL HAMEL
12/1/2023	THE HOME DEPOT 2725	\$279.00	RYAN CAMPBELL
12/1/2023	THE HOME DEPOT #2723	\$179.00	RYAN CAMPBELL
12/1/2023	THE HOME DEPOT #2723	\$56.97	THOMAS BAKER
12/1/2023	ACTIVE911 INC	\$3.41	BRIAN PENNELL
12/1/2023	MEIJER GC	\$4,940.51	FRANK L WALSH
12/1/2023	NASSCO, INC.	\$375.00	YOUNES ISHRAIDI
12/1/2023	ASFPM	\$180.00	YOUNES ISHRAIDI
12/1/2023	MARCOS PIZZA 1235	\$60.42	ALLISON GOODMAN
12/2/2023	AMZN MKTP US*JC82K7FM3	\$45.26	MICHELLE PRINZ
12/3/2023	AMZN MKTP US*6B9Z64DR3	\$355.15	MICHELLE PRINZ
12/3/2023	AMZN MKTP US*W16WO4UP3	\$135.77	CATHERINE ADAMS
12/4/2023	THE HOME DEPOT #2723	\$194.85	BRIAN PENNELL
12/4/2023	SP WAREHOUSELIGHTING	\$293.94	MELISSA MASSIE
12/4/2023	CALEDONIA FARMERS ELEVATO	\$343.23	MIKE ELLIS
12/4/2023	VISTAPRINT	\$66.77	RICHARD GRILLO
12/4/2023	EXTENDEDSTAY 670	(\$507.43)	RICHARD GRILLO
12/4/2023	EXTENDEDSTAY 670	\$507.43	RICHARD GRILLO
12/4/2023	NASSCO, INC.	(\$50.00)	YOUNES ISHRAIDI
12/4/2023	AMZ*WSJBARRONSMW	\$2.00	MICHELLE PRINZ
12/4/2023	AMZN MKTP US*7K9QK0PW3	\$99.96	CATHERINE ADAMS
12/4/2023	FEEDERS SUPPLY COMPANY #4	\$79.31	ALLISON GOODMAN
12/5/2023	AMZN MKTP US*YC5O30GD3	\$449.45	ROBERT MACKENZIE
12/5/2023	AMZN MKTP US*RC0174WC3	\$128.92	ROBERT MACKENZIE
12/5/2023	AMAZON.COM*ZZ5UY9HO3	\$27.89	MICHELLE PRINZ
12/5/2023	AMZN MKTP US*1Z9E86MX3	\$39.99	CATHERINE ADAMS
12/5/2023	CITY OF LANSING, MI	\$1.42	ED BESONEN
12/5/2023	BRIMAR INDUSTRIES	\$4,095.16	DANIEL OPSOMMER
12/5/2023	FACEBK B4C3RX78T2	\$98.35	SAMANTHA DIEHL
Total		\$14,738.08	

ACH Transactions

Date	Payee	Amount	Purpose
11/30/2023	Wageworks	\$ 93.00	Employee Health Savings
12/1/2023	Various Financial Institutions	\$ 349,844.39	Direct Deposit 12/01/2023
12/1/2023	IRS	\$ 124,423.14	Payroll Taxes 12/01/2023
12/1/2023	Nationwide	\$ 6,647.35	Payroll Deductions 12/01/2023
12/1/2023	ICMA	\$ 1,503.60	Payroll Deductions 12/01/2023
12/4/2023	Blue Care Network	\$ 64,094.59	Employee Health Insurance
12/4/2023	Alerus	\$ 58,522.99	Payroll Deductions 12/01/2023
12/5/2023	First American	\$ 2,040.03	Employee Vision Insurance
12/6/2023	Blue Care Network	\$ 9,637.30	Employee Health Insurance
Total ACH Payments		\$ 616,806.39	

REIMBURSEMENT TO TOWNSHIP:

Date	Employee Name	Amount	Summary of Reimbursement	Transaction Reimbursed
12/1/2023	Richard Grillo	\$219.92	Nova Lab LLC	Nova Lab LLC



To: Board Members
From: Michael Hamel, Fire Chief
Date: December 8, 2023
Re: Resolution Adopting a Fee Schedule for Ordinance No. 2023-07 – Fire Protection and Emergency Services Cost Recovery

Meridian Township recently amended Chapter 18 of the Township Code of Ordinances with the addition of Article III, Fire Protection and Emergency Services Cost Recovery, to inform the public and other applicable parties of cost recovery charges for emergency response within the Township's jurisdictional limits.

The intention of Article III is to fairly allocate the costs of providing fire department services and other emergency services among those responsible for them. The article establishes a policy and sets forth the methods by which it may recover costs incurred in making appropriate responses and providing the related services.

In the event that cost recovery charges are necessary, they will be billed to the responsible party at the rate specified in the fire/EMS fee schedule for the applicable year. The 2024 fee schedule is enclosed.

The following motion is proposed for Board consideration:

MOVE TO ADOPT A FEE SCHEDULE FOR ORDINANCE 2023-07 FIRE PROTECTION AND EMERGENCY SERVICES COST RECOVERY.

Enclosed: 2024 fee schedule

Fire/EMS Fee Schedule (2024)		
	Copies	
	Reports	\$25.06 Initial; \$1.25 per page for 1st 20 pages; \$0.63 per page from 21 to 50 pages; \$0.25 per page from 51 and over pages
	Pictures	Processing cost + \$5
	Disc of Pictures	\$25
	Ambulance Fees	
	ALS Emergency	\$800
	ALS II Emergency (monitoring/drugs, etc)	\$800
	ALS Non-Emergency	\$800
	BLS Emergency	\$800
	BLS Non-Emergency	\$800
	Mileage (per loaded mile)	\$13.75
	Response and Treatment-No Transport	\$500.00
	Hospital Transfer Patient Requests	\$800.00
	Private Ambulance Turnover Fee (non-emergency)	\$800.00
	Hospital Wall Time after 30 Minutes	\$50 per half hour after 30 minutes
	Medical Facility Lift Assists	\$400.00
	Hazmat Clean Up Car Accidents	\$500.00
	Personnel Costs	Employee Rate + Benefits
	Down Wires and Gas Leak Standby	\$200
	Fire Lane Parking Violation	\$25
	False Fire Alarm (2 per calendar year no charge)	\$0
	3rd False Alarm	\$25
	4th or More False Alarm	\$100
	Emergency Response Cost Recovery	
	Engine	\$250
	Ladder	\$250
	Ambulance	\$125
	Command Vehicle	\$125
	Plan Review/Final Inspection:	
		\$100
	Expenditures \$100,000 plus	\$200
	Additional Fees	
	w/fire alarm system	\$100
	w/hood suppression system	\$100
	w/fire suppression system	\$200
	Homeowners Insurance Claims for Fire Suppression	Amount allowed by Insurance Co.
	Hazmat and Homeland Security Responses	Reimbursement of cost (personel and equipment)



To: Board Members
From: Frank L. Walsh, Township Manager
Date: December 8, 2023
Re: Meridian Township Public Safety Recruitment & Retention Program

As you are aware, from our previous discussions, we are struggling to recruit and retain our public safety personnel. The issue is not just a Meridian Township issue. The lack of qualified police officers, and paramedics, is reaching a crisis level across the country. While our fire department is near capacity, our police department is down approximately 25% in the number of officers we need to safely protect Meridian residents.

Over the past two years, retired Police Chief Plaga, Police Chief Grillo, Fire Chief Hamel, Human Resources Director Tithof and I have been consumed with how do we bolster the number of public safety team members. While we have made strides, there have been setbacks. Together, over the past three months, we have zeroed in on a pragmatic approach that we believe will take our departments to the next level in regards to proper staffing. While we understand the newly crafted Public Safety Recruitment and Retention Program is costly, we believe the program will achieve our overarching goal of protecting the citizens of Meridian Township. I do confess, the program is so costly that it may require us to reallocate or reassign some of our long term projects. I've pored over the numbers. I strongly believe that with a little belt tightening, we can easily absorb the cost of the program. Most importantly, given the daily responsibilities of our paramedic/firefighters and police officers, this is the right step for our community.

The program is built on two components. First, we will expand our recruitment bonus program as outlined by Chief Grillo and Chief Hamel. In addition, effective January 1, 2024, the program will increase wages for all uniformed public safety team members by 13%. The one year adjustment, including overtime and holiday pay, is approximately \$800,000. The 13% wage increase does not include either Chief. If approved by the Township Board, Meridian Township will be in an extremely competitive position with neighboring police and fire departments.

In closing, I want to thank Chief Grillo, Chief Hamel and Director Tithof for their insight over the past few months. I've especially appreciated the positive reinforcement from the Board members. When our team first approached you regarding this issue in October, we sensed and heard the strong support for our public safety team.

The following motion has been prepared for Board consideration:

MOVE TO APPROVE THE 2023 PUBLIC SAFETY RECRUITMENT AND RETENTION PROGRAM WITH A GOAL OF REACHING FULL STAFFING IN OUR POLICE AND FIRE DEPARTMENTS BY DECEMBER 1, 2024

Attachments:

1. Police and Fire Letters of Agreement/Wages
2. Public Safety Recruitment & Retention Program Presentation

**LETTER OF AGREEMENT
BETWEEN THE CHARTER TOWNSHIP OF MERIDIAN AND
MERIDIAN TOWNSHIP POLICE SUPERVISORY UNIT,
CAPITOL CITY LABOR PROGRAM (CCLP)**

This Letter of Agreement is made between the Meridian Township Capitol City Labor Program (CCLP), representing the Meridian Township Police Supervisory Union and Meridian Charter Township (Employer), who are parties to a Collective Bargaining Agreement (“Contract”), in effect from January 1, 2023 to December 31, 2026.

Whereas, Appendix A of the Contract provides a wage scale for the duration of the Contract term.

Whereas, the Union and Employer recognize that the Township, its public safety personnel, and its residents are best served by fully staffed, qualified police and fire departments.

Whereas, the Union and Employer recognize and agree there is a need to position the Township as a desirable employer in the highly-competitive market for individuals pursuing a career in public safety, particularly where the pool of qualified candidates continues to be shallow and ranks are stretched very thin.

Whereas, the Union and Employer agree that a strategy of increasing wages will constitute a meaningful incentive to interested and qualified candidates, demonstrating the Employer’s commitment to its public safety personnel and services.

Therefore, the Employer and the Union mutually agree to the following:

1. The 2024 wage scale set forth at Appendix A of the Contract shall be replaced with the following, effective January 1, 2024:

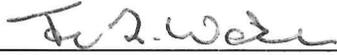
	1-1-24 3% plus 10%	1-1-25 3%	1-1-26 3%
Sergeant - Probationary	\$42.44	\$43.71	\$45.02
Sergeant - Tenured	\$43.41	\$44.71	\$46.05
Lieutenant	\$45.57	\$46.94	\$48.35
Captain	\$47.86	\$49.30	\$50.78

2. The Contract remains in full force and effect subject to the clarification and terms of this Letter of Agreement.

AGREED.

CHARTER TOWNSHIP OF MERIDIAN

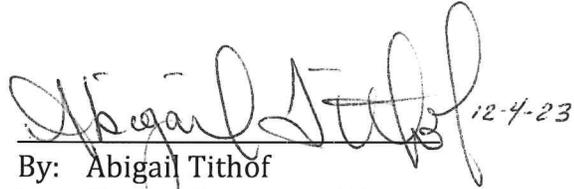
**MERIDIAN TOWNSHIP POLICE
SUPERVISORY UNION
CAPITOL CITY LABOR PROGRAM (CCLP)**



By: Frank Walsh
Its: Township Manager



By: Edward Besonen
Its: Division President



By: Abigail Tithof
Its: Human Resources Director



By: Brad Richman
Its: Executive Director (CCLP)

**LETTER OF AGREEMENT
BETWEEN THE CHARTER TOWNSHIP OF MERIDIAN AND
THE POLICE OFFICERS' ASSOCIATION OF MICHIGAN (POAM)**

This Letter of Agreement is made between the Meridian Township Police Officers Association of Michigan (POAM), representing the Meridian Township Police Officers' Union and Meridian Charter Township (Employer), who are parties to a Collective Bargaining Agreement ("Contract"), in effect from January 1, 2023 to December 31, 2026.

Whereas, Appendix A of the Contract provides a wage scale for the duration of the Contract term.

Whereas, the Union and Employer recognize that the Township, its public safety personnel, and its residents are best served by fully staffed, qualified police and fire departments.

Whereas, the Union and Employer recognize and agree there is a need to position the Township as a desirable employer in the highly-competitive market for individuals pursuing a career in public safety, particularly where the pool of qualified candidates continues to be shallow and ranks are stretched very thin.

Whereas, the Union and Employer agree that a strategy of increasing wages will constitute a meaningful incentive to interested and qualified candidates, demonstrating the Employer's commitment to its public safety personnel and services.

Therefore, the Employer and the Union mutually agree to the following:

1. The 2024 wage scale set forth at Appendix A of the Contract shall be replaced with the following, effective January 1, 2024:

	1-1-24 3% plus 10%	1-1-25 3%	1-1-26 3%
Start – 1 year	\$27.47	\$28.29	\$29.14
1 year – 2 years	\$29.41	\$30.29	\$31.20
2 years - 3 years	\$31.35	\$32.29	\$33.26
3 years – 4 years	\$35.32	\$36.38	\$37.47
4 years – 5 years	\$37.21	\$38.33	\$39.48
5 years and over	\$39.06	\$40.23	\$41.44

2. The Contract remains in full force and effect subject to the clarification and terms of this Letter of Agreement.

AGREED.

CHARTER TOWNSHIP OF MERIDIAN

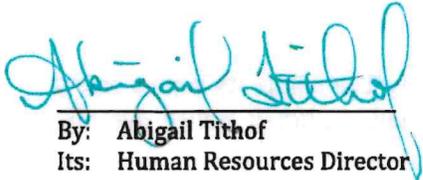
**MERIDIAN TOWNSHIP POLICE OFFICERS
ASSOCIATION OF MICHIGAN (POAM)**



By: Frank Walsh
Its: Township Manager



By: Kyle Royston
Its: President



By: Abigail Tithof
Its: Human Resources Director



By: Kenneth Grabowski
Its: Business Agent

**LETTER OF AGREEMENT
BETWEEN THE CHARTER TOWNSHIP OF MERIDIAN AND
MERIDIAN TOWNSHIP FIREFIGHTERS ASSOCIATION LOCAL 1600, IAFF**

This Letter of Agreement is made between the Meridian Township Firefighters Association Local 1600, IAFF, representing the Meridian Township Fire Union and Meridian Charter Township (Employer), who are parties to a Collective Bargaining Agreement ("Contract"), in effect from January 1, 2023 to December 31, 2026.

Whereas, Appendix A of the Contract provides a wage scale for the duration of the Contract term.

Whereas, the Union and Employer recognize that the Township, its public safety personnel, and its residents are best served by fully staffed, qualified police and fire departments.

Whereas, the Union and Employer recognize and agree there is a need to position the Township as a desirable employer in the highly-competitive market for individuals pursuing a career in public safety, particularly where the pool of qualified candidates continues to be shallow and ranks are stretched very thin.

Whereas, the Union and Employer agree that a strategy of increasing wages will constitute a meaningful incentive to interested and qualified candidates, demonstrating the Employer's commitment to its public safety personnel and services.

Therefore, the Employer and the Union mutually agree to the following:

1. The 2024 wage scale set forth at Appendix A of the Contract shall be replaced with the following, effective January 1, 2024:

Yearly Base	2024 3% plus 10%	2025 3%	2026 3%
Senior Firefighter	\$81,993.98	\$84,453.80	\$86,987.41
Firefighter- 3 years	\$78,089.50	\$80,432.19	\$82,845.16
Firefighter- 2 years	\$68,279.29	\$70,327.67	\$72,437.50
Firefighter- 1 year	\$62,000.72	\$63,860.74	\$65,776.56
Firefighter- Beginning	\$56,703.19	\$58,404.29	\$60,156.42
Training/EMS Chief	\$103,218.60	\$106,315.16	\$109,504.61
Probationary	\$102,069.51	\$105,131.60	\$108,285.55
Fire Marshal	\$103,218.60	\$106,315.16	\$109,504.61
Probationary	\$102,069.51	\$105,131.60	\$108,285.55
Fire Inspector	\$97,473.07	\$100,397.26	\$103,409.18
Probationary	\$96,324.03	\$99,213.75	\$102,190.16
Lieutenant	\$89,950.21	\$92,648.72	\$95,428.18
Probationary	\$88,341.02	\$90,991.25	\$93,720.99
Captain	\$95,582.61	\$98,450.09	\$101,403.59
Probationary	\$94,461.07	\$97,294.90	\$100,213.75
Battalion Chief	\$101,215.00	\$104,251.45	\$107,378.99
Probationary	\$100,088.53	\$103,091.19	\$106,183.93
Assistant Chief	\$113,385.44	\$116,787.00	\$120,290.61

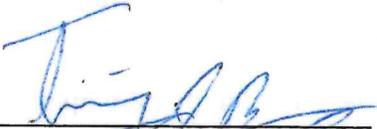
2. The Contract remains in full force and effect subject to the clarification and terms of this Letter of Agreement.

AGREED.

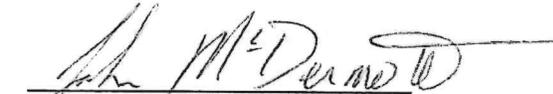
CHARTER TOWNSHIP OF MERIDIAN

**MERIDIAN TOWNSHIP FIREFIGHTERS
ASSOCIATION LOCAL 1600, IAFF**


By: Frank Walsh
Its: Township Manager


By: Timothy J. Booms
Its: President


By: Abigail Tithof
Its: Human Resources Director


By: John McDermott
Its: Bargaining Committee Member



Meridian Township Public Safety Recruitment and Retention Program

December 2023



Mission Statement

The Meridian Township Public Safety Recruitment & Retention Program is created to enhance our police, fire and paramedic staffing levels to a point of full capacity. Our objective is to retain our professional police officers, firefighters and paramedics and recruit additional top-notch candidates to protect the residents of Meridian Township.

	2009	2012	2015	2018	2022
Officers	42	39	38	38	35
Administrators	4	3	3	3	3
Calls for Service	13,577	14,162	17,254	18,588	18,540
Written Reports	6,274	6,160	6,427	6,801	5,526
Arrests	1,259	975	765	577	503
Citations	5,528	3,789	2,366	1,922	1,231
Population	38,255	40,581	42,245	43,318	43,916

	2010	2013	2016	2019	2022
Fire Fighters	33	30	30	32	34
Administrators	4	4	4	4	4
Calls for Service	4078	4356	4953	5437	6081
EMS	3490	3619	4028	4220	5286
Fires	588	737	925	1217	795
Population	39727	41046	42585	43,318	43,916



Meridian Township Public Safety Recruitment and Retention Program

December 2023

	2009	2022	% Change
Officers	42	35	-17%
Calls for Service	13,577	18,540	+27%
Citations	5,528	1,231	-449%
Population	38,255	43,916	+13%



Meridian Township Public Safety Recruitment and Retention Program

December 2023

	2018	2022	% Change
Fire Fighters	32	34	+6%
Calls for Service	5217	6081	+17%
Mutual Aid calls	208	661	+218%
Population	38,255	43,916	+13%



Meridian Township Public Safety Recruitment and Retention Program

December 2023

	2009	2012	2015	2018	2022	2023
Recommended	85,000	85,000	76,000	85,000	80,000	80,000
Actual	65,000	85,000	76,000	85,000	163,000	245,000

Meridian Township Public Safety Recruitment and Retention Program

December 2023

- **Staffing Outlook**

- We currently have 31 officers.
- There are two employees eligible for retirement next year. Both have said they will leave when they are eligible (February and March)
- We have four recruits in the police academy. All indications are that they will successfully complete their training. Two graduate in December and two graduate in March.
- Two more recruits are scheduled to begin the police academy in January.



Meridian Township Public Safety Recruitment and Retention Program

December 2023

- **Staffing Outlook Fire**

- Chief
- Training Chief
- Fire Marshal
- Admin. Asst.
- 34 Firefighters
- In 2024 we have no employees eligible for retirement.
- We will be adding two additional Firefighters to our staff increasing to 36 Firefighters
 - These two positions have been filled
 - One of the 2024 new hires will be attending a Fire Academy to receive Firefighter I and II
- With this recruit and retention program I have three senior employees that are considering staying an additional year.





Meridian Township Public Safety Recruitment and Retention Program

December 2023

COMPARABLE WAGES (OFFICERS)

MERIDIAN TOWNSHIP	\$50,585	\$71,718
Grand Blanc	\$49,150	\$77,604
Pittsfield	\$51,630	\$77,760
Midland	\$53,710	\$81,354
Auburn Hills	\$53,373	\$79,872
White Lake Twp	\$55,707	\$76,740
Hamburg Township	\$53,394	\$80,870
Saginaw Township	\$47,966	\$79,706
Green Oak Township	\$46,509	\$72,342
Average	\$51,336	\$77,551



Meridian Township Public Safety Recruitment and Retention Program

December 2023

The current plan offers \$1,000 for a successful new recruit for our police department. The new recruitment plan greatly expands on the incentive to bring talent to both the police and fire departments and applies to **all full-time employees of Meridian Township.**

Police Department

The new model is a \$5,000 incentive to any full-time Meridian Township employee that successfully recruits a new member to their respective department. The recruiting employee will receive \$1,000 upon the recruit joining our team. Upon the completion of the Field Training Program, the employee would receive an additional \$1,000. Finally, after the recruited officer has successfully served one year of service (passes probation), the recruiting officer would receive the remaining \$3,000.



Meridian Township Public Safety Recruitment and Retention Program

December 2023

The current plan offers \$1,000 for a successful new recruit for our police department. The new recruitment plan greatly expands on the incentive to bring talent to both the police and fire departments and applies to **all full-time employees of Meridian Township.**

Fire Department

The recruiting firefighter/paramedic would receive \$1,000 upon the EMT joining our team, \$2,000 with the completion of paramedic school and the final \$2,000 after the completion of two years of service dating back to their successfully completing all the requirements of paramedic school. If a member of the fire department successfully recruits a paramedic to join our team, the recruiting member shall receive \$1,000 up front, \$2,000 on the first anniversary of the new member's service and an additional \$2,000 on the second anniversary of the service.



Meridian Township Public Safety Recruitment and Retention Program

December 2023

The second component of the program is more daunting. If this policy is approved by the Township Board, each full-time member of police and fire departments would receive a 10% wage increase in addition to the 3% wage increase already agreed upon in the collective bargaining agreements. The aim is to acknowledge and appreciate the dedication of our members as well as attract new employees to our team. This proposal would make the base wage for police the highest in the Greater Lansing area.



