

CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD REGULAR MEETING - **APPROVED** -
5151 Marsh Road, Okemos, MI 48864-1198
853-4000, Town Hall Room
TUESDAY, OCTOBER 21, 2014 **6:00 P.M.**

PRESENT: Supervisor LeGoff, Clerk Dreyfus, Treasurer Brixie, Trustees Scales, Styka, Veenstra, Wilson
ABSENT: None
STAFF: Township Manager Frank Walsh, Director of Community Planning & Development Mark Kieselbach, Director of Public Works and Engineering Ray Severy, Police Chief David Hall, Fire Chief Fred Cowper, Director of Finance Gretchen Gomolka

1. CALL MEETING TO ORDER

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

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor LeGoff led the Pledge of Allegiance.

3. ROLL CALL

The secretary called the roll of the Board.

4. SPECIAL PRESENTATION – Recognition of Ginny Haas from MSU Governmental Affairs
Treasurer Brixie introduced Ms. Haas, the Director of Community Relations at Michigan State University. She noted Ms. Haas has served in that capacity since 1994 and is retiring after 20 years of service.

Chief Cowper mentioned she worked diligently to heighten awareness of the Fire Shared Services in the greater Lansing region and assisted with obtaining money for the Blue Card Program.

Ms. Haas took the podium stating it has been an honor to work for Michigan State University (MSU) interacting with local communities such as Meridian Township. She noted MSU rises and falls on the help of the local communities and stressed the importance of having a strong, healthy and vibrant region with great schools.

5. PUBLIC REMARKS

Supervisor LeGoff opened Public Remarks.

Carl Buonodono, Tri-County Office on Aging (TCOA), 5303 S. Cedar, Building 1, Lansing, expressed appreciation for previous contributions made by the Township. He addressed the increase in the number of clients residing in Meridian Township and corresponding meals served since 2012. Mr. Buonodono requested the Township Board consider increasing its contribution to TCOA's Meals on Wheels Program to service the increasing client base.

Richard Williams, 1703 S. Crystal Cove, Haslett, President, Rental Property Owners Association of Mid-Michigan (RPOAMM), spoke in support of reducing the fee costs associated with rental properties.

Christine Coady, 5639 Creekwood Lane, Haslett, introduced herself as an incumbent candidate for the Haslett Board of Education. She urged voters to cast their vote for her on November 4th to serve another six-year term.

Leonard Provencher, 5824 Buena Parkway, Haslett, placed a cartoon from last week's paper called "Pearls before Swine" on the overhead projector. He addressed citizen non-involvement, and urged voters to educate themselves on the candidates running for various offices.

Robert Guzall, 6265 W. Reynolds Road, Haslett, owner of several rental properties, requested the Board make the Township's registration and inspection program competitive with other Townships within the region.

Karen East, 5945 Westminster Way, East Lansing, announced herself as a candidate for a six-year term on the Haslett Board of Education. She noted she has three (3) children in the Haslett Public Schools. Ms. East spoke to her experience working for the State Legislature in the Legislative Service Bureau performing research. She believed her work experience with a legislative body would bring a unique perspective to the school board.

John Greathouse, 306 State Street, Eaton Rapids, representative of the American Postal Workers Union, addressed the consolidation of mail processing facilities in Lansing into Grand Rapids, noting that effective January 4, 2015, the on time delivery standards will change to two-day service. He addressed the economic impact of 160-170 employees losing their jobs, estimating a \$2 million economic impact to the greater Lansing area. Mr. Greathouse requested the Township Board fill out the provided proposed resolution and submit it to the Postmaster General in Washington, DC.

Neil Bowlby, 6020 Beechwood Drive, Haslett, requested the Township post an online Board packet addendum for communications which are received after the packet is sent out. He addressed whether Action Item #12E (Special Operations Cooperative Response Agreement) had been a discussion item during a previous Board meeting.

Supervisor LeGoff closed Public Remarks.

6. TOWNSHIP MANAGER REPORT

Township Manager Walsh reported on the following:

- Fire Station Committee continues to meet weekly and will provide a handout to the Board at its November 18th meeting, and place the fire station on as a discussion and action item on the Board's December 2nd agenda
- Perry Road resurfacing to be completed shortly
- Completion of the local roads project within the next three (3) weeks
- Kinawa Drive from Okemos Road to Dobie Road near completion

7. BOARD COMMENTS & REPORTS

Clerk Dreyfus reported 3,995 absentee voter ballots have been issued to date for the November 4, 2014 General Election, and 1,418 have been returned to the Clerk's Office as of October 17, 2014. He reminded citizens the Clerk's Office will be open Saturday, November 1, 2014 from 8:00 A.M. until 2:00 P.M. to receive absentee ballot requests. Clerk Dreyfus noted absentee ballots may be requested and voted at the Township Hall on Monday, November 3rd until 4:00 P.M. and the polls will be open on Tuesday, November 4th from 7:00 A.M. until 8:00 P.M.

