



CHARTER TOWNSHIP OF MERIDIAN
PARK COMMISSION
TUESDAY DECEMBER 8, 2015
SERVICE CENTER



REGULAR MEETING 6 PM
(salmon)

1. **Call Meeting to Order**
2. **Approval of Agenda**
3. **Presentations** (goldenrod)
 - a. Certificates of Appreciation – Tony Bauer and Mike Lenkowski
 - b. Final Eagle Scout Presentation – Jacob Conklin
4. **Public Comment**
5. **Commissioner Reports and Comments**
6. **Approval of Minutes** (blue)
 - a. November 10, 2015 Work Session Minutes
 - b. November 10, 2015 Regular Meeting Minutes
7. **Communications** (tan)
8. **Director's Report** (yellow)
9. **New Business** (pink)

PUBLIC COMMENT

 - a. 2016 Meeting Schedule Resolution
 - b. Greenfield Outdoor Fitness Grant Award
10. **Unfinished Business** (green)

PUBLIC COMMENT

 - a.
11. **Other Business** (cherry)

PUBLIC COMMENT

 - a. Elections of Officers
 - b. Land Preservation Appointment
12. **Discussion Items** (lilac)

PUBLIC COMMENT

 - a. Towner Road Park Construction Management
 - b. Joint Meeting with Land Preservation Advisory Board and Environmental Commission
 - c. 2016 Grant Proposals

Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Park Commission by writing or calling the following: Township Manager Frank Walsh, 5151 Marsh Road, Okemos, MI 48864-1198 (517-853-4250) - Ten days notice required.

13. Final Comments

14. Announcements

- a. Next Regular Meeting Date: Tuesday, January 19, 2016, Town Hall
- b. Joint Meeting of Boards and Commissions on Tuesday, January 12, Town Hall, 6 pm
- c. Winter Farmers' Market – 1st and 3rd Saturday of the month, December, 2015 to April, 2016, from 10 am – 2 pm, J C Penney Corridor, inside the Meridian Mall (December 19, January 2 and 16)
- d. Christmas in the Village, Sunday, December 13, 2-4 pm; Annual tree lighting at 4 pm
- e. Drive Thru Santa, Saturday, December 19, 5-8 pm, Service Center

15. Public Remarks

16. Closed Session

17. Adjournment

Park Commission Meeting
December 8, 2015

3. PRESENTATIONS

- a. Certificates of Appreciation - Tony Bauer and Mike Lenkowski

RESOLUTION OF APPRECIATION

At a regular meeting of the Township Park Commission of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, 5151 Marsh Road, Okemos, in said Township on the 8th day of December 2015, at 6 p.m., Local Time,

PRESENT: Melanie Jaramillo, Philip Deschaine, Michael McDonald, Mark Stephens, Todd Wilson

ABSENT: None

The following resolution was offered by Commissioner Stephens and supported by Chair Wilson,

WHEREAS, the Harris Nature Center Foundation (HNCF) was founded in 2008 with a mission to raise, invest and disperse funds in support of the Harris Nature Center to help sustain programs and facilities for generations to come; and

WHEREAS, the Meridian Township Park Commission would like to recognize former Foundation Board Member Anthony Bauer for his work and dedication toward this mission from 2013 to 2015; and

WHEREAS, Tony provided leadership in the design and development of the Nature Exploration Area by securing grants from Dart Foundation (\$5,000), Jackson National Life Foundation (\$5,000) and Okemos/Haslett Rotary (\$10,000); and

WHEREAS, Tony enlisted volunteers and utilized his professional skills in landscape architecture to create a play space including a Log Jam, Spider Web and Gathering Circle features for visitors to the Nature Center and park to enjoy; and

WHEREAS, Tony gave generously of his time, talents and boundless energy in numerous ways and is held in high esteem by colleagues and citizens for his tireless efforts as a HNCF Board Member and advocate for Meridian Township Parks.

NOW, THEREFORE, BE IT RESOLVED BY THE PARK COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, THAT ANTHONY BAUER IS PRESENTED WITH THIS RESOLUTION OF APPRECIATION FOR HIS DEDICATION AND LEADERSHIP THROUGH SERVICE ON THE HARRIS NATURE CENTER FOUNDATION BOARD THAT HAS CONTRIBUTED TO DEVELOPMENT OF A PARK SYSTEM THAT ENHANCES THE QUALITY OF LIFE FOR RESIDENTS OF MERIDIAN TOWNSHIP.

ADOPTED:

AYES Commissioners Deschaine, Stephens, Jaramillo, McDonald, and Chair Wilson

NAYS: None

Todd Wilson, Chairperson

RESOLUTION OF APPRECIATION

At a regular meeting of the Township Park Commission of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, 5151 Marsh Road, Okemos, in said Township on the 8th day of December, 2015, at 6 p.m., Local Time,

PRESENT: Melanie Jaramillo, Philip Deschaine, Michael McDonald, Mark Stephens, Todd Wilson

ABSENT: None

The following resolution was offered by Commissioner Deschaine and supported by Commissioner Jaramillo,

WHEREAS, the Harris Nature Center Foundation (HNCF) was founded in 2008 with a mission to raise, invest and disperse funds in support of the Harris Nature Center to help sustain programs and facilities for generations to come; and

WHEREAS, the Meridian Township Park Commission would like to recognize former Foundation Member Michael Lenkowski for his work and dedication toward this mission from 2011 to 2015; and

WHEREAS, Michael served as Treasurer during his tenure on the HNCF Board and served as the HNCF's representative to the Meridian Area Business Association (MABA); and

WHEREAS, Michael head fundraising efforts of the Foundation by raising of nearly \$8,000 from raffles; and

WHEREAS, Michael gave generously of his time, talents and boundless energy in numerous ways and is held in high esteem by colleagues and citizens for his tireless efforts as a HNCF Board Member and advocate for Meridian Township Parks.

NOW, THEREFORE, BE IT RESOLVED BY THE PARK COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, THAT MICHAEL LENKOWSKI IS PRESENTED WITH THIS RESOLUTION OF APPRECIATION FOR HIS DEDICATION AND LEADERSHIP THROUGH SERVICE ON THE HARRIS NATURE CENTER FOUNDATION BOARD THAT HAS CONTRIBUTED TO DEVELOPMENT OF A PARK SYSTEM THAT ENHANCES THE QUALITY OF LIFE FOR RESIDENTS OF MERIDIAN TOWNSHIP.

ADOPTED:

AYES Commissioners Deschaine, Stephens, Jaramillo, McDonald, and Chair Wilson

NAYS: None

Todd Wilson, Chairperson

Park Commission Meeting
December 8, 2015

6. MINUTES

- a. November 10, 2015 Work Session Minutes
- b. November 10, 2015 Regular Meeting Minutes

CHARTER TOWNSHIP OF MERIDIAN
PARK COMMISSION WORK SESSION MINUTES
TUESDAY, NOVEMBER 10, 2015

PRESENT: Commissioners: Deschaine, McDonald, Stephens, Wilson
Staff: Parks and Recreation Director LuAnn Maisner; Parks and
Recreation Administrative Assistant II Robin Faust

ABSENT: Commissioner Jaramillo

1. Call Meeting to Order

Chair Wilson called the work session to order at 6:01 pm.

