



**CHARTER TOWNSHIP OF MERIDIAN**  
**Land Preservation Advisory Board**  
**Wednesday, March 9, 2016**  
Meridian Service Center  
**6 pm**

**AGENDA**

1. Call Meeting to Order
2. Approve Agenda
3. Public Remarks
4. Public Hearing
  - a. Michigan Natural Resources Trust Fund Grant Program, Acquisition (pink)
5. Approve Minutes (blue)
  - a. February 10, 2016
6. Communications (tan)
7. Old Business
8. New Business (orchid)
  - a. Natural Resources Trust Fund Program, Acquisition Grant Request
9. Land Management Coordinator and Land Stewardship Assistant Report (green)
10. Other
  - a. Open Meetings Act
11. Public Comment
12. Announcements
13. Closed Session (separate envelope)
13. Adjournment

Land Preservation Advisory Board  
March 9, 2016

4. PUBLIC HEARING

- a. Grant Application – Michigan Natural Resources Trust Fund Acquisition Grant for “Ponderosa Property”, 89 acre property near the northwest corner of Jolly and Van Atta Roads. Parcels **#33-02-02-35-426-006; 33-02-02-35-200-012**

PUBLIC HEARING PROCEDURE

- Chair declares public hearing open
- Staff presents project overview
- Staff acknowledges received items of communication
- Public comment
- Commissioners comment
- Chair declares public hearing closed

4. Public Hearing
  - a. Michigan Natural Resources Trust Fund Grant Program,  
Acquisition

PARCEL MAP

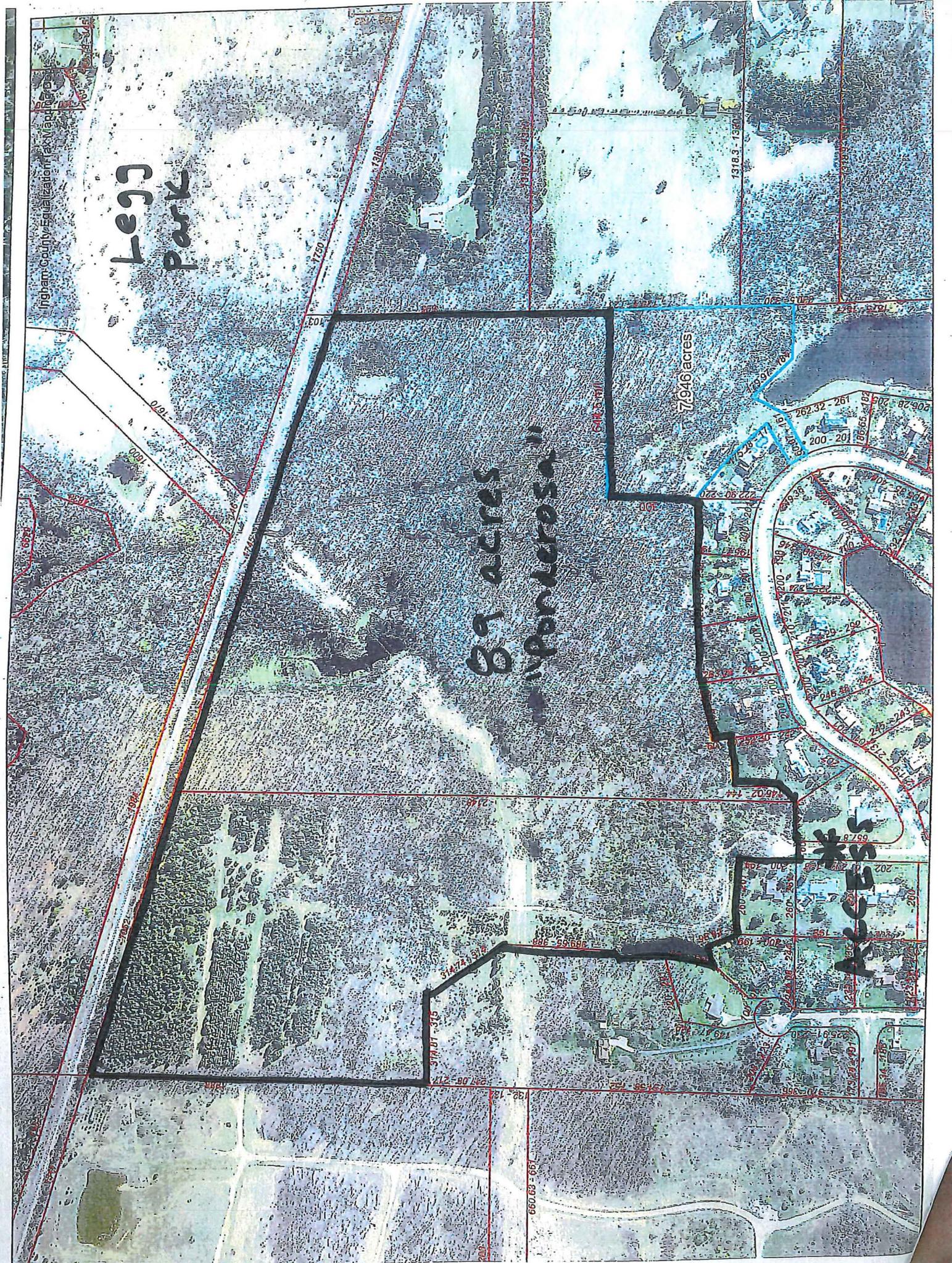
Ingham County Equalization Map

Legg  
Park

89 acres  
Ponderosa

7.916 acres

ACES  
\*  
697.8



4. Public Hearing
  - a. Michigan Natural Resources Trust Fund Grant Program,  
Acquisition

LEGAL NOTICE  
AND  
NOTIFICATION TO PARCEL NEIGHBORS

# CHARTER TOWNSHIP OF MERIDIAN

Elizabeth Ann LeGoff  
Brett Dreyfus  
Julie Brixie  
Frank L. Walsh

Supervisor  
Clerk  
Treasurer  
Manager



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

Trustee  
Trustee  
Trustee  
Trustee

## Legal Notice

### 2016 DNR Grant Application

Notice is hereby given that the Land Preservation Advisory Board of the Charter Township of Meridian will hold a public hearing on Wednesday, March 9, 2016 at 6 pm in the Meridian Service Center, to hear comments from all persons interested in the proposed 2016 Michigan Natural Resources Trust Fund grant application for the acquisition of 89 acre parcel located north of Jolly Road and west of Van Atta, Okemos (Parcel #33-02-02-35-426-006; 33-02-02-35-200-012)

Information may be examined at the Parks and Recreation Office, 2100 Gaylord C. Smith Court, Haslett MI between the hours of 7:30 am and 4:30 pm, Monday through Friday. Questions, call (517) 853-4600.