Clerk Dreyfus offered a short report about CATALYST, the Capital region's prosperity project event he attended today.

Treasurer Brixie conveyed the Township received a "Launch Your City" invitation, a way to maximize search engines to locate your community. She noted her attendance at the October 13th Planning Commission meeting as the Land Preservation Advisory Board (LPAB) representative where the rezoning of one of the Township's land preserves was discussed and the request was ultimately withdrawn.

Trustee Wilson addressed her attendance at the last Ground Water Management Board meeting of the Tri-County Regional Planning Commission and provided a written report for the record.

Trustee Styka reported on the success of the Township's recycling event, noting there were 600 households which participated with 100 volunteers who collected two (2) semi-truck loads of electronics, over 10,000 pounds of metal, over 1,200 pounds of documents to be shredded, 325 pounds of unused medicines and a large truckload of furniture and household items which went to the Habitat for Humanity Restore. He announced the Township will host its Halloween Open House on Saturday, October 25th beginning at 10:00 A.M.

Trustee Styka reported his attendance at the October 8th Cable Communications Commission meeting where the mysteries surrounding the specifics of the Comcast merger and split-off of a new cable company for Michigan cable subscribers were discussed. He addressed the financial situation faced by school systems relative to per pupil funding and expenditure and suggested voters keep this in mind when they go to the polls on November 4th to cast their votes for school board candidates.

Trustee Scales reported his attendance (along with Supervisor LeGoff and Township Manager Walsh) at the Michigan Municipal League's conference in Marquette. He stated the city of Marquette is a great example of a walkable downtown area. Trustee Scales reported his attendance at this morning's groundbreaking ceremony of the Doggie Daycare Center to be located at the corner of Cornell Road and Grand River Avenue. He expressed appreciation for the donations to the Parkwood Branch of the YMCA which took place at his birthday party.

Supervisor LeGoff reported she also attended the Michigan Municipal League conference in Marquette where she joined a session on the economic impact of unexpected climate change.

Trustee Veenstra noted his attendance at the October 15th regular meeting of the Transportation Review Committee of Tri-County Regional Planning Commission (TCRPC) and the October 17th TCRPC sponsored bus tour of the three county region. He also attended the Program and Grant Review Committee on October 15th where discussion took place on the Mid-Michigan Drinking Water Consortium-Lime Kiln Feasibility Study.

8. APPROVAL OF AGENDA

Treasurer Brixie moved to approve the agenda amended as follows:

- **Add Agenda Item #12G: Appointment to the Environmental Commission**

Seconded by Trustee Wilson.

VOICE VOTE: Motion carried unanimously.

9. CONSENT AGENDA

Supervisor LeGoff reviewed the consent agenda.

Treasurer Brixie moved to adopt the Consent Agenda. Seconded by Trustee Styka.

ROLL CALL VOTE: YEAS: Trustees Scales, Styka, Veenstra, Wilson, Supervisor LeGoff,
Treasurer Brixie, Clerk Dreyfus

NAYS: None

Motion carried unanimously.

A. Communications

(1) Board Communications (BI)

- BI-1 Toni L. Harris, Fraser Trebilcock Davis & Dunlap, PC., 124 West Allegan, Suite 1000, Lansing; RE: FOIA Request/Fire Captain Monty Nye
- BI-2 Michael Lee, 6017 Beechwood, Haslett; RE: Police Department Standards
- BI-3 John P. Gardner, Senior Manager, External Affairs, Comcast, Heartland Region, 1401 E. Miller Road, Lansing; RE: Channel lineup changes effective October 28, 2014
- BI-4 Trustee Angela Wilson; RE: CATALYST: Capital Region Prosperity Project to be held on October 21, 2014

- BI-5 Treasurer Julie Brixie; RE: Forward of letter from Leslie Kuhn in support for the Cornell Road Tree Resolution
- BI-6 Carol McGrath, 6146 Graebear Trail, East Lansing; RE: Car lot on Saginaw Highway
- BI-7 Joyce Van Coevering, 5530 Strawberry Lane, Haslett; RE: Board Communications
- BI-8 Bruce Little, 5015 Meridian Road, Williamston; RE: Deer Hunt

(2) On File in the Clerk's Office

Material handed out at the October 7, 2014 Meeting

Jerri Gillett, 2761 Roseland Avenue, East Lansing; RE: Opposition to elimination of annual rental renewal fees and against reduction in inspection schedule