2. Approval of Agenda

- New item #9, Partnership with MSU Sailing Club and renumber remaining agenda items

Hearing no objection, Chair Wilson approved the agenda as amended.

3. Boundary Correction – Braemoor Subdivision

Director Maisner reported a 5.09 acre parcel along the Red Cedar River was acquired through a State of Michigan tax foreclosure sale in 2005. The parcel is located off Grand River Avenue, adjacent to 4444 River Glen Drive. It was recently discovered that a portion of the driveway for 4444 River Glen Drive goes through the parcel and a boundary correction of .09 acres is required. Since the parcel was purchased under a tax foreclosure, the Township is only allowed to receive \$106.29 for the .09 acre.

4. Towner Road Park Plan Revisions

With the acquisition of the parcel adjacent to Towner Road Park, Director Maisner distributed and reported on the re-designed plans and costs provided by the project architect, Viridis Design Group. The 2012 proposed project cost was approximately \$2 million but with the re-design the cost will increase to about \$2.6 million. The updated plan includes additional parking, sidewalks, and replacing sand volleyball courts with four pickleball courts, (since additional sand volleyball courts have recently been developed at North Meridian Road Park).

The Commissioners discussed phasing the project or building it all at once. By consensus, they unanimously agreed to construct the entire project and borrow necessary funds from the Township. If possible, it is preferred to bid the project in January to receive the best contractor prices.

5. Dog Rules – Doggie Playground

Earlier this year, the Commission discussed the developing a dog park in partnership with Ingham County Parks at Lake Lansing North Park. A formal correspondence was sent to the Ingham County Parks Board with no response received. During this time, the department has continued to receive complaints about the number of dogs off-leash in the parks. To address the issue, our Parks staff is working with the Police Department encouraging greater enforcement of the leash Ordinance and with the Communication Department on increased promotion.

As a way on beginning to build areas for dogs and their owners, she suggested building a “doggie playground” in the open area across from the Service Center building. It would consist of a .25 acre fenced area for small dogs and approximately 1.75 acres for a large dog area. It would contain dog agility amenities and walking paths. The cost would be approximately \$60,000-\$80,000 for the fencing and amenities. There are no nearby residences and parking could be managed on the Service Center site or along Gaylord Smith Court. This area could serve as a source of engaging local dog owners to help drive future development of other managed areas for pets and people.

The Commissioners discussed this topic and shared comments and questions. It was determined that a work session be scheduled in the near future to discuss this topic in depth to determine the best direction and action.

6. Central Park Master Plan

Director Maisner reported that the Commission had not formally adopted the Central Park Master Plan. At a future meeting, the Commission should discuss how to prioritization and plan implementation. The Friends of Historic Meridian are interested in moving forward with improved signage, but the Township is undertaking a branding program in 2016. It was suggested to wait until that process is complete before deciding on signage. The Commission can discuss this further at the December meeting when reviewing possible grant projects such as the pedestrian bridge into the Historical Village or a pavilion in the Historical Village. She is also working with the Meridian Mall representatives about the future relocation of the Farmers Market onto their site. We could get started with the development of the promenades and installation of kiosks.

7. 5-Year Parks and Recreation Master Plan Update

Director Maisner reported that the current plan expires at the end of 2016. Our current plan was completed in-house and has solid base information. The update will mainly consist of public input and goal setting to determine/update our capital improvement program. There was discussion about hiring a consultant to assist with the plan update.

8. Strider Park Trails

Commissioner Deschaine stated there will be a presentation on this topic during the regular meeting. Strider bikes are bikes with no peddles.

9. Partnership with MSU Sailing Club

Commissioner Stephens reported on discussions he has had with MSU Sailing Club regarding sharing opportunities such as fishing, environmental learning, etc. He asked their representative to give Director Maisner a call about exploring new endeavors with them.

10. Comment

- Solar Powered Picnic Tables – Director Maisner reported staff researched the product and the cost is approximately \$10,000 each
- Outdoor Fitness Grant – Director Maisner received a call to verify the Township was still interested and hope to hear the results soon. The grant suggested installing equipment in Wonch and Central Parks

11. Adjournment

Hearing no objection, Chair Wilson adjourned the work session at 7:05 pm.

CHARTER TOWNSHIP OF MERIDIAN
PARK COMMISSION REGULAR MEETING MINUTES
TUESDAY, NOVEMBER 10, 2015

PRESENT: Commissioners: Deschaine, McDonald, Stephens
Staff: Parks and Recreation Director LuAnn Maisner; Parks and
Recreation Administrative Assistant II Robin Faust

ABSENT: Commissioners Jaramillo, Wilson

1. Call Meeting to Order

Vice Chair McDonald called the meeting to order at 7:07 pm.

2. Approval of Agenda

COMMISSIONER DESCHAIINE MOVED, COMMISSIONER STEPHENS
SECONDED, TO APPROVE THE MEETING AGENDA AS PRESENTED. Voice
vote. Motion passed.

3. Presentations

Melissa Allen, We Love Kids N Dogs, presented a proposal to develop a balance bike course in a Meridian Township Park. Balance bikes aka Strider Bikes do not have pedals and teach children ages 6 and under to balance thereby eliminating the need for training wheels. She is recommending developing a partnership between the community (We Love Kids N Dogs, Balance Bike Parents, Haslett Kiwanis, etc.) and the Township to develop a safe environment for balance bike riding. She requested the opportunity to make a more formal presentation on the development and implementation of the course which would be the first one developed in the greater Lansing area. When asked the type of terrain needed for balanced bikes, Ms. Allen replied a dirt track because concrete is too dangerous. The nearest track is in Davison, Michigan at Ridgefield Park. The group would like to locate near the Mall because of its affiliation with the We Love Kids N Dogs store. When asked how much room is needed, Ms. Allen replied approximately 200 square feet. Ms. Allen was directed to contact Director Maisner when she had the presentation ready for the Commission.

4. Public Comment

None

5. Commissioner Reports and Comments

Commissioner Deschaine reported Ms. Allen has made this presentation to the Haslett Kiwanis Club and they support the idea. He attended one of the "take apart" nights at the We Love Kids N Dogs store and it was fun and believes this would be a great partnership for Parks.

Commissioner Stephens reported on his recent work with the Grand Learning Network utilizing Haslett School classes on the expansion of the Mary MG Helmbrecht Butterfly Garden planting and fishing project in the Historical Village.

Vice Chair McDonald reported he attended the public meeting on October 15 in the Town Hall on the Regional Trails and Parks Plan and that there is still time to attend an upcoming meeting at Foster Community Center in Lansing, Vevay Township Hall in Mason and Northeast Ingham Emergency Services Authority in Williamston. At the meeting he attended, there was a lot of discussion but no real plan and it is very important for Township residents to be involved because approximately \$750,000 a year will be collected from Township for a total millage contribution of \$4.5 million over the next six years for the Regional Trails and Parks Millage. Commissioner Deschaine reported he too attended the meeting and it appeared the County ignored the Township's suggested proposal. The County did not address how they plan to spend the funds or even have an overall plan for its development or management. Vice Chair McDonald spoke about the Genesee County grant program for their trail development but did not feel this was well received by the County. When asked, Director Maisner reported she has been attending the meetings and the community forum. She felt the information on connectivity was very important but when putting the stickers on the map, the audience did not know about the Township's priorities. It was noted that many communities have paths with gaps that need to be connected and when this subject was brought up, the County stated this topic would be addressed at a later date. Vice Chair McDonald reported he has had conversation where it has been stated that this Plan has become very political, believes a majority of the funds are being directed to the Lansing River Trail and need to explore ways to get some of the funds spent in the Township and asked the residents to voice this concern at the remaining community forums or on the County's website

6. Approval of Minutes

- a. September 8, 2015 Work Session Minutes
- b. September 8, 2015 Regular Meeting Minutes

COMMISSIONER STEPHENS MOVED, COMMISSIONER DESCHAIINE SECONDED, TO APPROVE THE SEPTEMBER 8, 2015 MINUTES AS PRESENTED. Voice vote. Motion passed.