Meridian Township Public Safety Recruitment and Retention Program

December 2023

POLICE OFFICER WAGES

Step	Base Wage 2023	Base Wage 2024	Base Wage w/ Bachelors
Step 1	\$50,419	\$57,138	\$58,823
Step 2	\$53,997	\$61,173	\$62,858
Step 3	\$57,554	\$65,208	\$66,893
Step 4	\$64,834	\$73,466	\$75,151
Step 5	\$68,307	\$77,397	\$79,082
Step 6	\$71,718	\$81,245	\$82,930



Meridian Township Public Safety Recruitment and Retention Program

December 2023

FIREFIGHTER WAGES

Step	Base Wage 2023	Base Wage 2024	Base Wage 2025
Step 1	\$50,046	\$56,703	\$58,404
Step 2	\$54,722	\$62,000	\$63,860
Step 3	\$60,264	\$68,279	\$70,327
Step 4	\$68,922	\$78,089	\$80,432
Step 5	\$72,368	\$81,993	\$84,453



To: Township Board **12.B.**
From: LuAnn Maisner, Director
Parks and Recreation
Date: December 7, 2023
Re: Memorandum of Understanding-Okemos Public Schools

Meridian Township Parks and Recreation Department utilizes several sports fields throughout the year for various sports programs. Okemos Schools also utilize township facilities such as Hartrick Park and various pavilions for end of year class parties. The purpose of this MOU is to provide a guide for assigning priority in facility scheduling and associated fees and charges.

Based on Township Board discussion during their regular meeting on December 5, the attached draft Memorandum of Understanding provided by Okemos Superintendent, John Hood is proposed for approval with the following amendments:

Add the title: Okemos Public Schools and Meridian Charter Township
Facility Use Agreement- Memorandum of Understanding

Remove #4 NOTE: Meridian Township does not currently utilize indoor facilities in Okemos Schools.

Remove # 5 Which references Meridian Police Partnership

Remove #6 Which references the Meridian Senior Center

It was recommended to remove #5 and #6 because it does not relate to facility reservations.

Motion for Township Board consideration:

MOVE TO APPROVE THE MEMORANDUM OF UNDERSTANDING BETWEEN MERIDIAN TOWNSHIP AND OKEMOS PUBLIC SCHOOLS THAT OUTLINES FACILITY SCHEDULING AND FEE SCHEDULE FOR RECIPROCAL USE OF SCHOOL AND TOWNSHIP PROPERTIES WITH THE FOLLOWING AMENDMENTS:

ADD THE TITLE: OKEMOS PUBLIC SCHOOLS AND MERIDIAN CHARTER TOWNSHIP FACILITY USE AGREEMENT – MEMORANDUM OF UNDERSTANDING.

REMOVE SECTIONS #4 NOTE: MERIDIAN TOWNSHIP DOES NOT CURRENTLY UTILIZE INDOOR FACILITIES IN OKEMOS SCHOOLS;

REMOVE SECTION#5 MERIDIAN POLICE PARTNERSHIP; AND REMOVE SECTION #6 MERIDIAN SENIOR CENTER PARTNERSHIP

DRAFT

**ADD: OKEMOS PUBLIC SCHOOLS AND MERIDIAN CHARTER TOWNSHIP
FACILITY USE AGREEMENT – MEMORANDUM OF UNDERSTANDING**

MEMORANDUM OF UNDERSTANDING Between Okemos Schools and Meridian Township
This Memorandum of Understanding (hereinafter referred to as "MOU") is entered into between Okemos Schools (hereinafter referred to as "Okemos") and Meridian Township (hereinafter referred to as "Township") on this _____ day of _____, 20____.

WHEREAS, Okemos Schools and Meridian Township are committed to providing high-quality recreational programs for the youth of Okemos; and WHEREAS, Meridian Township Parks and Recreation Department operates various youth sports programs, including soccer, flag football, baseball, and softball; and WHEREAS, Okemos Schools and Meridian Township recognize the mutual benefits of collaboration in utilizing the available facilities for practices and games; NOW,

THEREFORE, Okemos Schools and Meridian Township agree to the following terms and conditions:

1. Utilization of Facilities:

- a. Meridian Township Parks and Recreation Department operates recreation youth soccer, flag football, baseball, softball, and other programs that directly and positively impacts Okemos School students. The Okemos School District operates student and community programs that positively impact Meridian Township residents.
- b. The Township and District may utilize a combination of Okemos Schools facilities and Meridian Township facilities for practices and games. No fees will be charged with the exception of the fees indicated below.
- c. The Township and district are responsible for supervision and oversight of those participating in or attending events with use of facilities.
- d. Special events beyond the normal scope of use (practices, games, field trips, one time meetings/events) outlined in this memorandum, shall be reviewed on a case by case basis by both parties to see if they call outside the scope of the agreement where reasonable fees may be charged.

2. Field Preparation and Maintenance:

- a. Meridian Township and District shall be responsible for lining the fields and preparing the ball fields (dragging and chalking) required for the operation of its programs, regardless of ownership of the site.
- b. The Township and District shall ensure that the fields are maintained in good condition throughout the duration of the programs, required for the operation of its programs, regardless of ownership of the site.
- c. The Township and District shall provide any non-fixed equipment necessary for the sporting or recreation event to occur, required for the operation of its programs, regardless of ownership of the site.

d. Damages beyond normal wear and tear to sites known to be caused by an event under supervision of the Township or District may be charged to the corresponding party to return the area to its prior condition for use.

3. Scheduling and Coordination:

a. Okemos Schools and Meridian Township shall work collaboratively to establish a schedule for the utilization of the facilities.

b. Both parties shall make reasonable efforts to accommodate each other's needs and minimize scheduling conflicts.

c. Meridian Township and Okemos District activities shall have priority in utilization of their own respective premises in the event that a conflict occurs, and priority over other entities.

d. An annual planning meeting between the Township and District shall occur to develop a three-year, ongoing calendar to coordinate events for community education, athletics and Meridian Parks and recreation and use of corresponding fields or parks.

4. Fee Schedule

a. The Township and District will not charge each other for custodial/ground coverage of the respective area where the event occurs at a time normal operations of the site are expected. (Weekdays)

b. The Township and District may charge each other custodial/grounds coverage of the respective area where the event occurs at a time when normal operations of the site are not expected. (Weekends, Holidays)

~~*NOTE: Meridian Township does not currently utilize indoor facilities in Okemos Schools.~~

~~5. Meridian Police Partnership~~

~~a. Meridian Township will provide access to a school liaison officer to assist the Okemos Schools in safety related matters that may impact the district or community.~~

~~6. Meridian Senior Center Partnership~~

~~a. Meridian Township and the Okemos Schools collectively value our senior citizens and will work collaboratively to provide a location that provides opportunities for socialization, recreation, health and wellness.~~

~~B. Meridian Township and the Okemos Schools will craft an additional memorandum of understanding in regard to future plans for the Meridian Senior Center.~~

7. Liability and Insurance:

a. Each party shall be responsible for maintaining appropriate liability insurance coverage for its respective programs and activities.

b. Okemos Schools and Meridian Township shall indemnify and hold each other harmless from any claims, damages, or liabilities arising out of their respective activities under this MOU, to the extent permitted by law.

8. Term and Termination:

a. This MOU shall commence on the date first written above and shall remain in effect until terminated by either party upon thirty (30) days' written notice to the other party.

9. Amendments:

Any amendments or modifications to this MOU shall be in writing and signed by both parties.

10. Governing Law:

This MOU shall be governed by and construed in accordance with the laws of the state of [State], without regard to its conflict of laws principles. IN WITNESS WHEREOF, the undersigned, duly authorized representatives of Okemos Schools and Meridian Township, have executed this Memorandum of Understanding as of the day and year first above written.

[Okemos Schools Representative]
Title: _____

[Meridian Township Representative]
Title: _____



To: Board Members
From: Deborah Guthrie, Township Clerk
Date: December 7, 2023
Re: Election Commission Appointment

With the resignation of Township Trustee Courtney Wisinski to the Township Board, Clerk Guthrie recommends Township Trustee Scott Hendrickson be appointed to the Election Commission. Charter Townships are made up of the Township Clerk and two Township Trustees appointed by the Township Board.

The Election Commission is responsible for establishing precincts, appointing precinct election inspectors, establishing Absent Voter Counting Boards and Receiving Boards and carrying out other election related duties.

The following motions have been prepared for Board consideration:

MOVE TO APPOINT TOWNSHIP TRUSTEE SCOTT HENDRICKSON TO THE MERIDIAN TOWNSHIP ELECTION COMMISSION.



To: Board Members
From: Dante Ianni
Finance Director
Date: December 12th 2023
Re: 4th Quarter Budget Amendments

The 4th quarter 2023 budget amendments are detailed in the attached document. These amendments result from revenue and expenditures that were unknown during the original budget process.

Amendments to the 2023 General Fund include revenue adjustments for permits and ambulance services totaling an increase of \$329,852. Expenditure adjustments include invoices that came in higher than anticipated, overtime, election supplies, and police and fire training totaling an increase of \$48,287. The projected general fund balance is net of a budgeted \$1,250,000 for the Meridian Redevelopment Fund. There were no changes to projections or amendments requested for the Capital Projects or Pension Stabilization Funds in the 4th quarter other than interest.

The projected Fund Balance for the General Fund is as follows:

Fund Balance at December 31, 2022 per audit		\$15,269,906
Original budgeted use of Fund Balance 2023	(\$1,593,591)	
1 st quarter budget amendments	(\$5,999,795)*	
2 nd quarter budget amendments	\$ 697,480	
3 rd quarter budget amendments	\$10,073^	
4 th quarter budget amendments	\$281,565	
Projected use of Fund Balance	<u>(\$6,604,268)</u>	
Projected Fund Balance at December 31, 2023		<u>\$8,665,638</u>
Fund Balance/Average Monthly Expenditures		3.96

Amendments to the Special Revenue Funds consist of an increase of property tax and interest revenues, an adjustment to salaries and a land preserve project. Amendments to the Debt Service Funds consist of an increase in interest revenues. Amendments to the Enterprise Funds consist of an increase in interest and license revenues and an adjustment for increased costs to the water distribution system.

*This includes the transfer out of funds to create the Pension Stabilization Fund (2,000,000) and the Capital Project Fund (3,500,000). ^This includes \$29,325 previously approved for storm clean up.

The following motion is proposed:

MOVE TO APPROVE THE 4th QUARTER 2023 BUDGET AMENDMENTS WITH AN INCREASE IN BUDGETED FUND BALANCE FOR THE GENERAL FUND IN THE AMOUNT OF \$281,565 WHICH PROJECTS A USE OF FUND BALANCE OF \$6,604,268. BASED ON 2023 RESULTS, THE PROJECTED FUND BALANCE AT DECEMBER 31, 2023 WILL BE \$8,665,638.

NOTE: As shown in the footnote on page 1, the \$6,604,268 use of fund balance includes a total of \$5.5 million in transfers out to the Pension Stabilization Fund (\$2 million) and to the Capital Project Fund (\$3.5 million) rather than amounts in fact expended from the general fund.

Attachment:

1. 4th Quarter 2023 Budget Amendments

Year End Budget Amendments
2023 Budget
Charter Township of Meridian

Department	Amount	Explanation	Account
GENERAL FUND			
Revenues			
Trailer Park Collections	\$400	More revenue than expected	101-000.000-406.000
Delinquent Property Taxes	30	More revenue than expected	101-000.000-412.000
Building Permits	168,000	Estimated permits in December should get us to \$775K	101-000.000-476.000
Plumbing Permits	(10,000)	Est permits in December	101-000.000-476.300
Liquor License Application Fee	500	One application this year	101-000.000-476.500
METRO Act Fees	6,500	More revenue than expected	101-000.000-542.500
State Revenue Sharing - Public Safety	1,000	New revenue source	101-000.000-574.010
Cemetery Revenue	2,900	Higher than anticipated revenue.	101-000.000-619.000
Annual Rental Inspection Fees	19,800	Higher than anticipated revenue.	101-000.000-627.000
Rental Housing Reinspection Fees	3,200	Higher than anticipated revenue.	101-000.000-627.010
Rental Registration	9,800	Higher than anticipated revenue.	101-000.000-627.015
Police Desk Revenue	42	Extra revenue	101-000.000-637.010
Ambulance Fee Collections	125,000	Increased usage	101-000.000-638.000
Sponsor Revenue - Pancake Breakfast	180	More revenue than expected	101-000.000-647.120
Donations - Shop with a Cop	2,500	More revenue than expected	101-000.000-674.175
Total Revenues	\$329,852		
Expenditures			
Township Board - Professional Conferences/Dues	1,000	Higher than anticipated	101-100.101-825.000
Township Board - Communications	\$8,000	Township Board Listening Session Mailings	101-100.101-851.000
Administrative Services - Ambulance Billing	20,000	Higher fees related to increased ambulance usage	101-170.173-836.000
Accounting - Overtime	150	For additional help in processing payments	101-170.191-706.000
Accounting - Mileage	200	Budget error	101-170.191-870.000
Clerk - Overtime	750	Higher than anticipated	101-170.215-706.000
Clerk - Operating Supplies	2,000	Extra supplies needed	101-170.215-728.000
Clerk - Professional Conferences/Dues	1,000	Higher than anticipated	101-170.215-825.000
Clerk - Mileage	200	Extra mileage for training	101-170.215-870.000
Clerk - Office Equipment and Furniture	1,500	Budget error	101-170.215-980.000
IT - Overtime	150	More overtime needed	101-170.228-706.000
Assessing - Pension	3,000	Salary increases	101-170.243-717.000
Assessing - Professional Services	(16,000)	Not all funds budgeted are needed	101-170.243-821.000
Assessing - Office Equipment & Furniture	(3,000)	Not all funds budgeted are needed	101-170.243-980.000
Treasurer - Pension	5,000	Salary increases	101-170.253-717.000
Treasurer - Operating Supplies	100	Invoice Cloud fees	101-170.253-728.000
Treasurer - Postage	1,500	Budget error	101-170.253-730.000
Elections - Operating Supplies	2,000	Extra supplies needed	101-170.262-728.000
Elections - Elections Reimbursement	20,000	To be reimbursed by state	101-170.262-728.000- ELEC-REIMB
Elections - Supplies-Aug Election	1,092	Higher than anticipated	101-170.262-728.002
Elections - Supplies-Nov Election	1,024	Higher than anticipated	101-170.262-728.003
Elections - Supplies-Pres Election	174	Higher than anticipated	101-170.262-728.004
Elections - Postage	5,000	Higher than anticipated	101-170.262-730.000
Building Maintenance - Pension	500	Salary increases	101-170.265-717.000
Admin & HR - Life/Disability Insurance	1,500	Budget error	101-170.270-716.000
Admin & HR - Professional Conferences/Dues	1,500	More training needed than expected	101-170.270-825.000
Admin & HR - Physicals	4,000	Inflationary increase in prices	101-170.270-835.000
Cemetery - Salaries	3,000	Budget error	101-170.567-701.000
Cemetery - Overtime	700	More funerals than anticipated in 2023, leading to higher overtime.	101-170.567-706.000
Police - Salaries-Cadets	(4,000)	Not all funds needed	101-300.301-701.170
Police - Overtime	50,000	Staffing shortages	101-300.301-706.000
Police - Overtime-School Security	5,000	Extra school security needed for hockey games for Okemos Schools	101-300.301.706.040
Police - Overtime-Canine Unit	(2,000)	Not all funds needed	101-300.301-706.050
Police - Insurance Opt Out	6,000	Extra opt outs above budget	101-300.301-715.010
Police - Physical Fitness Awards	(6,000)	Lower than anticipated	101-300.301-720.000
Police - Operating Supplies-Canine Unit	2,000	Extra supplies needed for new canine	101-300.301-728.040
Police - Uniforms	4,000	Additional uniforms needed	101-300.301-760.000
Police - Computer Services/Supplies	(5,100)	Not all funds needed	101-300.301-826.000
Police - Training	5,100	Extra training needed	101-300.301-831.000
Police - Training	40,000	Training for cadets - reimbursed by grants	101-300.301-831.000- MCOLES-P A
Police - Shop with a Cop	2,500	Funded by donations	101-300.301-880.060

Fire - Salaries-Part Time Firefighters	(22,000)	Not all funds needed	101-300.336-701.060
Fire - Salaries-Acting Pay	5,000	Based on estimated spending from 2022 December	101-300.336-701.070
Fire - Overtime	40,000	Staffing shortages	101-300.336-706.000
Fire - Overtime - Training	1,614	Additional funds needed	101-300.336-706.060
Fire - Overtime - Holiday	4,000	Additional funds needed	101-300.336-706.070
Fire - MERS 457 Contribution	(56,950)	Budget error	101-300.336-709.000
Fire - Special Equipment	4,476	Unforeseen emergency needs through end of year (reallocate from 101-300.336-820.000 Contractual Services)	101-300.336-726.000
Fire - Contractual Services	(4,476)	Reallocate to 101-300.336-726.000 Special Equipment	101-300.336-820.000
Fire - Emergency Medical Training	6,000	More training needed than expected - grant reimbursed	101-300.336-823.000
Fire - Office Equipment & Furniture	66	Additional funds needed	101-300.336-980.000
Human Services - Operating Supplies	61	Grantwatch service to apply for private grants	101-600.670-728.000
Dev. - Planning/Admin - Salaries-Temporary	(6,000)	We didn't have a planning intern this year	101-700.701-701.080
Dev. - Planning/Admin - Salaries-Appointed Officials	(2,500)	Not all funds needed	101-700.701-701.090
Dev. - Planning/Admin - Overtime	(5,500)	No additional overtime is expected	101-700.701-706.000
Dev. - Planning/Admin - Operating Supplies	(1,500)	Not all funds needed	101-700.701-728.000
Dev. - Building Division - Operating Supplies	250	We ran all of our operating supplies through building this year	101-700.703-728.000
Parks & Rec Admin - Overtime	300	Budget error	101-750.753-706.000
Parks & Rec Admin - Longevity	1	Budget error	101-750.753-710.000
Parks & Rec Admin - Mileage	50	Fuel needed	101-750.753-870.000
Parks & Rec Admin - Community Promotion	(10,000)	Not all funds needed	101-750.753-880.000
Parks & Rec Admin - Recreation Program Expenses	(10,000)	Not all funds needed	101-750.753-882.500
Recreation - FICA	3,000	Additional recreation staff	101-750.754-714.000
Recreation - Youth Baseball/Softball	(10,000)	Not all funds needed	101-750.754-882.910
Recreation - Williamston Rec Expenditures	(1,000)	Not all funds needed	101-750.754-882.950
Park Maintenance - After Hours Response Stipend	100	Higher than anticipated	101-750.758-702.020
Park Maintenance - Overtime	2,500	Higher than anticipated	101-750.758-706.000
Park Maintenance - Licenses	500	Budget error	101-750.758-727.000
Park Maintenance - Solid Waste Container Services	(2,000)	Not all funds needed	101-750.758-828.000
Park Maintenance - Machinery and Equipment	150	Budget error	101-750.758-979.000
Community Activities - Professional Services	(59,395)	Less money needed than expected for storm cleanup	101-750.775-821.000
Community Activities - Community Promotion	5,000	Additional funds needed for garden project in 2023	101-750.775-880.000
Community Activities - Community Promotion - Pride Event	100	More money collected than expected to spend	101-750.775-880.110
Cable TV - Insurance Opt Out	1,125	More opt outs than expected	101-750.806-715.010
Cable TV - Mileage	25	Mileage for October conference	101-750.806-870.000
Capital Outlay - Professional Services	1,750	A 2022 Green Grant recipient did not get all of their documentation submitted by the end of 2022. This caused this grant award to come out of the 2023 budget.	101-900.901-821.000
Total Expenditures	\$48,287		
Net to Fund Balance	\$281,565		

SPECIAL REVENUE FUNDS

Local Roads Fund

Revenues

Interest	\$20,000	Interest rates higher than expected	204-000.000-665.000
Reimbursements	17,000	Additional revenue received	204-000.000-676.000

Total Revenues \$37,000

Expenditures

	\$100,000	Additional construction inspection for chip & fog overlay paving. We also are paying for all of the 2024 design and engineering in 2023 as we are changing the LRP. We also had part of the 2023 design and engineering come out of the 2023 budget as that design was behind schedule. This created overlap in costs as we get the LRP design and engineering on the correct schedule.	204-000.000-821.000
Professional Services			

Total Expenditures \$100,000

Net from Fund Balance (\$63,000)

Park Fund

Revenues

Park Millage	\$224	More revenue than expected	208-000.000-405.030
Interest	\$28,000	Higher interest rates	208-000.000-665.000
Harris Center	1,450	Higher than anticipated	208-000.000-667.020
Dog Parks	475	Higher than anticipated	208-000.000-667.060
Miscellaneous	4,487	Higher than anticipated	208-000.000-675.000

Total Revenues \$34,636

Expenditures

Admin - Professional Conferences/Dues	(\$1,500)	Not all funds needed	208-750.753-825.000
Harris Nature Center - Overtime	1,000	More events	208-750.756-706.000
Park Maintenance - Licenses	1,400	Budget error	208-750.758-727.000
Park Maintenance - Training	1,000	Extra training needed	208-750.758-819.000
Park Maintenance - Contractual Services	(15,000.00)	Not all funds needed	208-750.758-820.000
Park Maintenance - Radio Maintenance	1,500	Additional funds needed	208-750.758-827.000
Park Maintenance - Utilities-Electric/Gas/Water	2,000	Higher than anticipated	208-750.758-920.000
Park Maintenance - Construction/Improvements	7,000.00	Additional funds needed for road repairs	208-750.758-974.000

Total Expenditures (\$2,600)

Net to Fund Balance \$37,236

Park Restricted/Designated Fund

Revenues

Interest	\$2,150	Higher interest rates	211-000.000-665.000
Farm Market	7,048	More shoppers using SNAP program	211-000.000-667.030
Market Vendor Rev	8,730	Higher than anticipated	211-000.000-667.035
Donations - Native Plant Sale	10,860	Higher than anticipated	211-000.000-674.101
Donations - Compost	500	Higher than anticipated	211-000.000-674.200
Donations - Summer Concert Series	8,000	Higher than anticipated	211-000.000-674.210
Heritage Festival Rev	50	Higher than anticipated	211-000.000-675.050

Total Revenues \$37,338

Expenditures

Operating Supplies - Native Plant Sale	7,000	Covered by donations	211-000.000-728.501
Summer Concert Series Expenditures	7,050	Covered by donations	211-000.000-886.700
Food Assistance Reimbursements	\$40,000	More shoppers using food programs (i.e. SNAP, DUF, etc)	211-000.000-956.081

Total Expenditures \$54,050

Net from Fund Balance \$ (16,712)

Fire Restricted/Designated Fund

Revenues

Grant Revenue - Federal \$ 1,297 Budget error 214-000.000-502.000

Total Revenues \$1,297

Expenditures

Equipment - Grant Funded \$1,297 Budget error 214-000.000-979.500

Total Expenditures \$1,297

Net from Fund Balance \$0

Pedestrian Bikepath Fund

Revenues

Bike Path Collections \$471 Higher than anticipated 216-000.000-403.000

Interest 37,450 Higher interest rates 216-000.000-665.000

Total Revenues \$37,921

Expenditures

Overtime \$500 Budget error 216-440.450-706.000

Total Expenditures \$500

Net to Fund Balance \$37,421

Land Preservation Millage Fund

Revenues

Interest \$80,000 Higher interest rates 217-000.000-665.000

Total Revenues \$80,000

Expenditures

Land Acquisition \$75,000 Additional money needed for new land 217-000.000-971.000

Total Expenditures \$75,000

Net to Fund Balance \$5,000

Land Preservation Reserve Fund

Revenues

Interest \$8,500 Higher interest rates 218-000.000-665.000

Total Revenues \$8,500

Expenditures

Grounds Maintenance \$500 Utility costs to service preserves 218-000.000-934.000

Total Expenditures \$500

Net to Fund Balance \$8,000

Senior Center Millage**Revenues**

Interest	5,700	Higher interest rates	223-000.000-665.000
Total Revenues	<u>5,700</u>		
Net to Fund Balance	<u>5,700</u>		