Louis Sesti, 5232 Harris Road, Williamston; RE: Support for the recommendations of the Rental Property Owners Association of Mid-Michigan to reduce rental registration and yearly inspection fees

Molly Wingrove, 3877 Crooked Creek, Okemos; RE: Support for retention of rental registration fees and rental inspections

Lynne Page, 3912 Raleigh Drive, Okemos; RE: Rental Registration Ordinances

Christine Beavers, 5125 Brookfield, East Lansing; RE: Elimination of Rental Renewal Fees and Rental Inspections

Mike Froh, 2764 Leland Circle, East Lansing; RE: Rental fees and Rental Property Inspections

Bob Brook, 6112 Longview Drive, East Lansing; RE: Support for the music event to be held at Walnut Hills on October 31, 2014

George and Marilyn Nugent, 6205 W. Golf Ridge Drive, East Lansing; RE: Opposition to the granting of an outdoor assembly license to Walnut Hills Country Club

Robin MacBriar, 5990 Shadowlawn Court, East Lansing; RE: Opposition to granting the Walnut Hills Outdoor Assembly License request

Don and Phyllis Harden, 6103 E. Longview Drive, East Lansing; RE: Opposition to granting the Walnut Hills Outdoor Assembly License request

Judy and Phil Kurth, 6187 W. Golfridge Drive, East Lansing; RE: Opposition to granting the Walnut Hills Outdoor Assembly License request

Mike and Sandy Rich, 6137 E. Longview Drive, East Lansing; RE: Opposition to granting the Walnut Hills Outdoor Assembly License request

Pamela Robison, 6115 East Longview Drive, East Lansing; RE: Opposition to granting the Walnut Hills Outdoor Assembly License request

Scott Weaver, President, Douglas J. Companies, 331 E. Grand River, East Lansing; RE: Support for the Walnut Hills Outdoor Gather Permit request

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

ROLL CALL VOTE: YEAS: Trustees Scales, Styka, Veenstra, Wilson, Supervisor LeGoff, Treasurer Brixie, Clerk Dreyfus

NAYS: None

Motion carried unanimously.

B. Minutes

Treasurer Brixie moved to approve and ratify the minutes of the October 7, 2014 Regular Meeting as amended. Seconded by Trustee Styka.

ROLL CALL VOTE: YEAS: Trustees Scales, Styka, Veenstra, Wilson, Supervisor LeGoff, Treasurer Brixie, Clerk Dreyfus

NAYS: None

Motion carried unanimously.

C. Bills

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

Common Cash	\$ 280,348.88
Public Works	\$1,130,352.06
Retainage	
Check #1077-Central Excavating/Wonch Park	\$ 2,644.54
Total Checks	\$1,413,345.48
Credit Card Transactions	\$ 7,924.27
Total Purchases	<u>\$1,421,269.75</u>
ACH Payments	<u>\$ 393,115.32</u>

Seconded by Trustee Styka.

ROLL CALL VOTE: YEAS: Trustees Scales, Styka, Veenstra, Wilson, Supervisor LeGoff,
 Treasurer Brixie, Clerk Dreyfus
 NAYS: None
 Motion carried unanimously.

[Bill List in Official Minute Book]

10. QUESTIONS FOR THE ATTORNEY

Q. At the last meeting, citizen Richard Harrington read to us a sentence from the Forfeiture Act (Act 236 of 1961) that when the Township seizes property (it's usually a car), the law requires the Township to notify both the Prosecuting Attorney and the District Court within seven (7) days of that seizure. He informed us the Township had not been obeying the state law in providing that notification and our attorney had a meeting, along with the Manager, and looked into this matter. I would like to ask the attorney did she find that we were violating the state law, and are we going to start obeying the state law?

A. You are correct that we did meet and I did not find that the law firm that was handling the forfeiture seizures was violating the law.

Q. Would you agree that the law does require us to notify the district court of the seizures?

A. I don't have the law in front of me today. I wasn't aware that you were going to be asking those questions so I am not going to specifically refer to what the law says. I do know that we reviewed what the Township is doing at this time. Based on the procedure they're following, I believe that the procedure they're following is correct and is legal.

Board discussion:

- Board member request for the Township Attorney to look at the question asked and report back to the Board at the next meeting
- Board member request for a Township Attorney response to Township seizure of vehicles not owned by the offender

TOWNSHIP ATTORNEY RESPONSE: As far as your first issue, what's happening is the procedure that is being followed, I believe in most of the cases so far, the notices that go to certain entities have been filed. However, notices that go to the court have not been being processed because they are following an out-of-court procedure. I think that is what you are referring to, but we will make sure that we follow that up again. As to the second issue, I don't believe we've looked at that issue as to ownership and whether there were any situations where an owner wasn't notified or didn't know what was going on. I'll make sure we'll follow up on that.