Please publish in the February 28 and March 6 Towne Courier issues  
Please supply an affidavit



**PUBLIC HEARING NOTIFICATION  
ACQUISITION GRANT APPLICATION**



Dear Meridian Township Resident/Neighbor:

The Land Preservation Advisory Board is proposing to submit a grant application to the Michigan Natural Resources Trust Fund for acquisition of 89-acres located near the northwest corner of Jolly Road and Van Atta Road, Okemos (parcel #33-02-02-35-426-006 and #33-02-02-35-200-012). The wooded and wetland features on the site lend themselves to future environmental education opportunities and trail access.

You are invited to offer comments at a public hearing on the proposed acquisition at 6 pm on Wednesday, March 9, in the Meridian Service Center, 2100 Gaylord C. Smith Court, Haslett.

The grant application is available for review at the Meridian Township Parks & Recreation Office located at 2100 Gaylord C. Smith Court, Haslett, (in front of Nancy Moore Park on Okemos Road), Monday through Friday, 7:30 am to 4:30 pm. Written comments may be sent to Meridian Township Land Preservation Advisory Board, Attn: Jane Greenway, at 2100 Gaylord C. Smith Court, Haslett, or by email at [greenway@meridian.mi.us](mailto:greenway@meridian.mi.us). If you have specific questions, contact Parks and Land Management Coordinator Jane Greenway at 517-853-4610.

Sincerely,

LuAnn Maisner, CPRP  
Director of Parks and Recreation



**PUBLIC HEARING NOTIFICATION  
ACQUISITION GRANT APPLICATION**



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You are invited to offer comments at a public hearing on the proposed acquisition at 6 pm on Wednesday, March 9, in the Meridian Service Center, 2100 Gaylord C. Smith Court, Haslett.

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Sincerely,

LuAnn Maisner, CPRP  
Director of Parks and Recreation



4. Public Hearing
  - a. Michigan Natural Resources Trust Fund Grant Program,  
Acquisition

COMMUNICATIONS:

- From: Chad Fedewa, Wildlife Biologist, DNR Wildlife Division;  
RE: Letter of Support
- From: Land Preservation Advisory Board Member Mark  
Stephens; Re: Email of Support



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF NATURAL RESOURCES  
LANSING



DR. WILLIAM E. MORITZ  
DIRECTOR

3/1/16

To Whom It May Concern:

I am writing this letter in support of Meridian Township's grant application to acquire an 89 acre parcel in Ingham County.

It has been my experience that Meridian Township has a very knowledgeable staff that operates a Parks and Recreation Program that is very important to the residents of the Township. Most of my experience with the Township staff has been related to wildlife issues – particularly deer.

Meridian Township has been very proactive in dealing with nuisance wildlife issues while still offering residents hundreds of acres of land to connect with nature. One of the things I've worked most closely with the Township is helping them develop an archery deer hunt on Township-owned properties. This program has been very successful in giving residents an opportunity to hunt deer close to home on public land and, at the same time, addressing a concern of many residents of an overpopulation of deer. While a problem of an overpopulation of suburban deer isn't unique to Meridian Township, their program to address it by offering a hunting opportunity to residents is.

With the discovery of Chronic Wasting Disease (CWD) in a wild deer in Meridian Township in April, 2015, it is now more important than ever to control the deer population in the area. The Meridian Township staff has been extremely helpful with our CWD surveillance effort. With the acquisition of this property, the Township will be able to provide additional access and opportunities for hunters to harvest deer in the Township. At the same time, those harvested deer will provide the DNR with samples to continue our surveillance of this disease.

Thank you for your consideration.

Sincerely,

Chad Fedewa, Wildlife Biologist  
DNR Wildlife Division  
Rose Lake Field Office  
8903 E. Stoll Rd  
East Lansing, MI 48823

## Jane Greenway

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**From:** Stephens, Mark <steph143@anr.msu.edu>  
**Sent:** Wednesday, March 02, 2016 11:03 AM  
**To:** Jane Greenway  
**Cc:** kielbas3@msu.edu  
**Subject:** LPAB Meeting on Wednesday

Jim and Jane,

I apologize that I will not be in town next week for the Land Preservation Advisory Board Meeting. I realize that there will be a public hearing and vote on whether to go forward with an application to the Michigan Land Trust Board for acquisition of the Ponderosa Property. I want to express my support for this application for acquisition as the desire of the landowner and LPAB. I feel this property is well worth the effort to obtain it through these means and I would vote/support authorization of up to 55% match we would need to be most favorable to the Michigan Land Trust Board.

Thanks.

Mark Stephens  
LPAB Member as appointed by the Park Commission

Land Preservation Advisory Board  
March 9, 2016

5. MINUTES

- a. February 10, 2016

CHARTER TOWNSHIP OF MERIDIAN  
LAND PRESERVATION ADVISORY BOARD

MEETING MINUTES  
WEDNESDAY, FEBRUARY 10, 2016  
6 PM – SERVICE CENTER

Members Present: Julie Brixie, Roland Harmes, James Kielbaso, Yu Man Lee, Jon Mayes, Margo Smith, Mark Stephens

Members Absent: Frank Hatfield

Staff: Jane Greenway, Parks and Land Management Coordinator; Kelsey Dillon, Land Stewardship Assistant; Robin Faust, Administrative Assistant II

Others:

1. Call Meeting to Order

Chair Kielbaso called the meeting to order at 6:01 pm.

2. Approve Agenda

BOARD MEMBER STEPHENS MOVED, BOARD MEMBER SMITH SECONDED, TO APPROVE THE MEETING AGENDA. Voice vote. Motion passed.

3. Public Remarks

New Board Member Yu Man Lee was welcomed and she gave a brief introduction.

4. Approve Minutes

a. January 13, 2016

BOARD MEMBER BRIXIE MOVED, BOARD MEMBER MAYES SECONDED, TO APPROVE THE JANUARY 13, 2016 MEETING MINUTES AS PRESENTED. Voice vote. Motion passed.

5. Communications

Land Steward Assistant Dillon summarized the following:

- Emails to Board Members

- ✓ Stewardship Network Conference Summary
- ✓ Land Preservation Rules Sign, including responses from Margo Smith and Frank Hatfield (including copy of Ordinance and sign sample)

Board Member Smith spoke about using the “herbicide kits” by volunteers on the preserves and a project being coordinated with Jim Hewitt in September.

Staff was asked to get an update on the Lake Lansing Deer Enclosure project.

Board Members were reminded to avoid using the “reply all” in response to emails. An informational email may send out but when a response is sent with “reply all” it is in violation of the open meetings act.

BOARD MEMBER STEPHENS MOVED, BOARD MEMBER BRIXIE SECONDED, TO ACCEPT AND PLACE THE ITEMS OF COMMUNICATION ON FILE. Voice vote. Motion passed.