7. Communications

A. Items to/from the Public

1. From: Michael Chuff, Financial Specialist, DNR Grants Management; RE: Wonch Park Pathway Development Grant final payment
2. From: Robert Deans; Re: work in floodplain area in Wonch Park
3. To: Robert Deans, RE: response to concerns about work in floodplain area in Wonch Park

B. Commission Information

1. November and December Calendar of Events for Parks & Recreation
2. Towne Courier: **Sept 6:** DNR asks hunters to aid assessment; Exploration of Red Cedar River Sept 13; Chinese Qigong exercises occur each Monday; Meridian Heritage Festival Sept 19 in Historical Village; **Sept 13:** Meridian Heritage Festival Sept 19 in Historical Village; **Sept 20:** DNR spotlights Meridian's role in dealing with CWD among deer population; **Oct 4:** Gathering Circle at Harris Nature Center celebrated; **Oct 11:** Guided autumn walk at HNC Oct 18; Waterfowl focus of Nature Discovery on Sunday; Guided moonlit walk at HNC Oct 30; Meridian Twp hosts special Halloween events; **Oct 25:** Turtle Time at Harris Nature Nov 5; Guided moonlight walk at HNC Oct 30; Turkey campfire program set Nov 14; **Nov 1:** Turtle Time at Harris Nature Nov 5; Turkey campfire program set Nov 14
3. Lansing State Journal: **Oct 18:** Halloween Adventures at Harris Nature Center
4. Press Releases: **Oct 26:** Meridian Township Celebrates Halloween; **Nov 3:** Meridian Township offers Day before Thanksgiving Farmers' Market

C. Staff Inquiries/Response

1. From: Martha Wyatt, Associate Planner/Landscape Architect; RE: Site Plan Review#15-14051 (Meridian Township Parks & Recreation); 4555 Okemos Road; work in floodplain associated with new pavilion construction in Wonch Park

COMMISSIONER STEPHENS MOVED, COMMISSIONER DESCHAINE SECONDED, TO ACCEPT AND PLACE THE ITEMS OF COMMUNICATION ON FILE. Voice vote. Motion passed.

8. Director's Report

Director Maisner reported as follows:

• 2015 Park Projects:

- ✓ **Nancy Moore Park** - Driveway was re-paved, new siding on pavilion, new volleyball pole systems, ball diamond safety fencing, foul poles, completion of Paul Peterson Memorial garden area
- ✓ **Wonch Park** - parking lot re-paved and striped, new parking blocks, loop pathway ribbon cutting ceremony, new fencing, former pavilion

demolished, new footings and foundation to be poured next week, electrical and water lines already installed for new pavilion.

- ✓ **Ferguson Park** – new fencing
- ✓ **Newton Road Park** – paved parking lot, striped, with added drop-off loop, gates, new fence along Lake Lansing Road and ordering a new sign
- ✓ **Harris Nature Center** – sealed and striped entry drive and parking lot, three new doors; Harris Nature Center Foundation fundraising for development of gathering circle and spider web
- ✓ **Central Park Trail repair** – installed a culvert on trail along the Mud Lake drain to replace a failed footbridge.
- ✓ **Legg Park** – footbridge repair over Sloan Creek Drain
- ✓ **Ted Black Woods and Brattin Woods, Historical Village Parking lot** – crack filled, sealed and striped parking lots
- ✓ **Tower Road Park** – cleared structures in preparation for spring construction
- ✓ **North Meridian Road Park** – new sand volleyball courts with Michigan beach sand
- ✓ **Central Park Master Plan** – developed and on agenda for Commission approval
- Wonch Park Loop Pathway Project Grant: is officially closed and reimbursement has been received
- At the September meeting, the Commission voted to approve funding to extend the sewer lead into Central Park from the new Aldi development but this request was too late to be completed
- Greenfield Outdoor fitness equipment Grant: looks like the Commission is going to get approved
- New Playground Equipment installation in Spring for Hillbrook and Orlando Parks
- New utility worker – Ryan Moore
- Kelsey Dillon – Part-time Stewardship Coordinator
- Congratulation to Larry Bobb, Lead Worker in parks and Grounds – is now a certified playground safety inspector through the National Recreation and Park Association, this is a three-year certification
- December 8 meeting will be held at the Service Center. Agenda items include:
 - ✓ Honoring Tony Bauer and Mike Lenkowski for their dedicated service on the Harris Nature Center Foundation Board
 - ✓ Election of officers
 - ✓ Appointment to Land Preservation Advisory Board

9. **New Business**

PUBLIC COMMENT

a. **Boundary Correction – Braemoor Subdivision**

Director Maisner reported in 2005, the Commission acquired a 5.09 acre parcel with frontage on the Red Cedar River through a State of Michigan tax

foreclosure sale. It is located in the Braemoor subdivision off of Grand River Avenue adjacent to 4444 River Glen Drive. It has recently been determined that the boundary description on the Township parcel includes a small area in front of the home located at 4444 River Glen Drive between the residence and the roadway that has created an inadvertent trespass. Property owner, Brian Fleming has submitted a request to acquire .09 acres to correct the boundary.

The deed for this parcel stipulates that any resale of this property must be at a dollar per acre ratio of the purchase price, therefore making the sale price \$106.29. The Township Attorney has reviewed the proposal and did not have any concerns.

COMMISSIONER STEPHENS MOVED, COMMISSIONER DESCHAIINE SECONDED, TO RECOMMEND APPROVAL OF TRANSFERING .09-ACRES OF PROPERTY LOCATED ADJACENT TO 4444 RIVER GLEN DRIVE TO BRIAN FLEMING IN THE AMOUNT OF \$106.29 WITH PROCEEDS DEPOSITED INTO PARK MILLAGE REVENUE.

Vice Chair McDonald read Chair Wilson's statement into the record:

"I support the Motion for the transfer of .09 acres to Brian Fleming in its entirety."

Roll Call:

AYES: Mark Stephens, Philip Deschaine, Mike McDonald, Todd Wilson (by statement)

NAYS: None

The motion passed.

b. Central Park Master Plan Adoption

Director Maisner reported during this past year, the Master Plan for Central Park was developed which included public participation and input from stakeholders, local business, boards and commissions, the general public and staff. The final result was a comprehensive plan that will guide renovation and development in the future. The plan was formally presented to the Park Commission on September 9, 2015 by O'Boyle, Blalock, Cowell and Associates who detailed the planning process, and explained the plan in detail.

COMMISSIONER DESCHAIINE MOVED, COMMISSIONER STEPHENS SECONDED, TO ADOPT THE CENTRAL PARK MASTER PLAN AS PRESENTED BY SANDY BLEISENER, O'BOYLE, BLALOCK, COWELL AND ASSOCIATES ON SEPTEMBER 9, 2015.