Continued Board discussion:

- Board member suggestion to have the Township Manager ask the criminal attorney handling this matter to attend the next meeting and address this situation as an agenda item
- Board member belief the questions come from another Board member who has a philosophical opposition to forfeiture which is the Township's standard operating procedure and questions should be answered through the Manager
- Board member belief this issue is not something that merits the entire Board's valuable time
- Reasonable course of action to have the Township's prosecuting attorney attend the next meeting to answer the question(s) and put the issue to rest
- Board member belief if the person is not subsequently convicted, the Township should refund the "ransom" paid to obtain possession of their vehicle

11. HEARINGS (None)

12. ACTION ITEMS

Supervisor LeGoff opened Public Remarks.

Neil Bowlby, 6020 Beechwood Drive, Haslett, spoke to the groundwater vulnerability map in the Master Plan referred to in the environmental study prepared by KEBS, Inc. for Special Use Permit #14091. He expressed concern the map does not depict groundwater vulnerability and any reference to this map to assess groundwater vulnerability has no basis in fact.

Mr. Bowlby expressed concern the language contained on page 3 of the Special Operations Cooperative Response Agreement does not list the Charter Townships of Delhi and Lansing as a participating unit of government.

Supervisor LeGoff closed Public Remarks.

- A. Special Use Permit #14091 (Boomer Group), Request to Construct an Approximate 55,561 Square Foot Hotel on the Northeast Corner of Jolly Oak Road and Water Lily Way
Director Kieselbach summarized the special use permit request as outlined in staff memorandum dated October 16, 2014.

Trustee Wilson moved [and read into the record] NOW THEREFORE BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby approves Special Use Permit #14091 (Boomer Group, LLC) to construct a single building totaling approximately 57,000 square feet in gross floor area, subject to the following conditions:

- 1. Approval of the special use permit is in accordance with the cover sheet prepared by KEBS, Inc. dated September 18, 2014, subject to revisions as required.**
- 2. Special Use Permit #14091 is subject to all conditions for the hotel use placed by the Planning Commission.**

Seconded by Treasurer Brixie.

Board discussion:

- Original rezoning request was for not more than 135 rooms, but the subsequent plans submitted by the applicant were for 107 rooms
- Square feet in gross floor area was rounded up based on a Board member's comment at the last meeting regarding flexibility

ROLL CALL VOTE: YEAS: Trustees Scales, Styka, Veenstra, Wilson, Supervisor LeGoff,
Treasurer Brixie, Clerk Dreyfus
NAYS: None
Motion carried unanimously.

B. 2015 Recommended Budget

Treasurer Brixie moved that the Township Board approve the 2015 Recommended Budget Resolution. Seconded by Trustee Styka.

The maker moved to add \$390 to pages 47 and 135 for Associations and Authorities so that Meridian Township may join the Lansing Regional Chamber of Commerce. Seconded by Trustee Scales.

Board discussion:

- Lansing Chamber of Commerce is partnering with Google for Launch your City and a page has been created for Meridian Township despite the fact our township is the only municipality in the region which is not a member
- Treasurer personally belongs to the Lansing Chamber of Commerce at her expense
- This issue has been brought up to the Board yearly since 2008
- Concern with the Lansing Chamber of Commerce being a political organization which makes candidate endorsements and recommendations
- Lansing Chamber of Commerce is directly related to its political action committee (PAC) with an overlap of staff resources
- Chamber has philosophical and ideological viewpoints on policy issues
- Board member belief some of the chamber's policy issues which are political in nature have a conflict of interest with the Township
- Some members of the Township Board have sought and received endorsements from the Lansing Chamber of Commerce
- Need for Meridian Township to remain free of undue influence from external politically based organizations
- Reminder that Meridian Township belongs to other organizations (Michigan Townships Associations (MTA) and Meridian Municipal League (MML)) which also have PACs that endorse political candidates and advocate for or against particular proposals on the ballot
- Board member belief the MTA and MML also raise money and financially support candidates
- Board member belief the MTA and MML do not provide contributions/donations of financial support to Township officials, but provide campaign contributions on a statewide level
- Board member belief the Lansing Chamber of commerce is a "nakedly" partisan organization and should not be receiving public money to advance its partisan views
- Board member belief the amendment is self-serving, as giving the chamber taxpayer money may lead to endorsement of a Board member which is an inappropriate use of taxpayer money
- Township pays dues for the Treasurer to be a member of the Rotary Club, an organization which performs useful projects for the Township
- Difference between being a member of the Lansing Chamber of Commerce and being a member of its PAC
- Membership fee for the Township is being offered at a reduced rate

ROLL CALL VOTE: YEAS: Trustees Scales, Styka, Wilson, Treasurer Brixie
NAYS: Trustee Veenstra, Supervisor LeGoff, Clerk Dreyfus
Motion carried 4-3.