6. Old Business

None

7. New Business

a. Contribution to The Stewardship Network

Coordinator Greenway summarized the supportive activities of The Stewardship Network and Mid-Michigan Stewardship Initiative in the Township and history of local support from the Land Preservation Advisory Board. Staff is recommending a \$5,000 contribution to The Stewardship Network with the support divided equally between The Stewardship Network and the Mid-Michigan Stewardship Initiative and the Initiative’s support to be held and disbursed through the Friends of Ingham County Parks.

Discussion:

- This is the same support amount as last year
- Have been financially supporting The Stewardship Network each year since 2009.
- The Township receives a value from this support

BOARD MEMBER SMITH MOVED, BOARD MEMBER MAYES SECONDED, THAT THE LAND PRESERVATION ADVISORY BOARD APPROVE THE EXPENDITURE OF \$5,000 OF MAINTENANCE FUNDS FOR THE PURPOSE OF SUPPORTED THE STEWARDSHIP NETWORK. \$2,500 OF THE TOTAL SHOULD BE ALLOCATED TO THE MID-MICHIGAN CLUSTER OF THE STEWARDSHIP NETWORK.

Roll Call:

AYES: Margo Smith, Roland Harmes, Jon Mayes, Julie Brixie, Mark Stephens, Yu Man Lee, James Kielbaso

NAYES: None

Motion passed.

b. Prescribed burn at the Davis/Foster Land Preserve

Stewardship Assistant Dillon reported in Spring 2014, the Township conducted a prescribed burn on two of the four burn units that make up the restored grassland at the Davis/Foster Land Preserve. These units must be burned on a rotational basis in order to maintain the grassland and the two units that were not burned in 2014 are due to be burned in 2016. The benefits discourage growth of woody plants and fire intolerant species, diversify grasses and forbs, increases nutrient availability and expose soil for better seed germination. For a Spring burn, it will need to occur before mid-April to avoid interfering with the Henslow's sparrow nesting period but if unable to burn before mid-April, will wait until late October.

Discussion:

- Precautions will be taken by our contractor and the Meridian Township Fire Department approves the plan and is involved through the entire process
- Request for Qualifications have been sent out, four candidates have expressed interest, last year the project was performed by Bormann for \$2,700 for one unit
- The prescribed burn is needed each year on rotation basis to address maintenance needs and it helps keep Henslow's sparrow habitat viable
- Prescribed burns are weather dependent
- Would like to enhance with forbs and seed balls after the burn and asking some of our school groups to be involved, it is an educational tool with enhancement opportunities; will work on a seed proposal for the March meeting
- Monitoring should be conducted by staff through basic surveys with partners such as MSU and the high schools after the burn

BOARD MEMBER BRIXIE MOVED, BOARD MEMBER STEPHENS SECONDED, THAT THE LAND PRESERVATION ADVISORY BOARD APPROVE THE EXPENDITURE OF UP TO \$8,000 OF MAINTENANCE FUNDS FOR THE PURPOSE OF CONDUCTING TWO PRESCRIBED BURNS IN 2016 AT THE DAVIS/FOSTER LAND PRESERVE.

Roll Call:

AYES: Yu Man Lee, Mark Stephens, Julie Brixie, Jon Mayes, Roland Harmes, Margo Smith, James Kielbaso

NAYES: None

The motion passed.

8. Land Management Report

- a. Stewardship Assistant Report - Stewardship Assistant Dillon summarized the monthly accomplishments and updates for January 2016. Highlights include:
- Invasive species flags to assist with identification and education
  - Attended 2016 Stewardship Network Conference
  - Working with Jim Hewitt and the Stewardship Network on invasive species kit demonstrations
  - Working with Steve Thomas on volunteer stewardship days in Sogar Woods
  - Developing ideas and looking for funding opportunities for the viewing platform at Davis/Foster Preserve
  - Ordered dog waste stations for the Red Cedar Glen and Davis Foster Preserves, garbage cans will also be installed
  - Working with Dave Caszatt on the current pine seeding planting and showed the map for the for future planting sites at Towar Woods; suggested revisiting the list of seedlings for fall and use a wider variety; to talk with Township Engineers about the wetland map for area; Susan Masten is engaged in the project; need to look at the impact on biology as well as the aesthetics; suggest getting Castle Point neighbors involved
  - Meeting with Dave Reicosky on assistance with a wide variety of stewardship opportunities
  - Will look at the seed pods in the Historical Village for collection and use in the preserves
- b. Meridian Township Land Preservation 2016 proposed Management Activities and Opinion Costs – it was updated with suggestions from January meeting.
- c. Rules Signs for the Preserves
- Distributed a list of possible activities and prohibited activities for the sign; suggest listing the top five prohibited items; suggest being more positive and encouraging and using the QR code to refer back to the Township Ordinance; will bring more options to March meeting
  - Questioned if the Township could track visitors through use of the QR code.
- f. Local Scouting groups assist with land stewardship – distributed copy of article in Towne Courier on January 17, 2016

9. Other

None

10. Public Comment

None

11. Announcements

a. LPAB Meeting; March 9, 2016, 6 pm, Meridian Service Center

12. Closed Session

BOARD MEMBER STEPHENS MOVED, BOARD MEMBER SMITH SECONDED, TO MOVE INTO CLOSED SESSION TO DISCUSS LAND ACQUISITION ISSUES.

Roll Call:

AYES: Margo Smith, Roland Harmes, Jon Mayes, Julie Brixie, Mark Stephens, Yu Man Lee, James Kielbaso

NAYES: None

The Land Preservation Advisory Board entered closed session at 7:18 pm.

BOARD MEMBER MAYES, BOARD MEMBER BRIXIE SECONDED, TO RETURN TO OPEN SESSION.

Roll Call:

AYES: Yu Man Lee, Mark Stephens, Julie Brixie, Jon Mayes, Roland Harmes, Margo Smith, James Kielbaso

NAYES: None

The Land Preservation Advisory Board returned to open session at 8:22 pm.

BOARD MEMBER MAYES MOVED, BOARD MEMBER BRIXIE SECONDED, TO TAKE SUCH ACTION AS WAS DISCUSSED DURING CLOSED SESSION. Voice vote. Motion passed.

13. Adjournment

BOARD MEMBER SMITH MOVED, BOARD MEMBER BRIXIE SECONDED, TO CLOSE THE MEETING.

The meeting closed at 8:23 pm.

Land Preservation Advisory Board  
March 9, 2016

6. COMMUNICATIONS

- Emails
  - ✓ From: Member Hatfield, RE: Wrong sign Red Cedar Glen Preserve
  - ✓ From: Member Hatfield; RE: ATV in Red Cedar Glen Preserve

## Jane Greenway

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**From:** Jane Greenway  
**Sent:** Saturday, February 27, 2016 8:07 PM  
**To:** Frank Hatfield  
**Subject:** Re: wrong sign

Hi Frank. We talked about that last month. I'm not sure how or why that sign was posted there but we will get a lp one up this summer and eliminate the numerous signs that are up there (too many!)