Vice Chair McDonald read Chair Wilson's statement into the record:
"I support the Motion to Adopt the Central Park Master Plan in its entirety."

Voice vote. Motion passed unanimously.

c. Towner Road Park – Plan Amendment

Director Maisner reported in 2012 the Commission contracted with Viridis Group to design the 22 acre parcel of Towner Road Park with a proposed project cost of approximately \$2 million. After the adjacent 1.6-acre parcel was purchased, the Commission contracted with the Viridis Group to re-design the area. The updated proposal has increased project cost to approximately \$2.6 million. During the work session, the Commissioners discussed the pros and cons of building the project in phases or in its entirety.

Discussion:

- There will be two separate parking areas.
- Replace the proposed sand volleyball courts with 4 pickle ball courts
- Is a formal vote needed to move ahead with the bid documents (yes, time is of the essence since it is a large project, there is a lot of work in developing the bid documents and would like to begin construction in early spring)

COMMISSIONER STEPHENS MOVED, COMMISSIONER DESCHAINE SECONDED, TO DIRECT STAFF TO MOVE FORWARD WITH PREPARING THE BID DOCUMENTS WITH THE CONSULTANT.

Vice Chair McDonald read Chair Wilson's statement into the record:
"In regards to the Motion to proceed on bidding document preparation for the amended Towner Road Park project plans, I support their preparation as an entire project with no deletions from the project scope as it is known today."

Roll Call:

AYES: Mark Stephens, Mike McDonald, Philip Deschaine, Todd Wilson (by statement)

NAYS: None

Motion passed.

10. Unfinished Business

PUBLIC COMMENT

a. None

11. Other Business

PUBLIC COMMENT

- a. None

12. Discussion Items

PUBLIC COMMENT

- a. None

13. Final Comments

Commissioner Deschaine asked if the Love A Park Day event will be in the Family Fun Guide. Director Maisner replied yes, the Guide is in the final stage of design and will be sent out to resident after the first of the year.

14. Announcements

- a. Next Regular Meeting Date: Tuesday, December 8, 2015, Service Center
- b. Farmers' Market – Wednesday, November 25, 10 am – 2 pm. In December, the Market will move indoors to the J C Penney Corridor inside the Meridian Mall. It will be held on the first and third Saturday of the month from 10 am – 2 pm from December 2015 to April 2016.
- c. Meridian Blood Drive, Thursday, November 19 from 10 am – 2:45 pm; Town Hall Room, Meridian Municipal Building
- d. Meridian Cares Emergency Needs Fundraiser – selling raffle tickets to win a basket worth \$50 from area business owners; tickets are \$10 each or 3/\$20; winners will be notified by December 16

15. Public Remarks

None

16. Closed Session

None

17. Adjournment

COMMISSIONER STEPHENS MOVED, COMMISSIONER DESCHAIINE SECONDED, TO ADJOURN THE MEETING.

The meeting adjourned at 8:14 pm.

Park Commission Meeting
DECEMBER 8, 2015
7. COMMUNICATIONS

A. Items to/from the Public

1. From: The Red Oak Foundation; RE: Donation of \$1,500 toward maintenance and improvements to Meridian Riverfront Park
2. To: The Red Oak Foundation; RE: Thank you letter
3. From: Dr. Maureen Sander; RE: 2016 Michigan Barn Preservation Network Calendar – featuring The Maureen Sander Barn (March)

B. Commission Information

1. Towne Courier: **Nov 15:** Discover beavers at Harris Nature Dec 3, Chipmunk Story Time at HNC Nov 19; **Nov 22:** Create treats for wild animals at Harris Nature Center Dec 6; **Nov 29:** Create treats for wild animals at Harris Nature Center Dec 6, Discover beavers at Harris Nature Dec 3
2. Harris Nature Center Foundation Minutes:
 - July 13, 2015
 - August 10, 2015
 - October 12, 2015

C. Staff Inquiries/Response

CHARTER TOWNSHIP OF MERIDIAN

Elizabeth Ann LeGoff
Brett Dreyfus
Julie Brixie
Frank L. Walsh

Supervisor
Clerk
Treasurer
Manager



Milton L. Scales
Ronald J. Styka
John Veenstra
Angela Wilson

Trustee
Trustee
Trustee
Trustee

December 4, 2015

Charles Schrock
The Red Oak Foundation
195 North Harbor Drive #3502
Chicago, IL 60601

Dear Mr. Schrock:

Thank you for your generous donation of \$1,500 toward the maintenance and improvements to trails and common areas associated with Eastgate Park, Legg Park and the Harris Nature Center.

Many families enjoy their visits to Meridian Riverfront Park whether to stop for a picnic, walk the trails by the river, ski and snowshoe the trails during the winter or attend of the many programs and activities offered at the Harris Nature Center. Your generous donation will greatly enhance Meridian Riverfront Park and will be seen and enjoyed by many.

Your support of Meridian Township, especially the Parks & Recreation Department is greatly appreciated. We will keep you posted on improvements made with your contribution. Thank you again for your generosity.

Yours truly,

A handwritten signature in black ink, appearing to read "LuAnn Maisner".

LuAnn Maisner, CPRP
Director of Parks and Recreation



Oct 1, 2015

Meridian Township Parks & Recreation
2100 Gaylord C. Smith Court
Haslett, MI 48840

To whom it may concern,

Enclosed is a check made payable to Meridian Township, intended as a donation to be used towards maintenance and improvements to trails and common areas associated with Eastgate Park, Legg Park, and the Harris Nature Center.