Trustee Veenstra offered the following amendment:

- **Increase the \$2,000 contribution to Meals on Wheels to \$4,000 in the 2015 Budget**

Seconded by Clerk Dreyfus.

Continued Board discussion:

- What the Township can do to help the Meals on Wheels program in addition to increasing its contribution is soliciting volunteers

- Inquiry if the Township is advertising Meals on Wheels' need for volunteers on HOMTV
- Suggestion to place an advertisement on HOMTV regarding Meals on Wheels need for volunteers
- Suggestion by Tri-County Office on Aging (TCOA) representative to fill out a volunteer application at www.tcoa.org
- TCOA website provides opportunities to make a donation or obtain more information on programs offered
- Meals on Wheels is one of the larger programs offered by TCOA
- TCOA telephone number: (517) 887-1460

ROLL CALL VOTE: YEAS: Trustees Scales, Styka, Veenstra, Wilson, Supervisor LeGoff,
Treasurer Brixie, Clerk Dreyfus
NAYS: None
Motion carried unanimously.

Continued Board discussion:

- \$8,000 requested in the 2015 Budget for hot water to the Township Hall restrooms is not needed as that issue is currently being addressed
- \$200,000 plus project for network upgrades not funded for 2015 will need to be addressed in 2016

Trustee Veenstra offered the following amendment:

- **Amend page 47 by reducing the contribution to Lansing Economic Area Partnership (LEAP) from \$15,000 to \$5,000**

The motion died for lack of a second.

Trustee Veenstra offered the following amendment:

- **Amend page 17 by reducing the initial rental registration fee from \$800 to \$400 and have the \$400 fee include the inspection**

Seconded by Clerk Dreyfus.

Continued Board and staff discussion:

- Amendment will simplify the paperwork by combining the registration and inspection into one document
- Necessity of a rental registration program to retain the quality of life for neighborhoods
- Fees charged by Meridian Township are not consistent with most communities across Michigan, exclusive of East Lansing
- Legislation is being discussed at the state level to limit rental registration fees
- Living in close proximity to a university puts high demand on enforcement
- Need for assurance student housing and rental housing is safe in Meridian Township where there is an abundance of rental housing
- Board receipt of several e-mails in support of retaining current rental registration fees
- Board member belief the Township needs better, not simplistic, code enforcement
- Amendment does not reduce the number of inspections
- Board member belief that relief of the fee "burden" on landlords will give them additional money for property maintenance
- Cost of the rental registration program to the Township
- Fees should cover the cost of the rental registration program
- Standards maintained through the rental registration program are higher than most other communities in Michigan
- Fee reduction would require scrutiny for staffing levels used to maintain the program
- Building inspectors also perform rental inspection work at times
- Fee reduction would have an adverse effect on the Community Planning and Development Department which houses the rental inspection program as well as the General Fund
- Fee reduction may result in the reduction of inspections
- Initial registration is a one-time fee
- All inspections, regardless of the number, are included in the initial registration fee prior to the property being put into the program

- Township currently works with the owner of the property to make the necessary corrections in order for the property not to be rejected and ultimately included in the program
- \$400 fee may not “cover” all the necessary reinspections to ultimately allow for a rental property to be included in the program and may result in charging a property owner for each reinspection until it is in compliance
- Prior Board discussion on the cost of the rental registration program

Based on information received during this discussion, Clerk Dreyfus, as seconder of the motion, withdrew his support for the amendment to reduce the initial registration fee.

Trustee Veenstra offered the following amendment:

- **Amend page 17 by combining the annual rental renewal fee (currently \$100) with the annual inspection fees for a combined total of \$140**

Seconded by Clerk Dreyfus.

Board discussion:

- Board member belief the amendment will simplify the paperwork for both the landlords and the Township, thereby reducing the cost of “running” the program
- Annual inspections will continue with this amendment
- Question remains whether the fee reduction will support the rental program
- Suggestion for the entire Board to look at the process in the future in a different way (i.e., inspection frequency can be changed if a single residence has been properly maintained)

Based on information received during this discussion, Clerk Dreyfus, as seconder of the motion, withdrew his support for the amendment.

