



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD – REGULAR MEETING
October 15, 2019 6:00 pm

1. CALL MEETING TO ORDER
 2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
 3. ROLL CALL
 4. PRESENTATION
 - A. MSU Solar Project-Wolfgang Bauer, Associate Vice President for Administrative Services
 - B. Introduction of New Police Officer
 5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS*
 6. TOWNSHIP MANAGER REPORT
 7. BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS
 8. APPROVAL OF AGENDA
 9. CONSENT AGENDA
 - A. Communications
 - B. Minutes-October 1, 2019 Regular Meeting
 - C. Bills
 - D. Ratification of New Paramedic/Firefighter Appointments
 - E. Resolution for Fire Prevention Month
 10. QUESTIONS FOR THE ATTORNEY
 11. HEARINGS (CANARY)
 12. ACTION ITEMS (PINK)
 - A. Tentative Preliminary Plat #19012 (Giguere Homes)
 - B. 3rd Quarter Budget Amendments
 - C. Public Comment Policies
 - D. Franchise Fees-**Final Adoption**
 - E. DDA Appointment
 - F. Planning Commission Appointment
 13. BOARD DISCUSSION ITEMS (ORCHID)
 - A. Okemos Road Bridge Replacement
 - B. Ordinance Prohibiting Animal Sales at Pet Stores
 - C. Trash Receptacle Ordinance
 - D. Amendment to Truck Route Ordinance for Hamilton Road
 - E. Update to Land Division Ordinance
 - F. Newton Road Sanitary Sewer SAD #54
 14. COMMENTS FROM THE PUBLIC
 15. OTHER MATTERS AND BOARD MEMBER COMMENTS
 16. ADJOURNMENT
-

All comments limited to 3 minutes, unless prior approval for additional time for good cause is obtained from the Supervisor.
Appointment of Supervisor Pro Tem and/ or Temporary Clerk if necessary.

Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Board by contacting:
Township Manager Frank L. Walsh, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4258 - Ten Day Notice is Required.
Meeting Location: 5151 Marsh Road, Okemos, MI 48864 Township Hall



**CLERK'S OFFICE
BOARD COMMUNICATIONS
October 15, 2019**

**BOARD INFORMATION
(BI)**

From: [Brett Dreyfus](#)
To: [Robert Cwiertniewicz](#)
Subject: Trash Cans
Date: Friday, October 11, 2019 3:57:48 PM

From: phyllis vaughn <phyllis12161216@gmail.com>
Sent: Friday, October 4, 2019 12:57 PM
To: Township Board <Townshipboard@meridian.mi.us>
Subject: Trash Cans

I listened to proposed ordinance about people being fined for leaving trash containers out. It is great certain neighborhoods should want pristine conditions. I ask you all to look at area across from Lake Lansing S Park. Their is a house that has been in remodel phase all summer with construction debris blowing all over. The next house to North has several vehicles in yard, along with boats and trash. This person is backyard mechanic and works on cars in driveway. So while some areas of Meridian you think trash cans are bad why not enforce in Haslett area?. I would add at Grange Acres Granger is very kind to people who have trouble bringing in cans. We don't have option of putting in garage. If trash cans are problem. In an area perhaps the neighbors could ask the person if they need help bringing it in. Let's be real, if all someone has out of order in their life is someone's trash can. LIFE IS GOOD. Thank you, Phyllis Vaughn

From: [Brett Dreyfus](#)
To: [Robert Cwierniewicz](#)
Subject: Recommendation for improvement in your billing process
Date: Friday, October 11, 2019 3:56:57 PM

From: Michael Hudson <Michael-Hudson@live.com>
Sent: Monday, October 7, 2019 11:24 AM
To: Utility <utilitybills@meridian.mi.us>
Cc: Brett Dreyfus <dreyfus@meridian.mi.us>
Subject: Recommendation for improvement in your billing process

Dear Meridian Officials,

I have long enjoyed the convenience of my water bills being paid automatically with the former system. It saved you mailing me and allowed me to automate the process.

The new system adds costs of \$3.75 per quarter or \$15 per year if I continue to use the automated payment plan. That is a fee I am unwilling to endure. I request you reconsider this as follows:

- If someone wishes to pay their bill via automatic online credit card payment and has selected paperless billing (i.e., you drop the cost of mailing paper), you should waive the servicing fee. There is already an administrative fee built into each of your bills so please stop up charging us at every turn.

Thank you.

Please let us know if this process changes and I'll be happy to switch to paperless and automate your receipt of the payments for my water bill. Until then, we'll remain in the stone age with paper bills.

Michael Hudson
6009 Skyline Drive



PROPOSED DRAFT MINUTES

PROPOSED MOTION:

Move to approve and ratify the minutes of the Regular Meeting of October 1, 2019 as submitted.

ALTERNATE MOTION:

Move to approve and ratify the minutes of the October 1, 2019 Regular Meeting with the following amendment(s): [insert amendments]

CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD REGULAR MEETING **-DRAFT-**
5151 Marsh Road, Okemos MI 48864-1198
853-4000, Township Hall Room
TUESDAY, October 1, 2019 **6:00 pm.**

PRESENT: Supervisor Styka, Clerk Dreyfus, Treasurer Deschaine, Trustees Jackson, Opsommer, Sundland

ABSENT: Trustee Wisinski

STAFF: Township Manager Walsh, Director of Public Works Perry, Fire Chief Hamel, Police Chief Plaga, Community Planning Director Kieselbach, IT Director Gebes, Principal Planner Menser, Economic Development Director Buck, Communications Director Guthrie, Parks and Recreation Director Maisner

1. CALL MEETING TO ORDER

Supervisor Styka called the meeting to order at 6:00 pm.

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Styka led the Pledge of Allegiance.

3. ROLL CALL

Township Clerk Dreyfus called the roll of the Board.

4. PRESENTATIONS

A. Chief Plaga and Sgt. Besonen were given a Certificate of Appreciation (through Governor's Office) by Rep. Brixie for rescuing motorist who drove into a pond.

B. Introduce new Assistant IT Director Troy Kaminga

C. Planner Menser announced the results of the Medical Marihuana Lottery. Overlay Area 5 had multiple applicants requiring a lottery. The applicant selected was DNVK 2, LLC and the address for the provisioning center is 1614 W. Grand River Ave. Lottery for Overlay Areas 3 & 4 have been postponed.

D. 3rd Quarter Management Report provided by Township Manager

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Styka opened public remarks at 6:30 pm.

James Giguere, 6253 Fenwick Court, E. Lansing; (Developer) Spoke in support of Tentative Preliminary Plat #19012 (Giguere Homes) (Agenda Item 13A).

Supervisor Styka closed public remarks at 6:32 pm.

6. TOWNSHIP MANAGER REPORT

Township Manager provided 3rd Quarter report during Board presentations.

7. BOARD MEMBER REPORTS AND ANNOUNCEMENTS

Trustee Sundland:

- Participated in MML Conference in Detroit, impressed with Downtown water walk, great networking event.

Trustee Jackson:

- Attended MML Conference, workshops on importance of 2020 Census, electrifying transportation, affordable housing, importance and impact of local government.

Clerk Dreyfus:

- Participated in MTA workshop to inform Clerks and officials on proposed changes to County Sewer Code, from Point-of-Sale Inspections to potential 10-year inspection requirement.

Treasurer Deschaine:

- Attended opening of High Caliber Karting at Meridian Mall,
- Participated in Meridian Senior Recognition event, Terry Carroll received 2019 Senior Award for contributions including bagpipe playing at the Twp Memorial Day Service.
- Attended Chamber of Commerce "10 Over 10 Years" – 3 Township residents recognized.
- Participated in conference call with Twp staff re. Standard & Poor Bond Rating, goal is AAA rating vs. current AA rating.

Supervisor Styka:

- Attended 10 Over 10 event as well as monthly Chamber of Commerce meeting.
- Attended Corridor Improvement Authority meeting, looked at Form Based Code.
- Today is International Day of Older Persons (UN proclamation).
- Spoke at 2019 Senior Recognition Event on September 24.
- Meridian Historical Center Blue & Grey Civil War event October 5.
- Harris Nature Center: Howl at the Moon Oct 11, Autumn Color Walk Oct 13, Chipmunk Story Time Oct 17, Halloween Adventure October 19.
- Meridian Cares hosting a fundraiser for the Community Resource Commission at Old Chicago on Oct 18, 4:00 – 9:00pm. CRC provides resources for Township residents needing assistance.
- Halloween event at Meridian Municipal Complex on Oct 26.
- HOM-TV recognized for awards in community broadcasting and for election coverage.
- Noted success of Recycling Event Sept 28. Despite bad weather, volunteers showed up and thousands of pounds of materials were processed for recycling.

8. APPROVAL OF AGENDA

Treasurer Deschaine moved to approve the Agenda. Seconded by Trustee Jackson .

VOICE VOTE: Motion carried 6 – 0

9. CONSENT AGENDA

Supervisor Styka reviewed the consent agenda.

Clerk Dreyfus moved to adopt the Consent Agenda as presented. Seconded by Trustee Opsommer .

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

NAYS:

Motion carried 6 – 0

A. Communications

Clerk Dreyfus 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 Opsommer.

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

NAYS:

Motion carried 6 – 0

B. Approval of Minutes – September 3, 2019 Regular Meeting

Clerk Dreyfus moved to approve and ratify the minutes of the Regular Meeting of September 17, 2019 as submitted. Seconded by Trustee Opsommer.

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

NAYS:

Motion carried 6 – 0

C. Bills

Clerk Dreyfus moved to approve that the Township Board approve the Manager’s Bills as follows, seconded by Trustee Opsommer.

Common Cash		\$ 273,254.05
Public Works		\$ 501,447.21
Trust & Agency		\$13,066,713.79
	Total Checks	\$13,841,415.05
Credit Card Transactions		\$ 9,725.73
Sept. 12 – Sept. 25	Total Purchases	<u>\$13,851,140.78</u>

ACH Payments

\$ 479,036.86

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

NAYS:

Motion carried 6 - 0

10. QUESTIONS FOR THE ATTORNEY - NONE

11. HEARINGS

12. ACTION ITEMS

A. 2360 Jolly Road Brownfield Plan

Trustee Opsommer moved to adopt the resolution approving the 2360 Jolly Road Brownfield Plan in an amount not to exceed \$422,458 over an estimated 12 year period. Seconded by Treasurer Deschaine.

Board discussion: This is an additional Brownfield Plan for the Okemos Elevation, site was location of former tire store containing asbestos and other contaminants, redevelop plans for restaurant and fitness center. MT Brownfield Redevelopment Authority (BRA) recommended approval of Plan.

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

NAYS:

Motion carried 6 - 0

13. BOARD DISCUSSION ITEMS

A. Tentative Preliminary Plat #19012 (Giguere Homes)

Director Kieselbach presented updates to the proposed Plat, including clarification of the Consumers Energy power lines easement and conditions offered by the developer.

Board discussion: existing buffers between proposed development and adjacent existing homes, tree loss due to Consumers trimming, trimming in buffer area can grow back over time, resident concerns about tree vs. open space buffer, developer statement that he "cut no trees" and was unaware of Consumers tree trimming, designated preservation areas should not be affected by Consumers trimming operations.

Board consensus to place this item up for action at the next meeting.

B. Haslett/Park Lake Road Rezoning Request

Director Kieselbach explained that the rezoning, for approximately 2 acres, originated from the City of East Lansing, due to Urban Cooperation Agreement signed in 2001. Property is south of outlot reserved for Costco. Current zoning in EL is RA (Residential Agricultural) and proposed is B-2 (Retail Sales). Need MT Board approval to Amend Urban Cooperation Agreement to allow this rezoning category.

Board discussion: boundary of property, Future Land Use Map error – original intent was single family housing, importance of preserving corner to prevent gas station or other inappropriate development, vacancy issues currently for Professional/Office, Haslett Road is all residential from Okemos Rd to Park Lake (except for YMCA), citizens and non-planners can clearly see that residential is the logical choice for this property, rezoning could be considered spot zoning – which is not permissible, B-4 also requires Township approval, Agreement expires in 2039, attractive corridor should be left “as is” considering Costco development diminished natural beauty in adjacent subdivision.

Board unanimous consensus to not approve amending the Urban Cooperation Agreement and notify the City of East Lansing regarding this decision.

C. Ordinance Prohibiting Cat and Dog Sales at Pet Stores

Board Discussion: Goal to reduce demand for puppies and kittens that originate from puppy mills, Humane Society fact sheet on puppy mill problems, proposal to prohibit sales in stores in Township, will not prevent person-to-person sales or stores working with Humane Society and adoption events, concerns about over-regulation, question if all pet shops support puppy/kitten mills, alternatives for stores who are selling puppies/kittens, are there independent retailers that do not purchase from mills, possibility of Preuss Pets or other pet store owner present information to Board, question regarding whether Township residents express concern on this issue.

Board consensus for staff to develop draft ordinance and bring to Board for discussion.

D. Trash Receptacle Ordinance

Supervisor Styka initiated this proposal regarding the regulation of placement and retrieval of trash containers.

Board Discussion: Supervisor reported several complaints about where receptacle is stored and time they are left out, Planning Director commented on potential difficulty of ordinance enforcement, question about actual number of code violation complaints under current public nuisance ordinance, some homeowner associations have trash container storage regulations, Board member report that he never heard any citizen concerns on this issue and belief there is a lack of need for it, first-time warning preferable vs fine, concern about retrieval requirements being difficult to comply with, review of other community regulations, discussion of potential fines, discussion of Village of Colon and City of St. Joseph regulations.

E. Public Comment Policies

Board Discussion: Township Attorney firm recommendation that Board officially adopt Public Comment Policies as part of its Board Policies, good idea to put it in writing, prevent challenges in the future.

Supervisor statement that Board will vote on this at an upcoming Board meeting.

14. COMMENTS FROM THE PUBLIC - NONE

Supervisor Styka Opened Public Remarks at 7:51 pm.

Supervisor Styka Closed Public Remarks at 7:51 pm.

15. OTHER MATTERS AND BOARD MEMBER COMMENTS

Clerk Dreyfus:

● New development concept called Vertical Forests, gaining much publicity worldwide. Italian architect built 262 ft and 367 ft apartment buildings that are considered “living, breathing organisms.” Extensive plantings and greenery drape outside the building from every unit and balcony. With Township allowing taller buildings – innovative landscaping design on buildings could be a good way to go for 3, 4 or 5 story MUPUDs.

Treasurer Deschaine:

● Reminder to citizens about second Consumer Education Series presentation – Online Safety, at the Meridian Senior Center on Oct 8 at 10am. Topics include protecting your devices, your money, and your personal information, how to avoid common and emerging online scams, and tips on setting up strong passwords.

16. ADJOURNMENT

Trustee Opsommer moved to adjourn. Seconded by Trustee Jackson.

VOICE VOTE: Motion carried 6 – 0

Supervisor Styka adjourned the meeting at 7:54 pm.

RONALD J. STYKA,
TOWNSHIP SUPERVISOR

BRETT DREYFUS,
TOWNSHIP CLERK



To: Board Members
From: Miriam Mattison, Finance Director
Date: October 15, 2019
Re: Board Bills

Charter Township of Meridian
Board Meeting
10/15/2019

MOVED THAT THE TOWNSHIP BOARD APPROVE THE MANAGER'S
BILLS AS FOLLOWS:

COMMON CASH	257,352.28	
PUBLIC WORKS	60,409.51	
TRUST & AGENCY	171,924.42	
	TOTAL CHECKS:	\$ 489,686.21
CREDIT CARD TRANSACTIONS Sept 26 - Oct 9		\$ 12,027.11
	TOTAL PURCHASES:	<u>\$ 501,713.32</u>
ACH PAYMENTS		<u>\$ 793,562.17</u>

Vendor Name	Description	Amount	Check #
1. CATHERINE ADAMS	MILEAGE REIMBURSEMENT	93.96	
2. AFFORDABLE TIRE	POLICE CAR TIRES-UNIT 130	321.44	
	STATE CONTRACT FLEET TIRES 2019-UNIT 130	193.28	
	STATE CONTRACT FLEET TIRES 2019- UNIT 130	74.84	
	TOTAL	589.56	
3. AIRGAS GREAT LAKES	STANDING PO FOR MEDICAL OXYGEN	512.85	
	STANDING PO FOR MEDICAL OXYGEN	72.07	
	TOTAL	584.92	
4. ALLISON GOODMAN	MILEAGE REIMBURSEMENT	30.74	
5. AT & T	FIBER TO FS91	1,067.42	
6. AT & T	MONTHLY BILL OCT 2019	63.45	
7. AT & T	MONTHLY BILL SEP-OCT	164.35	
	MONTHLY BILL SEP-OCT	223.55	
	MONTHLY BILL SEPT - OCT	354.89	
	MONTHLY BILL SEPT - OCT	223.77	
	MONTHLY BILL SEPT - OCT	3,030.01	
	PS1 TO NORTH FIRE	541.79	
	MONTHLY BILL SEPT - OCT	581.79	
	TOTAL	5,120.15	
8. AXON ENTERPRISE, INC	YEAR 1 AXON FLEET SYSTEM DATES TBD	16,801.06	
9. BALLARD ELECTRIC	PERMIT PE19-0720 OVERPAID	15.00	
10. BARYAMES CLEANERS	STANDING PO FOR DRY CLEANING	21.40	
	STANDING PO FOR DRY CLEANING	18.60	
	TOTAL	40.00	
11. BEACON COUNSELING SERVICES, LLC	PHIL GAMBER - THERAPIST MEETING	150.00	
12. BOARD OF WATER & LIGHT	2019 STREETLIGHT SERVICE	550.89	
13. BOBCAT OF LANSING	WINDSHIELD REPLACEMENT- TOOLCAT #55 & #125	840.84	
14. CHRIS BUCK	MILEAGE REIMBURSEMENT	229.89	
15. DELL MARKETING LP	SEMI RUGGED DELL LAPTOP COMPUTER ELLIS.	3,253.96	
16. CARTEGRAPH	DPW OMS SOFTWARE ANNUAL RENEWAL	21,250.00	
17. MYCOPHILES GARDEN LLC	FARM MARKET VENDOR	50.00	
18. CINTAS CORPORATION #725	MECHANICS UNIFORMS 2019	48.35	
19. CITY OF EAST LANSING	SHARED ASSESSOR SERVICES	5,517.65	
	EAST LANSING MEP 3RD QUARTER	56,774.78	
	TOTAL	62,292.43	
20. CITY PULSE	TWP NOTICES	60.36	
21. COMCAST	THB INT + CABLE - SEPT	329.55	
	SEPT 29-OCT 28TH BILL PSB	22.37	

Vendor Name	Description	Amount	Check #
	TOTAL	351.92	
22. CORECOMM INTERNET SERVICES			
	ONGOING INTERNET COST - SEMI ANNUAL 10/14-4/13	29.95	
23. THE CHEESE PEOPLE OF GRAND RAPIDS			
	FARM MARKET VENDOR	12.00	
24. DBI			
	SUPPLIES	37.35	
	OFFICE SUPPLIES	32.88	
	PAPER 8.5X 11 X 2	65.80	
	PAPER - 8.5X11 X 2	65.80	
	TOTAL	201.83	
25. DEE CRAMER			
	PM19-0731 OVERPAID	75.00	
26. OFILIA DIAZ			
	FARM MARKET VENDOR	12.00	
27. SHAWN DIEMER			
	FARM MARKET VENDOR	441.00	
28. EASTERN MI CONTRACTING, LLC			
	OKEMOS ROAD BOARDWALK 2019- PAY ESTIMATE 11	19,968.48	
29. MARK EBENER			
	FARM MARKET VENDOR	115.00	
30. FAHEY SCHULTZ BURZYCH RHODES PLC			
	LEGAL FEES	2,638.00	
	LEGAL FEES	504.00	
	LEGAL FEES	1,150.00	
	LEGAL FEES	37.50	
	LEGAL FEES	42.00	
	LEGAL FEES	63.00	
	LEGAL FEES	348.00	
	LEGAL FEES	6,586.00	
	LEGAL FEES	1,820.00	
	LEGAL FEES	168.00	
	LEGAL FEES	208.00	
	LEGAL FEES	17,387.00	
	LEGAL FEES	42.00	
	LEGAL FEES	1,530.00	
	LEGAL FEES	673.19	
	LEGAL FEES	4,226.88	
	LEGAL FEES	233.28	
	LEGAL FEES	116.65	
	LEGAL FEES	630.00	
	LEGAL FEES	82.50	
	LEGAL FEES	1,443.50	
	LEGAL FEES	2,379.50	
	LEGAL FEES	82.50	
	LEGAL FEES	82.50	
	TOTAL	42,474.00	
31. FIRST ADVANTAGE LNS OCC HEALTH			
	MDOT RANDOM DRUG TESTING	153.18	
32. FIRST AMERICAN ADMINISTRATORS			
	EYEMED INSURANCE SEPT 2019	2,524.52	
33. FORESIGHT GROUP			
	6.75 MERIDIAN CARES REPLY ENVELOPES	539.67	
	CYCLES 1 & 4 WATER BILLS	1,224.83	101416
	WATER BILLS 9/30	445.20	
	TOTAL	2,209.70	
34. GALLAGHER BENEFIT SERVICES, INC			
	8/1/2019-7/31/2020 HEALTH AND WELFARE CONSULTING S	2,765.52	
35. GOYETTE MECHANICAL			
	PERMIT 19-0413 OVERPAID	15.00	
36. JANE GREENWAY			

Vendor Name	Description	Amount	Check #
37. MARYANN GROOP	MILEAGE REIMBURSEMENT	22.62	
38. HENDERSON GLASS	MILEAGE REIMBURSEMENT	5.80	
	PROJECT 56	200.00	
	PROJECT 55	200.00	
	TOTAL	400.00	
39. WILBUR HOCHSTETLER	FARM MARKET VENDOR	422.00	
40. JEREMY VANG	FARM MARKET VENDOR	16.00	
41. JIMMERSON ROOFING	REFUND OF OVER PAYMNET	75.00	
42. KOLACHE KITCHEN LLC	FARM MARKET VENDOR	11.00	
43. LANSING SANITARY SUPPLY INC	STANDING PO FOR CLEANING SUPPLIES & EQUIPMENT	133.10	
44. LANSING UNIFORM COMPANY	STANDING PO FOR UNIFORMS	245.75	
	STANDING PO FOR UNIFORMS	274.80	
	TOTAL	520.55	
45. LAWSON PRINTERS	BUSINESS CARDS FOR TROY K AND ROB M	165.00	
46. MAHO	FALL SEMINAR FOR JOE WADE	40.00	101513
47. JOYCE A MARX	MILEAGE REIMBURSEMENT MERS RETIREMENT CONFERENCE	221.56	
48. MARY GROOP	REIMBURSEMENT FOR MCAT TRAINING	150.00	
49. MATTHEW BENDER & CO INC	INV 13887572 LAND USE LAW UPDATE REL #10	197.00	
50. MAX R	ADIRONDACK CHAIRS FOR MARKETPLACE ON THE GREEN	4,500.00	
51. MCKEARNEY ASPHALT & SEALING INC	SEALCOATING AND STRIPING ASPHALT PARKING LOTS- 201	14,492.50	
52. MCLAUGHLIN FARM LTD	FARM MARKET VENDOR	27.00	
53. SUE MCMASTER	FARM MARKET VENDOR	313.00	
54. MEDICAL MANAGEMENT SYSTEMS OF	AMBULANCE BILLING SERVICE	4,230.75	
55. MERIDIAN SENIOR CENTER	MONEY COLLECTED FROM SINOR TRIBUTE SPONSORSHIP DOL	1,200.00	
56. MERIDIAN TOWNSHIP	TRANSFER FOR FLEC CHECKING FOR 10/11 PAYROLL	870.23	
57. MERRILL FORD	FORD FLEET REPAIR PARTS 2019	125.55	
	FORD FLEET REPAIR PARTS 2019-UNIT 666	225.50	
	TOTAL	351.05	
58. MICHIGAN POLICE EQUIPMENT CO	AMMUNITION	3,587.00	
59. MICHIGAN MUNICIPAL LEAGUE	2019 MML CONVENTION -- KATHY SUNDLAND	35.00	
60. MICHIGAN TOWNSHIP ASSOCIATION	ASSISTRANT IT DIR AD	120.00	
61. MCKESSON MEDICAL-SURGICAL	GOV SOL		
	STANDING PO FOR EMS SUPPLIES/EQUIPMENT	869.13	
	STANDING PO FOR EMS SUPPLIES/EQUIPMENT	380.08	
	TOTAL	1,249.21	
62. MOSQUITO SQUAD OF GREATER LANSING	MOSUITO BARRIER TREATMENT	350.00	