Cable TV Fund**Revenues**

Interest	\$2,500	Higher interest rates	230-000.000-665.000
Total Revenues	<u>2,500</u>		

Expenditures

Video Production Equipment	\$6,407	Emergency purchase for HOMTV and CAMTV encoders	230-750.806-980.010
Total Expenditures	<u>6,407</u>		
Net from Fund Balance	<u>-3,907</u>		

Police Restricted/Designated Fund**Revenues**

Interest	\$500	Higher interest rates	232-000.000-665.000
Donations - Police Designated	\$1,000	Additional donations received	232-000.000-674.040
Police Training PA 302	\$4,969	Additional revenue received	232-000.000-674.050
Total Revenues	<u>6,469</u>		

Expenditures

Police Training Fund PA 302	\$1,000	Additional equipment needed	232-000.000-956.040
Net to Fund Balance	<u>5,469</u>		

Brownfield Redevelopment Authority Fund**Expenditures**

Developer Reimbursement	\$785,000	Originally unbudgeted - legal requirement	243-700.707-820.001
Contractual Services	\$32,200	Originally unbudgeted - additional funds needed	243-700.707-820.000
Total Expenditures	<u>817,200</u>		
Operating Transfers Out - Transfer Out to LBRF	\$45,000	Legally required transfer	243-965.966-995.242
Net from Fund Balance	<u>(\$862,200)</u>		

Downtown Development Authority**Revenues**

Current Property Taxes	\$17,500	Property tax collections higher than expected	248-000.000-402.000
Interest	\$1,100	Higher interest rates	248-000.000-665.000
Net to Fund Balance	<u>18,600</u>		

Community Needs Fund**Revenues**

Fundraiser	\$300	This was a donation made for a specific fundraiser we will do in February 2023. Baby Bottle Boomerange	272-000.000-606.300
Interest	\$1,000	Higher interest rates	272-000.000-665.000
Donations - Holiday Baskets	16,955	Grant for \$15000 and donation of 1,855 from Pres. Church of Okemos to pay back for Meijer Food gift cards we purchased for them.	272-000.000-674.076
Total Revenues	<u>18,255</u>		

Expenditures

Holiday Baskets	\$13,000	Higher than anticipated	272-000.000-956.073
Net to Fund Balance	<u>5,255</u>		

Revolving Energy Fund**Revenues**

Interest	\$800	Higher interest rates	275-000.000-665.000
Net to Fund Balance	<u>800</u>		

Law Enforcement Grants**Revenues**

Interest	<u>\$1,125</u>	Higher interest rates	277-000.000-665.000
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Total Revenues	\$1,125		
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Expenditures

OT-OHSP Traffic Grant	\$696	Additional OHSP work performed	277-300.301-706.310
FICA	<u>\$54</u>	Taxes for OHSP work payroll	277-300.301-714.000

Total Expenditures	\$750		
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Net to Fund Balance	\$375		
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Opioid Settlement Fund**Revenues**

Interest	\$200	Higher interest rates	284-000.000-665.000
Opioid Settlement Revenue	<u>3,000</u>	More revenue than expected	284-000.000-685.000

Net to Fund Balance	\$3,200		
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American Rescue Plan Act Fund**Revenues**

Interest	\$7,500	Higher interest rates	285-000.000-665.000
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Net to Fund Balance	\$7,500		
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DEBT SERVICE FUND**Roads Debt Retirement Fund****Revenues**

Interest	16,800	Higher interest rates	310-000.000-665.000
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Total Revenues	\$16,800		
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Net to Fund Balance	\$16,800		
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CAPITAL PROJECTS FUNDS**Capital Project Fund****Revenues**

Interest	32,500	Higher interest rates	401-000.000-665.000
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Total Revenues	\$32,500		
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Net to Fund Balance	\$32,500		
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Township Improvement Revolving Fund**Revenues**

Interest	<u>\$27,000</u>	Higher than anticipated	446-000.000-665.000
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Total Revenues	\$27,000		
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Expenditures

Lake Lansing Watershed	<u>\$23,000</u>	Budget error	446-000.000-972.020
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Net to Fund Balance	\$4,000		
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ENTERPRISE FUNDS

Sewer

Revenues

Sewer Inspections	1,100	Higher than anticipated	590-000.000-635.000
Sewer Licenses	50	Higher than anticipated	590-000.000-636.000
Inspection Charged	7,200	Higher than anticipated	590-000.000-645.010
Interest	60,000	Higher interest rates	590-000.000-665.000
Miscellaneous	550	Higher than anticipated	590-000.000-675.000

Total Revenues **68,900**

Expenses

Water/Sewer Administration - Salaries	\$18,800	Budgeting error	590-440.441-701.000
Water/Sewer Administration - Longevity	750	Budget error	590-440.441-710.000
Water/Sewer Administration - FICA	1,400	Budget error	590-440.441-714.000
Water/Sewer Administration - Health Care Savings Plan	375	Budget error	590-440.441-717.500
Engineering - Overtime	250	Budget error	590-440.447-706.000
Engineering - Longevity	80	Budget error	590-440.447-710.000
Sewer Maintenance - Overtime	2,000	Extra overtime needed	590-440.538-706.000
Sewer Maintenance - Licenses	2,500	Budget error	590-440.538-727.000
Sewer Maintenance - Contractual Services	20,000	Construction inflation	590-440.538-820.000

Total Expenses **\$46,155**

Net to Fund Balance **\$22,745**

Water Fund

Revenues

Inspection Charges	\$11,000	Higher than anticipated	591-000.000-645.010
Interest	11,000	Higher interest rates	591-000.000-665.000

Total Revenues **\$22,000**

Expenses

Water/Sewer Administration - Salaries	\$18,750	Budget error	591-440.441-701.000
Water/Sewer Administration - Longevity	750	Budget error	591-440.441-710.000
Water/Sewer Administration - FICA	1,400	Salary increases	591-440.441-714.000
Water/Sewer Administration - Health Care Savings Plan	375	Budget error	591-440.441-717.500
Water Maintenance - Licenses	4,000	Budget error	591-440.537-727.000
Water Maintenance - Training	1,000	Additional training for staff and increases in the training registration and fees.	591-440.537-819.000
Water Maintenance - Contractual Services	50,000	Construction inflation and we had two water main breaks that required road repairs.	591-440.537-820.000
Water Maintenance - Customer Installation - Water	120,000	Finance Dept preference to have water meters for the 2024 Water Meter Replacement Project purchased from this account, rather than the construction account. We also are purchasing meters in advance in order to get in front of the extended lead time that is required to receive water meters after the pandemic.	591-440.537-972.000
Capital Outlay - Construction/Improvements	(120,000)	To offset shift of costs for water meters from construction to customer installation -water	591-900.901-974.000

Total Expenses **\$76,275**

Net from Fund Balance **(\$54,275)**

Motor Pool

Revenues

Interest	\$11,000	Higher interest rates	661-000.000-665.000
Vehicle Sales	35,000	More sales than expected	661-000.000-673.000

Total Revenues **\$46,000**

Expenses

Fasteners	\$500	Inflation	661-000.000-728.107
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Total Expenses **\$500**

Net to Fund Balance **\$45,500**



To: Board Members

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

Date: December 12, 2023

**Re: Letter of Agreement between the Charter Township of Meridian and the
Department of Public Works and the Department of Parks and Recreation
Technical, Professional and Officeworkers Association of Michigan (TPOAM)**

At the Board meeting held on Tuesday, December 5, the Township Board expressed its desire to proceed with the adoption of the Letter of Agreement (LOA) between the Charter Township of Meridian and the Department of Public Works and the Department of Parks and Recreation Technical, Professional and Officeworkers Association of Michigan (TPOAM).

Below is information that was shared with the Board under the cover memo I provided for the December 5 Township Board meeting. At the end of this memo, I have also provided a motion for the Board's consideration.

For the Board's knowledge, this LOA was developed in partnership with the Union and they are supportive of the LOA. We are proposing this LOA to address two issues:

1. There is a stipend in the current union contract that is a carryover from prior union contracts. This stipend is not producing value for our employees and residents, which is why we would like to repurpose it to meet a need we currently do have.

Today, every union employee in this bargaining unit is eligible to receive a \$250 annual stipend if they complete the required training to receive a NASSCO Pipeline Assessment Certification program license. The training for this license is conducted every three years.

The Township pays approximately \$18,000 every three years for our employees to take this training, \$6,000 on average per year. We would save approximately \$4,500 per year as the vactor training would only be about \$1,500 per year for all of the utility workers.

The purpose of the NASSCO training is to be able to grade pipe, and we only need 1-3 employees to be able to grade pipe. Therefore, our employees and residents are not receiving value from the current stipend as it is currently structured.

We are proposing to convert this \$250 stipend so that it does produce value for our employees and residents. We need every utility worker to know how to operate and perform general preventative maintenance on both Township-owned vactors. Some utility workers who don't work with the vactors very frequently in their day-to-day responsibilities (generally those not in the Water and Sewer Departments) are still learning how to operate and perform general preventative maintenance on them. The two

**Memo to Township Board
December 12, 2023**

Re: Letter of Agreement between the Charter Township of Meridian and the Department of Public Works and the Department of Parks and Recreation Technical, Professional and Officeworkers Association of Michigan (TPOAM)

vactors are not identical, so there are differences between the two in terms of operation and maintenance.

Under the LOA, this stipend would be converted to be for completing training and knowing how to operate and perform general preventative maintenance for all Township-owned vactors. By converting this stipend, we will save about \$13,500 every three years, and we will be able to get every utility worker fully trained on how to operate and perform general preventative maintenance on both vactors.

This will then help us with any and all work, including emergency responses, that the vactors are used for. For certain projects, such as excavation for a new sign post, it will make this project much easier as using the vactor for this project reduces wear and tear on the body.

2. The LOA would also modify the schedule for standby call duty. In the most recent union contract, we added language outlining the new procedure we had been using for utility workers to sign up for standby call duty.

The Township must have a utility worker serving on standby call duty at all times in order to properly respond to emergencies 24 hours a day, 365 days a year.

The new language we added in the contract requires the signup to be conducted bi-annually.

The Union has requested the ability to do quarterly signups. The Union believes it will be easier to get employees to sign up for standby duty as they won't have to schedule their lives (vacations, medical appointments, etc.) so far in advance.

Management does not have an issue with doing the signup on a quarterly basis. However, the union contract does not currently allow for this. Therefore, this proposed change to the union contract is required in order to be able to do this.

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

MOVE TO ADOPT THE LETTER OF AGREEMENT BETWEEN THE CHARTER TOWNSHIP OF MERIDIAN AND THE DEPARTMENT OF PUBLIC WORKS AND THE DEPARTMENT OF PARKS AND RECREATION TECHNICAL, PROFESSIONAL AND OFFICEWORKERS ASSOCIATION OF MICHIGAN (TPOAM)

Attachments:

1. Letter of Agreement between the Charter Township of Meridian and the Department of Public Works and the Department of Parks and Recreation Technical, Professional and

Memo to Township Board

December 12, 2023

Re: Letter of Agreement between the Charter Township of Meridian and the Department of Public Works and the Department of Parks and Recreation Technical, Professional and Officeworkers Association of Michigan (TPOAM)

Officeworkers Association of Michigan (TPOAM) with an effective date of December 13, 2023.

2. 2023-2027 Union Contract between the Charter Township of Meridian and the Department of Public Works and the Department of Parks and Recreation Technical, Professional and Officeworkers Association of Michigan (TPOAM)

**LETTER OF AGREEMENT
BETWEEN
THE CHARTER TOWNSHIP OF MERIDIAN AND
THE DEPARTMENT OF PUBLIC WORKS AND DEPARTMENT OF PARKS AND RECREATION EMPLOYEES
(TPOAM)**

Meridian Charter Township (Employer) and the Technical, Professional and Officeworkers Association of Michigan representing the Department of Public Works and Department of Parks and Recreation Employees (Union), who are parties to a collective bargaining agreement (collectively "Parties") that expires December 31, 2027, enter willingly into the following Letter of Agreement:

A. Amend Article 34, Section E. 1. and 2., regarding Standby Call Duty, to read as follows:

1. *Quarterly On-Call Schedule.* Standby duty will be scheduled quarterly as follows: January 1 through March 31, April 1 through June 30, July 1 through September 30, and October 1 through December 31.
2. *Voluntary Selection Process.* Employees select standby call duty shift each round by seniority, beginning with the most senior employee. The Union may open the on-call voluntary signup for two or more rounds. If five rounds are held, members could sign up for up to five on-call shifts. Sign-up must be completed, meaning all weeks are filled, no later than:

Sign-Up Completed By	For the following Quarter
December 15	January 1 through March 31
March 15	April 1 through June 30
June 15	July 1 through September 30
September 15	October 1 through December 31

B. Amend Article 48, Section D, regarding Licenses and Certifications, to read as follows:

- D. An employee in either the Utility Worker or the Lead Worker classification shall be eligible to receive an annual \$250 stipend for the ability to operate and perform general preventative maintenance for all Meridian Township-owned vectors. The Township shall provide training for operation and performing general preventative maintenance for all Meridian Township-owned vectors.

C. Termination. The Parties agree that this Letter of Agreement expires December 31, 2027, unless otherwise mutually agreed.

AGREED.

CHARTER TOWNSHIP OF MERIDIAN

TPOAM

By: Patricia Herring Jackson
Township Supervisor

By: Larry Bobb
Local President

By: Deborah Guthrie
Township Clerk

By: Jonathan Pignataro
TPOAM Business Agent



AGREEMENT

By and Between

THE CHARTER TOWNSHIP OF MERIDIAN

and the

DEPARTMENT OF PUBLIC WORKS AND DEPARTMENT OF PARKS AND RECREATION

TECHNICAL, PROFESSIONAL AND OFFICEWORKERS ASSOCIATION OF

MICHIGAN (TPOAM)

Effective Date: January 1, 2023

Termination Date: December 31, 2027

Providing a safe and welcoming, sustainable, prime community.



A PRIME COMMUNITY
meridian.mi.us

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Meridian Township/TPOAM DPW Employees (2023-2027)

AGREEMENT

This Agreement entered into on this 1st day of January 2023, between the Charter Township of Meridian (hereinafter referred to as the "Employer") and the Charter Township of Meridian Department of Public Works and Engineering, Public Works and Physical Plant Employees, affiliated with Technical, Professional and Officeworkers Association of Michigan (TPOAM).

The headings used in this Agreement and exhibits neither add to nor subtract from the meaning, but are for reference only.

Article 1. PURPOSE AND INTENT

The general purpose of this Agreement is to fix basic wages, hours, working conditions, and a method of adjusting disputes and to promote orderly and peaceful labor relations for the mutual interests of the Employer, the Employees, and the Union.

The parties recognize that the interest of the community and the job security of the employees depend upon the Employer's success in establishing a proper service to the community.

To these ends, the Employer and the Union encourage to the fullest degree friendly and cooperative relations between themselves and the employees.

The parties acknowledge the existence of the Local Financial Stability and Choice Act, PA 436 of 2012, as amended ("the Act"), to the extent it remains in effect during the term of the Agreement. The parties understand that an appointed emergency financial manager may reject, modify, or terminate any terms of the agreement as provided by the Act. Such acknowledgement does not constitute a waiver of the Union's right to raise Constitutional and/or other legal challenges (including contractual or administrative challenges) to the validity of: (1) appointment of an Emergency Manager; (2) PA 436 of 2012, as amended; or (3) any action of an Emergency Manager which acts to reject, modify, or terminate the collective bargaining agreement. This section shall immediately become null and void if the Act is stayed, reversed in a referendum, or ruled unconstitutional or reversed in a final decision by the Michigan Supreme Court, the Michigan Court of Appeals, or federal court.

Article 2. RECOGNITION, EMPLOYEES COVERED

Pursuant to and in accordance with all applicable provisions of Act 379 of the Public Acts of 1965, as amended, the Employer does hereby recognize the Union as the exclusive representative for the purpose of collective bargaining in respect to rates of pay, wages, hours of employment, and other conditions of employment for the terms of this Agreement of all employees of the Employer included in the bargaining unit described below:

Unit: All maintenance employees of the Public Works Department, and Parks and Recreation Department, EXCLUDING office clerical employees, casual and temporary employees, professional employees, supervisors, non-supervisory employees and executive employees.

Meridian Township/TPOAM DPW Employees (2023-2027)

Article 3. MANAGEMENT RIGHTS

The Union recognizes that the management of the Township, the control of its properties and maintenance of order and efficiency, is solely a responsibility of the Employer. The Union further recognizes that these rights include, but are not limited to the right of the Employer to direct its work force, to make all decisions as to the operation of the Township system and its work force, including but not limited to the increase and/or decrease in the work force, discipline and all other rights normally inherent in the right of management, except as otherwise may be limited by the express terms of this Agreement, and the failure to assert any of these rights shall not be deemed to be a waiver thereof.

It is recognized by the parties that Article 3 reserves and grants to the Township specific rights and prerogatives and is not merely a general reservation of rights. The rights granted to the Township are substantive and intended to be fully enforced by the parties. They are not a mere recital.

Article 4. UNION SECURITY

The Township agrees to deduct from the salary of each individual employee in the bargaining unit who voluntarily becomes a member, subject to the provisions of PA 349 of 2012, the Union's dues subject to all of the following sub sections:

1. All employees (current or newly hired) may or may not sign a deduction form to join the Union.
2. The Union shall obtain from each of its members a completed deduction form which shall conform to the respective state and federal laws concerning that subject or any interpretations of those laws. The Union will provide the deduction form to newly hired employees within thirty (30) calendar days of their hire date. In order to facilitate this, the Employer will give notice to the Union of all newly hired employees within ten (10) calendar days of their hire date.
3. Deduction forms shall be filed with the Human Resources Director who may return any incomplete or incorrectly completed form to the Union President, and no checkoff shall be made until such deficiency is corrected.
4. The Township shall check off only obligations which come due at the time of check off, will make check off only if the employee has enough pay due to cover such obligation, and will not be responsible for refund to the employee that has duplicated a check off deduction by direct payment to the Union.
5. The Township's remittance will be deemed correct if the Union does not give written notice to the Human Resources Director within two (2) weeks after a remittance is sent, of its belief, with reasons stated therefore, that the remittance is incorrect.
6. The written authorization for Union dues or service fees shall remain in full force and effect during the contract and any successor contract, unless the employee furnishes written notice revoking the authorization.

Meridian Township/TPOAM DPW Employees (2023-2027)

7. The Employer agrees to deduct from the wages of any employee who is a member of the Union a deduction as provided for in a written authorization. Such authorization must be executed by the employee and may be revoked by the employee at any time by giving written notice to both the Employer and the Union. The Employer agrees to remit any deductions made pursuant to this provision promptly to the Union together with an itemized statement showing the name of each employee from whose pay such deductions have been made and the amount deducted during the period covered by the remittance.
8. The Union shall provide at least thirty (30) days' written notice to the Human Resources Director of the amount of Union dues and/or service fee to be deducted from the wages of Township employees. Any change in the amounts determined will also be provided to Human Resources/Payroll at least thirty (30) calendar days prior to its implementation.
9. The Union agrees to defend, indemnify, and save the Township harmless against any and all claims, suits, or other forms of liability arising out of its deduction from an employee's pay of Union dues or representation fee or in reliance on any list, notice, certification or authorization furnished under this Article. The Union assumes full responsibility for the disposition of the deductions so made once they have been sent to the Union.
10. Remittance of dues will be made by the Township to Technical, Professional and Officeworkers Association of Michigan (TPOAM) with original list of contributors and their addresses to be revised on an exception basis.
11. The parties mutually agree to meet and confer if PA 349 of 2012 is found to be invalid, is repealed or superseded in any way in which it becomes legal to establish Union membership or fee payment as a condition of employment.

Article 5. UNION REPRESENTATION

- A. Stewards, Alternate Stewards and Union President. The employees covered by this Agreement will be represented by two (2) stewards as determined by the Union.
 1. The Employer will be notified of the names of the alternate stewards who would serve only in the absence of a regular steward.
 2. The stewards, during their working hours, without loss of time or pay, may investigate and present grievances to the Employer during working hours, provided that the steward notifies his immediate supervisor prior to leaving the job site and upon return.
 3. The Union President shall be allowed the necessary time off during working hours without loss of time or pay to investigate and present grievances to the Employer in accordance with the grievance procedure. The Union President shall notify their Supervisor before and after leaving the job on Union business.
 4. No more than one Steward and one Union representative may investigate or present grievances at a time during work hours.

Meridian Township/TPOAM DPW Employees (2023-2027)

B. Union Bargaining Committee.

1. Employees covered by this Agreement will be represented in negotiations by three (3) negotiating committee members.
2. The employee members of the Bargaining Committee will be paid for the time spent in negotiations in the event they are scheduled to work during a bargaining meeting. The employee shall return to their workstation after negotiations have terminated, provided that there is time left in their normal schedule. The employee shall report to work prior to negotiations in the event that negotiations are to commence subsequent to the start of their normal shift.

Article 6. SPECIAL CONFERENCES

- A. The Employer and the Union may meet twice per year and confer on matters of mutual concern upon written request of either party. The parties may mutually agree to meet more than twice per year. The written request shall be made in advance and shall include an agenda stating the nature of the matter to be discussed and the reasons for requesting the meeting. Discussion shall be limited to matters set forth in the agenda. It is understood that these special meetings shall not require either party to conduct continuing bargaining negotiations nor to in any way modify, add to, or subtract from the provisions of this Agreement.

Meetings, if agreed to be held by the parties, shall be held at a time and place mutually agreeable to the parties. Each party may be represented by at least two (2) persons; however, employees shall be paid while attending a special conference, but only if held during normal work hours. Said meetings may be attended by representatives of the TPOAM and/or local representatives of the Union.

- B. The Union's representative may meet on the Employer's property for one-half (1/2) hour prior to the special conference providing he has properly notified the Township of his presence.

Article 7. GRIEVANCE PROCEDURE

It is the intent of the parties to this Agreement that the grievance procedure set forth herein shall serve as a means for a peaceful settlement of disputes that may arise between them due to an alleged violation of the terms of this Agreement. For the purpose of this Agreement, a grievance is a claim by an employee, a group of employees, or the Union that there has been a violation, misinterpretation, or misapplication of any provision of this Agreement, the personnel policies of the Township that are in conflict with this agreement, or the written work rules of the Department that are in conflict with this Agreement. Any grievance filed in writing shall be signed by the grievant and a Union steward and set forth the facts pertaining to the alleged violation and the remedy desired. If the Employer or Union requests that the aggrieved employee be present at any step or steps of the grievance procedure to participate in the discussion, they will be required to do so.

Employees may consult with the Steward prior to the filing of a grievance and may have representation at any step in the grievance procedure. At each step of the grievance procedure, the Union Steward and the recipient on the Township's behalf shall exchange signed and dated copies of the grievance.

Meridian Township/TPOAM DPW Employees (2023-2027)

Step 1:

Grievances must be presented to the appropriate Superintendent within seven (7) calendar days after the date of their occurrence, or seven (7) calendar days after the grievance has become known, or should reasonably have been known by the employee. After receipt of the written grievance by the respective Superintendent, he/she shall attempt to resolve the issue by responding to the employee and steward within seven (7) calendar days.