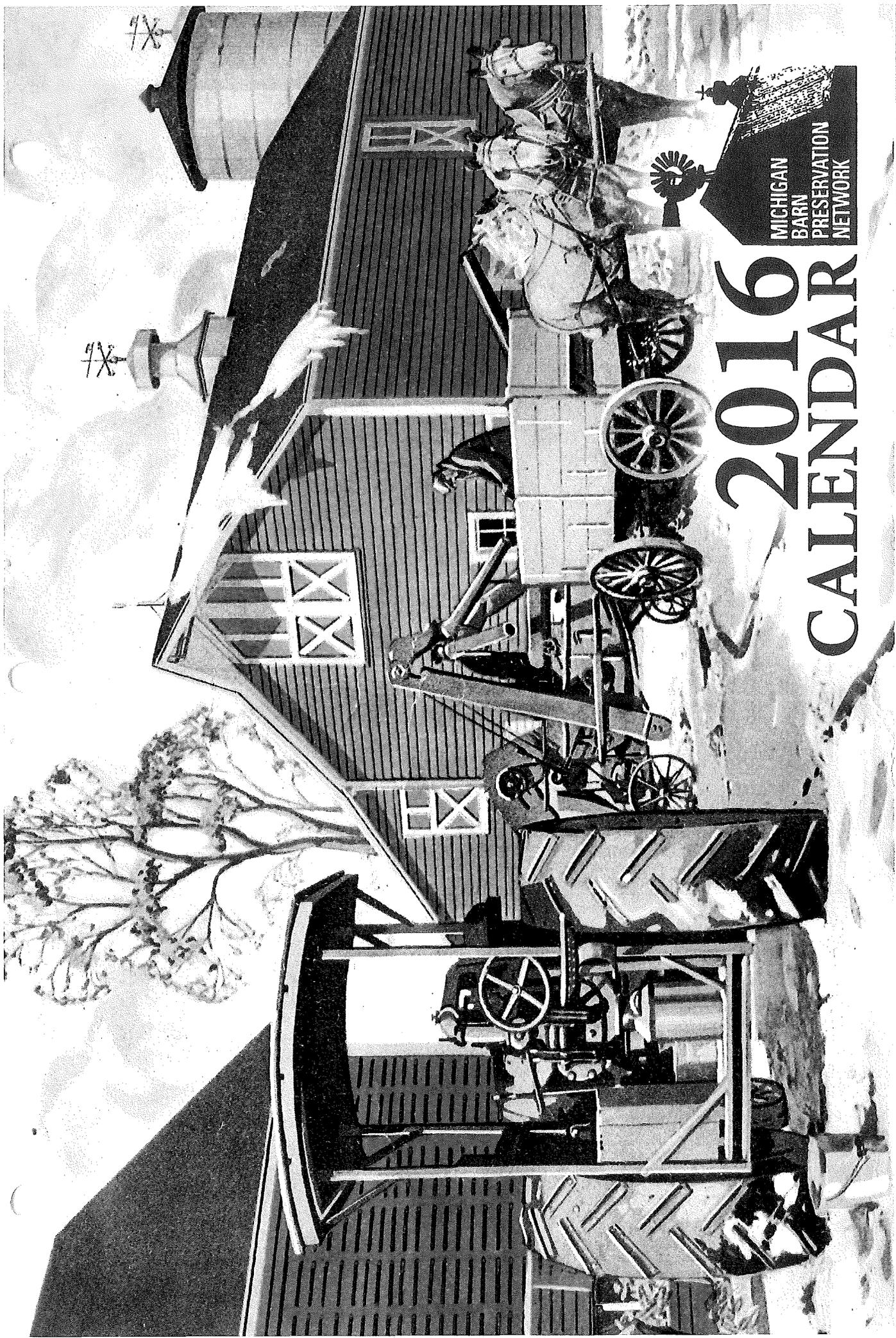
We would appreciate it if you could provide a brief itemized description of how the funds were used, to allow us better consider donations in the future. In addition, please send a receipt for this donation to the address below.

If you would like to speak with someone about this donation, please contact Alexa Schrock at 734-476-3455.

Thank you,



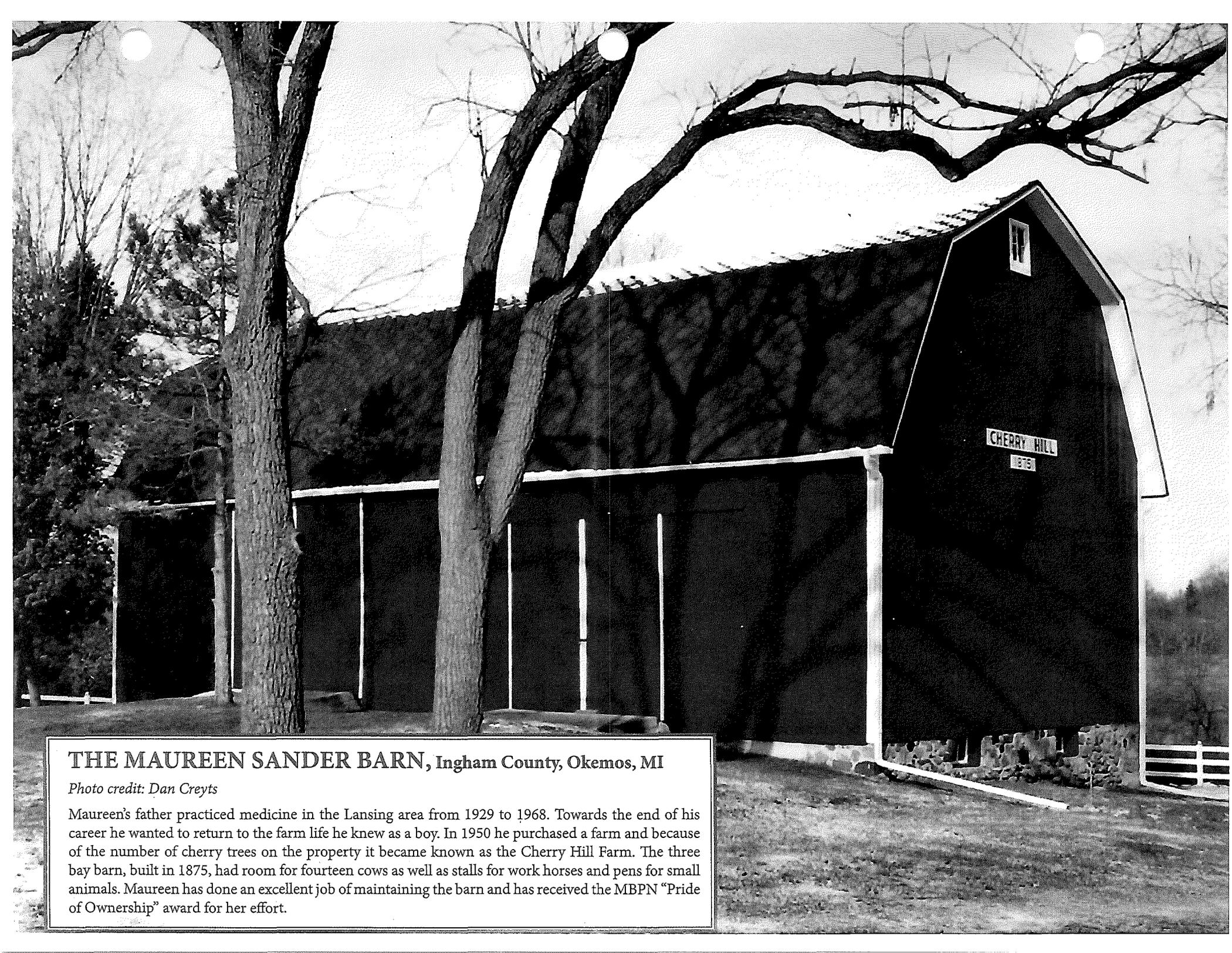
The Red Oak Foundation
195 North Harbor Drive, #3502
Chicago, IL 60601



MICHIGAN
BARN
PRESERVATION
NETWORK

2016 CALENDAR

Promoting appreciation, preservation and rehabilitation of Michigan barns, farmsteads and rural communities.
www.mibarn.net



THE MAUREEN SANDER BARN, Ingham County, Okemos, MI

Photo credit: Dan Creyts

Maureen's father practiced medicine in the Lansing area from 1929 to 1968. Towards the end of his career he wanted to return to the farm life he knew as a boy. In 1950 he purchased a farm and because of the number of cherry trees on the property it became known as the Cherry Hill Farm. The three bay barn, built in 1875, had room for fourteen cows as well as stalls for work horses and pens for small animals. Maureen has done an excellent job of maintaining the barn and has received the MBPN "Pride of Ownership" award for her effort.