Vendor Name	Description	Amount	Check #
	MOSQUITO BARRIER TREATMENT	135.00	
	MOSQUITO BARRIER TREATMENT	300.00	
	TOTAL	785.00	
63. MR. ELECTRIC CONSTRUCTION	PERMIT PE19-0721 OVERPAID	15.00	
64. MY 3 SONS HEATING AND COOLING LLC	PERMIT PM 19-0732 OVERPAID	15.00	
65. ORKIN, 551-LANSING, MI	2019 PESTICIDE TREATMENT MUNICIPAL BLDG	125.00	
	2019 PESTICIDE TREATMENT MUNICIPAL BLDG	75.00	
	TOTAL	200.00	
66. OVERHEAD DOOR OF LANSING	NORTH FIRE STATION	930.14	
67. PATRICIA HERRING-JACKSON	REIMBURSEMENT FOR HOTEL AT MML CONFERENCE IN DETRO	540.39	
68. PEOPLEFACTS LLC	EMPLOYEE PRE-EMPLOYEMENT CREDIT CHECKS	31.01	
	EMPLOYEE PRE-EMPLOYMENT CREDIT CHECKS	13.27	
	TOTAL	44.28	
69. MERIDIAN TOWNSHIP PETTY CASH	REIM ERIN LINN EVO TRAINING LUNCH	12.50	
	REIMB ED BESONEN TRAINING DINNER	18.95	
	REIMB PHIL DESCHAIINE JEOPORDY ASSESSMENT	41.75	
	REIMB ED BESONEN TRAINING LUNCH	11.97	
	REIMB DEREK BURCHAM TIME GAUGE	21.42	
	REIMB CHRIS JOHNSON REFRESHMENTS FOR FIRE	15.09	
	REIMB FOR DEREK BURCHAM TRAINING MEALS	25.46	
	TOTAL	147.14	
70. POWER DMS	EXPANSION OF EXISTING SOFTWARE LICENSE FOR POLICE	334.40	
71. PREMIER RENOVATIONS	PB19-0448 OVERPAID	180.00	
72. PRINTING SYSTEMS INC	ELECTION FORMS AND SUPPLIES	72.78	
73. PRINT MAKERS SERVICE INC	METER CHARGE	39.63	
	METER CHARGE AND MONTHLY CHARGE	143.22	
	TOTAL	182.85	
74. PROGRESSIVE AE	2019 LAKE LANSING SAD WATERSHED MANAGEMENT	2,864.66	
75. J. RANCK ELECTRIC INC.	PERMIT PE19-0710 OVERPAID	15.00	
76. SME	DENSITY TESTING FOR OKEMOS ROAD BOARDWALK	1,742.80	
77. SPARROW OCCUPATIONAL	PHYSICALS FOR NEW HIRES	1,699.00	
78. SPARROW HOSPITAL	CARES EMPLOYEE PROGRAM	950.00	
79. ST MARTHA CONFERENCE OF	REIMBURSEMENT FOR PMT TO AVOID EVICTION FOR C GIBS	250.00	101515
80. ST THOMAS AQUINAS PARISH	REIMBURSEMENT FOR PMT TOWARD A BED FOR M.SIMPSON	250.00	101512
81. STATE OF MICHIGAN	APPLICATION FEE FOR MCAO CLASS	50.00	101514
	MDEQ LABORATORY SERVICES	16.00	
	TOTAL	66.00	
82. GHULAM H SUMBAL	REFUND FOR - WITHDRAWN LAND DIVISION APPLICATION F	300.00	

10/10/2019 09:05 AM
 User: FAULKNER
 DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
 EXP CHECK RUN DATES 10/15/2019 - 10/15/2019
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GF

Vendor Name	Description	Amount	Check #
83. KATHY SUNDLAND			
	MILEAGE REIMBURSEMENT	119.92	
84. SWAGIT PRODUCTIONS, LLC			
	VIDEO STREAMING SERVICES-SEPT 2019	3,462.00	
85. T MOBILE			
	MONTHLY SERVICES 8/21-9/20	59.30	
86. TDS			
	PRI TELEPHONE - SEPT	1,536.89	
87. DIANA TENNES			
	FARM MARKET VENDOR	48.00	
88. TRUE NORTH MANAGEMENT SERVICES			
	OVER PAID FEES, MUPUD 19-15024 AND SPR 19-16-15-2	990.00	
89. US POSTMASTER			
	NEW BILLING SYSTEM POSTCARD	2,694.53	101516
90. VARIPRO BENEFIT ADMINISTRATORS			
	FLEX ADMINISTRATION 10/19	175.00	
91. VERIZON CONNECT			
	PAST DUE BILL FROM 2/2018	56.85	
	PAST DUE BILL FROM 5/1/2018	56.85	
	TOTAL	113.70	
92. VERIZON WIRELESS			
	MONTHLY BILL JULY 24- AUG 23	3,507.73	
	MONTHLY BILL 8/24-9/23	3,682.05	
	TOTAL	7,189.78	
93. VIRIDIS DESIGN GROUP			
	ENGINEERING SERVICES FOR HNC PAVILION AND RESTROOM	2,000.00	
94. WEST SHORE FIRE INC			
	STANDING PO FOR SCBA FILL MAINTENANCE	123.50	
95. WIELAND			
	FULL REFUND FOR NEW MT HOPE CHURCH 2710 M - 78 HIG	7,455.00	
96. ZOLL MEDICAL CORP			
	HEART MONITOR SUPPLIES/EQUIP.	982.52	
	HEART MONITOR SUPPLIES/EQUIP.	359.25	
	HEART MONITOR SUPPLIES/EQUIP.	621.00	
	TOTAL	1,962.77	
TOTAL - ALL VENDORS		257,352.28	

Vendor Name	Description	Amount	Check #
1. ACCOUNTEMP			
	PAYMENT FOR ROCHE, ONDREA WEEKENDING 9/27	928.20	
	PAYMENT FOR ROCHE, ONDREA WEEKENDING 10/4	892.50	
	TOTAL	<u>1,820.70</u>	
2. GFS MARKETPLACE			
	OVER PIAD ON BILL	246.18	
3. CARTEGRAPH			
	DPW OMS SOFTWARE ANNUAL RENEWAL	16,000.00	
4. CHRISTOPHER VANDERPOOL			
	OVER PAID FINAL BILL	54.00	
5. CSX TRANSPORTATION			
	ANNUAL FEE FOR PIPELINES	889.30	
6. FIRST AMERICAN ADMINISTRATORS			
	EYEMED INSURANCE SEPT 2019	360.48	
7. GALLAGHER BENEFIT SERVICES, INC			
	8/1/2019-7/31/2020 HEALTH AND WELFARE CONSULTING S	484.48	
8. JACK DOHENY COMPANIES INC			
	VALVE TURNER REPAIRS ESTIMATE	1,365.65	
9. LAWRENCE ARONSON			
	OVER PAID FINAL BILL	15.00	
10. MERIDIAN TOWNSHIP RETAINAGE			
	LAKE LANSING TOWNER ROAD WATER MAIN- RETAINAGE	335.00	
11. MIDWEST TREE SERVICE			
	LAKE LANSING/ TOWNER WATER MAIN - TREE REMOVAL @ 1	1,300.00	
12. RZ TRENCHING & MORE			
	BORE JOB FOR NEW SERVICE	3,800.00	
13. CARL SCHLEGEL INC			
	FILL SAND	834.12	
14. SHARI WOLKE			
	DOUBLE PAID THEIR BILL AND REQUESTED A REFUND	55.00	
15. SME			
	TESTING FOR LAKE LANSING & TOWNER WATER MN REPLACE	5,978.60	
16. TITLE RESOURCE AGENCY			
	OVERPAID FINAL BILL	145.00	
	OVER PAID FINAL BILL	194.00	
	OVER PAID FINAL BILL	46.81	
	TOTAL	<u>385.81</u>	
17. TL CONTRACTING INC			
	LAKE LANSING TOWNER ROAD WATER MAIN- PAY ESTIMATE	3,310.80	27937
	LAKE LANSING TOWNER ROAD WATER MAIN - PAY ESTIMATE	8,635.48	
	TOTAL	<u>11,946.28</u>	
18. TRI-COUNTY REGIONAL PLANNING			
	FAIR SHARE PLEDGE OF GROUNDWATER BOARD 2019-2020	13,702.00	
19. VERIZON WIRELESS			
	MONTHLY BILL JULY24-AUG23	428.88	
	MONTHLY BILL 8/24-9/23	408.03	
	TOTAL	<u>836.91</u>	
TOTAL - ALL VENDORS		60,409.51	

10/10/2019 09:10 AM
User: FAULKNER
DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
EXP CHECK RUN DATES 10/15/2019 - 10/15/2019
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: TA

Vendor Name	Description	Amount	Check #
1. EAST LANSING PUBLIC SCHOOLS	SUMMER TAX COLLECTION	12,400.44	12738
2. HASLETT PUBLIC SCHOOLS	SUMMER TAX COLLECTION	12,377.89	12739
3. INGHAM INTERMEDIATE SCHOOL	SUMMER TAX COLLECTION, DELINQ PERSONAL PROPERTY	75,493.32	12740
4. LANSING COMMUNITY COLLEGE	DELINQ PERSONAL PROPERTY	6.58	12741
5. NADINE DAVIS	OVERPAYMENT OF SUMMER PROPERTY TAXES PARCEL # 33-0	60.00	12742
6. OKEMOS PUBLIC SCHOOLS	SUMMER TAX COLLECTION AND DELINQ PERSONAL PROPERTY	71,526.19	12743
7. STATE OF MICHIGAN	SOR REGISTRATION DATE 9/30/2019	60.00	
TOTAL - ALL VENDORS		171,924.42	

Credit Card Report 8/29/2019 to 9/11/2019

Posting Date	Merchant Name	Amount	Name
2019/09/26	RADISSON	\$283.50	MIRIAM MATTISON
2019/09/26	ALRO STEEL CORP	\$50.83	JIM HANSEN
2019/09/26	THE HOME DEPOT #2723	\$52.91	TYLER KENNEL
2019/09/26	HACKS KEY SHOP INC	\$29.00	KYLE ROYSTON
2019/09/26	QUALITY DAIRY 31280027	\$15.31	RICHARD GRILLO
2019/09/26	BIGGBY COFFEE #0121	\$20.13	RICHARD GRILLO
2019/09/26	AMZN MKTP US*CQ1EH6RP3	\$144.95	ROBERT MACKENZIE
2019/09/26	ADOBE *ACROPRO SUBS	\$15.89	DEREK PERRY
2019/09/26	SIGNARAMA OF LANSING	\$51.76	MICHELLE PRINZ
2019/09/26	FEDEX 780029418546	\$14.39	WILLIAM PRIESE
2019/09/26	IN *OTE INTERNATIONAL	\$40.00	WILLIAM PRIESE
2019/09/27	THE HOME DEPOT #2723	\$25.98	LAWRENCE BOBB
2019/09/27	AC&E RENTALS INC	\$47.00	ROBERT STACY
2019/09/27	PARKING - MOBILE CC	\$10.00	CHRIS BUCK
2019/09/27	EASYKEYSCOM INC	\$13.90	KYLE ROYSTON
2019/09/27	THE HOME DEPOT #2723	\$3.97	KYLE FOGG
2019/09/27	HASLETT TRUE VALUE HARDW	\$13.98	TODD FRANK
2019/09/27	HAMMOND FARMSLANDSCAPE SU	\$43.92	KEITH HEWITT
2019/09/27	AMZN MKTP US*LA2WZ4OY3	\$248.49	MICHELLE PRINZ
2019/09/27	MICHIGAN TOWNSHIPS ASS	\$272.00	MICHELLE PRINZ
2019/09/27	CREATIVE SERVICES OF NEW	\$523.95	WILLIAM PRIESE
2019/09/27	ZORO TOOLS INC	\$286.91	WILLIAM PRIESE
2019/09/30	HAMMOND FARMSLANDSCAPE SU	\$44.25	LAWRENCE BOBB
2019/09/30	THE HOME DEPOT #2723	\$29.94	LAWRENCE BOBB
2019/09/30	JIMMY JOHNS # 90031	\$8.06	CHRIS BUCK
2019/09/30	OFFICEMAX/OFFICEDEPT#3379	\$68.99	KYLE ROYSTON
2019/09/30	MMTA	\$339.00	PHIL DESCHAINE
2019/09/30	MEIJER # 025	\$7.28	KRISTI SCHAEING
2019/09/30	MOORE MEDICAL LLC	\$136.70	KRISTI SCHAEING
2019/09/30	VAN ATTAS FLOWER SHOP	\$123.79	JANE GREENWAY
2019/09/30	EAST COAST GLOVE AND SUPP	\$194.97	ROBERT MACKENZIE
2019/09/30	USPS PO 2569800864	\$26.40	PETER MENSER
2019/09/30	THE HOME DEPOT #2723	\$33.95	DAN PALACIOS
2019/09/30	THE HOME DEPOT #2723	\$11.60	MATT FOREMAN
2019/09/30	CHICK-FIL-A #03695	\$35.65	MICHELLE PRINZ
2019/09/30	AMAZON.COM*QL5K74293 AMZN	\$29.76	MICHELLE PRINZ
2019/09/30	AMAZON.COM*772GO9VT3 AMZN	\$35.73	MICHELLE PRINZ
2019/09/30	MARRIOTT DETROIT DTOWN	\$710.16	MICHELLE PRINZ
2019/09/30	AMZN MKTP US*M99D63VV3	\$9.98	MICHELLE PRINZ
2019/09/30	AMZN MKTP US*6J5R40I53	\$119.05	MICHELLE PRINZ
2019/09/30	PK SAFETY SUPPLY	\$109.00	WILLIAM PRIESE
2019/09/30	THE HOME DEPOT #2723	\$29.98	WILLIAM PRIESE
2019/09/30	STATE OF MI EMS	\$25.00	WILLIAM PRIESE
2019/09/30	THE HOME DEPOT #2723	(\$24.99)	CATHERINE ADAMS
2019/09/30	SOLDANS FEEDS & PET S	\$35.73	CATHERINE ADAMS
2019/10/01	HAMMOND FARMSLANDSCAPE SU	\$105.63	LAWRENCE BOBB
2019/10/01	HASLETT TRUE VALUE HARDW	\$3.99	JIM HANSEN
2019/10/01	ID CARDS INSTANTCARD	\$100.00	KRISTI SCHAEING
2019/10/01	AMAZON.COM*Y931O1JT3	\$49.76	KRISTI SCHAEING
2019/10/01	FORESIGHT GROUP INC	\$250.00	RICHARD GRILLO
2019/10/01	OMG NATIONAL	\$238.00	TAVIS MILLEROV
2019/10/01	MICHIGAN ASSOC OF CHIEFS	\$115.00	KEN PLAGA

2019/10/01	AMAZON.COM*AS4XD71G3 AMZN	\$19.99	MICHELLE PRINZ
2019/10/02	HASLETT TRUE VALUE HARDW	\$43.99	KYLE ROYSTON
2019/10/02	THE UPS STORE 0811	\$24.12	KYLE FOGG
2019/10/02	EB AIAMM AMP MMCOA SE	\$360.00	JOHN HECKAMAN
2019/10/02	MOST DEPENDABLE FOUNTAINS	\$63.82	MATT FOREMAN
2019/10/02	LANSING COMMUNITY COLL	\$66.00	WILLIAM PRIESE
2019/10/02	STATE EGLE WATER TEST	\$16.00	CATHERINE ADAMS
2019/10/03	THE HOME DEPOT #2723	\$214.20	KELSEY DILLON
2019/10/03	HASLETT TRUE VALUE HARDW	\$27.96	TYLER KENNELL
2019/10/03	AMZN MKTP US*E31M916U3	\$107.00	KRISTI SCHAEING
2019/10/03	IN *JOHNSON, ROBERTS, & A	\$15.00	KRISTI SCHAEING
2019/10/03	KIMBALL MIDWEST	\$233.15	TODD FRANK
2019/10/03	AMAZON.COM*1M89X2VZ3 AMZN	\$15.01	MICHELLE PRINZ
2019/10/04	FERGUSON WTRWRKS #3386	\$119.00	LAWRENCE BOBB
2019/10/04	GRAND TRAV RESORT	\$577.20	MIRIAM MATTISON
2019/10/04	WAL-MART #2866	\$41.94	TYLER KENNELL
2019/10/04	OFFICEMAX/OFFICEDEPT#3379	\$99.99	CHAD HOUCK
2019/10/04	HARBOR FREIGHT TOOLS 157	\$34.93	TODD FRANK
2019/10/04	CUMMINS INC - S3	\$100.00	TODD FRANK
2019/10/04	SQ *GROOVY DONUTS	\$124.20	TAVIS MILLEROV
2019/10/04	EAST LANSING PARKING	\$3.00	DEREK PERRY
2019/10/04	SMEMSI	\$135.00	WILLIAM PRIESE
2019/10/07	GRAND TRAV RESORT	\$437.30	MIRIAM MATTISON
2019/10/07	TST* BUDDIES PUB & GRILL	\$35.94	KELSEY DILLON
2019/10/07	KELLOGG HOTEL & CONF F&B	\$3.00	KELSEY DILLON
2019/10/07	MICHIGAN ECONOMIC DEVELOP	\$110.00	CHRIS BUCK
2019/10/07	PAYPAL *BUSINESSLEA	\$150.00	CHRIS BUCK
2019/10/07	MERIDIAN AREA BUSINESS AS	\$125.00	CHRIS BUCK
2019/10/07	244 AUTO VALUE EAST LANSI	\$146.61	CHAD HOUCK
2019/10/07	AMAZON.COM*TO47F90V3 AMZN	\$43.16	KRISTI SCHAEING
2019/10/07	AMAZON.COM*YJ5YA1B83 AMZN	\$119.98	KRISTI SCHAEING
2019/10/07	AMAZON.COM*SQ28S7LY3 AMZN	\$59.99	KRISTI SCHAEING
2019/10/07	AMZN MKTP US*JX9982PR3	\$39.98	KRISTI SCHAEING
2019/10/07	GRAND TRAV RESORT	\$437.30	FRANK L WALSH
2019/10/07	GRAND TRAV RESORT	\$437.30	JOYCE A MARX
2019/10/07	GRAND TRAV RESORT	\$437.30	JOYCE A MARX
2019/10/07	THE HOME DEPOT #2723	\$16.60	DAN PALACIOS
2019/10/07	MARRIOTT DETROIT DTOWN	(\$47.55)	MICHELLE PRINZ
2019/10/07	AMAZON.COM*BM0511KN3 AMZN	\$11.99	MICHELLE PRINZ
2019/10/07	ZORO TOOLS INC	\$98.34	WILLIAM PRIESE
2019/10/07	MEIJER # 025	\$78.51	CATHERINE ADAMS
2019/10/08	HASLETT TRUE VALUE HARDW	\$19.98	LAWRENCE BOBB
2019/10/08	BESTBUYCOM805647394340	\$199.99	BENJAMIN MAKULSKI
2019/10/08	PAYPAL *MDA	\$225.00	CHRIS BUCK
2019/10/08	STATE OF MI EMS	\$50.00	RICHARD GRILLO
2019/10/09	AMZN MKTP US*GT7347QA3	\$169.95	KRISTI SCHAEING
2019/10/09	AIS CONSTRUCTION EQUIP	\$265.73	TODD FRANK
2019/10/09	MEIJER # 025	\$71.55	JANE GREENWAY
2019/10/09	COTTAGE INN PIZZA - OK	\$110.00	CAROL HASSE
2019/10/09	MARKS LOCK SHOP INC	\$16.00	ROBERT MACKENZIE
2019/10/09	PREMIER SAFETY	\$232.83	ROBERT MACKENZIE
2019/10/09	HOBBY LOBBY #360	\$11.98	TAVIS MILLEROV
2019/10/09	AMAZON.COM*HN83D1MK3 AMZN	\$15.79	MICHELLE PRINZ
2019/10/09	AMAZON.COM*SH36I2CB3 AMZN	\$12.13	MICHELLE PRINZ
2019/10/09	AMZN MKTP US*ZSOLT3QZ3	\$3.90	MICHELLE PRINZ

2019/10/09	AMZN MKTP US*8X71B7E73	\$22.38	MICHELLE PRINZ
2019/10/09	PETSMART # 0724	\$125.96	CATHERINE ADAMS
2019/10/09	PARKING EP/PS	\$2.50	CATHERINE ADAMS
2019/10/09	AMZN MKTP US*UO47X9LT3	\$78.06	CATHERINE ADAMS

Total	\$12,027.11
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ACH Transactions

Date	Payee	Amount	Purpose
9/27/2019	Nationwide	3,456.31	Payroll Deductions 09/27/19 Payroll
9/27/2019	ICMA	89,795.37	Payroll Deductions 09/27/19 Payroll
9/27/2019	Vantagecare	5,575.15	Employee Health Insurance
9/27/2019	IRS	122,294.72	Payroll Taxes 9/27/19 Payroll
9/27/2019	Various Financial Institutions	256,924.37	Direct Deposit 9/27/19 Payroll
10/2/2019	Blue Care Network	33,719.07	Employee Health Insurance
10/2/2019	Mers	224,201.63	Employees Retirement
10/3/2019	Health Equity	868.50	Employee Health Savings Contribution
10/8/2019	Invoice Cloud	733.60	Utility Transaction Fees
10/8/2019	Consumers	53,205.71	Utlities
10/9/2019	Blue Care Network	2,660.21	Employee Health Insurance
10/9/2019	Invoice Cloud	127.53	Utility Transaction Fees
Total ACH Payments		<u><u>\$ 793,562.17</u></u>	



To: Board Members
From: Michael Hamel, Fire Chief
Date: October 10, 2019
Re: Ratification of New Paramedic/Firefighter Appointments

Part-Time Paramedic

Due to a nation-wide paramedic shortage, the department is looking at creative ways to on-board the right personnel. By hiring a paramedic and sponsoring them to attend the fire academy through Ingham County, the department gains a part-time employee who can be available for the next full-time opening. Meanwhile, the employee gains valuable training and experience to advance their career.

Kelsi Gemalsky was a Medical Office Assistant and a Phlebotomist before recently becoming a paramedic after completing her training Lansing Community College. While a student, Kelsi did several paramedic ride-a-longs with the department.

Move to authorize the Fire Department to appoint Kelsi Gemalsky to Part-Time Paramedic.

KELSI GEMALSKY

kels.gemalsky@gmail.com • (517) 449-8445

My experience in the healthcare field- educationally, professionally, and through volunteer work- has given me a well rounded, but limited role in patient care. Through working as a Paramedic/Firefighter, I desire to further my experience and gain knowledge while serving my community. It is my belief that every patient is successfully treated through proficiency from not one person, but through team effort. While engaging in the care of patients and furthering my skills, my mission is to display my passion for quality healthcare to every patient I meet.

EDUCATION

Lansing Community College Aug 2015- Current

- Achieved a GPA of 3.94
- Member of Phi Theta Kappa Honors Society
- Obtained EMT-B and Paramedic Certifications

Lansing Catholic High School Aug 2010- May 2014

- Obtained general education requirements for graduation
- Volunteered 20+ hours per semester with nonprofit organizations

CERTIFICATIONS

Phlebotomy
State of Michigan EMT-B License
ACLS
PALS

EXPERIENCE

Lansing Fire Department

Paramedic Intern May 2019- Aug 2019

- Practiced skills learned during Paramedic Program
- Effectively led patient encounters and engaged in leadership skills
- Successfully met the State of Michigan internship hour requirement of 252 field hours

Sparrow Hospital

Inpatient Phlebotomist April 2017- Oct 2018

- First responder to Code Blue, Code Stroke
- Worked in diverse situations
- Successfully kept up with the pace of the fast environment
- Have become proficient in drawing patients with complex ailments

East Lansing Podiatry Associates

Medical Office Assistant Dec 2014- Dec 2016

- Worked in both receptionist and patient care positions
- Worked as a member of a team in assessing routine and emergent patient situations, enabling quality care to diverse types of patients
- Became proficient in patient care oriented tasks such as obtaining vitals, taking x-rays, and bandaging wounds or procedural sites
- Worked with EHR Systems, eThomas and ehrThomas to electronically document vitals and patient information



To: Board Members
From: Michael Hamel, Fire Chief
Date: October 8, 2019
Re: Resolution to Proclaim October 2019 Fire Prevention Month

In a fire, mere seconds can mean the difference between a safe escape and a tragedy. Fire safety education is not just for schoolchildren. Teenagers, adults, and the elderly are also at risk in fires, making it important for every member of the community to take some time every October during Fire Prevention Month to make sure they understand how to stay safe in case of a fire.