Sent from my iPhone

> On Feb 27, 2016, at 12:02 PM, Frank Hatfield <hatfield@egr.msu.edu> wrote:

>

> A new sign at the entrance to Red Cedar Glen Preserve implies that it  
> is a park. Parks and preserves are different -- they have different  
> purposes and are governed by different ordinances. LPAB should defend  
> the distinction. That sign should be removed from all preserves where  
> it has been posted.

>

>

> -

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> This email has been checked for viruses by Avast antivirus software.

> <https://www.avast.com/antivirus>

> <0227161106.jpg>



## Jane Greenway

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**From:** Jane Greenway  
**Sent:** Monday, February 29, 2016 10:15 AM  
**To:** 'Frank Hatfield'  
**Subject:** RE: ATV in RCG

Hi Frank,

Thank you for the report. I am hoping that this was the Drain Commissioner's office, as they were going in there last week to remove some trees that fell on the drains. I'll ask Carla about it. If not, yes we could certainly look into a better block.

Jane

-----Original Message-----

**From:** Frank Hatfield [mailto:hatfield@egr.msu.edu]  
**Sent:** Saturday, February 27, 2016 11:58 AM  
**To:** Julie Brixie <brixie@meridian.mi.us>; Jane Greenway <greenway@meridian.mi.us>; Kelsey Dillon <dillon@meridian.mi.us>; harmesr@aol.com; hatfield@egr.msu.edu; kielbas3@msu.edu; jtmayes@sbcglobal.net; leeyum@msu.edu; smithmk@msu.edu; steph143@msu.edu  
**Subject:** ATV in RCG

Someone has been running an ATV on and off trails in Red Cedar Glen Preserve. Perhaps it needs locked effective vehicle gates.

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This email has been checked for viruses by Avast antivirus software.  
<https://www.avast.com/antivirus>

Land Preservation Advisory Board  
March 9, 2016

8. NEW BUSINESS

- a. Natural Resources Trust Fund Program, Acquisition Grant Request

## RESOLUTION

At a regular meeting of the Land Preservation Advisory Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 9<sup>th</sup> day of March, 2016 at 6:00 p.m., Local Time.

PRESENT: Julie Brixie, James Kielbaso, Jon Mayes, Margo Smith, Frank Hatfield, Roland Harmes, Yu Man Lee

ABSENT: Mark Stephens

The following resolution was offered by Board Member \_\_\_\_ and supported by Board Member \_\_\_\_\_:

WHEREAS, the Land Preservation Program was established in 2000 to protect, preserve and enhance Meridian Township's open spaces, natural features, natural habitats and water quality for future generations; and

WHEREAS, the Land Preservation Advisory Board is interested in the continued improvement of Meridian Township's Land Preservation Program; and

WHEREAS, the Michigan Department of Natural Resources accepts grant requests from local units of government to assist in the acquisition or development of recreation properties; and

WHEREAS, Meridian Township has prepared a grant application for submission to the Michigan Department of Natural Resources for the acquisition of property, parcel numbers 33-02-02-35-426-006; 33-02-02-35-200-012, which will provide for the protection of land for its environmental importance and scenic beauty; and

WHEREAS, the grant request is outlined and justified in the 2011-2016 Parks and Recreation Master Plan adopted by the Meridian Township Board and Park Commission, and is on file with the Michigan Department of Natural Resources; and

WHEREAS, the acquisition of natural areas supports Township Board Policy 1.1,2; 1.2,5; 1.3,2; and 1.3,5.

WHEREAS, this grant request was open to public review on March 9, 2016 and found to be acceptable;

NOW, THEREFORE BE IT RESOLVED BY THE LAND PRESERVATION ADVISORY BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, as follows:

To support submission of a grant application to the Michigan Natural Resources Trust Fund for an estimated total project cost of \$1,000,000 for the acquisition of property with parcel numbers: 33-02-02-35-426-006; 33-02-02-35-200-012, Okemos, Michigan with the local match consisting of a \$500,000 from the Land Preservation Millage.

ADOPTED:

YEAS: Julie Brixie, James Kielbaso, Jon Mayes, Margo Smith, Frank Hatfield, Roland Harmes, Yu Man Lee

NAYS: None

The resolution passed.

STATE OF MICHIGAN        )  
                                  ) ss  
COUNTY OF INGHAM        )

I, the undersigned, the duly qualified Clerk of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and a complete copy of a resolution adopted at a regular meeting of the Land Preservation Advisory Board on March 9, 2016.

*James Kielbaso*

James Kielbaso, Chair  
Land Preservation Advisory Board

Land Preservation Advisory Board  
March 9, 2016

9. LAND MANAGEMENT COORDINATOR  
AND LAND STEWARDSHIP  
ASSISTANT REPORT

- Stewardship Assistant Report for Kelsey Dillon Monthly Accomplishments and Updates - February 2016
- Stewardship Update email
- Land Preservation Rules Sign Examples
- Meridian Monitor Article - Yard Waste Dumping
- Towar Woods Seedling Information

**Stewardship Assistant Report for Kelsey Dillon**  
**Monthly Accomplishments and Updates – February 2016**

01/31-02/06 (in last packet)

- Set up meeting with Vern Stephens to visit Greenhouse
  - Will discuss specific plans for the prairie planting this spring
- Visit to Towar Woods for Planning Session with Dave C.
  - Pine seedlings look great!!
  - Take inventory of herbicide for 2016 planning
  - Recruit Don Dickmann for tree planting planning
    - 40 Burr Oak, 40 Sugar Maple, 40 Red Oak
  - Dave is going to take inventory of tree tubes he has before ordering more
    - All 120 trees will be tubed and tagged
  - Dave is going to contact Matt Jones' Landscaping Company for contract work
    - Mow down more undesirable brush to create more open tree planting area
  - Recruitment of Castle Pointe volunteers for trash and yard waste cleanup in focus area
    - Involve cub scout troops again
  - Work order for broken bollard
- LPAB Meeting Packet Prep
  - Create map of Towar Woods Projects
- Meeting with Dave Reicosky
  - Pollinator Weigh Station maintained by the Garden Club
  - Continuation of the milkweed plantings in Hartrick
  - Milkweed Pod Seed collection (possibly with Mid-Michigan Stewardship Network)
  - How to support the movement for the Monarch as the State Insect of Michigan
- Request for Quote for Prescribed Burn at Davis Foster finished and sent out
  - 1 unit in the spring and 1 unit in the fall
  - Sent out to 4 parties

02/07-02/13 (new)