Towne Courier • Sunday, November 29, 2015 •

Create treats for wild animals at Harris Nature Dec. 6

Families will be connecting with nature while creating treats for wild animals such as birds and squirrels on Sunday, Dec. 6, at 3 p.m. at the Harris Nature Center, 3998 Van Atta Road in Meridian Township. There is a \$3/person or \$7/family fee due at the time of the program. For more informa-

tion, contact hnc@meridian.mi.us or (517) 349-3866.

Discover beavers at Harris Nature Dec. 3

Curious preschool children will enjoy hands-on science exploration activities at the Harris Nature Center, 3998 Van Atta Road, Meridian Township, on Thursday, Dec. 3, at 1 p.m. This month's Preschool Science Exploration theme is Busy Beavers. The program is designed for 4-5-year-old children. The fee is \$4/child and is due at the time of the program. For more information, contact hnc@meridian.mi.us or (517) 349-3866.

Towne Courier • Sunday, November 22, 2015 •

Create treats for wild animals at Harris Nature Dec. 6

Families will be connecting with nature while creating treats for wild animals such as birds and squirrels on Sunday, Dec. 6, at 3 p.m. at the Harris Nature Center, 3998 Van Atta Road in Meridian Township. There is a \$3/person or \$7/family fee due at the time of the program. For more information, contact hnc@meridian.mi.us or (517) 349-3866.

Towne Courier • Sunday, November 15, 2015 •

Discover beavers at Harris Nature Dec. 3

Curious preschool children will enjoy hands-on science exploration activities at the Harris Nature Center, 3998 Van Atta Road, Meridian Township, on Thursday, Dec. 3, at 1 p.m. This month's Preschool Science Exploration theme is Busy Beavers. The program is designed for 4-5-year-old children. The fee is \$4/child and is due at the time of the program. For more information, contact hnc@meridian.mi.us or (517) 349-3866.

Chipmunk Story Time at HNC Nov. 19

Children are invited to join Chicory Chipmunk at the Harris Nature Center, 3998 Van Atta Road, Meridian Township, on Thursday, Nov. 19, at 10 a.m. for this month's Chipmunk Story Time, "Animals are Sleeping." The story times are open to preschool and elementary children. The fee is \$3/child/session and is due at the time of the program. For more information, contact hnc@meridian.mi.us or (517) 349-3866.

Harris Nature Center Foundation Minutes

July 13, 2015

Introduction

Present: Barb Kissling, Julie Moore, Patty Robbins, Roxanne Witcher, HNC Coordinator, Kit Rich

Absent: Jim Buscetta

Meeting was called to order at 6:35pm. The May 11, 2015 minutes were accepted.

Financial Report: Barb Kissling

Checking: \$28,658.95

Endowment: \$3,976.77

President's Report: Patty Robbins

The resignations of Directors Mike Lenkowski and Tony Bauer were accepted with regret. Mike and Tony gave years of valuable service to the Foundation and were much appreciated. In their absence, Directors have accepted new responsibilities: Barb Kissling as Treasurer, Julie Moore as Secretary, and Roxanne Witcher as our MABA representative.

The Log Jam has been completed and is very popular!

Harris Nature Center Report: Kit Rich

Steve Wilson, a community volunteer, is working with HNC to develop a Geology Trail in the center circle of parking lot. It will include large rock samples and informational signs.

Kit & Katie have been working on a menu of school science topics that can be addressed by the naturalists. They are organized by different audiences and are on the website.

The Nature Friends BBQ is moved to June.

Committee Reports

Nature Exploration Area

- Kevin Palmiter will repair the Turtle Sculpture and submit a bill to HNCF
- Kevin Palmiter will provide estimates for the Spider Web and Gathering Circle
- LuAnn Maisner is interested in attending an HNCF meeting
- Patty discussed the fossil dig, including ideas for placement of the fossils, and ideas for providing archeological toys such as brushes, sieves, and magnifying glasses. Kiwanis club is meeting at HNC August 18. They may be interested in sponsoring fossil dig equipment.
- Directors reviewed the new sign for the NEA

Fundraising Committee

- Julie will check into crcfoundation.org for grant opportunities
- Kit set up Amazon Smile account for HNC—HNC receives 0.5% of each eligible purchase

Old Business None

New Business

Roxanne nominated Barb for treasurer and Julie for secretary; Patty seconds; both passed unanimously.

Adjournment

Harris Nature Center Foundation

Minutes 8/10/15

Present: Patty Robbins, Jim Buscetta, Julie Moore, Kit Rich, HNC Naturalist

Guest: June Hicks

Call to order 6:34

Reviewed minutes

President's Report

- 18 bus scholarships (\$1,688.28), allowing 39 classes (947 kids) to participate in nature programs for 2014-15
- Turtle repaired, re-caulked, and sealed by Kevin Palmiter
- 3 Kiwanis benches were installed
- Spider web was installed
- Kevin Palmiter reported that building permit should be in the mail for the Gathering Circle

Financial Report

- Checking: \$17,252.15
- Endowment: \$3,976.80
- Kevin Palmiter submitted proposals and requested a down payment of \$11,000 for the Spider Web & Gathering Circle
- Rotary club pledged \$10,000 for gathering circle (planned \$5,000 2015; \$5,000 2016). Decided to go ahead and pay all \$10k this year to get Gathering Circle completed. Kevin will provide Rotary with detailed budget.
- Roxanne & Julie will help Barb set up new spreadsheet for budget

HNC Report

- 440 enrollments in summer camp in 2015—an all-time record
- HNC is serving as a township liaison to Kevin Palmiter—helping him secure building permit for Gathering Circle
- KP repaired turtle—we will need to reapply sealant each year
- KP installed spider web—issue of how to install rope/ webbing (rope on top of webbing or vice versa). Top is 6 feet high. Net drags to ground when under the heavier rope, so will flip. Will install wood chips around web next Saturday work day.
- Kit and Katie are busy with fall planning for schools and 2016 program planning

Committee Reports

NEA

- Kiwanis benches installed
- Kiwanis meeting at HNC Aug. 18 @ 5:30. Patty will attend to thank them for their contributions
- Log jam video for website—consider youtube channel to house videos advertising NEA—Kit will contact Board about propagating video.

- Sign was edited and Barb got it printed at sign-o-rama in Okemos. Should arrive soon to update the NEA sign
- Fossil Dig—Roxanne visited fossil site (quarry) in Alpena. Need to set a fossil review meeting to look over fossil collection. Thinking about how to organize and embed fossils for dig.
- Sticks & Stones needs path access to draw kids
- Beaver lodge next project—must include tunnel—think creatively about design
- Water feature still in future. Discussed use of USGS well near barn.

Fundraising

- Independent Bank grant application rejected b/c wrong category. Will try under Phase III. Competition state wide. Another involving voting.
- smile.amazon.com is up and running
- KP getting Home Depot discounts
- Table estate planning/ donation brochure discussion until next month
- June brought up SCRIP fundraiser
- Set plan for 2016 fundraising plan

New Business

Gathering Circle celebration with Rotary & funders

Adjourned 8:29pm

Next Meeting: Sept. 14 6:30pm

HNC Foundation Minutes

October 12, 2015

Present: Jim Buscetta, Barb Kissling, Julie Moore, Patty Robbins, Roxanne Witcher, and HNC Coordinator Kit Rich

Absent: June Hicks

Financial Report:

Checking: \$16,216.06

Recent deposits:

\$8,000 Rotary

\$2,000 Rotary

\$300 Streit donation for silver leaf in honor of a granddaughter

\$500 McNamara donation via PayPal

Endowment: \$5,976.88

Endowment approaching \$6000 and options for investment discussed. Goal of \$10,000 to invest.