Sponsored by the National Fire Protection Association (NFPA), Fire Prevention Month has roots that date back to The Great Chicago Fire of 1871 that killed more than 250 people and left more than 100,000 homeless. The fire, which was reportedly started in a barn, also burned more than 2,000 acres and destroyed about 17,400 structures. The three-day fire, which started October 8, did most of its damage on October 9, 1871, which is why Fire Prevention Week is always held around that date. The first National Fire Prevention Day was declared by President Woodrow Wilson in 1922, and the week-long observance is the longest running public safety and health campaign on record.

The goal of Fire Prevention Week, and its corresponding month, is to make the public more aware of how fires start, how to prevent them and how to be protected during blazes. However, fire prevention has gone beyond not playing with matches. Today, children and adults can educate themselves about the dangers associated not only with fires, but with natural disasters and household hazards as well. Many public service departments set up fairs in local store parking lots or parks during October and hold various safety demonstrations including:

- EDITH (Exit Drill In The Home)
- How to prevent a forest or brush fire
- Smoke detector campaigns
- What firefighters and other rescue workers wear during emergencies
- Fire extinguisher use



**MERIDIAN TOWNSHIP
RESOLUTION TO PROCLAIM
OCTOBER 2019 FIRE PREVENTION MONTH**

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 15th day of October, 2019, at 6:00 p.m. local time.

PRESENT: _____

ABSENT: _____

The following Resolution was offered by _____ and supported by _____

WHEREAS, the Charter Township of Meridian, Michigan is committed to ensuring the safety and security of all those living and visiting within it's boundaries; and

WHEREAS, fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and

WHEREAS, home fires killed 2,630 people in the United States in 2017, according to the National Fire Protection Association® (NFPA®), and fire departments in the United States responded to 357,000 home fires; and

WHEREAS, the majority of US fire deaths (4 out of 5) occur at home each year; and

WHEREAS, the fire death rate per 1000 home fires reported to US fire departments was 4 percent higher in 2017 than in 1980; and

WHEREAS, when the smoke alarm sounds Meridian Township residents may have less than two minutes to escape to safety; and

WHEREAS, Meridian Township's residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and

WHEREAS, Meridian Township's residents should make a home escape plan, drawing a map of each level of the home, showing all doors and windows; and

WHEREAS, Meridian Township's residents should practice the home fire escape plan with everyone in the household, including visitors; and

WHEREAS, Meridian Township's residents should practice the home fire escape drill at least twice a year, during the day and at night; and

WHEREAS, Meridian Township's residents should teach children to escape on their own in case adults can't help them; and



12.A

To: Township Board

From: Mark Kieselbach, Director of Community Planning and Development
Peter Menser, Principal Planner

Date: October 9, 2019

Re: Tentative Preliminary Plat #19012 (Giguere Homes)

The Township Board discussed the Tentative Preliminary Plat for Sanctuary 3 at its last meeting on October 1, 2019. The conditions offered by the applicant on the plat and discussed at the last meeting, which include two additional 10-foot wide tree buffer areas on Lots 3 and 5 and a portion of Lot 4 and the planting of seven, 16 foot tall Spruce trees within the 10 foot tree buffer area on Lot 4, have been incorporated into the attached resolution to approve.

Township Board Options

The Township Board shall approve, approve with conditions, or deny the proposed tentative preliminary plat within 90 days of the plat being filed with the Township. The application was deemed complete on July 26, 2019 therefore the Board must take action no later than the October 15, 2019 regular meeting. A resolution to approve the tentative preliminary plan with conditions is provided.

- **Motion to adopt the resolution approving Tentative Preliminary Plat #19012, a seven lot subdivision (Sanctuary 3) located on the north side of Robins Way, east of Hulett Road.**

Attachments

1. Resolution to approve.
2. Revised tentative preliminary plat prepared by Enger Surveying & Engineering dated October 9, 2019 and received by the Township on October 9, 2019.

G:\Community Planning & Development\Planning\PLATS (PLAT)\2019\Plat #19012 (Giguere) Sanctuary 3\Tentative Preliminary Plat\Staff Reports\TPP 19012.tb4.docx

RESOLUTION TO APPROVE

**Tentative Preliminary Plat #19012
(Giguere Homes)**

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 15th day of October, 2019, at 6:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

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

WHEREAS, Giguere Homes has requested tentative preliminary plat approval for a single family subdivision identified as Sanctuary 3 consisting of seven lots on 7.36 acres located on the north side of Robins Way, east of Hulett Road; and

WHEREAS, the applicant has offered conditions on the tentative preliminary plat to establish two 10-foot wide tree buffer areas on Lots 3 and 5 and a portion of Lot 4 and plant seven, minimum 16 foot tall Spruce trees within the 10 foot tree buffer area on Lot 4 as depicted on the site plan prepared by Enger Surveying & Engineering dated October 9, 2019; and

WHEREAS, the Planning Commission held a public hearing for Tentative Preliminary Plat #19012 at its meeting on August 12, 2019 and voted to recommend approval of the request at its meeting on August 26, 2019; and

WHEREAS, the Township Board discussed Tentative Preliminary Plat #19102 at its meeting on September 3, 2019 and October 1, 2019 and has reviewed the staff material forwarded under cover memorandums dated August 27, 2019 and September 26, 2019; and

WHEREAS, the proposed tentative preliminary plat meets the conditions established in Rezoning #18160; and

WHEREAS, the proposed tentative preliminary plat complies with the Township's Land Division Ordinance and with the Land Division Act of the State of Michigan (MCL 560.101 et seq., as amended); and

WHEREAS, all lots in the proposed tentative preliminary plat meet or exceed the minimum lot width and minimum lot area requirements of the RAAA (Single Family-Low Density) zoning district; and

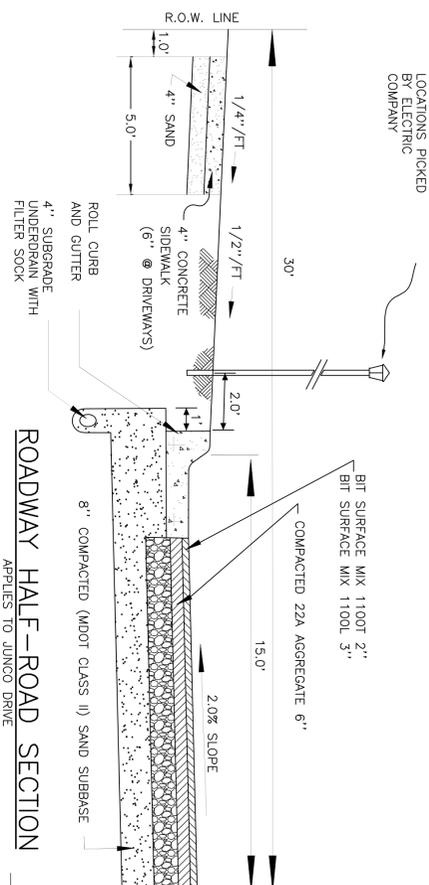
WHEREAS, the proposed tentative preliminary plat will be adequately served by public water and sewer utilities.

**Resolution to Approve
TPP #19012 (Giguere Homes)
Page 2**

NOW THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby approves Tentative Preliminary Plat #19012, subject to the following conditions:

1. Approval is based on the revised Tentative Preliminary Plat prepared by Enger Surveying and Engineering dated October 9, 2019 and received by the Township on October 9, 2019.
2. Approval is subject to the 11 conditions established in Rezoning #18160.
3. Approval is subject to the conditions offered by the applicant which include the addition of two 10-foot wide tree buffer areas to the plat on Lots 3 and 5 and a portion of Lot 4 and the planting of seven, minimum 16 foot tall Spruce trees within the 10 foot tree buffer area on Lot 4 as depicted on the site plan prepared by Enger Surveying & Engineering dated October 9, 2019.
4. The applicant shall obtain all necessary permits and approvals from the Ingham County Drain Commissioner, Ingham County Road Department, Michigan Department of Environment, Great Lakes, and Energy (EGLE), Ingham County Health Department, and the Township. Copies of all permits and approval letters shall be submitted to the Department of Community Planning and Development.
5. Final utility plans shall be subject to the approval of the Director of Public Works and Engineering and shall be completed in accordance with Township Engineering Design and Construction Standards.
6. Storm sewer leads shall be provided to each lot in the subdivision. The final location of the leads shall be subject to the approval of the Director of Public Works and Engineering. All residences constructed in the subdivision shall be connected to the leads.
7. No grading, tree removal, or subdivision improvements shall occur on the site until Final Preliminary Plat approval is granted by the Township Board, a pre-construction meeting has been held, and the Engineering Department has issued authorization to proceed.
8. An overall grading plan for the subdivision shall be required with detailed construction plans prior to issuance of any building permits.
9. Prior to any construction or grading on the site the applicant shall install silt fencing at the upland edge of water feature setbacks. The silt fencing shall be removed after construction once the area is stabilized and vegetation has been established.
10. The property owner shall establish and record easements for the five foot and 10 foot tree buffer areas identified on the tentative preliminary plat.
11. Trees identified for protection during construction and the means of protection shall be identified prior to approval of the final preliminary plat.
12. Natural Preservation Area Park Number 1 and Number 2 shall be identified as private parks.
13. The property owner shall submit evidence that the 20 foot deed restricted preservation area on the north side of the tentative preliminary plat has been added and recorded to the deeds for Lots 3, 4, and 5 prior to the sale of lots.

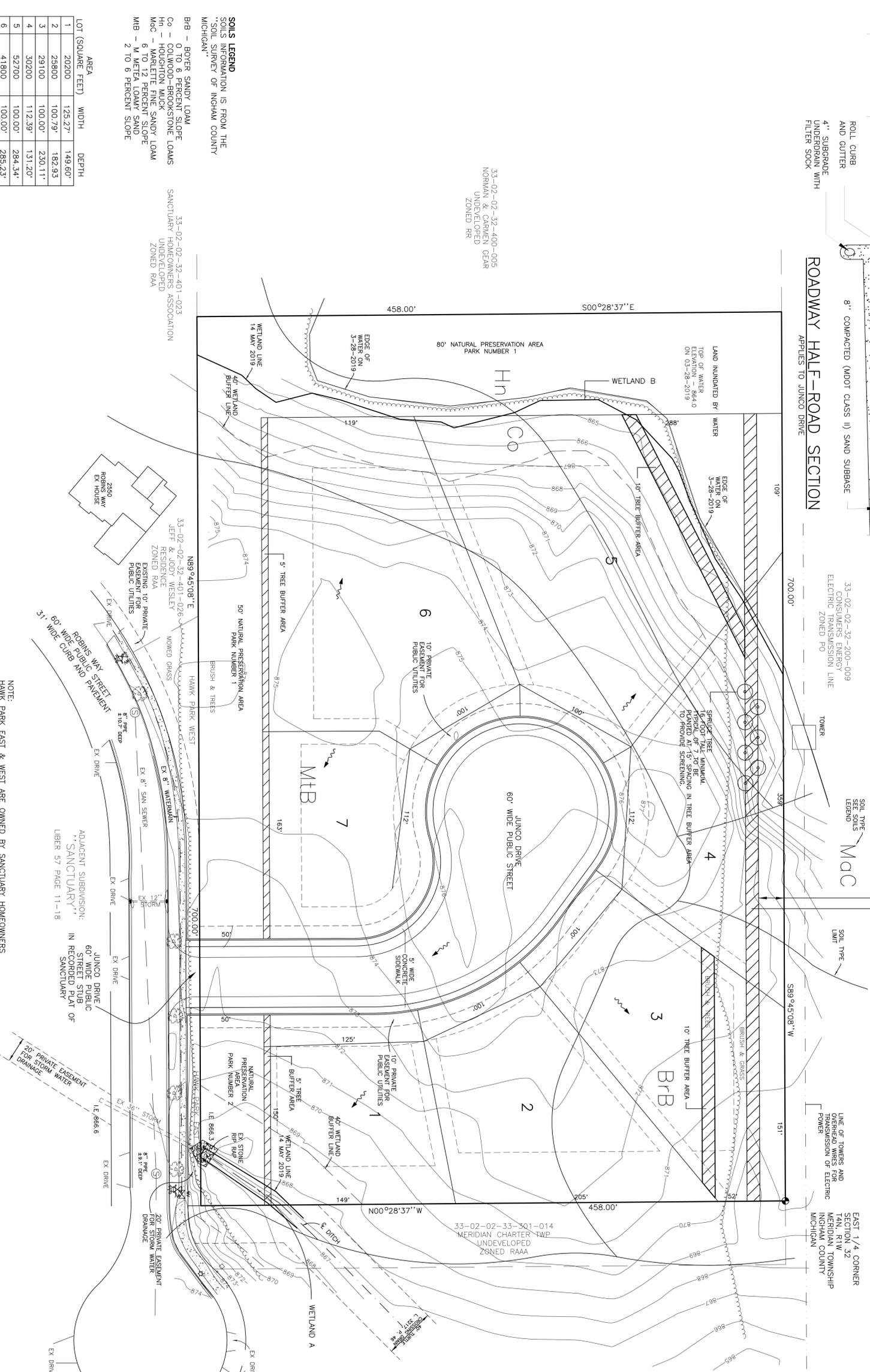
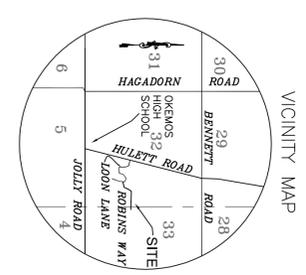
STREET LIGHTS AT
LOCATIONS PICKED
BY ELECTRIC
COMPANY



ROADWAY HALF-ROAD SECTION
APPLIES TO JUNCO DRIVE

PRELIMINARY PLAT OF SANCTUARY III

A SUBDIVISION OF A PART OF THE SOUTHEAST 1/4 OF SECTION 32, T4N, R1W,
MERIDIAN TOWNSHIP, INGHAM COUNTY, MICHIGAN



LOT	AREA (SQUARE FEET)	WIDTH	DEPTH
1	20200	125.27'	149.60'
2	25800	100.79'	182.93'
3	29100	100.00'	230.11'
4	30200	112.39'	131.20'
5	52700	100.00'	284.34'
6	41800	100.00'	285.23'
7	20100	110.58'	128.67'

SOILS LEGEND
SOILS INFORMATION IS FROM THE
"SOIL SURVEY OF INGHAM COUNTY
MICHIGAN"

BRB - BOYER SANDY LOAM
0 TO 6 PERCENT SLOPE
CO - COLWOOD-BROOKSTONE LOAMS
HH - HOUGHTON WICK
MOC - MARLETTE FINE SANDY LOAM
6 TO 12 PERCENT SLOPE
MIB - MARLETTE SANDY LOAM
2 TO 6 PERCENT SLOPE

33-02-02-32-400-005
NORMAN & CARMEN GEAR
UNDEVELOPED
ZONED RR

33-02-02-32-401-023
SANCTUARY HOMEOWNERS ASSOCIATION
UNDEVELOPED
ZONED RAA

33-02-02-32-401-026
JEFF & JUDY WESLEY
RESIDENCE
ZONED RAA

33-02-02-32-401-026
JEFF & JUDY WESLEY
RESIDENCE
ZONED RAA

33-02-02-33-301-014
MERIDIAN CHARTER TWP
UNDEVELOPED
ZONED RAAA

NOTE: PARK EAST & WEST ARE OWNED BY SANCTUARY HOMEOWNERS
ASSOCIATION AND ARE UNDEVELOPED. PARKS ARE ZONED RAA.

LEGAL DESCRIPTION -
A parcel of land in the Southeast 1/4 of Section 32, T4N, R1W, Meridian Township, Ingham County, Michigan; the boundary of said parcel being described as BEGINNING at the East 1/4 Corner of Section 32, T4N, R1W, Michigan Meridian; thence S89°45'08" W, along the East-West 1/4 line, 700.00 feet; thence S00°28'37" E, 458.00 feet to the North line of the recorded subdivision named Sanctuary; thence N89°45'08" E, along said North line, 700.00 feet to the East line of said Section; thence N00°28'37" W, along said Section line, 458.00 feet to the point of beginning; said parcel contains 7.36 acres.

WRITTEN STATEMENTS
1-THE INTENDED USE OF THE PLAT IS FOR THE CONSTRUCTION OF (7) SINGLE FAMILY RESIDENTIAL HOMES.
2-THE PROPOSED NAME FOR THE PLAT IS "SANCTUARY III"
3-STREET LIGHTING WILL BE INCLUDED IN THE PLAN.

SITE ANALYSIS

5A
AREA LABELED "BRUSH AND TREES" IS HARDWOOD TREES DIAMETER RANGING FROM 2 INCH TO 36 INCH, WITH PERHAPS SOME WITH GREATER THAN 36 INCH DIAMETER, SOME SCATTERED BRUSH BELOW, BUT FOR MOST PART IS OPEN BENEATH THE CANOPY.
AREA LABELED BRUSH AND GRASS IS TALL GRASS AND LOW BRUSH.
5B
PART OF THE LAND IS INUNDATED BY WATER. THIS POND IS VISIBLE ON AERIAL PHOTOGRAPHS DATING BACK TO 1999.
WETLAND AREAS DETERMINED BY MARK WETLAND AND VERIFIED BY THE TOWNSHIP'S WETLAND CONSULTANT, FISHERBECK, THOMPSON, CARR & HUBER, INC. STAFF ON MAY 14, 2019 AND DESCRIBED IN THEIR LETTER DATED MAY 15, 2019. THE WETLANDS DETERMINED BY VERIFICATION AND PROPERTY, FLOODPLAIN AREA WITH ELEVATION 866 NAVD 88 IS SHOWN ON THE FEMA MAP ABOUT 150 FEET EAST OF THIS PROPERTY.
5F
SIGHT DISTANCE LIMITATION DOES NOT EXIST THE INTERSECTION OF JUNCO DRIVE WITH ROBINS WAY/SITE

AREA:
NATURAL PRESERVATION AREA= 64610 ST
DEED RESTRICTED PRESERVATION AREA= 12382 ST
TREE BUFFER AREA= 5000 ST

NOTE:
WITHIN THE 10' AND 5' TREE BUFFER AREAS 12" AND LARGER DIAMETER TREES WILL NOT BE CUT

LAND IN SUBDIVISION IS IN
ZONING DISTRICT RAA:
20000 SFT MIN
100' MIN WIDTH
25' FRONT YARD
30' REAR YARD IF LOT UP 150' DEEP
40' REAR YARD FOR LOT OVER 150' DEEP

LEGEND	SYMBOL
EXISTING HYDRANT	
EXISTING WATER VALVE	
EXISTING SANITARY MANHOLE	
EXISTING CATCH BASIN	
EXISTING 1 FOOT CONTOUR	
NAVD 88 DATUM	
EXISTING DRAINAGE	
FLOW DIRECTION	
LIMIT OF BUILDABLE AREA	

DATE	REVISIONS
10-09-19	1 ADD 2 TREE BUFFER AREAS AND SPRUCE TREES FOR SCREENING

ENGINEER AND SURVEYOR: RON ENGER, P.S. PE

 ENER SURVEYING & ENGINEERING
 805 N. CEDAR, PO BOX 87
 MASON, MICHIGAN 48854-0087
 PLY 517-519-9186
 FAX 517-519-9186

PROPERTY OWNER: NORMAN AND CARMEN GEAR
 3760 HULETT ROAD
 OKEMOS MICHIGAN 48864
 REVISION 1 DATE: OCT 9, 2019
 PLAN DATE: JULY 12, 2019
 SANCTUARY III PRELIMINARY PLAT
 DEVELOPER: GIGUERE HOMES
 6200 PINE HOLLOW DR STE 100
 EAST LANSING MI 48823
 HORZ SCALE: 1" = 40'
 SHEET 1 OF 1



To: Board Members
From: Miriam Mattison, Finance Director
Date: October 10, 2019
Re: 2019 3rd Quarter Budget Amendment Request

The October 2019 Amended Budget is attached. It reflects the recommended Budget Amendments that are detailed in Exhibit A. These amendments result from revenue and expenditures that were unknown during the original budget process.

Amendments to the 2019 General Fund include revenue increases from Tax Administration, Medical Marihuana Fees, Local Revenue Sharing, recycling revenue, and Interest totaling \$462,900. Expenditure requests are from many different expenses. The larger items include street lights, contractual services, Fire overtime, and capital outlays totaling \$200,400.

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

Fund Balance at 12/31/18 per audit	\$7,961,297
Original Budgeted Use of Fund Balance 2019	(591,660)
1 st Qtr. budget amendments	<u>(7,200)</u>
3 rd Qtr. Budget amendments	262,500
Projected Use of Fund Balance	<u>(\$336,360)</u>
Projected Fund Balance at 12/31/19	<u>\$7,624,937</u>
Fund Balance/Average Monthly Expenditures	<u>4.45</u>

Amendments to the Special funds consists of requests from Road Fund for use of \$4,000 for Professional Services. The Community Needs Fund is requesting use of \$9,000 for Emergency needs. The Sewer Fund is requesting use of \$102,000 for contractual services and debt service interest. The Water Fund is requesting use of \$121,200 for primarily customer installation and system repairs.

The following motion is proposed:

MOVE TO APPROVE THE 3rd QUARTER 2019 BUDGET AMENDMENTS WITH AN INCREASE IN BUDGETED FUND BALANCE FOR THE GENERAL FUND IN THE AMOUNT OF \$262,500 WHICH PROJECTS A USE OF FUND BALANCE OF \$336,360. BASED ON



12. B

**THE RESULTS OF THE 2018 AUDITED FINANCIALS, THE PROJECTED FUND BALANCE
AT DECEMBER 31, 2019 WILL BE \$7,624,937.**

Attachment:

1. October 2019 Budget Amendment Financial Information

Beginning of Year Budget Amendments
2019 Budget
Charter Township of Meridian

Department	Amount	Explanation	Account
GENERAL FUND			
Revenue			
Tax Administration Fee	100,000.00	Higher than anticipated	101-000.000-447.000
Medical Marihuana Fees	100,000.00	Not Budgeted	101-000.000-455.000
Local Revenue Sharing Agreements	80,000.00	Higher than anticipated	101-000.000-576.500
Recycling Revenue	2,900.00	Higher than anticipated	101-000.000-650.500
Interest	<u>180,000.00</u>	Higher than anticipated	101-000.000-665.000
	462,900.00		
Expenditures			
General Government			
Township Board - Operating Supplies	2,000.00	Higher than budgeted - I pads	101-100.101-728.000
Admin Services - Legal Fees Labor	20,000.00	Higher than budgeted	101-170.173-808.200
Admin Services - Contractual Services	10,000.00	Higher than budgeted	101-170.173-820.000
Admin Services - Street Lights	35,000.00	Higher than budgeted - LED lights added to the inventory	101-170.173-922.000
Elections - Salaries - May Elections	12,700.00	Unbudgeted Item	101-170.191-701.120
Elections - Office Equipment	1,900.00	Higher than budgeted - Letter openers	101-170.191-980.000
Accounting - Operating Supplies	3,000.00	Higher than budgeted - Mailers for new on-line system	101-170.201-728.000
Accounting - Audit	2,700.00	Higher than budgeted - New GASB implementations	101-170.201-807.000
Accounting - Professional Services	9,500.00	Higher than budgeted - Temp Services	101-170.201-825.000
Admin & Human Resources - Salaries	12,000.00	Higher than budgeted - Security Guards	101-170.226-701.000
Admin & Human Resources - Actuarial Services	12,600.00	Higher than budgeted - Additional reports required	101-170.226-809.000
Information Technology - Professional Services	30,000.00	Higher than budgeted - Dewpoint	101-170.230-821.000
Watershed Management - Drains at large	(50,000.00)	Less than budgeted	101-170.260-842.000
Watershed Management - Chapter 20 Drains	(46,000.00)	Less than budgeted	101-170.260-842.500
Building Maintenance - Contractual Serv.	25,000.00	Higher than budgeted - Custodial Services, HVAC repairs, pest control	101-170.268-820.000
Building Maintenance - Solid waste container	5,500.00	Higher than budgeted - Animal removal, park trash	101-170.268-828.000
Building Maintenance - Building Maintenance	5,000.00	Higher than budgeted - Building lighting and Electric	101-170.268-937.000
Recycling Center - Special Projects	6,000.00	Higher than budgeted - Drive Maintenance and repairs	101-170.277-888.500
Fire - Overtime	52,000.00	Higher than budgeted	101-300.336-706.000
Building Division - Contractual Services	6,000.00	Unbudgeted Item - Demolition Exp.	101-300.371-820.000
Recreation - Overtime	5,500.00	Higher than budgeted	101-750-754-706.000
Capital Outlay - Construction/Improvements	19,500.00	Higher than budgeted - Landscaping, and fueling security	101-900.901-974.000
Capital Outlay - Mobile Data units	20,500.00	Higher than budgeted - Fire Dept. computers	101-900.901-980.070
Total General Government	<u>200,400.00</u>		
Total Expenditures for General Fund	<u>200,400.00</u>		
Net (from)To Fund Balance	<u><u>262,500.00</u></u>		