- Meeting with Vern Stephens at Designs by Nature
  - Learned about the process of growing native grasses and forbs
  - Discussed ideas about invasive species treatment in the natural areas
  - Returned equipment used for Murphy Elementary Planting
  - Planned for the prairie planting at STURK property
    - Seed is ready to go, shooting for planting the grasses in late April
- Field questions about RFQ and send to final company for proposals
  - Vern Stephens contact Steve said he will be submitting a bid
- Research into the MSU Global Day of Service
  - Want to submit a project

- Nominated Dave Reicosky for the Environmental Commission Award
  - For his work with the Monarch butterfly and his volunteer efforts
  - Information submitted is saved in file
- Research into sign designs for Red Cedar Glen Preserve
  - Be more positive (example of a bad sign currently at the trailhead)
  - Use symbols and a QR code for the full list of prohibited activities in preserves
  - Use bollards and more of a minimalist design instead of lots of rectangular signs
  - Add a nice quote that is encouraging and that visitors will remember
- LPAB February Meeting
  - To-Do List saved in folder
- Planning to get out with Dave Caszatt on February 19<sup>th</sup> to herbicide in Towar Woods
  - Need to take herbicide inventory beforehand
  - If weather allows

02/13-02/20

- Research into Lake Lansing North Deer enclosures
  - Monitoring was done in June 2013 and August 2014 for the four enclosures
  - We will keep up the monitoring program by examining the trees this June
  - Possibly involve Chris Mays who did the deer impact report in September 2014
- Herbicide inventory for Towar Woods basal bark treatments
  - 4 gallons sunset
  - 4 gallons Element 4
  - 2 gallons Garlon 4 Ultra pre-mixed treatment
- Look into tree species for Towar woods planting (request of Jim Kielbaso)
- Ordered 4 new dibble bars for the tree planting in Towar Woods
  - Will order 2 more plus tree tags next week
- Chainsaw Safety Course – 4 hours
  - Learning about using chainsaws to fell trees
- Herbicide Treatment in Towar Woods – 4 hours
  - Dave C., volunteer David Dietz, and I worked on treating Buckthorn, Honeysuckle, and Autumn Olive in a section of Towar Woods that has not been touched
  - Kelsey and Dave C. also continued on to the large Buckthorn Monoculture in the northeast part of the preserve

02/21-02/27

- Planning of clear cut with Outdoor Expressions (Mike Jones) in Towar Woods
  - Very Weather Dependent
  - Budget from last year will allow for this expenditure
  - Planning for cut
- Development of a Yard Waste Dumping mem for the Meridian Monitor
  - Why Not to Dump Yard Waste and negative impacts

- Towar Woods visit to check padlock key and make sure large equipment can access
  - Talked with neighbors Sandy and Bobbi about volunteering on clearing day
  - Raised concerns about street parking at the end of Margate
- Volunteers cleared the pathway for the machinery
  - Dave C, Sandy Davis, and Mary Zaleta
- \*\*Snow Day Thursday 02/26 and left office early 02/25 due to weather
- **Developed Towar Woods Map**
  - Wetland layer on map near focus area
  - Show both tree planting sites and deer exclosures
  - Gives tree amounts and locations
- Wrote update to LPAB members
  - Saved in file
- **Emailed Mark Stephens concerning the seed balls for Davis Foster prairie after prescribed burn**
- Compiled 4 bids for the Prescribed Fire at Davis Foster
  - Will use tabulation and pick company early next week
- Meeting with Dave C. next Wednesday to go over clear cutting plan

02/28-03/05

- **Designed new land preservation bollard rules sign**
  - Use symbols for rules
  - Create a QR code that takes the visitor directly to the rules and regulations of that particular preserve
  - Can also include fun information such as trail maps and upcoming stewardship activities on these web pages
- **Finished and sent "Why Not to Dump Yard Waste" article to HomTV**
  - Reworked and added information about the Meridian Recycling Center

## Jane Greenway

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**From:** Kelsey Dillon  
**Sent:** Friday, February 26, 2016 12:14 PM  
**To:** kielbas3@anr.msu.edu; steph143@msu.edu; Julie Brixie; jtmayes@sbcglobal.net; Margo.Smith@chm.msu.edu; harmesr@aol.com; hatfield@egr.msu.edu; leeyum@msu.edu  
**Cc:** Jane Greenway; Robin Faust  
**Subject:** LPAB Stewardship Updates  
**Attachments:** Towar Woods.pdf

Hello LPAB Members!

Hopefully everyone was able to dig themselves out of the snow yesterday! I just wanted to give a few quick updates about recent land stewardship activities and address some questions that were brought up at the last meeting.

### Deer Enclosures at Lake Lansing North

- Monitoring data was taken in June 2013 and August 2014, but none in 2015. I will take data this summer to continue our monitoring efforts.

### Map of Towar Woods Wetland

- I have attached a PDF map of the focus area in Towar Woods. This map shows the wetland layer, as well as information on what type of trees are planted and where.

### Clear cutting in Towar Woods with Outdoor Expressions

- On the map of Towar Woods you will also see that I have indicated the area that has been identified for the continuation of the clear cutting with Outdoor Expressions (east of the various hardwoods and pine planting area)
- We are moving ahead with the clearcutting and we have identified 2 acres for Matt Jones to cut with the large machinery. Dave Caszatt, Nick Sanchez, and Don Dickmann got out into this area to mark valuable hardwood species that we will not cut down to save on re-forestation costs. Dave C. and two other volunteers also used chainsaws to clean up the paths from the wind storm and also to make room for the large machinery to get back to the clear cutting area.
- This project is entirely weather dependent and will occur as soon as we get the go-ahead from Matt.

### Davis Foster Preserve Prescribed Burn

- We had four bids come in before the deadline on Friday, February 19<sup>th</sup>. I will tabulate these bids.

### Other Activities

- Dave C., one volunteer, and myself took advantage of the nice weather last week to do 4 hours of basal bark treatment in Towar Woods on Buckthorn, Honeysuckle, and Autumn Olive.
- Dave C. and I took inventory of all herbicide and made a plan for ordering more for Towar Woods for the upcoming year.
- I took a 4 hour chainsaw safety training course with the maintenance team.
- I am developing an informational memo for the Meridian Monitor on Why Not to Dump Yard Waste.
- New dibble bars and tree tags were ordered from Forestry Suppliers.