Step 2:

If the grievance has not been settled, it shall be presented in writing to the Department Director within seven (7) calendar days after the immediate supervisor's response is due. The Department Director may hear the grievance and shall respond in writing within seven (7) calendar days.

Step 3:

If the grievance still remains unsettled, it shall be presented, in writing, to the Township Manager or Human Resources Director within ten (10) calendar days after the response of the Department Director is due. The Township Manager and Union President shall schedule a meeting within fourteen (14) calendar days to discuss the Union's appeal. The Township Manager shall respond within seven (7) calendar days after the meeting with the Union President.

Step 4:

If the Union is not satisfied with the disposition of the grievance by the Township Manager, the grievance may be submitted to an impartial arbitrator within thirty (30) calendar days of receipt of the decision of the Township Manager. The Union must provide written notice of an intent to arbitrate to the Township.

Upon receipt of notice of intent to arbitrate, the parties shall attempt to agree upon an arbitrator. If the parties are unable to agree upon an arbitrator within ten (10) calendar days of receipt of notice of intent to arbitrate, the Union may request a list of arbitrators from the Federal Mediation and Conciliation Service (FMCS). The Union shall pay any fees related to such request.

Upon mutual agreement of the parties, an arbitrator may hear more than one case at a time.

The parties may mutually agree in writing to use the process and procedure of the American Arbitration Association in lieu of the procedure set forth above.

The arbitrator shall have no power to alter, add to, or subtract from the terms of the Agreement or the written personnel policies of the Board. The jurisdiction of the arbitrator shall be limited to the claimed violation, misinterpretation, or misapplication of the terms of the Agreement, provided, however, that in the event of discipline cases, the jurisdiction of the arbitrator shall be limited solely to the power to determine whether the discipline was for just cause. In the event of discharge cases, the jurisdiction of the arbitrator shall be limited to the question of just cause and the propriety of discharge as a remedy. If the arbitrator determines absence of just cause in a discipline case, he may order reinstatement with back pay or payment to the employee of any contract benefits lost as a result of disciplinary action.

Meridian Township/TPOAM DPW Employees (2023-2027)

The arbitrator's fees and expenses, the filing fee, and the cost of any facilities used for the proceeding shall be borne equally by the parties. The fees of counsel, witnesses, or other parties shall be borne by the party incurring the same.

The decision of the arbitrator shall be final and binding upon both parties.

Article 8. COMPUTATION OF BACK WAGES

No claim for back wages nor any award of an arbitrator under Article 7 shall exceed the amount of regular, straight time wages the employee would otherwise have normally earned.

Article 9. DISCHARGE AND SUSPENSION

- A. The Employer shall not discharge or suspend any employee without just cause. The Employer may, in its reasonable discretion, place an employee on paid administrative leave during an investigation.
- B. Notice of Discharge or Suspension. The Employer agrees, promptly upon the discharge or suspension of a non-probationary employee, to notify, in writing, the employee and their Steward of the discharge or suspension. Said written notice shall contain the specific reasons for the discharge or suspension. A delay in giving notice shall not affect the validity of the Employer's actions if grieved.

The discharged or suspended employee will be allowed to discuss his discharge or suspension with their Steward before they are required to leave the property of the Employer, unless the nature of the discharge warrants immediate removal from the workplace. Upon request, the Employer or their designated representative will discuss the discharge or suspension with the employee and the Steward.

- C. Appeal of Discharge or Suspension. Should the discharged or suspended employee or the Union consider the discharge or suspension to be improper, it shall be submitted to the third step of the grievance procedure.
- D. Use of Past Record. Discipline that is over thirty-six (36) months old shall not be used in imposing subsequent discipline, however, such discipline may be referenced in a grievance proceeding if an employee asserts that they were not aware of a rule or requirement of the Employer or if the employee had previously been disciplined for violation of the same or similar work rule or performance expectation.

Article 10. SENIORITY, PROBATIONARY EMPLOYEES

- A. New employees hiring into the unit shall be probationary employees for the first one hundred twenty (120) work days, or six (6) months, whichever is the longer time period. The employee must work a minimum of one hundred twenty (120) days as a probationary employee. When an employee finishes the probationary period, they shall be entered on the seniority list of the unit and shall rank for seniority from their date of hire. There shall be no seniority among probationary employees. The probationary employee is an employee at will and may be terminated for any reason or for no reason. Upon completion of the probationary period, the employee's name shall be placed on the seniority list as of their last date of hire; provided, however, that if an employee is absent from work

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due to a layoff or leave of absence of any kind including sick leave, their probationary period shall be extended by a period equal to the duration of such absence.

- B. The Union shall represent probationary employees for the purpose of collective bargaining in respect to rates of pay, wages, hours of employment, and other conditions of employment except discharged and disciplined employees for other than Union activity.
- C. Seniority shall be on a unit-wide basis, in accordance with the employee's last date of hire.
- D. Employees promoted to the position of Lead Worker:
 - 1. Except as otherwise provided in this section, employees promoted to the position of Lead Worker shall serve at least one (1) year promotion probationary period, with wage rates as specified in Article 48, Wage Schedule.
 - 2. Employees promoted to Water Lead Worker and Sewer Lead Worker before January 1, 2023 working to achieving the S-2 certification will not advance to tenured on the wage scale until obtaining the S-2 certification.
 - 3. Employees promoted to Water Lead Worker and Sewer Lead Worker on or after January 1, 2023, shall serve a probationary period until the later of one (1) year or until obtaining an S-2 certification from the State of Michigan. Probationary Water and Sewer Lead Workers shall take a minimum of two exams per year and shall have 36 months to obtain their S-2 certification from the State of Michigan. Probationary Water and Sewer Lead Workers who fail the S-2 licensing exam but obtain a score equal to or greater than ninety percent (90%) of the required minimum passing score, will be afforded one final opportunity to sit for the S-2 licensing exam at the next available exam date, even if the exam date is more than 36 months after their probationary period began.

Failure to successfully obtain a state of Michigan S-2 certification on the timeline outlined in this section will result in the employee being returned to their previous job classification or, if not previously employed by the Township, terminated

- 4. A performance evaluation will be completed during the probationary period.
- 5. Failure to successfully complete the promotion probationary period, as determined by either the Public Works and Engineering Director or the Parks and Recreation Director, will result in the employees being returned to their previous job classification or, if not previously employed by the Township, terminated.

Article 11. SENIORITY LISTS

The Township will maintain seniority lists showing date of hire, name and position of all employees entitled to seniority, and supply the Union President with an up-to-date copy. The Union shall notify the Employer of any errors within thirty (30) calendar days of receiving of the list, or the list shall be deemed conclusive and not subject to change.

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Article 12. LOSS OF SENIORITY

- A. An employee shall lose seniority upon:
 - 1. Voluntary or involuntary termination of employment, unless the involuntary termination of employment is reversed through the grievance procedure.
 - 2. Three consecutive absences without notice or proper use of leave time.
 - 3. Failure to return from leave of absence.
 - 4. Failure to return from layoff.
 - 5. Layoff for a continuous period equal to the shorter of the length of employment or 2 calendar years.
- B. Exceptions to the above may only be made in the Employer's sole discretion. The Employer will provide notice to the Union of any exceptions.

Article 13. LAYOFF PROCEDURE

- A. If the workforce is to be reduced, employees will be laid off in the inverse order of their seniority, (i.e., employees without seniority will be laid off first, then those with the least amount of seniority, and lastly those with the greatest amount of seniority), subject to the abilities of the particular employees to perform the work.
- B. Employees to be laid off will be given seven (7) calendar days' notice of layoff.
- C. The Employer shall not layoff a bargaining unit employee and then hire an additional supervisor.

Article 14. RECALL PROCEDURE

- A. Recall procedure will be according to seniority, subject to the ability of the particular employee to perform the work.
- B. When the bargaining unit working force is increased after a layoff, employees will be recalled according to seniority, with the most senior employee on layoff being recalled first, subject to his ability to perform the work.
- C. Notice of Recall shall be sent to the employee at the last known address on file in the employee's personnel file by certified or registered mail. If an employee fails to report for work within seven (7) calendar days from the date of mailing of Notice of Recall, he/she shall be considered a voluntary quit. Exceptions may be made in the Employer's sole discretion.

Article 15. BULLETIN BOARDS

The Township agrees to provide a bulletin board for use of the Union to post notices at the Service Center. Such facilities must not be used for posting material of a derogatory, improper, or unlawful nature and shall be confined to legitimate Union business. A copy of all material to be posted on the bulletin board must be forwarded to the Human Resources Director prior to posting.

Article 16. TEMPORARY ASSIGNMENTS

- A. Employees required to work in a higher classification within the bargaining unit shall be paid the

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rate of the higher classification which results in some increase after working in the higher classification for any hours worked. Temporary assignments shall be at the sole discretion of the Employer.

- B. Employees temporarily assigned to positions outside the bargaining unit will be paid at his present rate, plus one-half (1/2) the difference between the rate and the current rate of the position filled, for all hours worked. The decision to make temporary assignments for any length of time will be at the sole discretion of the Employer, who shall make such assignments based on qualifications. When a tie in qualifications for a position to be temporarily filled exists, seniority prevail.

Article 17. JOB POSTING AND BIDDING PROCEDURES

- A. Posting. All vacancies or newly created positions to be filled within the bargaining unit will be posted as described in this article. Job specifications and minimum requirements for vacancies or newly created positions will be posted in a conspicuous place on a bulletin board in the Service Center. A copy of the posting will be provided to the Union President.
- B. Bidding Procedures.
 - 1. Interested employees must apply in writing within the posting period.
 - 2. Non-Utility Worker Position will be posted internally for a period of 7 calendar days and may be posted externally for a length of time to be determined by the Employer.
 - 3. *Utility Worker Round Robin.* The purpose of the Round Robin session is to determine the area of final vacancy.
 - a. Notice of Round Robin session will be posted internally for 7 calendar days.
 - b. Employees may bid on the "home base" using seniority until the final vacancy is determined. In the case of known absences, employees may express their bidding intentions to the Human Resources Director in advance. A bid must include the employee's desire to remain on the job and ability to perform, the total job. Lead workers are eligible to participate in the Round Robin.
 - c. The determined area of final vacancy will then be posted internally for 7 calendar days and may be posted externally for a length of time to be determined by the Employer.
 - 4. At the end of the posting period, the Employer will provide the Union President with a copy of the list of names of those employees who applied for the job.
 - 5. Vacancies or newly created positions will be filled on the basis of qualifications and abilities, except as herein provided. If qualifications and abilities of Lead Worker applicants are equal, total bargaining unit seniority shall be the deciding factor in awarding the promotion.
 - 6. The Employer will notify the Union President as to who was awarded the position and provide notice of denial to employees not selected.
- C. Trial Period. Employees filling vacant or new positions shall serve a trial period of three (3) months or, in the case of Lead Workers, up to one (1) year at the discretion of the Department. The employee shall receive compensation for the position at the step that results in a pay increase during the trial period. In the Employer's sole discretion, during the trial period, the employee may revert back to their former classification at their own initiative, or be required

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to do so by the Employer. Employees returned to the former classification are ineligible for promotion for at least nine (9) months after the date of return to the former position.

Article 18. LEAVES OF ABSENCE

- A. On written request to and approval of the Department Director, an employee may be granted an unpaid leave of absence for periods not to exceed one (1) year without loss of seniority.

Leaves of absence related to illness or other medical circumstances must be certified by a physician. Any leave may be extended for like cause.

- B. Employees shall accrue seniority while on any leave of absence granted by the provisions of this Agreement, and shall be returned to the same or comparable position they held at the time the leave of absence was granted.
- C. One (1) member of the Union selected to attend a function of the Union shall be allowed time off, without pay, to attend.
- D. Leave of absence shall be limited to one (1) per calendar year (January through December), for any reason. If there is not reasonable prospect of an employee returning from any leave of absence, he/she will be terminated.
- E. Also see Article 26(G) Family and Medical Leave.

Article 19. EQUALIZATION OF OVERTIME

- A. Planned overtime hours shall be divided equally as possible among employees within each classification in their section. An up-to-date list showing overtime hours will be posted in a prominent place on each bulletin board.
- B. Whenever planned overtime is required, the person who has the ability to do the work and with the least number of overtime hours in that classification in their section will be called first and so on down the list in an attempt to equalize the overtime hours.
- C. For purposes of this clause, time not worked because the employee was unavailable or did not choose to work will be charged the average number of overtime hours of the employees working during that call-out period.
- D. Overtime hours will be computed from January 1st through December 31st of each year. Excess overtime hours will be carried over each year and is subject to review at the end of each period.
- E. If an error is made by the Employer in applying the provisions of this Article, the error will be corrected by awarding an employee the next available overtime offered.
- F. Unforeseen overtime will be needed from time to time. Should it be necessary, work will be assigned by the following procedure:
- 1.) Job continuation;
 - 2.) Within the section affected;

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- 3.) Outside of the section by assigning the least senior employee(s) who are qualified to do the work.

The employee(s) shall work such reasonable overtime hours, as determined by the Township. The Department Director or his/her designee shall have the discretion to approve an excused absence from the assigned overtime hours. Such approval shall not be unreasonably withheld. Overtime work is voluntary under normal conditions.

- G. The Township will provide notice of unfilled overtime opportunities via email, workplace posting, or any other reasonable means of communication. If the opportunity is not filled seventy-two (72) hours before the start of the opportunity, the Township may assign qualified temporary employees to fill the overtime. If no qualified temporary employees are available, the Township shall assign bargaining unit employees to fill the overtime in reverse order of seniority.

H. Snow Removal Overtime

1. All interested DPW employees who have the ability to do the work will be given an opportunity to sign up for the snow removal call list.
2. The list of those interested will be arranged by seniority and the most senior employee will be given the first opportunity to come in for snow OT, then the next senior, and so on. No one will be called in a second time until all those interested have been given a chance to come in. Any call to an employee for snow OT shall only be to the telephone number on file with the DPW Superintendent. If no answer is received, the next senior employee will be called.
3. The rotation through the list shall be by "event" not by number of hours. On each event (defined as a management decision to offer snow removal work as OT), the employees on the snow removal list will be called until sufficient employees have agreed to report. When the next event occurs, call in will start with the next employee who was not called for the previous event, without regard to the hours worked previously or anticipated.
4. The snow removal OT list will be kept separately and will not count towards regular OT as is handled under Article 19.
5. The snow OT rotation list, with current hours, will be posted in a conspicuous location.
6. Errors in call in shall be adjusted by correcting the list for the next call in. No back pay shall be awarded for any error in call in.

Article 20. WORK HOURS

A. Work Hours.

1. Lead Utility Workers are 7:30am - 3:30pm (three 15 minute paid breaks retained)
2. Utility Workers, Lead Mechanic, and Mechanic are 8:00am - 4:00pm (three 15 minute paid breaks retained)

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3. If the Township elects to open any Utility Workers, Lead Mechanic, or Mechanic positions to the 7:30am - 3:30pm schedule for operational purposes, employees will be offered the opportunity based on classification and seniority.
- B. Overtime - Time and one-half will be paid as follows:
 1. For all hours worked over forty (40) in one week. Hours worked includes paid leave time.
 2. For all hours worked on holidays that are defined in this Agreement in addition to holiday pay.
 - C. If the Employer should change the work/week work day to, by way of illustration but not limitation, four (4), ten (10) hour days, paragraph B (1) above will apply.
 - D. For purposes of computation of overtime, the work week shall be Saturday through the following Friday.
 - E. Employees may not accumulate more than forty (40) hours of time off in lieu of pay (compensatory time) for overtime work at any point in time.
 - F. Compensatory time off shall be approved in advance by the Department Director or his/her representative. Except for emergencies, compensatory time off shall be scheduled at least forty-eight (48) hours in advance.

Article 21. HEALTH INSURANCE

- A. The Employer shall provide each employee and eligible dependents with health insurance coverage selected through the Healthcare Coalition. The Union agrees to participate in a Healthcare Coalition involving an authorized representative from TPOAM and other Township employee groups to discuss and evaluate insurance options. The unit is subject to Public Act 152 of 2011 which shall limit the Employer contribution for all medical insurance expenses as described in PA 152.
- B. Subject to the selection of coverages by the Healthcare Coalition, the terms of any such coverage and the provisions of PA 152, the Employer shall deposit, if any, an annual Health Savings Account (HSA) contribution into each employee's Health Savings Account (HSA) in one installment that will be made in January, and will cover January through December.
- C. The Township reserves the right to substitute another carrier or plan of this coverage; the fundamental provision of the present coverage will not be changed.
- D. An employee who has dual medical insurance coverage may, at their option, elect to refuse medical insurance coverage provided by the Township. Such election shall be in writing. The Township shall pay any employee entitled to and refusing medical insurance coverage an amount equal to the current single monthly premium rate for each month not to exceed \$375 per month in which medical insurance coverage is not provided.
- E. Employer agrees to provide dental insurance, subject to the applicable eligibility requirements of the policy.

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- F. Employer agrees to provide vision insurance, subject to the applicable eligibility requirements of the policy.
- G. Employees whose spouse is also employed by the Township may only be covered under one contract and are not eligible to receive health insurance opt out payment.
- H. Retiree Health Insurance.
 - 1. Employees hired prior to 1981 who have at least twenty years of service and who have reached the age of 55, the Township will pay one-half of the two-person rate (Not to exceed \$4,000.00 annually) or one-half the single subscriber rate (Not to exceed \$2,000.00 annually, whichever is appropriate. Health insurance program same as active employees. Surviving spouse can receive one-half single subscriber paid premium not to exceed \$2,000.00 annually. If surviving spouse remarries, health insurance is discontinued. An Employee who leaves the employment of the Township and has twenty years of service may not have this benefit extended to them until they have reached the age of 55.
 - 2. For all other employees hired after May 1981, the employer agrees to institute the Mission Square VantageCare Program. The Township agrees to contribute 2% of the employee's base pay to be matched by employee's 1% pre-tax contribution. Unused sick leave must be contributed, as specified in Article 26 Sick Leave, Section E, as an employee match, upon separation or retirement.

Article 22. LIFE INSURANCE

The Township shall provide each employee with term group life insurance coverage. Employees shall be insured in an amount equal to the employee's salary to the next multiple of \$1,000, but not less than \$10,000. The entire cost of this insurance shall be borne by the Township. The coverage provided shall be subject to the terms of the policy, which shall control in all respects, including but not limited to reduction of benefit due to age and expiration of benefit upon retirement.

Article 23. ACCIDENTAL DEATH AND DISMEMBERMENT

The Township shall provide each employee with insurance coverage against accidental death or dismemberment, wherever or however it occurs, which shall be in addition to benefits provided by workers' compensation and other insurance programs listed herein. The coverage afforded shall be in an amount equal to the employee's salary to the next multiple of \$1,000 but not less than \$10,000. The coverage provided shall be subject to the terms of the policy, which shall control in all respects.

Article 24. LONG-TERM DISABILITY

Employees will be eligible for long-term disability coverage pursuant to the Township's policy, subject to the terms of that coverage.

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Article 25. WORKERS' COMPENSATION

- A. An employee who received compensation under the Workers' Compensation Insurance, as provided by the Township, may receive at the employee's option only that portion of their regular salary which will, together with such compensation equal their regular take home salary. In cases of this nature, an amount equal to the difference paid by the Township between an employee's workers' compensation and their regular take home salary shall be deducted from the employee's accumulated sick leave. Under no circumstances will the combination of workers' compensation and Township payment as spelled out above exceed the employee's normal base pay. When the amount of the employee's accumulated sick leave has been depleted, the Township will no longer pay the difference between the employee's salary and workers' compensation. The employee is responsible to use sick leave until workers' compensation begins. The employee's sick leave used during this period, if any, will be reinstated when workers' compensation begins. An employee will continue to accrue and receive benefits for the first thirty (30) days while on workers' compensation. When this period has elapsed, they shall be deemed to be on inactive status and will not be eligible to accrue or receive benefits other than those stipulated in this section. Medical insurance will continue for the first 180 days of leave. This does not include payment in lieu of medical insurance. However, if the employee received the 'opt out' payment at the time leave commences and loses insurance coverage through a spouse during leave, they may enroll into the Township's insurance plan and coverage will be maintained by the employer through the first 180 days of leave. The employee must make arrangements to continue paying their health insurance premium cost-sharing amounts.
- B. Simultaneous payment with workers' compensation shall not be paid for injuries received because of negligence on the part of the employee injured. In case of failure of an employee to report within 24 hours any injury sustained by them, it shall be presumed such injury resulted from their own negligence. All cases where negligence on the part of the employee is determined or presumed by the Department Director or Township Manager, may be appealed to the third step of the grievance procedure.

Article 26. SICK LEAVE

- A. Sick leave is defined as absence from duty because of illness, injury, or quarantine resulting from exposure to contagious disease, provided that said injury or illness is not covered entirely by the Michigan Workers' Compensation Act. Employees may use sick leave in accordance with the eligibility criteria of Sections 4 (1) (a-d) of the Michigan Paid Medical Leave Act (Public Act 338 of 2018, as amended). In addition to the above, notwithstanding whether the family member that normally resides in the employee's household, sick leave shall be approved by the Department Director for employees to attend to the needs of and/or visit family members who are gravely ill. For the purpose of this section, "family members" shall include father, mother, sister, brother, grandfather, grandmother, grandchild, and children.
- B. To be eligible for sick leave, the employee must properly notify their immediate supervisor or Department Director that they will not report for work prior to the beginning of their shift. All notice should be given as soon as possible to allow the departments involved enough time to make the necessary adjustments.

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- C. The Township may require such substantiation of sick leave as they deem necessary, including a certificate of a physician duly licensed to practice medicine in the State of Michigan or, in a case involving prolonged or repeated absence, an examination by a physician duly appointed by the Township to perform such examination. If such examination is required, the Township will pay the cost.
- D. Sick leave benefits will be earned at a rate of one (1) day per each calendar month worked and can be accumulated up to a total of 880 hours. Each new employee shall be credited with an advance of 80 hours for sick leave purposes when accepting a position with the Township on a full-time basis (permanent). After they have actually earned 80 hours, they will be credited with 8 hours on the first day of each calendar month.
- E. For those employees hired since May 1981, $\frac{1}{4}$ of the employee's accumulated sick leave will be contributed to their Mission Square Vantage Care account provided proper notice is given to the Township under Article 37. If a retiring employee satisfies the retirement notice requirements of Article 37, $\frac{1}{2}$ of his/her accumulated sick leave will be contributed to the employee's Mission Square Vantage Care account. The employee must give proper notice of separation under Article 37 to receive normal separation benefits, and, must not abuse sick leave during the final two (2) weeks of their employment. Employees who are discharged, are not eligible for the benefits under this section.
- F. An employee who is absent from work due to personal illness the day before or the day after a regular holiday recognized by this Agreement or scheduled vacation may, be required, to present a doctor's verification of illness before they will be permitted to return to work.
- G. The parties agree that FMLA leave entitlement will be governed by the FMLA, as amended, and the Township's personnel policies.

Article 27. PERSONAL LEAVE

- A. Each employee shall be granted a total of 24 hours of personal leave each year with full pay. New hires shall receive pro-rated personal leave at a rate of 2 hours per month on the first month following the date of hire. Personal leave shall not be converted to sick leave or vacation. Personal leave may not be used in conjunction with regularly established vacation periods, unused personal leave shall be forfeited at the end of the calendar year and will not be prorated as a payout on separation of employment.
- B. The personal leave days are made available to provide for pressing personal business which cannot be conveniently scheduled on the employee's off time.
- C. All such leave days shall be approved in advance by the Department Director or their representative. Except for emergencies, personal leave days shall be scheduled at least forty-eight (48) hours in advance.