SPECIAL REVENUE FUNDS

Local Roads

<i>Revenue</i> - Property Tax	9,000.00	Higher than anticipated	203-000.000-402.000
<i>Revenue</i> - Interest	7,000.00	Higher than anticipated	203-000.000-665.000
<i>Expenditures</i>			
Professional Services	20,000.00	Higher than anticipated	203-000.000-821.000
Total Expenditures	<u>20,000.00</u>		
Net to (from) Fund Balance	<u>(4,000.00)</u>		

TIRF

<i>Revenue</i> - Interest	10,000.00	Higher than anticipated	246-000.000-665.000
<i>Revenue</i> - Special Assessments	12,000.00	Higher than anticipated	246-000.000-672.000
<i>Expenditures</i>			
Construction/Improvements	10,500.00	Higher than anticipated	246-000.000-974.000
Total Expenditures	<u>10,500.00</u>		
Net to (from) Fund Balance	<u>11,500.00</u>		

Community Needs Fund

<i>Revenue</i>			
<i>Expenditures</i>			
Emergency Fund	9,000.00	Higher than anticipated	250-000.000-956.070
Total Expenditures	<u>9,000.00</u>		
Net to (from) Fund Balance	<u>(9,000.00)</u>		

Law Enforcement Grant

<i>Revenue</i> - OHSP Youth Alcohol Grant	(6,000.00)	No longer doing	277-000.000-546.200
<i>Revenue</i> - OHSP Traffic Grant	(15,000.00)	No longer doing	277-000.000-576.110
<i>Expenditures</i>			
OT OHSP Traffic Grant	(15,000.00)	No longer doing	277-300.301-706.310
OT Youth Alcohol Grant	(6,000.00)	No longer doing	277-300.301-706.320
Total Expenditures	<u>(21,000.00)</u>		
Net to (from) Fund Balance	<u>-</u>		

Sewer Fund

<i>Revenue</i> - Billing Charges	10,000.00	Higher than anticipated	590-000.000-630.110
<i>Expenditures</i>			
Contractual Services	10,000.00	Higher than anticipated - road repairs	590-440.538-820.000
Debt Service - Interest	102,000.00	Higher than anticipated - New loan	590-905.906-995.000
Total Expenditures	<u>112,000.00</u>		
Net to (from) Fund Balance	<u>(102,000.00)</u>		

Water Fund

<i>Revenue</i> - Customer Installation	25,000.00	Higher than anticipated	591-000.000-633.000
<i>Revenue</i> - Interest	38,000.00	Higher than anticipated	591-000.000-667.100
<i>Revenue</i> - Misc. Construction meters	10,000.00	Higher than anticipated	591-000.000-671.002
Total Revenue	<u>73,000.00</u>		
<i>Expenditures</i>			
Water Maintenance - Operating Supplies	30,000.00	Higher than anticipated - Distribution system repairs and maintenance	591-440.537-728.000
Water Maintenance - Claim reimbursement	25,000.00	Higher than anticipated - reimbursement resulting from utility failure	591-440.537-806.000
Water Maintenance - Training	1,200.00	Higher than anticipated - state mandated training	591-440.837-819.000
Water Maintenance - Contractual Services	35,000.00	Higher than anticipated - Road repairs	591-440.537-820.000
Water Maintenance - Utilities	3,000.00	Higher than anticipated	591-440.837-920.000
Water Maintenance - Customer Installation	100,000.00	Higher than anticipated - New Construction	591-440.537-972.000
Total Expenditures	<u>194,200.00</u>		
Net to (from) Fund Balance	<u>(121,200.00)</u>		

INTERNAL SERVICE FUND

Motor Pool

Revenue - Interest	14,000.00	Higher than anticipated	661-000.000-665.000
Revenue - Insurance Recoveries	15,500.00	Higher than anticipated	661-000.000-697.000
Expenditures			
Veh supplies - Outside Services	10,000.00	Higher than anticipated - damage to vehicles	661-000.000728.103
Tires/Tire Services	5,000.00	Higher than anticipated	661-000.000-728.104
Fasteners	500.00	Higher than anticipated	661-000.000-728.107
Solvents	500.00	Higher than anticipated	661-000.000-728.108
Uniforms	300.00	Higher than anticipated	661-000.000-760.000
Machinery and Equipment	5,000.00	Higher than anticipated - Police motorcycles	661-000.000-979.000
Total Expenditures	<u><u>21,300.00</u></u>		
Net to (from) Fund Balance	<u><u>8,200.00</u></u>		



To: Board Members
From: Ronald J. Styka, Township Supervisor
Date: October 11, 2019
Re: Public Comment Policies

Township legal counsel has recommended that townships formally adopt their guidelines for public comment as a policy of the Board. Since early in our current terms, we have been asking citizens addressing this body to adhere to the guidelines attached to this memorandum. I am proposing that these be formally adopted.

Thank you.

The following motion is proposed:

MOVE TO ADOPT THE PUBLIC COMMENT POLICIES AS PRESENTED.

Attachment:

1. Public Comment Policies

Welcome and Meeting Format

Welcome to this regular meeting of the Board of Meridian Charter Township, held in public for the purpose of conducting the business of the Township Board.

Public Comment Policies

There are two opportunities for public comment. Citizens who wish to address agenda or non-agenda items will have an opportunity at the beginning of the meeting, as well as near the end of the meeting. Individuals who wish to address the board must complete a green form, located with the agendas near the room entrance, and present the card to the Board's secretary prior to the start of the public comment period. At the appropriate time the Supervisor will call upon individuals, who have completed a green form, to speak on the topics indicated.

Citizens are required to limit comments to three minutes, except when this requirement is waived in advance by the Supervisor for good cause. A timekeeper will communicate to the individual who is addressing the Board at the conclusion of three minutes.

The Board highly values public comment and input. However, the Board meeting format is designed to facilitate the evening's agenda and, therefore, restricts board members from engaging in conversation with speakers or immediately responding to questions. Questions and concerns may be addressed by the Board later in the agenda and/or may be assigned for follow-up by the Board or the Township Manager at a later date.

In order to foster the orderly conduct of the Board's business on behalf of the community, please refrain from rude or discourteous behavior. Address all comments to the Board, not to individual Board members or to others in attendance.

Finally, the meeting is a meeting of the Board of the Township held in public for the purpose of conducting the business of the township. It is not a meeting of the public. Please limit comments to the issues on the agenda to the greatest extent possible.

Recommendations for Effective & Persuasive Public Comment

1. State the specific concern or point of information as clearly and concisely as possible.
2. In general, avoid negative or accusatory statements. They are seldom persuasive.
3. To minimize redundancy, if previous speakers have already raised similar concerns or points, consider simply noting that you concur with them.
4. Remember that written submissions are automatically part of the record and do not need to be read during public comment.



12.D

To: Township Board

From: Mark Kieselbach, Director of Community Planning and Development
Justin Quagliata, Assistant Planner

Date: October 11, 2019

Re: Franchise Fees – Final Adoption

A resolution to approve the amendment to Chapter 70, Article II of the Code of Ordinances for final adoption is attached. As directed by the Board, the Clerk has published the proposed ordinance. The following motion has been provided for the Board's consideration:

- **Move to approve the resolution for final adoption of Ordinance No. 2019-15 pursuant to the amendment of Section 70-28(c)(7) of the Cable Television ordinance eliminating the requirement that 80 percent of franchise fees be allocated to the Cable Television fund.**

Attachment

1. Resolution for final adoption

G:\Community Planning & Development\Planning\ORDINANCES\Franchises Fees\franchise fees.tb2.docx

**CHARTER TOWNSHIP OF MERIDIAN
INGHAM COUNTY, MICHIGAN**

AN ORDINANCE TO AMEND ORDINANCE NO. 2003-12

Ordinance No.: 2019-15

Effective Date: October 15, 2019

At a meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Township Hall, 5151 Marsh Road, Okemos, MI 48864 on October 15, 2019, at 6:00 p.m., Board Member _____ moved and Board Member _____ supported to approve the following Ordinance for final adoption:

An Ordinance to amend Article II of Chapter 70 of the Meridian Charter Township Code of Ordinances, as amended, adopted by the Charter of the Township of Meridian to address the allocation of franchise fees.

Section 1. Amendment of Article II, Chapter 70, Section 70-28 Cable Communications Commission: The Township Code of Ordinances, Article II, Chapter 70, Section 70-28 Cable Communications Commission, shall be amended to provide as follows:

Sec. 70-28 Cable Communications Commission

(a) The Township shall establish a commission to be known as the Meridian Township Cable Communications Commission. The Township Board shall solicit from the public and from the franchisee names of persons interested in serving on the Commission but is not limited to names submitted.

(b) The commission consists of five residents of the Township appointed by the Township Board. Each member shall serve a term of three years. Any vacancy in the office shall be filled by the Township Board for the remainder of the term. No employee or person with an ownership interest in a cable television franchise granted pursuant to this article shall be eligible for membership on the commission. Members of the commission may be compensated at a rate to be determined by the Township. Such rate of compensation, if any, may be established and may be revised, from time to time, by resolution of the Township Board.

(c) Subject to federal and state law, the commission, in addition to the functions and responsibilities that the Township Board may delegate to it from time to time by resolution, shall have the following functions:

- (1) Discuss this article and franchises with prospective franchise applicants.
- (2) Advise the Township Board on applications for franchises.
- (3) Advise the Township Board on matters that might constitute grounds for revocation of a franchise under this article.

- (4) Recommend to the Township Board, after hearing, resolutions of disputes between franchisees, between franchisee(s) and subscribers, between franchisee(s) and access users, and between access users.
- (5) Advise the Township Board on the regulation of rates under this article and make recommendations on requested changes in rates, services or classifications.
- (6) Recommend to the Township Board general policy relating to access channels with a view to maximizing the diversity of programs and services to subscribers.
- (7) Encourage the use of access channels by institutions, groups and individuals within the Township. The commission shall operate a government access channel and use franchise fees to administer this ordinance. Such funds shall be allocated based on the Township's approved budget and budget/appropriations resolution.
- (8) Encourage and supervise interconnection of systems.
- (9) Review and report to the Township Board concerning records and reports that the franchisee is required to submit under this article.
- (10) Annually prepare a proposed budget and submit that proposed budget to the Township Board for its consideration and adoption. Prior to adopting a budget for the commission, the Township Board shall conduct a public hearing. The commission shall also prepare and submit to the Township Board an annual report including an accounting of budgeted fees received and distributed by the commission and a report of the type and amount of use of access channels.
- (11) Conduct evaluations of the system at least every three years and make recommendations to the Township Board regarding amendments to this article or to the franchise agreement.

Section 2. Severability: The provisions of this Ordinance are hereby declared to be severable. If any clause, sentence, word, section, or provision is hereafter declared void or unenforceable for any reason by a court of competent jurisdiction, it shall not affect the remainder of such Ordinance which shall continue in full force and effect.

Section 3. Repeal: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 4. Effective Date: This Ordinance shall take effect immediately upon its publication.

ROLL CALL VOTE:

YEAS: _____

NAYS: _____

ABSENT/ABSTAIN: _____

ORDINANCE DECLARED ADOPTED.

Ronald Styka, Meridian Charter Township Supervisor

CERTIFICATE

STATE OF MICHIGAN)
) ss
COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk for Charter Township of Meridian, Ingham County, Michigan, HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Charter Township of Meridian Board at a meeting held on the 15th day of October, 2019, and further certify that the proposed Ordinance was approved for final adoption.

Brett Dreyfus, Charter Township of Meridian Clerk

AFFIDAVIT OF POSTING AND PUBLICATION

I hereby certify that:

1. The above is a true copy of an Ordinance approved for final adoption by the Charter Township of Meridian Board at a duly scheduled and noticed meeting of that Township Board held on October 15, 2019, pursuant to the required statutory procedures.

2. The complete text of the proposed Ordinance was posted at the Township Clerk's office and on the Township's website on _____, 2019.

3. The attached Notice of Proposed Ordinance Adoption was duly published in the _____ newspaper, a newspaper that circulates within Charter Township of Meridian, on _____, 2019, within not more than seven (7) days after the posting.

ATTESTED:

Brett Dreyfus
Charter Township of Meridian Clerk



To: Board Members
From: Ronald J. Styka, Township Supervisor
Date: October 11, 2019
Re: Downtown Development Authority Appointment

The Downtown Development Authority currently has three vacancies.

Tom Stanko submitted an Application for Public Service on July 29, 2019 to request appointment to the Downtown Development Authority. Mr. Stanko has worked in the environmental field for more than 25 years. His experience includes working at the local, regional, and federal government levels, building an environmental consulting practice and managing the regional operation of an international employee-owned company, as well as, managing the water and natural resources regulatory compliance requirements of a large Michigan based regulated public utility (Consumer Energy). Mr. Stanko lives in Tacoma Hills and is a Financial Advisor for Edward Jones.

The following motion is proposed for Board consideration:

MOVE TO APPROVE THE APPOINTMENT MADE BY SUPERVISOR STYKA OF TOM STANKO TO THE DOWNTOWN DEVELOPMENT AUTHORITY FOR A 3 YEAR TERM ENDING 12/31/2022.

Attachment:

1. Application for Public Service
2. DDA Recommendation Letter

CHARTER TOWNSHIP OF MERIDIAN

Ronald J. Styka
Brett Dreyfus
Julie Brixie
Frank L. Walsh

Supervisor
Clerk
Treasurer
Manager



Phil Deschaine
Patricia Herring Jackson
Dan Opsommer
Kathy Ann Sundland

Trustee
Trustee
Trustee
Trustee

APPLICATION FOR PUBLIC SERVICE

I am interested in service on one or more of the following public bodies as checked below:

- | | |
|---------------------------------------------------------------------------------------------|---------------------------------------------------------------------|
| <input type="checkbox"/> Assessing Board of Review* | <input type="checkbox"/> Elected Officials Compensation Commission* |
| <input type="checkbox"/> Board of Water and Light Representative* | <input type="checkbox"/> Environmental Commission |
| <input type="checkbox"/> Brownfield Redevelopment Authority* | <input type="checkbox"/> Lake Lansing Watershed Advisory Committee* |
| <input type="checkbox"/> Building and/or Fire Board of Appeals and Building Hearing Officer | <input type="checkbox"/> Land Preservation Advisory Board |
| <input type="checkbox"/> Capital Area Transportation Authority (C.A.T.A.) | <input type="checkbox"/> Park Commission (elected/appointed) |
| <input type="checkbox"/> Communications Commission* | <input type="checkbox"/> Pension Trustees |
| <input type="checkbox"/> Community Resources Commission | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Corridor Improvement Authority* | <input type="checkbox"/> Township Board (elected/appointed) |
| <input checked="" type="checkbox"/> Downtown Development Authority* | <input type="checkbox"/> Transportation Commission* |
| <input type="checkbox"/> East Lansing-Meridian Water & Sewer Authority | <input type="checkbox"/> Zoning Board of Appeals |
| <input type="checkbox"/> Economic Development Corporation | <input type="checkbox"/> Other |

(*Special conditions restrict eligibility for appointment)

Indicate areas not included above which may warrant special attention or study that are of interest to you:

Summarize your reasons for applying for this type of public service:

- serve my local community in a material way
- leverage my skills and experience for my local community's benefit
- contribute to my community's success.

Describe education, experience or training which will assist you if appointed. (Attach resume if available)

see attached resume. If necessary, I can elaborate further in whatever forum is required.

Name: Thomas A. Stankos
 Occupation: Financial Adviser Place of Employment: Edward Jones
 Home Address: 1975 Navaho Trail, Okemos MI 48864
 Phone: (days) 678-229-7789 (evenings) 678-229-7789 E-mail tastanko@gmail.com
 Signature Thomas A. Stankos Date July 29, 2019

Other than the Downtown Development Authority Board and the Economic Development Corporation, persons appointed to Meridian Township boards and commissions must be a resident and elector (if of voting age) of the Township during the term of office. Excessive absences may be cause for review of appointment.

(PLEASE USE BACK IF NEEDED)

The policy for appointment of candidates to the various public service positions is based on the following criteria: desire to serve, experience, expertise, availability of time to serve, and maintenance of equitable geographic representation. In most instances it will be desirable to develop further information through a personal interview. This application will be retained in township files for two years. Please return this form to the Office of the Clerk, Charter Township of Meridian.

FOR OFFICE USE ONLY			
Date Received		Distro:	Application #
Registered Voter:	Y / N		
Date Appointed:			

Revised: April 24, 2017



Thomas A. Stanko

1975 Navaho Trail, Okemos, MI 48864

678-229-7789

tastanko@gmail.com

Professional and Personal Profile

Mr. Stanko has worked in the environmental field for more than 25 years. His experience includes working at the local, regional, and federal government levels, building an environmental consulting practice and managing the regional operation of an international employee-owned company as well as managing the water and natural resources regulatory compliance requirements of a large Michigan based regulated public utility (Consumer Energy). He has a long history of relationship development and consensus building. Throughout his career, he has been active in several professional organizations and trade associations often holding officer positions and recently serving as a committee chair of a national utility trade association. In March of 2019, Mr. Stanko retired from the environmental profession and joined Edward Jones to work as a Financial Advisor and focus on his local community. Currently he is working out of Edward Jones' Holt, MI office with the intention of opening a branch office in Okemos, MI.

Mr. Stanko is married to his wife Mary of 23 years and proud father of Nolan (21) and Adelle (18), both graduates of Okemos High School. He has lived in Okemos since 2005 (Tacoma Hills Subdivision) and has enjoyed coaching youth sports, cheering from the sidelines, volunteering for marching band events, and skiing with the family. He enjoys home improvement projects, kayaking, canoeing, and stand-up paddling. As of late, he serves on his neighborhood homeowner association board.

Interesting Personal Fact: I have sailed on all five of the Great Lakes.

Professional Experience

Edward Jones, Holt, MI

4/2019 – Present

Financial Advisor Trainee

- At Edward Jones, we work to understand what's most important to our clients, use an established process to build personalized strategies to help clients achieve goals, and partner with clients long-term to help keep them on track.

Consumers Energy Company, Jackson, MI

11/2014 – 3/2019

Supervisor - Land & Water Management Section

- Managed environmental regulatory compliance in areas of water and natural resources for all company operations (generation, electric distributions, gas transmission, etc.)
- Managed long-term financial plans associated with environmental regulations
- Developed and maintained rapport with regulators and utility peers around the country

Golder Associates Inc., Lansing, MI

1/2001 – 11/2014

Associate and Senior Consultant, Great Lakes Operations Manager

- Developed a successful professional consulting practice in areas of water quality, natural resources protection and restoration, and aquatic ecology/fisheries
- Managed Great Lakes Operation for several years (upwards of 95 staff in several offices and states) – responsible for overall financial performance of the operation
- Served on the U.S. Board of Directors (1400+ employees) representing the Midwest and Northeast Regions

Atlanta Regional Commission, Atlanta, GA
8/1996 – 12/2000

Principal Planner

- Led regional natural and water resources planning needs in 10 county metro-Atlanta region (one of the fastest developing regions of the country).
- Routinely updated local officials and government staff on environmental/water resources issues

Indiana University, Bloomington, IN
8/1994 – 7/1996

Environmental Chemist

- Provided analytical and field monitoring support for EPA's Great Lakes atmospheric deposition monitoring program

Enviro-Science (EPA Contractor), Chicago, IL
3/1992 – 8/1994

Chemist / Limnologist

- Carried out EPA research and program field operations aboard the R/V Lake Guardian on all 5 Great Lakes

Safety Kleen
8/1991 – 3/1992

Chemist

- Supported waste recycling and fuel blending business needs via laboratory analytical support

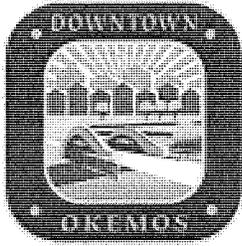
Education

Indiana University, Bloomington, IN

Masters of Science, Environmental Science (Water Resources Concentration) - 1996

Wabash College, Crawfordsville, IN

B.A. Chemistry (Minor in Mathematics) - 1991



To: Supervisor Styka
From: Susan Fulk, Chair Downtown Development Authority
Date: October 7, 2019
Re: DDA Member Application

Supervisor Styka,

On July 10th, Okemos Resident Thomas Stanko met with Economic Development Director Buck to learn more about the DDA and offer his service. Tom was in attendance at the Tacoma Hills presentation and Q&A session on the Village of Okemos project. The developer deemed the Tacoma Hills neighborhood a critical group of citizens to engage with due to the proximity of their subdivision.

While the Township has preferred to keep DDA members from truly within the district boundaries, it's my opinion that Tom's professional history, which includes city planning, environmental consulting and financial planning, coupled with his proximity to the DDA district makes him an excellent choice for consideration. Public Act 197 of 1975 confirms the DDA's ability to consider someone outside of the boundary.

At the October 7, 2019 Downtown Development Authority meeting, the DDA reviewed Tom's public service application and resume and voted 6:0 (1 abstaining) to recommend Tom for the DDA board.

Attached you will find Tom's public service application and resume for your consideration. If you endorse Tom for the DDA board, we ask that you recommend the Township Board appoint him to a term ending 12.31.2021.

Sincerely,

A handwritten signature in black ink that reads "Susan Fulk". The signature is written in a cursive, flowing style.

Susan Fulk



To: Board Members
From: Ronald J. Styka, Township Supervisor
Date: October 11, 2019
Re: Planning Commission Appointment

The Planning Commission currently has one vacancy.

Amber Clark submitted an Application for Public Service on October 8, 2019 to request appointment to the Planning Commission. Trustee Jackson and Trustee Sundland met Ms. Clark at the MML Convention in Detroit. She is currently the Assistant to the City Manager of Jackson and resides in Haslett.

The following motion is proposed for Board consideration:

MOVE TO APPROVE THE APPOINTMENT MADE BY SUPERVISOR STYKA OF AMBER CLARK TO THE PLANNING COMMISSION FOR A 3 YEAR TERM ENDING 12/31/2022.

Attachment:

1. Application for Public Service

Michelle Prinz

From: webmaster@meridian.mi.us
Sent: Tuesday, October 08, 2019 4:02 PM
To: Michelle Prinz; Deborah Guthrie; Riley Millard
Subject: Public Service Form Received

A new entry to a form/survey has been submitted.

Form Name: Public Service Application Form
Date & Time: 10/08/2019 4:01 PM
Response #: 35
Submitter ID: 9055
IP address: 75.151.25.169
Time to complete: 54 min. , 32 sec.

Survey Details

Page 1



I am interested in service on one or more of the following public bodies as checked below:

***Special conditions restrict eligibility for appointment**

1.
 - Community Resources Commission
 - Downtown Development Authority*
 - Economic Development Corporation
 - Environmental Commission
 - Planning Commission
2. **Occupation:**
Assistant to the City Manager- City of Jackson MI
3. **Indicate areas not included above which may warrant special attention or study that are of interest to you:**
Equity and Inclusion are growing observations made by communities. This is something that if created by the township I would be interested an willing to support and give my time.
4. **Describe education, experience or training which will assist you if appointed:**
B.S Communications - Public Relations Specialization from MSU '15
8 Years of professional work experience with Mason Area Chamber of Commerce, Capital Area District Library, Jackson National Life and Consumers Energy

2 years working Communications for Energy Efficiency programs for Consumers Energy
Hired as Assistant to City Manager City of Jackson Oct 2018

5. Contact Information:

Name:	Amber Clark	Occupation:	Assistant to City Manager
Place of Employment:	City of Jackson	Home Address:	1348 Bayshore Drive Haslett MI 48840
Phone (days):	989-600-7645	Phone (evenings):	989-600-7645
Date:	10/08/2019		

6. Attach Resume and Cover Letter

Resume is attached Meridian Township Comission Appointment.pdf

Thank you,
Meridian Township, MI

This is an automated message generated by the Vision Content Management System™. Please do not reply directly to this email.

Amber Clark
1348 Bayshore Drive
Haslett MI 48840
989.600.7645

Tuesday October 8, 2019

Meridian Charter Township
Volunteer Commission Appointment

Dear Township Trustees and Commission members;

It is with great interest that I submit my name for an appointment to a township commission board. I am enthusiastic about improving Meridian Township, and utilizing my skill set to encourage additional growth. I am confident in my ability to meet and exceed the expectations of the board and the Township Trustees in the position as a committee member. Below is a brief description of work that I have done in Michigan communities.

-2+ years working as Consumers Energy, Energy Efficiency Communication Specialist. I implemented the Light up the City safety and efficiency program in the City of Jackson. Well versed in Energy Waste Reduction programs, Energy initiatives and State Regulations. I have a strong background in energy efficiency and its relation to environmentalism.