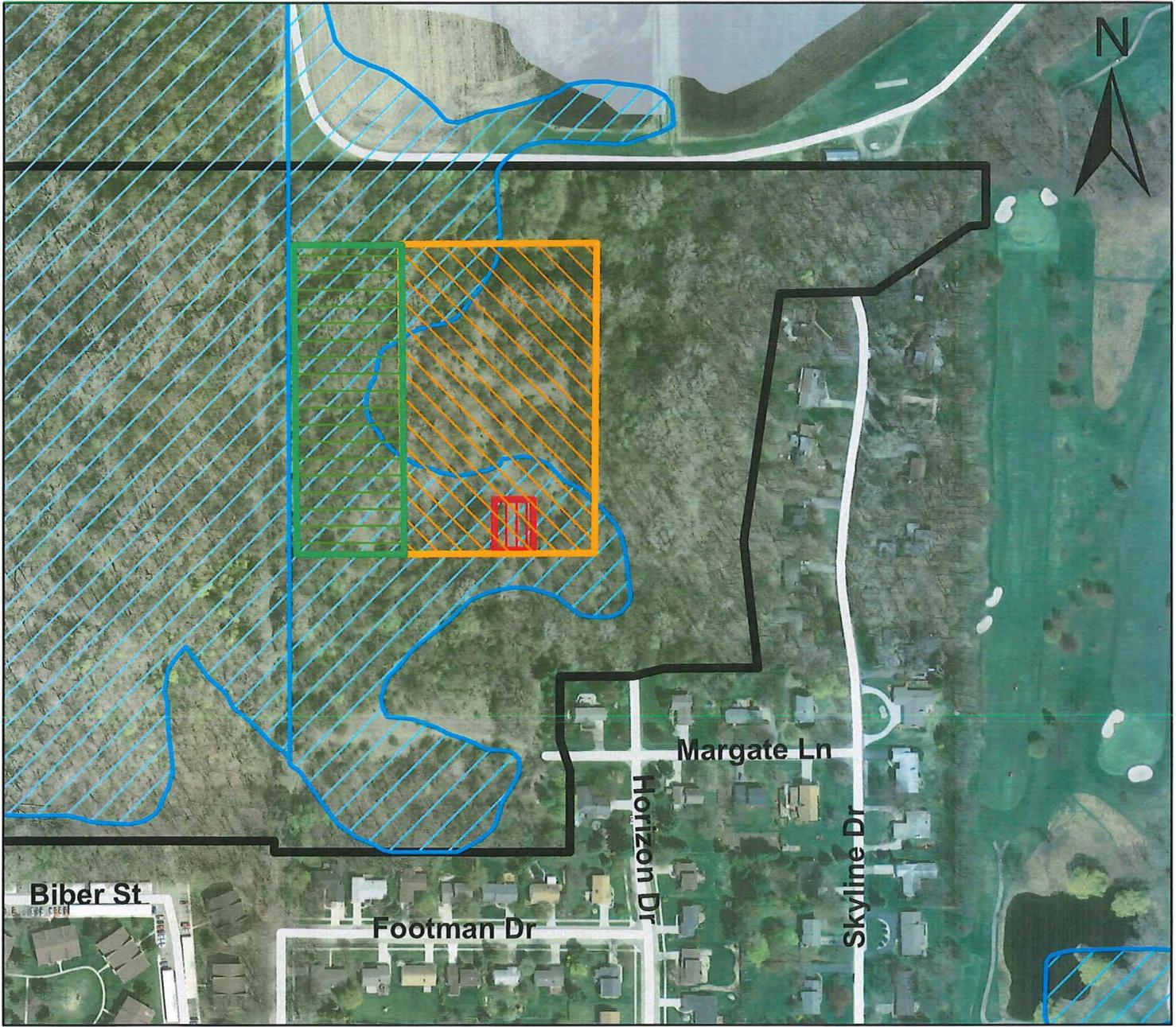
\*\*\*Reminder: Please do not "Reply All" to this email! If you have any comments, questions, or concerns email me directly.\*\*\*

Have a wonderful weekend!

Kelsey Dillon

--

# Towar Woods



## Legend

-  50 Swamp Oak
-  Pines and Various Hardwoods
-  Deer Exclosure
-  Wetland
-  Towar Woods Boundary

Proposed 2 acre area for clear cutting is directly east of the Pines and Various Hardwoods area. Valuable hardwood trees in this area have been marked and will not be removed.

- Various Harwoods:
- 15 Sugar Maple
  - 15 American Beech
  - 15 Tulip Poplar
  - 40 Downy Serviceberry
  - 40 Common Elderberry

- Pines:
- 2000 Red Pine
  - 1000 White Pine

 Streets



SIGNS FOR PARKS & TRAILS

# TRAIL MARKER POSTS

4x4 = \$212  
6x6 = \$288



- Structural recycled plastic lumber posts.
- Reinforced with fiberglass. Resistant to UV and harsh weather.
- Tapered top, routed dado and routed pocket to accept a TUFF panel insert on one, two, three or all four post sides
- TUFF panel insert is mechanically fastened in the routed pocket and can be customized to include information such as a park / trail name, agency or park district name, contact information, SEGD national recreational symbols, prohibitive symbols, mile markers and directional arrows.

*Posts are available in 4"x4" (true), and 6"x6" (nominal) at a suggested length of 7'. Clients are encouraged to provide a rough sketch with desired content for each sign panel insert version to serve as a resource during the design process.*  
*Standard post color is cedar. Additional colors and sizes available by special order.*





Tapered top  
Routed dado



Routed "pocket"  
to accept sign panel

Custom designed TUFF panel sign inserts

On signs at all preserves:



Add to signs at preserves that do not allow bikes:



- Create a QR Code that goes to our website with the rules and regulations
  - QR codes can be tracked using google analytics
- On this web page explain what each symbol means (possibly add different languages)
- Also have full zoning ordinance section for public conduct
- Eventually we can add trail maps, things to see in that particular preserve, and any upcoming stewardship events

# Red Cedar Glen Land Preserve



*A Walk in the Woods  
Is Good for the Soul*



Scan here for more information  
about this preserve and a full list  
of the rules and regulations.

Dog Leash Sign



## Prohibitions



PB1



PB2



PB3



PB4



PB5



PB6



PB7



PB8



PB9



PB10



PB11



PB12



PB13



PB14



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PB40



PB41



PB42



PB43



PB44



PB45



PB46



PB47



PB48

## Yard Waste Dumping – What’s the Big Deal?

Yard waste dumping in parks and natural areas is a consistent problem here in Meridian Township. Besides being illegal (Meridian Charter Township Zoning Code, Section 46-2) dumping plant matter such as tree trimmings, leaf litter, and garden waste has a lot of harmful effects on our beautiful natural areas both aesthetically and ecologically.

You might be thinking, “It’s biodegradable, so how can it hurt to throw tree branches into the woods behind my house?” Natural systems are in a delicate nutrient cycling balance that can be thrown off with even the smallest amount of added yard waste. So that pile of brush you and your neighbors add to will take years longer to biodegrade than the leaf and woody litter that accumulates naturally. You may also think that these piles of yard waste provide wildlife habitat, but native species appreciate the natural habitat that an undisturbed ecosystem provides rather than yard waste that could introduce invasive species or yard chemicals to their home.

So why are these brush piles a big deal?

