



MINUTES
CHARTER TOWNSHIP OF MERIDIAN
PARK COMMISSION REGULAR
MEETING
Tuesday, January 13, 2025, 4:30pm
Televised – Town Hall

REGULAR MEETING – 4:30PM

1. CALL MEETING TO ORDER
 - A. Chair Nardo-Farris called the meeting to order at 4:34 PM.

2. ROLL CALL
 - A. Present: Chair Nardo-Farris, Commissioners Stephens and Phelps
 - B. Commissioner McDonald arrived at 4:44 PM.
 - C. Absent: Commissioner Lick – excused.
 - D. Staff present: Director Wisinski and Administrative Assistant Pachucki
 - E. Guest: Richard Miksicek, Environmental Commission liaison

3. PUBLIC COMMENT
 - A. There was no public comment.

4. PRESENTATION
 - A. There were no scheduled presentations.

5. APPROVAL OF AGENDA
 - A. Commissioner Phelps moved to approve the agenda. Commissioner Stephens seconded.

VOICE VOTE: Motion carried unanimously.

6. APPROVAL OF MINUTES
 - A. November 18, 2025 Park Commission Regular Meeting Minutes
 1. Commissioner Phelps moved to approve the agenda. Commissioner Stephens seconded.

VOICE VOTE: Motion carried unanimously.

7. COMMUNICATIONS
 - A. January and February Stewardship Calendars
 1. Director Wisinski highlighted upcoming Stewardship Saturdays and Weekday Warriors for the months of January and February. She also noted that the Trailside Ecology Owl Prowl at the end of January had been canceled, and that Harris Nature Center will be hosting a Campfire Program called “All About Owls” at the end of February.
 2. Commissioner Stephens moved to accept and place the communications received on file. Commissioner Phelps seconded.

VOICE VOTE: Motion carried unanimously.

8. DISCUSSION ITEMS
 - A. There were no discussion items.

9. ACTION ITEMS
 - A. There were no action items.

10. DIRECTOR’S REPORT
 - A. Michigan Department of Natural Resources – Natural Resource Trust Fund Grant

Recommendation

- a. Director Wisinski shared that the Michigan Department of Natural Resources recommended to the state legislature for approval of a Natural Resources Trust Fund grant. The commissioners commended Director Wisinski on her work towards obtaining the funding for the Okemos Road Trailhead project. Commissioner Stephens remarked that construction on the Haslett Road American House connector trail had begun. Director Wisinski is working on a Request for Proposal/Bid that will be posted in the next few weeks on Engineering and Design of the trailhead. The Request for Proposal will go before the Park Commission and then the Township Board.
- B. DALMAC Grant Application
 - a. Director Wisinski will be applying for a DALMAC grant application to assist with the cost of the Okemos Road Trailhead. The application is due March 1st, 2026, and the decision will be made at a DALMAC event on May 15th.
- C. Meridian Parks and Recreation 5 Year Master Plan Update
 - a. Director Wisinski spoke of selecting Mannik-Smith to assist Meridian Township with preparing the 5 Year Master Plan Update for Parks and Recreation. She is working to set up initial meetings with their representatives. Chair Nardo-Farris asked what the timeline of the 5 Year Master Plan would be, and when it is expected to be complete. Director Wisinski answered that it must be submitted to the Michigan Department of Natural Resources by February 1st, 2027.
- D. Budget Updates
 - a. Director Wisinski discussed the 2025 Budget spreadsheet, as Township staff is working to finalize 2025 projects and close out the previous year's budget. Chair Nardo-Farris asked if unspent funds were rolled over into the new year's budget. Director Wisinski answered that the funds go back into the millage funds. Three out of the five projects have been completed thus far, and the Natural Resources Trust Fund grant match and Marshall Park amenities will be in the imminent future.
- E. 2026 Capital Improvement Plan Projects
 - a. Director Wisinski reviewed the upcoming 2026 projects, including the Nancy Moore Pavilion renovation. The funding set aside for the pavilion will include improvements to the restrooms, and with the death of Lee Moore (Nancy Moore's daughter), the Moore family has expressed interest in assisting with the renovation costs. In 2026, staff will also look at replacing damaged windscreens at the Farmer's Market. Both water trail landings at Ferguson and Harris Nature Center will receive an accessible floating dock system in the upcoming budget year.
- F. Staffing Updates
 - a. Director Wisinski noted that 2025 held a lot of transition, not only for the Parks and Recreation department, but also Meridian Township as a whole. Newly hired roles for Township Manager, Treasurer, and Finance Director helped shape the administration for the Township. In the Parks and Recreation department, a new Administrative Assistant and Parks and Recreation Specialist filled out the full-time roles, and three new part-time roles were filled (Farmer's Market Assistant Manager, Red Cedar Waterway and Land Preservation Intern, and Parks, Recreation & Events Intern). Director Wisinski will be working with the supervisors of the part-time roles to develop what their responsibilities will be like in 2026. On our maintenance team, through a round-robin with the Public Works department, we have a new team member after one of ours went to the Sewer department.
- G. Cricket Updates
 - a. Director Wisinski reached out to the representatives of the cricket community after the October Park Commission meeting and did not get a response from the representatives. She will reach out to the representatives after the holiday season and bring their response to the Park Commission regarding future direction.
- H. mParks State-wide Conference
 - a. Director Wisinski invited the Park Commissioners to the state-wide conference for mParks on March 3 through 6, 2026. The conference will be locally held at the Lansing Center, and all commissioners are welcome to attend. Commissioner McDonald inquired about the value of commissioners attending, and Director Wisinski said that their participation at the conference, either through networking, attending educational sessions, or even just visiting booths at the trade show was invaluable.