-5+ years working communications tactics and strategy with the Mason Area Chamber of Commerce, Capital Area District Libraries, Consumers Energy and the City of Jackson.

-8+ years working as team or project leader for various projects/positions. Created organized SharePoint intranet for my previous position to make the team more efficient.

My current position as Assistant to the City Manager of City of Jackson has increased my desire to be a part of the progress we want in our communities. I currently serve only as a staff advisor for board commissions for the City of Jackson. I would like to have a position that I can vote, and advise township trustees on important decisions relating to our community. I am very well versed in corporate communication strategy and tactics, Building Science Principal Certified, two certificates of completion from Michigan Association of Planning Zoning Administration and Planning Administration trainings and have great interpersonal skills.

I would be honored to serve on a commission for Meridian Township and believe I will make a positive addition to the committee. I welcome you to contact me at 989-600-7645 or clarka38@msu.edu for a more in-depth discussion regarding the appointment. Thank you for your time.

Sincerely,

Amber Clark

AC

AMBER CLARK

COMMUNICATIONS/PUBLIC RELATIONS SPECIALIST

OBJECTIVE

Utilize my advanced Communications skills to increase brand awareness for key focus groups like Non-profits, Utilities, Government and Small Businesses by 20% of starting point.

SKILLS

Quick quips to describe my best skills

-Personable and Engaging of all people of all walks of life

-Efficient-No reason to waste time in our fast-paced world. Let's get it right the first time

-Team minded- I continue to set my self apart as a leader in group or individual projects

-Articulate-well-spoken orally or in print. SEO and Social Media Campaigns I come across clearly and concisely in all manner of media

RELATED EXPERIENCE

ASSISTANT TO THE CITY MANAGER- CITY OF JACKSON OCTOBER 2018-PRESENT

- ≈ Implemented and created The City of Jackson's first Celebration of Black History Month Social Media Campaign
- ≈ Implemented and created the City of Jackson's first Celebration of Women's History Month Social Media Campaign
- ≈ Increase Project Organization for Economic Developments of mixed use Commercial and Residential building "The 200" project-ground breaking May 2019
- ≈ Write and maintain Development Agreements for community residents and business owners to expand personal property
- ≈ Graduate of MDCR Equity and Equality Training of Municipal Leaders Cohort 2018-2019

MARKET OUTREACH SPECIALIST • CLEARRESULT • JULY 2016 - OCTOBER 2018

- ≈ Achieved increased ROI of program participation of 20%
- ≈ Create and implement new faith-based participation program which earn "Honorable Mention" in the Governor's Award
- ≈ Assist Michigan Habitat for Humanity Affiliates of the year in Midland County and Oakland County to reduce energy waste of 10%
- ≈ Fast understanding of client demands
- ≈ Overall Consumers Energy Brand Awareness increase by 15% in my first year
- ≈ Planned and implemented the Light Up the City Jackson community LED Bulb Initiative



CLARKA38@MSU.EDU



@AMBERNALEAN



989.600.7645



HTTP://WWW.LINKEDIN.COM
/PUB/AMBER-
CLARK/66/628/840

AC

YOUR NAME

**COMMUNICATIONS/PUBLIC RELATIONS | LINK TO OTHER
ONLINE PROPERTIES: PORTFOLIO/WEBSITE/BLOG**

EDUCATION/CERTIFICATES

**B.S ADVERTISING (MAJOR)
MEDIA STRATEGIES (MINOR) •
JUNE 2015 • MICHIGAN STATE
UNIVERSITY CAS**

- ≈ Earned New Media
Driver's License 2015
- ≈ Google AdWords
Certification (Renewal
2018)
- ≈ Building Science
Principals 2017

GPA: 3.1

**Volunteer Experience or
Leadership**

AABE 2018
PRSSA 2012-2015
Habitat for Humanity 2012

- ≈ Travel 45% of work days

**FREELANCE SOCIAL MEDIA MANAGER • MASON ANTIQUES DISTRICT •
AUG 2015 – APRIL 2016**

- ≈ Increase of overall customer communication through digital
platforms by 25%
- ≈ Self-Managed social media management platforms
- ≈ Submit press releases to local Community Newsletters, Chamber of
Commerce and local press to increase customer participation by
10%
- ≈ Creation of Instagram photo library which brought a 5% increase in
onsite customer traffic
- ≈ Creation of event calendar to promote community events through digital
social media sites (Facebook, Twitter, Instagram)
- ≈ Assist with monthly media report,

**MARKETING INTERN • CAPITAL AREA DISTRICT LIBRARIES •
AUG 2013 – APRIL 2014**

- ≈ Increased customer website participation for the CADL blog by
20%
- ≈ Manage monthly media report by reviewing current
communications strategies
- ≈ Event promotion throughout Ingham county- customer satisfaction
increased by 15%
- ≈ creation of In-House collateral to promote current products and
services
- ≈ Achieved increased participation in book referral service
“BookSleuth” each month by 2%
- ≈ manage multiple library requests and communications



CLARKA38@MSU.EDU



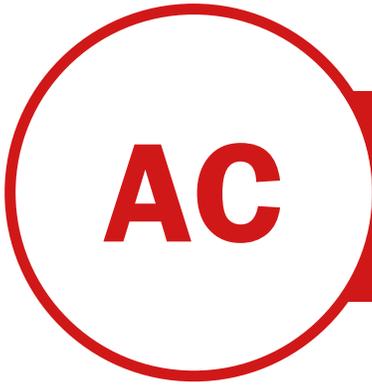
@AMBERNALEAN



989.600.7645



**HTTP://WWW.LINKEDIN
.COM/PUB/AMBER-
CLARK/66/628/840**



YOUR NAME

COMMUNICATIONS/PUBLIC RELATIONS | LINK TO OTHER
ONLINE PROPERTIES: PORTFOLIO/WEBSITE/BLOG

- ≈ Worked with public to find better ways to increase customer satisfaction.

PUBLIC RELATIONS INTERN • MASON AREA CHAMBER OF COMMERCE • MAY 2013 – AUG 2013

- ≈ Increased Coordination of Chamber events and meetings,
- ≈ Planned Event Promotions, Advertisements, Press Releases, Newsletters.
- ≈ Utilize research analysis to increase social media Application research and direct contact with the public.
- ≈ Assist with creation of internal and external marketing materials, Assist members with external communications.



CLARKA38@MSU.EDU



@AMBERNALEAN



989.600.7645



**HTTP://WWW.LINKEDIN
.COM/PUB/AMBER-
CLARK/66/628/840**



13. A.

To: Township Board Members

**From: Derek N. Perry, Deputy Township Manager
Director of Public Works & Engineering**

Mark Kieselbach, Director of Community Planning and Development

Date: October 10, 2019

Re: Okemos Road Bridge Replacement

At the September 17, 2019 meeting, the Township Board was presented with a recommendation from the Transportation Commission on a preferred alternative for the Okemos Road Bridge Replacement project over the Red Cedar River.

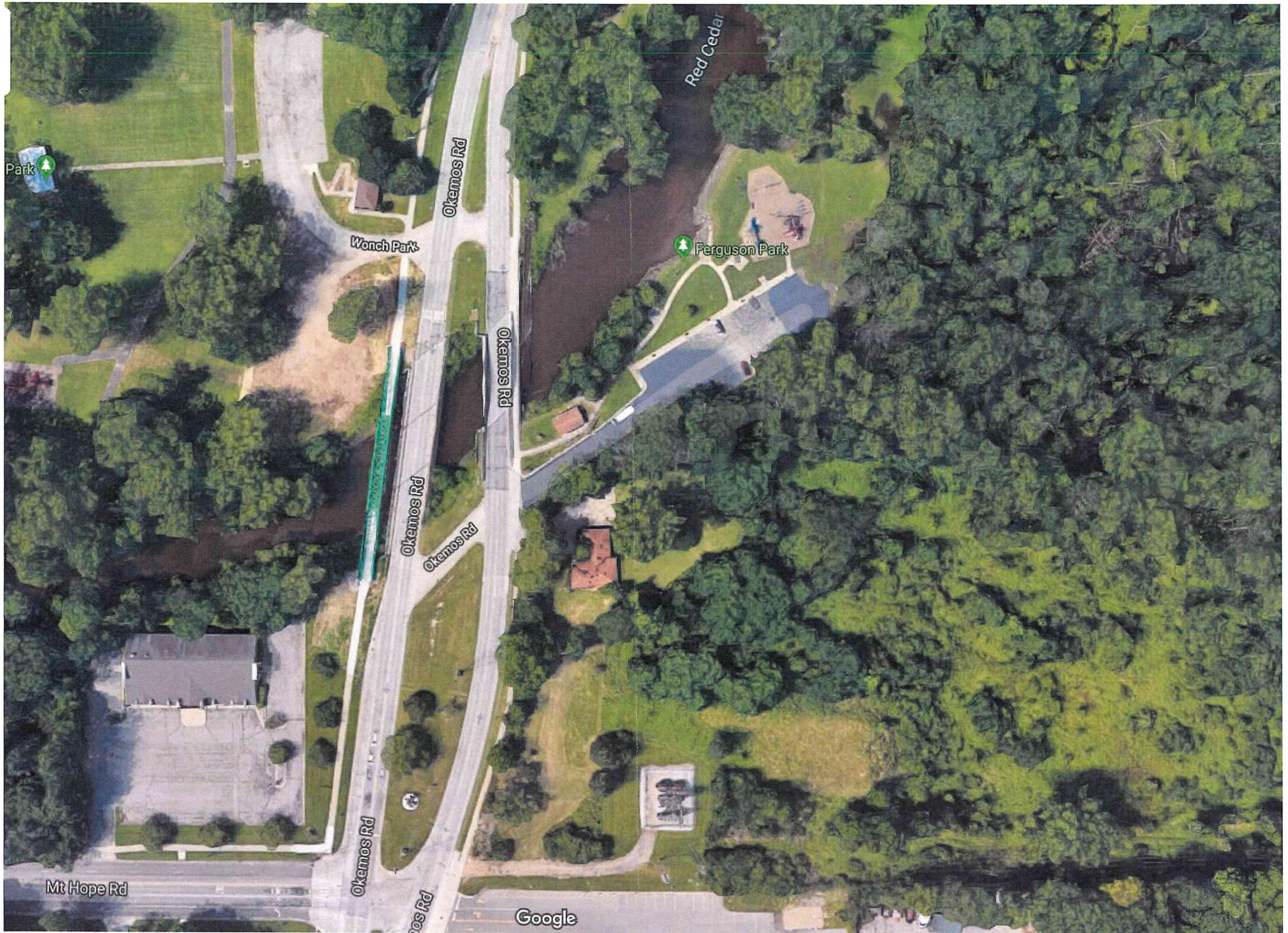
As part of the discussion, several members of the Township Board requested that alternative four (4) from the initial concept designs, be giving additional consideration. Per that direction, our Township Team met with the Ingham County Road Department (ICRD) and their consultants, DLZ, on October 2nd to discuss the concept.

As an outcome of that meeting, we requested that ICRD and DLZ attend the October 15th Township Board meeting to provide additional information on why the preferred alternative is recommended and to describe the constraints that exist with proceeding with option four.

During the October 2nd meeting, it was determined that selection of option four would affect the entrance to Wonch Park and the desired pedestrian underpass park connection (between Wonch and Ferguson). Because of this impact, we met with the Parks Commission and updated them on the status of the project. Both issues are of concern for the Park Commission (see letter from Chair McDonald), and they reaffirmed that it continues to be a priority and they request that it be accommodated as part of the project.

Attachments:

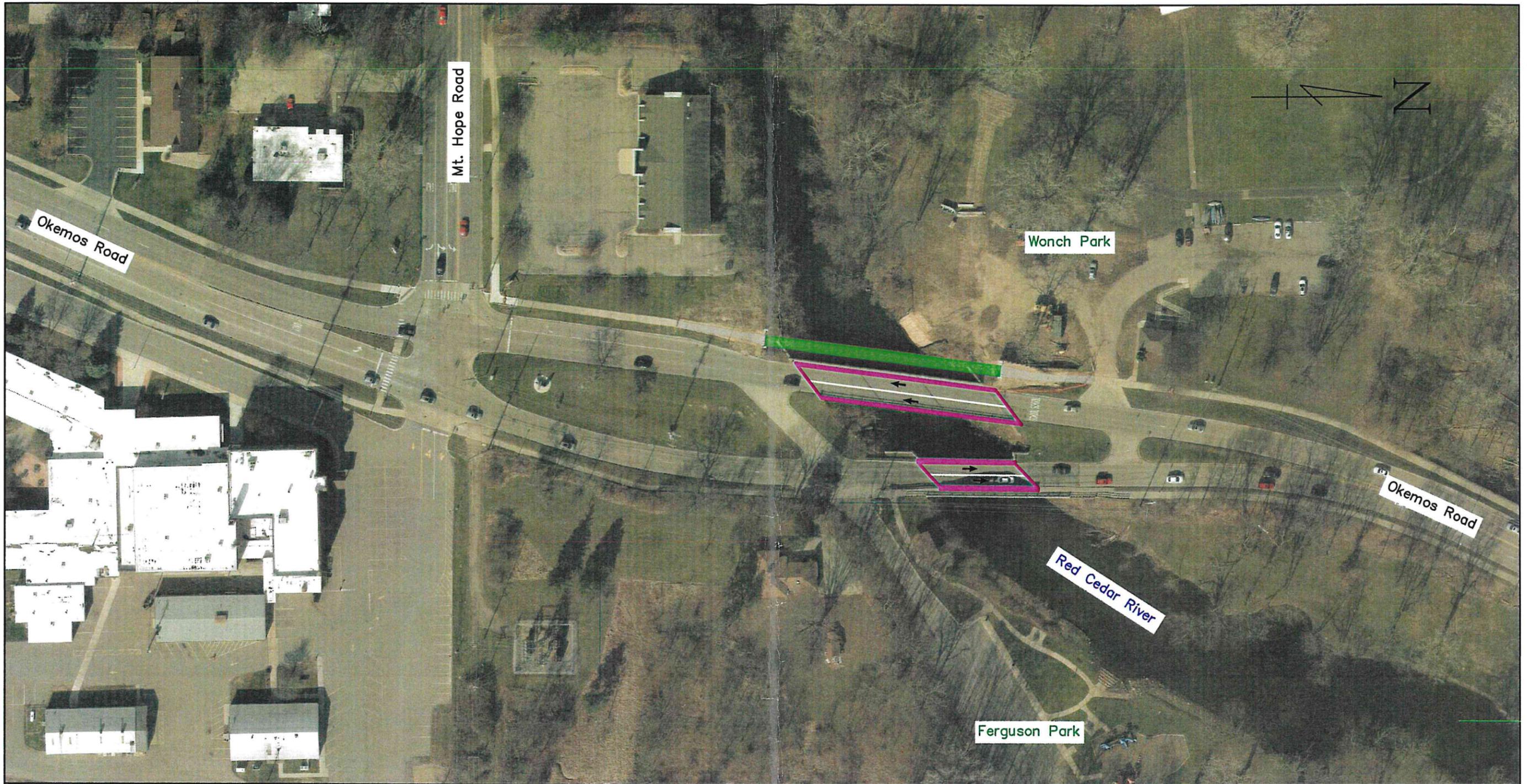
1. Alternatives including Preferred Alternative
2. April 16, 2019 Letter from Michael McDonald, Meridian Park Commission Chair



ALTERNATIVES EVALUATION

Evaluation Criteria	Comments	Alternatives			
		Alternative 1 Reconstruct and Rehabilitate Bridges on Existing Alignment	Alternative 2 Build New Bridge on New Alignment – Maintain Camelback Bridge	Alternative 3 Build New Bridge on New Alignment – Remove Camelback Bridge	Alternative 4 Build New Bridges on Existing Alignment – Remove Camelback Bridge
Functionality and Structural	Degree to which alternatives address structural deficiencies and meet current design standards	Low to Moderate Aesthetic deficiencies of northbound bridge would be rehabilitated. Northbound bridge would not meet current design standards or load requirements but would remain vehicular bridge. The southbound bridge would be reconstructed to meet current design standards.	High Aesthetics deficiencies of northbound bridge would be rehabilitated & adequately restored to serve as a pedestrian bridge. Bridge would retain its integrity. A new single, five-lane vehicular bridge would be constructed to meet current design standards.	High A new single five-lane bridge would be constructed to meet current design standards. Bridge would include northbound pedestrian facility. Both bridges would be demolished.	High Two new three-lane bridges would be constructed on the existing alignments to meet current design standards. Both bridges would be demolished.
Safety	Degree to which alternatives maintain safe and efficient traffic flow of vehicles, bicycles, and pedestrians along Okemos Road	Low to Moderate Maintains existing roadway/laneage and pedestrian facilities. New southbound bridge would meet current design standards. Northbound bridge would not meet current design standards or load requirements.	High Meets current design standards. Provides left turn lane into parks and provides pedestrian median at Mt. Hope/Okemos intersection.	High Meets current design standards. Provides left turn lane into parks & right-turn lane into Ferguson Park. Provides pedestrian median at Mt. Hope/Okemos intersection.	High Meets current design standards. Provides left turn lane into parks & and right-turn lane into Ferguson Park. Maintains pedestrian median at Mt. Hope/Okemos intersection.
Local Access/Community Impacts	Degree to which alternatives impact access to local roads, residences, schools, parks, and businesses	Low to Moderate Maintains existing access to parks via median crossover. Access to residence, school, and business, and Mt. Hope/Okemos intersection remains unchanged. Temporary access impacts during construction.	Low Provides direct access to parks & residence via left turn lane. Mt. Hope/Okemos intersection remains unchanged. Minimal community impacts. Temporary access impacts during construction.	Low Provides direct access to parks & residence via left turn lane. Mt. Hope/Okemos intersection remains unchanged. Minimal community impacts. Temporary access impacts during construction.	Low to Moderate Provides access to parks & residence via, median crossover, & service drive. Minimal community impacts. Temporary access impacts during construction.
Environmental Impacts	Degree to which alternatives impact surrounding resources (e.g., wetlands, cultural resources, noise, streams, biotic communities, etc.)	Low Minimal environment impacts	Low Minimal environment impacts	Low to moderate Requires demolition of camelback bridge. Temporary grading impact at parks. Other environmental impacts minimal.	Low to moderate Requires demolition of camelback bridge. May require full acquisition of residence. Temporary grading impact at Wonch Park & permanent right-of-way impacts at Ferguson Park (Section 4(f) & 6(f) impacts). Other environmental impacts minimal.
Right-of-Way Acquisition	Impacts to parcels, businesses, schools, parks, and residences caused by construction of project	Low No residential or business relocations No right-of-way acquisitions	Low to Moderate No residential or business relocations. No right-of-way acquisitions. Would require temporary grading permits at parks & residence.	Low to Moderate No residential or business relocations. May require minor right-of-way acquisition at residential home. Would require temporary grading permits at parks & residence.	Moderate No business relocations. May require full acquisition of residence. Temporary grading impact at Wonch Park. Right-of-way acquisition at Ferguson Park.
Planning Level Construction Cost	Includes construction, engineering costs for bridge and roadway improvements. Year 2019 dollars	\$3,032,000	\$5,788,000	\$7,106,000	\$7,625,000 (does not include cost of right-of-way/residential acquisition, assessed value \$55,600)
Hydraulic Improvements	Degree to which alternatives would reduce restrictions within the river and reduce backwater surface elevations	Low Existing northbound bridge abutments would remain in the river channel, disrupting and restricting natural flow of the river. Results in higher backwater surface elevations, increasing the potential of upstream flooding.	Low Existing northbound bridge abutments would remain in river channel, disrupting and restricting natural flow of river. Results in higher backwater surface elevations, increasing potential of upstream flooding. New bridge would span river channel.	High Northbound bridge abutments would be removed from stream channel, reducing backwater surface elevation. New bridge would span river channel.	High Northbound bridge abutments would be removed from stream channel, reducing backwater surface elevation. New bridges would span river channel.
Non-motorized Facilities	Degree to which alternatives accommodate bicyclists and pedestrians	Moderate Existing pedestrian bridge on west side of Okemos Road and sidewalk on east of camelback bridge would remain.	Moderate to High Existing pedestrian bridge on west side of Okemos Road would remain. Northbound bridge would be used as pedestrian bridge.	High Existing pedestrian bridge would remain. Provides pedestrian facility and on-street bike lanes on new bridge. May provide opportunity for pedestrian path between parks under bridge.	High Existing pedestrian bridge would remain. Provides pedestrian facility on northbound bridge and on-street bike lanes on both bridges. May provide opportunity for pedestrian path between parks under bridge.

Notes: The low/moderate/high rankings provide a qualitative comparison of relative impacts among the alternatives. These rankings were based on the professional judgment of the interdisciplinary project team. The alternative(s) which best address each individual evaluation criteria are highlighted in green.