Negative Impacts:

- Fire Hazard – dried brush, leaf litter, and branches are a perfect ignition source
- Attracts pests – introduces a food source and shelter for mice, rats, and unwanted insects
- Decrease in native plants – suppressed by shade and increased heat from decomposition
- Introduction of non-native species– plants can grow from vines, roots, and seeds
- Aesthetically unpleasing – nobody likes to see heaps of rotting plants

How Can You Help Preserve Neighboring Natural Areas:

- Keep yard projects separate from natural areas
- Do not extend your yard or store things beyond your property line
- Consider using native Michigan plants in your garden and yard
- Join local stewardship volunteer efforts in your neighborhood -natural area

Easy Disposal of Yard Waste at the Meridian Recycling Center!

- Address: 5967 E. Lake Dr. Haslett, Michigan 48840
- Cost: \$2.00 per 30 gallon bio-degradable brown bag, \$15.00 per cubic yard, \$20 per typical level truck bed
- No building or wood trash, trim to at least 4ft length and 10 inches thick
- Website: <http://www.reclaimedbydesign.com>
- Hours:

Sunday	Closed
Monday	2:00-6:00
Tuesday	10:00-6:00
Wednesday	10:00-6:00
Thursday	10:00-6:00
Friday	2:00-6:00
Saturday	10:00-5:00

## Hardwood Tree

### Dogwood, Birch, Maples, Oaks, Walnut, Buckeye, Honeylocust

Birch	<a href="#">Yellow</a>	<a href="#">River Birch</a>	<a href="#">Paper</a>	<a href="#">Japanese Birch</a>	Chinese Paper	Monarch	<a href="#">Jacquemontii</a>	Weeping Cut Leaf	<a href="#">Crimson Frost</a>	
Dogwood	Gray	Kousa	Red Osier	Silky	White Flowering	Red Twig				
Maples	Amur	<a href="#">Crimson King</a>	<a href="#">Norway</a>	<a href="#">Japanese</a>	<a href="#">Paperbark</a>	<a href="#">Red Maple</a>	Silver	<a href="#">Sugar Maple</a>	Striped	<a href="#">Variegated</a>
Oaks	Black	<a href="#">Burr</a>	English	<a href="#">Pin Oak</a>	<a href="#">Red Oak</a>	<a href="#">Sawtooth</a>	Scarlet	Swamp Chestnut	<a href="#">Swamp White</a>	<a href="#">White Oak</a>
Walnut	<a href="#">Butternut</a>	<a href="#">Black</a>	English	Japanese					Alder	
Buckeye	Beech	Cherry	Chinese Chestnut	American Chestnut	Cottonwoods	Black Gum	Hackberry	Hawthorne	Hazlenut	Hickory
Honeylocust	linden	Black Locust	Mt. Ash	Willow	Pauwlownia Tomentosa	Poplars	<a href="#">Logging</a>			

Call for B+B prices.

**Order by PHONE:** We're glad to take your order by phone. For your convenience, we have a toll free number **800 568-9179**. Phone orders can be charged to VISA, or MasterCard accounts.

**Order by MAIL:** For those who wish to order by mail or prefer to send a check, send orders to: Porcupine Hollow Farm 8593 W. State Rd. Central Lake, Mi. 49622

Using our secure shopping cart: [click for more hardwood prices](#)

**Shipping & Handling:** Most orders are shipped UPS. Make sure we have your street address and a daytime phone number.

Please include 20% shipping and packaging with your order.

**Minimum shipping \$15**

**Michigan Residents add 6% sales tax.**





## Towar Woods Land Preserve 2015 Hardwood Planting

### Alpha Nurseries

Sugar Maple	5-6' ht.	Quantity: 25	x	\$13.13 each	=	\$328.25
Bitternut Hickory	3-4' ht	Quantity: 25	x	\$6.56 each	=	\$164.00
Tulip Poplar	6-8'	Quantity: 25	x	\$12.50 each	=	\$312.50
Black Cherry	not available					
Swamp White Oak	not available					
Bur Oak	not available					

### Wildtype Nursery

Waiting on request for prices

### Coldstream Farm, 8585 North Stephens Road, Free Soil, MI 48411

Sugar Maple	4-5' ht.	Quantity: 25	x	\$5.57 each	=	\$139.25
Shagbark Hickory	3-4' ht	Quantity: 25	x	\$7.49 each	=	\$187.25
Tulip Poplar	3-4'	Quantity: 25	x	\$3.28 each	=	\$82.00
Black Cherry	6-7'	Quantity: 25	x	\$12.98 each	=	\$324.50
Swamp White Oak	3-4'	Quantity: 25	x	\$6.83 each	=	\$170.75
Bur Oak	4-5'	Quantity: 25	x	\$9.19 each	=	\$229.75

## 2015 - NORTHWEST LAND PRESERVE PROGRESS REPORT

### Project Funding

#### \$5000 BEGINNING BALANCE

- \$240 trees (50 swamp white oaks)
- \$220 chemicals for buckthorn treatment
- \$210 tree protection tubes
- \$210 tree protection tubes (2<sup>nd</sup> order)
- \$190 tree stakes
- \$25 mulch
- \$210 tree stakes, cables, line
- \$9 gloves
- \$62 food for volunteers
- \$67 chainsaw parts

**\$3,577 end balance**

#### 4/15/15 LPAB MEETING

- The LPAB approved for Dave Caszatt and crew to spend up to **\$5,000** on the restoration project (chemicals, hardwood trees, tree protection, mulch). Dave Caszatt also has an additional \$500 from the Joe Pentecost grant that will be used to buy larger trees.
- The tree species that will be planted include: swamp white oak, black cherry, sugar maple, and hickory.

#### 4/17/15 ORDER

- **TREES \$240**  
Jane ordered (50) 2-3' tall swamp white oaks @\$4 each. Trees cost \$200, shipping \$40. They will send them on April 27, 2015 and they should arrive at your house on the 29<sup>th</sup>. I gave them your email as a contact for when they get shipped out. 6318 Porter St, EL, 48823 Porcupine Hollow Farm, Molly, 231-544-6769, [www.porkyfarm.com](http://www.porkyfarm.com)
- **FUTURE ORDERS**  
For now we are only buying the 50 swamp white oaks, but we are considering purchasing more next year (black cherry, sugar maple, hickory)
- **CHEMICALS \$220**  
Jane ordered the smallest size possible (which is 5 gallons) of the Michigan Blend from CWC Chemical. It was \$220. I'm having the chemicals shipped here. CWC Chemicals. Doug Zimmerman: [dzimmerman@cw-chemical.com](mailto:dzimmerman@cw-chemical.com), phone 901-356-7745
- **TREE PROTECTION TUBES \$210**  
April - We ordered 100 tree protection tubes (Blue X from Forestry Supply, Inc.) to use on the newly planted swamp oaks and also to wrap existing trees that were planted in 2013 and 2014
- **TREE PROTECTION TUBES \$210**  
May 20, 2015 - We ordered 100 more tree protection tubes for existing trees
- **TREE STAKES FOR SUPPORT \$190**  
May 20, 2015