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Article 28. BEREAVEMENT

- A. In the event of a death in the immediate family, the employee may take bereavement leave of up to three (3) days to attend the funeral and make other necessary arrangements from the date of death until the day after the funeral. Proof of death is required within two (2) weeks to receive paid leave. Leave in excess of three (3) days requires the approval of the Department Director and will be unpaid, unless the employee uses available personal or vacation leave. Any extenuating circumstances for leave other than defined above must be approved in advance by the Department Director. Immediate family is interpreted as including: spouse, child, stepchild, father, mother, sister, brother, step-siblings, father-in-law, mother-in-law, son-in-law, daughter-in-law, grandfather, grandmother, grandchild, stepfather, stepmother, half-brother, half-sister, brother-in-law, sister-in-law, grandmother-in-law, and grandfather-in-law.
- B. One (1) day of bereavement leave, for the day of the funeral only, is allowed in the case of death of an aunt, uncle, nephew, and niece.

Article 29. HOLIDAY PROVISIONS

- A. The following are designated as paid holidays, to be paid at a rate of eight (8) hours straight time:

New Year's Eve	Labor Day
New Year's Day	Veteran's Day
President's Day	Thanksgiving Day
Martin Luther King Day	Day after Thanksgiving
Memorial Day	Christmas Eve
Juneteenth	Christmas Day
Fourth of July	

- B. If a holiday falls on Saturday, employees shall receive the Friday before off. If a holiday falls on Sunday, employees shall receive the Monday following off.
- C. Employees shall receive four (4) hours of holiday pay for Good Friday.
- D. To qualify for Holiday pay, the employee must report for work on his/her regularly scheduled work days immediately preceding and immediately after his/her scheduled holiday, unless he/she is on vacation or is otherwise excused by his/her supervisor, with this exception: that Holiday pay will not apply to the employee who is on an extended leave of absence of one (1) week or more in which the Holiday falls.
- E. Employees whose last day of employment precedes a Holiday in the payroll period will not receive pay for Holidays occurring after the last day worked.

Article 30. VACATION LEAVE

- A. Each full-time employee shall accumulate vacation up to a maximum of two hundred (200) hours. Vacation accumulated beyond this 200 hour maximum will be forfeited if not used within 30 days of

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exceeding 200 hours. Vacation shall be earned according to the following schedule of continuous and completed years of service:

1 through 4 years	-	96 hours
5 through 9 years	-	120 hours
10 years plus	-	168 hours

- B. Employees cannot use vacation time until they have completed six (6) months of continuous employment.
- C. To the extent possible, individual preferences for vacation leave will be honored. All other factors being equal, seniority shall be the determining factor for vacation leave preference. Employees may request vacation dates between January 1 and April 30, each year. These requests shall be honored on a seniority basis. Vacation dates requested beginning May 1st shall be considered on a first come, first served basis without regard to seniority. Vacation leave shall be subject to the approval of the Department Director and will, insofar as possible, be requested at least two weeks in advance of the requested date. The Department Director has the right, but not the obligation, to give employees time with less than two (2) weeks' notice.
- D. In the event of death, retirement, voluntary quitting, or discharge, the Township will reimburse each person for their earned but unused vacation leave days.

Article 31. JURY DUTY

Full-time non-probationary employees who are called to serve on jury duty during scheduled working hours will be compensated for the difference between the rate of pay for the jury duty and the employee's regular rate for the hours scheduled to work. To be eligible for the above, the employee shall: (a) submit evidence of attendance at jury duty; (b) give the Employer adequate advance notice of the date and time they are to report for jury duty; (c) return to regularly scheduled employment with the Employer when temporarily excused from attendance at court, provided that there is at least one and one-half hours remaining of scheduled work. Probationary employees shall be entitled to non-pay days off for jury duty.

Article 32. LONGEVITY

- A. The Township shall pay longevity according to the following schedule of continuous and completed years of service:

5 through 9 years	-	\$320
10 through 13 years	-	\$640
14 through 17 years	-	\$960
18 years and over	-	\$1,280

- B. Longevity payment shall be earned as of the employee's anniversary date and shall be paid in a lump sum at the first regular pay period following the employee's anniversary date. For purposes of computation, years of service shall be measured from the last date of continuous employment with the Township.

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Article 33. COMPUTATION OF BENEFITS

All hours paid to an employee shall be considered as hours worked for the purpose of computing any of the benefits under this Agreement.

Article 34. STANDBY CALL DUTY

- A. When a qualified employee is on standby call duty, they will receive three hundred dollars (\$300) compensation per week for this responsibility. In addition, when such qualified employee is required to perform any work by the Township when on standby duty, they will be compensated for each hour worked. An additional payment of \$100.00 will be made for on-call duty only during the pay weeks in which the following holidays fall: Memorial Day, July 4, Labor Day, Thanksgiving Day and December 25.
- B. A two (2) hour minimum shall be paid to the employee when actually called out at one and one-half (1½) the employee's straight time rate. The minimum guaranteed hours shall not apply for call outs contiguous to the beginning and end of an employee's normal shift. In such instances, an employee shall receive one and one-half (1 ½) times the regular hourly rate for the exact number of hours or portion thereof worked after the end of their normal shift. In this instance where an employee is called out following the shift, the two hour minimum shift shall apply if there is 1.) a break (time wise) after the regular shift and 2.) an employee is no longer on Township property. There shall be no duplicating or pyramiding of overtime for the same hours worked, and employees shall not be paid twice for the same hours recorded as working hours. The Township has the right to assign employees and the assignments shall be made by ability.
- C. Qualified employees will be determined by the Department of Public Works Superintendent and Director of Public Works. In their absence, the Parks and Recreation Director shall make the determination.
- D. Employees wishing to be qualified shall indicate this desire to the Department of Public Works Superintendent and provision shall be made to make them qualified employees.
- E. Standby Call Duty Procedure.
 - 1. *Bi-Annual On-Call Schedule.* Standby call duty will be scheduled bi-annually January 1 through June 30 and July 1 through December 31.
 - 2. *Voluntary Selection Process.* Employees select standby call duty shift each round by seniority, beginning with the most senior employee. The Union may open the on-call voluntary sign up for two or more rounds. If five rounds are held, members could sign up for up to five on-call shifts. Sign-up must be completed, meaning all weeks are filled, no later than December 15 for the schedule beginning January 1 and no later than June 15 for the schedule beginning July 1. Employees can volunteer for as many on-call weeks, including holiday on-call weeks, as the voluntary sign-up process allows.
 - 3. *Trading Standby Call Duty.* Employees may trade shifts freely using the form approved by the Department of Public Works or the Superintendent of Public Works. Completed forms, signed by both employees participating in the trade, must be submitted to the Superintendent of Public

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Works. If employees trade a shift, and the employee who assumed responsibility for the shift cannot serve for any reason, the shift will be filled by voluntary sign-up. If no employee voluntarily signs up within one week, the shift will be filled using the forced list.

4. *Forced List*

- i. If one or more shifts go unfilled through the voluntary signup process, the Union will assign the least senior member who hasn't served standby call duty. The forced list will start over from least to most senior members once every member has served standby call duty.
- ii. The Union will post and maintain a list of members and the date standby call duty was served on the bulletin board at the Service Center. The Union will post an updated list as soon as time allows and once it has been approved by the Director of Public Works or the Superintendent of Public Works.
- iii. If every member who has not yet served standby call duty has put in for time off the week that a vacancy needs to be filled for standby call duty, or otherwise cannot serve that week, a new forced list will be created and the least senior member will be forced. However, the prior forced list will continue until each member has served, voluntarily or forced.

5. *Definition.* "Served" means that the employee served their duty for an entire on-call week, voluntarily or forced, since July 1, 2021. "Served" does not mean signed up for a shift in the future. "Served" also does not mean the employee signed up for a shift and then traded it before performing duties or was otherwise unable to perform the standby call duties for any reason.

- F. However, if no one in the unit is available for standby call duty, the Director of Public Works or Department of Public Works Superintendent shall assign anyone in the unit, according to ability to perform such duty.

Meridian Charter Township/TPOAM DPW Employees (2023-2027)

Article 35. PENSION PLAN

- A. As of January 1, 2017, the following pension benefit shall apply to current members of the bargaining unit:
 - 1. The multiplier for current participants in the MERS pension system shall be 2.25 for all future service to the Employer.
 - 2. 5% employee contribution through payroll deduction.
 - 3. Final Average Compensation for future years shall only include base wages, overtime, and no more than 240 hours of other compensation at straight time (e.g., vacation and any other compensation).
 - 4. MERS Pension Plan shall be B-3, F55/20 and V-6.
- B. As of January 1, 2017, the following pension benefit shall apply to any new hire or to any employee promoted or transferred into this bargaining unit who was originally hired by the Employer on or after January 1, 2017:
 - 1. The multiplier for new or transferred or promoted participants in the MERS pension system shall be 1.5 for all service to the Employer.
 - 2. 5% employee contribution
 - 3. Final Average Compensation shall only include base wages, overtime, and no more than 240 hours of other compensation at straight time (e.g., vacation and any other compensation).
- C. The Employer shall make an annual contribution in the amount of two hundred and fifty dollars (\$250) to each employee's Mission Square 457 account.

Article 36. SAFETY COMMITTEE

A Safety Committee, consisting of two (2) employees within the bargaining unit and Township representative(s), shall meet as the need arises during regular daytime working hours for the purpose of remedying unsafe working conditions. The Union shall authorize one employee within the bargaining unit to participate in the Township's Safety Committee.

Article 37. NOTICE OF RESIGNATION AND RETIREMENT

Employees must provide at least two (2) weeks' advance written notice of resignation or at least thirty (30) days' advance written notice of retirement to be eligible for separation benefits.

Article 38. TEMPORARY EMPLOYEES

- A. Temporary employees are those employees hired by the Township to assist and supplement bargaining unit employees for up to two hundred ten (210) calendar days. Temporary employment may be extended for up to sixty (60) additional days with the mutual consent of the Employer and the Union.
- B. If a temporary employee is retained on permanent employment, the time spent as temporary shall count towards the probationary period and the employee will be covered by the terms and provisions of this Agreement. Seniority shall date from the employee's date of hire as a temporary.
- C. It is understood that temporary employees are not to replace or displace regular employees.

Meridian Township/TPOAM DPW Employees (2023-2027)

Article 39. SAVE HARMLESS CLAUSE

Should any provision or section or portion thereof, of this contract be held by a court of competent jurisdiction to be invalid, illegal, or unconstitutional, such holding shall not be construed as affecting the validity of this contract as a whole or of any remaining portion. Upon the issuance of such a decision, the parties agree, immediately, to negotiate a substitute for the invalidated article, section or portion thereof. The Union shall indemnify and save the Township harmless against and from any and all claims, demands, suits, or other forms of liability that may arise out of or by reason of action taken by the Township for the purposes of complying with this Agreement or any particular article, section or portion thereof.

Article 40. INTERRUPTION OF WORK

- A. The Union agrees that neither the Union, its agents, nor its members will authorize, instigate, aid, condone, or engage in a work stoppage, slowdown, strike, or other concerted activity which interferes with the operation of the Employer. Individual employees or groups of employees who instigate, aid or engage in a work stoppage, slowdown, or strike may be disciplined up to and including discharge at the sole discretion of the Employer. The Union may grieve on whether or not an actual violation of this section has occurred.
- B. The Employer will not lock out employees during the term of this Agreement.

Article 41. CLASSIFICATIONS

- A. The Employer shall assign employees to one of the five following sections:
 - 1. Sewer Maintenance
 - 2. Water Maintenance
 - 3. Parks and Land Preservation Maintenance
 - 4. Building, Grounds, and Cemetery Maintenance
 - 5. Motor Pool

Each employee's primary assignment will be in one of the above five sections. Current employee's primary assigned section shall be as follows in Appendix A. The Utility Worker job description is per the attached Appendix B. Notwithstanding any contrary provision, the Employer reserves the right to assign employees to any job, location, or section that the Employer believes is necessary and the employee is capable of performing. After the completion of such an assignment, the employee shall return to their "primary section." Supervisors may perform incidental bargaining unit work, but will not be used to erode the bargaining unit. Supervisors will not be entered onto an overtime list.

- B. Classifications.
 - 1. Utility Worker
 - 2. Mechanic

Meridian Township/TPOAM DPW Employees (2023-2027)

3. Lead Worker
4. Lead Mechanic

Article 42. SUCCESSOR MUNICIPALITY

- A. If the Township succeeds to another form of municipal government, or chooses to merge with one or more municipal governments for the providing of service, or contracts with another municipality to provide service, the transformation, merger, consolidation, or transfer which is made shall provide that the success government or authority shall assume all of the terms and conditions of this Agreement. Nothing herein contained, however, shall be construed to prevent the successor to the Township from reducing the work force, laying off employees, or changing job descriptions and duties of employees if economic and efficiency circumstances so dictate, as long as those actions are not inconsistent with the terms of this Agreement.
- B. The parties recognize that the Employer may want to subcontract out custodial and/or transfer station service. The Union agrees to meet in special conference with the Employer under such circumstances.

Article 43. WORK RULES

Changes in existing work rules or new work rules shall be posted for seven (7) calendar days prior to implementation. During this period, the Employer shall meet and confer with the Union, if requested in writing. The seven (7) calendar day period shall not be required in cases of emergency.

Article 44. TOTAL AGREEMENT

The parties agree that all negotiable items have been discussed during the negotiations leading to this Agreement, and they therefore further agree that negotiations will not be reopened on any item, whether contained in this Agreement or not, during the life of this Agreement except as specifically provided for in this Agreement or unless mutually agreed otherwise.

Article 45. UNIFORMS

- A. The Employer shall provide a clothing allowance of seven-hundred fifty dollars (\$750) per year to be paid early as practical in January. The employee must comply with departmental work rules regarding uniforms, including but not limited to, proper outerwear, protective clothing and safety shoes.
- B. Each mechanic will be provided with six (6) sets of uniforms. The mechanics will be subject to the same standards of wearing and accountability as the other employees. The Employer will be responsible for cleaning and maintaining mechanics' uniforms and will have the option of renting or purchasing these uniforms.

Meridian Township/TPOAM DPW Employees (2023-2027)

Article 46. TERMINATION AND MODIFICATION

- A. This Agreement shall be effective as of the first day of January of 2023, and shall remain in full force and effect until December 31, 2027. This Agreement shall be automatically renewed from year-to-year upon its expiration unless either party shall notify the other in writing at least sixty (60) days prior to the expiration of this Agreement, or any extension thereof, that they desire to enter into negotiations for a successor agreement.
- B. Notice under this Article shall be in writing and shall be sufficient if sent by certified mail, addressed to TPOAM at 27056 Joy Road, Redford, MI 48239, and if to the Township, addressed Charter Township of Meridian, 5151 Marsh Road, Okemos, MI 48864, or to any such address as the Union and the Township may make available to each other.

Article 47. WAGE SCHEDULE

<i>Mechanic</i>	2023	2024	2025	2026	2027
Start	\$22.51	\$23.19	\$23.88	\$24.60	\$25.34
1 Year	\$23.67	\$24.38	\$25.11	\$25.86	\$26.64
2 Years	\$24.25	\$24.97	\$25.72	\$26.49	\$27.29
3 Years	\$24.83	\$25.58	\$26.35	\$27.14	\$27.95
4 Years	\$27.71	\$28.54	\$29.39	\$30.28	\$31.18
5 Years	\$29.09	\$30.55	\$32.07	\$33.68	\$35.36
<i>Lead Mechanic</i>	2023	2024	2025	2026	2027
Probationary	\$35.32	\$36.38	\$37.47	\$38.59	\$39.75
Tenured	\$36.68	\$37.78	\$38.91	\$40.08	\$41.28
5-Year Tenured	\$38.51	\$39.67	\$40.86	\$42.08	\$43.35
<i>Utility Worker</i>	2023	2024	2025	2026	2027
Start	\$18.48	\$19.03	\$19.61	\$20.19	\$20.80
1 Year	\$20.78	\$21.40	\$22.04	\$22.70	\$23.38
2 Years	\$21.93	\$22.59	\$23.26	\$23.96	\$24.68
3 Years	\$22.51	\$23.18	\$23.88	\$24.59	\$25.33
4 Years	\$23.08	\$23.77	\$24.49	\$25.22	\$25.98
5 Years	\$24.83	\$25.58	\$26.35	\$27.14	\$27.95
6 Years	\$26.07	\$27.38	\$28.75	\$30.19	\$31.69
<i>Lead Worker</i>	2023	2024	2025	2026	2027
Probationary	\$31.93	\$32.89	\$33.87	\$34.89	\$35.94

Meridian Township/TPOAM DPW Employees (2023-2027)

Tenured	\$33.16	\$34.15	\$35.17	\$36.23	\$37.32
5-Year Tenured	\$34.81	\$35.86	\$36.93	\$38.04	\$39.18

Intent Statement: Effective January 1, 2023, the following will be moved to the new step on the wage scale and receive the additional 5%. All others will progress through the wage scale under the ordinary process, based on years of service.

- Current Mechanics at 4 years on the wage scale
- Current Utility Workers with 5 years on the wage scale
- Current Lead Workers with 5 years consecutive tenured years

A. Shift Premium. The Township may establish assignments that consist of scheduled work hours outside of regularly scheduled shift hours, as referenced in Article 20, Monday through Friday. This “swing shift” position(s) will be first offered to the employees and will be selected on the basis of seniority. Those employee(s) selected to perform this work will be paid 5% shift premium for all hours work outside of the working hours, as referenced in Article 20, Monday through Friday. The Township may return employees to regular shift hours at any time.

In the event no employee within the bargaining unit applies for this assignment(s), the Township may assign this work to a non-bargaining unit employee(s) of the Township at such was as it may determine. The “swing shift” position shall only be permitted during the time in which temporary employees are allowed to work under the Collective Bargaining Agreement.

B. Employee Recognition. To engage employees and improve employee morale, the Township may hold employee recognition activities or events, including but not limited to Employee Appreciation Week picnics and related events, holiday parties, issuance of employee recognition awards and/or payment, such as the Archie Virtue Excellence Award, or raffle additional paid leave or other one-time benefits to employees in conjunction with these recognition events, activities, or awards.

C. The Employer may hire new employees at a higher starting rate when the employee’s experience or, training require a starting rate greater than the minimum considering prevailing market conditions. New employees may not start at a rate higher than the 3rd year step. The Human Resources Director will note in the newly hired employee’s personnel file the reason(s) why the employee started at a rate higher than the minimum and, if requested, provide same to the Union.

D. After-Hours Response Stipend. The Township agrees to pay an after-hours response stipend for certain work performed outside of the hours specified in Article 20. Specifically, the Township will pay each employee a \$40 stipend for each address the employee is directed to report to, and arrives at, to resolve an after-hours matter. The stipend is paid for responding to the address to complete the call, not the number of matters resolved or left unresolved at the address.

- i. If one on-call employee responds to three different calls (at three different addresses) after-hours for leaky water meters, the employee will receive a stipend for each response: \$40 per response for 3 leaky meters, totaling \$120 in compensation.
- ii. If a crew of 4-5 employees must be assembled to respond to an after-hours water main break, each of the crew members who respond will receive a \$40 stipend.

Meridian Township/TPOAM DPW Employees (2023-2027)

- iii. The eligibility for and receipt of this stipend is in addition to any earned standby pay, or overtime compensation, or other payment for licenses, certification, etc., which is provided by the existing collective bargaining agreement.
- iv. The Director of Public Works and the Superintendent of Public Works will maintain a document that employees must use to record their after-hour responses
- v. Employees who are directed to report to and do in fact arrive at multiple addresses are eligible for and will receive multiple stipends. The Parties agree that the following examples reflect the intended calculation of this after-hours stipend

Article 48. LICENSES AND CERTIFICATIONS

A. General Requirements:

- 1. Employees will be paid as early in December each year as is practical for the highest current and valid license or certification they possess. CDL stipends provided in Section F will be paid as early in January each year of the agreement as is practical.
- 2. License or certification stipends are not cumulative within each type of license or certification, except Section C. For example, an employee may not receive compensation for an SI and S2 license described in Section B.
- 3. Payout shall be prorated in the first year of obtaining a license or certification and for newly hired employees with a license or certification upon hire.
- 4. Payouts, not including CDL stipend, will be prorated upon separation of employment.
- 5. The license and certification pay shall not be utilized for any pension-related purposes of calculating FAC or in an employee's contribution to MERS as required by this Agreement.

B. An employee in either the Utility Worker or the Lead Worker classification shall be eligible to receive on an annual basis a stipend for State of Michigan Drinking Water Operator Certification licenses held according to the following schedule:

SI	\$1,500	S2	\$1,000
S3	\$750	S4	\$500

C. An employee in either the Utility Worker or the Lead Worker classification shall be eligible to receive an annual \$350 stipend for holding a Michigan Department of Agriculture commercial pesticide applicator license with the category 6 (right-of-way pest management) registration. An additional \$25 per registration, up to \$100, shall be given for the following categories:

- 2. Forest Pest Management
- 3A. Turfgrass Pest Management
- 3B. Ornamental Pest
- 3C. Sewer Line Pest

Meridian Township/TPOAM DPW Employees (2023-2027)

- D. An employee in either the Utility Worker or the Lead Worker classification shall be eligible to receive an annual \$250 stipend for holding a NASSCO Pipeline Assessment Certification program license.
- E. An employee in either the Mechanic or the Lead Mechanic classification shall be eligible to receive an annual stipend for holding the following State of Michigan certifications:
 - Heavy Duty Truck Mechanic \$1,750
 - Master Automobile Mechanic \$1,250
- F. Each employee shall be eligible to receive a \$1,200 annual stipend for holding a current and valid State of Michigan Commercial Driver's License (CDL) group A with N endorsement.
- G. An employee in either the Utility Worker or the Lead Worker classification shall be eligible to receive on an annual basis, a \$1,000 stipend for holding a Meridian Township approved backhoe operator safety and training certification.
- H. An employee in either the Utility Worker or the Lead Worker classification shall be eligible to receive on an annual basis, a \$250 stipend for holding a Meridian Township approved street sweeper operator safety and training certification.

IN WITNESS WHEREOF, the parties have executed this Agreement by their duly authorized representatives on this 15th day of February 2023

In the presence of: THE CHARTER TOWNSHIP OF MERIDIAN

[Signature]
[Signature]

By: [Signature]
Patricia Herring Jackson, Township Supervisor

By: [Signature]
[Name], Township Clerk

In the presence of: TECHNICAL PROFESSIONAL AND OFFICeworkers ASSOCIATION OF MICHIGAN (TPOAM), CHARTER TOWNSHIP OF MERIDIAN DEPARTMENT OF PUBLIC WORKS AND PHYSICAL PLANT EMPLOYEES ASSOCIATION

[Signature]
[Signature]
[Signature]
[Signature]

By: [Signature] 2-15-23
Larry Bobb, Union President

By: [Signature] 2-15-23
Mike Ellis, Bargaining Committee

By: [Signature] 2-15-2023
Tyler Kennell, Bargaining Committee

By: [Signature] 2-15-23
Jonathan Pignataro, Business Agent



To: Board Members
From: Patricia Herring Jackson, Township Supervisor
Date: December 8, 2023
Re: Township Trustee Search Process

With the recent selection of Township Trustee Courtney Wisinski as our new Director of Parks and Recreation, we have a vacant Trustee position. State law requires the process to be complete in 45 days.