OKEMOS ROAD BRIDGE
IMPROVEMENT PROJECT
ENVIRONMENTAL ASSESSMENT



FIGURE 1
ALTERNATIVE 1

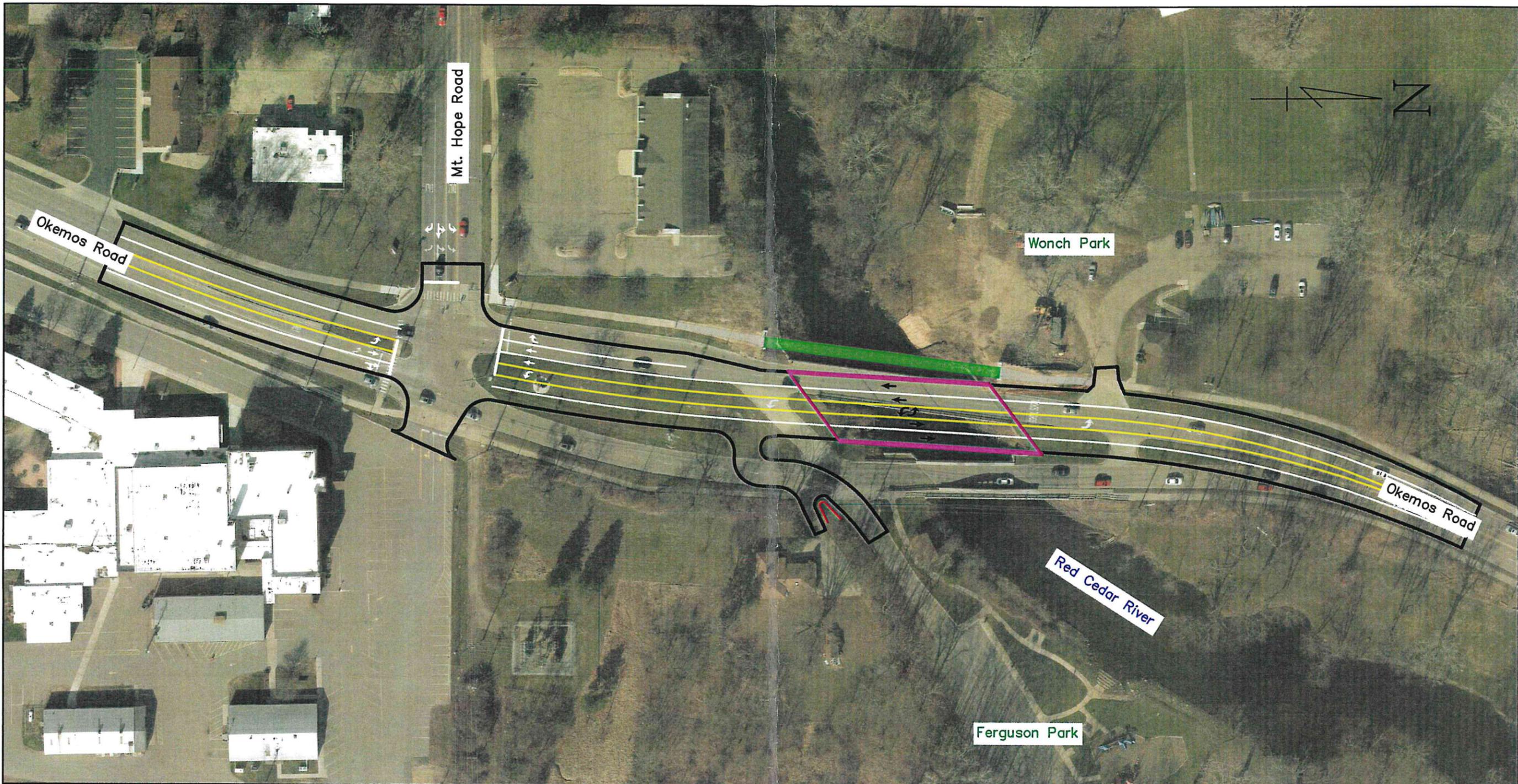


June 2109

LEGEND

-  EXISTING PEDESTRIAN BRIDGE
-  EXISTING RIGHT-OF-WAY
-  EXISTING SIDEWALK
-  PROPOSED SIDEWALK

-  PROPOSED BRIDGE WORK
-  PROPOSED ROADWAY
-  PROPOSED PAVEMENT MARKING
-  PROPOSED RETAINING WALL



OKEMOS ROAD BRIDGE
IMPROVEMENT PROJECT
ENVIRONMENTAL ASSESSMENT



FIGURE 2
ALTERNATIVE 2

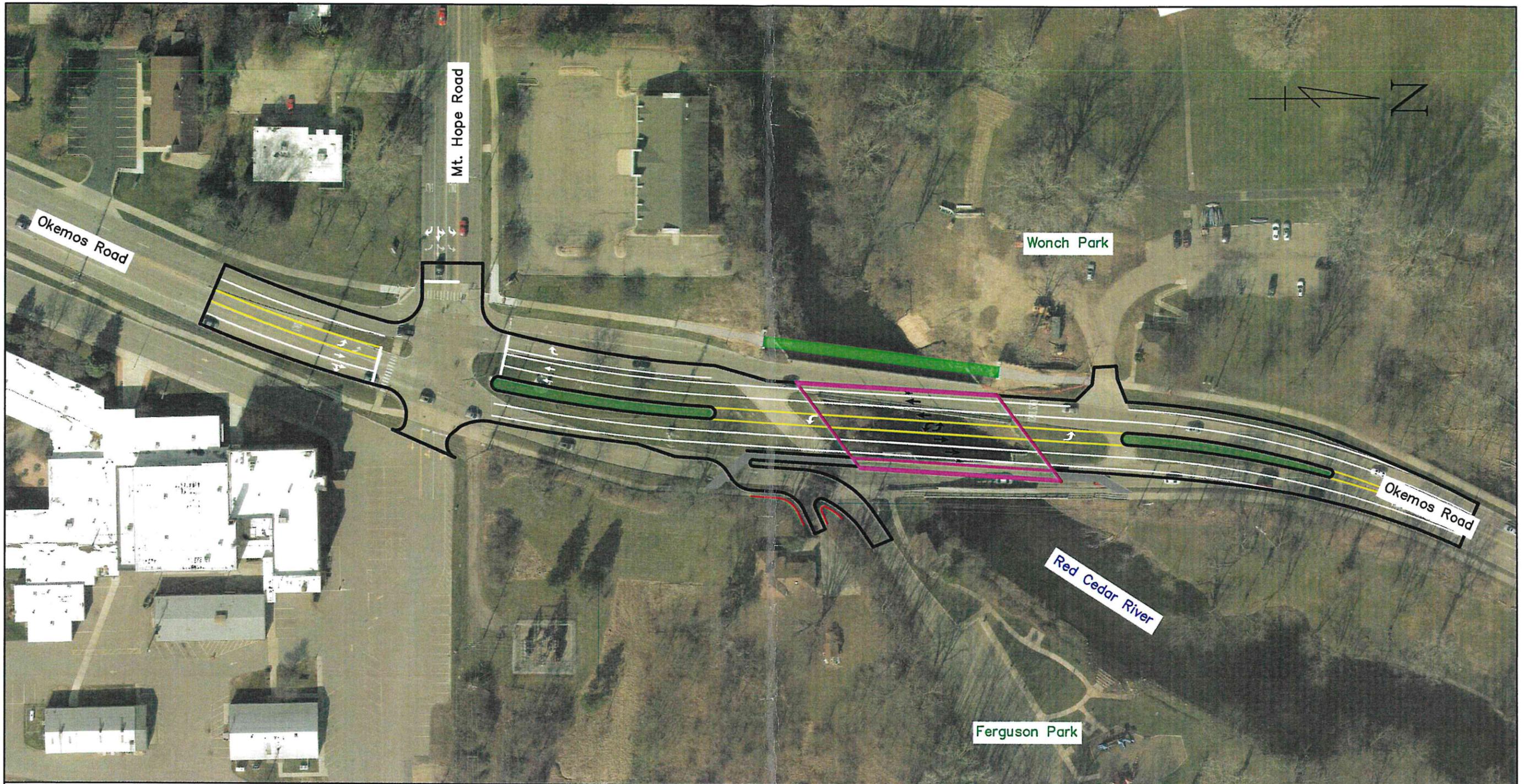


June 2109

LEGEND

- EXISTING PEDESTRIAN BRIDGE
- EXISTING RIGHT-OF-WAY
- EXISTING SIDEWALK
- PROPOSED SIDEWALK

- PROPOSED BRIDGE WORK
- PROPOSED ROADWAY
- PROPOSED PAVEMENT MARKING
- PROPOSED RETAINING WALL



OKEMOS ROAD BRIDGE
IMPROVEMENT PROJECT
ENVIRONMENTAL ASSESSMENT



FIGURE 3
ALTERNATIVE 3

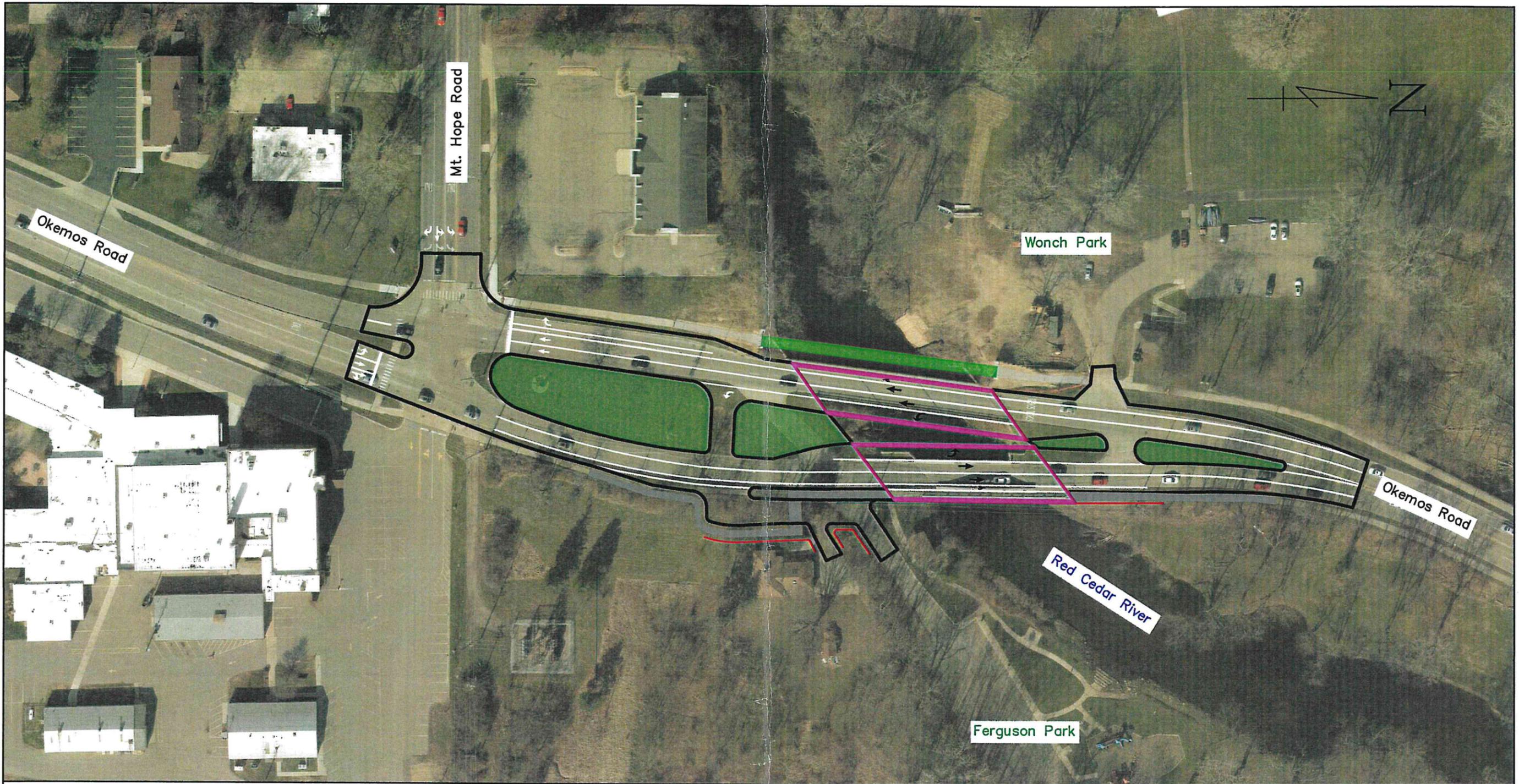


June 2109

LEGEND

-  EXISTING PEDESTRIAN BRIDGE
-  EXISTING RIGHT-OF-WAY
-  EXISTING SIDEWALK
-  PROPOSED SIDEWALK

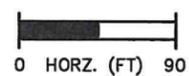
-  PROPOSED BRIDGE WORK
-  PROPOSED ROADWAY
-  PROPOSED PAVEMENT MARKING
-  PROPOSED RETAINING WALL



OKEMOS ROAD BRIDGE
IMPROVEMENT PROJECT
ENVIRONMENTAL ASSESSMENT



FIGURE 4
ALTERNATIVE 4



June 2109

LEGEND

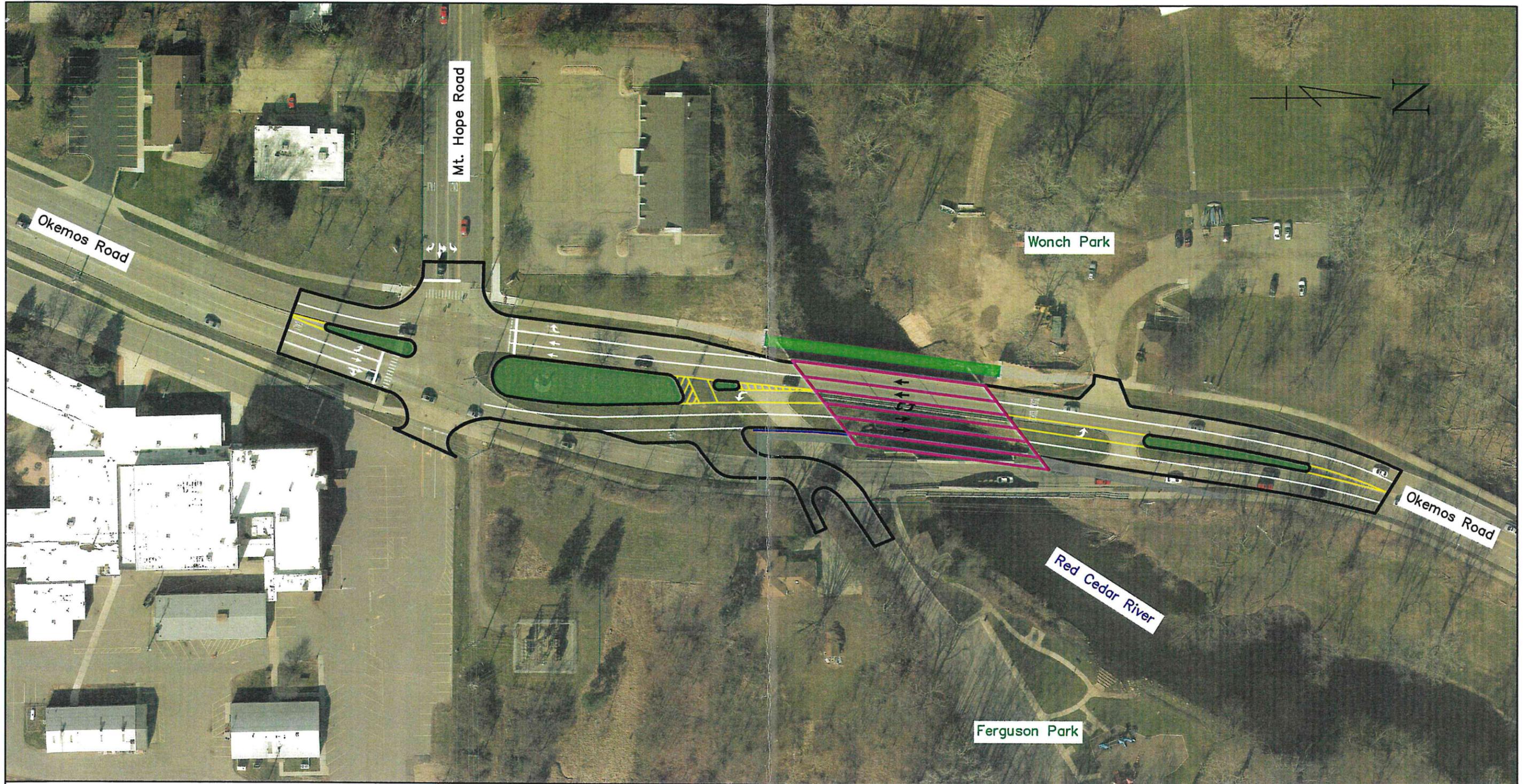
- EXISTING PEDESTRIAN BRIDGE
- EXISTING RIGHT-OF-WAY
- EXISTING SIDEWALK
- PROPOSED SIDEWALK

- PROPOSED BRIDGE WORK
- PROPOSED ROADWAY
- PROPOSED PAVEMENT MARKING
- PROPOSED RETAINING WALL

ALTERNATIVES EVALUATION

Evaluation Criteria	Comments	Alternatives			
		Alternative 1 Reconstruct and Rehabilitate Bridges on Existing Alignment	Alternative 2 Build New Bridge on New Alignment – Maintain Camelback Bridge	Alternative 3 Build New Bridge on New Alignment – Remove Camelback Bridge	Alternative 4 Build New Bridges on Existing Alignment – Remove Camelback Bridge
Functionality and Structural	Degree to which alternatives address structural deficiencies and meet current design standards	Low to Moderate Aesthetic deficiencies of northbound bridge would be rehabilitated. Northbound bridge would not meet current design standards or load requirements but would remain vehicular bridge. The southbound bridge would be reconstructed to meet current design standards.	High Aesthetics deficiencies of northbound bridge would be rehabilitated & adequately restored to serve as a pedestrian bridge. Bridge would retain its integrity. A new single, five-lane vehicular bridge would be constructed to meet current design standards.	High A new single five-lane bridge would be constructed to meet current design standards. Bridge would include northbound pedestrian facility. Both bridges would be demolished.	High Two new three-lane bridges would be constructed on the existing alignments to meet current design standards. Both bridges would be demolished.
Safety	Degree to which alternatives maintain safe and efficient traffic flow of vehicles, bicycles, and pedestrians along Okemos Road	Low to Moderate Maintains existing roadway/lanes and pedestrian facilities. New southbound bridge would meet current design standards. Northbound bridge would not meet current design standards or load requirements.	High Meets current design standards. Provides left turn lane into parks and provides pedestrian median at Mt. Hope/Okemos intersection.	High Meets current design standards. Provides left turn lane into parks & right-turn lane into Ferguson Park. Provides pedestrian median at Mt. Hope/Okemos intersection.	High Meets current design standards. Provides left turn lane into parks & and right-turn lane into Ferguson Park. Maintains pedestrian median at Mt. Hope/Okemos intersection.
Local Access/ Community Impacts	Degree to which alternatives impact access to local roads, residences, schools, parks, and businesses	Low to Moderate Maintains existing access to parks via median crossover. Access to residence, school, and business, and Mt. Hope/Okemos intersection remains unchanged. Temporary access impacts during construction.	Low Provides direct access to parks & residence via left turn lane. Mt. Hope/Okemos intersection remains unchanged. Minimal community impacts. Temporary access impacts during construction.	Low Provides direct access to parks & residence via left turn lane. Mt. Hope/Okemos intersection remains unchanged. Minimal community impacts. Temporary access impacts during construction.	Low to Moderate Provides access to parks & residence via, median crossover, & service drive. Minimal community impacts. Temporary access impacts during construction.
Environmental Impacts	Degree to which alternatives impact surrounding resources (e.g., wetlands, cultural resources, noise, streams, biotic communities, etc.)	Low Minimal environment impacts	Low Minimal environment impacts	Low to moderate Requires demolition of camelback bridge. Temporary grading impact at parks. Other environmental impacts minimal.	Low to moderate Requires demolition of camelback bridge. May require full acquisition of residence. Temporary grading impact at Wonch Park & permanent right-of-way impacts at Ferguson Park (Section 4(f) & 6(f) impacts). Other environmental impacts minimal.
Right-of-Way Acquisition	Impacts to parcels, businesses, schools, parks, and residences caused by construction of project	Low No residential or business relocations No right-of-way acquisitions	Low to Moderate No residential or business relocations. No right-of-way acquisitions. Would require temporary grading permits at parks & residence.	Low to Moderate No residential or business relocations. No right-of-way acquisitions. Would require temporary grading permits at parks & residence.	Moderate No business relocations. May require full acquisition of residence. Temporary grading impact at Wonch Park. Right-of-way acquisition at Ferguson Park.
Planning Level Construction Cost	Includes construction, engineering costs for bridge and roadway improvements. Year 2019 dollars	\$3,134,000	\$5,558,000	\$5,706,000	\$7,499,000 (does not include cost of right-of-way/residential acquisition, assessed value \$55,600)
Hydraulic Improvements	Degree to which alternatives would reduce restrictions within the river and reduce backwater surface elevations	Low Existing northbound bridge abutments would remain in the river channel, disrupting and restricting natural flow of the river. Results in higher backwater surface elevations, increasing the potential of upstream flooding.	Low Existing northbound bridge abutments would remain in river channel, disrupting and restricting natural flow of river. Results in higher backwater surface elevations, increasing potential of upstream flooding. New bridge would span river channel.	High Northbound bridge abutments would be removed from stream channel, reducing backwater surface elevation. New bridge would span river channel (no abutments in river channel). New bridge would require a pier in the river channel.	High Northbound bridge abutments would be removed from stream channel, reducing backwater surface elevation. New bridge would span river channel (no abutments in river channel). New bridge would require a pier in the river channel.
Non-motorized Facilities	Degree to which alternatives accommodate bicyclists and pedestrians	Moderate Existing pedestrian bridge on west side of Okemos Road and sidewalk on east of camelback bridge would remain.	Moderate to High Existing pedestrian bridge on west side of Okemos Road would remain. Northbound bridge would be used as pedestrian bridge.	High Existing pedestrian bridge would remain. Provides pedestrian facility on new bridge. May provide opportunity for pedestrian path between parks under bridge.	High Existing pedestrian bridge would remain. Provides pedestrian facility on northbound bridge and on-street bike lanes on both bridges. May provide opportunity for pedestrian path between parks under bridge.

Notes: The low/moderate/high rankings provide a qualitative comparison of relative impacts among the alternatives. These rankings were based on the professional judgment of the interdisciplinary project team. The alternative(s) which best address each individual evaluation criteria are highlighted in green. Preferred Alternative



OKEMOS ROAD BRIDGE
IMPROVEMENT PROJECT
ENVIRONMENTAL ASSESSMENT



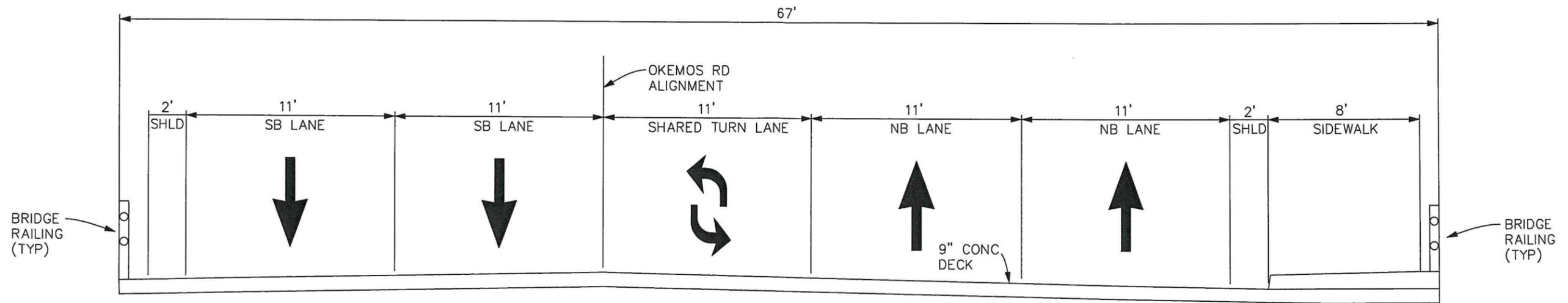
FIGURE 1
PREFERRED ALTERNATIVE

0 HORZ. (FT) 90

JULY 2019

LEGEND

- | | | | |
|---------------------------------------------------------------------------------------|----------------------------|---------------------------------------------------------------------------------------|---------------------------|
|  | EXISTING PEDESTRIAN BRIDGE |  | PROPOSED BRIDGE WORK |
|  | EXISTING RIGHT-OF-WAY |  | PROPOSED ROADWAY |
|  | EXISTING SIDEWALK |  | PROPOSED PAVEMENT MARKING |
|  | PROPOSED SIDEWALK |  | PROPOSED RETAINING WALL |



PREFERRED ALTERNATIVE
LOOKING NORTH

OKEMOS ROAD BRIDGE
IMPROVEMENT PROJECT
ENVIRONMENTAL ASSESSMENT



FIGURE 2
PREFERRED ALTERNATIVE CROSS SECTION

JULY 2019



Meridian Township
5151 Marsh Road
Okemos, MI 48864

P 517.853.4000
F 517.853.4096

Township Board:

Ronald J. Styka
Township Supervisor

Brett Dreyfus
Township Clerk

Phil Deschaine
Township Treasurer

**Patricia Herring
Jackson**
Township Trustee

Dan Opsommer
Township Trustee

Kathy Ann Sundland
Township Trustee

Courtney Wisinski
Township Trustee

Frank L. Walsh
Township Manager

April 16, 2019

Dear Supervisor Styka,

It has come to my attention that the Township Board will soon be discussing the Okemos Road Bridge Replacement Project including the future of the Camelback Bridge.

The following are only my thoughts and do not necessarily represent the views of the Park Commission. This topic has received casual discussion in our meetings but no formal action has been taken.

I have participated in informational meetings with the Ingham County Road Department and township staff in the past that focused on the process, size and extent of the bridge replacement project. The items that are of most concern to the Park Commission include safe ingress and egress to and from Wonch and Ferguson Parks as well as a safe pedestrian crossing. It is our desire that an under-bridge pathway be created to provide safe crossing opportunities from park to park. We hope this can be accommodated through this project.

The future of the Camelback Bridge was also a focus of discussion. Of course we are interested in alternative uses for the bridge or part of the bridge, but fear any attempt to relocate even a part of it will more than likely be cost prohibitive. It is not clear that it could even be moved without the structure crumbling.

During the meeting with the Road Department, it was recommended that the new bridge design pay homage to the Camelback Bridge and also add a bronze plaque in recognition as it appears that cost and condition make its continued use cost prohibitive. I am available to meet at your convenience to discuss this in greater detail if you desire.

Sincerely,

Michael McDonald

Michael McDonald, Chair
Park Commission

Cc: Frank Walsh, Township Manager
Mark Stephens, Commissioner
Amanda Lick, Commissioner
Ami Van Antwerp, Commissioner
Annika Schaetzl, Commissioner
LuAnn Maisner, Director of Parks and Recreation



13.B

To: Township Board

From: Mark Kieselbach, Director of Community Development and Planning
Mackenzie Dean, Assistant Planner

Date: October 10, 2019

Re: Chapter 10 Animals—Ordinance Prohibiting Animal Sales at Pet Stores

Since the Board last discussed this item at the October 1, 2019 meeting, staff has done additional research and visited pet stores located in the Township. Pet Supplies Plus, PetSmart, and Soldan's do not sell dogs or cats for profit. These businesses partner with local rescues, humane societies, and foster groups such as the Ingham County Animal Shelter and Capital Area Humane Society to offer space to showcase adoptable animals and do not monetarily benefit for providing space for the adoption of dogs and cats.

Ordinances prohibiting animal sales at pet stores have been adopted nationwide. The majority of ordinances reviewed by staff follow the sample ordinance provided by The Humane Society. Staff has prepared a draft ordinance for the Board's consideration.

Attachment

1. Draft ordinance, dated October 10, 2019.

G:\Community Planning & Development\Planning\ORDINANCES\Animals\Ordinance Prohibiting Animal Sales at Pet Stores.tb2.doc

Chapter 10

ANIMALS

Section 10-1. Definitions.

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

ANIMAL CARE FACILITY — Means an animal control center or animal shelter, maintained by or under contract with any state, county, or municipality, whose mission and practice is, in whole, or significant part, the rescue and placement of animals in permanent homes or rescue organizations.