- **MULCH TO PREVENT WEED GROWTH \$25**  
May 6, 2015: \$25
- **TREE STAKES, CABLE TIES, LINE FOR SUPPORT \$240**  
May 6, 2015:
- **GLOVES FOR CHEMICAL TREATMENT \$9**  
April 27, 2015
- **FOOD FOR VOLUNTEERS\$62**  
May 9 and May 15, 2015
- **CHAINSAW BLADE AND PARTS \$67**  
May 21, 2015

#### **VOLUNTEER AND STAFF WORK ON PRESERVE**

- **4/18/15 SITE PREPARATION/MAINTENANCE**  
Dave Caszatt and four volunteers (along with Alex Zegerzewski) cleared buckthorn and created piles of woody debris (4 hours x 4 volunteers = 8
- **4/22/15 SITE PREPARATION/MAINTENANCE**  
Alex & Dave "saved" (Dave's term) 2 hardwood trees by clearing fallen hazardous limbs and surrounding saplings. Cleared 3 more Buckthorn's. Fell 1 dead tree and 1 hazardous tree that would potentially fall over and harm our new seedlings.
- **5/1/15 and 5/8/15:** Scheduled volunteer work days to clear brush and plant trees
- **5/1/15:** Dave Caszatt and four volunteers planted 50 swamp white oaks on the preserve, also installed 100 blue tubes on new and existing trees (4 hours total per person). Afterwards, the volunteers enjoyed pizza from Buddies.
- **5/8/15:** Dave Caszatt and three volunteers worked for 3 hours per person to place the tree tubes (one of the volunteers was Andy Tobias, Meridian Township Police Officer who is assigned to the Towar Woods area)
- **5/15/15:** Staff removed couches and trash from preserve

Land Preservation Advisory Board  
March 9, 2016

**10. OTHER**

- a. Open Meetings Act



## Five Ways to Avoid Violating the Open Meetings Act

### AUTHORS/CONTRIBUTORS

Anne M. Seurync

Anne M. Seurync

*Foster Swift Municipal Law News*

**November 2010**

### PRACTICE AREAS

Municipal Law

Open Meetings Act

Municipal boards, commissions, Zoning Board of Appeals and many municipal committees are subject to the Open Meetings Act ("OMA"). While officials often receive training regarding the basics of the OMA, municipalities often make some common mistakes that can easily be avoided. Below we have addressed five

mistakes and how to avoid them.

### 1. REMEMBER THE OMA WHEN COMMUNICATING BY E-MAIL.

Using e-mail to conduct business may result in a violation of the OMA. The OMA requires that meetings be open to the public:

All meetings of a public body shall be open to the public and shall be held in a place available to the general public. All persons shall be permitted to attend any meeting except as otherwise provided in this Act. The right of a person to attend a meeting of a public body includes the right to tape-record, to videotape, to broadcast live on radio, and to telecast live on television the proceedings of a public body at a public meeting.

MCL 15.263(1). A "meeting" is "the convening of a public body at which a quorum is present for the purpose of deliberating toward or rendering a decision on a public policy." In addition, all decisions have to be made at a meeting open to the public. If municipal board members are discussing or seeking a consensus on board issues, such an action must be made in an open meeting.

Using e-mail to communicate with other Board members about policy and other Board decisions may violate the OMA. Generally, two members of a board (unless they are considered a quorum of a subcommittee or other "public body") are not prohibited from discussing board issues with one another; however, if a quorum of the board or subcommittee discusses matters via e-mail, then the board might find itself in violation of the OMA. By way of example, if an e-mail was sent to several board members regarding an issue and board members replied to all recipients of that e-mail, there may be a tendency for a "discussion" to take place. Even if only one or two members responded, messages and responses from other board members may be forwarded to other members so that it may look as though a "round robin" type of discussion is occurring. The OMA requires that all decisions of public bodies be made in the open. Since there is no notice and no opportunity for the public to participate in e-mail discussion, this type of "meeting" does not comply with the OMA.

To avoid this common mistake, the municipality should develop an e-mail policy that addresses both use of e-mail and the retention of e-mail records.

## **2. BE CAREFUL HOW THE MUNICIPALITY HANDLES THE PUBLIC AT MEETINGS.**

As stated above, the right to attend a meeting of a public body includes the right to tape record, videotape, and broadcast the public proceedings via live radio and television. The municipality may not prevent an attendee from videotaping or recording a board meeting. If the municipality asks a person to refrain from videotaping the meeting, they would be in violation of the OMA.

Similarly, the OMA provides that all persons in attendance at a public meeting have the right to address the public body. Municipalities should consider how it handles the public comment portion of the meeting. Although municipalities can place reasonable limitations on speakers during public comment, such as limiting each speaker to a reasonable amount of time, they may not limit the total time of public comment. For example, they should not have a policy that limits the total time of public comment to a half hour.

## **3. AVOID THE APPEARANCE OF A SECRET MEETING.**

As previously noted, discussing municipal business with a quorum of board members outside of an open meeting violates the OMA. Some lawsuits are filed because the public body makes a decision at a meeting with absolutely no discussion. When it appears there should have been a public discussion, such as when the issue is controversial, members of the public sometimes assume that a meeting was held in private and discussion took place "behind closed doors," and file a lawsuit. Obviously, a quorum of the municipal board should not be discussing business if they are not at a meeting open to the public; however, they may also avoid such lawsuits by taking extra effort to discuss topics on the record so there is no appearance of an unlawful meeting.

## **4. AVOID DECISIONS IN CLOSED SESSION.**

The OMA requires that all decisions be made at an open meeting. A "decision," is defined in part as any determination, action, vote or disposition, on public policy may not be made in the closed session. To avoid an OMA violation, no substantive motions or Board actions should be taken in closed session.

## **5. UNDERSTAND THE SPECIFIC REASONS A MUNICIPALITY MAY MOVE INTO CLOSED SESSION TO DISCUSS EMPLOYMENT ISSUES.**

The OMA contains specific reasons that a board may meet in closed session regarding employment related issues. For example, a closed session may be called (1) to consider the dismissal, suspension, discipline, complaints, charges or periodic personnel evaluations of a public officer or employee, if the named person requests a closed hearing; or (2) for strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement, if either party requests a closed session. These two exemptions are specific and narrow. Thus, not every employment-related issue falls into these two categories. For example, a municipality may not meet in closed session to negotiate the new contract for their manager. Similarly, a municipality may not meet in closed session to discuss budget cuts that may result in layoffs or the reduction of benefits. To avoid an OMA violation, they should only discuss the topics specifically allowed by law.

- [Read Full November 2010 Municipal Law News](#)