I've outlined a process for filling the vacancy. The schedule is attached. I'm suggesting a committee comprised of Treasurer Deschaine, Trustee Hendrickson and myself complete the initial screening and select three finalists.

The application period would be open from Wednesday, December 13, 2023 to Wednesday, December 27, 2023. All applicants will be asked to complete an eight question candidate questionnaire as part of the application process. This is the same questionnaire we used in filling the 2018 Trustee vacancy.

The Township Manager would distribute the applicants' credentials to the search committee on Wednesday, December 27, 2023. The committee would convene on Friday, December 29, 2023 to select their top three candidates. The Township Manager would set up the interviews for Tuesday, January 9, 2024. Public interviews, with the full Township Board, would be held at 4:00pm, 4:30pm, and 5:00pm on January 9, 2024. From the date of Trustee Wisinski's resignation, to naming the new Township Trustee shall be 29 days.

Motion for Township Board Consideration:

MOVE THAT THE TOWNSHIP BOARD ADOPTS THE "PROCESS FOR APPOINTING A NEW TOWNSHIP TRUSTEE" INCLUDING THE APPOINTMENT OF SUPERVISOR JACKSON, TREASURER DESCHAIINE, AND TRUSTEE HENDRICKSON AS THE APPLICATION REVIEW COMMITTEE, AND ADOPTS THE "APPLICATION FOR MERIDIAN TOWNSHIP TRUSTEE CANDIDATE QUESTIONNAIRE".

Attachments:

1. Process for Appointing a New Township Trustee
2. Application for Township Trustee

Process for Appointing a New Township Trustee

December 12, 2023

With the appointment of Township Trustee Courtney Wisinski to Director of Parks & Recreation, the Board must now conduct a selection process for a new Trustee. The effective date of her resignation as Trustee is December 12, 2023. If the Township Board wishes to fill the position, they must do so by Thursday, January 25, 2024.

The proposed schedule is as follows:

December 12, 2023

At its December 12th Board meeting, the Board reviews Supervisor's proposed process for replacement.

On Tuesday, December 12th at its regular meeting the Board adopts Supervisor's proposed process for replacement including the selection of Trustee Hendrickson, Treasurer Deschaine and myself as the three member search committee.

December 13, 2023

On Wednesday, December 13th the township announces the vacancy and requests that interested individuals submit a letter of interest, candidate questionnaire, and resume with 3 professional references by Wednesday, December 27th at 4:00 P.M. Applications must be filed with Deborah Guthrie, Township Clerk.

December 27, 2023

On Wednesday, December 27, 2023 each committee member is provided with copies of candidate applications.

December 29, 2023

On Friday, December 29th at 4:00 P.M. the search committee convenes a special meeting to review the applicants. The committee selects the top three applicants for interviews. Candidates are notified of their interview schedule by the Township Manager. Interviews shall be scheduled 30 minutes apart and consist of 6-8 questions.

January 9, 2024

On Tuesday, January 9th the Board shall convene their regular Board meeting at 4:00 P.M. for the purpose of interviewing the three finalists. The selection of a new Township Trustee shall be placed on the agenda under Action. The newly appointed Trustee will be sworn in as soon as possible and attend the January 23rd Board meeting.

APPLICATION FOR MERIDIAN TOWNSHIP TRUSTEE
CANDIDATE QUESTIONNAIRE

Please return this application along with your resume, cover letter and three (3) references to:

DEBORAH GUTHRIE, TOWNSHIP CLERK
MERIDIAN TOWNSHIP MUNICIPAL BUILDING
5151 MARSH ROAD
OKEMOS, MICHIGAN, 48864

Completed applications must be received by 4:00 P.M. Wednesday, December 27, 2023. We prefer applications to be emailed to guthrie@meridian.mi.us . **Incomplete applications will be disqualified.**

1. Please confirm that you are available to be interviewed at the Meridian Township Board meeting to be held at 4:00 PM, on January 9, 2024.
2. Please share your understanding or knowledge of municipal finances, budgeting and auditing.
3. Please share your community activities and volunteerism in the community over the past 5-10 years.
4. A significant amount of your time will be allocated to Township Board responsibilities, such as planning, zoning, budgeting, re-zonings, land use, economic development, labor negotiations and audit review. Please share with us your experience with, and understanding of, the aforementioned responsibilities.
5. The position of township trustee is an elected position, and the holder of the office must reside within the township. How long have resided in Meridian Township?

6. Have you ever served on a Board or Commission for Meridian Township? Please be specific.

7. Have you ever served as an elected official? Please be specific.

8. In 200 words or less, please provide the Township Board with the reason that you are seeking the Township Trustee's position.



To: Communications Commission
From: Samantha Diehl, Communications Manager
Date: December 8, 2023
Re: CAMTV Emergency Purchase

In August 2023, it was reported to the Communications Department that HOMTV was without audio. A few days after the HOMTV audio issues were reported, CAMTV also experienced audio and video issues. Upon troubleshooting, Staff concluded that faulty encoders were dropping audio and video while the signals were being sent to Comcast, and that both encoders would need to be replaced.

At their September 19, 2023 regular meeting, the Township Board approved Manager Diehl's request for an emergency purchase of two new encoders. The money for the encoders came from the previous PEG fee fund. After approval, Manager Diehl purchased two new encoders, which were installed by Comcast on October 19, 2023. After the encoders were installed, the audio and video issues for CAMTV and HOMTV were resolved.

Unfortunately, a new issue has come up with CAMTV. The playback server that allows for the scheduling and playback of videos has failed. The drives that host the video files are no longer operational, meaning no videos can be played on CAMTV. Due to this, the playback server will need to be replaced. Though HOMTV's server is operational at this time, the HOMTV playback server is 11 years old and would benefit from being replaced at the same time as the CAMTV server. Replacing both channel servers at the same time is the preferred process.

Throughout December, Manager Diehl will speak with three different companies in order to demo their products and make a selection for which playback system will be the best fit. The three companies she will talk to are Cablecast, TelVue, and Castus. Staff are hoping to order the equipment within the next two weeks, with an estimated installation occurring in January 2024.

MOVE TO APPROVE THE USE OF PEG FEES FOR THE EMERGENCY PURCHASE OF HOMTV AND CAMTV CHANNEL PLAYBACK EQUIPMENT.



To: Board Members

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

Rick Grillo, Chief of Police

Date: December 12, 2023

Re: Traffic Control Order for the Alderwood Dr and Silkwood Dr Intersection

One of our residents recently expressed concerns about pedestrian safety at the Alderwood Dr and Silkwood Dr intersection. This intersection is used by students to walk to and from Cornell Elementary School. When examining the area, we determined that two sidewalk ramps that were supposed to be constructed during the original development were not constructed.

In partnership with Okemos Public Schools and the Ingham County Road Department, we have developed a plan to improve pedestrian safety in this area. One of the components of the plan is to request the Ingham County Road Department to install no-parking signs within 50' of this intersection.

Parents are currently parking in the intersection to pick up/drop off their children at school. Motorists should never park in an intersection as they will obstruct the crosswalks and site lines between motorists and pedestrians. We want the intersection to be open so motorists and pedestrians can see one another.

The Township has already constructed new ADA compliant sidewalk ramps at this intersection to allow for a safer pedestrian crossings. We are also going to install a new sign on Thursday, December 7 or Friday, December 8 to help direct students to the new ramps that were recently installed. The Ingham County Road Department will stripe these crosswalks in the spring when the weather allows.

The final component of the plan is to prevent motorists from parking in the intersection to improve site lines. We are asking the Board to approve the attached Traffic Control Order (TCO) for the Alderwood Dr and Silkwood Dr intersection. Once the Board approves the TCO, the Police Department will send it to the Ingham County Road Department and they will install the no parking signs at this intersection.

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

MOVE TO APPROVE THE TRAFFIC CONTROL ORDER FOR THE ALDERWOOD DR AND SILKWOOD DR INTERSECTION

Attachments:

1. Traffic Control Order for the Alderwood Dr and Silkwood Dr Intersection
2. Pedestrian Safety Improvement Plan for the Alderwood Dr and Silkwood Dr Intersection

MERIDIAN TOWNSHIP
5151 MARSH ROAD
OKEMOS, MICHIGAN 48864

TRAFFIC CONTROL ORDER

DATE: December 4, 2023
TRAFFIC CONTROL ORDER #: 2-2023

TYPE OF ORDER: NO PARKING	
ROAD NAME(S): ALDERWOOD DRIVE, SILKWOOD DRIVE	
TOWNSHIP: MERIDIAN CHARTER	SECTION: 5

BY ACTION OF THIS TRAFFIC CONTROL ORDER, PARKING WITHIN 50 FEET OF THE INTERSECTION OF ALDERWOOD DRIVE AND SILKWOOD DRIVE SHALL BE PROHIBITED.

APPROVED BY THE CHARTER TOWNSHIP OF MERIDIAN ON:

Date

RECOMMENDED BY:



RICK GRILLO
Chief of Police

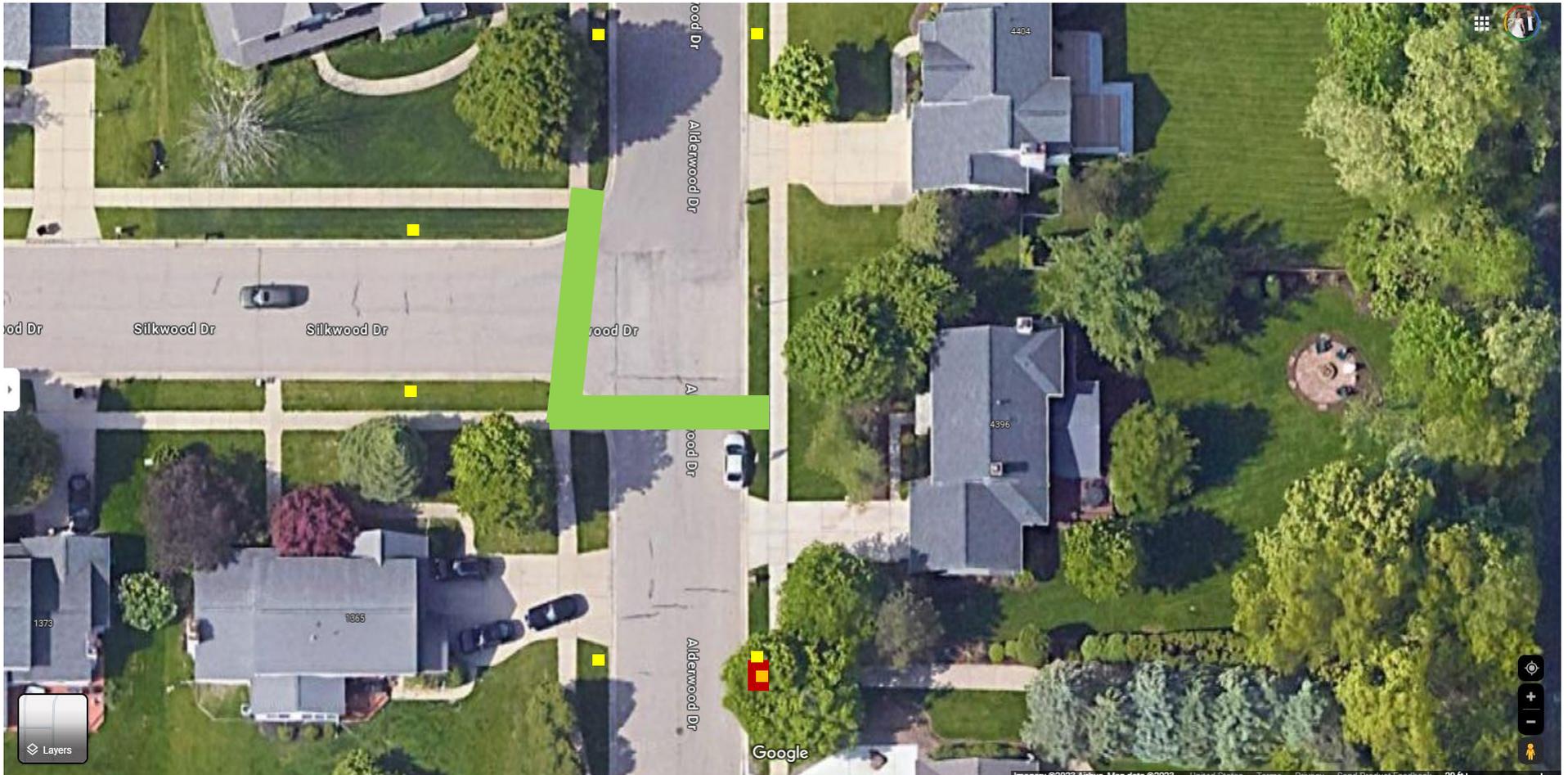
December 4, 2023
DATE



DAN OPSOMMER
Director of Public Works

December 4, 2023
DATE

Alderwood Dr and Silkwood Dr Pedestrian Safety Improvements



Meridian Township recently constructed fully ADA compliant ramps to provide for two complete pedestrian crossings at the Alderwood Dr and Silkwood Dr intersection where pedestrians are more visible to motorists. The Ingham County Road Department will apply pavement markings for both crosswalks in the spring when weather allows. The new ramps, highlighted in green on the map above, opened to pedestrians on Monday, November 27 when students returned from Thanksgiving break.

- Install sign directing pedestrians to cross at the intersection of Silkwood Dr and Alderwood Dr where they will be more visible to motorists. The Township Public Works crew will install the sign on Thursday, December 7 or Friday, December 8.
- Meridian Township will demolish the ramp highlighted in red on Wednesday, December 6.
- No parking within 50' of the Alderwood Dr and Silkwood Dr intersection per the TCO from the Meridian Township Police Department.



To: Township Board

From: Amber Clark
Neighborhoods & Economic Development Director
&
Timothy R. Schmitt, *AICP*
Director of Community Planning and Development

Date: December 12, 2023

Re: Redevelopment Ready Communities (RRC) Recertification

One goal of the Economic and Community Planning departments of the Township is to facilitate the completion and recertification of the RRC program. Redevelopment Ready Communities (RRC) is a development program offered by the MEDC to align communities in Michigan with modern and efficient development processes. The efficiency of the development process helps market our communities competitively for quality developers and projects across the nation. Staff has previously discussed recertification in the RRC program with the Township Board and have subsequently been working with the Michigan Economic Development Corporation's (MEDC) Capital Assistance Team regarding the status of recertification of our Redevelopment Ready Communities designation.

Economic Development and Community Planning Staff diligently worked toward the recertification and our current status listed at the end of this report. At this time, all items are in process or completed the process for recertification.

To complete our recertification process, the Township Board will adopt a resolution for continuance in the Redevelopment Ready Communities program. A signed Memo of Understanding will also accompany the resolution authorizing Township Staff to complete the necessary annual tracking to maintain the active status. An active status with the RRC program will grant Meridian access to State funding, State development incentives, Design and strategic Planning resources and assistance of the State development professionals team. The support of MEDC with Match on Main, site selection resources have been a boost to bringing projects to fruition.

Motion: Move to adopt the attached resolution authorizing Township staff to maintain and complete the required tasks associated with an active Redevelopment Ready Communities Status with the State of Michigan.

Motion: Authorize the execution and signing of the Memo of Understanding with the State of Michigan Economic Development Corporation to signify the Township's interest in applying for a **Certified Status** in the Redevelopment Ready Communities program.



Current status Brief for RRC Recertification Board

Best Practice 1: Plans and Engagement

Best Practice 1.1 | Master Plan

STATUS: IN PROGRESS WITH TOWNSHIP BOARD

"The governing body has adopted a master plan in the past five years".

The Township is approaching a five (5) year review and potential update of their Master Plan (2017), as mandated by the Michigan Planning Enabling Act (PA 33 of 2008). It is recommended that the Township evaluate the goals, objectives, and strategies established in the Master Plan for ones that are more actionable and implementable. The restructuring of the goals, objectives, and strategies will then lend them to an updated Implementation Plan that should include responsible parties and projected timelines for each strategy, an aspect that is currently missing from the Master Plan.

STATUS: CURRENT TO 2023

Further, Best Practice 1.1 includes an expectation of annual review. To maintain Certification, the Township will need to demonstrate progress on the implementation of the Master Plan annually. As of 2021, the Township is not currently meeting this expectation.

Best Practice 1.3 | Capital Improvement Plan

"The governing body has adopted a capital improvements plan".

STATUS: CURRENT AND UPDATED 2023 ON WEBSITE FOR GENERAL PUBLIC

While the current Annual Budget (2020) prepared by the Township includes a small section dedicated to annual capital investments, the Township needs to prepare a separate and comprehensive Capital Improvement Plan (CIP). Standard CIPs span six years of planning and are conducted annually with the municipal budgeting process.

Best Practice 1.4 | Public Participation Plan

"The community has a public participation plan for engaging a diverse set of community stakeholders".

STATUS: IN PROGRESS WITH COMMUNICATIONS DEPT.

The Township established their Community Engagement Plan in 2018 to meet their initial Certification. To meet recertification expectations, it is recommended the next iteration of the Community Engagement Plan include more details regarding which populations in the Township are not typically at the visioning table and how the Township plans to engage those populations.

STATUS: CURRENT 2023 ANNUAL REVIEW & JOINT MEETING

Further, Best Practice 1.4 includes an expectation of annual review. To maintain Certification, the Township will need to demonstrate that the results of the community engagement efforts are reported to the Township Board annually. As of 2021, the Township is not currently meeting this expectation.

Best Practice 2: Zoning

Best Practice 2.1 | Alignment with Master Plan

"The governing body has adopted a zoning ordinance that aligns with the goals of the current master plan".



STATUS: NEW ANNUAL IMPLEMENTATION REPORTS ARE TO BE SUBMITTED WITH COMMENTS OR MINUTES FROM PLANNING DEPT. PLANNING COMMISSION, ECONOMIC DEVELOPMENT DEPARTMENT, CORRIDOR IMPROVEMENT AUTHORITY, & DOWNTOWN DEVELOPMENT AUTHORITY.

It is recommended that the Township progress in making changes to the Zoning Ordinance as recommended by the current and any future Master Plans. Specifically, it is recommended that the Township provide an update on their ability to realize the revisions in the 'Recommendations for Revisions to the Zoning Ordinance and Map', Master Plan section.

Best Practice 2.3 | Concentrated Development

"The zoning ordinance provides for areas of concentrated development in appropriate locations and encourages the type and form of development desired".

STATUS: COMPLETE WITH REVISED MUPUD ORDINANCE 2022- PICA DESIGNATIONS FALL IN OUR HIGHEST DENSITY AREAS. MIXED USE IS ALLOWED BY RIGHT IN A POTENTIAL INTENSITY CHANGE AREA.

Mixed-use development is permitted within Sec. 86-440 (MUPUD) of the Zoning Ordinance, but to be deemed Redevelopment Ready, it is expected to allow mixed-use development permitted by-right, in areas of concentrated development.

STATUS: COMPLETE WITH REVISED MUPUD ORDINANCE 2022- PICA DESIGNATIONS FALL IN OUR HIGHEST DENSITY AREAS. MIXED USE IS ALLOWED BY RIGHT IN A POTENTIAL INTENSITY CHANGE AREA.

Additionally, it is clear that the 'Architectural Standards' outlined in the Master Plan only apply to the MUPUD District (Sec. 86.440(C)(2)(e)(1)). It is recommended that the Township incorporate similar placemaking elements to zoning districts in the Township's concentrated areas of development. Specifically, grade-level transparency and build-to lines could help the Township in meeting certified expectations.

Best Practice 2.4 | Housing Diversity

"The zoning ordinance allows for a variety of housing options".

STATUS: COMPLETE- ACCESSORY DWELLING UNITS, MIXED USE ON CIA CORRIDOR

Unfortunately, the Township does not currently permit applicable diverse housing typologies in any zoning district. To maintain Certification, the Township should permit three (3) diverse housing typologies, by-right. To exceed expectations, the Township could permit these diverse housing types near their areas of concentrated development, to support vibrant and walkable neighborhoods.

Best Practice 3: Development Review

Best Practice 3.6 | Fee Schedule

"The community maintains a fee schedule".

STATUS: CURRENT AND UPDATED 2023 ON WEBSITE FOR GENERAL PUBLIC.

It is recommended that the Township post the updated Building Permit, Commercial Fire, and Planning fee schedules onto the Township website. Additionally, it is recommended that development-related fee schedules be updated and included in the Township's Guide to



Development (Best Practice 3.8).

STATUS: CURRENT AND UPDATED 2023 ON WEBSITE FOR GENERAL PUBLIC.

Further, Best Practice 3.6 includes an expectation of annual review. To maintain Certification, the Township will need to review and update the development-related fee schedules annually. As of 2021, the Township is not currently meeting this expectation.

Best Practice 3.7 | Payment Methods

"The community offers clear methods of payment".

STATUS: IN PROGRESS WITH TREASURY DEPARTMENT

It is recommended that the Township identify what methods of payments an applicant can use to pay for development-related fees on the Township's website. Additionally, it is recommended that the Township accept credit card payments, either solely in-person or also online.

Best Practice 3.8 | Access to Information

"The community maintains a guide to development that explains policies, procedures, and steps to obtain approvals".

STATUS: CURRENT AND ON MERIDIAN TOWNSHIP WEBSITE

Best Practice 3.9 | Project Tracking

"The community has a method to track development projects".

**STATUS: CURRENT AND UPDATED 2023 ON WEBSITE FOR GENERAL PUBLIC
REGULARLY UPDATED**

It is recommended the Township provide documentation of the community's tracking system for development applications, from submissions to permitting.

Best Practice 3.10 | Continued Improvement

"The community solicits feedback and regularly reviews the development review experience".

The Township provides an excellent Development Process Feedback Survey on the Township's website to solicit details about applicants' experience with the Township's development processes.

STATUS: CURRENT AND UPDATED 2023 ON WEBSITE FOR DEVELOPERS

Best Practice 3.10 includes an expectation of annual review. To maintain Certification, the Township will need to provide details on how the Township assess their development review process annually, based on the responses garnered from the survey. As of 2021, the Township is not currently meeting this expectation.

Best Practice 4: Boards and Commissions

Best Practice 4.1 | Recruitment Process

"The community has a clear recruitment and appointment process".

STATUS: CURRENT AND UPDATED WITH APPROVAL OF TOWNSHIP BOARD

The Township provides a Public Service Application Form online for residents interested in applying to a board or commission. To meet certified expectations, it is recommended that the Township post either a document, statement, or quick blurb on what the typical process of appointment is.



Best Practice 4.2 | Expectations & Interests

"The community sets expectations for board and commission positions".

STATUS: CURRENT AND UPDATED ON WEBSITE FOR ALL BOARDS AND COMMISSIONS

The Township provides a very helpful Appointed Officials Ethics Statement on the Township's website, that outlines ethical expectations of board and commission members (e.g. no taking of gifts, no financial gain, serve with integrity). To meet this Best Practice, it is recommended that the Township incorporate additional expectations around attendance records, typical meeting schedule, duties to be performed, and term limits. Additionally, newer to RRC 2.0, to make the application process easier to understand for residents, highlighting associated interests and/or background experience that would best suit each type of board and commission position is an expectation.