Trustee Veenstra offered the following amendment:

- **Combine the fees in order to reduce the paperwork**

Board and staff discussion:

- Suggested amendment is a policy change, not part of the budget approval process
- Department of Community Planning and Development is preparing to send out notices to property owners regarding the 2015 annual fee
- Inspections to those property owners are scheduled over the next 12 months and billed when the inspections are performed

The motion died for lack of a second.

Treasurer Brixie called the question. Seconded by Supervisor LeGoff.

ROLL CALL VOTE: YEAS: Trustee Wilson, Supervisor LeGoff, Treasurer Brixie
NAYS: Trustees Scales, Styka, Veenstra, Clerk Dreyfus
Motion failed 3-4.

Clerk Dreyfus offered the following amendment:

- **Allocate \$10,000 for redesign of the Meridian Township website**

Seconded by Trustee Veenstra.

Board discussion:

- Township website is a critical information tool used to attract residents and business to the community
- Director of Communications, charged with overseeing the website, is in support of an overhaul
- Need for the website to be more easily navigable and totally searchable
- User friendly website is a part of the Township’s placemaking
- Website redesign is on the list for the Board to discuss at its Policy and Goal Setting meeting in November

- Board member belief there is a need to have full discussion on the prioritization of funds for all of the Capital Improvements Program (CIP) projects which were not funded in the 2015 Budget
- Need for a proposal to outline what the Township will receive for its \$10,000 investment in the website redesign
- \$10,000 cost was obtained from an earlier presentation made to several Board members and the Township Manager
- Tonight's budget discussion is the appropriate time to make amendments to the budget
- Preference to place \$10,000 in the 2015 Budget for a website redesign as a sign that money needs to be spent on a website upgrade

ROLL CALL VOTE: YEAS: Trustee Veenstra, Clerk Dreyfus
NAYS: Trustees Scales, Styka, Wilson, Supervisor LeGoff, Treasurer
Brixie
Motion failed 2-5.

Continued Board and staff discussion:

- Concern with the sharp increase in the acreage fee verification, delineation, and wetland use permit costs shown on Page 20 of the budget
- Explanation that those are established escrow accounts based on the size of the wetland used to offset the cost of the Township's wetland consultant review required by ordinance
- Current fee schedule for these items is not covering the Township's costs
- If the escrowed money is not used, it is refunded to the applicant

ROLL CALL VOTE YEAS: Trustees Scales, Styka, Wilson, Supervisor LeGoff, Treasurer
ON THE MAIN Brixie, Clerk Dreyfus
MOTION: NAYS: Trustee Veenstra
Motion carried 6-1.

C. Third Quarter Budget Amendments

Treasurer Brixie moved to approve the 2014 third quarter budget amendments with an increase in budgeted fund balance for the General Fund in the amount of \$151, 589 which projects a use of fund balance of \$795,564. The projected fund balance at December 31, 2014 will be \$6,048,471. Seconded by Trustee Wilson.

Board discussion:

- Request to instruct the Township Manager to join the Chamber of Commerce now and reflect that change in the fourth quarter budget amendments
- Membership to the Lansing Chamber of Commerce is renewed annually during the month an entity originally joined
- \$320,000 of the use of fund balance is the road forgiveness, half of the brush cleanup, \$50,000 to set up the temporary central fire station at the Meridian Service Center, etc.
- Third quarter budget amendments will provide a more accurate picture of the fund balance when the Board discusses its prioritization of the unfunded CIP list at its November 13th Policy and Goal Setting Board meeting.

ROLL CALL VOTE: YEAS: Trustees Scales, Styka, Wilson, Supervisor LeGoff, Treasurer
Brixie
NAYS: Trustee Veenstra, Clerk Dreyfus
Motion carried 5-2.

D. 2015-2016 Police Services Contract with Williamstown Township

Trustee Styka moved to approve the agreement to continue providing law enforcement services to Williamstown Township beginning January 1, 2015 through December 31, 2016 for the amount of \$207,988.00 per calendar year, plus \$53.91 per hour for emergency and non-emergency responses outside the 80 hours of weekly patrol, and to authorize the Supervisor and Clerk to sign the agreement. Seconded by Clerk Dreyfus.

Board discussion:

- Police Services Contract is an example of regional collaboration
- Assurance that the amount charged to Williamstown Township covers both the Township's direct and indirect cost
- Amount contained in the motion is a 5.8% increase each year for two (2) years
- Appreciation to the Police Chief for the relationship he has built between his department and Williamstown Township
- Williamstown Township's appreciation for the terms of the contract provided to it

ROLL CALL VOTE: YEAS: Trustees Scales, Styka, Veenstra, Wilson, Supervisor LeGoff,
Treasurer Brixie, Clerk Dreyfus
NAYS: None
Motion carried unanimously.