ANIMAL RESCUE ORGANIZATION — Means any not-for-profit organization which has tax-exempt status under Section 501(c)(3) of the United States Internal Revenue Code, whose mission and practice is, in whole or in significant part, the rescue and placement of animals in permanent homes. This term does not include an entity that is a breeder or broker or one that obtains animals from a breeder or broker for profit or compensation.

BREEDER — Means a person that maintains a dog or cat for the purpose of breeding and selling their offspring.

BROKER — Means a person that transfers a dog or cat from a breeder for resale by another person.

CAT — Means a member of the species of domestic cat, *Felis catus*.

DOG — Means a member of the species of domestic dog, *Canis familiaris*.

OFFER FOR SALE — Means to sell, offer for sale or adoption, advertise for the sale of, barter, auction, give away or otherwise dispose of a dog or cat.

PET STORE — Means a retail establishment where dogs or cats are sold, exchanged, or bartered or offered for sale as pet animals to the general public at retail. Such definition shall not include an animal care facility or animal rescue organization, as defined.

Section 10-2. Restrictions on the sale of animals.

No pet store shall sell, deliver, offer for sale, barter, auction, give away, or otherwise transfer or dispose of cats or dogs. Nothing in this section shall prohibit pet stores from collaborating with animal care facilities or animal rescue organizations to offer space for such entities to showcase adoptable dogs or cats provided the pet store shall not have any ownership interest in the animals offered for adoption and shall not receive a fee for providing space for the adoption of any of these animals.

Section 10-3. Penalty.

A person that violates any provision of this article is responsible for a municipal civil infraction, subject to payment of a civil fine of \$500, plus costs, including all direct and indirect expenses incurred by the Township in connection with the municipal civil infraction as provided in Section 1-8 of the Township Code of Ordinances. As to violations of this article that are continuous with respect to time, each day that the violation continues is a separate offense. Abatements shall not be considered as payment or part of a violation's penalty. In addition to all other remedies, including the penalties provided in this article, the Township may commence and prosecute actions in the county circuit court or any other court having jurisdiction to restrain or prevent any noncompliance with or violation of any of the provisions of this article or to correct, remedy, or abate such noncompliance or violation.



13.C

To: Township Board

From: Mark Kieselbach, Director of Community Planning & Development
Peter Menser, Principal Planner

Date: October 9, 2019

Re: Trash Receptacle Ordinance

The Township Board last discussed a potential trash receptacle ordinance at its meeting on October 1, 2019. At the meeting the Board directed staff to develop ordinance language establishing the day and time that trash receptacles can be placed on the curb and when they must be removed as well as the location on the property where the receptacles may be stored.

Staff has prepared draft ordinance language mirroring that adopted by the City of St. Joseph in Berrien County. The draft ordinance prohibits trash and recycling receptacles be placed at the curb for collection no earlier than 5:00 p.m. the day preceding the scheduled collection day and requires retrieval no later than 10:00 a.m. the day following the scheduled collection day. It also requires that trash and recycling can only be stored either indoors or in a side or rear yard. The Board can amend the specific provisions of the ordinance as desired.

Attachment

1. Draft ordinance language dated October 9, 2019.

G:\Community Planning & Development\Planning\ORDINANCES\Trash Receptacles\Trash Receptacle Ordinance.tb2.docx

Draft ordinance – October 9, 2019

Chapter 46 Nuisances

Section 46-2 Nuisances per se.

The following acts, apparatus, accumulations, violations, and activities are hereby declared to be public nuisances:

(1) – (9) Remain as written.

(10) Trash or recycling receptacles shall not be placed at the street or curbside for collection purposes earlier than 5:00 p.m. the day preceding the scheduled collection day and shall be returned to a storage place located either indoors or in a side or rear yard no later than 10:00 a.m. on the day following the scheduled collection day.

a. A person who violates any provision of this article is responsible for a municipal civil infraction, subject to payment of a civil fine of \$25, plus costs, including all direct and indirect expenses incurred by the Township in connection with the municipal civil infraction as provided in § 1-8 of the Township Code of Ordinances. As to violations of this article that are continuous with respect to time, each day that the violation continues is a separate offense. Abatements shall not be considered as payment or part of a violation's penalty. In addition to all other remedies, including the penalties provided in this article, the Township may commence and prosecute appropriate actions in the county circuit court or any other court having jurisdiction to restrain or prevent any noncompliance with or violation of any of the provisions of this article or to correct, remedy, or abate such noncompliance or violation.



13.D

To: Township Board

From: Mark Kieselbach, Director of Community Planning and Development

Date: October 10, 2019

Re: Amendment to Truck Route Ordinance for Hamilton Road

The Ingham County Road Department (ICRD) has requested the Township amend its truck route ordinance for Hamilton Road east of Okemos Road. The current ordinance designates Hamilton Road from Okemos Road to Marsh Road a truck route. A truck or truck-tractor and semi-trailer or truck-tractor and trailer combination, or truck and trailer combination are required to use roads that are designated as a truck route. Improvements are planned for the Okemos Road/Hamilton Road intersection as part of the Village of Okemos development. Hamilton Road east of Okemos Road has two eastbound lanes and two westbound lanes. The proposed design would have one eastbound lane and three westbound lanes to allow for dual left turns at the intersection. Based on the design addition road right-of-way would be needed in order for a northbound truck on Okemos Road to turn right onto eastbound Hamilton Road. The amendment as proposed by ICRD would prohibit trucks on eastbound Hamilton Road between Okemos Road and Marsh Road. Trucks would still be allowed to use southbound Marsh Road to westbound Hamilton Road between Marsh Road and Okemos Road. Another reason for prohibiting trucks on eastbound Hamilton Road is that larger semi-trucks cannot make an eastbound to northbound left turn at the Marsh/Hamilton roundabout without encroaching into the eastbound through lane at the roundabout.

The Transportation Commission reviewed and discussed the proposed amendment and recommended the Board approve the amendment. A draft of the proposed amendment is attached for the Board's consideration.

Attachments

1. Draft Amendment
2. Conceptual Design Plans

G:\Community Planning & Development\Planning\Ordinances\Truck Routes 2019.tb1.doc

Ordinance No. 2019- _____

ORDINANCE AMENDING THE CODE OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, CHAPTER 74, ARTICLE I V BY AMENDING SECTION 74-3(c)(4).

THE CHARTER TOWNSHIP OF MERIDIAN ORDAINS:

Section 1. Amendment to Chapter 74, Article I, Section 74-3(c). Section 74-3(c)(4) entitled Truck Routes of the Code of the Charter Township of Meridian, Ingham County, Michigan is hereby amended to read as follows:

Section 2.50. Truck Routes.

(1) Purpose. The purpose of this ordinance is to protect the surface of public roads and streets, to protect residential property located near such roads and streets, and generally provide for the health, safety, and welfare of the public and particularly children residing on or near public roadways, and to reduce residents' exposure to the nuisance of excessive noise and dust. This ordinance establishes and regulates truck traffic routes; prohibits truck traffic on other roads; and provides penalties for the violation thereof.

(2) Definition of terms. The terms in this chapter shall be defined as follows unless the context specifically indicates otherwise.

(a) Implement of husbandry. Every vehicle which is designed for agricultural purpose and exclusively used by the owner thereof in the conduct of agricultural operations.

(b) Road. Any street, highway or route with Meridian Township.

(c) Semitrailer. Every vehicle with or without motive power, designed for carrying persons or property and for being drawn by a motor vehicle and so constructed that some part of its weight and that of its load rests upon or is carried by some other vehicle.

(d) Trailer. Every vehicle with or without motive power, designed for carrying persons or property and for being drawn by a motor vehicle and so constructed that no part of its weight rests upon the towing vehicle.

(e) Truck. Every motor vehicle which is designed, used, or maintained primarily for the transportation of property, except a pickup truck or a van designed so as to carry loads of no more than one ton.

(f) Truck-tractor. Every motor vehicle designed and used primarily for drawing other vehicles and not so constructed as to carry a load other than a part of the weight of the vehicle and load so drawn.

(g) Person. Includes an agency, company, organization, firm, association, partnership, joint venture, corporation, trust or equivalent entity or a combination of any of them, as well as, a natural person.

(3) Rule of construction. Any word or term not defined herein shall be considered to be defined in accordance with its common or standard definition.

(4) Truck routes. The following roads in Meridian Township, to the exclusion of all other roads, are hereby designated as truck routes and classified for truck traffic:

- (a) Abbott Road.
- (b) Central Park Drive.
- (c) College Road.
- (d) Farm Lane.
- (e) Forest Road, from College Road to Farm Lane.
- (f) Grand River Avenue (M-43).
- (g) Hagadorn Road, from Jolly Road to Lake Lansing Road.
- (h) Hamilton Road, ~~from Okemos Road to Marsh Road.~~ westbound from Marsh Road to Okemos Road.
- (i) Haslett Road.
- (j) Jolly Road.
- (k) Lake Lansing Road.
- (l) Marsh Road.
- (m) Meridian Road.
- (n) Mount Hope Road, from Hagadorn west to the Township boundary.
- (o) Okemos Road, from Jolly Road to Central Park Drive.
- (p) Park Lake Road, from Haslett Road north to the Township/county line.
- (q) Saginaw Highway (M-78).

(5) Prohibition against travel on other than truck routes. Except as expressly permitted under this ordinance, no person shall operate a truck or truck-tractor and semi-trailer or truck-tractor and trailer combination, or truck and trailer combination in Meridian Township on any road other than a designated truck route.

(6) Exemptions. The truck route limitation prescribed in this ordinance shall not apply to:

- (a) Fire trucks or other emergency vehicles or vehicle on emergency business involved in the saving of life or property; or
- (b) Implements of husbandry incidentally moved upon a road; or
- (c) Road repair, construction, or maintenance vehicles engaged in the repair, construction, or maintenance of the road on which they are traveling within the Township; or
- (d) Garbage service vehicles while involved in the provision of services to residents of the Township.

(7) Pickups, deliveries, service calls. A vehicle which would otherwise be restricted to truck routes and which is being used to make pickups, deliveries, or service calls or to provide municipal or utility services in the Township on roads other than designated truck routes shall restrict its travel to a minimum and shall not be driven or moved on other than truck routes, except when being used to make pickups, deliveries or service calls or to provide municipal or utility services within the Township. Such vehicle shall be driven in such a manner as to leave a permitted truck route and proceed to its destination or destinations in the Township by the most direct route. Upon completion of the pickups, deliveries, or service calls, or the provision of municipal or utility services, the vehicle shall return to the nearest permitted truck route or leave the Township by the most direct route. This section shall not be interpreted as permitting a vehicle otherwise restricted to a truck route from entering or leaving the Township by other than a truck route.

(8) Special permits. The Township Manager shall have authority to grant a written permit in special cases which would otherwise be in violation of the provisions of this ordinance. Such permits, however, shall not be given for more than one round trip and in no case shall a permit be valid for a longer period than 10 days from the date of issue. Such permit shall describe the vehicle, the time and dates of travel, and the route to be taken by the vehicle. The Township Board shall, by resolution, set a fee for special permits.

(9) Signs. The Township Board shall procure and have posted appropriate signs along the designated truck routes as required by the laws of the State of Michigan.

(10) Penalties. Any person who violates any provision of this ordinance is responsible for a civil infraction and shall be liable for a fine of not more than \$100 and the costs of prosecution for the first violation. Upon a finding of responsibility for subsequent violations, such person shall be liable for a fine of not more than \$500 and the costs of prosecution.

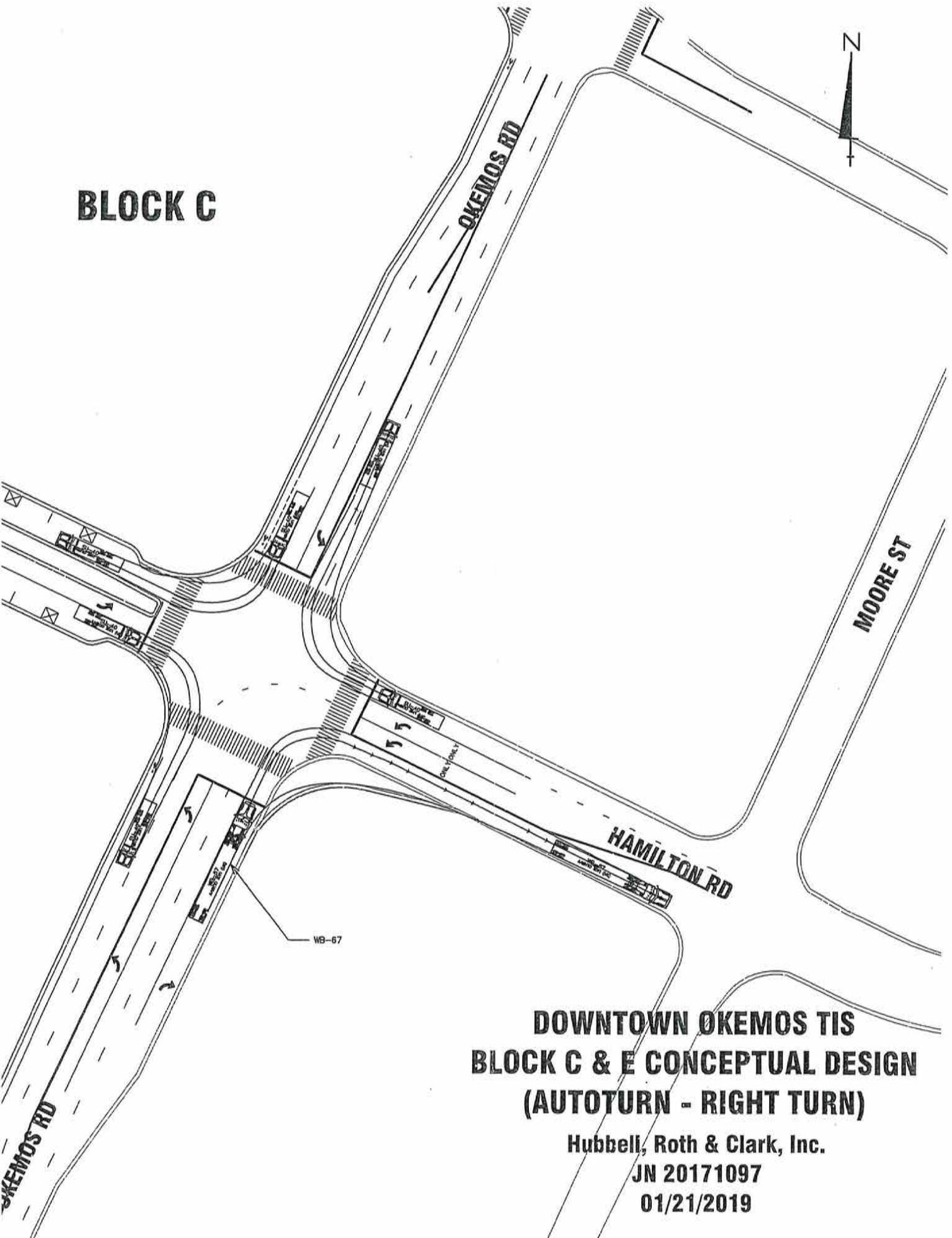
Section 2. Validity and Severability. The provisions of this Ordinance are severable and the invalidity of any phrase, clause or part of this Ordinance shall not affect the validity or effectiveness of the remainder of the Ordinance.

Section 3. Repealer Clause. All ordinances or parts of ordinances in conflict therewith are hereby replaced only to the extent necessary to give this Ordinance full force and effect.

Section 4. Savings Clause. This Ordinance does not affect rights and duties matured, penalties that were incurred, and proceedings that were begun, before its effective date.

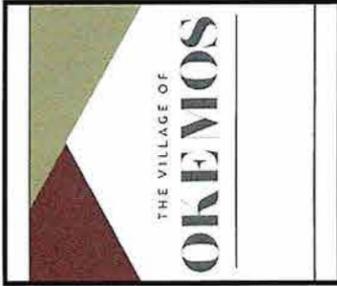
Section 5. Effective Date. This Ordinance shall become effective immediately upon its publication.

BLOCK C



**DOWNTOWN OKEMOS TIS
BLOCK C & E CONCEPTUAL DESIGN
(AUTOTURN - RIGHT TURN)**

Hubbell, Roth & Clark, Inc.
JN 20171097
01/21/2019



HRC
HUBBELL, ROTH & CLARK, INC
 CONSULTING ENGINEERS SINCE 1915
 P.O. BOX 824
 48303 - 0824
 BLOOMFIELD HILLS, MICH.
 PHONE: (248) 454-4300
 FAX (Int. Phone): (248) 454-4312
 FAX (Dom. Phone): (248) 454-4319
 WEB SITE: <http://www.hrceng.com>

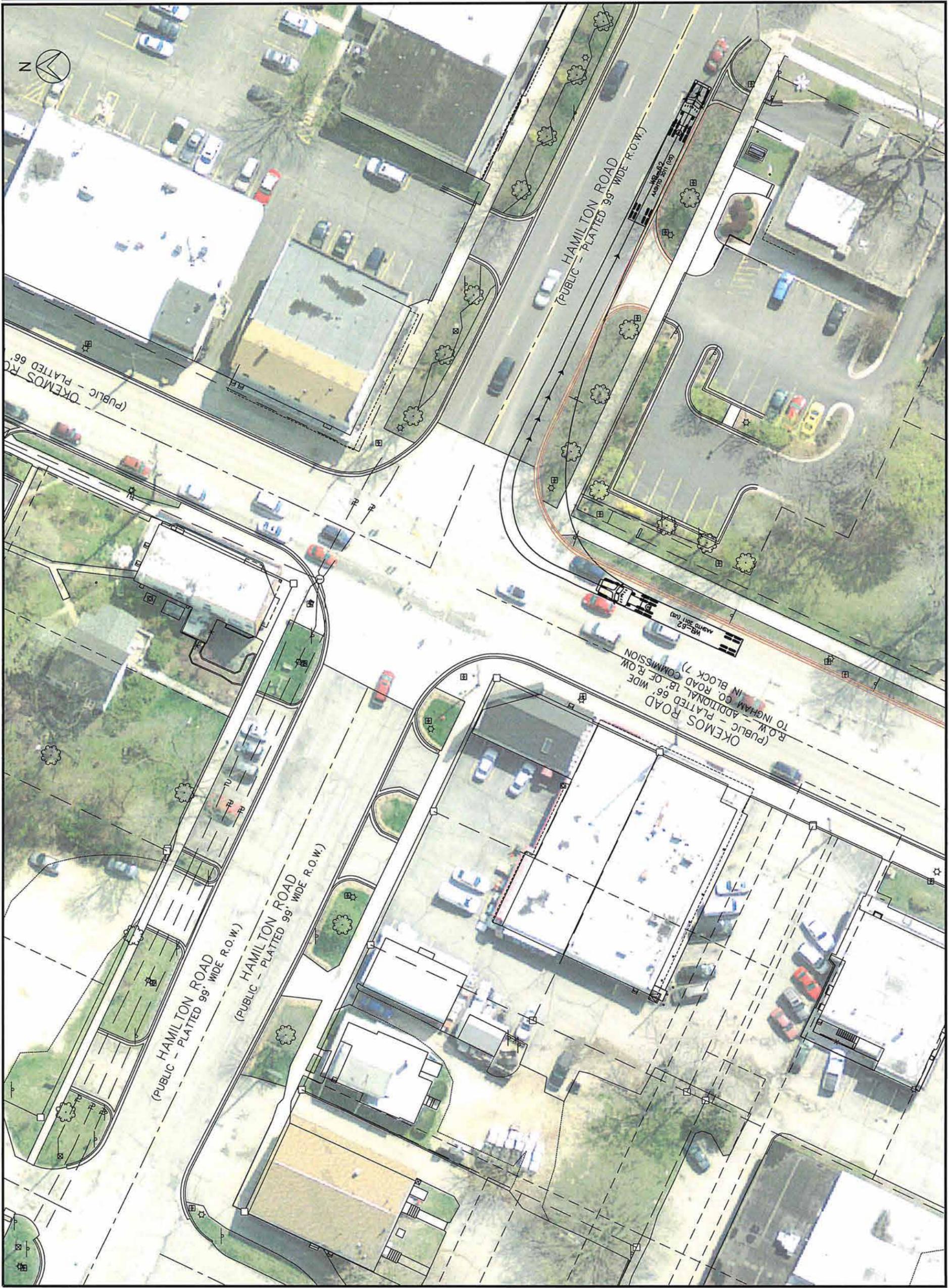
DATE	ADDITIONS AND/OR REVISIONS
DESIGNED	GH
DRAWN	
CHECKED	
APPROVED	

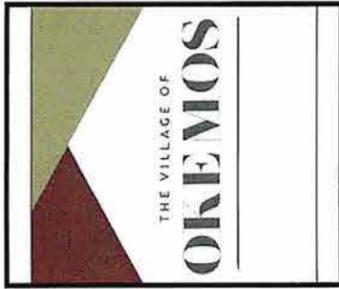


MERIDIAN TOWNSHIP
VILLAGE OF OKEMOS

EX. 1
 AUTOTURN WB-62
 EXISTING ROAD NETWORK
 HAMILTON 1 RECEIVING LANE
 FOR INFORMATION ONLY

HRC JOB NO. 20171097
 SCALE 1" = 70'
 SHEET NO. 1 OF 1
 DATE July 2019
 © 2019 Hubbell, Roth & Clark, Inc. All Rights Reserved.

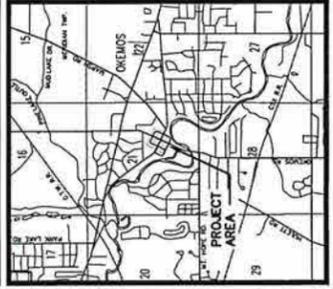




HRC
HUBBELL, ROTH & CLARK, INC.
 CONSULTING ENGINEERS SINCE 1915
 P.O. BOX 824
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PHONE: (248) 484-8300
 FAX (Int. Phone): (248) 654-8312
 FAX (Out. Phone): (248) 654-8329
 WEB SITE: <http://www.hrceng.com>

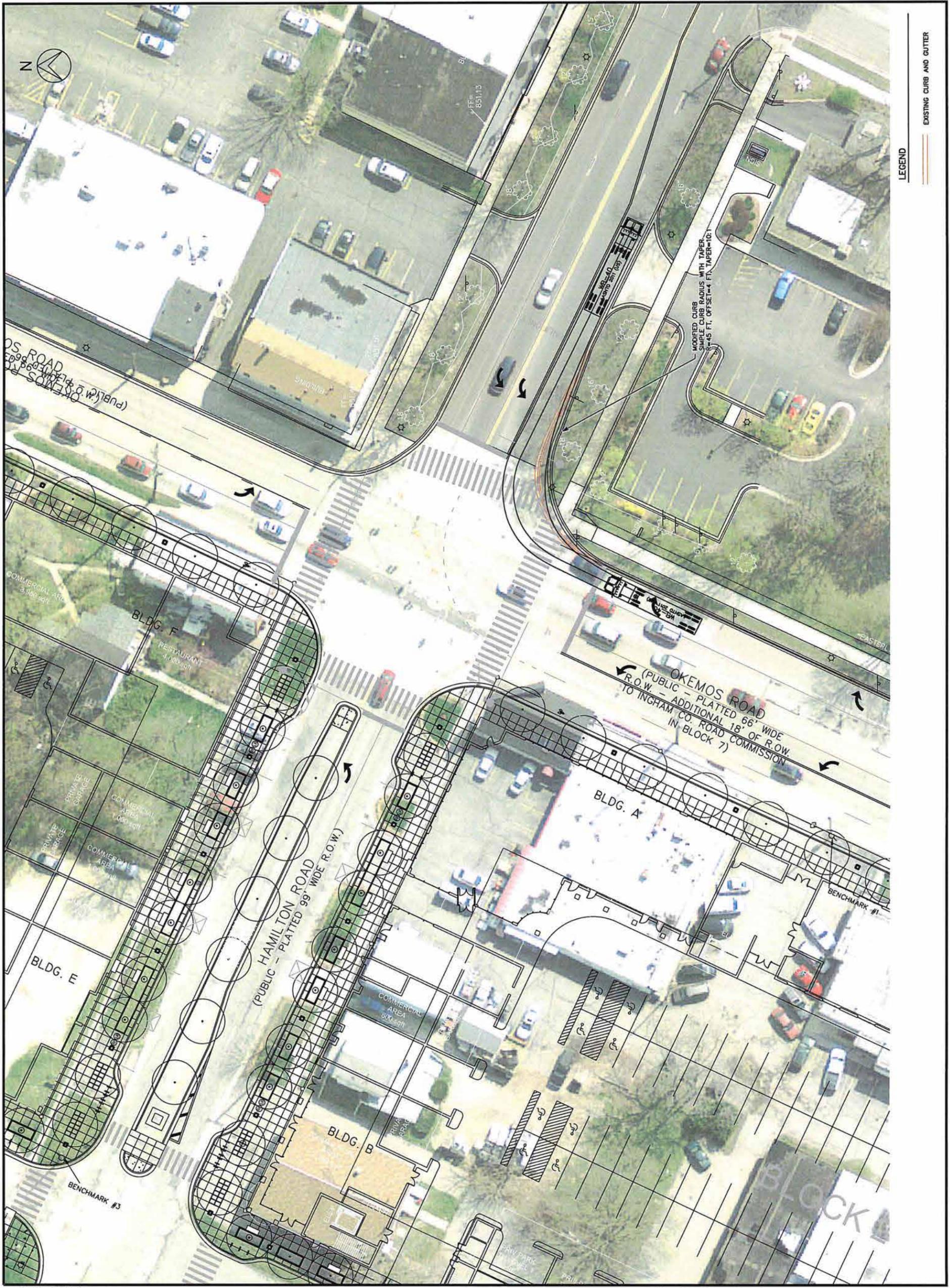
DATE	ADDITIONS AND/OR REVISIONS
DESIGNED	GH
DRAWN	
CHECKED	
APPROVED	



MERIDIAN TOWNSHIP
VILLAGE OF OKEMOS

EX. 4
 AUTOTURN WB-40
 PROPOSED ROAD NETWORK
 MODIFIED SE CURB
 FOR INFORMATION ONLY

HRC JOB NO.	20171097	SCALE	1" = 70'
DATE	July 2019	SHEET NO.	
		OF	



LEGEND
 ——— EXISTING CURB AND GUTTER



13.E

To: Township Board

From: Mark Kieselbach, Director of Community Planning and Development

Date: October 10, 2019

Re: Update to Land Division Ordinance

The State Land Division Act has recently been amended. To remain consistent with the Act staff has drafted an update to the Township Land Division Ordinance. Section 109 of the Land Division Ordinance requires that the local official with the authority to approve or disapprove a proposed land division must approve or disapprove a proposed land division must approve a complete application for division if certain conditions are met, such as those concerning the size, shape or accessibility of the resulting parcels. The amended Act added that one of the two following conditions must also be met:

- All property taxes and special assessments due on the parcel or tract subject to the proposed division for the five years preceding the date of the application had been paid.
- If property taxes or special assessments due on the parcel or tract subject to the proposed division have not been paid, the unpaid property taxes or special assessments have been apportioned by the Township Assessor as provided by the General Property Tax Act.