Best Practice 4.3 | Orientation

"The community provides orientation material to all appointed and elected members of development- related boards and commissions".

STATUS: NEW AND UPDATED ORIENTATION, TRAINING PLAN, COMMISSION DESCRIPTION AND CODE OF CONDUCT.

Documentation of the orientation materials the Township provides to newly appointment officials is needed. It is recommended the Township provide this information for all development-related boards and commission, including the Township Board, Planning Commission, Zoning Board of Appeals, Downtown Development Authority, Corridor Improvement Authority, Brownfield Redevelopment Authority, and Economic Development Corporation.

Best Practice 4.4 | Bylaws

"The community has bylaws for boards and commissions".

STATUS: NEW AND UPDATED ETHICS REQUIREMENTS, BYLAWS FOR ALL DEVELOPMENT BOARDS ARE AVAILABLE ON THE WEBSITE.

It is recommended the Township make the bylaws for each development-related board and commission, easily accessible on their respective webpages.

Best Practice 4.5 | Planning Commission Annual Report

"The community issues a planning commission annual report".

STATUS: CURRENT AND UPDATED 2022 ON WEBSITE FOR GENERAL PUBLIC REGULARLY UPDATED- 2023 TO BE POSTED JANUARY 2024

Best Practice 4.5 includes an expectation of annual review. To maintain Certification, the Township will need to prepare the annual Meridian Township Report. As of 2021, the Township is not currently meeting this expectation.

Best Practice 4.6 | Training Strategy

"The community has a documented training strategy".

STATUS: NEW AND UPDATED ORIENTATION, TRAINING PLAN, COMMISSION DESCRIPTION AND CODE OF CONDUCT.

Best Practice 4.6 is a new expectation under RRC 2.0. Communities need to create a training



strategy document for all development-related boards and commissions in the Township. This includes addressing the Township's view on regular training for its elected/nominated officials, suggested training opportunities, how these training opportunities will be funded, and how participants will share out their training experiences.

Best Practice 4.7 | Joint Meetings

"The community shares information between elected and appointed officials and staff".

STATUS: CURRENT AND UPDATED 2022 ON WEBSITE FOR GENERAL PUBLIC REGULARLY UPDATED- 2023 TO BE POSTED NOVEMBER

Best Practice 4.7 includes an expectation of annual review. To maintain Certification, the Township will need to provide documentation that a joint meeting among development-related boards was held at least once a year.

Best Practice 5: Economic Development and Marketing

Best Practice 5.1 | Economic Development Strategy

"The community has approved an economic development strategy".

STATUS: NEW AND READY TO BE ADDED TO THE WEBSITE

The Township provides an excellent Economic Development Strategy (2018) on its website. Best Practice 5.1 includes an expectation of annual review. To maintain Certification, the Township will need to provide documentation that the implementation of the Economic Development Strategy is accessed annually. As of 2021, the Township is not currently meeting this expectation.

Best Practice 5.2 | Incentives Policies

"The community has adopted policies to guide economic development incentives".

STATUS: NEW AND READY TO BE ADDED TO THE WEBSITE (INCLUDED IN DEVELOPMENT GUIDE AND ECONOMIC DEVELOPMENT STRATEGY)

Best Practice 5.2 is a new expectation under RRC 2.0, aimed at equipping communities with the tools to be attractive to developers. The Township will need to clearly outline the incentives available to developers and in what situations they will be considered. This can live in a stand-alone document or within the comprehensive Guide to Development (Best Practice 3.8).

Best Practice 5.3 | Marketing Plan

"The community has a documented marketing plan".

STATUS: NEW AND UPDATED

The Township has an established Marketing and Promotion Strategy (2018) and a separate Brand Standards Quick Reference Guide. To ensure Township staff, applicants, and residents have access to a comprehensive resource regarding the Township's marketing efforts, it is recommended the Township incorporate the branding standards document into the Marketing and Promotion Strategy.



Economic Development Strategy

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RESILIENT PLANNING FOR MERIDIAN TOWNSHIP



This Economic Development strategy is a comprehensive, tactical plan to usher our community toward a resilient sustainable future. The strategy analyzes the current conditions in and surrounding Meridian Charter Township and will identify practical steps to achieving the Township's development goals. Our mission is to execute a plan for future development that is supported by a balance of the priorities of the residents, the market, the Township Board, and executive leadership.

Economic Development is the holistic practice of engaging community stakeholders, through thoughtful leadership to enhance, attract, and expand the abilities of the community. Meridian Township last updated our Economic Development Strategy in 2018 after the adoption of the updated Masterplan. The 2017 master plan proposed focused infill development tactics to concentrate development and increase density. This updated strategy builds on our promise to maintain the protection of the natural features of our community like the Red Cedar River, Lake Lansing, open green spaces, and land preserves; while developing a sustainable suburban community for all.

As municipalities adjust to post-COVID-19 environments, we expect a higher level of competition for access to State and Federal incentive programs. Our community will attract new residents who desire our quality amenities and ease of access to attractive venues. Meridian Township will remain proactive in initiating and implementing available development and enterprise incentives. In addition, remaining flexible and current with modern economic practices is vital to the strength of the community. To maintain our economic strength, Meridian will need to depend on the strength of our taxpayers and business districts to continue to invest in infrastructure and site readiness.



Meridian Charter Township, MI ranks in the top 10 small towns to live in Michigan due to the high quality of life. Most suburban communities provide essential amenities like Public Safety, Public Works, and Fire protection for residents. Meridian Charter Township is a Township; that functions like a City. Our ability to provide above-and-beyond personal services to our residents and business enterprises sets us apart from other jurisdictions.

Meridian Township has an award-winning Public Access TV station; HOM TV, supported by talented students from Michigan State, Central Michigan, and other major universities. 1500+ acres of public park/green space fit on the 29 local park properties. Two dog parks (Large and Small), these new attractions have over 300+ members. Almost 100 miles of trails, and pedestrian or bike pathways connect Meridian Township regionally to East Lansing and Lansing. The motto for our two villages is; one Meridian, A Prime Community. We are proud to deliver this strategic review of our Charter Township.

Conveniently located east of East Lansing on M-43 or M-78, travel to and from our community is accessible by major highways. Situated conveniently to the region, we prioritize focused development in concentrated areas to allow our green areas to flourish. The unique moniker of two villages, one Meridian was built by our community. That is why we are always *HOM*, Haslett, Okemos- Meridian.

**ACCORDING TO
NICHE
MAGAZINE,
MERIDIAN
CHARTER
TOWNSHIP IS
THE NO. 1
SMALL TOWN IN
THE STATE OF
MICHIGAN FOR
THREE YEARS
RUNNING**

OTHER AMENITIES:

- Family-centric low/no-cost programs
- 55+ Community programs low/no cost
- Senior Check-in services
- Miles of nonmotorized pathway
- Income Qualified Bill Pay Assistance
- Two nationally ranked public school systems
- HOMTV Public Access Channel





Meridian Township has a delicate relationship with development. In recent years, there has been a concentrated effort to plan development according to the Masterplan, the vision of the Township Board, and the priorities of the community. Annually the Township Board establishes goals to meet the overarching needs of the community. The Economic Development Strategy will comprehensively analyze the adopted goals and how to achieve them. Meridian has utilized this efficient planning method since becoming a Redevelopment Ready Community with the State of Michigan Economic Development Corporation in 2017. RRC Certification intends to align communities across the State with competitive efficient development goals that make help make Michigan attractive. Our active status in this program assists our community in gaining access to funding resources like the Match on Main grant opportunity.

Setting our development priorities in alignment with those of the community ensures the inclusivity of all residents, businesses, and travelers. In 2023 Meridian Township will adopt an updated Masterplan. Now is the time for our community members to express to our Planning and Development departments, the needs that we have yet to fill.

AWARDED 2022 MATCH ON MAIN BY MEDC GRANT FOR DOUGLAS J EXPANSION

CREATION AND IMPLEMENTATION OF GREEN GRANTS TO FOSTER ENVIRONMENTALLY FOCUSED INITIATIVES LOCALLY

REDEVELOPMENT READY COMMUNITY (RRC) SINCE 2017

2022 HONORABLE MENTION BIKE FRIENDLY COMMUNITY

PROVIDE 20% TOTAL TAX BASE FOR INGHAM COUNTY

ONE OF A FEW COMMUNITIES IN THE REGION TO REDUCE OUR COMMERCIAL VACANCY RATE POST COVID-19





OUR PRIME COMMUNITY HAS MUCH TO OFFER, WE CAN DO BETTER TO PROMOTE WHO WE ARE TO NEW & EXISTING PARTNERS

PAST CONDITIONS

Our community was first home to Chief Okemos and the Ojibwe nation. The Anishinabeg nations settled the area commonly known as "Okemos". The village of Haslett and the village of Okemos were individually established in 1836 and 1839. By 1842 the community was formally organized as Meridian Charter Township. Named "Meridian" for Meridian Road is the principal meridian (north-south line) used as a reference in the Michigan survey.

PRESENT CONDITIONS

Population and development booms of the early 1900s, '50 '70s, and '90s supported the expansion of commercial development along Grand River Ave and Okemos Road. The establishment of two strong school districts increased the attractiveness of the community. Slow growth initiatives put in place effectively limited some development. Changes in consumer behavior and housing pushed for the expansion of Meridian Township to the status quo.

FUTURE CONDITIONS

Limiting growth on our eastern 1/3, we are focused on prioritizing infill development in high-density commercial areas. This pushes much of our commercial retail space to progress along Grand River Ave. The community will see more urban housing developments and smaller commercial development in the coming years.

PAST CHALLENGES

The period of slow/no growth limited development in the township. It created a divide between the Township Board and the business community. Meridian Township began to face decay in principal commercial areas when new commercial space was developed. This may be a reason why there is a transition from Okemos Road as a main commercial center to Grand River Ave. A high majority of commercial retailers want to be on Grand River Ave, east of Park Lake. As increased demand for Grand River continues it is recommended to maintain the balance of new commercial space and vacancies.

PRESENT CHALLENGES

Adequately balancing the current need for quality housing stock, retail establishments, green space, and placemaking, makes development competitive. Meridian Township is a Redevelopment-Ready Community due to the lack of available green space for development.

FUTURE CHALLENGES

Redevelopment in high-density areas is costly. To "redevelop" will mean the demolition of an existing structure and updating the site to current applicable standards. The results are typically expensive and time-consuming, especially if the development falls outside of a Potential Intensity Change Area (PICA). The community will want to establish strong incentives with supporting policies to bring development to fruition.





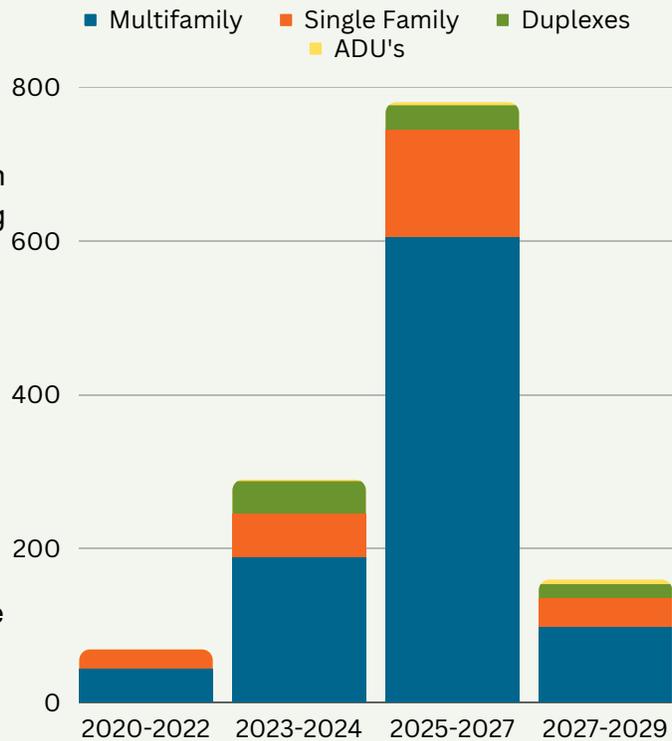
The Charter Township of Meridian verifies and adopts community goals annually. Each will emphasize initiating, maintaining, and developing balance for all. After several public meetings, and communication with the development Boards, and Township Board, the following are priority focuses of economic development:

- 1** Priority redevelopment of the core commercial areas of Meridian Township. As “PICAs”, these growing locations can support large and small business development.
- 2** Enhance the viability of Meridian Township businesses by providing better customer service through programming, incentives, and partnerships with the Township.
- 3** Create equitable entrepreneurial programs and practices to engage the business community toward resilient growth.
- 4** Strengthen and expand residential housing opportunities. Incentivize housing and options to maintain their affordability.
- 5** Continue efforts to uphold the brand of a “Prime Community”, and actively recruit businesses and residents to come to Meridian Township.



Maintaining our focus on infill development, we will reduce our impact on natural green spaces and support additional non-motorized travel. Through the adoption of annual goals, we will integrate this priority and the needs of our community by effectively focusing on opportunities for all. Our position as 1/5 of the Ingham County tax base is securely positioned for sustainable growth for the foreseeable future.

By 2030 our community will welcome several new housing units. These units will vary in diversity type and density to better address housing affordability. The 2018 Haslett Housing Assessment study projected Meridian Township should introduce 2,500 new housing units to accommodate the demand for our community. Meridian in 2023 had only increased by 1500 units. We have the capability to acquire at least 1000 more units. An increase in housing units should equitably manage rental rates to better reflect income levels of varying degrees. The current lack of available units pushes rental rates to exceed the 30% household, income range which makes affordability inaccessible for many. The total number of units will vary by property owners allowing for more flexibility in incomes in residential communities. An increase in population will help encourage additional entertainment, retail, and restaurant establishments to also make Meridian their new home.



MERIDIAN TOWNSHIP WILL WORK WITH A DEVELOPMENT TEAM TO IDENTIFY ELIGIBLE RESOURCES AVAILABLE TO THEM FOR DEVELOPMENT. THE ECONOMIC DEVELOPMENT DEPARTMENT WORKS WITH INTERNAL & EXTERNAL GROUPS AND DEPARTMENTS TO GAIN THE NECESSARY APPROVALS TO FINANCIALLY SUPPORT A DEVELOPMENT PROJECT.

Redevelopment & Tax Incentives

Brownfield Redevelopment Tax Increment Financing

"Brownfield" is a term used to describe land that is previously developed, contaminated, and/or blighted. A developer may receive reimbursement for eligible activities expended to construct a project once a Brownfield plan is approved. This **Local** and **State** funded incentive supports the clean-up and demolition of sites that are in this condition. Some construction, asbestos abatement, and other related activities may be eligible to help finance a new project.

Potential Intensity Change Area

Potential Intensity Change Area or PICA: A geographically designated area within Meridian Township with an active overlay zoning allowance for additional density and height for a project concept. The allowance can support the redevelopment of our core areas to enhance walkability, housing, amenities, traffic, and commercial redevelopment. The Meridian Redevelopment Fund may assist with potential redevelopment for eligible expenses to meet our community goals. Contact the Economic Development Department.

Downtown Development Authority Tax Increment Financing

The creation and implementation of a Tax Increment Financing plan is a required element of an established DDA. Our approved local plan will describe the costs, location, and resources for the implementation of public improvements that are projected to take place in the district. A developer may be reimbursed over a designated period of time as related to the length of the TIF plan. Approvals are subject to the Downtown Development Authority and the Meridian Township Board.

Commercial Rehabilitation Exemption

Commercial Rehabilitation Act affords a tax incentive for the rehabilitation of commercial property. Specific qualifications are necessary in order for a 1-10 year exemption to be applied. With approval from the Municipality. The taxable value is frozen for the duration of the approved certificate. Applications are approved by the local unit of government and are subject to review by the State Tax Commission.

MERIDIAN TOWNSHIP WILL WORK WITH A DEVELOPMENT TEAM TO IDENTIFY ELIGIBLE RESOURCES AVAILABLE TO THEM FOR DEVELOPMENT. THE ECONOMIC DEVELOPMENT DEPARTMENT WORKS WITH INTERNAL & EXTERNAL GROUPS AND DEPARTMENTS TO GAIN THE NECESSARY APPROVALS TO FINANCIALLY SUPPORT A DEVELOPMENT PROJECT.

Grants and Other Business Funding

Michigan Economic Development Corporation

Our local Economic Development Corporation or “EDC”, was created to function as the element to set standards for an entrepreneurial culture, support business districts, and be the leaders in sustainable partnerships. The EDC operates in support of efforts that retain, attract, and or expand the strength of the business community. Partnering with the Meridian EDC to support development efforts is encouraged.

Small Business Development Financing

Small Business Administration of Michigan

(Michigan) Small Business Development Center

Lansing Economic Area Partnership

Meridian Redevelopment Fund

The Meridian Redevelopment Fund is an established fund for the three designated PICA districts. A development concept proposed in either PICA has the ability to request the use of this fund in support of public infrastructure, enhanced development, and or other eligible expenses. Interested parties should meet with the Economic Development Director to determine the best use of the MRF in relation to the proposed project.

Downtown Development Authority Tax Increment Financing

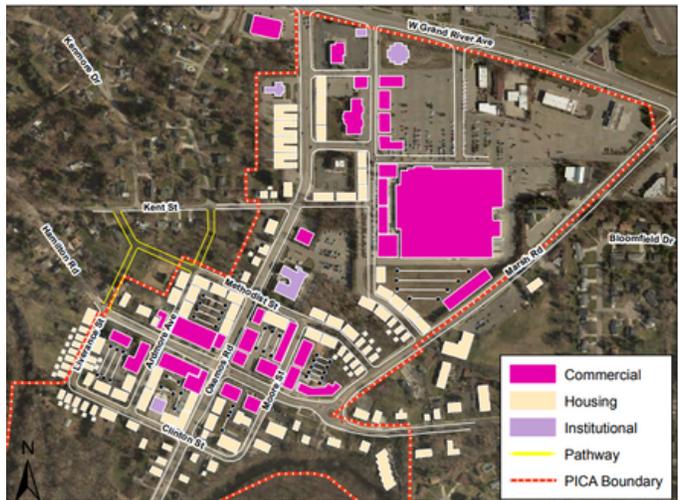
The DDA offers non-tax incentivized grants to new or existing businesses in the district. With the support of a 10% match, the DDA will select one business per round for the “Match on Main” program through the Michigan Economic Development Corporation. The DDA will also consider supporting a business exterior improvement project through the Facade Improvement Grant Program. Qualified properties with owner approval can receive up to \$20,000 as a reimbursement for their project. Applications for programs are available on the Township website.



Map of Okemos Village 1874

With the potential redevelopment of the 200+ residential mixed-use site, the Downtown Development Authority will have continued investment in the district to support additional updates. It is with complex redevelopment projects like this, that Meridian is working to define our incentives, priorities, and strategies to find a suitable developer with the ability to make the vision complete. The below PICA district is prime for redevelopment with a mixture of housing, commercial retail, restaurants, and shared spaces.

- 4.5 Acres approved for Mixed-Use Redevelopment
- 1.74 Acres for Sale \$2.4 Million asking price-great corner parcel prime for redevelopment
- 30,000 daily vehicle trips
- Ample Office space with an opportunity to grow
- Special incentives for infill and mixed-use development concepts
- Median Age: 36
- Median Household Income: \$76,103 Annually
- 10 Min approx walk to local transit routes
- Within Walking distance to Pharmacy, Grocery, and Medical Facilities.

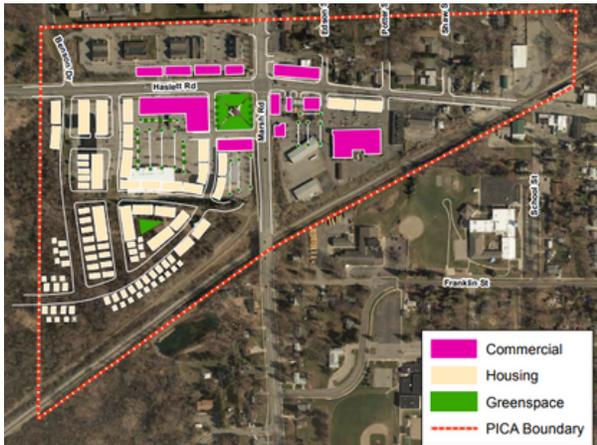


Examples of 5 Story Mixed-Use Concepts



Image of Haslett Village Square 2017

Planning for redevelopment of the Haslett PICA, helped move the needle on 30 acres of vacant commercial property toward its redeveloped condition today. Township staff worked to address the needs of the Haslett community with amenities the developers could provide. Pathways, Bike racks, updated trail systems, electric charging stations, overflow parking, and access to the interurban MSU/Lake Lansing trail. This is the first mixed-use product of its kind in the Haslett PICA. Developers and interested business owners are encouraged to seek opportunities for expansion in a Meridian Township PICA to layer potential incentives.



- Approved 10-acre redevelopment into a 132-unit mixed-used 55+ Senior Independent Living Village ([American House Meridian](#))
- Approved 19.5-acre redevelopment into 306 unit mixed -use market-rate housing and commercial complex Village (Haslett Village Square)
- Approved and opened the Haslett Marathon 1619 Haslett Road- combined the use of Brownfield Tax Incentives to support gaps in project financing.
- Proximity to medical, dental, vet clinics, food, and retail



Haslett Marathon 2021



American House Meridian Elevator Construction



Image of Carriage Hills Shopping Center 2009

Known as “Carriage Hills” PICA, the proximity to campus is a major driving point of the general area. A person traveling by bike or bus can make it to campus within 20 minutes. It is a priority of our community to address the commercial vacancies of Carriage Hills, which began to increase after the recession of 2007. This area is a prime option for development with an established bus stop, and residential and commercial activities being a primary use. Proposed projects may see community-wide support if the concept includes a mix of uses, and priority uses going to residential and commercial.

- Approximately 16 acres of commercial space
- Proximity to medical, dental, vet clinics, food, MSU, Greater Lansing, and retail
- Local current property owners with a willingness to see redevelopment
- Approved for mixed-use concepts
- Attainable and Affordable Housing Units are desirable
- For sale housing units are a priority



Live/Work Mixed Use Housing Concept



Cottage- Courtyard Housing Concept



Image of Meridian Mall Shopping Center

Developed in 1969, Meridian Mall was the premier shopping destination for the region. With the prevalence of Internet shopping and the expansion of online retail, in-person shopping centers have begun to decline. Post-COVID-19, the site is challenged to shift to new consumer behavior. The site is now home to tenants that provide entertainment, experience, and training facilities as a bulk of the operating establishments. The utilization of available space with new imaginable uses will be the new frontier. The recent Master Plan supports including the Meridian Mall as a Potential Intensity Change Area (PICA) to expedite development approval, consolidate zoning uses, and allow for the maximum use of the facility.



A new multiple use concept will attract onsite residential, commercial, and office to the 30+ acres. Adding greenspace to support adequate drainage of the area would alleviate historical flooding on the west side of the complex, making the centralized district of Meridian Township a more attractive and efficient area.