E. Special Operations Cooperative Response Agreement

Trustee Wilson moved [and read into the record] NOW, THEREFORE, BE IT RESOLVED, adoption of the revised agreement by all six member agencies will enhance efforts in the region to secure necessary grant funding to further improve the safety of the public and of fire personnel.

BE IT FURTHER RESOLVED, THAT THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby authorizes and directs the Township Supervisor, Clerk, and Manager to execute and enter into said Agreement on behalf of the Township. Seconded by Trustee Scales.

Board discussion:

- Important partnership with other first responders in the region
- Placed as an action item on tonight's agenda as it is a timely issue relative to the Assistance to Firefighters Grant Application
- Examples of Active Violence Incident (AVI): ebola, heroin, suicides, shootings
- Federal government is now looking to the municipal fire services by generating \$1 billion to fund fire responses to AVI
- Example of an AVI response
- Interested firefighters will be trained in the AVI process
- Grant to be taken up next on the agenda will provide the proper safety equipment (bullet proof vests, protective helmets, etc.) to use in this hazardous situation
- Language contained in the agreement is "typical" and collection for services can be enforced through a court of law

ROLL CALL VOTE: YEAS: Trustees Scales, Styka, Veenstra, Wilson, Supervisor LeGoff,
Treasurer Brixie, Clerk Dreyfus
NAYS: None
Motion carried unanimously.

F. Assistance to Firefighters Grant

Treasurer Brixie moved to authorize the Fire Department to apply for and accept an Assistance to Firefighters Grant through the Department of Homeland Security in the amount of \$303,150.00 with the region's 10% share being \$30,315.00, and the Township's share being up to \$5,052.50, coming from the 2015 General Fund. Seconded by Trustee Styka.

Board discussion:

- No firearms will be provided for in this grant to be carried by fire personnel/first responders
- Preference to provide leeway by rounding up the Township's share

Trustee Scales offered the following friendly amendment:

- **Increase the Township's share from \$5,052.50 to \$5,5000**

The friendly amendment was accepted by the maker and seconder of the main motion.

Continued Board and staff discussion:

- Six (6) departments who participate in the fire shared services are each paying an equal amount of the 10% match
- Each department will receive equipment based on their size, but every department will own one-sixth of the total equipment

ROLL CALL VOTE: YEAS: Trustees Scales, Styka, Veenstra, Wilson, Supervisor LeGoff,
Treasurer Brixie, Clerk Dreyfus
NAYS: None
Motion carried unanimously.

G. Appointment to the Environmental Commission

Treasurer Brixie moved to appoint Lise Schools to the Environmental Commission to fill the partial term vacated by Jeralyn Moran. Seconded by Trustee Wilson.

Board discussion:

- Applicant owns an interpretive sign company and has been making interpretive signs for nature and environmental topics for 20 years
- Applicant has been a park naturalist and previously served on the Environmental Commission

ROLL CALL VOTE: YEAS: Trustees Scales, Styka, Veenstra, Wilson, Supervisor LeGoff,
Treasurer Brixie, Clerk Dreyfus
NAYS: None
Motion carried unanimously.

13. BOARD DISCUSSION ITEMS

Supervisor LeGoff opened and closed Public Remarks.

A. Meridian Area Resource Center (MARC) Annual Lease Agreement

Township Manager Walsh summarized the lease agreement as outlined in staff memorandum dated October 15, 2014.

Board discussion:

- There are no recommended changes to the lease signed in 2013
- Township staff met with representatives from the MARC to discuss the lease
- Option by the Township of ending the lease if the property were offered for sale
- Lease is a significant in-kind contribution toward the advancement of economic development
- Board member inquiry if there is any level of review of the Meridian Area Business Association (MABA) since it takes in revenues and receipts
- MABA has leased the property for over two (2) years and pays no rent for leasing the Township owned building
- Board member preference to see what type of revenue has been generated by MABA to determine its success as noted in Subsection F on Page 2 of the lease
- Suggestion for the Township Manager to request the number of users be included in MABA's annual report to the Board
- Rotary Club utilizes the Meridian Activity Center for its meetings each week
- Board member preference to include a cancellation clause within a reasonable number of days (e.g., 60 days)
- MABA is responsible for the operating costs noted in Exhibit B
- As a cost cutting measure, MARC members take home any trash generated to eliminate a quarterly rubbish bill
- Clarification that MABA is leasing the building owned by the Township called the Meridian Activity Center (MAC), and the MARC has partnered with MABA
- Necessity of being provided with the specific information and data called for in the agreement
- MARC is one of the few incubators in this region which providing support to individuals looking to start a business in Meridian Township

- MARC is run by successful business people (many of whom are residents/own businesses within the Township) who donate their time and expertise free of charge
- Request for information as to the success of the MARC's incubation activities

The consensus of the Board was to have the Township Manager provide the requested financial and operational information from MABA regarding the MARC lease.