The amendment ensures that all property taxes on a parcel of land would be paid prior to the division, thus preventing any confusion or nonpayment of delinquent taxes and better facilitating the sale of subdivided land. For the first condition the applicant for the land division would need to provide a certificate from the County Treasurer stating all property taxes and special assessments have been paid. For the second condition any apportioned property taxes or special assessments would be a lien against the parcel or tract as apportioned by the Assessor and treated in the same manner as property taxes and special assessments of the year of the original assessment for the purpose of collection and sale for delinquent taxes.

The draft update to the Township Land Division Ordinance has been reviewed by the Township attorney. A copy of the draft update is attached for the Boards review.

Attachment

1. Amendment to State Land Division Act.
2. Update to Township Land Division Ordinance

G:\Community Planning & Development\Planning\Ordinances\Land Division Ordinance 2019.tb1.doc

Act No. 23
Public Acts of 2019
Approved by the Governor
June 18, 2019

Filed with the Secretary of State
June 18, 2019

EFFECTIVE DATE: September 16, 2019

**STATE OF MICHIGAN
100TH LEGISLATURE
REGULAR SESSION OF 2019**

Introduced by Reps. Slagh, Filler, Howell, Brixie, Cherry, Hood, Kennedy, Eisen, Cynthia Johnson, Stone and Brann

ENROLLED HOUSE BILL No. 4055

AN ACT to amend 1967 PA 288, entitled "An act to regulate the division of land; to promote the public health, safety, and general welfare; to further the orderly layout and use of land; to require that the land be suitable for building sites and public improvements and that there be adequate drainage of the land; to provide for proper ingress and egress to lots and parcels; to promote proper surveying and monumenting of land subdivided and conveyed by accurate legal descriptions; to provide for the approvals to be obtained prior to the recording and filing of plats and other land divisions; to provide for the establishment of special assessment districts and for the imposition of special assessments to defray the cost of the operation and maintenance of retention basins for land within a final plat; to establish the procedure for vacating, correcting, and revising plats; to control residential building development within floodplain areas; to provide for reserving easements for utilities in vacated streets and alleys; to provide for the filing of amended plats; to provide for the making of assessors plats; to provide penalties for the violation of the provisions of this act; to repeal certain parts of this act on specific dates; and to repeal acts and parts of acts," by amending section 109 (MCL 560.109), as amended by 2017 PA 196.

The People of the State of Michigan enact:

Sec. 109. (1) A municipality shall approve or disapprove a proposed division within 45 days after the filing of a complete application for the proposed division with the assessor or other municipally designated official. However, a municipality with a population of 2,500 or less may enter into an agreement with a county to transfer to the county authority to approve or disapprove a division. An application is complete if it contains information necessary to ascertain whether the requirements of section 108 and this section are met. The assessor or other municipally designated official, or the county official, having authority to approve or disapprove a proposed division, shall provide the person who filed the application written notice whether the application is approved or disapproved and, if disapproved, all the reasons for disapproval. A complete application for a proposed division shall be approved if, in addition to the requirements of section 108, all of the following requirements are met:

(a) Each resulting parcel has an adequate and accurate legal description and is included in a tentative parcel map showing area, parcel lines, public utility easements, accessibility, and other requirements of this section and section 108. The tentative parcel map shall be a scale drawing showing the approximate dimensions of the parcels.

(b) Each resulting parcel has a depth of not more than 4 times the width or, if an ordinance referred to in subsection (5) requires a smaller depth to width ratio, a depth to width ratio as required by the ordinance. The municipality or county having authority to review proposed divisions may allow a greater depth to width ratio than that otherwise required by this subdivision or an ordinance referred to in subsection (5). The greater depth to width ratio shall be based on standards set forth in the ordinance referred to in subsection (5). The standards may include, but need not be limited to, exceptional topographic or physical conditions with respect to the parcel and compatibility with surrounding lands. The depth to width ratio requirements of this subdivision do not apply to a parcel larger than 10 acres, unless an

ordinance referred to in subsection (5) provides otherwise, and do not apply to the remainder of the parent parcel or parent tract retained by the proprietor:

(c) Each resulting parcel has a width not less than that required by an ordinance referred to in subsection (5).

(d) Each resulting parcel has an area not less than that required by an ordinance referred to in subsection (5).

(e) Each resulting parcel is accessible.

(f) The division meets all of the requirements of section 108.

(g) Each resulting parcel that is a development site has adequate easements for public utilities from the parcel to existing public utility facilities.

(h) The division does not isolate a cemetery so that it does not meet the requirements of either section 102(j)(i) or (ii).

(i) One of the following are satisfied:

(i) All property taxes and special assessments due on the parcel or tract subject to the proposed division for the 5 years preceding the date of the application have been paid, as established by a certificate from the county treasurer of the county in which the parcel or tract is located. If the date of the application is on or after March 1 and before the local treasurer of the local tax collecting unit in which the parcel or tract is located has made his or her return of current delinquent taxes, the county treasurer shall include with his or her certification a notation that the return of current delinquent taxes was not available for examination. The official having authority to approve or disapprove the application shall not disapprove the application because the county treasurer's certification includes such a notation. The county treasurer shall collect a fee for a certification under this subdivision in an amount equal to the fee payable under section 1(2) of 1895 PA 161, MCL 48.101, for a certificate relating to the payment of taxes under section 135 of the general property tax act, 1893 PA 206, MCL 211.135.

(ii) If property taxes or special assessments due on the parcel or tract subject to the proposed division have not been paid, the unpaid property taxes or special assessments have been apportioned by the township or city assessing officer as provided by section 53 of the general property tax act, 1893 PA 206, MCL 211.53. Any apportioned property taxes or special assessments are a lien against the parcels or tracts as apportioned by the assessing officer and shall be treated in the same manner as property taxes and special assessments of the year of the original assessment for the purpose of collection and sale for delinquent taxes under the general property tax act, 1893 PA 206, MCL 211.1 to 211.155.

(2) The right to make divisions exempt from the platting requirements of this act under section 108 and this section can be transferred, but only from a parent parcel or parent tract to a parcel created from that parent parcel or parent tract. A proprietor transferring the right to make a division pursuant to this subsection shall within 45 days give written notice of the transfer to the assessor of the city or township where the property is located on a form prescribed by the state tax commission. The form shall include substantially the following questions in the mandatory information portion of the form:

(a) "Did the parent parcel or parent tract have any unallocated divisions under the land division act, 1967 PA 288, MCL 560.101 to 560.293?"

(b) "Were any unallocated divisions transferred to the newly created parcel? If so, state whether all were transferred or, if not, how many?"

(3) A person shall not sell a parcel of unplatted land unless the deed contains a statement as to whether the right to make further divisions exempt from the platting requirements of this act under this section and section 108 is proposed to be conveyed. The statement shall be in substantially the following form: "The grantor grants to the grantee the right to make [insert "zero", a number, or "all"] division(s) under section 108 of the land division act, 1967 PA 288, MCL 560.108." In the absence of a statement conforming to the requirements of this subsection, the right to make divisions under section 108(2), (3), and (4) stays with the remainder of the parent tract or parent parcel retained by the grantor.

(4) All deeds for parcels of unplatted land within this state executed after March 31, 1997 shall contain the following statement: "This property may be located within the vicinity of farm land or a farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors, and other associated conditions may be used and are protected by the Michigan right to farm act."

(5) The governing body of a municipality or the county board of commissioners of a county having authority to approve or disapprove a division may adopt an ordinance setting forth the standards authorized in subsection (1)(b), (c), and (d). The ordinance may establish a fee for a review of an application under this section and section 108. The fee shall not exceed the reasonable costs of providing the services for which the fee is charged.

(6) Approval of a division is not a determination that the resulting parcels comply with other ordinances or regulations.

(7) Compliance with this section is not a requirement for a deed to be received for record or recorded by a register of deeds.

Enacting section 1. This amendatory act takes effect 90 days after the date it is enacted into law.

Ordinance No. 2019- _____

ORDINANCE AMENDING THE CODE OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, CHAPTER 62, ARTICLE IV AND ARTICLE V BY AMENDING SECTION 62-94 AND SECTION 62-123.

THE CHARTER TOWNSHIP OF MERIDIAN ORDAINS:

Section 1. Amendment to Chapter 62, Article IV, Section 62-94. Section 62-94 entitled Standards for granting approval of the Code of the Charter Township of Meridian, Ingham County, Michigan is hereby amended to read as follows:

Section 62-94 Standards for granting approval.

A proposed land division shall be approved if the following criteria are met:

(1) Compliance with state law. An application for division of land shall not be approved unless it is in compliance with the Land Division Act. (MCL § 560.101 et seq., as amended.)

(2) Parcel width and area. All parcels and remaining land resulting from the proposed land division(s) shall comply with the minimum width and area requirements of the Code of Ordinances. Parcels should resemble rectangles but may be shaped to adapt to natural features on the site, subject to review by the Director of Community Planning and Development. Flag shaped parcels, irregular shaped parcels, and parcels with unusual shapes proposed only for the purpose of meeting parcel area or width requirements shall not be permitted.

(3) Access. All parcels are accessible as defined by this chapter.

(4) Depth to width ratio. Except as exempted by the Land Division Act (MCL § 560.101 et seq., as amended), the ratio of depth to width of any parcel created by the division shall not have a depth of more than three times the width. The Director of Community Planning and Development may waive the depth to width ratio due to exceptional topographic or physical conditions with respect to the parcel and compatibility with surrounding lands. The depth to width ratio requirements of this chapter do not apply to a parcel larger than 10 acres and do not apply to the remainder of the parent parcel or parent tract retained by the applicant.

(5) The division does not isolate a cemetery so that it cannot be served by a driveway providing vehicular access to an existing road or street or an existing easement providing vehicular access to an existing road or street.

(6) One of the following items shall be met:

- a. A certificate from the Ingham County Treasurer verifying all property taxes and special assessments due on the parcel or tract subject to the proposed division for the 5 years preceding the date of the land division application have been paid.

- b. If the property taxes or special assessments have not been paid, the unpaid property taxes or special assessments have been apportioned as provided by the general property tax act, specifically MCL 211.53 as amended. Any apportioned property taxes or special assessments are a lien against the parcels or tracts as apportioned by the assessing officer in the same manner as property taxes and special assessments of the year of the original assessment.

Section 2. Amendment to Chapter 62, Article V, Section 62-123. Section 62-123 entitled Standards for granting approval of the Code of the Charter Township of Meridian, Ingham County, Michigan is hereby amended to read as follows:

Section 62-123 Standards for granting approval.

The following criteria shall be used as the basis upon which applications for division of land are reviewed and approved:

- (1) Compliance with state law. An application for division of land shall not be approved unless it is in compliance with the Land Division Act (MCL § 560.101 et seq., as amended).
- (2) Lot area. The lot area for each lot resulting from the division shall meet all of the following requirements, exclusive of any area occupied by a public street right-of-way or an access easement:
 - (a) The lot area shall be the minimum amount required for a lot for the zoning district in which the land is located.
 - (b) The lot shall have sufficient area to accommodate structures and grading in compliance with the minimum water feature setback required in the Code of Ordinances.
- (3) Lot width. The lot width for each lot resulting from the division shall comply with the minimum lot width of the Code of Ordinances in effect at the time a land division is approved, except a land division proposal may also be approved where a nonconforming lot created as a result of the division is proposed to be combined with additional land for the purposes of creating a lot which conform(s) with the Code of Ordinance requirements.
- (4) Depth to width ratio. The depth to width ratio for each lot resulting from the division which are 10 acres or less in size shall not have a depth of more than three times the width. The variation(s) from these proportions may be permitted where such action would reduce existing nonconformance with these standards or preserve natural resources or natural features.
- (5) Access. Each lot resulting from the division shall have access from a public street approved by the Ingham County Road Commission or the Michigan Department of Transportation.
- (6) Sight distance. Each lot resulting from the division with frontage along a street shall have adequate sight distance, as required by the Ingham County Road Commission or the Michigan Department of Transportation, as applicable.

(7) Lot shape. Lots should resemble rectangles but may be shaped to adapt to natural features on the site, subject to review by the Director of Community Planning and Development. Flag lots, irregular shaped lots, and lots with unusual shapes proposed only for the purpose of meeting lot area or width requirements shall not be permitted.

(8) Compliance with zoning standards. An application for a division of land shall not be approved unless the applicant demonstrates the resulting lot can be built upon or used in compliance with the Code of Ordinances. This requirement shall not apply to lots which are to be dedicated in perpetuity as commons or where the development rights to the lot have been permanently relinquished. To determine whether the criteria have been met, issues which shall be taken into consideration include, but are not limited to the following:

(a) Unusual topography which may prevent the use of portions of a lot.

(b) Presence of easements or rights-of-way which restrict the use of a lot.

(c) Wetlands, surface water, or the intermediate regional floodplain, which restrict or prevent construction on portions of a lot.

(d) Soils which are incapable of supporting a building foundation.

(e) The shape of a lot with respect to the minimum buildable area.

(f) The amount of land available for parking, loading, and other accessory operations for a nonresidential lot.

(g) Compliance with the minimum requirements and setbacks in the Code of Ordinances.

(9) Consent of the title holder. No division of land shall be approved without the written consent of the property owner.

(10) Consideration of deed restrictions in the plat. The effect of a deed restriction on a division of land shall be considered in the review of the application. However, such deed restrictions shall not be binding upon the Township.

(11) Change in use of outlot, commons, or park. The change in use of an outlot, commons, or park shall require re-platting.

(12) Easements. Approval of a division of platted land shall not create new easements for streets, public utilities, pedestrian/bicycle pathways, sidewalks, or other required public facilities without first obtaining a court order.

13) The division does not isolate a cemetery so that it cannot be served by a driveway providing vehicular access to an existing road or street or an existing easement providing vehicular access to an existing road or street.

14) One of the following items shall be met:

- a. A certificate from the Ingham County Treasurer verifying all property taxes and special assessments due on the parcel or tract subject to the proposed division for the 5 years preceding the date of the land division application have been paid.
- b. If the property taxes or special assessments have not been paid, the unpaid property taxes or special assessments have been apportioned as provided by the general property tax act, specifically MCL 211.53 as amended. Any apportioned property taxes or special assessments are a lien against the parcels or tracts as apportioned by the assessing officer in the same manner as property taxes and special assessments of the year of the original assessment.

Section 3. Validity and Severability. The provisions of this Ordinance are severable and the invalidity of any phrase, clause or part of this Ordinance shall not affect the validity or effectiveness of the remainder of the Ordinance.

Section 4. Repealer Clause. All ordinances or parts of ordinances in conflict therewith are hereby replaced only to the extent necessary to give this Ordinance full force and effect.

Section 5. Savings Clause. This Ordinance does not affect rights and duties matured, penalties that were incurred, and proceedings that were begun, before its effective date.

Section 6. Effective Date. This Ordinance shall become effective immediately upon its publication.



13. F.

To: Township Board Members

**From: Derek N. Perry, Assistant Township Manager
Director of Public Works & Engineering**

Younes Ishraidi, P.E., Chief Engineer

Date: October 10, 2019

Re: Newton Road Sanitary Sewer Main Special Assessment District #54

On June 18, 2019, the Township Board adopted a resolution, which approved the extension of sanitary sewer along a section of Newton Road north of Lake Lansing Road, approved the plans and cost estimate, established Special Assessment District (SAD) #54 to fund the project, and directed an assessment roll be made. The resolution is attached as way of reference.

Consequently, the project was let for construction, and after discussions with the low bidder, we now have a negotiated low bid of \$87,400. Accordingly, the assessment per parcel will be about \$21,850 and not \$15,000 as was estimated before the bidding process. In view of the considerable difference between the low bid and the estimated cost, our Township engineering team felt that it would be prudent to inform owners of the two existing homes, representing 71.4% of the SAD area, of the significant increase in their assessments before proceeding with construction. Subsequently, both owners expressed their desire to proceed with the project, but because of the increase in cost, are requesting a 15-year payback period versus the typical 10-year period.

We are prepared to proceed with the project based on the negotiated low bid and the 15-year SAD request, but wanted to verify that the Board still supports the SAD based on the changes.

Attachment.

**NEWTON ROAD PUBLIC SANITARY SEWER IMPROVEMENT
SPECIAL ASSESSMENT DISTRICT NO. 54**

RESOLUTION NO. 3

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held in the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, MI 48864-1198, 517. 853.4000 on Tuesday, June 18, 2019, at 6:00 p.m.

PRESENT: Supervisor Styka, Clerk Dreyfus, Treasurer Deschaine, Trustees Jackson, Opsommer, Sundland, Wisinski

ABSENT:

The following resolution was offered by Trustee Opsommer and seconded by Trustee Jackson.

WHEREAS, the Township Board, pursuant to the provisions of Act 188, Public Acts of Michigan, 1954, as amended, did on June 4, 2019, adopt a resolution tentatively approving the construction of certain sanitary sewer system improvements and the establishment of a special assessment district for the purpose of paying the cost thereof, which improvements and special assessment district are more specifically hereinafter described; and

WHEREAS, the Township Board did meet on June 18, 2019 at 6:00 p.m., the time, date and place set by the Board to hold a public hearing to hear any objections to the improvement and to the special assessment district therefore; and

WHEREAS, conceptual plans and estimates of cost of said project are on file with the Township Clerk and have been on file since June 18, 2019; and

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, THAT

1. The Township Board hereby approves the construction of the following described improvement:

Construct approximately 210 feet of 8" gravity sanitary sewer, beginning at the manhole approximately 80 feet south of Sacramento Way along Newton Road; including installation of lateral lines from the main to the road right of way to service all parcels in the proposed special assessment district, Section 4, Meridian Township, Ingham County, Michigan, T4N, R1W;

and defraying the cost thereof by special assessment against the properties specially benefited thereby.

2. The Township Board hereby approves the plans and estimate of cost in the amount of \$60,000, as presented by Younes Ishraidi, Registered Professional Engineer.

**NEWTON ROAD PUBLIC SANITARY SEWER IMPROVEMENT
SPECIAL ASSESSMENT DISTRICT #54**

LEGAL DESCRIPTION

3302-02-04-376-005 6024 Newton Rd

Property Description:

M4-42-1 Com in N & S ¼ line at pt 187 ft N of S ¼ post; W 177 ft; N 210 ft; E 177 ft; S 210 ft to beg on SW 1/4 of Sec 4, T4N,R1W. (.69 ac)

3302-02-04-376-010 6031 Newton Rd

Property Description:

M4-42-2-2 Beg on the N-S ¼ line of sd Sec 4 at a pt 397 ft, N 01 deg 40'10"E of S ¼ cor of Sec 4, th N 88 deg 20' W, 233 ft; th N 01 deg 40' 10" E, 200 ft th S 88 deg 20' E, 233 ft; th S 01 deg 40' 10" W, 200 ft on the N-S ¼ line of Sec 4 to pt of beg exc the N ½, sec 4 T4N, R1W. (.46 ac)

3302-02-04-376-009 Newton Rd

Property Description:

M4-42-2-2-1 Beg on the N-S ¼ line of Sec 4 at a pt 397 ft, N 01 deg 40' 10" E of S ¼ cor of Sec 4, th N 88 deg 20' W 233 ft, th N 01 deg 40' 10" E, 200 ft; th S 88 deg 20' E, 233 ft; th S 01 deg 40' 10" W, 200 ft on the N-S ¼ line of Sec 4 to pt of beg exc the S ½ Sec 4, T4N, R1W. (.46 ac)

**NEWTON ROAD PUBLIC SANITARY SEWER IMPROVEMENT
SPECIAL ASSESSMENT DISTRICT #54**

ASSESSMENT ROLL

<u>Parcel Number & Property Description</u>	<u>Property Address</u>	<u>Property Owner & Address</u>	<u>Estimated Assessment</u>
3302-02-04-376-005	6024 Newton Rd	Angela M. McGuire 6024 Newton Road East Lansing, MI 48823	\$15,000

Property Description:

M4-42-1 Com in N & S ¼ line at pt 187 ft N of S ¼ post; W 177 ft; N 210 ft; # 177 ft; S 210' to beg on SW ¼ of Sec 4, T4N,R1W. (.69 ac)

3302-02-04-376-010	6031 Newton Rd	Mike & Arvilla Bateman 6031 Newton Road East Lansing, MI 48823	\$15,000
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Property Description:

M4-42-2-2 Beg on the N-S ¼ line of sd Sec 4 at a pt 397 ft, N 01 deg 40'10"E of S ¼ cor of Sec 4, th N 88 deg 20' W, 233 ft; th N 01 deg 40' 10" E, 200 ft' th S 88 deg 20' E, 233 ft; th S 01 deg 40' 10" W, 200 ft on the N-S ¼ line of Sec 4 to pt of beg exc the N ½, sec 4 T4N, R1W. (.46 ac)

3302-02-04-376-009	Newton Rd	George F Eyde Family, LLC 400 S. Washington Square, Ste 400 Lansing, MI 48933	\$15,000
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Property Description:

M4-42-2-2-1 Beg on the N-S ¼ line of sec 4 at a pt 397 ft, N 01 deg 40' 10" E of S ¼ cor of Sec 4, th N 88 deg 20' W 233 ft, th N 01 deg 40' 10" E, 200 ft; th S 88 deg 20' E, 233 ft; th s 01 deg 40' 10" W, 200 ft on the N-S ¼ line of Sec 4 to pt of beg exc the S ½ Sec 4, T4N, R1W. (.46 ac)

NEWTON ROAD
 SANITARY SEWER EXTENSION
 SPECIAL ASSESSMENT DISTRICT #54



GEORGE F EYDE FAMILY LLC
 300 S WASHINGTON SQ,
 SUITE 400
 LANSING, MI 48933
 04-376-007

BATEMAN, MIKE & ARVILLA
 6031 NEWTON RD
 EAST LANSING, MI 48823
 04-376-010

MCGUIRE, ANGELA M
 6024 NEWTON RD
 EAST LANSING, MI 48823
 04-376-005

04-376-006

NEWTON RD.

04-451-001
 2200

04-453-001
 2201
 12

04-40
 60

04-376-004
 2310

2292

LAKE LANSING RD.

09-126-011
 2309

09-126-012
 2293

09-127-001
 2275

09-127-002
 2271

09-127-005
 2245

09-126-004