TIMEFRAME	GOAL DESCRIPTION	TASK INITIATOR(S) & CONTRIBUTORS	KPI'S
Long Term	Encourage Mixed Use density towards existing development nodes.	Task lead: CPD, ED, DVLP, PPO, TB	At least 50% of MUPUD's should be approved in PICAs.
Short Term	Designate the area surrounding Lake Lansing as a special land use area.	Task Leader: CPD, ZBA, TB	Set as a Special District Designation
Long Term	Adopt specific zoning standards to conditions in the Lk Lansing area.	Task lead: CPD, TB	Update Lake Lansing Zoning standards
Short Term	Evaluate home business standards to ensure regulation of Home Occupation are current.	Task Lead: ED,CPD	Research current Home Occupation standards and create a white paper comparing our current standards.
Long Term	Allow for a range of residential densities of all housing types in the FLUM and Zoning Ordinance.	Task lead: CPD, TB	Update FLUM and Zoning Ordinance
Complete	Evaluate the inclusion of Accessory Dwelling Units in the community.	Task lead: CPD, ED, TB	Present ADU ordinance and Housing update to Township Board
Short Term	Evaluate potential programs to keep existing homeowners in their existing homes.	Task lead:CPD, ED	Create a white paper on available programs for existing home owners to stay in their homes.
Short Term	Work toward affordability of housing for new and existing residents.	Task lead:CPD, ED, COM & TB	Evaluate new MSHDA Brownfield TIF program and process for affordable Housing. Create standards of affordable Housing in Meridian
Ongoing	Enhance accessibility in all aspects of Township operations to ensure that every resident can participate in civic life.	Task lead: CPD, PRKs, COM, ED, CC,	Meet with department heads to first conduct a review of how we engage and serve the public. Determine priority areas for improvement.
Short Term	Amend the Zoning Ordinance to allow for an increase in missing middle housing development such as duplex units.	Task Lead: CPD, TB	Amend the ZO
Short Term	Create inclusionary zoning standards for affordable housing in future residential developments.	Task Lead: CDP, ED, TB, CRC	Create standards with input from Planning Commission, Community, Economic Development, Township Community Resource specialist, and Township Board.

TIMEFRAME	GOAL DESCRIPTION	TASK INITIATOR(S) & CONTRIBUTORS	KPI'S
Short Term	Work with MSU Corporate Research Park for potential expansion or relocation of Van Camp in Meridian.	Task Leader: ED, TM	Set a meeting with MSU Foundation to discuss the current and future conditions of Van Camp operations in the Township.
Long Term	Implement walkable design principles in redevelopment projects to influence non motorized travel.	Task Leader:CPD, ED, CIA, TB	Implement a walkable design standard.
Long Term	Partner with Private sector to provide opportunities	Task Leader:ED, TB, TM	Begin discussions with regional stakeholders and community partners on funding for public art. (LEAP, Lansing Arts Council, local artists etc)
Short Term	Institute necessary process and ordinance changes to better achieve the goals of the CIA along Grand River.	Task Leader:ED, TB, TM	Institute a CIA TIF, create a CIA Intergrated Plan
Long Term	Evaluate the M-78 corridor, potentially update the FL	Task Leader: CPD	Analyze current zoning of M-78 determine if updates to FLUM are necessary. Meet with major property owners to determine if there are future plans for properties along the corridor.
Long Term	Analyze the proposed impact of MSU's updated Masterplan and make necessary changes to the FLUM and Zoning districts to accommodate.	Task Leader: CPD	Set aside time for internal staff to meet and discuss the updates from MSU. Propose adjustments to the FLUM that would support the needs of MSU.
Ongoing	Support the development of broadband service thro	Task Leader:CPD, ED, CIA, TB	Propose ways to incentive additional broadband service in Meridian. Support boardband in with development projects when feasible.

TIMEFRAME	GOAL DESCRIPTION	TASK INITIATOR(S) & CONTRIBUTORS	KPI'S
Short Term	Create a development small area plan including Merik	Task Leader:CPD, ED	Coordinate with Planning Staff, Economic Development Staff, CBL Property members about the future potential of the site.
Short Term	Create small area plans for each PICA in anticipation	Task Leader:CPD, ED	Coordinate with Planning Staff, Economic Development Staff, and property owners to create a potential site concept for remaining parcels.
Short Term	Align with the property owners of Carriage Hills shopping center to determine how the Township can support the start of redevelopment.	Task Leader:ED, CPD	Coordinate with Planning Staff, Economic Development Staff, and property owners to create a potential site concept for remaining parcels.
Short Term	Conduct a Housing and Market study to support future commercial redevelopment of the PICAs.	Task Leader: ED, CPD	Request the EDC utilize the funding from MEDC to conduct a full Market study.
Short Term	Coordinate with Ingham County Drain Office on potential stormwater management of the Okemos and Meridian Mall PICAs.	Task Leader:ED, CPD	Include potential stormwater management concepts on the Meridian Mall PICA plan area.
Immediate	Update the Downtown Development Authority Integr	Task Leader:ED, CPD, DDA, TB	DDA members, Economic Development Staff, and Planning Staff work to update the Integrated Plan.
Immediate	Create the Corridor Improvement Authority Integrated Plan.	Task Leader: ED, CPD, CIA, TB	CIA members, Economic Development Staff, and Planning Staff work to create an Integrated Plan for the CIA.
Short Term	Develop standards to require electric car charging stations in new commercial development.	Task Leader: ED, CPD, TB	Develop standards to require electric car charging stations in the PICA development and other incentivized areas.
Long Term	Identify potential targets for the use of the Brownfie	Task Leader:ED, CPD	Identify potential projects sites for the use of Brownfield Revolving Fund and present projects to the BRA.

TIMEFRAME	GOAL DESCRIPTION	TASK INITIATOR(S) & CONTRIBUTORS	KPI'S
Short Term	Ensure efficient land use patterns within the Urban	Task Leader:CPD, TB	Delegate to Planning Staff to review current patterns within Urban Service Boundary and make any necessary changes to correct.
Long Term	Expand opportunities for cluster developments to preserve environmentally significant areas.	Task Leader: ED, CPD, TB	Include cluster development options in the Integrated plans and PICA plans.
Ongoing	Promote Infill Development along the main vehicular	Task Leader: ED, CPD, TB	Promote Infill Development along the main vehicular corridors or PICAs in the Township.
Long Term	Update the Townships 2004 Greenspace Plan.	Task Leader: CPD	Update the Greenspace Plan.
Ongoing	Aid in evaluating how to shift the Land Preservation	Task Leader: ED, CPD, TB	Consider a Purchase of a Development Rights program for the Land Preservation program.
Short Term	Review the wetland setback requirements; make any necessary changes to modernize or consolidate standards.	Task Leader:ED, CDP	Delegate to Planning Staff to review the wetland setback requirements.
Long Term	Incorporate Low Impact Design standards into the Zoning Ordinance. Update the Landscape Ordinance to create Low Impact Design standards.	Task Leader:ED CPD	Incorporate Low Impact Design standards into the Zoning Ordinance. Update the Landscape Ordinance to create Low Impact Design standards.
Long Term	Investigate a Woodlands Ordinance.	Task Leader:CPD	Delegate to Planning Staff to analyze and research Woodlands Ordinances.
Long Term and Ongoing	Analyze and begin consolidation of the entire FLUM with the existing, established land uses, outside of potential redevelopment areas.	Task Leaders: CPD, TB	Begin the consolidation fo the entire FLUM with existing, established land uses outside of redevelopment areas.
Long Term	Update alternative energy generation ordinances to	Task Leaders:CPD CPD, EV	Delegate to Planning Staff to research best practices for alternative energy ordinances.
Short Term	Analyze the potential of a green burial program in Meridian cemeteries.	Task Leaders: CPD, EV	Analyze the potential of a green burial program in Meridian cemeteries by the end of 2024.



Meridian Township is included in the Lansing/East Lansing MSA. The strength of our market is based on the varied mix of lifestyles our region supports. Michigan State University is a major regional employer and Meridian Township is home to many professionals associated with the University and education. MSU is a hub of innovation for the region initiating the development of medical tech, agricultural technology, Rare Isotopes, business development, and the intersectionality of these industries. We are home to the Van Camp Lab Incubator brought to us by the MSU Foundation. This lab technology incubator caters to entrepreneurial scientists looking for a shared space to develop patents or technologies. This shared lab space works to "graduate" developers from idea to concept.

Beyond science and technology, Government, Insurance, Finance, and Health are leading employers of the region. McLaren and Sparrow provide the Greater Lansing region with medical resources. Sparrow-Michigan medical systems opened a micro emergency facility in Meridian in March 2022. The acquisition of Sparrow should produce more jobs and opportunities for this employer.

Access to well-educated residents makes Meridian Township a plausible location for an organization's headquarters. Currently supporting several nonprofit headquarters like Delta Dental Michigan, the Michigan Audobon Society, and the Salon headquarters of the Douglas J Salons. Just outside of the Township is the Jackson National Life Insurance Headquarters employing thousands in the region. Ingham County has a great opportunity for growth with the promise of the EV Battery Plant, the University of Michigan purchase of Sparrow Hospital, the Expansion of Techsmith, the Expansion of MSU Federal Credit Union, Consumers Credit Union, and confirmed additional developments.



AREA STATISTICS & ANALYSIS

Population: 43,988 **Median Age:** 37

Meridian Township's median age is slightly higher than the County average of 32 years old.

Median Household Income: \$76,103

Meridian Township's median income is significantly higher than the County average of \$52,872.

Workforce Statistics(County):

Unemployment rate: 6.8%
Participation in the labor force: 64.5%
Individuals out of labor force: 28.7%

Ingham County has performed slightly above the State average in overall labor force contribution and employment rate. State of Michigan overall has a higher unemployment rate of Ingham County.

Leading Employers (County):

- **Insurance and Financial Services**
- **Accelerator Technology**
- **Life Sciences and Biomedical**
- **Health Care**
- **Information Technology**
- **Advanced Manufacturing**
- **Agriculture**
- **Supply Chain and Logistics**
- **Government**

66% OF THE MERIDIAN TOWNSHIP RESIDENTS HAVE A BACHELOR'S DEGREE OR HIGHER.



AREA STATISTICS & ANALYSIS

Strengths

- Over 70% funded in our MERS pension liability Meridian Township's General fund balance is strong and shows years of good economic practice.
- The Township will introduce at least 1000 new housing units by 2025.
- Meridian Township annually receives some of the highest accreditation for Okemos and Haslett schools in the State
- Local Road Program continues to improve our overall PASER rating thereby improving our ability to travel and move goods.
- Low commute time- Meridian Township's proximity to transportation routes get residences in and around the region quickly. In addition, we have quick access to I-69 or 1-96 across the community
- Well-networked Community with educated residents serving on various regional authorities, boards, and counsels.

Opportunities

- Van Camp Incubator Expansion
- MSU Foundation
- FRIB and MSU Science Studies
- DTN Single Family Rental Product
- Meridian Mall Redevelopment
- Redevelopment-Ready Commercial Sites
- Prime for a new organizations Headquarters
- MSU to Lake Lansing Trail final phases
- Greater Lansing Regional Network
- Ultium Battery Cell Plant
- Small Business Investment

Weaknesses

- Limited Industrial Zoned parcels
- Public street infrastructure is State-controlled
- The increased commercial vacancy rate
- Lack of local funding mechanisms to support small business development
- Engagement of small business community
- Lack of local corporations
- Siloed decision-makers
- Zoning focused on motorized travel
- Lack of creative placemaking locations
- Lack of community identity ("Haslett vs. Okemos,")

Threats

- Age of infrastructure in high-density development areas.
- Affordable housing units for young families.
- Attractive lifestyle for persons aged 20-35.
- High-paying employment companies within the Township.
- Economic recession/downturn.
- Aging Population/Workforce in Comparison with the County.
- Talent Attraction.

CENSUS BUREAU

UNITED STATES CENSUS BUREAU QUICKFACTS. "U.S. CENSUS BUREAU QUICKFACTS: MERIDIAN CHARTER TOWNSHIP, INGHAM COUNTY, MICHIGAN." CENSUS BUREAU QUICKFACTS, WWW.CENSUS.GOV/QUICKFACTS/FACT/TABLE/MERIDIANCHARTERTOWNSHIPINGHAMCOUNTYMICHIGAN/HSG445221#HSG445220

ECONOMIC IMPACT ANALYSIS OF COVID-19

ECONOMIC IMPACT ANALYSIS OF COVID-19 ON THE TRI-COUNTY REGION.PDF | POWERED BY BOX. MITCRPC.APP.BOX.COM/V/COVIDECONOMICIMPACTANALYSIS

THE LEAGUE OF AMERICAN BICYCLISTS

LEAGUE OF AMERICAN BICYCLISTS. "HONORABLE MENTIONS | LEAGUE OF AMERICAN BICYCLISTS." LEAGUE OF AMERICAN BICYCLISTS, 29 AUG. 2023, BIKELEAGUE.ORG/BFA/COMMUNITY/HONORABLE-MENTIONS.

2021 COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY 2018-2023

2021 CEDS SUPPLEMENTAL DATA UPDATE (RELEASED 2022). PDF | POWERED BY BOX. MITCRPC.APP.BOX.COM/V/CEDS2021DATA.

MERIDIAN TOWNSHIP MARKET ASSESSMENT FOCUS ON HASLETT VILLAGE AND LAKE LANSING AREA

2019 MERIDIAN TOWNSHIP MARKET ASSESSMENT FOCUS ON: HASLETT VILLAGE AND LAKE LANSING AREA. (RELEASED 2019).PDF GIFFELS WEBSTER THE CHESAPEAKE GROUP, INC.



Economic Development Corporation Members

Kimberly Thompson	Chair
Adam Carlson	Vice-Chair
Frank Walsh	Secretary
Trisha Bird	Member
Brenda Chapman	Member & BRA Liaison
Shawn Dunham	Member
Dave Ledebuhr	Member
Phil Deschaine	Township Treasurer
Kathy Sundland	Township Trustee

Community Planning Department

Director Tim Schmitt
Senior Planner Brian Shorkey
Assistant Planner Keith Chapman

Economic Development Department

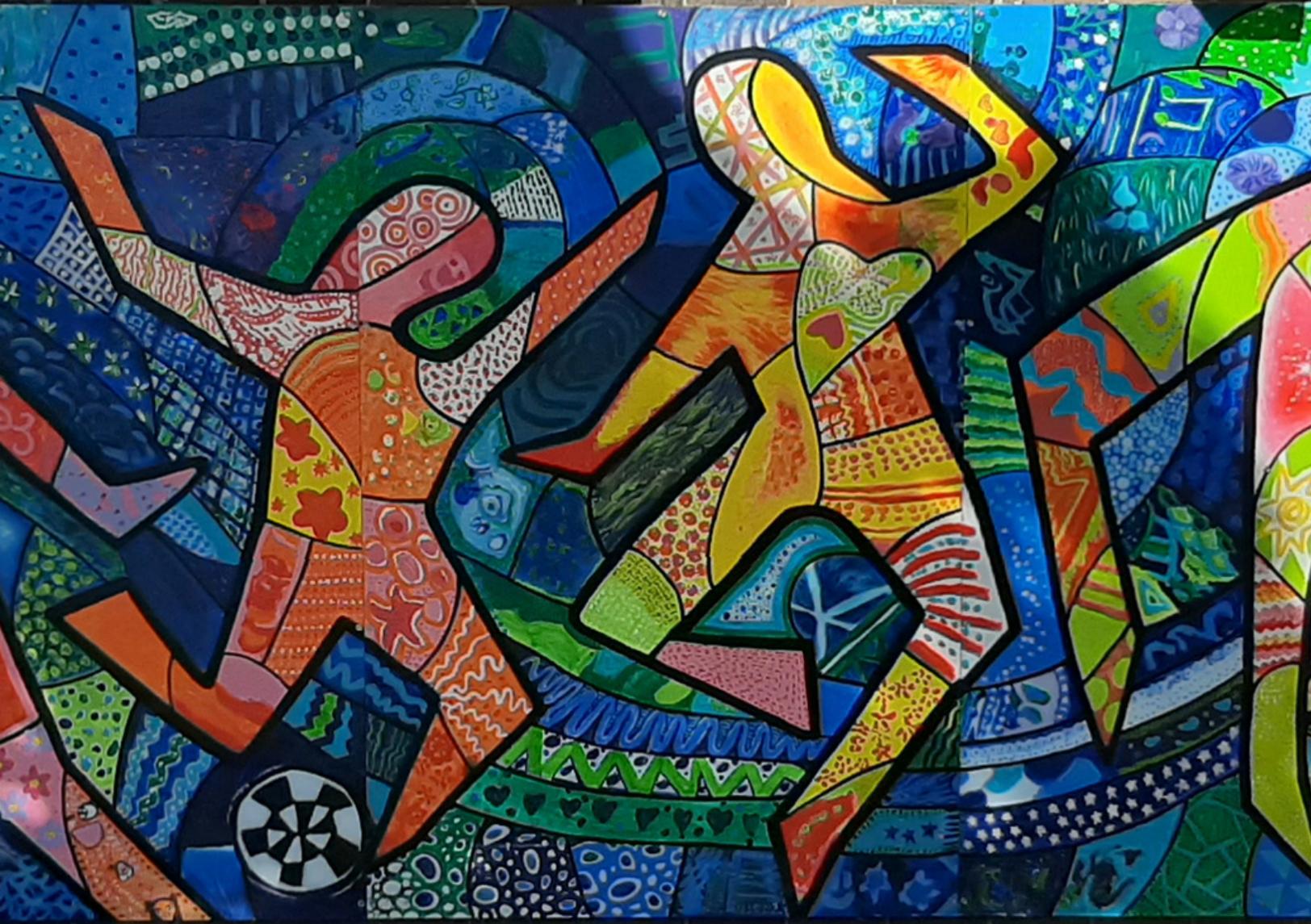
Director Amber Clark

Tri- County Regional Planning Commission

Lansing Economic Area Partnership

Meridian Area Business Association

Meridian Township Planning Commission





RESOLUTION

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 12TH day of December 2023, at 6:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

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

WHEREAS, the Michigan Economic Development Corporation (MEDC) has established the statewide Redevelopment Ready Communities 2.0 (RRC) Program, an update to the initial Redevelopment Ready Communities program, created to empower communities to shape their future and maximize potential; and

WHEREAS, the RRC 2.0 is a program that will provide technical assistance, technical assistance funding, Planning and Design support, and certifies Michigan communities who actively engage stakeholders and plan transparent, predictable and efficient development and planning processes; and

WHEREAS, the Charter Township of Meridian was initially certified as an RRC Active community in 2017, and has an opportunity to continue the program and recertify in 2023. The Township recognizes the value of the RRC Program and seeks to improve its development processes; and

WHEREAS, the MEDC has reviewed the Charter Township of Meridian's Self-Assessment and delivered a Summary of Findings to the Meridian Township Board on Friday October 1, 2021.

NOW THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby authorizes the Charter Township of Meridian and its staff to continue its work and complete all steps required to achieve an Active Redevelopment Ready Certification via the MEDC. The Township is willing to allow use of limited Township resources to support the RRC Program and commits to allowing the Economic Development and Planning Divisions to champion and engage in the RRC Best Practices and Evaluation protocol with the intent to improve the processes and communications with the Township stakeholders. The Township Board will work with staff, boards and commissions, residents and the MEDC as our community moves forward in seeking RRC certification.



I, the undersigned, the duly qualified and acting Clerk of the Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Township Board on the 12th of December, 2023.

Deborah Guthrie
Township Clerk



Redevelopment Ready Communities

Joint Memorandum of Understanding

This Memorandum of Understanding (“MOU”) by and between the Michigan Economic Development Corporation (“MEDC”), 300 North Washington Square, Lansing, Michigan and the Charter Township of Meridian (“Community”), 5151 Marsh Road, Okemos, Michigan 48864, jointly referred to as the “Parties” and individually as the “Party” is effective as of December 31, 2023 (“Effective Date”).

The Community is interested in apply to the MEDC under the Redevelopment Ready Communities 2.0 Program (“Program”) to become CERTIFIED as a Redevelopment Ready Community (“RRC”) and received assistance from the Program in promoting sites within the Community.

The MEDC is interested in evaluating the Community and making recommendations for the Community to become certified as a RRC under the Program and help market the Community to the public for redevelopment purposes.

Therefore, the above entities have come together in a strategic collaboration to achieve the above stated goals. This collaboration is based on the following understandings:

Community Responsibilities

1. Identifying a primary Program contact who will serve as the lead contact and provide overall technical support for all aspects of this project on behalf of the Community.
2. Provide adequate staff personnel to attend trainings, perform research collection and assessment of current practices of the Community, respond in a timely manner to MEDC questions, and to implement the needed actions to achieve certification of the Program after the evaluation.
3. Provide monthly updates to the Community's elected governing body on status of the Program progress.
4. Within fourteen (14) days of receiving the draft Community Report of Findings, provide comments and any additional documentation, and schedule the report out presentation for the Community's elected governing body.
5. Within thirty (30) days of the Community Report of Findings presentation, provide a resolution adopted by the Community's elected governing body that supports the Community's intent to implement the needed actions to achieve certification, if necessary, to meet the Program best practices.



6. Provide progress reports to the MEDC both pre-certification and post-certification on a quarterly or biannual basis, respectively.
7. Within three hundred sixty-five (365) days, complete the implementation of the needed actions to achieve certification, if necessary, to meet the Program best practices. Additional time to complete implementation may be provided at the discretion of the MEDC Program staff.
8. Provide documentation that the Community meets the Program best practices as determined by the MEDC prior to being awarded certification.

MEDC Responsibilities

1. Provide general training on the Program.
2. Provide general technical support to the Primary contact of the Community in collecting the information necessary to complete the Program evaluation and implementation of the best practices.
3. Evaluate information collected from the Community and produce a Community Report of Findings.
4. If necessary, make recommendations of steps to meet the best practices as identified by the MEDC.
5. Once the Program evaluation is completed, the MEDC will coordinate with the RRC Advisory Council to receive input on certifying the Community as a RRC.
6. If certified as a RRC, assist the Community in marketing to the public, sites as redevelopment ready.
7. Prepare a license agreement between the Community and the MEDC for Community's use of the RRC certification logo.

This MOU sets forth the intent of the Parties only and does not, and is not intended to, impose any binding obligations on the Parties nor shall it be the basis of any legal claims or liabilities by or among the Parties. Any liability of the Parties, whether in contract, tort or under any other legal or equitable theory, arising out of or in connection with the MOU shall be explicitly excluded. Neither Party shall be entitled to claim compensation for any expenses or losses incurred in bad faith if the intention of the MOU cannot be reached entirely or in part.

This MOU constitutes the entire agreement between Parties hereto. The MOU may be modified altered, revised, extended or renewed by mutual written consent of all Parties, by the issuance of a written amendment, signed and dated by all the Parties.

This MOU may be signed in multiple copies and in counterparts which, when taken together, shall constitute the executed MOU. Faxed or scanned copies shall be considered an original.



This MOU is effective until the three year anniversary of the date the Community is certified as a RRC, unless terminated earlier. However, either Party may terminate the MOU by providing notice in writing to the other Party thirty (30) days in advance of termination. Upon expiration of the Community's certification as a RRC, the Community may elect to reapply for certification and enter into a new Memorandum of Understanding with the MEDC.

IN WITNESS WHEREOF, the Parties hereto have caused this MOU to be executed by their respective authorized representatives.

Patricia Herring Jackson, Township Supervisor
Charter Township of Meridian

Date

Linda Ascitutto, Senior Vice President &
General Counsel

Date