- B. Zoning Amendment #13040 (Planning Commission), Amendment to Add Adult Care Facilities
Director Kieselbach summarized the proposed zoning amendment as outlined in staff memorandum dated October 16, 2014.

Board and staff discussion:

- No current state regulations for adult day care centers
- Child day care facilities are licensed by the state and inspected to ensure safety measures are in place
- State requires the use of best management practices for facilities who receive state or federal funding and service adults over the age of 60
- Proposed language would require a Township special use permit (SUP) with standards set and would provide for inspections
- Current Township ordinance already provides conditional use standards for structures within the commercial district
- Special use permit is required to provide services for seven (7) to 12 adults in a single family home and conditions can be placed on the SUP
- SUP can be conditioned to require annual inspections of the facilities through either the building or fire department
- Concern with writing specific standards on special use permits which covers all adult care facilities regardless of size
- Staff preference to set standards on a special use permit on a case-by-case basis based upon the use
- Department of Community Planning and Development will be charged with setting the standards through the SUP process
- If a group adult care home for 7-12 individuals was approved for a single family home setting, Township staff would review the home to ensure it was barrier free
- If an adult care home was approved for less than seven (7) individuals, it would be approved as a use by right

It was the consensus of the Board to place this item on the November 6, 2014 Board Meeting agenda for introduction.

- C. Art Program with Local School Districts

Trustee Wilson explained the concept behind the student art program, a collaborative effort between the Township and the Okemos and Haslett School Districts to showcase student art in the Township.

Board discussion:

- Art displays will showcase the vast talent within the schools while beautifying the Municipal Building
- Suggestion to hang some of the art work behind the dais in the Township Hall Room
- Suggestion to display some of the art work in the lobby of the Municipal Building
- Direction to "make this happen"
- Suggestion to develop a process for finalists to be selected each year and bring them before the Board for a small presentation
- Township Board created a Public Art Commission and was involved when a Public Art Grant was received from LEAP to select a sculpture for placement in the Marsh/Hamilton Road roundabout
- Possible annual reception for all students and their families whose art work was chosen to be displayed at the Township

- Okemos School Board has displayed art work for years in its Board room to get the public involved
- Possibility of creating an art program on HOMTV
- Possibility of including the Township's libraries in the art program

It was the consensus of the Board to move forward in implementing the Art Program with Local School Districts concept as discussed.

14. PUBLIC REMARKS

Supervisor LeGoff opened Public Remarks.

Carl Buonodono, Tri-County Office on Aging (TCOA), 5303 S. Cedar, Building 1, Lansing, expressed his appreciation for Board support of the Meals on Wheels program.

Leonard Provencher, 5824 Buena Parkway, Haslett, voiced appreciation for the professionalism, proficiency and politeness displayed by fire personnel in response to his 9-1-1 call. He inquired as to the property taxes the MARC building could generate, noting the building was previously used as a bank. Mr. Provencher suggested the taxable value be paid back to the Township before rent in an effort to treat all citizens equally.

Neil Bowlby, 6020 Beechwood Drive, Haslett, spoke to the issue of the communication between the Clerk and Toni Harris regarding a Freedom of Information Act (FOIA) request, expressing his concerns with transparency. He pointed to the fact Meridian Township is the only community in the greater Lansing region that has not yet adopted an urban services management area (USMA).

Supervisor LeGoff closed public remarks.

15. FINAL BOARD MEMBER COMMENT

Trustee Veenstra stated that if MABA has sufficient funds, it would be desirable for it to reimburse the Township for the value of the property taxes in addition to the utilities. He addressed the per mile increase for the ambulance fees contained in the 2015 Budget while the flat transport rate remained the same as adopted by the Board for 2014. Trustee Veenstra expressed concern with the total expense for an ambulance run, suggesting residents who may need the service will choose not to do so because of the expense.

Township Manager Walsh clarified fire department operations cost approximately \$4.5 million per year. He stated \$1.3 million is generated through ambulance runs and the millage charged to the community to pay for a portion of fire services generates approximately \$900,000, leaving a subsidy from the General Fund of approximately \$2.3 million.

16. ADJOURNMENT

Supervisor LeGoff adjourned the meeting at 9:36 P.M.

ELIZABETH LEGOFF
TOWNSHIP SUPERVISOR

BRETT DREYFUS
TOWNSHIP CLERK

Sandra K. Otto, Secretary