Barb, Roxanne, and Julie will meet November 4 to set up a new financial organization system using excel.

Roxanne will get Barb a receipt for MABA.

Patty will get a debit card for purchases.

\$1000 donation from Alexa Schrock family foundation. Ms. Schrock spoke with Patty about opportunities for donating into the future. They would like an itemized report to document how the funds were used. Patty wrote a letter suggesting projects that the donation could be used for endowment, bus scholarships, or one of several NEA projects (possibly to finalize fossil dig). Barb might meet with Ms. Schrock. Directors discussed the benefits of developing a personal contact with the family.

MABA

Roxanne will submit HNCF to go into the pool for a donation of \$1000.

Harris Nature Center Report

Water and septic system tested positive for bacteria. Head of Public Works recommended a new well for the building. Plan needs to include future develop (bathrooms at trailhead, etc.). Township officials meeting next week about the well.

New exterior doors were installed and left large holes in plaster. Contractor will return and repair job. Front door still on order.

Halloween event scheduled for October 24th.

HNC had to finish MABA grant reporting for log jam. Kit sent itemized list and pictures.

Kit also followed up with Betty Mercer at Rotary for final reporting.

HNC Foundation Minutes

October 12, 2015

Wednesday, October 14th, Kit will be interviewed by HOMTV about what's next for the NEA.

Nature Exploration Area

Gathering Circle Dedication on Oct. 6 was lovely. Representation from the Haslett-Okemos Rotary Club (President Carrie Hindmon and others), HNCF (Tony, Helen, Patty, Roxanne, & Barb), representative from Flagstar Bank, & Kiwanis of Okemos were also present. Patty officially presented the Gathering Circle to Meridian Township (represented by LuAnn Maisner).

Cyrus is still working on coatings for fossils. Patty has list of fossils that are gaps in our current collection. Including trilobites, giant beaver skull, small ferns, dragonflies, etc. Patty approached Cyrus about casting beaver skull. Patty has 3d prints of beaver incisors and nose from Danish scientist. Roxanne suggested that the Maker Space in East Lansing could scan our beaver.

Luke Bossenbroek of K & H Concrete Cutting of Lansing, Inc. will come on Friday 10/16/15 to move large rocks into the Fossil Dig.

Deb Hottle, of Somerset, PA made original artwork for Fossil Sign. Patty will complete remainder.

Next feature: ideas for water works along hill (incorporate into new well plans), beaver lodge, tunnel, sticks & stones revision, treehouse structures & suspended walkway. Architect recommendations needed. Need an architect for designing Hawk's Nest. Need concept & building plans. Directors should reach out to contacts for architects/ designers. Julie should reach out to Amanda, Melissa Hong and David Vanderklock.

Fundraising

Silent Auction: The Kiwanis Club has offered to help us get donations and want a list of businesses to contact. The Directors selected some from last year's Donation Record and suggested other businesses. Patty will send Tony Bauer the list.

Fall fundraising letter: Barb suggested that the letter encourage donations to the Endowment Fund, with a goal of reaching \$10,000 - the minimum for investing with other endowment funds. Patty will compose the letter. Barb will retrieve the mailing list.

Adjournment

Important Dates:

Halloween Adventure Oct 24

Meetings: November 9, December 14, January 11

Silent Auction: January 30 10-3

Park Commission Meeting
December 8, 2015

9. NEW BUSINESS

- a. 2016 Meeting Schedule Resolution
- b. Greenfield Outdoor Fitness Grant Award

MEMORANDUM

TO: Park Commission

FROM: 
LuAnn Maisner, CPRP
Director of Parks and Recreation

DATE: December 3, 2015

RE: 2016 Commission Meeting Schedule

In light of the approved 2016 Township Board meeting schedule and in an effort to be televised, the following 2016 Park Commission Meeting Schedule is being recommended:

<u>Date</u>	<u>Location</u>	<u>Time</u>
January 12*	Town Hall Room	<u>Joint Meeting with Township Board at 6 pm</u>
January 19**	Town Hall Room	6 pm work session/7 pm regular mtg
February 9	Town Hall Room	6 pm work session/7 pm regular mtg
March 8	Town Hall Room	6 pm work session/7 pm regular mtg
April 12	Town Hall Room	6 pm work session/7 pm regular mtg
May 10	Town Hall Room	6 pm work session/7 pm regular mtg
June 14	Town Hall Room	6 pm work session/7 pm regular mtg
July 12	Town Hall Room	6 pm work session/7 pm regular mtg
August 9	Town Hall Room	6 pm work session/7 pm regular mtg
September 13	Town Hall Room	6 pm work session/7 pm regular mtg
October 11	Town Hall Room	6 pm work session/7 pm regular mtg
November 8	Town Hall Room	6 pm work session/7 pm regular mtg
December 13***	<u>Service Center</u>	6 pm work session/7 pm regular mtg

The exceptions to the meeting schedule are:

- On Tuesday, January 12, the Township Board is hosting the annual joint meeting of all boards and commissions. If the Commission moves their January meeting to January 19, the meeting can be televised.
- In December, the Township Board is meeting on the first and second Tuesday in the Town Hall Room. If the Commission would like to have their meeting remain on the second Tuesday, the meeting location is scheduled to be held at the Service Center.

The following motion is proposed:

MOVE that the Park Commission meeting schedule as outlined in the December 3, 2015 staff memorandum and attached Resolution be accepted and approved, and copies of the meeting schedule be forwarded to the appropriate individuals for posting.

/attachment

**Park Commission Meeting Dates
2016 Schedule**

RESOLUTION

At a regular meeting of the Park Commission of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Service Center, in said Township on the 8th day of December, 2015, at 7:00 p.m., Local Time.

PRESENT:

ABSENT:

The following resolution was offered by Commissioner ___ and supported by Commissioner ___.

WHEREAS, the Park Commission desires to announce the time, date, and place of all meetings of the Commission; and

WHEREAS, the Park Commission deems the 2016 regular meeting schedule sufficient to uphold the Township Board's Policies and Procedures, and advancement toward the Board's Global Ends; and

NOW, THEREFORE, BE IT RESOLVED by the Park Commission of the Charter Township of Meridian, Ingham County, Michigan, that the Park Commission adopts its regular 2016 meeting schedule as follows:

<u>Date</u>	<u>Location</u>	<u>Time</u>
January 12*	Town Hall Room	<u>Joint Meeting with Township Board at 6 pm</u>
January 19**	Town Hall Room	6 pm work session/7 pm regular mtg
February 9	Town Hall Room	6 pm work session/7 pm regular mtg
March 8	Town Hall Room	6 pm work session/7 pm regular mtg
April 12	Town Hall Room	6 pm work session/7 pm regular mtg
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September 13	Town Hall Room	6 pm work session/7 pm regular mtg
October 11	Town Hall Room	6 pm work session/7 pm regular mtg
November 8	Town Hall Room	6 pm work session/7 pm regular mtg
December 13***	<u>Service Center</u>	6 pm work session/7 pm regular mtg

2. The Park Commission has set a schedule to meet on the second Tuesday of the month; except in January, when it will meet on the third Tuesday.