Chair Nardo-Farris encouraged any commissioner that was interested in attending to email the Parks Administrative Assistant for registration.

- I. Annual Report
 - a. Director Wisinski shared that the department is working on the 2025 annual report for Meridian Township, and it is due on January 31st. Director Wisinski highlighted statistics from our youth sports program participation, and the gleaning program. The annual report for the township will be presented at a future township board meeting and online on the Meridian Township website.
- J. Deer Management Program
 - a. Director Wisinski reported to the Park Commission that the number of harvested deer for both the archery program and police cull will be lower in the 2025-2026 season, due to a few different factors. However, the deer management program, at this point in time, has harvested well over five thousand pounds of venison that was donated to fifteen local food banks. The police cull will continue for a few weeks, and Director Wisinski will provide a final report at a future Park Commission meeting.
- K. Township Celebration of Life
 - a. Former Meridian Township Supervisor, Pat Jackson, passed away in December 2025, and the Township will hold a Celebration of Life at the Municipal Building in the Townhall Room on Monday, January 26 at 4:00 PM.
- L. Marshall Park/Columbia Street
 - a. Director Wisinski explained the progress that has been made on the bioswale project at Marshall Park/Columbia Street. Deputy Township Manager/Director of Public Works Opsommer will present at the February Park Commission meeting. The commissioners did not have any questions to ask Director Wisinski, but Chair Nardo-Farris asked to see project plans at the future meeting.

11. PUBLIC COMMENT

- A. Richard Miksicek, Environmental Commission liaison, updated the Park Commission on three updates from the Environmental Commission. One update was administrative: the Environmental Commission has two open seats, the meeting calendar for 2026 has been approved, the meeting start time has been set at 6:30 PM, and the chair and vice-chair were elected. The Environmental Commission also unanimously approved a Bird City resolution to support the designation from the Audubon Society, and the resolution will move towards the Township Board for approval, as staff and the committee work on the application. Finally, Jack Hughes (Township staff liaison to the Environmental Commission) presented a concept plan for the Marshall Park storm water retention project.

12. OTHER MATTERS AND COMMISSIONERS' COMMENTS AND LIAISON REPORTS

- A. Commissioner Stephens called to action anyone who is interested in becoming a Project FISH instructor to join the Project FISH Instructors workshop on March 3rd and 4th, 2026. Interested individuals can sign up on the Project FISH website.
- B. Chair Nardo-Farris noted the Celebration of Life for former Township Supervisor Pat Jackson, and reminded the commissioners that the next scheduled Park Commission meeting is Tuesday, February 17th, 2026 at 4:30 PM at the Service Center.

13. ADJOURNMENT

- A. The meeting was adjourned at 6:05 PM.

All comments limited to 3 minutes, unless prior approval for additional time for good cause is obtained.

Individuals with disabilities requiring auxiliary aids or services should contact Parks & Recreation Director, Courtney Wisinski: 2100 Gaylord C. Smith Court, Haslett, MI 48864 or 517.853.4600 - Ten Day Notice is Required.