3. Each of the above meetings shall be held in the Town Hall Room of the Meridian Municipal Building, 5151 Marsh Road, Okemos, Michigan, (517) 853-4000, with the exception of December 13, when the Commission shall meet at the Meridian Township Service Center, 2100 Gaylord C. Smith Court, Haslett, MI 48840 (517) 853-4600.
4. If the meeting location is in the Town Hall Room, the Park Commission meeting shall consist of a non-televised work session at 6 pm and the televised regular meeting at 7 pm. If the meeting location is other than the Town Hall Room, the non-televised meeting will consist of a non-televised work session at 6 pm and a regular meeting at 7 pm unless a work session is not required and therefore the regular meeting will begin at 6 pm.
5. Special meetings of the Park Commission may be called pursuant to the statute thereto appertaining.
6. Regular meetings may be canceled, recessed or postponed by members of the Park Commission pursuant to the statute thereto appertaining.
7. A summary of this resolution stating date, place, and time shall be published in a newspaper of general circulation in the Township, and a copy of this resolution shall be posted in the Meridian Municipal Building.

ADOPTED:
YEAS:
NAYS:

STATE OF MICHIGAN)
) ss
COUNTY OF INGHAM)

I, the undersigned, the duly qualified Chairperson of the Park Commission of the Charter 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 Park Commission held on the 8th day of December, 2015.

Todd Wilson, Chair
Meridian Township Park Commission

2016 TOWNSHIP BOARD MEETING SCHEDULE

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 3rd day of November, 2015 at 6:00 p.m., local time.

PRESENT: Supervisor LeGoff, Clerk Dreyfus, Treasurer Brixie, Trustees Scales, Styka,
Veenstra, Wilson

ABSENT: None

The following resolution was offered by Treasurer Brixie and supported by Trustee Wilson.

WHEREAS, the Township Board desires to announce the time, date, and place of all regular meetings of the Board, pursuant to MCL 42.7; and

WHEREAS, the Township Board deems the 2016 regular meeting schedule sufficient to uphold the Board's Policies and Procedures, and advance its Global Ends.

NOW, THEREFORE, BE IT RESOLVED by the Township Board of the Charter Township of Meridian, Ingham County, Michigan that the Township Board adopts its regular 2016 meeting schedule as follows:

Tuesday, January 5, 2016	6:00 P.M. Regular Meeting
Tuesday, January 12, 2016	6:00 P.M. Joint Meeting (Township Boards and Commissions)
Tuesday, January 26, 2016	6:00 P.M. Regular Meeting
Tuesday, February 2, 2016	6:00 P.M. Regular Meeting
Tuesday, February 16, 2016	6:00 P.M. Regular Meeting
Tuesday, March 1, 2016	6:00 P.M. Regular Meeting
Tuesday, March 15, 2016	6:00 P.M. Regular Meeting
Thursday , March 24, 2016	6:00 P.M. Joint Meeting (School Districts and Local Governments)
Tuesday, April 5, 2016	6:00 P.M. Regular Meeting
Tuesday, April 19, 2016	6:00 P.M. Regular Meeting
Tuesday, May 3, 2016	6:00 P.M. Regular Meeting
Tuesday, May 17, 2016	6:00 P.M. Regular Meeting
Tuesday, June 7, 2016	6:00 P.M. Regular Meeting
Tuesday, June 21, 2016	6:00 P.M. Regular Meeting
Tuesday, July 5, 2016	6:00 P.M. Regular Meeting
Tuesday, July 19, 2016	6:00 P.M. Regular Meeting
Thursday , August 4, 2016	6:00 P.M. Regular Meeting
Tuesday, August 16, 2016	6:00 P.M. Regular Meeting
Tuesday, September 6, 2016	6:00 P.M. Regular Meeting (Proposed Budget Hearing & Deliberations)
Tuesday, September 20, 2016	6:00 P.M. Regular Meeting
Tuesday, October 4, 2016	6:00 P.M. Regular Meeting

Official Award of Grant Notification

CONGRATULATIONS!

Greenfields Outdoor Fitness is proud to announce that

Meridian Township

is a recipient of the Go Greenfields Grant

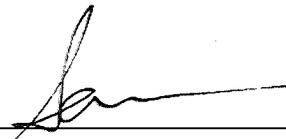
Your Go Greenfields Grant award is \$17,680.

Your total financial commitment is \$44,500 (equipment and delivery).

Grant is awarded with the following terms and conditions: 1.) A purchase order must be received by 12/31/15. 2.) A 50% deposit must be received by 12/31/15.
3.) Grant awards are in-kind funds usable for purchase of exercise equipment only.

Your outdoor gym at Wonch Park will feature the
Greenfields Outdoor Fitness apparatuses per the attached quote.

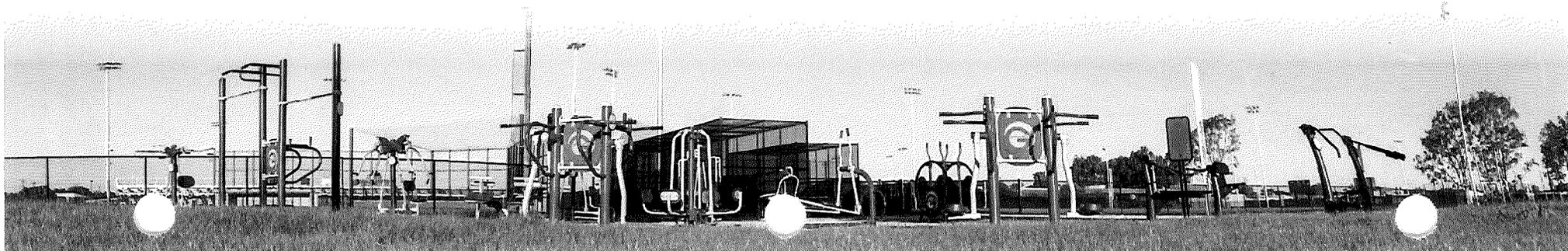
We are excited to partner with you in the pursuit of a healthier tomorrow.



Sam Mendelsohn, President / CEO

November 30, 2015

Date



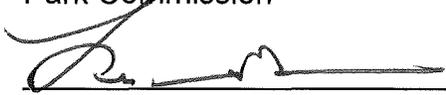
Park Commission Meeting
December 8, 2015

11. OTHER BUSINESS

- a. Elections of Officers

MERIDIAN TOWNSHIP PARKS AND RECREATION



TO: Park Commission
FROM: 
LuAnn Maisner, CPRP
Director of Parks and Recreation
DATE: December 3, 2015
RE: Procedure to Elect Officers

Chair opens the floor for nominations for **Chair**.

COMMISSIONER _____ MOVED, TO NOMINATE _____ AS CHAIR.
COMMISSIONER _____ SECONDED.

Commissioner _____ accepted the nomination.

Hearing no other nominations, Chair closed the floor to nominations for Chair.

Roll Call Vote:

AYES:
NAYS:

Chair opens the floor for nomination for **Vice Chair**.

COMMISSIONER _____ MOVED, TO NOMINATE _____ AS VICE CHAIR.
COMMISSIONER _____ SECONDED.

Commissioner _____ accepted the nomination.

Hearing no other nominations, Chair closed the floor to nomination for Vice Chair.

Roll Call Vote:

AYES:
NAYS: