



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD – REGULAR MEETING
May 9, 2024 6:00 PM

1. CALL MEETING TO ORDER
 2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
 3. MOMENT OF SILENCE-Alycia Boik

 4. ROLL CALL
 5. PRESENTATION
 - A. New Police Officer Introduction
 - B. New Mass Notification Platform (RAVE)- Ingham County 911 Director Barb Davidson
 - C. Community/Senior Center
 - D. Tribute to Supervisor Patricia Herring Jackson

 6. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS
 7. INTERIM TOWNSHIP MANAGER REPORT
 8. BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS
 9. APPROVAL OF AGENDA
 10. CONSENT AGENDA
 - A. Communications
 - B. Minutes-
 - (1) April 16-17, 2024 Regular Township Board Meeting
 - (2) April 21, 2024 Special Township Board Meeting
 - C. Bills
 - D. Meridian Pride Liquor License
 - E. Meridian Pride Outdoor Gathering Permit
 - F. Pins and Pints Outdoor Gathering Permit
 - G. Pins and Pints Special Event Liquor License
 - H. EDC Appointment
 - I. ZBA Appointment
 - J. Treasurer's 1st Quarter Report

 11. QUESTIONS FOR THE ATTORNEY
 12. HEARINGS
 - A. Recreational Marijuana License Application in Zone 3

 13. ACTION ITEMS
 - A. Recreational Marijuana License Application in Zone 4
 - B. Appointment to the Ingham County Materials Management Planning Committee

 14. BOARD DISCUSSION ITEMS
 - A. Recreational Marijuana License Application in Zone 3
 - B. Community/Senior Center Site Selection
 - C. Village of Okemos Concept Plan
 - D. Supervisor Appointment Process

 15. COMMENTS FROM THE PUBLIC
 16. OTHER MATTERS AND BOARD MEMBER COMMENTS
 17. CLOSED SESSION- I move the Township Board enter closed session pursuant to MCL 15.268(1)(h) to consult with the Township attorney about a confidential written legal opinion regarding a development project.

 18. 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: Interim Township Manager Tim Schmitt, 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

Providing a safe and welcoming, sustainable, prime community.

A PRIME COMMUNITY
meridian.mi.us



INGHAM COUNTY 9-1-1 CENTRAL DISPATCH

710 East Jolly Rd. Lansing, MI 48910 (517) 244-8098

Barb Davidson ENP, 911 Director

Kyla Carranco ENP, 911 Staff Services Manager Missy Harris ENP, 911 Staff Services Manager

Bruce Gaukel ENP, 911 Systems Manager

To: Meridian Township Board
From: Barb Davidson, Director, Ingham County 9-1-1 Center
Ref: Transition to RAVE Mass Notification Platform

In today's fast-paced world, where crises can unfold in a matter of minutes, emergency notification systems have become an essential tool for organizations, institutions, and governments to swiftly respond to critical situations. These systems enable the rapid dissemination of vital information to the right people, at the right time, to ensure their safety and well-being. Whether it's a natural disaster, an active shooter, a cyberattack, or a system failure, emergency notification systems play a pivotal role in mitigating the impact of such events and facilitating a swift return to normalcy.

After careful evaluation of the MSU incident last February, we have determined that the RAVE platform offers several benefits that will better serve our citizens and public safety partners.

The RAVE platform also offers advanced features such as geo-targeting, which enables us to tailor notifications to specific locations and ensure that only those affected by an emergency receive alerts. Additionally, RAVE provides a more user-friendly interface for both administrators and citizens, making it easier to manage and receive notifications.

One of the key advantages of RAVE is its seamless integration with the SMART911 system, which allows individuals to provide critical information about themselves and their households to 911 dispatchers in the event of an emergency. This information can include details such as medical conditions, allergies, and emergency contacts, which can be crucial in responding to emergency situations.

By transitioning to the RAVE platform, we will be able to provide more targeted and effective emergency notifications to our community. This will help to keep our citizens safer and more informed during emergency situations.

We believe that this transition will have a positive impact on our community and are excited to take advantage of the advanced features and capabilities offered by the RAVE platform.

I look forward to discussing this platform with you at your next meeting.

Respectfully,

Barb Davidson
Ingham County 911 Director

“Provide exemplary service, safeguard life and well-being, align resources with those in need”

Protect Your Employees, Visitors, and Property



Rave Facility lets you create a private and secure facility profile, including geo-fences that will trigger the profile should any phone dial 9-1-1 within the boundaries. You can include details such as multiple buildings, gates and access codes, floor plans, and points of contact on site.

Plan ahead now and create your facility profile at www.RaveFacility.com



RAVEFacility™

Scan the QR code to sign up today





Protect Your Child With Smart911

School Safety Checklist:

- Talk to your teen about walking safety. Teach your child to remove all distractions, to walk on sidewalks and to look before crossing the street.
- Review texting & social networking safety tips. Discuss the types of information that should not be shared and set boundaries.
- Discuss bullying with your teen. Encourage your child to come to you if they ever witness a bullying act or become the victim of it.
- Remind your child to dial 9-1-1 in the event of an emergency.
- Create a Smart911 Safety Profile at www.smart911.com to provide 9-1-1 and first responders additional information that can help protect your family in an emergency.



Sign up today by scanning the QR code



Smart911.comTM



Smart911®



By leveraging community-provided data including addresses, medical conditions, and photos, Smart911 protects over 66 million people nationwide.

- 1 Database of Resident Community Information**
Share critical caller details in real time for faster response
- 2 Access and Functional Needs Registry**
Identify those community members who need special assistance during an emergency
- 3 Personal Safety Profiles and Caller Notes**
Flag conditions to better protect community members and first responders

No one plans to call 9-1-1, but now you can plan ahead. Creating a Safety Profile gives 9-1-1 valuable information about yourself, family members, home, pets, and even vehicles that will automatically display on the 9-1-1 call taker's screen when an emergency call is made. It's private, secure, and the user controls what information is in their profile. These details can save valuable seconds or even minutes during an emergency. Smart911 is currently available in all 50 states and is used in more than 3,500 municipalities across the country.

RAVE
MOBILE SAFETY
a Motorola Solutions Company



Scan the QR code to sign up today





How does Smart911 work?

Smart911 allows individuals to provide the additional details that 9-1-1 call takers may need in order to assist them during an emergency. When you dial 9-1-1 today the information received by the 9-1-1 call center can be limited based on the type of phone you are calling on. With Smart911, anytime you make an emergency call from a phone registered with your Safety Profile, the 9-1-1 system recognizes your phone number and automatically displays your profile on the screen of the call taker who receives your call.

What is a Safety Profile?

A Safety Profile is a set of information about an individual, or a household that is contained within one account on Smart911.com or on the Smart911 App. Information can include details about all members of the household, all phone numbers (mobile, landline or VOIP) and all addresses including home, work and even vacation homes. Users can also add details about medical conditions, medications, vehicles, pets and even emergency contacts.

What is Smart911 App?

The Smart911 App provides 9-1-1 and first responders information in an emergency and receives targeted alerts including from the National Weather Service. The Smart911 App is available and free on the Apple Store or Google Play.

What kind of information can I list in my safety profile?

You can include as little or as much information in your profile as you like. Information may include address, medical and security information. This service is voluntary, so you decide what information you want emergency responders to know about you when you call 9-1-1.

Who should create a Safety Profile?

Anyone can create a safety profile. Those that are especially encouraged to sign up are people with medical or disability information. Wireless phone users are also encouraged, as wireless phone calls to 9-1-1 only provide a general location of the caller, not an exact address. Adding your home, school and work addresses (including apartment and room numbers) can help responders locate you more easily.

How long does it take to create a Safety Profile?

Setting up a profile can take as little as 5-10 minutes, depending on how much information you wish to provide. You can always go back and update existing, or add additional information to your profile.

How do I know if my Safety Profile was successfully created?

When you complete registration, Smart911 will automatically direct you to your Smart911 Safety Profile and will send a message to your registered email address confirming your account. Smart911 will not deliver your Safety Profile to 9-1-1 answering centers unless you have verified the phone(s) listed in your profile by responding to the text message or automated call placed to that phone.

Is there a cost to sign up for Smart911?

There is no fee to create or maintain a Safety Profile with Smart911.



Sign up today by scanning this QR code





Can I include my family members?

You are encouraged to create a Safety Profile that includes everyone in your household. You can also create Safety Profiles on behalf of elderly parents, those with disabilities, or anyone not comfortable with computers, designating yourself as the emergency contact.

What if English is not my primary language?

You can create a Safety Profile in multiple languages and specify your primary language on Smart911.com. When your profile displays at the 9-1-1 center, it will be translated back into English. If an interpreter is required, the 9-1-1 call taker will be able to see which language you designated as your primary language.

Once I have signed up do I need to do anything else?

The more up-to-date your information is, the better. Smart911 prompts users to verify their information every six months. However, you should update your profile anytime there is any change to your information.

Is my information secure?

Yes. Your privacy is important to us. Your information is made available ONLY to 9-1-1 call takers and responders ONLY in the event you call 9-1-1. Your information is stored in geo-redundant databases that restrict access to everyone- including Rave Mobile Safety employees. Your Safety Profile is non-searchable and your information will only be displayed to 9-1-1 dispatchers for a limited amount of time. In some areas, you can choose to allow Smart911 to share your profile with Emergency Managers as they prepare for and respond to emergencies. If you reside or work in one of these areas, you will be presented with this option.

Will my Safety Profile still work if something happens to the Rave Mobile Safety databases?

Yes. Your information is stored in geo-redundant databases that are located on opposite sides of the country. In the unlikely event of a database shutdown, the system will automatically transition all of your information to the backup database, resulting in zero impact to your Safety Profile.



CONCEPTUAL DESIGN STUDY Meridian Township Community / Senior Center



Executive Summary

This project brief is a synopsis of the programming, conceptual design and project cost estimate for the new Community / Senior Center for Meridian Township.

With no existing community center in Meridian Township, and a senior center currently located in a public school building that is scheduled to be demolished in the next five years, the township has the need for a vibrant community center that can provide space for all residents. A Task Force was established to evaluate the potential for the new Community and Senior Center.

The purpose of this study is to establish a design concept and opinion of probable project cost based on programming interviews and community needs.

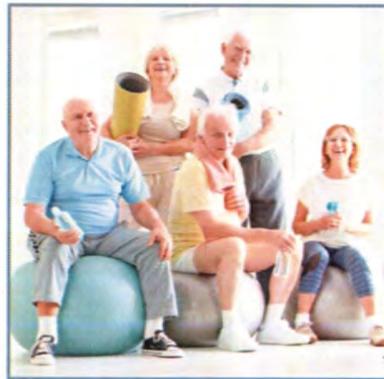
PROJECT HIGHLIGHTS

- The proposed program outlines the spaces needed to operate a Community / Senior Center as outlined by the project task force.
- The proposed plan creates opportunities for exclusively age specific activities and gatherings as well as all age activities.
- A goal of the building concept is to reuse a significant community asset by reimagining a now closed anchor store in the Meridian Mall.
- The proposed concept plan will create an environment of purpose-driven spaces, allowing seniors and the community to maximize use and investment.



Proposed Building Program

Greeting, Reception				2,355
Vestibule (Main Entry)	1 @	320 s.f. =	320 s.f.	320
Vestibule (Secondary Entry)	1 @	150 s.f. =	150 s.f.	150
Lobby	1 @	1,600 s.f. =	1,600 s.f.	1,600
Vending	1 @	120 s.f. =	120 s.f.	120
Reception Desk / Work Station	1 @	165 s.f. =	165 s.f.	165
Administrative Offices				1,055
Enclosed Parks Offices	1 @	150 s.f. =	150 s.f.	150
Enclosed Parks Office (shared office space)	1 @	220 s.f. =	220 s.f.	220
Conference Room (8) people	1 @	270 s.f. =	270 s.f.	270
Work / Copy Room	1 @	190 s.f. =	190 s.f.	190
Break Room with Kitchenette	1 @	225 s.f. =	225 s.f.	225
Activity and Meeting Rooms				5,870
Multi-Purpose Room for 120 (At tables and chairs on a flat floor)	1 @	2,170 s.f. =	2,170 s.f.	2,170
Raised Platform	1 @	340 s.f. =	340 s.f.	340
Ramp / Steps	1 @	120 s.f. =	120 s.f.	120
Table / Chair Storage	1 @	300 s.f. =	300 s.f.	300
Warming Kitchen	1 @	375 s.f. =	375 s.f.	375
Multi-Purpose Room for 120 (folding partitions allowing for 20/40/60 people)	1 @	2,050 s.f. =	2,050 s.f.	2,050
Table / Chair Storage	1 @	195 s.f. =	195 s.f.	195
Small Community Meeting Room for up to 10	1 @	320 s.f. =	320 s.f.	320
Senior Focused Area				3,590
Seniors Activity Room	1 @	1,940 s.f. =	1,940 s.f.	1,940
<small>Includes area for 2 billiard tables, 2 table tennis tables and 300 volume library</small>				
Hospitality / Self-Serve Coffee	1 @	200 s.f. =	200 s.f.	200
Seating Area	1 @	900 s.f. =	900 s.f.	900
Enclosed Senior Center Office	1 @	90 s.f. =	90 s.f.	90
Enclosed Senior Center Office	1 @	125 s.f. =	125 s.f.	125
Enclosed Senior Office (shared office space)	1 @	250 s.f. =	250 s.f.	250
Equipment Storage	1 @	85 s.f. =	85 s.f.	85
Senior Focused Wellness				2,715
Multi-Purpose Activity Room	1 @	1,300 s.f. =	1,300 s.f.	1,300
Wellness Equipment Room	1 @	1,300 s.f. =	1,300 s.f.	1,300
Storage	1 @	115 s.f. =	115 s.f.	115
Multi-Sport Gym for all Ages				14,815
Open Court Area (2 Full Court Basketball, 2 Volleyball, 6 Pickleball)	1 @	14,555 s.f. =	14,555 s.f.	14,555
<small>Includes areas for spectator seating on bleachers</small>				
Equipment Storage	1 @	260 s.f. =	260 s.f.	260
Building Support				11,710
Women's Changing / Locker Room	1 @	500 s.f. =	500 s.f.	500
Men's Changing / Locker Room	1 @	500 s.f. =	500 s.f.	500
Family Toilet / Changing	1 @	110 s.f. =	110 s.f.	110
Public Lockers	1 @	200 s.f. =	200 s.f.	200
Women's Toilet Room	1 @	200 s.f. =	200 s.f.	200
Men's Toilet Room	1 @	200 s.f. =	200 s.f.	200
Public Circulation	1 @	6,000 s.f. =	6,000 s.f.	6,000
Elevator & Stairs	1 @	4,000 s.f. =	4,000 s.f.	4,000
Program Area Sub-Totals				27,295
Factor for Walls				11,935
Total Program Area				39,230



Consensus Plan



1. SENIOR SPECIFIC ACTIVITY, SEATING AND REFRESHMENTS
2. MULTI-PURPOSE ACTIVITY SPACE USED BY SENIORS AND GENERAL COMMUNITY
3. OPEN ACTIVITY AREA FOR WELLNESS CLASSES AND LOW IMPACT FITNESS EQUIPMENT
4. ALL AGE GYM WITH SPECTATOR SEATING AND ROOM FOR: (6) PICKLEBALL COURTS (2) VOLLEYBALL COURTS (2) BASKETBALL COURTS
5. MEN'S, WOMEN'S AND FAMILY CHANGING ROOMS WITH TOILETS, SINKS, LOCKERS AND SHOWERS.
6. RECEPTION, CONFERENCE AND FLEXIBLE ENCLOSED OFFICES
7. ACCESS TO EXISTING MERIDIAN MALL INTERIOR SPACES
8. AREA FOR FUTURE PROGRAM DEVELOPMENT
9. STORAGE AND FUTURE DEVELOPMENT



CONCEPTUAL VIEW OF MAIN ENTRY



CONCEPTUAL VIEW OF MAIN ENTRY



CONCEPTUAL VIEW OF WALL ALONG MARSH ROAD



**CONCEPTUAL VIEW OF THE LOBBY
JUST INSIDE THE MAIN ENTRY**



**CONCEPTUAL VIEW OF THE LOBBY
FROM SENIOR CENTER OFFICES**



**CONCEPTUAL VIEW OF THE LOBBY AND
SENIOR CENTER AREA FROM THE RECEPTION DESK**



10.A

**CONSENT AGENDA
BOARD
COMMUNICATIONS**

From: Tanna [REDACTED] <[REDACTED]>
Sent: Sunday, April 21, 2024 11:07 AM
To: Board <Board@meridian.mi.us>
Subject: Frank Walsh

I have been a Township resident since 1998. In recent years I have watched all the televised meetings for all the boards and commissions. I follow the happenings in our township and I am proud to live here.

I agree with every public comment given during today's April 21, 2024 meeting from the employees and residents.

Additionally, Frank Walsh's comments convince me he should not be hired as a consultant. I was undecided on that issue until I heard him speak. What he said didn't help my opinion of him. He sounded like a guy with a huge ego saying I'm not perfect, but go ask all the people who love me to tell you how awesome I am. He didn't apologize for any behavior, he didn't admit any wrongdoing, etc. He's tooted his own horn and listed his accomplishments. That is not how a true leader acts at a time like this.

Thank you.

Tanna

From: [REDACTED] >
Sent: Sunday, April 21, 2024 10:57:36 AM
To: Board <Board@meridian.mi.us>
Cc: Tim Schmitt <schmitt@meridian.mi.us>
Subject: Meridian Township April 21 Board Meeting

Good Morning Board members,

As a resident and staff member of the Township I want to express my personal disappointment in the leadership of the Board, Deputy Manager Opsommer, and former Manager Frank Walsh in your management of the personnel issue regarding Manager Walsh. Of the staff members involved, I openly admit to speaking with HR Manager Tithof in June of last year regarding the harassing, isolating, bullying, and inappropriate behavior of the Manager. In September the issue was laid bare to you and 8 months later you have your first communication on the subject. As a department head, you would be disappointed in me if I had led Economic Development issues in a similar matter. It is unbecoming of the leadership of "A Prime Community" for you to do so.

I am a staff member that was interviewed by Zausmer during the investigation. If Heidi included the information I gave her during my interview you would know that my experience here at Meridian has been tainted with bias of race, bias of gender, inappropriate language, bullying or targeted activities. It is beyond me how 6 leaders are willing to allow that toxic behavior to go unchecked for 8 months. Did you know that during these 8 months I *again* had to tell the Manager that I do not want a token DEI position, title or other activity that makes my race my job? His last request like this was January 2024 when he stated he wanted to change my title. That is horribly offensive as there is no way my Black/Cherokee/African genes should be a commodity for the Township. If the situation was handled in the professional manner we are used to from the Board, he would have been suspended. He would have been removed and would be unable to continue to contribute harm to employees. Your behavior has made the situation look like Board members care more about the image of the organization instead of the organization itself. Board members have recently spoken up with apologies to members of the public. Know that I am also a member of the public. Know that I have decisions to make this election and people will ask of me my opinion of the people that run this organization. Economic Development is an externally facing department and community relations is a large part of this role. The lack of communication from the Board affects the external relationships of our community. I would like the Board to provide staff with an apology, details to why they have made the decision they made, and offer template communications or steps for external partners to have their questions answered. The communication and leadership from the Board regarding the Manager's inappropriate behavior is abysmal. Our taxpayers (myself included) deserve better. The staff deserve better.

We are "A Prime Community", all of the things we say that make Meridian Township a wonderful place to live are true. These elements are maintained, created, supported,

imagined, and more by 95% of staff. You have approximately 160 employees of the Township and you have mistreated them all with your lack of leadership. I am asking for your apology and commitment to do better.

Amber Clark
Speak Kindly. Dont Assume.
Do Your Best!

On Apr 24, 2024, at 10:25 AM, Roxie <[REDACTED]> wrote:

This is total BS. No one is indispensable....if he got hit by a truck the Township would survive and the budget would be handled. Will he be working full or part -time? This is OUTRAGEOUS.

How do you know that he will not still be doing his private business on my tax dollar???

Thank you for your response.

Meridian Twp. inks deal with former Manager Frank Walsh. Here's what's in it

<https://www.lansingstatejournal.com/story/news/local/2024/04/23/frank-walsh-meridian-township-manager-resign-consulting/73425295007/>

From: John [REDACTED] <[REDACTED]>
Sent: Monday, April 29, 2024 10:53 AM
To: Board <Board@meridian.mi.us>
Subject: Refuse collection fees and surcharges

Having moved from a suburban-type area to the Township, I'm amazed at the fees the Township is charging for refuse cart service. At my previous address, my property taxes covered this service, which like here is provided through a private contractor. Why are property taxes insufficient to cover this service in the Township? Before moving here, I paid \$25/year for yard waste collection. Why is the Township charging about 10 times more for the same service? Also why does the Township continue levying fuel surcharges? Is it still expecting gas prices to drop significantly and remain lower? Thank you.

From: Patricia Herring Jackson
Sent: Thursday, May 2, 2024 8:33 AM
To: Board; Clerk's Office
Cc: Clerk's Office
Subject: Resignation from Township Board Supervisor Position

To the Township Board of the Meridian Charter Township. I, Patricia Herring Jackson asks that you consider and accept my resignation from the position of Meridian Township Board Supervisor and the Township Board, beginning May 9. 2024.

Thank you,

Patricia Herring Jackson
Get [Outlook for iOS](#)

From: Justin S
Sent: Friday, May 3, 2024 9:28 AM
To: Board
Subject: Comment - Village of Okemos Concept Plans

Hello Board,

After reviewing the publicly posted plans for the Village of Okemos project, Plan A looks the most appealing for the township. Plan C, where the new buildings are set back behind an expansive parking lot and the utility lines are still overhead, will both look bad and will not bring in the shoppers/diners that the township wants as the buildings will be tucked too far back from Okemos Road to be visible to travelers.

The township should approve Plan A and bury the utility lines.

Thanks,
Justin Stojsih
[REDACTED]

From: Roxanne
Sent: Friday, May 3, 2024 10:18 AM
To: Board
Subject: Green space on NW corner of Kinawa and Dobie

Please advise if Okemos Schools is planning to SELL or BUILD ON this location. I live at 1707 Kinawa Dr. across the street. I want to stay here, but if this happens, I will have to move. I have asked this of John Hood when he was at the Senior Center discussing the millage and he said no. But as a former teacher, I know that superintendents and plans can change.

Roxanne Murner

██████████

Thank you.

From: Philip
To: Board
Subject: Support Plan A for downtown Okemos
Date: Friday, May 3, 2024 12:20:50 PM

Dear Board members,

I'm writing to express my strong support for Plan A for downtown Okemos.

I realize that the Township will have to pay for burying utility cables, but I believe this is a wise investment and will produce a more attractive development that better meets the needs of our community.

This project has taken such a long time that the community needs and deserves a downtown that we can all be proud of.

Please approve Plan A and let's get this project moving!

Sincerely,

Philip F. Maitinez

████████████████████
████████████████████

From: Some Assembly Required LLC
To: Board
Subject: Plans for downtown development
Date: Friday, May 3, 2024 5:28:14 PM

I am writing to encourage you to please select option A. I recognize this would be at a greater cost to our township as it involves burying the power lines. But overall, this is by far the better option. That proposal allows for a much closer alignment with the vision for the four corners that most residents have hoped for. In addition, burying the power lines is a smart decision for our township as well. If we were to go with one of the other options with parking located in front of the businesses, we would lose the downtown effect. It would instead just look like another strip mall which we most certainly do not need. I encourage the board to be bold in embracing something contemporary and positive for our township. We need a valued downtown area to invigorate the commercial environment in our community. I would much prefer the board provide the funding for the infrastructure improvements and in turn hold the developer accountable for high quality design and appearance for the four corners overall.

Let's make the four corners a destination.

Thank You,
Tracey Pickard
Meridian Township Resident.

From: [Katie Schreur](#)
To: [Board](#)
Subject: Village of Okemos
Date: Sunday, May 5, 2024 9:49:13 AM

Dear Elected Township Officials,

My name is Katherine Schreur and I am a resident of Okemos. I am writing in regards to the planned development for the Village of Okemos. I do not approve of the plans to build apartment buildings in this space. I do not believe this is the best use of the space to serve our community. I recognize the land is privately owned, with possible limitations at this time.

When my husband and I were looking for where we want to start our family and purchase our first house we landed on Okemos, as many other families do. However, we had several significant drawbacks to Okemos compared to other local areas. The first of these being the public library. The Okemos Public Library is outdated, small, and with minimal space for community use. I propose the building of a larger library and community center to take place in the proposed Village of Okemos lots. A library with a large children's area, youth space, computer rooms, study rooms, cafe, outdoor seating, space for community classes, and more would be a huge asset to our community. Downtown Okemos would be the perfect location to build a new library, giving new life to the downtown area and serving the families who live in our community.

In addition to the new library, a new township park in the adjoining lot equipped with an accessible pathway and playground would serve our community's needs. The creation of an accessible park equipped for those with disabilities located nearby to the community library would serve our community members to easily enjoy our downtown area with ease to move from one location to the next.

This proposed new development would further enhance our community along with the upcoming development of Chippewa, Kinawa, and Cornell Schools. This downtown development would strengthen the townships ability to serve its residents and bring wonderful engagement to downtown. Okemos is a family town, it needs to meet the needs of the families who call this town home. I am asking you to reconsider the needs of the community when deciding how to move forward with the downtown development.

Thank you for your consideration,

Katherine Schreur

From: [Cooper, Thomas](#)
To: [Board](#)
Cc:
Subject: COMMENT ON VILLAGE OF OKEMOS CONCEPT PLANS
Date: Sunday, May 5, 2024 6:11:56 PM
Attachments: [Okemos Downtown Update.pdf](#)

The attached letter was emailed to all Homeowner Association presidents in Meridian township. Please include these comments in the upcoming Township Board meeting packet regarding Okemos development concept plans. Contact me if you require additional information.

Tom Cooper
President
Indian Hills Homeowners Association

Dear Okemos Community Leaders:

In 2018, the Meridian Township board initially approved a project for the redevelopment of downtown Okemos (the four corners at the intersection of Okemos and Hamilton Roads). As originally conceived, this effort was intended to revitalize downtown Okemos with new market rate housing, retail, and commercial space. A charming downtown Okemos redevelopment would cement Meridian Township as a desirable place to live.

The developer purchased the property and is technically able to construct virtually any building on the site provided it complies with the Township's Code of Ordinances and MUPUD (Mixed Use Planned Unit Development). Over the course of the project, there have been several issues which caused the developer to request amendments to its original plans for the property. The Township Board has approved several amendments and now the developer is asking for more.

At the May 9th Meridian Township Board 6:00 p.m. meeting, the developer will be proposing the latest version to the development plans. One plan for the redevelopment consists of 156 apartments, 8,909 square feet of commercial space and 285 parking spaces. In addition, the developers are requiring the Township Board to foot the bill for burying the power lines and other infrastructure at a cost of \$4.5 to 7 million. The other plan moves the development to Ardmore and Hamilton Roads (facing Douglas J) with 5,000 square feet of commercial space and 199 parking spaces (requiring a parking variance) along the corner of Okemos and Hamilton Roads.

It is important to note that the developer has received substantial state and community-based financial support in the past few years. In my opinion, and I hope in yours as well, this plan is not in the best interest of Okemos and Meridian Township. I am appealing to you and the residents of your respective homeowners' associations to attend the May 9th Meridian Township Board meeting and express, in the strongest terms possible, your disapproval with the direction of this project.

Public comments for the downtown Okemos project will be limited to the Public Comments in the early agenda items and also at the end of the meeting. Presentation of the two plans and Board discussion will be later on the Township Board's agenda. The developer's proposal will be voted on at a subsequent meeting.

Your voice is needed at the Township Board Meeting on May 9th at 6 p.m. at the Township Hall, 5151 Marsh Road, Okemos. Please share this letter with your HOA members and others and please join us at next Thursday's Meridian Township Board meeting.

Okemos is ripe for a project to restore its historic and charming downtown; the current direction of this redevelopment effort will come nowhere close to attracting residents and visitors to our beautiful town.

Thank you for all your support.

Tom Cooper
President
Indian Hills Homeowners Association
coopert@msu.edu

From: MARILYN LATTERMAN <[REDACTED]>
Sent: Tuesday, May 7, 2024 12:33 PM
To: Board <Board@meridian.mi.us>
Subject: downtown okemos

i just want you to know how we're hoping something is going to happen at the 4 corners in okemos. I realize you want that too and it's private property...heard there is currently a plan for apartments and dumpsters. Really? After all the plans have been presented to us, we're supposed to be ok with that? We want a downtown area that's a walkable pleasure. Please keep negotiating. Thank you-
joey latterman and fred humbly- [REDACTED]

From: Charles Kotz <[REDACTED]>
Sent: Tuesday, May 7, 2024 6:36 PM
To: Board <Board@meridian.mi.us>
Subject: Village of Okemos Concept Plan

Dear Board:

I have reviewed both “concept plans” for the Village of Okemos, and I am frankly appalled at how far fetched, and removed from reality both plans are. This location has a direct interface with the busiest traffic road in our Township: Okemos Road. Thousands of all manner of vehicles pass through the Hamilton Road, Okemos Road intersection daily, and at all hours of the day, at speeds often exceeding 40 miles per hour. To propose cramming apartments, parking lots, and retail into this space is ludicrous. Who would want to live in the middle of this traffic snarl, with semi-trucks barreling past a few feet away? This site is not conducive to any outdoor dining due to the traffic noise and air pollution. Foot or bicycle transportation would be even more dangerous than it is currently. There is simply no way that this development could be considered a “safe streets” worthy project.

I also feel that due to the current upheaval with the Township Board and Manager, that these people are **not capable of making such a consequential decision** that will impact Meridian Township for years to come. I propose a vote of “no confidence” toward this Board. They have no Supervisor, the Clerk is a lame duck, and the controversy regarding the manner in which they covertly handled the Township Manager resignation, makes all of them in my view, suspect and untrustworthy. Leave the Village of Okemos decision **until we have a new Board and Manager**, that will, hopefully look out for improving the *quality of life* of township residents. These people have given developers everything they wanted, with a pat on the back, while current residents wonder why more 100 year old trees are being cut down along Powell Road, and bulldozers are ravaging the land along Central Park Dr.

Sincerely,

Charles Kotz



Meridian Township Trustees
May 9 Meeting
5151 Marsh Road
Okemos Michigan 48864

Re; Public Comments-Zone 3 Marijuana License Application

I write to support the application of Amsterdam Recreational Cannabis Dispensary being considered for Zone Three, in a Leased Building I own located at 4792 Marsh Road, Okemos, the previous long-time home of Capital National Bank. Attached please find supporting material that has pictures of the building and interior spaces, as the fact that this building was last used as a bank, is that it was designed as highly secure, has built in Safe's and a private vehicle enclosed delivery garage for added safety measures.

The principal of Amsterdam is Mr. Savinder Singh who owns a beautiful home with his wife Jagit Singh located at 3665 Bandera Lane, Okemos, and Amsterdam is a family run company with locations in Battle Creek and Harrison Michigan. In doing my due diligence to approve of this tenant, I toured each location and found both buildings to be above average quality and very well maintained, and the Harrison building was previously also a bank building and highly secure.

The applicant and I attending the Staff Sub Committee meeting chaired by Timothy Schmidt, where they discussed two applications for Zone three, and ultimately the committee recommended the application of DVNK. We were surprised to learn at that meeting that an error had been made by Amsterdam in submitting their application in that the Security Plan they had obtained for this space, was mistakenly not included in their submittal packet. I myself have forgot to click "attachment" many items over the years and can certainly understand how that happened. Since that time, Amsterdam has resubmitted their detailed security plan, and we hope that you will strongly consider their application with a favorable recommendation to proceed with their special use permit. The staff subcommittee placed a great deal emphasis on their decision making in selecting DVNK comparing their security plan to the one of Amsterdam, that was mistakenly not included. The sub committed letter issued by chairman Schmidt with their recommendations, also indicated that both applicants did Not have any violations with the State of Michigan. That is in error. Attached please find a State of Michigan Consent Order and Formal Complaint levied against DVNK where they were found to be in violation of two counts of the State of Michigan Administrative Code and were fined \$5000.00. Amsterdam has never been found to be in violation and or fined, of such an important code with the State if Michigan. Amsterdam's true security plan when resubmitted, was to be reviewed by the Meridian Police Chief and we trust that he found it to be well prepared and thoroughly thought out.

In Conclusion, please vote in favor of this applicant to move forward. I my opinion, this type of Retail use is best found in low profile secure buildings/locations, and where better to keep economic commerce than in the central business district of Meridian Township.

Sincerely,
David Ledebuhr, 4766 Cornell Road, Okemos Michigan 48864



STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
CANNABIS REGULATORY AGENCY

In the Matter of

DVNK Lapeer, Inc. ✓
dba Consume
License No.: PC-000274

ENF No.: 23-00073

_____/ CONSENT ORDER AND STIPULATION

CONSENT ORDER

On March 24, 2023, the Cannabis Regulatory Agency (CRA) issued a formal complaint against the medical marijuana provisioning center license PC-000274 of DVNK Lapeer, Inc. dba Consume (Respondent) under the Medical Marijuana Facilities Licensing Act (MMFLA), MCL 333.27101 *et seq.*, and the administrative rules promulgated thereunder. The formal complaint alleged Respondent violated Mich Admin Code, R 420.502(1), R 420.504(1)(c), R 420.504(1)(h), and R 420.504(1)(v).

The executive director reviewed the stipulation contained in this document and agrees the public interest is best served by resolution of the formal complaint. Therefore, the executive director finds that the allegations contained in the formal complaint are true and that Respondent violated Mich Admin Code, R 420.502(1), R 420.504(1)(c), R 420.504(1)(h), and R 420.504(1)(v).

Accordingly, for these violations, IT IS ORDERED:

1. Respondent must pay a fine in the amount of five thousand and 00/100 dollars (\$5,000). This fine shall be paid within 30 days of the effective date of this order by check, money order, or online through Accela Citizen Access (ACA). Instructions on how to make online payments can be found under the Tips for Licensees bulletin section at www.michigan.gov/cra. Check or money

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2407 NORTH GRAND RIVER • P.O. BOX 30205 • LANSING, MICHIGAN 48909
www.michigan.gov/CRA

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orders shall be made payable to the State of Michigan with enforcement number "23-00073" and license number "PC-000274" clearly displayed on the check or money order. Respondent shall mail the fine to Department of Licensing and Regulatory Affairs, Cannabis Regulatory Agency, PO BOX 30205, Lansing, Michigan 48909.

2. Within 30 days of the effective date of this order, Respondent must:
 - a. Formally train all managers and inventory employees on the updated standard operating procedure (SOP) for product labelling referenced in paragraph 3(c) of the stipulation below, and
 - b. Provide a document signed by a manager, with names and positions of all employees trained, and dates the training was completed.
3. If Respondent fails to timely comply with the terms of this order, Respondent's license shall be suspended until compliance is demonstrated.
4. Unless otherwise specified in this order, Respondent shall direct any communications to the CRA that are required by the terms of this order to CRA-LegalHearings@michigan.gov.
5. Respondent shall be responsible for all costs and expenses incurred in complying with the terms and conditions of this consent order.
6. If Respondent violates any term or condition set forth in this order, Respondent will be subject to fines and/or other sanctions under section 407(1) of the MMFLA, MCL 333.27407(1), and Mich Admin Code, R 420.808.
7. Upon timely compliance of the terms of this order by Respondent, the matters set forth in the formal complaint shall be deemed resolved and closed subject to this consent order.

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This order shall be effective 30 days after the date signed by the CRA's executive director or his designee, as set forth below.

CANNABIS REGULATORY AGENCY

Signed on: 07/18/2023

By: Brian Hanna
Digitally signed by: Brian Hanna
DN: CN = Brian Hanna email =
bhanna@michigan.gov C = US O =
CRA OU = CRA
Date: 2023.07.18 14:36:40 -0400

Brian Hanna, Executive Director
or his designee
Cannabis Regulatory Agency

STIPULATION

The parties stipulate to the following:

1. The facts alleged in the formal complaint are true and constitute a violation of the administrative rules promulgated under the MMFLA.
2. Respondent understands and intends that by signing this stipulation, Respondent is waiving the right under the MMFLA, administrative rules promulgated thereunder, and the Administrative Procedures Act of 1969, MCL 24.201 *et seq.*, to require the CRA to prove the violations set forth in the formal complaint by presentation of evidence and legal authority, and to present a defense to the violations.
3. The parties considered the following in reaching this agreement:
 - a. Respondent stated an employee missed checking a box on its point-of-sale system when printing the label for this product, and the missing data did not get pulled from Metrc.
 - b. Respondent stated it contacted the customer and allowed the customer to obtain a replacement product.
 - c. Respondent provided an updated SOP requiring inventory teams to print and check labels for accuracy and completeness before products are placed on the sales floor, and again before they are sold or

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transferred; and to promptly contact a manager for assistance if corrections are needed.

d. Respondent was cooperative and wishes to resolve the allegations without the need for and expense of an administrative hearing.

4. The CRA's operations director or his designee must approve this proposed agreement before it is forwarded to the CRA's executive director or his designee for review and issuance of the above consent order. The parties reserve the right to proceed to an administrative hearing without prejudice to either party, should the CRA's operations director, executive director, or their designees reject the proposed consent order.

By signing this stipulation, the parties confirm that they have read, understand, and agree with the terms of the consent order.

AGREED TO BY:

Desmond
Mitchell

Digitally signed by
Desmond Mitchell
Date: 2023.07.17
16:54:32 -04'00'

Desmond Mitchell, Operations Director
or his designee
Cannabis Regulatory Agency

AGREED TO BY:



JJ Saluka, Director *Sulaka*
on behalf of Respondent
DVNK Lapeer, Inc.

Dated: 07/17/2023

Dated: 7/13/2023

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
CANNABIS REGULATORY AGENCY

In the Matter of

DNVK Lapeer, Inc. dba Consume Cannabis
License No(s): PC-000274

ENF No: 23-00073

/

FORMAL COMPLAINT

The Cannabis Regulatory Agency ("CRA") files this formal complaint against DNVK Lapeer, Inc. dba Consume Cannabis ("Respondent") alleging upon information and belief as follows:

1. The CRA is authorized under the Medical Marijuana Facilities Licensing Act (MMFLA), MCL 333.27101 *et seq.*, and Executive Reorganization Order No.2019-2, MCL 333.27001, to investigate alleged violations of the MMFLA and the administrative rules promulgated thereunder, take disciplinary action to prevent such violations, and impose fines and other sanctions against applicants and licensees that violate the MMFLA or administrative rules.

2. Section 402(12) of the MMFLA provides that the expiration of a license does not terminate the CRA's authority to impose sanctions on the license.

FACTUAL ALLEGATIONS AND INTENDED ACTION OF THE CRA

3. Respondent holds an active state operating license under the MMFLA to operate a medical marijuana Provisioning Center in the state of Michigan.

4. Respondent operated at 2401 W. Genesee St., Lapeer, MI 48446 and 528 Warwick Sr. Alma, MI 48801 at all times relevant to this complaint.

5. Following an investigation, the CRA determined that Respondent violated the MMFLA and/or administrative rules promulgated thereunder as set forth below:

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- a. On February 2, 2022, CRA made an unannounced visit to Respondent's facility. The unannounced visit was the result of a complaint accusing the Respondent of noncompliant labeling.
- b. On February 2, 2022, the CRA Regulation Officer observed the label on Metrc tag # 1A405010001F20D000003095 was missing the following information: the harvest date, lab name, and test date. No other products were found to be out of compliance. At the time of the visit, all the product in question were sold out. This matches the quantity indicated in Metrc. A Respondent's representative confirmed that the label on the product in question was incomplete and that it was immediately corrected upon becoming aware of the issue.

Count I

Respondent's actions as described above in paragraphs a and b demonstrate a violation of Mich Admin Code R 420.502(1) which states, each marihuana products sold or transferred must be clearly labeled with the tracking identification numbers assigned by the statewide monitoring system affixed, tagged, or labeled and recorded, and any other information required by the agency, the acts, and these rules.

Count II

Respondent's actions as described above in paragraphs a and b demonstrate a violation of Mich Admin Code R 420.504(1) which states, before a marihuana product is sold or transferred to or by a marihuana sales location, the container, bag, or product holding the marihuana product must be sealed and labeled with all of the following information: (c) Date of harvest, if applicable. (h) Name of the laboratory that performed any passing compliance testing on the product in final form and any test analysis date. (v) In clearly legible type and surrounded by a continuous heavy line: "WARNING: USE BY PREGNANT OR BREASTFEEDING WOMEN, OR BY WOMEN PLANNING TO BECOME PREGNANT, MAY RESULT

IN FETAL INJURY, PRETERMBIRTH, LOWBIRTHWEIGHT, OR DEVELOPMENTAL PROBLEMS FOR THE CHILD.”

THEREFORE, based on the above, the CRA gives notice of its intent to impose fines and/or other sanctions against Respondent’s license, which may include the suspension, revocation, restriction, and/or refusal to renew Respondent’s license.

Under MCL 333.27407(4) and Mich Admin Code, R 420.704(2), any party aggrieved by an action of the CRA suspending, revoking, restricting, or refusing to renew a license, or imposing a fine, shall be given a hearing upon request. A request for a hearing must be submitted to the CRA in writing within 21 days after service of this complaint. Notice served by certified mail is considered complete on the business day following the date of the mailing.

Respondent also has the right to request a compliance conference under Mich Admin Code, R 420.704(1) A compliance conference is an informal meeting at which Respondent has the opportunity to discuss the allegations in this complaint and demonstrate compliance under the MMFLA and/or the administrative rules. A compliance conference request must be submitted to the CRA in writing.

Hearing and compliance conference requests must be submitted in writing by one of the following methods:

By Mail: Department of Licensing & Regulatory Affairs
Cannabis Regulatory Agency
P.O. Box 30205
Lansing, Michigan 48909

In Person: Department of Licensing & Regulatory Affairs
Cannabis Regulatory Agency
2407 North Grand River
Lansing, Michigan 48906

CANNABIS REGULATORY AGENCY
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By Email: CRA-LegalHearings@michigan.gov

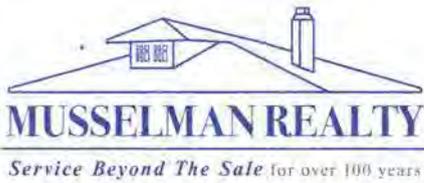
If Respondent fails to timely respond to this formal complaint, a contested case hearing will be scheduled to resolve this matter.

Questions about this complaint should be directed to the Cannabis Regulatory Agency at (517) 284-8599 or CRA-LegalHearings@michigan.gov.

Dated: 3/24/23

By: Alyssa A. Grissom
Digitally signed by Alyssa A. Grissom
Date: 2023.03.24 10:37:49 -04'00'

Alyssa A. Grissom
Legal Section Manager
Cannabis Regulatory Agency



December 15, 2023

Meridian Township, Department of Community Planning and Development
5151 Marsh Road
Okemos Michigan 48864

RE: Application for License - Amsterdam Recreational Cannabis Dispensary (Marihuana)
4792 Marsh Road, Okemos (Zone 3)

I write to offer my support for the License application and proposed use for the above entity in this Leased location.

The applicant and the owners are bound to a lease obligation should the license and subsequent special use permit be approved which we are in favor of. This 3000 sq. ft location is the perfect site for this use having previously been the Capitol National Bank retail operation for over 20 years. As you know, with the bank usage, it is a highly secure building as that was the bank's primary interest in choosing this site many years ago. It's a slab on grade building with handicap access and ample parking per the attached site plan with visible limited parking on front facing Marsh, with a large parking lot on the rear of the building. The structure is screened well from the street with nice landscaping including large trees, has a low profile, and gives this a secluded appeal and is pleasing to the eye. This south suite (previously bank space) is currently vacant. The north suite is occupied by long-term tenant Williams Carpet (4794 Marsh Road), as this is two buildings with one common wall with each building having its own HVAC system so there is no common air exchange. Also, the devising wall is concrete cinder block all the way through the ceiling so there is no sound, nor air exchange.

I have closely followed the steps Meridian Township has taken to get to this point in welcoming retail sales of Recreational use Cannabis within the township and can't think of a better applicant. I have personally interviewed several other companies wanting this site and choose Amsterdam for several reasons. First, they are a family-run entity which is very important to the owners of the building. The principal CEO Savinder Singh lives in Okemos in a beautiful home, and his daughter currently attends Michigan State University. Many of his family members are involved in the business so we know it will be well managed. Second, Amsterdam has two very successful dispensaries in Battle Creek and Harrison Michigan. I have personally toured each and find them to be quality run locations and well received in their communities. Third, Amsterdam has their own grow facility located in Marshall Michigan. They also have an excellent track record of professional operations, and we look forward to their long-term success of this family business locating within their hometown location within Meridian Township.

Sincerely,

David Ledebuhr (Principle Partner in the Ledebuhr Family Partnership and Betty Eiler LLC, owners.)



12/15/23

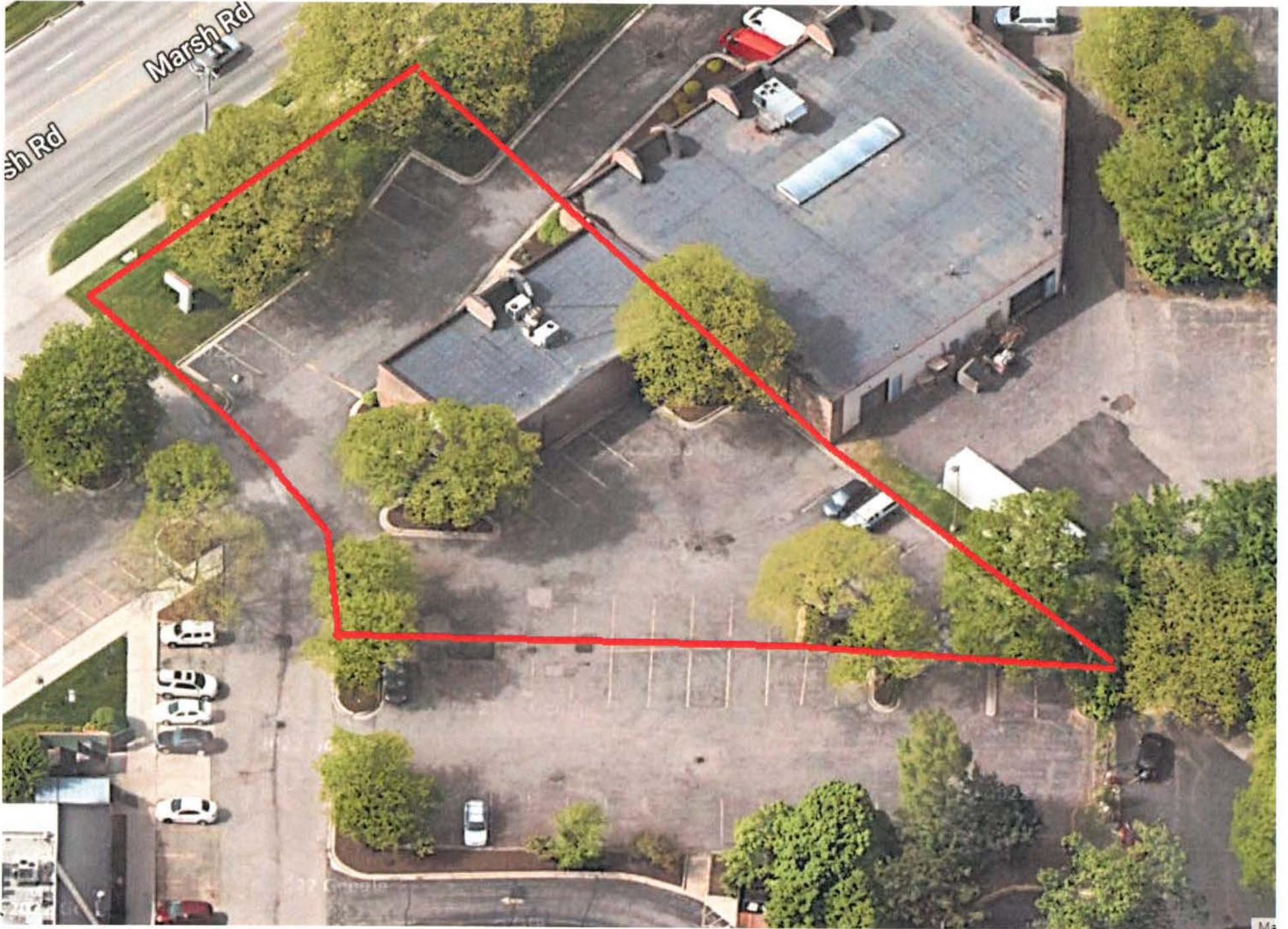
4792 Marsh Road

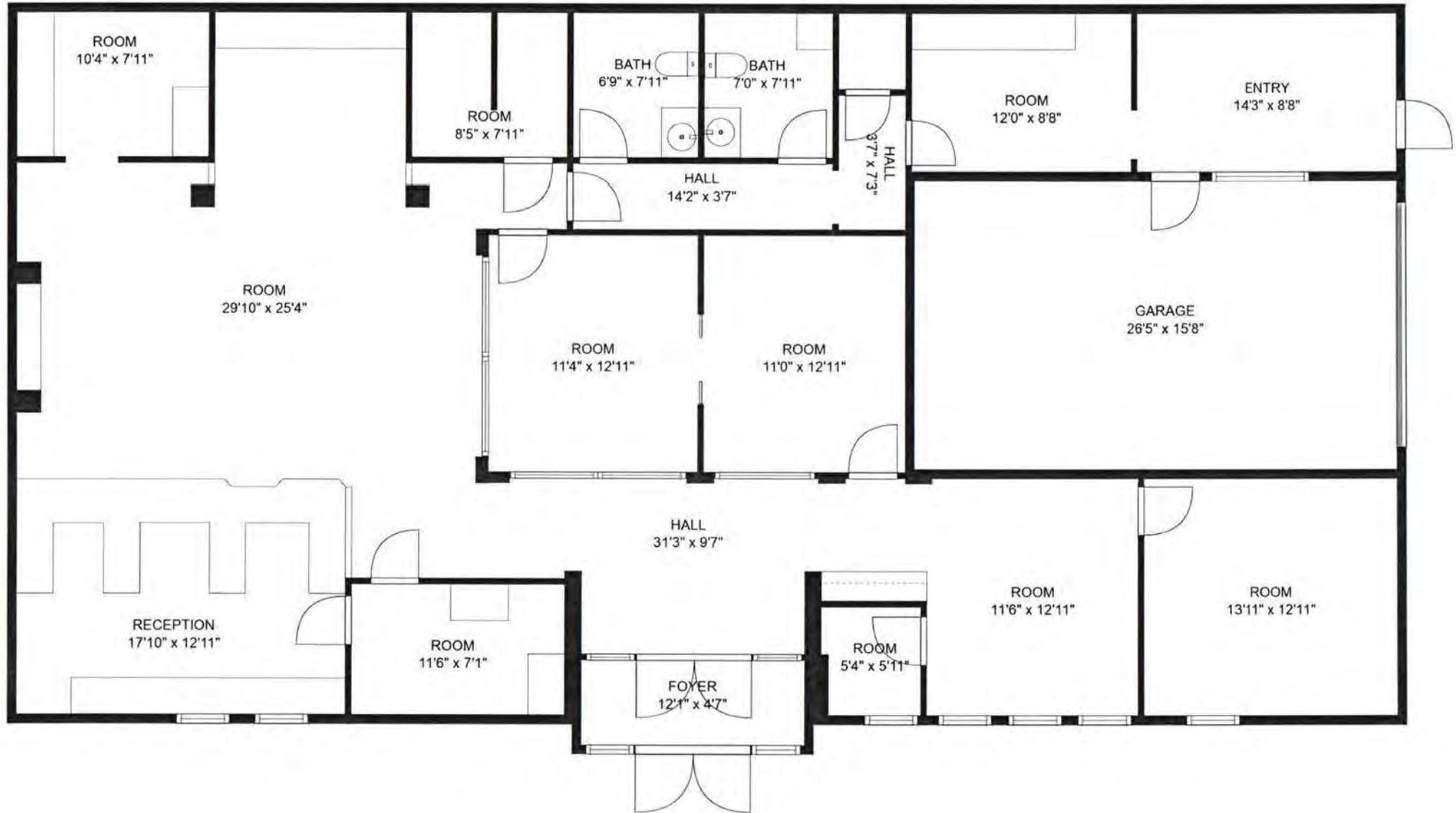


Building Photos (22 photos)



4792 Marsh Road





TOTAL: 2432 sq. ft

FLOOR 1: 2432 sq. ft

EXCLUDED AREAS: GARAGE: 415 sq. ft, UNDEFINED: 15 sq. ft

SIZES AND DIMENSIONS ARE APPROXIMATE. ACTUAL MAY VARY



and 4792
1

4790 MARSH RD OKEMOS, MI 48864 (Property Address)
Parcel Number: 33-02-02-22-153-002 Account Number: MARS-004790-0000-01



Item 11 of 11 Page / 2 Sketches

Property Owner: LEDEBUHR FAMILY LTD PARTNERSHIP &

Summary Information

- > Commercial/Industrial Building Summary
 - Yr Built: 1978
 - # of Buildings: 2
 - Total Sq.Ft.: 14,046
- > Assessed Value: \$666,000 | Taxable Value: \$666,000
- > 13 Building Department records found
- > Property Tax information found
- > Utility Billing information found

Owner and Taxpayer Information

Owner	LEDEBUHR FAMILY LTD PARTNERSHIP & BETTY EILER LLC 322 ABBOT RD EAST LANSING, MI 48823	Taxpayer	SEE OWNER INFORMATION
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General Information for Tax Year 2023

Property Class	201 COMMERCIAL-IMPROVED	Unit	02 MERIDIAN TOWNSHIP
School District	OKEMOS PUBLIC SCHOOLS	Assessed Value	\$666,000
MG	No Data to Display	Taxable Value	\$666,000
APPRAISAL	Not Available	State Equalized Value	\$666,000
C. AREA	Not Available	Date of Last Name Change	05/05/2017
INFLUENCE	Not Available	Notes	Not Available
Historical District	Not Available	Census Block Group	No Data to Display
SOLAR/EV	Not Available	Exemption	No Data to Display

Principal Residence Exemption Information

Homestead Date	No Data to Display
Principal Residence Exemption	June 1st
2023	0.0000 %
	Final
	0.0000 %

Previous Year Information

Year	MBOR Assessed	Final SEV	Final Taxable
2022	\$699,800	\$699,800	\$639,454
2021	\$674,400	\$674,400	\$619,027
2020	\$701,900	\$701,900	\$610,481

Land Information

Zoning Code	C-3	Total Acres	1.422
Land Value	\$418,000	Land Improvements	Not Available
Renaissance Zone	No	Renaissance Zone	No Data to Display
ECF Neighborhood	2010 GRAND RIVER/JOLLY/MARSH/NEWMAN RETAIL	Expiration Date	999
Lot Dimensions/Comments	No Data to Display	Mortgage Code	999
		Neighborhood Enterprise Zone	No

Lot(s)	Frontage	Depth
No lots found.		
	Total Frontage: 0.00 ft	Average Depth: 0.00 ft



Legal Description

M22-7-2-6 COM AT W 1/4 COR OF SEC 22- S 89 DEG 07' 22" E 115.50 FT TO PT ON CEN LINE OF MARSH RD- N 45 DEG 57' 46" E ALONG SAID CEN LINE 726.05 FT TO PT ON CEN LINE OF GRAND RIVER AVE- S 69 DEG 28' 42" E ALONG SAID CEN LINE OF GRAND RIVER AVE 220 FT- N 11 DEG 39' 25" W 160.8 FT ALONG E'LY LINE OF CLEAR VISION AREA TO PT ON E'LY R/W LINE OF MARSH RD- N 45 DEG 40' 25" E ALONG SAID R/W LINE 359

THOMAS STANKO
ANGELA WRIGHT
PETER CAMPBELL

CHAIR
VICE CHAIR
SECRETARY



RENEE KORREY MEMBER
DON ROMAIN MEMBER
BILL CAWOOD MEMBER

May 6, 2024
Meridian Township Board
5151 Marsh Road
Okemos, MI 48840

RE: Village of Okemos Development Concepts A & B 2024 Review

Township Board Members,

After several years since the first approval, the Downtown Development Authority members were granted the opportunity to review the most recent proposal for concepts of the “Village of Okemos” mixed-use project. Though the project lies in the DDA, the viewpoint of our Board has held limited authority over the project. The DDA is committed to supporting projects and programs that will assist the district to see exponential growth through revitalization in the next few years. A catalyst project was proposed to us in 2018 and is the reason why the DDA made updates to the Tax Increment Financing plan. The DDA has the mission to beautify and revitalize the district as a desirable place to shop, live, and do business. We have a commitment to create a friendly, walkable, community; embracing the natural aesthetics of the river and parks. Our hope is that you will receive and reflect on the mission of the DDA, while considering your support of the project being proposed.

It is the opinion of all of the DDA members that concept C, is not a catalyst mixed-use project that supports our vision of revitalization. The 5-story building would immediately shroud Douglas J and place a vast parking lot as the element people would see when they enter the DDA. At the DDA meeting we did discuss concept A, with some belief that it could be a viable option if the parties are able to come to new terms. The developer mentions in their letter, concept B, stating the removal of the boulevard does not support getting the project to construction. With concept A, the project will only move forward if the Township pays for the burial of the HVD, widening of Okemos road, and all public infrastructure. This is a large financial request, to see the development of a smaller building and less commercial than what is approved. We recognize this project has several hurdles that must be overcome to reach construction. It is our desire to support a transformational project at the corner of Hamilton and Okemos road. The question before the public and DDA is whether this project meets our expectation of revitalization and mixed-use. As a DDA body, we struggle with how far from its original version and intent the project has become. We struggle with the path forward to construction with concept A, unless new terms are created. It is for these reasons we are not in support of the concepts as they currently are presented.

Sincerely,

Thomas A. Stanko
Chair
Downtown Development Authority
Meridian Charter Township

From: Meridian Township, MI <webmaster@meridian.mi.us>

Sent: Wednesday, May 8, 2024 9:13 PM

To: Tim Schmitt <schmitt@meridian.mi.us>

Subject: Email contact from Meridian Township, MI

Message submitted from the <Meridian Township, MI> website.

Site Visitor Name: Karen [REDACTED]

Site Visitor Email: [REDACTED]

I would support plan A. From the drawing I see that some storefronts would be located on Okemos Rd. A parking lot bordering Okemos Rd would not be attractive.

Karen [REDACTED]

[REDACTED], Okemos, MI 48864

May 9, 2024

Meridian Township Board of Trustees
5151 Marsh Road
Okemos, MI 48864

Dear Board Members:

I am here to speak about my concern regarding the Meridian Township Manager situation. I watched the Sunday, April 21, board meeting where this board accepted Mr. Walsh's resignation, then turned around and gave him a contract for the remainder of his salary (over \$200,000) to provide services on the budget and the senior center. If the situation was determined to be so dire that it required him to resign, why is the manager allowed to continue having contact with township employees who appear to have serious concerns about his behavior. I'm confident there are competent employees at the township who can handle these issues.

After hearing from several township employees during the April 21 meeting, it appeared to me that these employees, and possibly others who did not speak, were made to work in a toxic and hostile work environment. Additionally the previous township manager was allowed (under the authority of a past township supervisor who has been deceased for 18 months) to conduct phone calls and Zoom meetings with his private company during business hours using township resources and employees. This never should have been allowed, it's tantamount to stealing from the township.

In hindsight there should have been more oversight of the township manager as he spent employee wellness and recognition funds, and how he handed out free vacation days and hours to employees. It appears these funds were actually solicited from contractors who do business with the township. Contrary to what was reported in the media, spending these monies on employee wellness and recognition is NOT required in the bargaining contract for township employees...language in the contract says the township MAY provide such programming, bonuses and rewards. There is a difference.

Finally, and most importantly, I would like to encourage this board and the township to release the investigative report by attorney Heidi Hudson, which was used as the basis to seek the township manager's resignation. I appreciate needing to keep the whistleblowers' identities confidential, redact them. During the April 21 board meeting a trustee on this board said the report will remain confidential. I would like to point out that unless the truth is put out by this township to the taxpaying residents of Meridian, there can be no closure based on facts. Transparency is not just a buzz word. My tax dollars paid for that investigation and I deserve to review it. If the truth does not come out, one is made up and that does not serve our township and its residents well.

Sincerely,


Molly Wingrove

8377 Crooked Creek Dr

Okemos, MI 48864



CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY

LEGAL AD NOTICE: Special Use Permit #24007

MONDAY, May 13, 2024

**CHARTER TOWNSHIP OF MERIDIAN
LEGAL NOTICE
Special Use Permit #24007 (5681 Shaw)
Public Hearing**

Notice is hereby given that the Planning Commission of the Charter Township of Meridian will hold a public hearing on Monday, May 13, 2024 at 6:30 p.m. in the Meridian Municipal Building, Town Hall Room, 5151 Marsh Road, Okemos, MI, 48864 (phone 517-853-4560) to hear all persons interested in a Special Use Permit request. The applicant, Lilliac LLC, is proposing to redevelop an existing structure on the property from an office complex to a four-unit residential building.

Information may be examined at the Department of Community Planning and Development, 5151 Marsh Road, Okemos, Michigan 48864-1198, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday and on the Township website under Planning & Development Documents at <https://www.meridian.mi.us/about-us/departments/community-planning-development>.

Written comments may be sent prior to the public hearing to the Planning Commission, Charter Township of Meridian, 5151 Marsh Road, Okemos, Michigan, 48864, or by email to shorkey@meridian.mi.us, or at the public hearing.

Publish: City Pulse
April 24, 2024

Deborah Guthrie
Township Clerk

1 Affidavit, please



CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY

LEGAL AD NOTICE: Special Use Permit #24008

(2745 Mount Hope)

MONDAY, May 13, 2024

**CHARTER TOWNSHIP OF MERIDIAN
LEGAL NOTICE
Special Use Permit #24008
(2745 Mount Hope)
Public Hearing**

Notice is hereby given that the Planning Commission of the Charter Township of Meridian will hold a public hearing on Monday, May 13, 2024 at 6:30 p.m. in the Meridian Municipal Building, Town Hall Room, 5151 Marsh Road, Okemos, MI, 48864 (phone 517-853-4560) to hear all persons interested in a special use permit (SUP) request from Montessori Radmoor School. The applicant is requesting to expand the parking lot to add 12 spaces at 2745 Mount Hope Road. The approximate 9.64-acre subject site is zoned RR (Rural Residential).

Information may be examined at the Department of Community Planning and Development, 5151 Marsh Road, Okemos, Michigan 48864-1198, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. Written comments may be sent prior to the public hearing to the Planning Commission, 5151 Marsh Road, Okemos, Michigan, 48864, or by email to planningcommission@meridian.mi.us, or at the public hearing.

**Publish: City Pulse
April 24, 2024**

**Deborah Guthrie
Township Clerk**

1 Affidavit, please



CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY

LEGAL AD NOTICE: Special Use Permit #24009

(SANDDS Meridian LLC)

MONDAY, May 18, 2024

**CHARTER TOWNSHIP OF MERIDIAN
LEGAL NOTICE
Special Use Permit #24009 (SANDDS Meridian LLC)
Public Hearing**

Notice is hereby given that the Planning Commission of the Charter Township of Meridian will hold a public hearing on Monday, May 13, 2024 at 6:30 p.m. in the Meridian Municipal Building, Town Hall Room, 5151 Marsh Road, Okemos, MI, 48864 (phone 517-853-4560) to hear all persons interested in a special use permit request. SANDDS Meridian LLC is proposing to establish a commercial adult use marijuana provisioning center in an existing shopping center located at 3520 Okemos Road, suites 8, 9, and 10. The approximate 0.39 acre site is zoned C-2 (Commercial).

Information may be examined at the Department of Community Planning and Development, 5151 Marsh Road, Okemos, Michigan 48864-1198, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday and on the Township website under Planning & Development Documents at <https://www.meridian.mi.us/about-us/departments/community-planning-development>.

Comments may be sent prior to the public hearing by writing to the Planning Commission, Charter Township of Meridian, 5151 Marsh Road, Okemos, Michigan, 48864, by phone at phone 517-853-4560, or by email at schmitt@meridian.mi.us. Comments may also be given in person at the public hearing.

Publish: City Pulse
April 24, 2024

Deborah Guthrie
Township Clerk

1 Affidavit, please



CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY

**LEGAL AD NOTICE: Variance Request 24-04
2810 Hannah Blvd.**

WEDNESDAY, May 15, 2024

**CHARTER TOWNSHIP OF MERIDIAN
LEGAL NOTICE
Variance Request 24-04
2810 Hannah Boulevard
Public Hearing**

Notice is hereby given that the Zoning Board of Appeals of the Charter Township of Meridian will hold a public hearing on Wednesday, May 15, 2024 at 6:30 p.m. in the Meridian Municipal Building, Town Hall Room, 5151 Marsh Road, Okemos, MI, 48864 (phone 517.853.4560) to hear all persons interested in a variance request from Metro Detroit Signs. The applicant is proposing to add two wall signs. One wall sign does not meet the size requirement and one wall sign does not meet the location requirement on the building facade. The subject site is zoned RP, Research Park.

Information may be examined at the Department of Community Planning and Development, 5151 Marsh Road, Okemos, Michigan 48864-1198, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. Written comments may be sent prior to the public hearing to the Zoning Board of Appeals, Charter Township of Meridian, 5151 Marsh Road, Okemos, Michigan, 48864, or by email to chapman@meridian.mi.us, or at the public hearing.

**Publish: City Pulse Deborah Guthrie
 April 24, 2024 Township Clerk**

1 Affidavit, please



**CONSENT AGENDA
PROPOSED BOARD MINUTES**

PROPOSED MOTION:

- (1) Move to approve and ratify the minutes of the Regular Meeting of April 16, 2024 and the minutes of the Special Meeting of April 21, 2024 as submitted. (1)**

ALTERNATE MOTION:

- (1) Move to approve and ratify the minutes of the Regular Meeting of April 16, 2024 and the minutes of the Special Meeting of April 21, 2024 with the following amendment(s):[insert amendments]**

CHARTER TOWNSHIP OF MERIDIAN
REGULAR MEETING TOWNSHIP BOARD **-DRAFT-**
5151 Marsh Road, Okemos MI 48864-1198
517.853.4000, Township Hall Room
Tuesday, April 16, 2024, 6:00 pm

PRESENT: Supervisor Pro Tem Hendrickson, Clerk Guthrie, Treasurer Deschaine, Trustee Sundland, Trustee Trezise, Trustee Wilson

ABSENT: Supervisor Jackson

STAFF: Chief Grillo, Manager Walsh, Director Schmitt, Deputy Manager Opsommer, Chief Hamel, Officer Short

1. CALL MEETING TO ORDER

Supervisor Pro-Tem Hendrickson called the April 2, 2024, Regular Township Board meeting to order at 6:00 pm.

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Pro-Tem Hendrickson led the Pledge of Allegiance.

3. ROLL CALL

Clerk Guthrie called the roll of the Board. Supervisor Pro Tem Hendrickson, Clerk Guthrie, Treasurer Deschaine, Trustee Sundland, Trustee Trezise, and Trustee Wilson present at 6:00 pm.

4. PRESENTATION

A. New Police Officer Introductions

Chief Grillo presented new Officer Dustin Short who attended Police Academy at Northern Michigan.

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Pro-Tem Hendrickson opened comments from the public at 6:04 pm.

Supervisor Pro-Tem Hendrickson closed comments from the public at 6:04 pm.

6. TOWNSHIP MANAGER REPORT

Manager Walsh gave updates about the following:

- Good progress on Police hiring
- Improvements to Marshall Park are taking place
- Haslett Village Square TIF changes will be forthcoming

- Village of Okemos will be before the Planning Commission, then the Board on May 9th
- Silverleaf Development is getting underway
- Trader Joes is on schedule
- 2023 Audit begins this week
- Will celebrate Administrative Professionals next week
- CAMTV equipment will be replaced in the next two weeks
- Township Survey questions are being compiled
- Recognized employee anniversaries

7. BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS

Trustee Wilson updated the board on the Community & Senior Center task force activities.

Trustee Trezise updated the board on the actions of the Environmental Commission.

Treasurer Deschaine noted that the Parks Community Service day will be April 27.

8. APPROVAL OF AGENDA

Supervisor Pro Tem Hendrickson announced that a last-minute agenda item was added: 9.J Charitable Gaming License-Hiawatha Elementary PTO and asked the board to review it if they had not already done so.

Trustee Wilson moved to approve the agenda as amended. Supported by Clerk Guthrie.

VOICE VOTE: YEAS: Supervisor Pro Tem Hendrickson, Clerk Guthrie, Treasurer Deschaine, Trustee Sundland, Trustee Trezise, Trustee Wilson

NAYS: NONE

Motion carried: 6-0

9. CONSENT AGENDA

Treasurer Deschaine moved to approve the agenda as presented. Supported by Trustee Wilson

ROLL CALL VOTE YEAS: Supervisor Pro Tem Hendrickson, Clerk Guthrie, Treasurer Deschaine, Trustee Sundland, Trustee Trezise, Trustee Wilson

NAYS: NONE

Motion carried: 6-0

10. QUESTIONS FOR THE ATTORNEY

NONE

11. HEARINGS

12. ACTION ITEMS

A. Ordinance 2024-03 – Planning Commission Membership – FINAL ADOPTION

Director Schmitt outlined the discussion that has occurred to this date regarding this Ordinance change.

Trustee Trezise moved to adopt Text Amendment 2024-03, an Ordinance to amend the Code of Ordinances of the Charter Township of Meridian at Section 2-287 to change the number of Planning Commission members from nine to seven. Supported by Trustee Wilson.

ROLL CALL VOTE YEAS: Supervisor Pro Tem Hendrickson, Clerk Guthrie, Treasurer Deschaine, Trustee Sundland, Trustee Trezise, Trustee Wilson

NAYS: NONE

Motion carried: 6-0

B. 2022 Order to Maintain Sidewalk Resolution #5

Deputy Manager Opsommer reviewed the discussions and hearings that have already taken place regarding this Resolution.

Treasurer Deschaine moved to approve the 2022 Order to Maintain Sidewalk Special Assessment District #20 Resolution #5, which adopts the Special Assessment Roll; designates the project as “2022 Order to Maintain Sidewalk Special Assessment District # 20”; adopts the Assessment Roll as the “2022 Order to Maintain Sidewalk Special Assessment District No. 20 Special Assessment Roll”; adopts the District as “2022 Order to Maintain Sidewalk Special Assessment District # 20”; adopts the amount of \$50,227.52 as the final amount for the Assessment Roll; and orders and directs the Assessment Roll to be paid and collected. Supported By Clerk Guthrie.

ROLL CALL VOTE YEAS: Supervisor Pro Tem Hendrickson, Clerk Guthrie, Treasurer Deschaine, Trustee Sundland, Trustee Trezise, Trustee Wilson

NAYS: NONE

Motion carried: 6-0

C. Unruh Drain Conversion – Chapter 20 to Chapter 3/4

Deputy Manager Opsommer outlined the reasoning behind changing the drain from Chapter 20 to Chapter 3/4 and gave details about the differences between Chapter 20 and Chapter 3/4 drains.

Trustee Trezise moved to adopt the Resolution authorizing Ch. 3 application for Unruh Drain Drainage District and authorize the Supervisor and Clerk to execute the Application for laying out and designating a Drainage District and the Petition for locating, establishing, and constructing a Drain. Seconded by Trustee Sundland.

ROLL CALL VOTE YEAS: Supervisor Pro Tem Hendrickson, Clerk Guthrie, Treasurer Deschaine, Trustee Sundland, Trustee Trezise, Trustee Wilson

NAYS: NONE

Motion carried: 6-0

D. Fire Apparatus

Chief Hamel explained financing for the apparatus and recommended waiting until fall to finance because the vehicle cannot be received until then. Manager Walsh outlined use of the Motor Pool fund to pay a portion of the cost for the fire apparatus. Clerk Guthrie asked if there would be funds recouped from the cost of the malfunctioning vehicle. Chief Hamel stated that there are many variables, and the determination won't be made until after litigation is complete.

Treasurer Deschaine moved to authorize the Township Manager to sign the appropriate documents for the purchase of Suthpen Corporation's G9 Program 1 Pumper. Further, the Township Board appropriates \$200,000 from the Motor Pool Fund as a future down payment to reduce the overall interest rate exposure. Seconded by Trustee Wilson.

ROLL CALL VOTE YEAS: Supervisor Pro Tem Hendrickson, Clerk Guthrie, Treasurer Deschaine, Trustee Sundland, Trustee Trezise, Trustee Wilson

NAYS: NONE

Motion carried: 6-0

E. Policy Review Working Group

Supervisor Pro Tem Hendrickson outlined the need for a Policy Review Working Group.

Trustee Wilson moved to establish the Policy Review Working Group consisting of two Township Board Members, the Township Manager (or their representative), the Human Resources Director, and a relevant rotating Departmental Director, based on the Policy to be updated. The Working Group will recommend new and revised policies to the Township Board for final approval. Seconded by Treasurer Deschaine.

VOICE VOTE YEAS: Supervisor Pro Tem Hendrickson, Clerk Guthrie, Treasurer Deschaine, Trustee Sundland, Trustee Trezise, Trustee Wilson

NAYS: NONE

Motion carried: 6-0

Trustee Wilson moved to appoint Trustee Peter Trezise and Clerk Deborah Guthrie to be the Board's representatives on the Policy Review Working Group. Seconded by Treasurer Deschaine.

VOICE VOTE YEAS: Supervisor Pro Tem Hendrickson, Clerk Guthrie, Treasurer Deschaine, Trustee Sundland, Trustee Trezise, Trustee Wilson

NAYS: NONE

Motion carried: 6-0

F. Recreational Marijuana License Applications in Zones 1 & 5

1. Zone 1 application – Haslett Gallery

Director Schmitt gave an overview of the previous discussion regarding this application. The Planning Department looked into the Board's questions from the previous meeting and reported that the lease is valid and that the number of shareholders was a typographical error, that there are only two shareholders at this time. Inspections and code requirements have been met and the applicant is following the permitting process.

Trustee Sundland moved to adopt the Resolution granting CONDITIONAL APPROVAL of the Recreational Marijuana License Application to Haslett Gallery, LLC for the proposed marijuana retailer location at 2119 Haslett Rd, Suite A. The property is zoned C-1 Commercial and is located within the Marijuana Facilities Overly District. Seconded by Trustee Trezise

ROLL CALL VOTE YEAS: Supervisor Pro Tem Hendrickson, Clerk Guthrie, Treasurer Deschaine, Trustee Sundland, Trustee Trezise, Trustee Wilson

NAYS: NONE

Motion carried: 6-0

2. Zone 5 application – SANDDS Meridian

Director Schmitt gave an overview of the previous discussion regarding this application.

Clerk Guthrie moved to adopt the Resolution granting CONDITIONAL APPROVAL of the Recreational Marijuana License Application to SANDDS Meridian LLC for the proposed marijuana retailer location at 3520 Okemos Road, Suites 9 and 10. The property is zoned C-2 Commercial and is located within the Marijuana Facilities Overly District. Seconded by Trustee Trezise.

ROLL CALL VOTE **YEAS: Supervisor Pro Tem Hendrickson, Clerk Guthrie, Treasurer Deschaine, Trustee Sundland, Trustee Trezise, Trustee Wilson**

NAYS: NONE

Motion carried: 6-0

13. BOARD DISCUSSION ITEMS

A. Recreational Marijuana License Applications in Zone 4

Anderson Grandstaff, counsel to the Applicant, Okemos Local Investments, presented information to answer the Board's questions regarding the application.

14. COMMENTS FROM THE PUBLIC

Supervisor Pro Tem Hendrickson opened comments from the public at 7:31 pm

Supervisor Pro Tem Hendrickson closed comments from the public at 7:31 pm

15. OTHER MATTERS AND BOARD MEMBER COMMENTS

NONE

16. CLOSED SESSION

At 7:32 pm the board moved to enter Closed Session

Treasurer Deschaine moved to go into a closed session to discuss a personnel issue under MCL 15.268(1)(a). Seconded by Trustee Wilson.

ROLL CALL VOTE **YEAS: Supervisor Pro Tem Hendrickson, Clerk Guthrie, Treasurer Deschaine, Trustee Sundland, Trustee Trezise, Trustee Wilson**

NAYS: NONE

Motion carried: 6-0

At 11:15 pm Open Session resumed.

Supervisor Pro Tem stated that the Board and the Manager have agreed that given the lateness of the hour and the importance of the discussion at hand, the Board has decided to recess until 6:00 pm April 17, 2024 with the intention of re-entering closed session to complete the discussion. Supervisor Pro Tem Hendrickson asked the board if there were any opposed to recess. No opposition was voiced. The board recessed at 11:16 pm.

At 6:00 pm the April 16, 2024 Township Board Meeting resumed.

Trustee Wilson moved to reconvene from recess to go into closed session to discuss a personnel issue under MCL 15.268(1)(a). Seconded by Trustee Trezise.

**ROLL CALL VOTE YEAS: Supervisor Pro Tem Hendrickson, Clerk Guthrie,
Treasurer Deschaine, Trustee Sundland, Trustee
Trezise, Trustee Wilson**

NAYS: NONE

Motion carried: 6-0

At 7:22 pm Open Session resumed.

Treasurer Deschaine moved to direct counsel to work with Trustee Sundland and Trustee Trezise to negotiate a resignation agreement and consultation agreement with Frank Walsh. Seconded by Trustee Wilson.

**ROLL CALL VOTE YEAS: Supervisor Pro Tem Hendrickson, Clerk Guthrie,
Treasurer Deschaine, Trustee Sundland, Trustee
Trezise, Trustee Wilson**

NAYS: NONE

Motion carried: 6-0

Supervisor Pro Tem Hendrickson made a brief statement. "We are grateful for our employees' and the public's patience with regard to the time we have spent to consider the matters before us. We appreciate the manager's service to the Township and his service to our residents. The decision to move forward in this way was reached on a mutual basis and we appreciate Mr. Walsh's professionalism and willingness to put the Township first. We believe that the actions taken here and over the next several weeks represent the best possible solution for the Township, our employees, and our residents."

17. ADJOURNMENT

Trustee Wilson moved to adjourn. Seconded by Trustee Trezise.

**VOICE VOTE YEAS: Supervisor Pro Tem Hendrickson, Clerk Guthrie,
Treasurer Deschaine, Trustee Sundland, Trustee
Trezise, Trustee Wilson**

NAYS: NONE

Motion carried: 6-0

The meeting adjourned at 7:23 pm.

CHARTER TOWNSHIP OF MERIDIAN
REGULAR MEETING TOWNSHIP BOARD -DRAFT-
5151 Marsh Road, Okemos MI 48864-1198
517.853.4000, Township Hall Room
Sunday, April 21, 2024, 10:00 am

PRESENT: Supervisor Jackson, Clerk Guthrie, Trustee Hendrickson, Trustee Sundland, Trustee Trezise, Trustee Wilson

ABSENT: Treasurer Deschaine

STAFF: Manager Walsh

1. CALL MEETING TO ORDER

Supervisor Jackson called the April 21, 2024, Special Township Board meeting to order at 10:00 am.

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Jackson led the Pledge of Allegiance.

3. ROLL CALL

Clerk Guthrie called the roll of the Board. Supervisor Jackson, Clerk Guthrie, Trustee Hendrickson, Trustee Sundland, Trustee Trezise, Trustee Wilson present at 10:01 am.

4. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Jackson opened comments from the public at 10:01 am.

Mike McCurdy, candidate for Township Clerk, expressed need for transparency from the Township Board.

Supervisor Jackson closed comments from the public at 10:04 am.

5. APPROVAL OF AGENDA

Trustee Trezise moved to approve the agenda as presented. Supported by Trustee Wilson.

VOICE VOTE: YEAS: Supervisor Jackson, Trustees Hendrickson, Sundland, Trezise and Wilson

NAYS: NONE

Motion carried: 6 – 0

6. ACTION ITEMS

A. Resignation Agreement

Trustee Hendrickson moved to accept the letter of resignation from Frank Walsh and approve the resignation agreement with Frank Walsh as presented this morning. Supported by Wilson.

ROLL CALL VOTE YEAS: Supervisor Jackson, Clerk Guthrie, Trustee Hendrickson, Trustee Sundland, Trustee Trezise, Trustee Wilson.

NAYS: NONE

Motion carried: 6-0

B. Consultation Agreement

Trustee Trezise expressed the need to retain Mr. Walsh for the budget season and possible development of a community center for continued smooth operation of the Township. Trustee Hendrickson added that the consultation agreement broadly covers what Mr. Walsh will be consulted upon over the next eight month, but it does not cover the manner in which these items will be accomplished, and more discussion needs to occur regarding these logistics. Clerk Guthrie asked for clarification about how Mr. Walsh will communicate through Board Members. Trustee Trezise clarified that the Board Members will not be the sole source of communication for Mr. Walsh, that he will communicate with department heads and other staff, through their department heads, as necessary.

Trustee Trezise moved to accept and approve the consulting agreement with Mr. Walsh to continue on as a consultant as well as working on certain key issues for the balance of the 2024 year. Supported by Trustee Wilson.

ROLL CALL VOTE YEAS: Supervisor Jackson, Clerk Guthrie, Trustee Hendrickson, Trustee Sundland, Trustee Trezise, Trustee Wilson.

NAYS: NONE

Motion carried: 6-0

C. Appointment of Interim Manager

Trustee Wilson detailed Director Schmitt's capabilities that led to the decision to appoint him to this Interim position.

Trustee Wilson moved the appointment of Community Planning and Development Director Timothy Schmitt as Interim Manager of Meridian Township. Supported by Trustee Hendrickson.

ROLL CALL VOTE YEAS: Supervisor Jackson, Clerk Guthrie, Trustee Hendrickson, Trustee Sundland, Trustee Trezise, Trustee Wilson.

NAYS: NONE

Motion carried: 6-0

D. Other action as the board deems appropriate

Trustee Hendrickson made a statement on behalf of the board. Beginning August 2023, Board Members sought legal counsel for review and recommendations regarding complaints about Mr. Walsh. The investigation involved interviews with current and former employees and former Manager Walsh. A report was prepared and returned to the Township Board in Mid-February. The Township Board met with the investigator and the Township attorney in closed session on March 17 to discuss the confidential legal opinion. When the Board returned open session, the Board instructed the investigator and Township attorney to follow up on that discussion with Mr. Walsh. On April 16 at Mr. Walsh's request, the Board discussed this matter in closed session. At the conclusion of the meeting, two Board Members were appointed to negotiate the terms of a resignation agreement with Mr. Walsh. The Township Board commends Mr. Walsh's service to the community over the past 11 years. The Board is confident that this decision will serve the residents now and moving forward, and thanked residents and staff for their patience as the investigation has moved forward. The Board expresses their support for and confidence in Director Schmitt as the Interim Manager.

7. COMMENTS FROM THE PUBLIC

Supervisor Jackson opened comments from the public at 10:20 am

Michelle Prinz, speaking as a resident not as an employee, expressed her disappointment that the board has not been transparent, and there was no packet provided today allowing residents to see the consulting agreement, the resignation letter, or the resignation agreement. On behalf of the employees, the lack of communication between the Board and the employees has been extremely poor. Would like to know when the investigation report will be made public.

Carol Hasse, speaking as a 15-year employee of the township, expressed her concern that the process to select a new manager be done sincerely, correctly, in a valid way, and the most appropriate way for residents and employees. Individuals feel like they have not been heard through the investigation process.

Samantha Diehl, speaking as the Communications Manager for Meridian Township, expressed her frustration with the silence and lack of transparency and concern that the board has failed to protect employees by creating a consulting agreement with Frank Walsh after his resignation. Expressed concern that work conditions will be uncomfortable while Frank Walsh continues working for the Township. Employees are upset by the long and difficult process, and do not feel supported.

Milton Scales expressed disappointment with the lack of transparency, the lack of a packet even though there must be information in writing. Asked that information be provided to residents about what has been done and what will be done moving forward.

Mike McCurdy returned to the podium to state his support for Township employees and expressed concern that the news reports stated that employees wished to remain anonymous for fear of retaliation. Wants more information about the payments Mr. Walsh will receive regarding both his resignation agreement and his consulting agreement to ensure that there will be no double-dipping.

Supervisor Jackson closed comments from the public at 10:31 am

8. OTHER MATTERS AND BOARD MEMBER COMMENTS

Trustee Hendrickson agreed with residents and employees regarding the need for the contents of the agreements to be made public and stated that the consulting agreement and resignation agreement should be put into a packet. Stated that the Board placed the privacy and anonymity of employees, including Mr. Walsh, as priority.

Clerk Guthrie, speaking as both a staff member and elected official, stressed the need for transparency, communications, DEI initiatives, sensitivity training, and healing. Apologized to staff, that how communication was handled was unacceptable.

Michelle Prinz was invited back to the podium by Supervisor Jackson. Asked the Board why Mr. Walsh is being contracted to work on the Community Center project when retired Parks Director Maisner has already been contracted lead the project. There are current and former staff that have all the tools and abilities to complete the budget. Would like more information on why the Board required an employee to resign and then engaged in a contract with the same employee. Expressed concern about the ability to move forward if Mr. Walsh is still working with the Township.

Trustee Wilson reiterated the priority of employee privacy and anonymity while conducting the investigation and that the report from the attorneys will not be made public. Stressed that both retired Director Maisner and former Manager Walsh are critical to completing the Senior & Community Center project, and that he will not be in the building while performing that role. It is helpful to have Mr. Walsh in the budget process because he has 11 years of experience creating the Township budget.

Frank Walsh was invited to the podium by Supervisor Jackson. Apologized for his contribution to this issue. Spoke of events and instances where he led the Township through difficulties. Asked people to remember 3 things: leadership, team building, and community. Will donate \$20,000 to Meridian Cares. Stated his appreciation for the Meridian Township team.

Trustee Wilson added that the resignation contract, the consultation contract, and board comments will be made available after the board meeting.

9. ADJOURNMENT

Trustee Hendrickson moved to adjourn. Seconded by Trustee Wilson

VOICE VOTE

YEAS: Supervisor Jackson, Clerk Guthrie, Trustee Hendrickson, Trustee Sundland, Trustee Trezise, Trustee Wilson.

NAYS: NONE

Motion carried: 6-0

The meeting adjourned at 10:57 am



10.C

To: Board Members
From: Dante Ianni, Finance Director
Date: May 2, 2024

Charter Township of Meridian
Board Meeting
5/9/2024

MOVED THAT THE TOWNSHIP BOARD APPROVE THE TOWNSHIP
INVOICES/EXPENSES AS FOLLOWS:

COMMON CASH	\$	669,218.80
PUBLIC WORKS	\$	73,616.82
TRUST & AGENCY	\$	356,214.69

TOTAL CHECKS: \$ 1,099,050.31

CREDIT CARD TRANSACTIONS 04/11/2024 to 05/01/2024	\$	15,703.17
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TOTAL PURCHASES: \$ 1,114,753.48

ACH PAYMENTS \$ 1,130,596.86

05/02/2024 03:56 PM
 User: GRAHAM
 DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
 EXP CHECK RUN DATES 05/09/2024 - 05/09/2024
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GF - CHECK TYPE: PAPER CHECK

Vendor Name	Description	Amount	Check #
1. A T & T	APR 9 - MAY 8 2024 - INTERNET F1 327775054	195.25	111916
	APR 15 - MAY 14 2024 - INTERNET S1	195.25	111926
	TOTAL	390.50	
2. AIS CONSTRUCTION EQUIPMENT	CEMETARY UNIT #94 - PARTS	252.68	111930
	UNIT #94 - FUEL FILTER	52.32	111930
	UNIT #94 - ACCT 55963 - FILTER	75.00	111930
	TOTAL	380.00	
3. ALLIED SIGNS INC	ELECTRICAL PERMIT FEES OVERPMT	150.00	
4. AMERICAN RENTALS	4/21/24 TO 5/21/24 - TRANSFER STATION PORTABLE TOI	86.00	
5. ANTHONY KOZLOWSKI	SCBA MASK FITTING REIMBURSEMENT	149.00	
6. ASAP PRINTING	INSPECTION LABELS	437.44	111917
	T. SCHMITT & K. LOVE BUSINESS CARDS	60.20	
	TOTAL	497.64	
7. AT & T	APR 7 - MAY 6 2024 - TELEPHONE + INTERNET M1 83100	1,300.36	111918
	MAR 11 - APR 10 2024 - INTERNET ASE 8310008214218	3,763.02	111918
	TOTAL	5,063.38	
8. AT & T MOBILITY	APR 5 - MAY 4 2024 - WIRELESS 287252740666 517.332	76.32	111919
	MAR 7 - APR 6 2024 - FIRSTNET 287312082574 517.331	172.96	111919
	TOTAL	249.28	
9. AUTO VALUE OF EAST LANSING	UNIT 95 CEMETARY - REPAIR PARTS	50.47	
	UNIT 95 CEMETARY - SOUND PADS	265.40	
	SHOP SUPPLY - REPAIR PARTS	181.47	
	SHOP SUPPLY - WHEEL WEIGHTS	52.52	
	SHOP SUPPLY - FLUID FILM	74.94	
	BEARING - REPAIR PARTS	83.38	
	SHOP SUPPLY - LOCKON GRS COUPLING	85.38	
	UNIT 98 CEMETARY - REPAIR PARTS	73.59	
	CREDIT RETURN BEARING PROT - REPAIR PARTS	(83.38)	
	UNIT 31 SEWER - REPAIR PARTS	32.56	
	SHOP SUPPLY - CAR FUSES/LITE MATE	66.08	
	SHOP SUPPLY - 30LB R134A	325.00	
	SHOP SUPPLY - WASHER SOLVENT/DSLEXH	213.96	
	UNIT 680 POLICE - REPAIR PARTS	25.99	
	STOCK - CABIN FILTER	77.97	
	AIR FILTER - REPAIR PARTS	17.84	
	AIR FILTER - REPAIR PARTS	17.84	
	SHOP SUPPLY - RIGHT STUFF/WEATHERSTRIP ADHESIVE	61.67	
	UNIT 13 WATER - REPAIR PARTS	570.66	
	TOTAL	2,193.34	
10. AVI SYSTEMS INC	CABLECAST CHANNEL EQUIPMENT FOR HOMTV AND CAMTV	31,614.74	
11. AXON ENTERPRISE, INC	POLICE BODY WORN CAMERAS	17,687.89	111951
12. BARYAMES CLEANERS	03/15/2024 TO 04/01/2024 - POLICE UNIFORM CLEANING	450.19	111920
13. BLUE CROSS BLUE SHIELD OF MICHIGAN	5/1/24 TO 5/31/24 BCBS PPO RETIREE HEALTH INSURANC	2,206.24	111931

05/02/2024 03:56 PM
 User: GRAHAM
 DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
 EXP CHECK RUN DATES 05/09/2024 - 05/09/2024
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GF - CHECK TYPE: PAPER CHECK

Vendor Name	Description	Amount	Check #
14. BLUE CROSS COMPLETE	J OBREGON 3/20/23 - AMBULANCE OVERPAYMENT	275.73	
	J OBREGON 3/05/23 - AMBULANCE OVERPAYMENT	283.59	
	TOTAL	559.32	
15. BLUE LINE CUSTOMS LLC	SHIRTS TWP POLICE	76.00	111932
16. BOUNDTREE MEDICAL	ORDER 105222747 - MEDICAL SUPPLIES FOR AMBULANCES	4,245.24	
17. BOYNTON FIRE SAFETY SERVICE	SERVICE CENTER -2024 ANNUAL FIRE SAFETY INSPECTION	370.00	
	S. FIRE - 2024 ANNUAL FIRE SAFETY INSPECTION	285.00	
	CENTRAL FIRE - 2024 ANNUAL FIRE SAFETY INSPECTION	880.00	
	PUBLIC SAFETY - 2024 ANNUAL FIRE SAFETY INSPECTION	805.00	
	TOTAL	2,340.00	
18. BRIGHTLINE TECHNOLOGIES	DELL PERC RAID CONTROLLER FOR SQL SERVER	1,120.00	111952
	TECHNOLOGY CONSULTING SERVICES HOURS BLOCK	11,500.00	111952
	TOTAL	12,620.00	
19. CARLISLE WORTMAN ASSOC	OKEMOS SCHOOL BLDG PERMIT REVIEW-CHIPPEWA MIDDLE S	370.00	
20. CDW	ORDER #1CDKL67 - AMBULANCE LAPTOP REPLACEMENT	3,053.47	111953
21. CINTAS CORPORATION #725	04/10/2024 - MECHANICS UNIFORMS	48.08	111954
	4/17/2024 - MECHANICS UNIFORMS	48.08	111954
	4-24-2024 - MECHANICS UNIFORMS	519.44	111954
	TOTAL	615.60	
22. CITY PULSE	TWP NOTICES - 3/27/2024	296.00	111955
23. CMP DISTRIBUTORS INC.	ACCT #1281 - COLT RIFLE - POLICE	699.00	
24. COLLIERS ENGINEERING & DESIGN,	ELECTRICAL ENGINEERING SERVICES THRU 3/31/2024 - P	1,633.75	111933
25. COMCAST	MAY 2024 - INTERNET + TV M1	547.69	111927
	APR 29 - MAY 28 2024 - TELEPHONE + INTERNET S2	248.73	111921
	APR 29 - MAY 28 2024 - TV P1 8529114160257253	32.01	111921
	APR 19 - MAY 18 2024 - INTERNET SCADA 852911416029	257.90	111921
	TOTAL	1,086.33	
26. CONSUMERS ENERGY	GRAVES - EMERGENCY UTILITY ASSISTANCE	500.00	111934
27. COUNTRYSIDE PARTY RENTALS	2024 MEMORIAL DAY - TENT & CHAIRS RENTAL	648.75	111956
28. CRYSTAL FLASH	MOTOR POOL - ACCT 97833 - FLEET FUEL	17,304.27	111935
29. D.C BYERS COMPANY	S FIRE STATION - MASONRY REPAIRS	5,150.00	
	S FIRE STATION - HIGH BAY DOOR REPAIRS	5,700.00	
	TOTAL	10,850.00	
30. DAVID BORNEMAN, LLC	SPRING 2024 - PRESCRIBED BURN DAVIS FOSTER PRESERV	5,337.50	
31. DELL MARKETING LP	NEW DELL 24-INCH MONITORS - SECOND ORDER	1,522.50	
32. DOUGLASS C SAYLOR	EMERGENCY DOOR REPAIR NEMOKE TRAIL - POLICE DEPT	585.00	111949
	50% DEPOSIT EMERGENCY DOOR REPAIR - POLICE DEPT	585.00	111946
	TOTAL	1,170.00	
33. DREAM BUILDERS	REFUND FOR PERMIT- PLANS DID NOT MEET MINIMUM SUBM	800.00	

05/02/2024 03:56 PM
 User: GRAHAM
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Vendor Name	Description	Amount	Check #
34. EDGEWOOD VILLAGE APARTMENTS	EMERGENCY RENT ASSISTANCE - KURGER	221.00	111947
35. ELECTION SOURCE	2024 ELECTION PARKING SIGNS AND NAME BADGES	252.66	
36. FD HAYES ELECTRIC	LABOR AND MATERIALS OKEMOS LIBRARY CAMERA	350.00	111957
	REPLACED CAMERA AT OKEMOS LIBRARY	350.00	111957
	TOTAL	700.00	
37. FLEETPRIDE HEAVY DUTY PARTS&SERVICE	SHOP SUPPLY - SILICONE	7.65	111958
38. FORESIGHT GROUP	DECAL VEHICLES UNIT #684	826.14	111959
	WATER BILLS 4/16/2024 AND POSTAGE	608.86	
	TOTAL	1,435.00	
39. GANNETT MEDIA CORP	MAR 1 - MAR 31 2024 - LSJ NOTICES	764.50	111960
40. GRANGER	DEC 2023 - GAYLORD C SMITH - RUBBISH DISPOSAL SERV	320.31	
	ACCT NO. 17334070 APRIL 2024 MUNICIPAL RECYCLING	86.96	
	APRIL 2024 - ACCT 1106200 - GAYLORD C SMITH - RUBB	339.20	
	2024 - SEASONAL TRASH SERVICE IN PARKS	246.34	
	TOTAL	992.81	
41. HAMMOND FARMS	MULCH FOR PARKS AND PATHWAYS	620.00	
42. HASLETT CHILD DEVELOPMENT CENTER	2024 GREEN GRANT - HASLETT CHILD DEVELOPMENT CENTE	830.00	111922
43. HASLETT COMMUNITY CHURCH	2024 GREEN GRANT - HASLETT COMMUNITY CHURCH	2,172.50	111950
44. HASLETT-OKEMOS ROTARY	R GRILLO - 2ND QTR 2024 - ROTARY DUES	150.00	
	D. GUTHRIE - 2ND QTR 2024 - ROTARY DUES	150.00	
	TOTAL	300.00	
45. HSI EMERGENCY CARE SOLUTIONS INC	4/22/2024 - 4/22/2025 - 24/7 EMS ONLINE TRAINING	1,188.00	
46. INGHAM COUNTY HEALTH DEPT	MAY - SEPT 2024, 22 WEEKS - SURFACE WATER SAMPLING	2,481.60	
47. INGHAM COUNTY REGISTER OF DEEDS	RECORDING FEE DOCUMENT 2024-005598	30.00	
48. JACK DOHENY COMPANIES INC	MOTOR POOL - WATER - VACTOR REPAIR PARTS	289.30	
	SEWER - VACTOR RUBBER SEAL	71.37	
	TOTAL	360.67	
49. JEDVIN LLC	REPLACED DAMAGED VALVES MUN BLDG	824.66	111936
50. JESSEY M. ADAMS	5/17/2024 - MARKETPLACE SONGWRITER SHOWCASE PERFOR	200.00	
51. KCI	JOB #175390 - PCT 18 & 19 POLLING LOCATION CHANGE	167.56	
52. KIESLER'S POLICE SUPPLY INC	DUTY AMMUNITION	2,196.00	
53. KIMBALL MIDWEST	MISC FASTENER/WASHERS FOR SHOP	384.78	
54. LAFONTAINE AUTOMOTIVE GROUP	POLICE - UNIT 668 - REPAIR PARTS BODY CLIPS	39.84	
	POLICE - UNIT #668 TIRE PRESSURE MONITORING SYSTEM	110.38	
	TOTAL	150.22	
55. LANGUAGE LINE SERVICES	MARCH 2024 INTERPRETATION SERVICES	25.20	111937
56. LANSING SANITARY SUPPLY INC	MISC JANITORIAL SUPPLIES FOR PARKS	1,558.45	

05/02/2024 03:56 PM
 User: GRAHAM
 DB: Meridian

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Vendor Name	Description	Amount	Check #
57. LANSING UNIFORM COMPANY	SHORT - OFFICER UNIFORM ITEMS	854.45	111938
	SHORT - OFFICER BOOTS	219.95	111938
	JACKETS - CUMMINS, BROWN, IRELAND & STOCK NAME TAG	937.50	111938
	COLEY, BERMAN, COLE - OFFICER UNIFORM ITEMS	189.90	111938
	OFFICER UNIFORM ITEMS - REINKE	299.80	111938
	HILLIARD - FIRE UNIFORM ITEMS	149.90	111938
	STOCK - OFFICER UNIFORM ITEMS	1,314.00	111938
	BOOTS - SPENCER	219.95	111938
	TOTAL	4,185.45	
58. LARGE COMPANY INC	REPAINTING OF CABINETS IN MUN BLDG	17,023.00	111928
59. LAW OFFICES OF PATRICK MCDONALD PC	LEGAL REVIEW, DECISION AND AWARD	3,750.00	111929
60. LEAK PETROLEUM EQUIPMENT INC	4/15/2024 - REPAIRS FOR HOIST	315.12	
	4/18/2024 REPAIRS FOR HOIST	172.75	
	TOTAL	487.87	
61. LEXISNEXIS CLAIMS SOLUTIONS INC	3/2/24 TO 3/31/24 - SEARCH SERVICES	200.00	111939
	2/1/24 TO 12/31/24 - IEYTEK ANNUAL MAINT POLICE EC	1,836.45	
	TOTAL	2,036.45	
62. LOPEZ CONCRETE CONSTRUCTION	2024 CONCRETE REPAIR CONTRACT	41,219.23	111940
63. MADISON NATIONAL LIFE INS CO	MAY 2024 LIFE/DISABILITY INSURANCE	3,809.61	111941
64. MAGGIE COLE	3/24/24 TO 3/29/24 - MILEAGE REIMBURSEMENT	194.30	
65. MANER COSTERISAN & ELLIS PC	CONTRACTED FINANCE/ACCOUNTING SERVICES PREPARATION	8,660.70	
66. MATT FOREMAN	5/17/2024 - MARKETPLACE SONGWRITER SHOWCASE SOUND	200.00	111961
67. MEI TOTAL ELEVATOR SERVICES	MI1767 - ELEVATOR MI27847 -TROUBLE CALL LABOR	376.00	
	MI1767 - ELEVATOR MI27847 - TROUBLE SERVICE CALL R	1,504.00	
	MI1767 - ELEVATOR MI27847 - SERVICE TROUBLE CALL R	2,068.00	
	MI1767 - ELEVATOR MI27847 - SERVICE TROUBLE CALL R	376.00	
	TOTAL	4,324.00	
68. MERIDIAN GARDEN CLUB	2024 MERIDIAN GARDEN CLUB PLANTING EXPENSE	800.00	
69. MERIDIAN TOWNSHIP RETAINAGE	LOPEZ CONCRETE -2024 CONCRETE REPAIR CONTRACT	4,579.91	
70. MICHIGAN ASSOC OF MUNICIPAL CLERKS	MEMBER EDUCATION DAY - SIMAR PAWAR	50.00	
71. MICHIGAN CAT	UNIT #6 - BACKHOE RUBBER GROMMET	57.82	111942
72. MICHIGAN SEPTIC LLC	4/17/24 - PUMP OUT PIT TOILETS @ HNC	478.00	
73. MICHIGAN TOWNSHIP ASSOCIATION	RENEWABLE ENERGY SITING WEBINAR	25.00	
74. MID MICHIGAN EMERGENCY EQUIPMENT	UPFITTING PATROL VEHICLE - SLICKTOP	6,819.71	
75. MID-MICHIGAN ENVIRONMENTAL	2024 GREEN GRANT - 50%	1,375.00	
76. MID-MICHIGAN LAND CONSERVANCY	2024 GREEN GRANT - 50%	350.00	
77. MIDSTATES RECREATION LLC	TABLES & CHAIRS - MARKETPLACE ON THE GREEN	11,272.00	
78. MIDWEST TREE SERVICE	EEMERGENCY TREE CLEAN-UP - CIDER MILL DR	5,300.00	
79. MI-MAUI	2024 MI-MAUI MEMBERHSIP ASSESSMENT	3,495.21	
80. MORRIES OKEMOS FORD	UNIT #126 REAR WIPER BLADE ASSEMBLY	46.76	

05/02/2024 03:56 PM
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Vendor Name	Description	Amount	Check #
81. MOST DEPENDABLE FOUNTAINS	REPLACEMENT COLLAR DRINKING FOUNTAIN N, MOORE PARK	300.00	
82. MTECH	STREET SWEEPER RADIATOR UNIT 649	5,676.20	
83. MY GREEN MICHIGAN LLC	MAY 2024 COMPOST SERVICE	177.00	
84. NIELSEN COMMERCIAL CONSTRUCTION CO	CENTRAL PARK PAVILION RENOVATION PROJECT	114,537.63	
85. ON DEMAND MOSQUITO MAN INC	2024 - ANNUAL WEED CONTROL & FERTILIZER - BUILDING	5,510.00	
	2024 - ANNUAL WEED CONTROL & FERTILIZER - BUILDING	895.00	
	TOTAL	6,405.00	
86. O-SUN COMPANY	BLACK SILICON POLISH	48.54	
87. OUTDOOR LIVING INC	CONTRACTOR CANCELLED PERMIT 80% REFUND	96.00	
88. PALMER CONSTRUCTION	CHAPEL ROOF REPLACEMENT - HISTORICAL VILLAGE	16,580.00	
89. PITNEY BOWES BANK INC RESERVE ACCT	ACCT#247 088 51 TWP POSTAGE	10,000.00	
90. PRO-COMM INC	MOTOROLA REPAIRS	11.00	
91. PROGRESSIVE AE	PROF SERV THRU MAR 29 2024 - SENIOR CENTER CONCEPT	6,439.41	
92. PURITY CYLINDER GASES INC	ACCT 46504 - SHOP SUPPLY - TOOLS	215.97	
93. QUALITY TIRE INC	UNIT #77 TIRES	246.90	
	FIRE - UNIT #691 - TIRES	58.00	
	MOTOR POOL - TIRE DISPOAL FEE	78.00	
	CREDIT DUPLICATE INVOICE PAID I-GS119864	(632.32)	
	CREDIT DUPLICATE INV I-GS110471 SENT 2 INVOICES -	(287.40)	
	TOTAL	(536.82)	
94. RECLAIMED BY DESIGN	2024 GREEN GRANT - 50% PINE CREEK CONDO ASSOC/RECL	500.00	
	2ND QTR 2024 - RECYCLING CENTER OPERATIONS	6,000.00	
	TOTAL	6,500.00	
95. REGAL EAGLE PHOTOGRAPHY	POLICE DEPARTMENT COMPOSITE	1,997.50	
96. RYAN BEAUDRY	5/17/2024 - MARKETPLACE SONGWRITER SHOWCASE PERFOR	200.00	
97. SCOTT HENDRICKSON	REFUND FOR OVERPAYMENT ON FOIA-2024-39	24.75	
98. SHAHEEN CHEVROLET INC	UNIT #663 - AIR CONDITIONER COMPRESSOR	330.52	
99. SHILA KIANDER	ASSESSING COURSE	75.00	
100 SPARTAN DISTRIBUTORS	REPAIR PARTS FOR UNIT #79	212.44	
101 ST MARTHA CONFERENCE OF	EMERGENCY RENTAL ASSISTANCE - J THOMPSON	500.00	111923
	EMERGENCY RENT ASSISTANCE - N EASON	500.00	
	EMERGENCY RENT ASSISTANCE - C SHAFFER	400.00	
	TOTAL	1,400.00	
102 ST THOMAS AQUINAS PARISH	EMERGENCY RENTAL ASSISTANCE - A KELLY	500.00	111924
	N. BURUNATE - EMERGENCY RENT ASSISTANCE	500.00	111948
	EMERGENCY RENT ASSISTANCE - T KEMP	750.00	
	TOTAL	1,750.00	
103 STRYKER FLEX FINANCIAL	1ST YR - 360 10-YEAR ANNUAL EQUIP CONTRACT ARPA	214,677.43	111943

05/02/2024 03:56 PM
 User: GRAHAM
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104 STRYKER MEDICIAL	QUIK-COMBO ELECTRODES, FILTERLINE, PATIENT SIMULAT	2,037.18	
	MEDICAL SUPPLIES - ELECTRODE ECG	217.36	
	6-WIRE ECG CABLE COMB	53.20	
	6-WIRE ECG CABLE COMB (2ND ORDER)	53.20	
	TOTAL	2,360.94	
105 SUNBELT RENTALS, INC	2024 - FLOOR SCRUBBER RENTAL 2X PER MO - MARKETPLA	332.02	
	FINAL SEASON RENTAL - FLOOR SCRUBBER - MARKETPLACE	332.02	
	TOTAL	664.04	
106 SUPREME SANITATION	4/1/24 TO 4/30/2024 - TOWNER RD PARK - PORTABLE TO	90.00	
	4/1/24 TO 4/30/2024 - N. MOORE PARK - PORTABLE TOI	90.00	
	4/1/24 TO 4/30/2024 - HILLBROOK PARK - PORTABLE TO	90.00	
	4/1/24 TO 4/30/2024 - BENNETT WOODS SCHOOL - PORTA	90.00	
	4/1/24 TO 4/30/2024 - NEWTON ST - PORTABLE TOILET	90.00	
	4/1/24 TO 4/30/2024 - EASTGATE PARK - PORTABLE TOI	90.00	
	TOTAL	540.00	
107 T MOBILE	3/21/24-4/20/24 - CELLULAR 517.980.0920	30.23	
108 THE HARKNESS LAW FIRM PLLC	APRIL 2024 PROSECUTING FEES	6,671.39	
109 ULINE	DOG BAGS AND MISC	645.77	
110 UNIQUE INTERIORS	PAINTING CADET ROOM/FRONT BATHROOMS PSB	1,725.00	111944
111 VERIZON WIRELESS	MAR 24 - APR 23 2024 - WIRELESS MOBILE SERVICES 68	2,848.11	
112 WEST MICHIGAN INTERNATIONAL LLC	UNIT #30 - DIAGNOSE/REPAIR ENGINE OIL LEAK	201.65	111945
113 WEST SHORE FIRE INC	CASCADE FILL STATION REPAIR	583.24	
	YVA VALVE REPAIR	186.65	
	TOTAL	769.89	
114 WINSLOW MOBILE HOME PARK	EMERGENCY RENTAL ASSISTANCE - L JACKSON	395.00	111925
TOTAL - ALL VENDORS		669,218.80	

05/02/2024 03:55 PM
 User: GRAHAM
 DB: Meridian

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Vendor Name	Description	Amount	Check #
1. CARL SCHLEGEL INC	1063823 - CLASS II SAND	1,003.20	
2. CATHEY INDUSTRIAL SUPPLIES, CO	WATER - PARTS FOR VACTOR	49.99	
3. DERRICK BOBB	2024 CDL REIMBURSEMENT	65.00	
4. FERGUSON WATERWORKS #3386	CUSTOMER INSTALL PARTS - 1 1/2 T10 P IT	245.05	
	WATER METER COUPLINGS	239.99	
	TOTAL	485.04	
5. HAMILTON, THERESA	OVERPMT UTILITY WATER/SEWER	93.24	
6. HAMMOND FARMS EAST	MI STONE - 5 YARDS	200.00	
7. MADISON NATIONAL LIFE INS CO	MAY 2024 LIFE/DISABILITY INSURANCE	528.44	29661
8. MANER COSTERISAN & ELLIS PC	CONTRACTED FINANCE/ACCOUNTING SERVICES PREPARATION	3,464.30	
9. MAULDON BROTHERS CONSTRUCTION LLC	2023 TIMBERLANE WATER MAIN REPLACEMENT CONTRACT	25,030.00	29662
	2023 TIMBERLANE WATER MAIN REPLACEMENT CONTRACT	41,525.00	
	TOTAL	66,555.00	
10. PEASLEY, SARAH	OVERPMT ON WATER/SEWER BILLS	287.00	29659
11. VERIZON WIRELESS	MAR 24 - APR 23 2024 - WIRELESS MOBILE SERVICES 68	609.61	
12. WESLEY, WILLIAM & LINDA	OVERPMT ON FINAL WATER/SEWER	276.00	29660
TOTAL - ALL VENDORS		73,616.82	

05/02/2024 03:55 PM
User: GRAHAM
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Vendor Name	Description	Amount	Check #
1. INGHAM COUNTY LAND BANK	TAX PAYOUT #2 FOR DDA.BRA.ICLB 09.15.23-02.29.24 1	287.61	13537
2. INGHAM COUNTY TREASURER	TAX PAYOUT #2 FOR ICLB BRA 09.15.23-02.29.24 WINTE	43.06	13538
3. MERIDIAN TOWNSHIP BROWNFIELD	TAX PAYOUT #2 FOR DDA.BRA.ICLB 09.15.23-02.29.24	11,046.89	13539
	TAX PAYOUT #2 FOR DDA.BRA.ICLB 09.15.23-02.29.24	42,664.72	13539
	TAX PAYOUT #2 FOR DDA.BRA.ICLB 09.15.23-02.29.24	262,634.34	13539
	TOTAL	316,345.95	
4. MERIDIAN TOWNSHIP DDA	TAX PAYOUT #2 FOR DDA.BRA.ICLB 09.15.23-02.29.24	39,360.23	13540
5. STATE OF MICHIGAN	TAX PAYOUT #2 ICLB TO SSA 09.15.23-02.29.24 10-376	147.84	13541
	SOR - MI3392600-20240311-S12119421 - HOLLANDER	30.00	13542
	TOTAL	177.84	
TOTAL - ALL VENDORS		356,214.69	

Credit Card Transactions 4/11/2024 - 5/1/2024

Transaction Date	Transaction Merchant Name	Transaction Amount	Account Name
4/12/2024	FERGUSON ENT, INC 934	\$97.22	LAWRENCE BOBB
4/16/2024	THE HOME DEPOT #2723	\$34.37	LAWRENCE BOBB
4/11/2024	THE HOME DEPOT 2723	\$242.32	ROBERT STACY
4/11/2024	A & L LOCKSMITH	\$67.50	TYLER KENNEL
4/19/2024	THE HOME DEPOT #2723	\$4.38	TYLER KENNEL
4/12/2024	DECALS.COM	\$45.25	MICHAEL HAMEL
4/26/2024	ACTIVE911 INC	\$13.03	MICHAEL HAMEL
4/17/2024	CATHEY CO	\$15.00	KYLE FOGG
4/18/2024	(PC) 3986 ALL PHASE	\$99.78	KYLE FOGG
4/16/2024	EAGLE ENGRAVING INC	\$187.95	RYAN CAMPBELL
4/24/2024	GRAND TRAV RSRT FOOD/	\$32.00	DEBORAH GUTHRIE
4/26/2024	GRAND TRAV RESORT	\$608.60	DEBORAH GUTHRIE
4/26/2024	GRAND TRAV RESORT	\$584.40	DEBORAH GUTHRIE
4/26/2024	GRAND TRAV RESORT	\$605.48	DEBORAH GUTHRIE
4/18/2024	(PC) 3986 ALL PHASE	\$99.78	JACOB FLANNERY
4/17/2024	THE HOME DEPOT #2723	\$13.98	ASHLEY WINSTEAD
4/30/2024	JETS PIZZA - MI-053 MOTO	\$45.93	JEFFREY ROMMECK
4/11/2024	COSTCO WHSE#1277	\$124.36	CHRISTOPHER JOHNSON
4/11/2024	THE HOME DEPOT #2723	\$43.59	CHRISTOPHER JOHNSON
4/17/2024	THE HOME DEPOT #2723	\$11.96	CHRISTOPHER JOHNSON
4/29/2024	THE HOME DEPOT #2723	\$21.52	CHRISTOPHER JOHNSON
4/29/2024	THE HOME DEPOT #2723	\$44.64	CHRISTOPHER JOHNSON
4/12/2024	THE HOME DEPOT #2723	\$47.96	AL DIAZ
4/18/2024	BEES SPORTS	(\$5.99)	AL DIAZ
4/18/2024	BEES SPORTS	\$199.49	AL DIAZ
4/20/2024	THE HOME DEPOT #2723	\$9.97	AL DIAZ
4/19/2024	THE HOME DEPOT 2723	\$466.20	THOMAS BAKER
4/26/2024	THE HOME DEPOT #2723	\$32.89	THOMAS BAKER
4/16/2024	MEIJER # 025	\$109.57	MIKE DEVLIN
4/23/2024	BUILDASIGN	\$56.35	MIKE DEVLIN
4/28/2024	COSTCO WHSE#1277	\$136.90	MIKE DEVLIN
4/29/2024	METRO INSTITUTE INC	\$110.00	MIKE DEVLIN
4/29/2024	EVENTS TO RENT INC	\$412.50	MIKE DEVLIN
4/12/2024	STATE OF MI EMS	\$25.00	BRIAN PENNELL
4/22/2024	STATE OF MI EMS	\$25.00	BRIAN PENNELL
4/25/2024	STATE OF MI EMS	\$25.00	BRIAN PENNELL
4/19/2024	PRO-TECH SECURITY SALES	\$356.00	CURT SQUIRES
4/25/2024	THE HOME DEPOT #2723	\$39.97	CURT SQUIRES
4/13/2024	EL BURRITO MEXICANO	\$400.00	COURTNEY WISINSKI
4/12/2024	SQ *GLUTEN FREE ROX	\$55.00	COURTNEY WISINSKI
4/12/2024	SQ *TASTE OF THAI	\$170.00	COURTNEY WISINSKI
4/12/2024	SQ *MMMACARONS	\$78.90	COURTNEY WISINSKI
4/15/2024	STATE MI DLEG LIQUOR LIC	\$50.00	COURTNEY WISINSKI
4/15/2024	QUALITY DAIRY#31	\$61.10	COURTNEY WISINSKI
4/15/2024	QUALITY DAIRY#31	\$3.98	COURTNEY WISINSKI
4/15/2024	OFFICEMAX/OFFICEDEPT#3379	\$91.13	COURTNEY WISINSKI
4/18/2024	FORESIGHT GROUP LLC	\$127.00	COURTNEY WISINSKI
4/20/2024	MARCOS PIZZA 1235	\$124.24	COURTNEY WISINSKI
4/19/2024	THE HOME DEPOT #2723	\$102.40	COURTNEY WISINSKI
4/23/2024	4 ALL PROMOS	\$165.00	COURTNEY WISINSKI
4/25/2024	4 ALL PROMOS	\$562.57	COURTNEY WISINSKI
4/25/2024	IN *CHIEF CART, INC.	\$50.00	COURTNEY WISINSKI
4/27/2024	DICK'S CLOTHING&SPORTING	\$159.84	COURTNEY WISINSKI

4/17/2024	JACK DOHENY COMPANIES	(\$20.42)	TODD FRANK
4/22/2024	OUTSHINER GRAND RIVER	\$150.00	TODD FRANK
4/22/2024	OUTSHINER GRAND RIVER	\$150.00	TODD FRANK
4/24/2024	HASLETT TRUE VALUE HARDW	\$52.96	TODD FRANK
4/26/2024	THE HOME DEPOT #2723	\$74.94	TODD FRANK
4/12/2024	COMPLETE BATTERY SOURCE	\$50.91	STEPHEN GEBES
4/19/2024	ZOOM.US 888-799-9666	\$449.85	STEPHEN GEBES
4/26/2024	AMZN MKTP US*HS9W55503	\$161.94	STEPHEN GEBES
4/14/2024	LANSINGSTATE JOURNAL	\$14.99	RICHARD GRILLO
4/13/2024	COSTCO WHSE#1277	\$31.79	RICHARD GRILLO
4/12/2024	ACEC OF MICHIGAN	\$103.50	YOUNES ISHRAIDI
4/29/2024	CONST SW AND SESC PRD	\$95.00	YOUNES ISHRAIDI
4/12/2024	THE HOME DEPOT #2723	\$13.94	KEITH HEWITT
4/15/2024	HAMMOND FARMS E LANSING	\$51.00	KEITH HEWITT
4/15/2024	MIDWEST POWER EQUIPMENT	\$130.99	KEITH HEWITT
4/18/2024	THE HOME DEPOT #2723	\$2.34	KEITH HEWITT
4/22/2024	COMPLETE BATTERY SOURCE	\$50.91	KEITH HEWITT
4/11/2024	HEARST NEWSPAPERSMIDWEST	\$19.96	MICHELLE PRINZ
4/13/2024	AMZN MKTP US*4Q2PQ3UM3	\$46.37	MICHELLE PRINZ
4/14/2024	DETROITNEWS.COM	\$14.99	MICHELLE PRINZ
4/16/2024	AMZN MKTP US*IK6AF0H63	\$43.82	MICHELLE PRINZ
4/16/2024	AMZN MKTP US*627F71YP3	\$218.70	MICHELLE PRINZ
4/15/2024	OGDEN NEWSPAPERS	\$20.00	MICHELLE PRINZ
4/17/2024	AMZN MKTP US*657YU8RB3	\$44.99	MICHELLE PRINZ
4/17/2024	AMZN MKTP US*297XU80D3	\$51.38	MICHELLE PRINZ
4/18/2024	FREEP.COM	\$14.99	MICHELLE PRINZ
4/18/2024	LANSINGSTATE JOURNAL	\$11.99	MICHELLE PRINZ
4/16/2024	GANNETT NEWSRPR CN	\$9.99	MICHELLE PRINZ
4/19/2024	MICHIGAN TOWNSHIPS ASS	(\$365.00)	MICHELLE PRINZ
4/22/2024	STATE SIDE DELI	\$256.50	MICHELLE PRINZ
4/22/2024	AMZ*WSJBARRONSMW	\$2.00	MICHELLE PRINZ
4/23/2024	AMAZON.COM*L02YV0UH3	\$92.54	MICHELLE PRINZ
4/29/2024	AMZN MKTP US*PX4NM7NU3	\$41.98	MICHELLE PRINZ
4/29/2024	AMZN MKTP US*FQ4599VC3	\$979.99	MICHELLE PRINZ
4/30/2024	STATE SIDE DELI	\$69.00	MICHELLE PRINZ
4/14/2024	AMAZON.COM*M14CS41E3	\$97.60	CATHERINE ADAMS
4/15/2024	AMZN MKTP US*F01HC7A13	\$405.40	CATHERINE ADAMS
4/18/2024	TOP HAT CRICKET FARM INC	\$26.89	CATHERINE ADAMS
4/21/2024	AMAZON.COM*GN2MM22R3	\$36.95	CATHERINE ADAMS
4/22/2024	SMARTSIGN	\$291.00	CATHERINE ADAMS
4/17/2024	COVERT SCOUTING	\$32.99	ED BESONEN
4/26/2024	THE HOME DEPOT #2723	\$102.89	DAVID LESTER
4/24/2024	COMCAST	\$167.65	BART CRANE
4/24/2024	PSI - MCOLES	\$75.00	BART CRANE
4/30/2024	PSI - MCOLES	\$75.00	BART CRANE
4/15/2024	INGHAM CO 55TH JDCL CT	\$40.00	PHIL DESCHAINE
4/18/2024	INGHAM CO 55TH JDCL CT	\$60.00	PHIL DESCHAINE
4/18/2024	INGHAM CO 55TH JDCL CT	\$40.00	PHIL DESCHAINE
4/18/2024	INGHAM CO 55TH JDCL CT	\$80.00	PHIL DESCHAINE
4/18/2024	INGHAM CO 55TH JDCL CT	\$80.00	PHIL DESCHAINE
4/18/2024	INGHAM CO 55TH JDCL CT	\$40.00	PHIL DESCHAINE
4/26/2024	FAIRFIELD INN & SUITES	\$504.00	PHIL DESCHAINE
4/17/2024	TITANHQ	\$300.00	DANIEL OPSOMMER
4/15/2024	THE HOME DEPOT #2723	\$8.78	DANIEL OPSOMMER
4/17/2024	BLACKBURN MANUFACTURING	\$577.00	DANIEL OPSOMMER

4/17/2024	BLACKBURN MANUFACTURING	\$250.22	DANIEL OPSOMMER
4/17/2024	BLACKBURN MANUFACTURING	\$758.17	DANIEL OPSOMMER
4/19/2024	AMZN MKTP US	(\$36.99)	DANIEL OPSOMMER
4/11/2024	NATIOAL ASSOCIATION OF	\$220.00	SAMANTHA DIEHL
4/15/2024	FACEBK 5WAS83C8T2	\$69.92	SAMANTHA DIEHL
4/16/2024	ALLIESIARTO.COM	\$670.00	SAMANTHA DIEHL
4/26/2024	FACEBK* 7H9HC3LCJ2	\$2.00	SAMANTHA DIEHL
4/26/2024	FACEBK* 8GE9J4GCJ2	\$2.00	SAMANTHA DIEHL
4/26/2024	FACEBK* C7WH94CCJ2	\$2.00	SAMANTHA DIEHL
4/26/2024	FACEBK* GSP8F5UBJ2	\$2.00	SAMANTHA DIEHL
4/27/2024	FACEBK* 76TD54YBJ2	\$3.00	SAMANTHA DIEHL
4/27/2024	FACEBK* 6J3HL4GCJ2	\$5.00	SAMANTHA DIEHL
4/28/2024	FACEBK* UDJCQ38CJ2	\$7.00	SAMANTHA DIEHL
4/11/2024	MEIJER # 253	\$18.05	ALLISON GOODMAN
4/17/2024	PETSMART # 0724	(\$38.14)	ALLISON GOODMAN
4/17/2024	PETSMART # 0724	\$47.97	ALLISON GOODMAN
4/17/2024	MEIJER # 025	\$63.03	ALLISON GOODMAN
4/18/2024	PREUSS PETS	\$55.98	ALLISON GOODMAN
4/26/2024	FEEDERS SUPPLY COMPANY #4	\$130.97	ALLISON GOODMAN

TOTAL

\$15,703.17

ACH Transactions

Date	Payee	Amount	Purpose
4/12/2024	Health Equity	\$ 1,648.18	Employee Health Savings
4/15/2024	MCT Utilities	\$ 2,665.08	Water/Sewer
4/17/2024	ELAN	\$ 28,481.29	Credit Card Payment
4/18/2024	Consumers Energy	\$ 61,159.94	Utility Transaction Fees
4/18/2024	MERS	\$ 463,523.15	Employee Retirement
4/19/2024	Alerus	\$ 71,005.62	Payroll Deductions 04/19/2024
4/19/2024	Nationwide	\$ 9,340.81	Payroll Deductions 04/19/2024
4/19/2024	IRS	\$ 129,467.52	Payroll Taxes 04/19/2024
4/19/2024	Various Financial Institutions	\$ 355,158.06	Direct Deposit 04/19/2024
4/22/2024	MCT Utilities	\$ 369.06	Water/Sewer
4/24/2024	Gallagher Benefit Services	\$ 3,250.00	Employee Health Insurance
4/25/2024	Consumers Energy	\$ 4,435.15	Utility Transaction Fees
4/30/2024	Wageworks	\$ 93.00	Employee Health Savings
Total ACH Payments		<u>\$ 1,130,596.86</u>	



To: Township Board
From: Courtney Wisinski, Director of Parks and Recreation
Date: April 16, 2024
Re: Meridian Pride Event Liquor License Application

Meridian Township Parks and Recreation is requesting approval to apply for a one-day liquor license to sell beer at the 2024 Meridian Pride Event event scheduled for Saturday, August 10, 2024. The license type is a *Special License Application* which is issued by the Michigan Liquor Control Commission (MLCC), under authority from the Michigan Department of Licensing and Regulatory Affairs (LARA). A certified copy of a resolution of the Township Board authorizing the license request must be included in the application to the State.

For municipalities, the license fee for the “Special License” is \$50. The license is good for one day, with sales restricted to 7:00 a.m. until 2:00 a.m., the following day. The Meridian Pride Event liquor sales will run from approximately 5:00 pm until 10:00 pm on August 10, 2024. The Meridian Township Parks and Recreation is prepared to provide a secure site with appropriate barriers as required per law, and monitor and restrict beer/wine sales from visibly intoxicated persons and minors.

- **MOTION TO APPROVE THE MERIDIAN TOWNSHIP PARKS AND RECREATION REQUEST TO APPLY FOR ONE-DAY LIQUOR LICENSE FROM THE MICHIGAN LIQUOR CONTROL COMMISSION (MLCC) FOR THE MERIDIAN PRIDE EVENT ON AUGUST 10, 2024.**

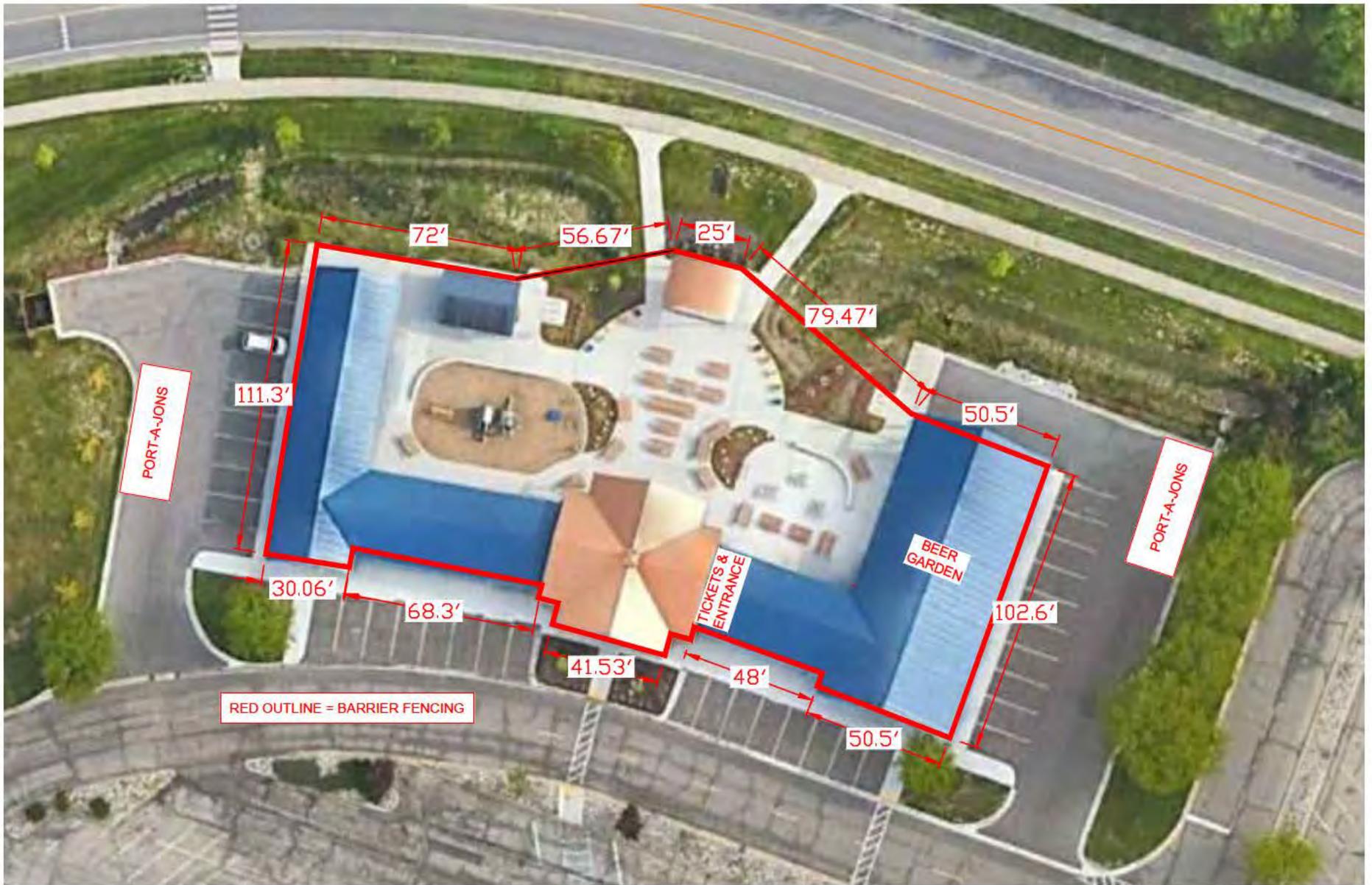
Attachment

1. Resolution to approve Meridian Pride Event special license application
2. Map of proposed Beer Garden for Meridian Pride Event

Township Board
April 16, 2024
RE: Resolution to Approve
Liquor License Request Meridian Pride Event
Page 2

I, the undersigned, the duly qualified and acting 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 Township Board on the 16th day of April, 2024.

Deborah Guthrie
Township Clerk



Marketplace on the Green Beer Garden

1995 Central Park Drive

PERIMETER = 789.51 FEET



Meridian Charter Township
 Ingham County, Michigan
 1995 CENTRAL PARK DR
 2024 CELEBRATE MERIDIAN EVENT

DATE	BY:	COMMENTS:
00/00/00	XX	XX
00/00/00	XX	XX
00/00/00	XX	XX
02/28/24	RS	DRAFT

SHEET

1



To: Board Members

**From: Courtney Wisinski
Director of Parks and Recreation**

Date: April 16, 2024

Re: 2024 Meridian Pride Event Outdoor Gathering Permit Approval

The Meridian Township Parks and Recreation Department is the applicant for the Outdoor Gathering Permit Application for 2024 Meridian Pride Event scheduled for Saturday, August 10, 2024 at Marketplace on the Green, 1995 Central Park Drive, Okemos.

Meridian Pride Event is a community-wide event that will feature live music, food trucks, beer garden, games, educational vendors, and activities for families.

Township Ordinance requires the regulation, licensing, and control of gatherings which draws upon the health, sanitation, fire, police, transportation, utility, and other public services normally provided by the Township. The ordinance enumerates specific public safety standards that must be set. Therefore, the application was forwarded to the Fire, Police, and Community Planning & Development Departments.

The following motion is proposed for Board consideration:

**MOVE TO APPROVE THE OUTDOOR ASSEMBLY LICENSE FOR THE
2024 MERIDIAN PRIDE EVENT TO BE HELD ON AUGUST 10, 2024 AT
MARKETPLACE ON THE GREEN.**

Attachments:

1. Application for Outdoor Assembly License
2. Map

Charter Township of Meridian

Application for Outdoor Assembly License

I. Description of Applicant

Name: Meridian Township Parks and Recreation Department

Age: N/A

Residence Address: 5151 Marsh Road, Okemos, MI 48864

Mailing Address: 2100 Gaylord C. Smith Court, Haslett, MI 48840

If Applicant is a partnership or association, provide the above information for all partners, officers and directors, or other sponsors. If Applicant is a corporation, file its Articles of Incorporation, together with the names and address of all officers, directors, and shareholders having a financial interest greater than Five Hundred (\$500.00) dollars therein. Attach separate sheets containing such information.

II. The purpose and character of the proposed assembly is as follows:

Meridian Pride Event is a community-wide event that will feature live music, food trucks, beer garden, games, educational vendors, and activities for families.

III. The proposed assembly is to be conducted at (address):

1995 Central Park Drive, Okemos

The legal description of the premises is:

Marketplace on the Green

The premises are owned by Applicant.

If the premises are not owned by Applicant, attach an affidavit from the owner indicating his consent to use the site for the proposed assembly.

IV. The dates and hours during which the proposed assembly is to be conducted are as follows:

Saturday, August 10, 2024
(4:00 pm – 12:00 am, including setup and cleanup)

V. Applicant estimates that the maximum number of persons expected at the assembly for each day it is conducted is:

2,000

VI. Applicant hereby agrees to observe and obey the minimum requirements contained in Chapter 65 of the Township Code of Ordinances, except that applicant requests that the Township Board grant a waiver of the following provisions:

Section 65-9 Provision c: waive application fee

The reasons in support of the requested waiver are as follows:

This is a government operated community-wide celebration.

VII. Attach a detailed explanation, including drawings and diagrams where applicable, of Applicant’s plans to provide for the following:

1. Police and fire protection;
2. Food and water supply and facilities
3. Health and sanitation facilities
4. Medical facilities and services, including emergency vehicles and equipment
5. Vehicle access and parking facilities;
6. Camping and trailer facilities;
7. Illumination facilities;
8. Communication facilities;
9. Noise control and abatement;
10. Facilities for clean-up and waste disposal;
11. Insurance and bonding arrangement.

In addition, attach a detailed map or maps of the overall site of the proposed assembly.

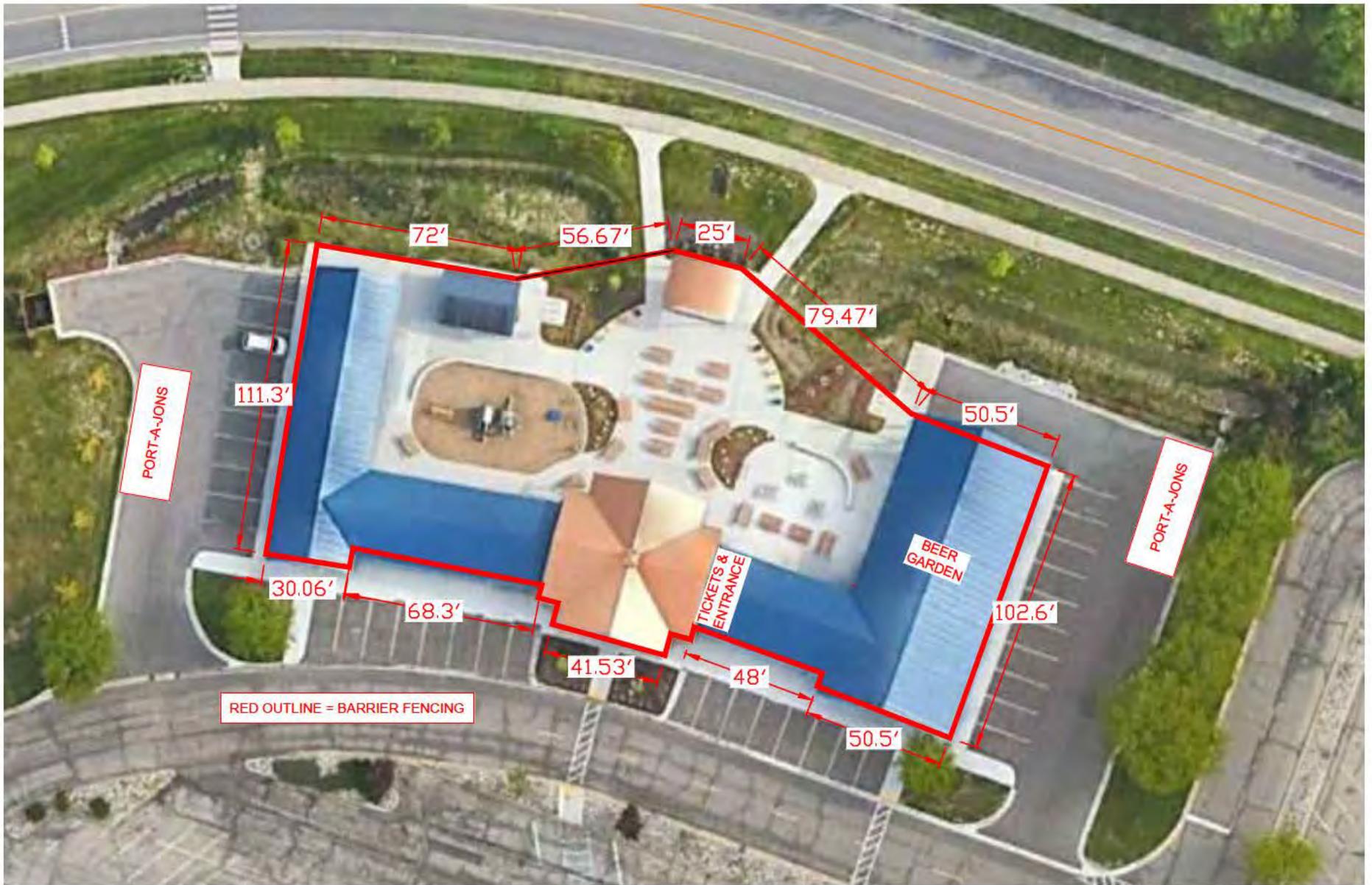
Date: April 16, 2024

Director of Parks and Recreation

Received by Township Clerk’s Office:

By: _____ Date: _____

Please submit five (5) copies of this Application and its attachments. Copies shall be forwarded to the Township Police Chief, Fire Chief, Manager and the Ingham County Health Department, for their review, investigation and findings and recommendations, within twenty (20) day of the date this Application if filed.



Marketplace on the Green Beer Garden

1995 Central Park Drive

PERIMETER = 789.51 FEET



Meridian Charter Township
 Ingham County, Michigan
 1995 CENTRAL PARK DR
 2024 CELEBRATE MERIDIAN EVENT

DATE	BY:	COMMENTS:
00/00/00	XX	XX
00/00/00	XX	XX
00/00/00	XX	XX
02/28/24	RS	DRAFT

SHEET
1



To: Meridian Township Board Members

From: Neighborhoods & Economic Development Director Amber Clark

Date: May 9, 2024

RE: Pins and Pints Outdoor Assembly Permit

Pins and Pints, formerly known as City Limits East Lansing, is a bowling alley in Meridian Township at 2120 Saginaw Highway. A local family has recently purchased the property to breathe new life and activity into the highly sought-after location. Pins and Pints team has a great reputation in the management of their current properties in the Greater Lansing Region. Since August of 2023, the Pins and Pints team has been in several discussions with Planning and Economic Development staff to make a significant investment in the community with this establishment and have included their entire family in the business venture.

To amplify their new enterprise, engage with the community, and provide entertainment for Meridian Township, Pins and Pints is formally requesting the authorization and approval from the Township Board for a Special Event Liquor License to host 8 live outdoor car shows at the Pins and Pints location.

Event Dates are:

Saturday June 22	3:30 pm – 6: 00 pm
Saturday July 20	3:30 pm – 6: 00 pm
Saturday Aug 3	3:30 pm – 6: 00 pm
Saturday Aug 10	3:30 pm – 6: 00 pm
Saturday Aug 17	3:30 pm – 6: 00 pm
Saturday Aug 31	3:30 pm – 6: 00 pm
September 7	3:30 pm – 6: 00 pm
September 21	3:30 pm – 6: 00 pm



Event Details: Saturdays starting in June from 3:30 – 6:00 p the Pins and Pints will host a car show, social drinking area, and live bands during the summer months. They hope to utilize this time to engage with new markets, promote their leagues and open bowling opportunities. Pins and Pints expect no more than 40 cars with 1-2 people per car. The anticipation is for 80-100 visitors at each event. Though 100 visitors are not a trigger for an outdoor assembly permit, their request for a Special Liquor license permit required the need to review the outdoor assembly process. After an in-person meeting with Pins and Pints, the Police Department, Fire department, Community Planning, and Building Department have all seen the proposed plans and have no concerns with the event. The application also includes consent from New Hope Church, a house of worship with in 500 feet of the event facility.

The action for the board today is to consent to the request of Pins and Pints to hold Car Shows at 2120 Saginaw Highway, starting on Saturdays in June from 3:30 pm – 6:00 pm until September 21, 2024.

Motion: Move to approve the outdoor assembly for Pins and Pints on Saturdays beginning in June through September 2024 as indicated on the event application



To: Meridian Township Board Members
From: Neighborhoods & Economic Development Director Amber Clark
Date: May 9, 2024
RE: Pins and Pints Special Liquor License Permit Request

The Township Board authorized a moratorium on all Class C on-premises liquor licenses in January of 2024 to allow staff an opportunity to update the Liquor License ordinance. That moratorium applies to on-premises consumption requests for liquor licenses and does not apply to license requests that will not count against the Townships quota.

Pins and Pints, formerly known as City Limits East Lansing, is a bowling alley in Meridian Township at 2120 Saginaw Highway. A local family has recently purchased the property to breathe new life and activity into the highly sought-after location. Pins and Pints is looking to make a significant investment in the community with this establishment and they have included their entire family in the business venture.

To amplify their new enterprise, engage with the community, and provide entertainment for Meridian Township, Pins and Pints is formally requesting the authorization and approval from the Township Board for a Special Event Liquor License to host 8 live outdoor car shows at the Pins and Pints location.

Event Dates are:

- Saturday June 22 3:30 pm – 6: 00 pm
- Saturday July 20 3:30 pm – 6: 00 pm
- Saturday Aug 3 3:30 pm – 6: 00 pm
- Saturday Aug 10 3:30 pm – 6: 00 pm
- Saturday Aug 17 3:30 pm – 6: 00 pm
- Saturday Aug 31 3:30 pm – 6: 00 pm
- September 7 3:30 pm – 6: 00 pm
- September 21 3:30 pm – 6: 00 pm

Event Details: Saturdays starting in June from 3:30 – 6:00 p the Pins and Pints will host a car show, social drinking area, and live bands during the summer months. They hope to utilize this time to engage with new markets, promote their leagues and open bowling

opportunities. Pins and Pints expect no more than 40 cars with 1-2 people per car. The anticipation is for 80-100 visitors at each event. Though 100 visitors are not a trigger for an outdoor assembly permit, their request for a Special Liquor license permit required the need to review the outdoor assembly process. After an in-person meeting with Pins and Pints, the Police Department, Fire department, Community Planning, and Building Department have all seen the proposed plans and have no concerns with the event. The application also includes consent from New Hope Church, a house of worship withing 500 feet of the event facility.

The action for the board today is to consent to the attached resolution created by the State of Michigan authorizing the Special Liquor License at Pins and Pints for the above dates.

Motion: Move to adopt the certified resolution of the Meridian Township Board, authorizing Pins and Pints the Application for Special License to serve alcohol on the specified event dates of the application.

Motion: Move to approve the outdoor assembly for Pins and Pints on Saturdays beginning in June through September 2024 as indicated on the event application

CHARTER TOWNSHIP OF MERIDIAN

Application for Outdoor Assembly License

I. **Description of Applicant**

Name: 2120 Hospitality LLC (owners of LLC are Matt, Brian + Kevin Hagan)
Mailing Address: 927 E. Grand River E. Lansing, MI 48823 (owners PINS + PINTS)
Phone Number: 517-351-0765

If Applicant is a partnership or association, provide the above information for all partners, officers and directors, or other sponsors. If Applicant is a corporation, file its Articles of Incorporation, together with the names and address of all officers, directors, and shareholders having a financial interest greater than Five Hundred (\$500.00) dollars therein. Attach separate sheets containing such information.

II. **The purpose and character of the proposed assembly is as follows:** The purpose is to bring customers to our business during the summer when the bowling center is slow. We would like to have car shows in the parking lot with some live music.

III. **The proposed assembly is to be conducted at (address):** 2120 E. Saginaw

in the parking lot of Pins + Pints

The legal description of the premises is: see attached for the legal description

Parcel # 33-02-02-04-201-005

IV. **The dates and hours during which the proposed assembly is to be conducted are as follows:** 2pm-8pm on any Saturdays between June 1st + Aug 24th 2024 except July 4th. We don't expect to do 12 shows, but don't know the exact dates yet.

V. **Applicant estimates that the maximum number of persons expected at the assembly for each day it is conducted is:** 30 to 60 cars in the car show is expected to start, 2 to 4 people in each of those cars would be expected. Hopefully 100 visitors throughout the 6 hour window.

VI. **Applicant hereby agrees to observe and obey the minimum requirements contained in Chapter 38 of the Township Code of Ordinances, except that applicant requests that the Township Board grant a waiver of the following provisions:**

VII. **Detailed explanation (if applicable), including drawings and diagrams where applicable, of Applicant's plans to provide for the following:** see attached

Police and fire protection: *not expecting to need anything other than normal coverage.*

Food & water supply and facilities: *Building's restaurant + staff*

Health & sanitation facilities: *extra Porta Potties outside, but building facilities will be available*

Medical facilities and services including emergency vehicles and equipment: *We have an AED on site + some staff has been trained in CPR. Normal coverage other than that.*

Vehicle access and parking facilities: *see drawings*

Camping and trailer facilities: *N/A*

Illumination facilities: *N/A*

Communication facilities: *Business phone is available inside*

Noise control and abatement: *Band will play for about 3 of the 6 hours. We will attempt to notify 2 neighbors to the East of the hours. Won't impact anyone else.*

Facilities for cleanup and waste disposal: *dumpster on site. will have extra fresh cans set up around site outside.*

Insurance and bonding arrangements:

We have notified our insurance agent of our plans + they are looking into if we need any additional coverage. Will purchase what they say we need if any additional required.
In addition, attach a detailed map or maps of the overall site of the proposed assembly.

 Matt Hagan
Applicant Name and Title
owner of 2120 Hospitality LLC

 3-21-24
Date Submitted

Received by Township Clerk's Office:

Name and Title

Date Received



Michigan Department of Licensing and Regulatory Affairs
 Liquor Control Commission (MLCC)
 Constitution Hall - 525 W. Allegan, Lansing, MI 48933
 Mailing Address: P.O. Box 30005, Lansing, MI 48909
 Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
 Request ID: _____
 (For MLCC Use Only)

Special License Application

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is strongly recommended that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

Part 1 - Applicant Organization Information

Applicant organization name: 2120 Hospitality, LLC		
Applicant address: 927 E. Grand River		
City: E. Lansing	Zip Code: 48823	
Contact name: Matt Hagan	Phone: 517-351-0765	Email: info@hrrentals.com
Alternate contact name: Brian Hagan	Phone: 517-351-0765	Email: info@hrrentals.com
1. Has the applicant organization previously received a Special License? <input type="radio"/> Yes <input checked="" type="radio"/> No		Leave Blank - MLCC Use Only
<i>Michigan organizations must provide current articles of incorporation filed with Michigan Corporations Division.</i>		
<i>Out-of-state organizations must provide: (a) current articles of incorporation from state of issuance; (b) current certificate of good standing from state of incorporation; and (c) current Certificate of Authority to Transact Business in Michigan issued by the Michigan Corporations Division.</i>		
2. Has the applicant organization been established for one (1) year or longer? <input type="radio"/> Yes <input checked="" type="radio"/> No		
Date the applicant organization was established (month/day/year): 6/22/23		
3. Is the applicant organization a municipality? <input type="radio"/> Yes <input checked="" type="radio"/> No		

Part 2 - Event Information - For requests at more than one location, submit separate forms for each location.

Address of event location: 2120 E. Saginaw (2120 E. M-78) Pins + Pints	
City, township, or village where event will be held: E. Lansing	County: Ingham
1. Will you submit your completed application at least ten (10) business days before your event? <i>It is strongly recommended that you submit the application as soon as you know the date of your event(s).</i> <input checked="" type="radio"/> Yes <input type="radio"/> No	
2. Do you have permission from the property owner of the location listed above to hold your event(s) on the date(s) listed below (see pages 2-3) at this location? <input checked="" type="radio"/> Yes <input type="radio"/> No	
3. Has the local law enforcement agency with primary jurisdiction over the event location approved this application for a Special License? (See Part 5 on Page 5) <input type="radio"/> Yes <input type="radio"/> No	
4. Is the event location within 500 feet of a church or school? If Yes, the church or school must consent to the event(s). (See Part 6 on Page 5) <input checked="" type="radio"/> Yes <input type="radio"/> No	
5. Is the event location outdoors or partially outdoors? <input checked="" type="radio"/> Yes <input type="radio"/> No	
If Yes, list the exact dimensions of the outdoor area: Submit a clear diagram of the outdoor service area with your application form.	
232' Width X 245' Length = 56,840 square feet	
Describe type and height of the barrier that will be used to enclose the outdoor area: Metal stakes with 4' high orange fencing around event area. Along west edge of event area we'll have employees cars parked as a barrier to prevent cars entering event area.	
6. Describe type of security that will be used for event(s) and how it will be utilized to secure and monitor to prevent sales to minors and visibly intoxicated persons: We have cameras that cover the outside area. Alcohol will only be available for purchase from inside or purchased through our servers. Most of our servers & management have taken the TIPS class. Servers & management to be monitoring the area.	

7. Is the event location situated in or on state owned land, such as a state park or National Guard armory? Yes No
 If Yes, attach a copy of your documentary proof of approval to use the state owned land.

8. Is there an existing liquor licensee issued at the event location, such as a Class C or Club license? Yes No
 If Yes, the existing licensee must request to place its license in escrow during the event(s). (See Part 7 on Page 5)

9. Will the event(s) involve an auction of donated wine? Yes No
 If Yes, please check "Wine Auction" for the applicable event date(s) on pages 2-3. Only donated wine may be auctioned under a Special License; beer and spirits cannot be auctioned. If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.

10. Will marijuana be sold and consumed under a Temporary Marihuana Event License issued by the Cannabis Regulatory Agency (CRA) within the proposed event area where alcoholic liquor will be sold and consumed? Yes No

11. Is the event location within the commons area of a Social District? Yes No
 If Yes, you must obtain written documentation from the local governmental unit, including a clear diagram, that delineates the part of the commons area of the Social District to be used exclusively for your event and the part to be used exclusively by the Social District permittees during the time period for your event pursuant to MCL 436.1551(3). Submit the documentation and the diagram with this application.

12. The applicant organization may request up to twelve (12) Special Licenses total (one Special License per day) in a calendar year. Please complete the information below **for each individual date** for which you are requesting a Special License at this location. **If you are requesting Special Licenses for consecutive days, completely fill out a separate box for each date.** **If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.**

1	June 22, 2024	Describe event being held: Car Show with a band playing from 3:30 to 6:30	
	Date		
	2:00pm 8:00pm	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input checked="" type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

2	Jul 20, 2024	Describe event being held: Car show with a band playing for 2 to 3 hours in that time frame.	
	Date		
	2:00pm 8:00pm	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input checked="" type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

3	Aug 3, 2024	Describe event being held: Car show with a band playing for 2 to 3 hours in that time frame.	
	Date		
	2:00pm 8:00pm	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input checked="" type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

4	Aug 10, 2024	Describe event being held: Car show with a band playing for 2 to 3 hours in that time frame.	
	Date		
	2:00pm 8:00pm	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input checked="" type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

5	Aug 17, 2024	Describe event being held: Car show with a band playing for 2 to 3 hours in that time frame.	
	Date		
	2:00pm 8:00pm	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input checked="" type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

6	Aug 31, 2024	Describe event being held: Car show with a band playing for 2 to 3 hours in that time frame.	
	Date		
	2:00pm 8:00pm	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input checked="" type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

12. Special license date information Continued from Page 2.

7	Sep 7, 2024		Describe event being held: Car show with a band playing for 2 to 3 hours in that time frame.
	Date		
	2:00pm	8:00pm	
Start Time	End Time	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	Is this date a Sunday? <input type="radio"/> Yes <input checked="" type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No

8	Sep 21, 2024		Describe event being held: Car show with a band playing for 2 to 3 hours in that time frame.
	Date		
	2:00pm	8:00pm	
Start Time	End Time	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	Is this date a Sunday? <input type="radio"/> Yes <input checked="" type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No

LCC-110 (01-23)

9			Describe event being held:
	Date		
	Start Time	End Time	
Start Time	End Time	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No

10			Describe event being held:
	Date		
	Start Time	End Time	
Start Time	End Time	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No

11			Describe event being held:
	Date		
	Start Time	End Time	
Start Time	End Time	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No

12			Describe event being held:
	Date		
	Start Time	End Time	
Start Time	End Time	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is strongly recommended that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

Part 3 - Special License Fees - Complete the Special License fee calculation on Page 4

For Organizations established less than one year or are municipalities - a \$50.00 Special License base fee for each separate, consecutive day of the event is required. If the event is held on a Sunday and spirits will be served after 12:00 Noon, an additional \$7.50 Sunday Sales Permit (P.M.) fee is required. In addition, if any alcoholic beverages, including beer, wine, and spirits, will be served between 7:00AM and 12:00 Noon, an additional \$160.00 Sunday Sales Permit (A.M.) fee is required. Sunday Sales Permit (A.M.) and/or Sunday Sales Permit (P.M.) fees will be required for each date that is a Sunday. **If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.**

For Organizations established one year or more - a \$25.00 Special License base fee for each separate, consecutive day of the event is required. If the event is held on a Sunday and spirits will be served after 12:00 Noon, an additional \$3.75 Sunday Sales Permit (P.M.) fee is required. In addition, if any alcoholic beverages, including beer, wine, and spirits, will be served between 7:00AM and 12:00 Noon, an additional \$160.00 Sunday Sales Permit (A.M.) fee is required. Sunday Sales Permit (A.M.) and/or Sunday Sales Permit (P.M.) fees will be required for each date that is a Sunday. **If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.**

The fees must be paid by check, bank or postal money order, or by credit card, using the attached Credit Card Authorization Form (LCC-300). Checks and money orders should be made payable to **State of Michigan**.

Part 3 Continued - Special License Fees Calculation

Special License Base Fee: <i>(per Special License requested)</i>		<p>If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.</p> <p>Make checks payable to: State of Michigan</p>	<p><i>Leave Blank - MLCC Use Only</i></p>
x Number of Special Licenses:			
= Special License Fees: <i>MLCC Fee Code: 4008</i>			
+ Sunday Sales Permit (P.M.) Fees: <i>MLCC Fee Code: 4032</i>			
+ Sunday Sales Permit (A.M.) Fee: <i>MLCC Fee Code: 4033</i>			
= TOTAL FEES DUE:			

Part 4 - Signatures of Applicant Organization's Officers, Witnesses, and Notary

Pursuant to administrative rule R 436.575, the president and secretary of the organization making application shall sign the application and the signatures shall be notarized. Political candidates only need to sign the president section and have it notarized.

By signing below the applicant organization's officers attest that:

We certify that all profits from the sale of beer, wine and/or spirits or from a wine auction will go to the applicant organization and not to any individual. We further certify that any license issued by the Michigan Liquor Control Commission is a contract subject to suspension or revocation by the Commission, that there shall be no liability on the part of the State of Michigan, the Commission, or any of its officers or employees by reason of such suspension or revocation, and that the granting of the license does not create a vested right.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this license for the sale of alcoholic liquor on the licensed premises.

We certify that the information contained in this form is true and accurate to the best of our knowledge and belief. We agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. We also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is **strongly recommended** that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

Matt Hagan (517) 351-0765
 Print Name and Phone Number of President

Matt Hagan
 Signature of President

4-26-24
 Date

Nicholas Tomlinson
 Print Name of Notary

Nicholas Tomlinson
 Signature of Notary

4/26/24
 Date

Notary Public, State of Michigan, County of INGHAM Acting in the County of INGHAM

My commission expires 4/25/2025

NICHOLAS TOMLINSON

Kevin Hagan (517) 351-0765
 Print Name and Phone Number of Secretary

Kevin Hagan
 Signature of Secretary

4/26/24
 Date

NOTARY PUBLIC - STATE OF MICHIGAN
 COUNTY OF INGHAM
 My Commission Expires April 25, 2025
 Acting in the County of INGHAM

Nicholas Tomlinson
 Print Name of Notary

Nicholas Tomlinson
 Signature of Notary

4/26/24
 Date

Notary Public, State of Michigan, County of INGHAM Acting in the County of INGHAM

My commission expires 4/25/2025

NICHOLAS TOMLINSON

Part 5 - Local Law Enforcement Approval*

The local law enforcement agency with primary jurisdiction over the event location must complete this section.

Name of law enforcement agency:	
Name & title of reviewing officer:	
Phone number of officer:	Email of officer:
If event will be held on a Sunday, is the sale of alcohol from 7:00am to 12:00 Noon on Sunday allowed in this local governmental unit? <input type="radio"/> Yes <input type="radio"/> No	
If the event will be held on a Sunday, is the sale of alcohol after 12:00 Noon on Sunday allowed in this local governmental unit? <input type="radio"/> Yes <input type="radio"/> No	
I certify that I have reviewed the application of the applicant organization for a Special License and approve the issuance of a Special License by the Michigan Liquor Control Commission at the proposed event location.	
Signature of Reviewing Officer _____ Date _____	

Part 6 - Church/School Consent (If Applicable)*

If the event location is located within 500 feet of a church or school, the applicant organization must obtain the consent of the church or school. A church or school within 500 feet of the event location may object based on such the sale of alcohol at the location adversely affecting the church or school's operations. If a proper objection is filed, the Commission shall hold a hearing to determine whether the granting of the application will adversely affect the operation of the church or school.

Name of church or school: <i>New Hope Church</i>	
Address of church or school: <i>2170 E. Saginaw Hwy.</i>	
City: <i>E. Lansing</i>	Zip Code: <i>48823</i>
Phone number: <i>(517) 339-9006</i>	Email: <i>office@nhchurch.com</i>
Name of clergy member or superintendent: <i>Jeff Schneider, Executive Pastor</i>	
I, the authorized representative of the above named church or school, state that the church or school has no objection to the issuance of a Special License to the applicant organization at its proposed event location.	
<i>Jeff Schneider</i> _____ <i>4/27/24</i> _____ Signature of Clergy Member or Superintendent Date	

**Please note: the Commission has the sole and only right to approve or deny this request for a Special License.*

Part 7 - Existing On-Premises Licensee Escrow Request (If Applicable)

If the event location is currently licensed with an on-premises license, the licensee must request that its license be placed into escrow for the date(s) and time(s) of the Special Licenses issued for use at the event location requested on this application. If the existing license would prefer to temporarily drop space from its licensed premises, it must submit a letter to the Commission requesting to drop space temporarily from its licensed premises during the event date(s) and time(s), accompanied by a diagram showing the area where the license will temporarily drop space from its licensed premises to accommodate the applicant organization.

Name of licensee:	Business ID Number:
Type of license held at this location (e.g. Class C, Club, Tavern, etc.):	
Phone number:	Email:
Name of authorized signer for licensee:	
I, the authorized signer, for the above named on-premises licensee, request that the licensee's licenses at this location be placed into escrow during the date(s) and time(s) specified for the Special Licenses issued for use at this location.	
Signature of Authorized Signer for Licensee _____ Date _____	



Michigan Department of Licensing and Regulatory Affairs
Finance and Administrative Services
Revenue Services

LARA Revenue Services is not a part of the Michigan Liquor Control Commission (see note below).

Credit Card Authorization Form

** FAX COMPLETED FORM TO SECURE FAX LINE: 517-284-8557 **

** DO NOT EMAIL OR MAIL THIS FORM **

Requests with credit card payments that are not faxed to the above secure fax line will be destroyed along with the credit card authorization in order to ensure the security of applicants' personal credit card numbers.

IF YOU ARE NOT SUBMITTING AN APPLICATION FORM WITH THIS CREDIT CARD AUTHORIZATION, YOU MUST PROVIDE AN ITEMIZATION OF THE FEES FOR WHICH YOU ARE SUBMITTING PAYMENT OR YOUR PAYMENT WILL NOT BE PROCESSED

Name on Card: _____

Payment Amount: _____

Billing Address: _____

Card Number: _____

City: _____ State: _____ Zip Code: _____

Check One:

Phone: _____

MasterCard Visa Discover American Express

Email: _____

Security Code/CVV Code: _____

Applicant/Licensee Name: _____ Request or Business ID #: _____

Expiration Date: _____

Payment is for: _____

Signature

IF YOU ARE NOT SUBMITTING AN APPLICATION FORM WITH THIS CREDIT CARD AUTHORIZATION, YOU MUST PROVIDE AN ITEMIZATION OF THE FEES FOR WHICH YOU ARE SUBMITTING PAYMENT OR YOUR PAYMENT WILL NOT BE PROCESSED.

Credit Card Payment Itemization:

Table with 3 columns: Fee Type, Fee Amount, MLCC Fee Code. Includes items like Inspection Fee(s), Special License Fee(s), Temporary Authorization Fee, License Renewal Fee(s), Manufacturer License(s), Wholesaler License(s), New Retailer License(s), Transfer Retailer License(s), Conditional License, New Add Bar, Transfer Add Bar, Sunday Sales Permit (AM/PM), and Catering Permit.

LARA Revenue Services is not a part of the Michigan Liquor Control Commission (MLCC). Receipt of payment and application forms by LARA Revenue Services does not constitute receipt of an application by the MLCC. Applications submitted through LARA Revenue Services may take up to two (2) additional business days to be received by the MLCC after receipt by LARA Revenue Services.

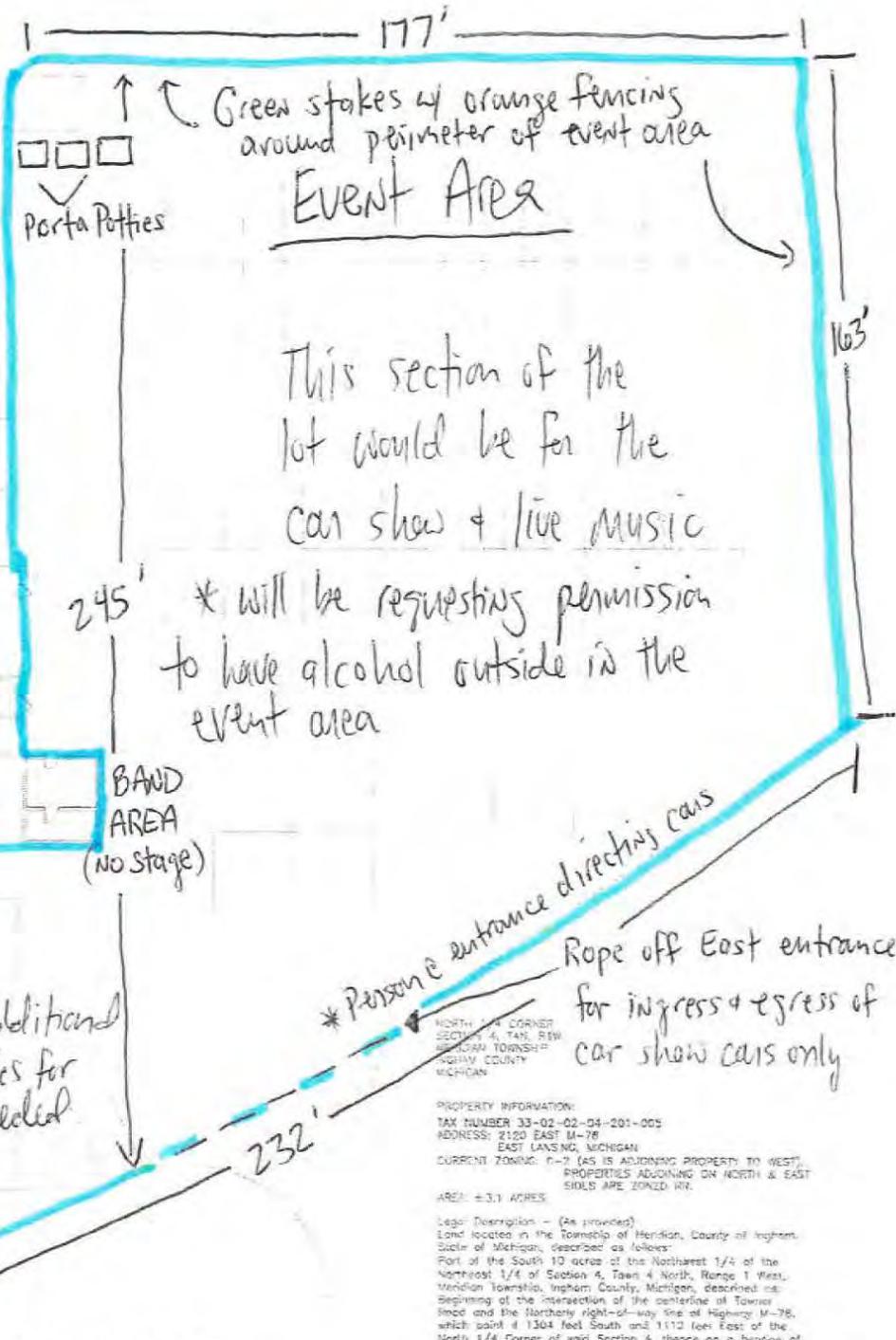
For requests that require a timely receipt of an application by the MLCC to be processed, such as Special Licenses and temporary requests, please ensure that your application will be received in adequate time to be processed by the MLCC after the payment is received and processed by LARA Revenue Services.

Parking for guest of the car show + bowling center

* Alcohol to be sold from inside the building w/ servers taking orders outside as well.

No vehicles past this point other than car show cars
Barricades or employee cars parked to prevent access

All cars to use this drive
2120 E. Saginaw St., East Lansing, MI 48823





To: Board Members
From: Patricia Herring Jackson, Township Supervisor
Date: May 9, 2024
Re: Economic Development Corporation Appointment

Currently, there is a vacancy on the Economic Development Corporation (EDC) and the attached application has been received for review and recommendation.

Director Clark spoke with Mr. Turlapati who has recently applied to join the EDC. His resume speaks to several positions in business. He has a desire to serve the Meridian community, and this is a position he feels most comfortable. He is an Okemos resident and ready to serve.

The following motion has been prepared for Board consideration:

MOVE TO APPOINT SAI TURLAPATI TO THE ECONOMIC DEVELOPMENT CORPORATION FOR A SIX YEAR TERM ENDING 12/31/29.

Attachment:

1. Public Service Application

* 1. I am interested in service on one or more of the following public bodies as checked below:
Economic Development Corporation

*** 2. Summarize your reasons for applying to do this type of service**

I'm drawn to the EDC's mission due to my passion for using technology to foster economic development and community revitalization. My journey from a technologist at Michigan State University to CEO has been driven by the belief in digital innovation as a catalyst for growth. I see this role as a unique opportunity to contribute my expertise in Project management, Technology and strategic planning towards building sustainable, entrepreneurial communities in line with the EDC's objectives.

*** 3. Describe education, experience or training which will assist you if appointed.**

With a Master's in Computer Science and extensive experience from Michigan State University to CEO of Digital Strategy Technologies Inc., my background combines strategic leadership with technical skills. Expertise in project management, and digital transformation strategies, alongside roles in diverse sectors, equips me to drive innovation and foster public-private partnerships effectively within the EDC framework.

(Attach resume if available)

[Sai_Profile.pdf](#)

* Full Name
Turlapati Sairam

* **Occupation**
CEO

* **Place of Employment**
East Lansing

* Home Address

██████████
██████████

* Phone (Day)

██████████

* Phone (Evening)

██████████

* **Email**

████████████████████

* **Please type your name in the box below as a digital signature**
Turlapati Sairam

* **Date and Time**
04/09/2024

Other than the Downtown Development Authority Board, the Corridor Improvement Authority, 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. 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.

Contact

www.linkedin.com/in/saiturlapati
(LinkedIn)

Top Skills

Software Project Management
Integration
Software Development

Certifications

TOGAF
Prompt Engineering: How to Talk to
the AIs
Executive Guide to AutoML
Data Strategy

Sai Turlapati

CEO - Digital Strategy Technologies Inc
East Lansing, Michigan, United States

Experience

Digital Strategy Technologies Inc
CEO
March 2024 - Present (2 months)
United States

MSU Federal Credit Union
8 months
Sr Architect
October 2023 - February 2024 (5 months)

Sr Architect
July 2023 - October 2023 (4 months)

FedEx Ground
Solutions Architect
August 2021 - May 2023 (1 year 10 months)

State of Michigan
Senior Consultant
December 2019 - August 2021 (1 year 9 months)

Ford Motor Company
Solution Architect
January 2017 - December 2019 (3 years)
Dearborn, Michigan, United States

Michigan State University
Technologist
May 2009 - January 2017 (7 years 9 months)
East Lansing

Computer Sciences Corporation (CSC)
Solution Architect
March 2008 - May 2009 (1 year 3 months)
Farmington, Mi

HTC Global Services
Senior Consultant
November 2006 - February 2008 (1 year 4 months)

Sun Microsystems
Member Technical Staff III
March 2004 - November 2006 (2 years 9 months)

HCL Technologies
Software Engineer
April 2001 - March 2004 (3 years)

Omnikron Systems Inc.
Software Developer
July 2000 - March 2001 (9 months)

Education

Bharathidasan University, Tiruchirappalli
Masters in, Computer Science · (1997 - 2000)



To: Board Members
From: Patricia Herring Jackson, Township Supervisor
Date: May 9, 2024
Re: ZBA Appointment

Under the statutes, the Supervisor appoints, subject to the Board's approval, the members of the Zoning Board of Appeals (ZBA). There are currently two vacancies for alternates on the ZBA.

Mr. Benoit has recently submitted an application for public service. He has a passion for learning more about urban planning. He wants to help make Meridian Township even better for the future. Mr. Benoit resides in Haslett.

The following motions have been prepared for Board consideration:

MOVE TO APPROVE THE APPOINTMENT MADE BY SUPERVISOR JACKSON OF MAX BENOIT, AS AN ALTERNATE, TO THE ZONING BOARD OF APPEALS FOR A TERM ENDING 12/31/2026.

Attachment:

1. Public Service Application

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

Transportation Commission *
Zoning Board of Appeals

*** 2. Summarize your reasons for applying to do this type of service**

I have lived in the East Lansing/Meridian Township area for 10 years and believe it is an incredible place to live. That being said, I want to help it become a better place for the future. By joining one of the boards, I can start that process in some way

*** 3. Describe education, experience or training which will assist you if appointed.**

I have both a Bachelors and Masters degree from Michigan State University. I don't have any formal training regarding urban planning or transportation, but I have had a passion for learning about it over the last few years. I commute to work at Michigan State by bike year around and believe that transportation can have a massive impact on the communities environmental, economical, and safety goals.

(Attach resume if available)

SKIPPED

* Full Name

Max Benoit

* **Occupation**

Coach

* **Place of Employment**

Michigan State University

* Home Address

[REDACTED]
[REDACTED]
[REDACTED]

* Phone (Day)

[REDACTED]

* Phone (Evening)

[REDACTED]

* **Email**

[REDACTED]

* **Please type your name in the box below as a digital signature**

Max Benoit

* **Date and Time**

03/17/2024

Other than the Downtown Development Authority Board, the Corridor Improvement Authority, 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. 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.



To: Board Members
From: Phil Deschaine, Treasurer
Date: April 30, 2024
Re: First Quarter 2024 Investment Report

Attached is the first quarter of 2024 Investment Report from the Treasurer's office. It details our fixed and non-fixed Meridian Township investments, transfers and the financial institutions that are holding Township investments.

Our investment balances shown in this report have increased by approximately 13 million from the fourth quarter of 2023 report. This is due to the Winter 2023 tax revenues which are reflected in this report.

3/31/2023

CURRENT INVESTMENTS

Treasurer's Office

Bank	Amount Fixed	Amount Non-Fixed	Total Investment
Horizon	\$ -	\$ 211,763.53	\$ 211,763.53
MBS	\$ 20,188,253.00	\$ -	\$ 20,188,253.00
MI Class	\$ -	\$ 34,722,496.47	\$ 34,722,496.47
MSU Federal CU	\$ 2,028,951.89	\$ 766,708.33	\$ 2,795,660.22
First Nat'l Bank of MI	\$ 3,045,214.48	\$ -	\$ 3,045,214.48
Commercial Bank	\$ 3,027,769.85	\$ -	\$ 3,027,769.85
Independent	\$ 3,000,000.00	\$ -	\$ 3,000,000.00
PNC	\$ -	\$ -	\$ -
Totals	\$ 31,290,189.22	\$ 35,700,968.33	\$ 66,991,157.55
% of total investment	46.70793932	53.29206068	100

Each investment institution has received and signed the Meridian Charter Township Investment Policy and Agreement to Comply.

The signed agreement specifies that they are adhering to Public Act 20.

CURRENT FIXED MATURITY INVESTMENTS

Maturity	Fund	Investment	Principal	Purc Date	Int. Rate	Certificate
07/31/30	general fund	JP Morgan Chase (MBS)	90,000.00	07/31/20	1.200%	48128UHQ5
09/30/26	general fund	First Natl Bk Amer (MBS)	1,000,000.00	09/30/21	0.850%	32110YUJ2
05/01/30	general fund	FNMA (MBS)	1,986,579.00	04/27/22	1.895%	3140HYAD0
09/30/24	general fund	United States Treas (MBS)	968,130.00	09/13/22	2.125%	9128282Y5
09/30/25	general fund	United States Treas (MBS)	3,909,680.00	09/13/22	3.000%	9128285C0
08/15/27	general fund	United States Treas (MBS)	7,540,000.00	09/14/22	2.250%	9128282R0
			15,494,389.00			
05/01/30	land pres	FNMA (MBS)	138,196.80	05/01/22	1.895%	3140HYAD0
			138,196.80			
10/01/24	land pres res	FNMA (MBS)	857,747.20	07/30/19	2.470%	3138LK5L7
09/01/31	land pres res	FNMA (MBS)	867,920.00	10/28/19	2.305%	3140HVYK4
10/28/26	land pres res	Federal Home Ln (MBS)	500,000.00	12/01/21	1.150%	3130APGT6
12/30/24	land pres res	Federal Home Ln (MBS)	330,000.00	12/30/21	1.000%	3130AQA37
			2,555,667.20			
09/29/28	public works	First Natl Bk Amer (MBS)	2,000,000.00	9/23/2021	1.100%	32110YUG8
			2,000,000.00			
09/01/23	road imp	Commercial Bank	1,007,438.35	09/01/22	1.500%	3200101014
09/01/24	road imp	Commercial Bank	2,020,331.50	09/01/22	2.050%	3200101015
09/02/23	road imp	First National Bank of MI	1,013,300.89	09/02/22	2.650%	310029491
09/02/24	road imp	First National Bank of MI	1,015,830.16	09/02/22	3.150%	310029509
09/02/25	road imp	First National Bank of MI	1,016,083.43	09/02/22	3.200%	310029525
09/01/23	road imp	Independent Bank	2,000,000.00	09/01/22	1.900%	29203823404
09/01/24	road imp	Independent Bank	1,000,000.00	09/01/22	2.250%	29203823413
09/01/25	road imp	MSUFCU	2,028,951.89	09/01/22	2.510%	367213-C4
			11,101,936.22			
Total Fixed Investments \$			31,290,189.22			

CURRENT NON-FIXED MATURITY INVESTMENTS

PURCH. DATE	FUND	ACCOUNT NUMBER	INVESTMENT	PRINCIPAL	CURRENT RATE	INVESTMENT TYPE
08/01/02	GF	RMB-005463	MBS	\$ -	0.00%	money market
05/12/08	GF	0289-0001	MI Class	\$ 22,161,377.10	4.9975%	pooled funds
12/23/21	GF	0289-E001	MI Class Edge	\$ -	0.00%	pooled funds
05/20/09	GF	367213-06	MSU Fed. CU	\$ 5.00	0.00%	savings
05/28/09	GF	367213-26	MSU Fed. CU	\$ 766,703.33	1.81%	money market
Total				\$ 22,928,085.43		
08/01/02	LP	RMB-007923	MBS	\$ -	0.00%	money market
05/12/08	LP	0289-0006	MI Class	\$ 1,756,743.26	4.9975%	pooled funds
Total				\$ 1,756,743.26		
08/01/02	LP-R	RMB-008103	MBS	\$ -	0.00%	money market
01/16/09	LP-R	7602000113	Horizon	\$ 211,763.53	1.450%	money market
05/12/08	LP-R	0289-0008	MI Class	\$ -	0.00%	pooled funds
Total				\$ 211,763.53		
08/01/02	PM	RMB-008145	MBS	\$ -	0.00%	money market
09/30/08	PM	0289-0007	MI Class	\$ -	0.00%	pooled funds
Total				\$ -		
5/17/2022	PW	0289-0002	MI Class	\$ 7,680,469.46	4.9975%	pooled fund
Total				\$ 7,680,469.46		
08/01/02	SF	RMB-007907	MBS	\$ -	0.00%	money market
Total				\$ -		
12/01/09	PA	RMB-027657	MBS	\$ -	0.00%	money market
Total				\$ -		
02/08/13	TA	0289-0003	MI Class	\$ -	0.00%	pooled funds
Total				\$ -		
08/01/02	WF	RMB-007915	MBS	\$ -	0.00%	money market
05/22/09	WF	0289-0005	MI Class	\$ 528,785.56	4.9975%	pooled funds
Total				\$ 528,785.56		
03/09/17	BP	0289-0009	MI Class	\$ 436,888.67	4.9975%	pooled funds
Total				\$ 436,888.67		
03/09/17	RDS	0289-0010	MI Class	\$ 2,158,232.42	4.9975%	pooled funds
Total				\$ 2,158,232.42		
12/6/2019	RDIMP	RMB-039025	MBS	\$ -	0.00%	money market
Total				\$ -		
Total Non-Fixed Investments				\$ 35,700,968.33		
Total Fixed and Non-Fixed Investments				\$ 66,991,157.55		

FIXED MATURITY INVESTMENT TRANSACTIONS FOR JANUARY - MARCH 2023

1/2/2023	ROAD DEBT IMPROVEMENT		
	Monthly interest received on 3 First National Bank of MI CDs	\$	7,711.82
1/31/2023	GENERAL FUND		
	Principal payment received on MBS agency funds	\$	5,019.51
1/31/2023	LAND PRESERVATION		
	Principal payment received on MBS agency fund	\$	261.09
1/31/2023	LAND PRESERVATION RESERVE		
	Principal payment received on MBS agency funds	\$	3,882.11
1/31/2023	PUBLIC WORKS		
	Principal payment received on MBS agency fund	\$	1,868.49
1/31/2023	ROAD DEBT IMPROVEMENT		
	Monthly interest received on MSU CD C4	\$	4,242.45
2/2/2023	ROAD DEBT IMPROVEMENT		
	Monthly interest received on 3 First National Bank of MI CDs	\$	7,731.64
2/15/2023	GENERAL FUND		
	Interest earned on Treasury Bill at MBS	\$	75,326.09
2/28/2023	GENERAL FUND		
	Principal payment received on MBS agency funds	\$	4,428.49
2/28/2023	LAND PRESERVATION		
	Principal payment received on MBS agency funds	\$	261.09
2/28/2023	LAND PRESERVATION RESERVE		
	Principal payment received on MBS agency funds	\$	3,882.11
2/28/2023	PUBLIC WORKS		
	Principal payment received on MBS agency fund	\$	1,747.94
2/28/2023	ROAD DEBT IMPROVEMENT		
	Monthly interest received on MSU CD C4	\$	3,839.95

3/1/2023	ROAD DEBT IMPROVEMENT		
	Quarterly interest earned on 2 Commercial Bank CDs	\$	13,808.22
3/2/2023	ROAD DEBT IMPROVEMENT		
	Monthly interest received on 3 First National Bank of MI CDs	\$	7,000.48
3/30/2023	GENERAL FUND		
	Principal payment received on MBS agency funds	\$	4,088.58
3/30/2023	LAND PRESERVATION		
	Principal payment received on MBS agency fund	\$	235.82
3/30/2023	LAND PRESERVATION RESERVE		
	Principal payment received on MBS agency funds	\$	3,506.41
03/30/023	PUBLIC WORKS		
	Principal payment received on MBS agency fund	\$	1,808.22
3/31/2023	ROAD DEBT IMPROVEMENT		
	Monthly interest received on MSU CD C4	\$	4,259.45
3/31/2023	GENERAL FUND		
	Interest earned on Treasury Bills at MBS	\$	70,625.00

NON FIXED INVESTMENT TRANSACTIONS FOR JANUARY - MARCH 2023

1/31/2023 GENERAL FUND

Ach'd funds from MBS money market to Horizon Checking \$ 5,019.51

1/31/2023 LAND PRESERVATION

Ach'd funds from MBS money market to Horizon Checking \$ 261.09

1/31/2023 LAND PRESERVATION RESERVE

Ach'd funds from MBS money market to Horizon Checking \$ 3,882.11

1/31/2023 PUBLIC WORKS

Ach'd funds from MBS money market to Horizon Checking \$ 1,868.49

2/28/2023 GENERAL FUND

Ach'd funds from MBS money market to Horizon Checking \$ 4,428.49

2/28/2023 LAND PRESERVATION

Ach'd funds from MBS money market to Horizon Checking \$ 261.09

2/28/2023 LAND PRESERVATION RESERVE

Ach'd funds from MBS money market to Horizon Checking \$ 3,882.11

2/28/2023 PUBLIC WORKS

Ach'd funds from MBS money market to Horizon Checking \$ 1,747.94

3/17/2023 GENERAL FUND

ACH funds from Horizon money market to MI Class \$ 22,116,841.40

3/17/2023 PUBLIC WORKS

ACH funds from Horizon money market to MI Class \$ 2,534,734.62

3/30/2023 GENERAL FUND

Ach'd funds from MBS money market to Horizon Checking \$ 4,088.58

3/30/2023 LAND PRESERVATION

Ach'd funds from MBS money market to Horizon Checking \$ 235.82

3/30/2023 LAND PRESERVATION RESERVE

Ach'd funds from MBS money market to Horizon Checking \$ 3,506.41

3/30/2023 PUBLIC WORKS

Ach'd funds from MBS money market to Horizon Checking \$ 1,808.22



To: Board Members

**From: Dan Opsommer, Deputy Township Manager
Director of Public Works and Engineering**

Date: May 21, 2024

Re: 2024 MDOT Right-of-Way Permit

MDOT requires the resolution that is attached to this cover memorandum to be approved by the governing body of the Township as part of the approval process for obtaining our annual right-of-way (ROW) permit.

The Township needs to perform some work on a water main valve located on the north side of Grand River Ave just east of the Okemos Road intersection. We would like to schedule the work now while we can use MDOT's traffic controls that are currently in place.

This will save on the cost of the Township's project and to avoid having to close the outer westbound lane on Grand River Ave later this year after MDOT has finished the final work they are currently performing on Grand River Ave.

Attachments:

1. MDOT's Standard Performance Resolution for Municipalities
2. MDOT 2024 Construction Permit

The following motion has been prepared for the Board's consideration:

MOVE TO APPROVE THE PERFORMANCE RESOLUTION FOR MUNICIPALITIES AND AUTHORIZE THE CLERK TO SIGN THE RESOLUTION FOR THE TOWNSHIP'S 2024 RIGHT-OF-WAY PERMIT FROM THE MICHIGAN DEPARTMENT OF TRANSPORTATION.

PERFORMANCE RESOLUTION FOR MUNICIPALITIES

This Performance Resolution (Resolution) is required by the Michigan Department of Transportation for purposes of issuing to a Municipality an "Individual Permit for Use of State Highway Right of Way", and/or an "Annual Application and Permit for Miscellaneous Operations within State Highway Right of Way".

RESOLVED WHEREAS, the _____
(County, City, Village, Township, etc.)

hereinafter referred to as the "MUNICIPALITY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utilities or other facilities, or to conduct other activities, on, over, and under State Highway Right of Way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the MUNICIPALITY agrees that:

1. Each party to this *Resolution* shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this *Resolution*, as provided by law. This *Resolution* is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.
2. If any of the work performed for the MUNICIPALITY is performed by a contractor, the MUNICIPALITY shall require its contractor to hold harmless, indemnify and defend in litigation, the State of Michigan, the DEPARTMENT and their agents and employee's, against any claims for damages to public or private property and for injuries to person arising out of the performance of the work, except for claims that result from the sole negligence or willful acts of the DEPARTMENT, until the contractor achieves final acceptance of the MUNICIPALITY Failure of the MUNICIPALITY to require its contractor to indemnify the DEPARTMENT, as set forth above, shall be considered a breach of its duties to the DEPARTMENT.
3. Any work performed for the MUNICIPALITY by a contractor or subcontractor will be solely as a contractor for the MUNICIPALITY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the MUNICIPALITY, or their subcontractors or any other person not a party to the PERMIT without the DEPARTMENT'S specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the MUNICIPALITY.
4. The MUNICIPALITY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.
5. The MUNICIPALITY will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the MUNICIPALITY'S facilities according to a PERMIT issued by the DEPARTMENT.

- 6. With respect to any activities authorized by a PERMIT, when the MUNICIPALITY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.
- 7. The incorporation by the DEPARTMENT of this *Resolution* as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.
- 8. This *Resolution* shall continue in force from this date until cancelled by the MUNICIPALITY or the DEPARTMENT with no less than thirty (30) days prior written notice provided to the other party. It will not be cancelled or otherwise terminated by the MUNICIPALITY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the MUNICIPALITY.

Title and/or Name:

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by

the _____
 (Name of Board, etc.)
 of the _____ of _____
 (Name of MUNICIPALITY) (County)
 at a _____ meeting held on the _____ day
 of _____ A.D. _____.

Signed

Title

Print Signed Name



ANNUAL CONSTRUCTION PERMIT

For Operations within State Highway Right-of-Way

Issued To:
Meridian Township / Caycee Hart
5151 Marsh Rd
Okemos MI 48864

Permit Number: 99017-102477-24-050724
Permit Type: Annual Application
Permit Fee:
Effective Date: May 07, 2024 to Dec 31, 2024
Bond Numbers:

Contact:
Caycee Hart
517-853-4468(O)
hart@meridian.mi.us

Secondary Contact:
Younes Ishraidi
517-853-4460(O)
ishraidi@meridian.mi.us

THIS PERMIT IS VALID ONLY FOR THE FOLLOWING PROPOSED OPERATIONS IN THE TYPE OF RIGHT OF WAY AS NOTED:

1-TREE TRIMMING AND TREE REMOVAL - See Supplemental Specifications item # 8 in the Terms and Conditions. IN FREE ACCESS STATE TRUNKLINE RIGHT-OF-WAY

2-UNDERGROUND UTILITY OPERATIONS - PRIOR APPROVAL SHALL BE OBTAINED FROM THE UTILITIES/PERMITS ENGINEER FOR ANY MAINTENANCE OR CONSTRUCTION OPERATIONS WHICH REQUIRE CUTTING PAVEMENT OR BORING OPERATIONS. IN FREE ACCESS STATE TRUNKLINE RIGHT-OF-WAY

- a. Installation of individual services from an existing facility to either side of the right of way. Services to the far right of way (crossing under the pavement) shall not exceed (3") diameter with this permit.
- b. Installation of cathodic protection devices.
- c. Installation of additional cable (electric or communication) in existing conduits.
- d. Installation of carrier pipes in an existing casing or tunnel.
- e. Adjustment/reconstruction of manholes.
- f. Routine maintenance of all existing underground facilities. IN LIMITED ACCESS STATE TRUNKLINE RIGHT-OF-WAY

7-EMERGENCY OPERATIONS - See General Conditions item # 16 in the Terms and Conditions. IN FREE AND LIMITED ACCESS STATE TRUNKLINE RIGHT-OF-WAY

10-ROUTE CLOSURES - Attach event name, date, time and detour route. IN FREE ACCESS STATE TRUNKLINE RIGHT-OF-WAY

99017-102477-24-050724 Issued To:Meridian Township / Caycee Hart

This permit is incomplete without "General Conditions and Supplemental Specifications"

I certify that I accept the following:

- 1. I am the legal owner of this property or facility, the owner's authorized representative, or have statutory authority to work within state highway Right-of-Way.
- 2. Commencement of work set forth in the permit application constitutes acceptance of the permit as issued.
- 3. Failure to object, **within ten (10) days** to the permit as issued constitutes acceptance of the permit as issued.
- 4. If this permit is accepted by either of the above methods, I will comply with the provisions of the permit.
- 5. I agree that Advance Notice for Permitted Activities for shall be submitted **5 days prior** to the commencement of the proposed work.

I agree that Advance Notice for Permitted Utility Tree Trimming and Tree Removal Activities shall be submitted **15 days prior** to the commencement of the proposed work for an annual permit.

CAUTION

**Work shall NOT begin until the Advance Notice has been approved.
Failure to submit the advance notice may result in a Stop Work Order.**

Meridian Township / Caycee Hart

Ghazi Mustafa
MDOT

May 07, 2024
Approved Date

TSC Contact Info

Lansing TSC

(517) 335-3754

THE STANDARD ATTACHMENTS, ATTACHMENTS AND SPECIAL CONDITIONS MARKED BELOW ARE A PART OF THIS PERMIT.

STANDARD ATTACHMENTS:

- 1 Mobility Flowchart for Permit Activities (2204C)
- 2 Special Conditions For Underground Construction (2205C)
- 3 Special Conditions for Pipe Jacking (PJ) (3703C)
- 4 Parade Event Permit Application Updated 6-2023 (UP-67)
- 5 Utility Cuts, Trenches And Pavement Replacement Permit Attachment (PA-01)
- 6 Bat Nonfederal External Map 6-13-23 (Bat Advisory)
- 7 Special Conditions For Tree Removal, Tree Trimming & Herbicide Application (2240)
- 8 General Conditions (General Conditions)

ATTACHMENTS

SPECIAL CONDITIONS

- 1 The Department of Transportation does not, by issuance of this permit, assume any liability claims or maintenance costs resulting from the annual permit items facility placed by this permit. The Department reserves the right to require removal of all or any portion of this facility as needed for highway maintenance or construction purposes without replacement or reimbursement of any costs incurred by the permitted or other party. The permitted will defend, indemnify and hold harmless the Department for any claims whatsoever resulting from the construction or the removal of the authorized by this permit.
- 2 All disturbed areas within the right of way shall be top-soiled, seeded and mulched to match existing areas per current MDOT standards and specifications.
- 3 Must submit a five-day advance notice before any activity within MDOT ROW



To: Board Members

From: Timothy R. Schmitt, *AICP*
Director of Community Planning and Development

Date: May 2, 2024

Re: Recreational Marijuana Licensing - Zones 3

As part of the procedures for recreational marijuana licensing in Meridian Township, the Township Board is required to hold a public hearing once the Recreational Marijuana Review Committee has completed their review and made a recommendation to the Board for each Zone. In the case of Zone 3, there were two applications, therefore a formal competitive review process is required. The Review Committee went through all the criteria for both applications and made a recommendation to the Board previously, recommending approval of the license for DNVK 4 at 1614 Grand River Avenue. The second application, from Amsterdam CC at 4792 Marsh Road, was complete, but lacking in detail at the Committee review level. They have subsequently submitted additional information that will be shared with the Board. Details of both applications will be reviewed in depth under a separate heading.

In order to meet the terms of the ordinance, the Township Board is asked to hold a public hearing on the applications in Zone 3. Once the public hearing has been held, additional hearings can be held, additional information can be requested, the Township Board can proceed to a decision on the issuance of a conditional approval of a license, or the Township Board can choose not to issue a license. Only one license for recreational marijuana may be granted in each of the five Zones established in the Zoning ordinance.



To: Township Board

From: Timothy R. Schmitt, *AICP*
Interim Township Manager & Community Planning and Development Director

Date: May 2, 2024

Re: **Recreational Marijuana License Application**
Zone 4 – Okemos Local Investments

At the April 2, 2024 Township Board meeting, the Board held a public hearing and discussed the recreational marijuana license application for Okemos Local Investments, located at 4360 Hagadorn Road. This was the only application that was submitted for a recreational marijuana license in Zone 4, which is located on the east side of Hagadorn Road, south of Mount Hope Road and the CSX Railroad tracks. The applicant, Okemos Local Investments, was previously selected as a medical marijuana licensee, although their approval lapsed and no construction towards a facility was ever started.

Previously, the Recreational Marijuana License Review Committee raised several questions about the application, which was complete per the ordinance, but lacking in some detail with respect to the review criteria. The Township Board raised a number of questions at their April 2nd meeting, prompting an additional discussion at the April 16th meeting. The applicant provided a great deal of clarity at the April 16th meeting, largely resolving the Board's outstanding concerns.

Township Board Action

The Township Board has two options under the Marijuana Regulations Ordinance:

- a. Grant conditional approval of the application, with issuance of a permit subject to the conditional permit holder's compliance with the requirements of this article and any rules or procedures set forth by the Township Board or a local administrative body delegated with such task.
- b. Deny the application stating the reasons for such denial.

At this time, Staff and the Recreational Marijuana License Review Committee would **recommend** **CONDITIONAL approval** of the proposed recreational marijuana facility at 4360 Hagadorn Road. Should the Board choose to take this action, the applicant will still need to go through the Special Use Permit review, which they are required to submit for within 60 days of action by the Board on the license application. After Special Use Permit review, the applicant can then begin the Building permit process. The following motion is provided for the Township Board's use during discussion of this item.

Motion to adopt the resolution granting CONDITIONAL APPROVAL of the recreational marijuana license application to Okemos Local Investments LLC for the proposed marijuana retailer location at 4360 Hagadorn Road. The property is zoned RP, Research Park, and is located within the Marijuana Facilities Overlay District.

Attachments

1. Resolution for Approval
2. Previous Staff Memos dated March 27, 2024 and April 11, 2024

RESOLUTION TO APPROVE

**CONDITIONAL Recreational Marijuana License
4360 Hagadorn – Okemos Local Investments**

RESOLUTION

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at 5151 Marsh Road, Okemos, MI 48864 on the 9th day of May 2024, at 6:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

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

WHEREAS, Okemos Local Investments LLC, option holder for the purchase of the property at 4360 Hagadorn Road, has submitted an application to operate a marijuana retailer to the located at this location, and

WHEREAS, the property is located within one of the five marijuana overlay districts established under the Meridian Township Zoning Ordinance; and

WHEREAS, Okemos Local Investments LLC application was the only application received in Zone 4, where the property in question is located, and

WHEREAS, the application was determined to be a complete application by the Director of Community Planning and Development; and

WHEREAS, the application was reviewed by the Recreational Marijuana Review Committee, who unanimously recommended approval of the license to the Township Board, while strongly encouraging the applicant to provide additional information clarifying their operation; and

WHEREAS, the Township Board reviewed the application at their April 2nd regular meeting and raised a series of questions and asked for clarification on a number of items associated with the application; and

WHEREAS, the Township Board held further discussion the application at their April 16th meeting, where the applicant thoroughly clarified all outstanding issues and alleviated concerns about their operational ability; and

WHEREAS, after reviewing the competitive review criteria established by the Township Board, the Board has determined that Okemos Local Investments LLC is best suited to operate in Zone 4 in compliance with the local ordinances and the Michigan Regulation and Taxation of Marijuana Act, given the ownership group’s previous history in the industry; and

NOW THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby issued CONDITIONAL APPROVAL for a recreational marijuana

license to Okemos Local Investments LLC, for a marijuana retailer at 4360 Hagadorn Road, subject to the following conditions:

1. Approval is granted in general accordance with the complete application submitted to the Township, signed by Samuel Pernick on 01/24/24 and all supplementary information submitted by Mr. Pernick, dated March 27, 2024.
2. A Special Use Permit application for the facility must be submitted within 60 days following this approval.
3. Any material changes to the details in the licensing application will be reviewed by the Director of Community Planning and Development to determine the appropriate amendment procedure.

ADOPTED: YEAS: _____

NAYS: _____

STATE OF MICHIGAN)

) ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Township Board of the Charter Township 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 Township Board on the 9th day of May, 2024.

Deborah Guthrie
Township Clerk



PREVIOUS REVIEW MEMO

To: Township Board

From: Timothy R. Schmitt, *AICP*
Community Planning and Development Director

Date: April 11, 2024

Re: Recreational Marijuana License Application
Zone 4 - Okemos Local Investments

At the April 2, 2024 Township Board meeting, the Board held a public hearing and discussed the recreational marijuana license application for Okemos Local Investments, located at 4360 Hagadorn Road. This was the only application that was submitted for a recreational marijuana license in Zone 4, which is located on the east side of Hagadorn Road, south of Mount Hope Road and the CSX Railroad tracks. The applicant, Okemos Local Investments, was previously selected as a medical marijuana licensee, although their approval lapsed and no construction towards a facility was ever started.

The Recreational Marijuana License Review Committee previously reviewed the application and found the application to be complete but raised several questions as to the thoroughness of the information submitted, especially as it related to responding to the competitive review criteria, which is the determining factor for the Township Board in issuing a license. The applicant subsequently submitted additional information clarifying these items and providing additional information.

The Township Board reviewed the matter and had a number of questions and concerns that were discussed in detail. Given that the Board had two members absent on the 2nd, the decision was made to bring this application back for further discussion on the 16th.

Township Board Action

The Township Board can approve or not approve a conditional permit in Zone 4 to Okemos Local Investments. Should a conditional permit be granted, the applicant will then need to apply for Special Use permit review, which will start with the Planning Commission and ultimately be reviewed and approved/denied by the Township Board. The previous Staff report from March 27, 2024 is attached to this memo for reference. Staff looks forward to the additional discussion on this application.



PREVIOUS REVIEW MEMO

To: Township Board

From: Timothy R. Schmitt, AICP
Community Planning and Development Director

Date: March 27, 2024

Re: Recreational Marijuana License Application
Zone 4 – Okemos Local Investments

The Recreational Marijuana Review Committee has completed their initial review of the applications that were submitted for recreational marijuana in the Township. Zone 4, which is located on the east side of Hagadorn Road, south of Mount Hope Road and the CSX Railroad tracks. One application was received in this Zone during the January application window the Township Board authorized. The applicant, Okemos Local Investments, was previously selected as a medical marijuana licensee, although their approval lapsed and no construction towards a facility was ever started.

Application Contents

Staff reviewed the application based on the standards found in Section 40-68(2) of the Township Ordinances, which outlines the requirements for the submittal. Staff's review of the application determined that the application met all the requirements in the Ordinance, however we did ask the applicant for multiple clarifications, given the nature of the ownership structure, which includes several llcs, some of which are new as of earlier this year. This is not unusual in the industry, it just creates layers for Staff to research through. In total, the application meets the minimum standards of the Ordinance.

Competitive Review Criteria

Although only one application was received in Zone 4, the application was still reviewed by the Review Committee against the competitive review criteria, to determine if there were any areas that needed to be clarified or additional information submitted.

a. The content and sufficiency of the information provided in the application for recreational marijuana licensing.

All application deficiencies were resolved acceptably by the applicant.

b. Whether the proposed licensed location is consistent with the land use for the surrounding neighborhood.

The facility is proposed to be located in an area along Hagadorn Road that is on the edge of the built up area of the Road. There is an office building to the north, but to the south is one single-family home surrounded by a large amount of natural area. To the west is one of Michigan State University's research farms. The house proposed to be repurposed for the proposed facility is in need of repairs and refurbishment. The proposed use is consistent with the Master Plan designation for the property.

c. Whether the applicant and its stakeholders have demonstrated competency in business operations and have a good reputation in the community and marijuana industry, viewed in light of history of compliance with state and local laws and regulations; whether the applicant

or its stakeholders has held, or currently holds, any other state regulated license, including a CRA issued license or a liquor license; whether the applicant or its stakeholders currently operate or previously operated any other marijuana or state regulated businesses; reviews and references related to any ongoing business operations; and any other information or documentation that demonstrates good reputation and good moral character.

The applicant, both corporate and individually, have not had a license, permit, or certificate issued by a licensing authority denied, restricted, revoked, or not renewed.

d. The extent that proposed plans eliminate or minimize traffic, noise, and odor effects on the surrounding neighborhood.

This application is relying on the fact that they are in a relatively unpopulated portion of the Township as the main inhibitor of negative externalities. They have limited detail on odor control, with basic systems in place to limit smells. They have acknowledged traffic through their traffic study, which indicates that a turn lane and taper lane are likely to be required by the Ingham County Road Department. Given the location however, traffic would not be expected to be a major concern.

e. Whether the applicant has demonstrated a dedication to Meridian Township and the community.

The application largely did not address this issue. One of the proposed owners, however, is a resident of the Township and lives nearby the proposed facility.

f. How the application meets a number of physical site criteria, listed in the procedures.

The property and house in question are in need of investment and rehabilitation and the applicant is proposing to do just that. The proposal will substantially improve the property and the corridor generally in this regard. The security plan is fairly basic at this time, following State guidelines. We will solicit further feedback from the Police Department during the Special Use Permit review process.

g. Whether the applicant and its stakeholders have reasonably demonstrated that they possess sufficient financial resources to implement and carry out their proposed business plan and operations. In assessing this criterium, the Township should consider the scope of applicant's proposed business plan in conjunction with documentation of financial assets (i.e. bank statements, tax returns, documents denoting pecuniary interest utilized by the CRA), liabilities, and sources of funding.

At this point, the applicant has provided no information about the financial backing of the project. This is something that will be addressed by the State, should this application proceed to licensing.

h. Whether the applicant is an existing and operating medical marijuana Permit Holder within the Township and the length of time of such operations.

This application was one of the originally selected medical marijuana applications, but they never proceeded to special use permit review or construction.

i. Whether the planned signage for the proposed location is consistent with the land uses in the surrounding neighborhood and of such a design and location that is in harmony with the purpose and intent of the Zoning Ordinance and the Meridian Township Recreational Marijuana Ordinance. This includes, but is not limited to, the size, location, construction materials of the sign and/or design of the sign, logos, or lighting.

Signage details have not been submitted at this time.

j. Whether the applicant has planned community outreach to the Township and its residents, including but not limited to planned educational services, charitable or philanthropic activity, community improvement, or other programs that will directly benefit the Township, Township services, or improve the health, safety, and welfare of the Township and its residents.
No information has been provided with respect to this standard of review.

Township Board Action

The Township Board can approve or not approve a conditional permit in Zone 4 to Okemos Local Investments.. Should a conditional permit be granted, the applicant will then need to apply for Special Use permit review, which will start with the Planning Commission and ultimately be reviewed and approved/denied by the Township Board.



To: Board Members
From: Timothy Schmitt, Interim Township Manager
Date: May 9, 2024
Re: Appointment to Ingham County Materials Management Planning Committee

In 2022, Michigan's Solid Waste Program underwent significant updates with the passage of amendments to Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended. These amendments mandate the replacement of existing county Solid Waste Management Plans with new Materials Management Plans (MMP). These plans will emphasize sustainable materials management approaches, such as recycling and composting, rather than merely focusing on landfilling waste.

This is to advise you that the **Ingham County Board of Commissioners is soliciting applications for positions on the Ingham County Materials Management Planning Committee (MMPC)** in order to prepare a Materials Management Plan (MMP) for Ingham County.

The MMPC will be a permanent body that is appointed to direct the Designated Planning Agency (DPA) in the preparation of the County's Materials Management Plan. The MMPC will play a crucial role in the development of the County's MMP. Members must be residents of Ingham County, as required by County policy.

The Ingham County Board of Commissioners is looking to fill the following positions for the MMPC:

- A solid waste disposal facility operator
- A representative of a hauler of managed material
- A materials recovery facility operator
- A composting facility or anaerobic digester operator
- A waste diversion, reuse, or reduction facility operator
- A representative of an environmental interest group that has members residing in the planning area
- An elected official of the county
- **An elected official of a township**
- An elected official of a city or village
- A representative of a business that generates a managed material
- A representative of the regional planning agency whose territory includes the planning

A motion is prepared for Board consideration:

MOVE TO RECOMMEND THAT _____ APPLY FOR APPOINTMENT TO THE INGHAM COUNTY MATERIALS MANAGEMENT PLANNING COMMITTEE AS AN ELECTED OFFICIAL OF THE TOWNSHIP.

Attachments:

1. EGLE Materials Management Planning Quick Guide
2. Ingham County Materials Management Planning Committee Stakeholder Letter
3. Ingham County Appointment Application

Materials Management Planning

QUICK GUIDE

Materials Management Plans (MMP) are required by amendments to Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (Part 115), specifically [Subpart 11](#), Materials Management Plans. These changes focus on sustainable materials management approaches, such as recycling and composting, instead of primarily disposal. MMPs, once approved, will replace existing solid waste management plans. This document provides guidance to assist with the development of these new MMPs.

CONTENTS

Glossary of Terms.....	2
Goals and Objectives of Materials Management Planning	3
Materials Management Planning Overview	3
Materials Management Plan Requirements.....	5
Responsible Parties - Roles and Responsibilities	8
Plan Initiation Process.....	10
County Approval Agency.....	12
Designated Planning Agency.....	13
Materials Management Planning Committee	14
Plan Development and Approval Process	17
Materials Management Planning Grants	21
Multicounty Materials Management Planning	22
What resources are available?.....	23

GLOSSARY OF TERMS

Benchmark Recycling Standard (BRS): a recycling curbside and drop-off access standard that each planning area must meet within the timelines identified in statute.

County Board of Commissioners (BOC): the elected governing body authorized to make policy decisions for the county, or the elected county executive, as appropriate.

County Approval Agency (CAA): the entity that assumes responsibility and is authorized to approve the MMP, by submitting a notice of intent for preparing the MMP. The CAA may be a county board of commissioners, all the municipalities in a county acting jointly, or a regional planning agency.

Designated Planning Agency (DPA): the agency and a specific individual of the agency designated by the CAA that shall serve as the primary government resource in the planning area for the administering and developing the MMP. “DPA” does not mean a regional planning agency, unless the CAA identifies the regional planning agency as the DPA.

Disposal Area: a facility that accepts solid waste for disposal, or handling prior to disposal, such as a landfill, incinerator, or solid waste processing and transfer facility.

Diverted Waste: waste generated by households, businesses, or government entities that can lawfully be disposed of at a municipal solid waste landfill or incinerator but is separated from other waste for better management. Examples of diverted waste include batteries, pesticides, pharmaceuticals, light bulbs, sharps, mercury containing devices, hazardous materials, or liquid wastes.

Managed Materials: solid waste, diverted waste, or recyclable material.

Materials Management Facility (MMF): a disposal area, materials utilization facility, or waste diversion center.

Materials Management Goal (MMG): goals identified in an MMP that are measurable, objective, and specific to the planning area identified to divert recyclables and organics from disposal. These goals include the municipal solid waste recycling rate goal, the benchmark recycling standards identified in Part 115, and any additional material utilization and reduction activities identified by the MMP.

Materials Management Planning Committee (MMPC): a permanent body that is appointed by the CAA to direct the Designated Planning Agency in the preparation, coordination and ensures fulfillment of the MMP.

Materials Utilization Facility (MUF): a facility, such as a materials recovery facility, anaerobic digester, compost facility, or innovative technology facility that processes recyclable materials for conversion into raw materials, intermediate, or new products.

Planning Area: the geographic area included within a materials management plan.

Regional Planning Agency: the Governor appointed 14 separate regions within the State for planning purposes. The [Michigan Association of Regions map](#) shows their geographical locations.

Waste Diversion Center: a facility designated for the purpose of receiving or collecting diverted wastes.

GOALS AND OBJECTIVES OF MATERIALS MANAGEMENT PLANNING

WHAT IS A MATERIALS MANAGEMENT PLAN (MMP)?

Each county is required by law, to have an MMP that assures adequate materials management capacity for all non-hazardous solid waste generated in the county. The plan will also assure that managed material is collected, processed, or disposed at facilities that are consistent with the county plan and comply with state laws and rules. This can include organics, recyclables, solid waste, and other materials. MMPs will also identify and regulate local criteria for siting of all [materials management facilities](#), such as landfills, solid waste processing and transfer facilities, materials recovery facilities, composting facilities, and anaerobic digesters.

The materials management plan is not the end-goal. The goal is to create and implement a robust materials management system.

HOW DO PLANS HELP A COUNTY?

- Gives a county a tool in its authority over management of solid waste, recyclables, organics, and other related activities within their county.
- Allows for mechanisms to fund and promote materials management methods like recycling and composting.
- Illustrates the county's materials management infrastructure (existing and new).
- Defines county or regional needs, goals, and identifies possible areas of growth.
- Encourages collaboration through partnerships to manage materials that are generated.
- Funds the effort to inventory current [materials management facilities](#) and available capacity.
- Helps establish current generation of organics, recyclable materials, and solid waste.
- Identifies gaps and local needs for infrastructure and services.

Once developed, the MMP becomes a tool and the authority to implement the vision set by the planning area.

MATERIALS MANAGEMENT PLANNING OVERVIEW

Materials management planning is a program designed to guide the management of counties' materials, with an emphasis on increasing sustainable practices, such as recycling and composting, in addition to ensuring safe disposal options. These materials can include food waste, yard clippings, recyclables, other source separated materials, and solid waste. Part 115 establishes statewide recycling goals and standards, and the MMP will identify an implementation strategy to meet those goals. MMPs will identify existing [materials management facilities](#) and the facilities needed to meet the plan goals, identify capacity required to manage its generated materials, and a siting process to develop new and required facilities.

WHAT DO I NEED TO KNOW ABOUT PLANS?

- MMPs will be required for each county, developed as a single or multicounty MMP.
- MMPs will focus on comprehensive materials management, including recycling, composting, other diversion activities, and disposal.
- MMPs will establish goals with measurable objectives to divert recyclables and organics from disposal, while also increasing recycling access and education.
- EGLE will initiate the planning process in September 2023.
- Counties will have 3 years to complete the planning process, including the MMP development and local approvals.
- Maximum timeframes are established throughout the development and approval process.
- Funding will be available annually for MMP development, implementation, and maintenance.
- Additional funding will be available for counties that participate in multicounty planning.
- MMPs replace existing solid waste management plans, once approved.
- This shift to more sustainable materials management strategies aligns with Michigan's [MI Healthy Climate Plan](#).

WHO IS INVOLVED IN PLANNING ACTIVITIES?

Materials management planning will require coordination and collaboration across county and local governments and the materials management industry. Below are the main entities.

- County Approval Agency (CAA).
- Designated Planning Agency (DPA).
- Materials Management Planning Committee (MMPC).

See the following for more details.

MATERIALS MANAGEMENT PLAN REQUIREMENTS

An MMP shall include the following requirements:

- Measurable, objective, and specific goals of the planning area, for solid waste diversion from disposal areas, including, but not limited to, the municipal solid waste recycling rate, the benchmark recycling standards, and the material utilization and reduction activities identified by the MMP.
- An implementation strategy for the county to demonstrate progress toward or to meet the materials management goals by the time of the 5-year MMP review. The strategy will include:
 - How progress will be made to reduce the amount of organic material being disposed of, through food waste reduction, composting, and anaerobic digestion.
 - How progress will be made to reduce recyclable materials being disposed of through increased recycling, including expanding convenient access and recycling at single and multifamily dwellings, businesses, and institutions.
- A description of the resources needed for meeting the materials management goals and how the development of necessary materials utilization facilities and activities will be promoted.
 - A description of how the benchmark recycling standards will be met.
 - A timetable for implementation.
- All managed material generated in the planning area will be identified by type and tonnage, to determine the planning area's managed material capacity needs and that all managed material is included in the planning area's materials management goals.
- Require that a proposed materials management facility meets the requirements of Part 115 and is consistent with the materials management goals.
- Identify and evaluate current and planned materials management infrastructure and systems that contribute or will contribute to meeting the materials management goals.
- Include an inventory of the names and addresses of the following:
 - Existing disposal areas.
 - Materials utilization facilities.
 - Waste diversion centers.
- Contain a facility inventory that shall, at a minimum, include the following information:
 - A summary of deficiencies, if any, in meeting current materials management needs.
 - The facility latitude and longitude.
 - The estimated facility acreage.
 - A description of the materials managed.
 - The processes for handling materials at the facility.
 - The total authorized capacity of the facility.
 - Include acknowledgement by the facility for capacity purposes, if applicable.

- If the inventoried facilities do not provide sufficient capacity for managed materials, the MMP shall identify specific strategies, including a schedule and approach to develop and fund needed capacity.
- Ensure that the [materials management facilities](#) that are identified as necessary to be sited can be developed.
- An enforceable mechanism to meet the goals of the MMP and implement the MMP.
- Calculate the municipal solid waste recycling rate for the planning area.
- Describe the materials management transportation infrastructure.
- Include current and projected population densities and identify population centers and centers of managed material generation in the planning area, to demonstrate that the capacity required for managed material is met.
- Describe the mechanisms by which municipalities in the planning area will ensure convenient recycling access, such as one or more of the following:
 - Assignment of the responsibility to the county or an authority.
 - A franchise agreement.
 - An intergovernmental agreement.
 - Municipal service.
 - Licensing under an ordinance.
 - A public-private partnership.
- Specify a recommended minimum level of recycling service that incorporates the access requirements of the benchmark recycling standards.

The county or municipality within the planning area may, through an appropriate enforceable mechanism, require haulers operating in its jurisdiction to provide the recommended level or a different minimum level of recycling service.

- Identify the DPA and the entity or entities responsible for each of the MMP's responsibilities.
- With respect to education and outreach for residents and businesses in the planning area, do both of the following:
 - Provide a strategic plan that identifies roles, responsibilities, funding sources, and methods for persons providing the education and outreach services.
 - Describe the county or regional role in providing continuing recycling education. The recycling education shall include, but is not limited to, providing a recycling guide both in hard copy at select public locations and electronically on a cell phone-friendly website. The recycling guide shall do the following:
 - ✓ Identify recycling locations.
 - ✓ Identify recyclable materials.
 - ✓ Explain how to prepare recyclable materials for collection.
 - ✓ Describe other best practices.

- Include a listed telephone number for additional information. Include a siting process and a copy of any ordinance, law, rule, or regulation of a municipality, county, or governmental authority within the planning area that applies to the siting process.
- Take into consideration the MMPs of counties adjacent to the planning area, as they relate to the planning area's needs.
- Document all opportunities for participation and involvement of the public, all affected agencies, parties, and the private sector, in the preparation of the MMP.
- An MMP may include management plans for debris from environmental damage, for debris from disasters, or for other materials, such as construction or demolition waste, not otherwise required to be covered by an MMP.
- If a solid waste landfill is proposed to be developed in the planning area within two (2) miles of a municipality that is located adjacent to the planning area, or if a solid waste processing and transfer facility or materials utilization facility is proposed to be developed in the planning area within one (1) mile of such a municipality, both of the following apply:
 - The CAA shall notify the legislative body of the adjacent municipality, of the proposed development, in writing. The notice shall include a copy of this subsection.
 - The planning committee shall provide the adjacent municipality an opportunity to comment on the proposed development.
- An MMP shall include a siting process with a set of minimum criteria.
 - The siting process shall not include siting criteria that are more restrictive than state law, if a materials utilization facility could not be developed anywhere in the planning area under those criteria.
 - A materials utilization facility need not be sited, if the CAA or DPA demonstrates to the department that the planning area has available capacity sufficient to address the managed materials identified by the MMP as being generated in the planning area.

RESPONSIBLE PARTIES - ROLES AND RESPONSIBILITIES

MATERIALS MANAGEMENT PLAN (MMP) PARTIES AND GENERAL RESPONSIBILITIES:

- The County Board of Commissioners or elected county executive, municipalities within the county, or the regional planning agency may assume responsibility for a planning area. This responsible entity becomes the CAA.
- The CAA will appoint a DPA to develop the MMP.
- The CAA will also appoint an MMPC to identify planning area priorities and direct the DPA for MMP preparation.

COUNTY BOARD OF COMMISSIONERS (BOC) DUTIES:

- Receives the request from EGLE to prepare an MMP.
- May file the Notice of Intent (NOI) to prepare the MMP or decline to prepare the MMP.
- If the BOC declines preparation of the MMP, they shall advise the municipalities and the Regional Planning Agency (RPA) of their decision.
- Receives MMP grant money from EGLE and distributes it to the CAA.
- Automatically responsible for Plan implementation, if EGLE prepares the MMP.

NOTE. If the BOC declines to submit the NOI, the municipalities or RPA can request an extension to allow the parties an opportunity to determine who will file the NOI. If an NOI is not filed, EGLE may prepare the MMP.

COUNTY APPROVAL AGENCY DUTIES:

- Serves as the primary responsible party.
- Responsible for MMP implementation.
- Consults with adjacent counties regarding interest in preparing a multicounty MMP.
- Appoints the DPA.
- Appoints an MMPC.
- Oversees the creation and implementation of the DPA's work program.
- Utilizes the MMP Grant funds for MMP development and implementation.
- Approves the MMP prior to municipal approval.
- Approves MMP modifications, if needed.
- Certifies to the Department the progress toward meeting all components of its materials management goals.

DESIGNATED PLANNING AGENCY DUTIES:

- Serves as the primary government resource in the planning area for information about the MMP and the MMP development process.
- Prepares the MMP work program.
- Prepares the MMP.
- Consults with all affiliated entities.
- Publishes required public notices.
- Obtains written approvals from the Planning Committee, CAA, and municipalities.
- Manages the public comment process.
- Drafts language for review and approval of the Planning Committee.
- Ensures approval process and submittals comply with Part 115.

MATERIALS MANAGEMENT PLANNING COMMITTEE (PLANNING COMMITTEE/MMPC) DUTIES:

- Directs the DPA in the preparation of the MMP.
- Reviews and approves the DPA work program.
- Identifies relevant local policies and priorities.
- Ensures coordination in the preparation of the MMP.
- Advises county (or counties if multi-county) and municipalities.
- Ensures that the DPA is fulfilling all the requirements and rules promulgated under this part, as to both the content of the MMP and the public participation requirement.
- Notifies the applicable parties of any identified deficiencies.
- Approves the MMP prior to public comment.
- Provides the final level of approval of the MMP before it is presented for CAA approval.

EGLE PREPARED MMP

- If EGLE is responsible for preparing the MMP for two or more counties, EGLE may include those counties in the planning area of a single MMP and may exercise its powers and perform its duties for those counties jointly.
- EGLE will develop an MMP using the standard format and having specific requirements, as required by [Section 11580 of Part 115](#).
- MMP Grant funds may be used by the department for MMP preparation.
- The BOC is automatically responsible for the EGLE prepared Plan implementation.

PLAN INITIATION PROCESS

OUTLINE OF STEPS:

- STEP 1:** EGLE Director Initiates the MMP Process (*THE COUNTY HAS 180 DAYS TO FILE THE NOI*).
- STEP 2:** CAA Responsibility Determined.
- STEP 3:** Multicounty Planning Consideration.
- STEP 4:** Develop Interlocal Agreement for a Multicounty MMP (if applicable).
- STEP 5:** Submit Notice of Intent (NOI) to EGLE and CAA Confirmed.

DETAILS OF STEPS:

STEP 1: EGLE Director Initiates MMP process.

EGLE will request each county BOC or County Executive, as appropriate, to submit an NOI to prepare an MMP. The NOI shall be submitted within 180 days of this request.

STEP 2: CAA Responsibility Determined.

Each county BOC will have the first opportunity to assume responsibility for the MMP and complete the initial tasks required of the CAA. If the BOC declines this responsibilities, then all municipalities in the county jointly or the RPA may elect to take the CAA responsibilities. If the municipalities and the RPA declines the CAA responsibilities, EGLE shall write the MMP on behalf of the County.

NOTE: A formal decision by resolution or similar mechanism will be required to document either a confirmation or a rejection of each county or RPA, as appropriate, regarding the CAA entity decision.

If the BOC declines to become the CAA, they will give up their authority for ALL responsibilities for the MMP and the entity that becomes the CAA will be granted those responsibilities in lieu of the BOC.

Multicounty plans will follow the same procedure for approval of a single county plan. Each county represented in multicounty plan will confirm its own CAA, then jointly designate a single DPA, and enter an interlocal agreement for preparation of the multicounty plan.

STEP 3: Multicounty Planning Consideration

Before submitting the NOI, each CAA shall consult with each adjacent county regarding the option of preparing a multicounty MMP. Documentation of these consultations is required to be submitted with each NOI. Please see Section 11571(7) for additional information.

STEP 4: Develop Interlocal Agreement for a Multicounty MMP (if applicable).

For those counties that intend to develop a multicounty MMP, an interlocal agreement must be developed between all counties preparing its MMP. Documentation of an executed interlocal agreement is required to be submitted with each NOI, if applicable.

STEP 5: Submit Notice of Intent to EGLE and CAA Confirmed.

Once the NOI is submitted the entity is then confirmed as the CAA. Each CAA shall submit the following items as part of their NOI submittal:

- NOI indicating which entity will become the CAA, accepting responsibility for the preparation and responsibilities of the MMP development, implementation, and authorities.
- Documentation indicating the CAA consulted with each adjacent county regarding the option of preparing a multicounty MMP.
- Documentation of the outcome of the above adjacent county consultation, including a copy of any interlocal agreement identifying the process for creating a multicounty MMP.

NEXT STEPS: For next steps, see the [Plan Development and Approval](#) section of this Guide.

COUNTY APPROVAL AGENCY

The **CAA** is the entity that assumes responsibility and authority over the MMP. The CAA will be responsible for approving and implementing the MMP, determining whether to pursue multicounty planning with adjacent counties, and filing an NOI. This section contains the steps and guidance for determining the CAA, as well as its roles and responsibilities.

DETERMINATION OF THE CAA:

- The BOC will receive the initial request from EGLE to prepare an MMP.
- The BOC may accept or decline responsibilities to prepare the MMP
- If the BOC files the NOI with a response of "accept," they are assuming responsibility of the MMP, and are declaring themselves the CAA.
- If the BOC declines preparation of the MMP, they shall advise the municipalities and the RPA of their decision.
- The municipalities, acting jointly, or the RPA, then have the option to file the NOI and become the CAA.
- If the BOC declines, if needed, the municipalities or the RPA can request an extension of the deadline to file the NOI to make their determination. If no NOI is filed or all entities decline, EGLE will prepare the MMP, and it will be final.

NOTE. Before filing the NOI, the entity who chooses to do so must also complete various pre-planning activities, including consulting with adjacent counties to gauge interest in a multicounty MMP and completing an interlocal agreement if pursuing a multicounty MMP.

Once the CAA files the NOI and all supporting documentation, it is recommended that the CAA immediately start the next steps in the MMP development process because the filing of the NOI triggers a 180-day time limit to complete all the following tasks:

- Appoint the DPA.
- Appoint the MMPC.
- The DPA Prepares the Work Program.
- The MMPC Approves the Work Program.
- EGLE Approves the Work Program.

RESPONSIBILITIES OF THE CAA:

- Primarily responsible for all aspects of the MMP.
- Responsible for MMP implementation.
- Consults with adjacent counties regarding preparing a multicounty MMP prior to filing the NOI.
- Appoints the DPA.
- Appoints a Materials Management Planning Committee.
- Oversees the creation and implementation of the DPA's work program.
- Utilizes the MMP Grant funds for MMP development and implementation - this will be distributed initially to the BOC or County Executive, and then must be sent to the CAA.
- Approves the MMP prior to municipal approval.
- Approves MMP modifications, if needed.
- Certifies to EGLE the progress toward meeting all components of its materials management goals.

DESIGNATED PLANNING AGENCY (DPA)

The **DPA** is the agency, and an individual within that agency, identified as the primary contact person for administering and preparing the MMP. [[Section 11574](#)].

DPA RESPONSIBILITIES:

- Serves as the primary government resource in the planning area for information about the MMP and leads the MMP development process.
- Under the direction of the MMPC, prepares the MMP using the EGLE provided format, solicits public comment, and obtains MMP approval.
- During the preparation of the MMP, solicits the advice of and consults with the following organizations:
 - Municipalities, various organizations related to materials management, and the private sector, such as materials management facility operators, in the planning area.
 - The county or regional planning agency.
 - Counties and municipalities in counties that are adjacent to the planning area.

Public Notice and Comments:

At least 10 days before each public meeting where the DPA will discuss the MMP, a notice of the meeting must be given to the elected official of each municipality within the planning area, to adjacent communities, and to anyone else within the planning area that requests notice of these meetings. The notice shall indicate as precisely as possible the subject matter being discussed.

Once the MMP is drafted and approved by the MMP Committee, the DPA is required to:

- Share the MMP draft for public review and comment for a minimum of 60 days.
- Conduct a public hearing on the MMP during the public comment period. A public notice of the hearing must be published at least 30 days prior to the hearing.
- Publish the notice in a newspaper, or by electronic media, with major circulation or viewership in the planning area. The notice must state where to find the draft MMP, the end date of the public comment period, and solicit public comment. Online notices must remain posted until the end of the public comment period. This notice may also serve as the public hearing notice.
- Provide a copy of the MMP along with a notice of the end of the public comment period to:
 - EGLE.
 - Each municipality within the planning area.
 - Counties and municipalities adjacent to the planning area that may be significantly affected by the MMP or that have requested the opportunity to review the MMP.
 - The regional planning agency for each county in the planning area.
- Submit a summary of comments received during the public comment period to the MMPC.
- Revise the MMP based on public comment, as directed by the MMPC. The DPA has 30 days from the end of the public comment period to resubmit the MMP to the planning committee, if applicable.
- The DPA must ensure that the MMP approval process has been followed. See the [Materials Management Planning Committee section](#) of this document more details.



MATERIALS MANAGEMENT PLANNING COMMITTEE

The MMPC/Planning Committee is a permanent body that is appointed to direct the DPA in the preparation of the MMP. [[Section 11572 and 11573](#)]

DUTIES AND RESPONSIBILITIES OF THE MMPC

- Directs the DPA in the preparation of the MMP.
- Reviews and approves the DPA work program.
- Identifies relevant local policies and priorities.
- Ensures coordination in the preparation of the MMP.
- Advises counties and municipalities regarding the MMP.
- Ensures the DPA is fulfilling the requirements of Part 115, including the MMP's content and public participation.
- Notifies the DPA and applicable parties of any deficiencies in the MMP or the process.
- Approves the MMP prior to public comment.
- Provides the final level of MMP approval before it is presented for CAA approval.

COMMITTEE APPOINTMENTS

- Initial members are appointed for a 5-year term.
- After initial 5-year term there should be a period of staggered appointments (2, 3, 4, and 5-year terms; the following example of Staggered Appointments).
- After staggered positions are established, their successors should be appointed for 5-year terms.
- Members can be reappointed.
- Vacancies should be filled for the unexpired term in the same manner as the original appointment.
- Members can be removed by CAA due to incompetence, dereliction of duty, or malfeasance, misfeasance, or nonfeasance in office.

Exempld of Staggered Appointments



VOTING

- A majority of members present at a meeting constitutes a quorum for the transaction of business.
- An affirmative vote from the majority of the members appointed is required for official action to be taken.
- The approval of a County and/or Regional MMP requires the affirmative vote of a majority of the full planning committee. For example, if:
 - There are 13 total member positions (12 active members and 1 vacant position).
 - When a vote is taken, a minimum of 7 affirmative votes are required for that action to pass.
 - Votes needed are based on the total number of available positions, not how many are currently filled and/or present at the meeting.

PLANNING COMMITTEE MEMBER REQUIREMENTS

All members must either provide services to or reside within the planning area and be defensible if challenged.

Member Requirements

- A solid waste disposal facility operator.
- A representative of a hauler of managed material.
- A materials recovery facility operator.
- A composting facility or anaerobic digester operator.
- A waste diversion, reuse, or reduction facility operator.
- A representative of an environmental interest group that has members residing in the planning area.
- An elected official of the county.
- An elected official of a township.
- An elected official of a city or village.
- A representative of a business that generates a managed material.
- A representative of the [regional planning agency](#) whose territory includes the planning area.

Optional Members/Scenarios

- The CAA may appoint one additional representative that does business in or resides in an adjacent community outside the planning area.
- If during the MMP development or amendment process, a solid waste landfill is proposed in the planning area within 2 miles of a municipality that is located adjacent to the planning area, or if a solid waste processing and transfer facility or materials utilization facility is proposed in the planning area within 1 mile of such a municipality, the CAA shall notify the adjacent municipality in writing. This municipality may provide comment on the proposed development.

Optional Multicounty Planning Members

In addition to the above committee members, each county in a multicounty plan may appoint the following additional members:

- An elected official of the county or a municipality.
- A representative from a business that generates managed materials.

Minimum Planning Committee Members

If the CCA has difficulty finding qualified individuals to serve on the planning committee, EGLE may approve a reduction in the number of members. Contact EGLE for more details.



PLAN DEVELOPMENT AND APPROVAL PROCESS

This section details the steps to develop and approve the MMP and grant eligibility, after the EGLE Director initiates the MMP development process ([Part 115](#), Sections 11571–11576, 11580, 11587).

- STEP 1.** NOI is filed and the responsible entity becomes the CAA within 180 days of EGLE’s request. If an NOI was not filed by the BOC, the municipalities or RPA can request an extension from EGLE to allow the parties an opportunity to determine who will file the NOI with an EGLE approved extension.
- If an NOI was filed, continue to Step 2.
 - If an extension was requested by the municipalities or RPA from EGLE and approved by EGLE, continue to Step 2.
 - If an extension was not requested or an NOI was not filed, EGLE shall prepare the MMP. The EGLE prepared MMP is final, and the process ends.

The CAA has a total of 36 months from the date an NOI is filed to complete its portions of the process.

- STEP 2.** After the NOI is submitted, the following must be completed:
- The CAA establishes the DPA. The CAA will have the option to identify a DPA while filing its NOI. This is highly recommended to give the DPA ample time to complete the remaining tasks. However, the CAA has up to 120 days to officially appoint their DPA.
 - Within 180 days: The CAA appoints the MMPC; the DPA will draft the Work Program; the MMPC approves Work Program and submits the Work Program to EGLE; EGLE approves the Work Program. All tasks must be completed within this 180-day given timeframe.

The CAA is grant eligible once an NOI is filed, a DPA and MMPC have been appointed, and a Work Program has been approved by the MMPC and EGLE. *It is recommended to begin MMP drafting and development while waiting for MMP grant distribution, to ensure the 36-month total timeframe is met.*

STEP 3. The MMP is drafted.

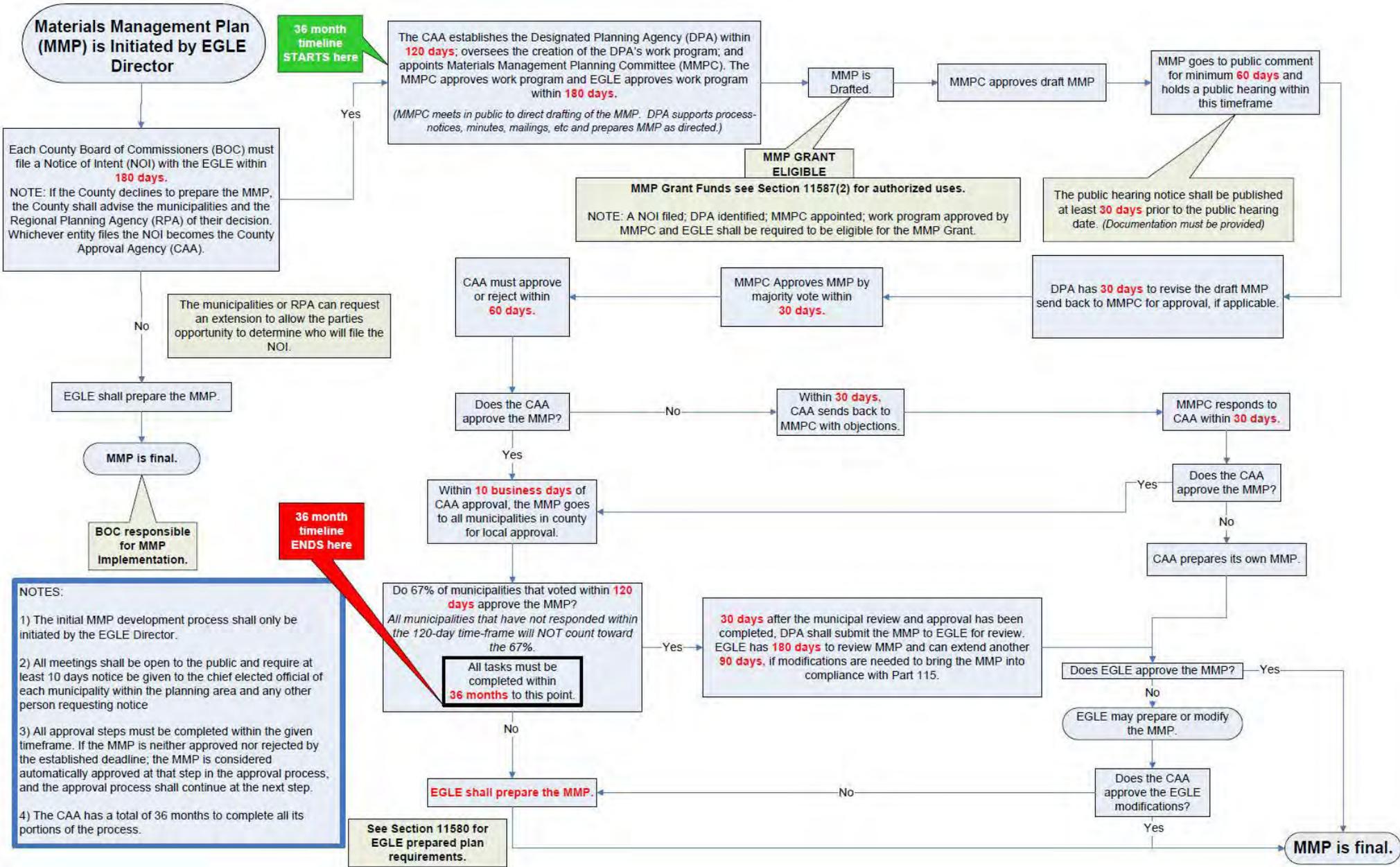
STEP 4. The MMPC approves the draft MMP.

- STEP 5.** The MMP goes to public comment for a minimum of 60 days. During this time, a public hearing is conducted by the DPA.
- The public hearing notice shall be published at least 30 days prior to the public hearing date. Documentation must be provided to EGLE.

STEP 6. Once the public comment period and hearing are completed, the DPA has 30 days to revise the draft MMP based on comments received and send the draft MMP back to the MMPC for approval, if applicable.

- STEP 7.** The MMPC approves the MMP by majority vote within 30 days after the DPA has sent the revised draft MMP back for final approval.
- STEP 8.** The CAA must approve or reject the MMP within **60 days** after the MMPC has approved the MMP.
- If the CAA approves the MMP, continue to Step 9.
 - If the CAA does not approve the MMP within **30 days**, the CAA sends the MMP back to the MMPC with objections.
 - The MMPC then responds to the CAA within **30 days**.
 - The CAA acts on the MMP.
 - ✓ If the CAA approves the MMP, continue to Step 9.
 - ✓ If the CAA does not approve the MMP, the CAA prepares its own MMP, then continues to Step 10.
- STEP 9.** Within **10 business days** of CAA approval, the DPA sends the MMP to all municipalities in the County.
- STEP 10.** Municipalities are given **120 days** to approve or reject the MMP.
- Only those municipalities that voted within the 120 days will count toward approval or rejection of the MMP. *All municipalities that have not responded within the 120-day timeframe will NOT count toward the 67 percent.*
 - If 67 percent of the municipalities that acted on the MMP within 120 days approve of the plan, continue to Step 11.
 - *NOTE: 67 percent of the municipalities that respond to the vote must approve the MMP.*
 - If 67 percent of municipalities that voted within 120 days do not approve the MMP, **then EGLE will prepare the MMP, it will be final, and the process ends.**
 - *NOTE: ALL tasks to this point must be completed within 36 months.*
- STEP 11.** 30 days after the municipalities review and approve the MMP, the DPA shall submit the MMP to EGLE for final review, continue to Step 12.
- After the MMP is submitted by the DPA, EGLE has 180 days to review. The review can be extended by another 90 days if modifications are needed to bring the MMP into compliance with Part 115.
- STEP 12.** If EGLE approves the MMP, the MMP is final, and the process is complete. If EGLE does not approve the MMP, EGLE may prepare or modify the MMP, and the process continues to Step 13.
- STEP 13.** EGLE submits the MMP to the CAA. If the CAA approves the EGLE modifications of the MMP, the MMP is final, and the process is complete. If the CAA does not approve the EGLE modifications to the MMP, EGLE prepares the final MMP, and the process is complete.

MATERIALS MANAGEMENT PLAN APPROVAL PROCESS



NOTES

- All meetings shall be open to the public and require at least **10-day** notice be given to the chief elected official of each municipality within the planning area and any other person requesting notice.
- All approval steps must be completed within the given timeframe. If the MMP is neither approved nor rejected by the established deadline, the MMP is considered automatically approved at that step in the approval process, and the approval process shall continue at the next step.
- The CAA has a total of 36 months to complete all its portions of the process.

EGLE PREPARED MATERIALS MANAGEMENT PLAN REQUIREMENTS

- Materials utilization facilities or solid waste processing and transfer facilities are automatically found to be consistent with the MMP if they: (1) are exempt from permit and license requirements; (2) comply with local zoning requirements; and (3) that are identified in the MMP.
- The MMP cannot approve any non-contiguous additional solid waste landfill disposal capacity unless the BOC has shown a demonstrated need ([Section 11509\(9\)](#)).
- The MMP shall require all haulers servicing the planning area, per Part 115, to provide recycling access per the Benchmark Recycling Standard.

Further, an EGLE prepared MMP will not contain a requirement for additional siting criteria or the criterion that the Host Community provides an approval for the development of any facility.



MATERIALS MANAGEMENT PLANNING GRANTS

WHO IS ELIGIBLE TO RECEIVE FUNDING?

Each county that applies and meets the eligibility requirements will receive funding. Funds will be granted to the BOC once the grant application and agreement are approved. If the BOC is not identified as the CAA, then it is the responsibility of the BOC to distribute the funds to the appropriate CAA within 60 days after receipt of the funds. *If EGLE is preparing the MMP for the County, the funds may be utilized by EGLE.*

HOW CAN FUNDING BE USED?

Funds can be used for preparing, implementing, and maintaining an MMP. Including:

- Development of a work program as described in [Section 11587 of Part 115](#).
- Developing and amending an MMP.
- Ensuring public participation.
- Resources used to determine whether new facilities are consistent with the MMP.
- Collecting, submitting, and evaluating data for the database for facility reporting purposes.
- Recycling education and outreach.
- Establishing and continuing recycling and materials utilization programs consistent with the goals.
- Preparation of required reports to EGLE.
- Efforts to obtain support for the MMP and planning process.
- Other efforts related to MMP implementation.

Funds can be used for implementation, however, the MMP development costs take precedence, and an Implementation Work Program has been approved as part of the MMP Grant Agreement.

WHEN IS FUNDING AVAILABLE?

These grants will be awarded annually. To receive funds in the first 3 years, the CAA must have:

- Appointed the DPA.
- Appointed the MMPC.
- A Work Program Prepared by the DPA.
- A Work Program Approved by the MMPC.
- A Work Program approved by EGLE.

The Work Program must contain activities for developing and implementing the MMP and must show associated costs to be covered by the County and the grant. Grantees must keep records documenting use of grant monies.

HOW LONG IS FUNDING AVAILABLE?

Funding is established by the [Income Tax Act Of 1967 Act 281 Of 1967](#), specifically Section 206.51g, Renew Michigan Fund, and is subject to appropriation.

HOW MUCH FUNDING IS AVAILABLE?

Grants will be calculated using the following:

- \$60,000 for each county in the planning area.
- \$10,000 additional for each county in a multicounty planning area.
- For the first 3 years, an additional 50 cents per capita of each county*, up to \$300,000.

**Based on the 2020 Census Data*

Per capita money will not be available for future MMP development.

MULTICOUNTY MATERIALS MANAGEMENT PLANNING

In many cases, MMPs for a multicounty area may be more effective and efficient than plans developed for single counties. Multicounty MMPs may improve operations, costs, environmental outcomes, education and outreach efforts, and market development. Each county is required to consult with adjacent counties to consider multicounty planning and additional grant funds are available for counties participating in a multicounty MMP.

REQUIREMENTS FOR THE DEVELOPMENT OF A MULTICOUNTY MMP

- An MMP may include two or more counties if each of those counties agree to the joint exercise of powers and performance of the duties under Subpart 11 for the BOC and of the CAAs.
- Multicounty MMPs are subject to the same procedure for approval as single-county MMPs. A multicounty MMP shall include a process to ensure that the MMP requirements are met.
- CAAs preparing a multicounty MMP, shall appoint a single planning committee. For each county, additional planning committee members may be appointed:
 - An elected official of the county or a municipality in the planning area.
 - A representative from a business that generates managed materials within the planning area.

MULTICOUNTY COLLABORATION

Counties will be required to document that they contacted, at a minimum, their adjacent counties, regarding the option and interest in preparing a multicounty MMP. Documentation memorializing the outcome and any interlocal agreements identifying the process for creating a multicounty MMP will be submitted to EGLE with each county's NOI.

NOTE: Counties consulted may reside outside the state-designed planning region.

THE BENEFITS OF MULTICOUNTY PLANNING

There are several benefits of creating and implementing a multicounty MMP, including additional grant funding. Each eligible county will receive \$60,000 plus, for the first three years, \$0.50 per capita, not to exceed \$300,000. Counties collaborating in a multicounty plan will **each** receive an additional \$10,000 per year. In addition, collaborating counties can:

- Improve efficiencies, reduces costs and allows for shared implementation costs.
- Streamline access to regional facilities and haulers.
- Identify solutions with counties facing similar challenges and opportunities.
- Use a standardized educational campaign for the planning area.
- Reduce contamination and increase marketability and value of materials.
- Reduce the need to have or create program expertise in each county.
- Increase service options for the region, making it easier to meet capacity and access requirements.
- Provide a larger pool of potential MMPC representatives.

WHAT RESOURCES ARE AVAILABLE?

- [MMP Toolbox](#)
- Email: [EGLE Planning Staff](#)
- [Materials Management Planning Program Staff Map](#)
- [Recycling Program Staff Map](#)
- [Regional Planning Agencies](#)
- [County DPA Contacts](#)
- [Materials Management Facilities ArcGIS Map](#)
- Funding Opportunities (see [Planning Website](#))
- [Mega Data Collection Project](#)

Visit Michigan.gov/EGLEMMP or contact EGLE-MMP@Michigan.gov for more information.

This publication is intended for guidance only and may be impacted by changes in legislation, rules, policies, and procedures adopted after the date of publication. Although this publication makes every effort to teach users how to meet applicable compliance obligations, use of this publication does not constitute the rendering of legal advice.

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To request this material in an alternate format, contact EGLE-Accessibility@Michigan.gov or 800-662-9278.

Ingham County Board of Commissioners

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DISTRICT 9

VICE-CHAIRPERSON
CHRIS TRUBAC
DISTRICT 3

VICE-CHAIRPERSON PRO TEM
RANDY MAIVILLE
DISTRICT 1



INGHAM COUNTY COURTHOUSE
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DIRECTOR

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DISTRICT 5

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ROBERT PEÑA
DISTRICT 8

GABRIELLE LAWRENCE
DISTRICT 10

MARK GREBNER
DISTRICT 11

IRENE CAHILL
DISTRICT 12

SIMAR PAWAR
DISTRICT 13

MARK POLSDOFER
DISTRICT 14

MONICA SCHAFER
DISTRICT 15

April 15, 2024

Dear Stakeholder:

In 2022, Michigan's Solid Waste Program underwent significant updates with the passage of amendments to Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended. These amendments mandate the replacement of existing county Solid Waste Management Plans with new Materials Management Plans (MMP). These plans will emphasize sustainable materials management approaches, such as recycling and composting, rather than merely focusing on landfilling waste.

This is to advise you that the Ingham County Board of Commissioners is soliciting applications for positions on the Ingham County Materials Management Planning Committee. The Ingham County Board of Commissioners is required by State Law to establish and appoint a Materials Management Planning Committee (MMPC) in order to prepare a Materials Management Plan (MMP) for Ingham County.

The MMPC will be a permanent body that is appointed to direct the Designated Planning Agency (DPA) in the preparation of the County's Materials Management Plan. Initial members will be appointed for 5-year terms to this committee. The MMPC will play a crucial role in the development of the County's MMP, including approving the work program for development, advising the County and local municipalities regarding the MMP, ensuring compliance with state law in development, and reviewing, modifying, and approving prior to County and State approval. Members must be residents of Ingham County, as required by County policy.

The member requirements of the MMPC, as per State law, are as follows:

- A solid waste disposal facility operator.
- A representative of a hauler of managed material.
- A materials recovery facility operator.
- A composting facility or anaerobic digester operator.
- A waste diversion, reuse, or reduction facility operator.
- A representative of an environmental interest group that has members residing in the planning area.
- An elected official of the county.
- An elected official of a township.
- An elected official of a city or village.

- A representative of a business that generates a managed material.
- A representative of the regional planning agency whose territory includes the planning area.

The Ingham County Board of Commissioners invites applications from individuals who meet one or more of the requirements outlined for the member position(s) above. Due to the timeline required for this process by the State, applications for the MMPC must be received on or before May 10, 2024.

Applications will be considered by the Human Services Committee of the Ingham County Board of Commissioners. Applicants will be considered for appointment to the Materials Management Planning Committee based on the member requirements defined by State law and by County policy, as well as consideration of the criteria used in selecting applicants for advisory boards used by the County.

Individuals who are interested in applying for an MMPC member position should fill out the enclosed application form and return the form(s) to this office at the above-stated address or via email to bbennett@ingham.org. The application form can also be found online at <https://bc.ingham.org/AppointedBoards.aspx>, under the “Application for Appointment” tab.

If you have any questions regarding this matter, please feel free to contact me.

Sincerely,

Becky Bennett, Director
Board of Commissioners' Office



APPLICATION FOR APPOINTMENT

APPLICANTS MUST BE RESIDENTS OF INGHAM COUNTY

Submit completed application to:

Ingham County Board of Commissioners, P.O. Box 319, Mason, MI
48854 or fax to (517) 676-7264 or email to bbennett@ingham.org.

Application for Appointment to: _____

Name: _____

Address: _____ City: _____ Zip: _____

Home/Cell Ph: _____ Email: _____ Work Ph: _____

Occupation: _____ Employer: _____

Business Address: _____ City: _____ Zip: _____

Length of Residence in Ingham County: _____

Education:

Relevant Organizations/Affiliations:

Relevant Employment/Volunteer Experience:

APPLICATION FOR APPOINTMENT

Military Service (for Veterans Affairs Committee Applicants):

Brief statement as to interest in serving on this board/commission:

Do you have any experience/issues with this board/commission or related department? If so, please explain:

**APPLICATIONS WILL BE VOID AFTER EXPIRED TERM VACANCIES ARE FILLED
UNLESS STATEMENT BELOW IS SIGNED.**

If not appointed, I wish my application to be kept on file for five months after expired term vacancies are filled and I understand after that time a new application may be necessary.

Signature: _____

The applicant acknowledges that he or she serves at the pleasure of the Board of Commissioners and can be removed by the Board without cause unless a particular term is established by federal or state statute.

Signature: _____

If selected for a position on the Ingham County Fair Board, I hereby give my permission for Ingham County to conduct a criminal background check on me.

Signature: _____

INGHAM COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER



To: Township Board

From: Timothy R. Schmitt, AICP
Interim Township Manager & Community Planning and Development Director

Date: May 2, 2024

Re: Recreational Marijuana License Application
Zone 3 - DNVK 4

The Recreational Marijuana Review Committee has completed their initial review of the applications that were submitted for recreational marijuana in the Township. Zone 3, which is the area roughly bounded by Central Park Drive, Grand River Avenue, and Marsh Road, with a few properties to the east of Central Park Drive, on Grand River Avenue, also included. Two applications were received in this Zone during the January application window the Township Board authorized and they will be analyzed separately.

This applicant, DNVK 4, is also the previously selected medical marijuana licensee, although they are not yet open for medical marijuana sales and have indicated on their application that they would not be applying to the State of Michigan for a medical license at this location.

Application Contents

Staff reviewed the application based on the standards found in Section 40-68(2) of the Township Ordinances, which outlines the requirements for the submittal. Staff's review of the application determined that the application met all the requirements in the Ordinance. This is the first and only application that would involve the construction of a new building, on the vacant land at 1614 Grand River Avenue. The applicant has operated other facilities and there are no denials/restrictions/suspensions/revocations/etc with the other licensed facilities, although as we have discussed regarding all the licensees, there have been previous violations at other facilities. In total, the application meets the minimum standards of the Ordinance.

Competitive Review Criteria

The initial application was reviewed by the Review Committee against the competitive review criteria, to determine if there were any areas that needed to be clarified or additional information submitted and to make a recommendation which license should be issued.

a. The content and sufficiency of the information provided in the application for recreational marijuana licensing.

The Review Committee found no deficiencies in their application.

b. Whether the proposed licensed location is consistent with the land use for the surrounding neighborhood.

The facility is proposed to be located in a stand along building at the edge of the Township's commercial area along Grand River Avenue. The land is currently vacant and the owners are pursuing a number of additional uses for the site. The location is consistent with the Master Plan designation for the property and the surrounding uses. There are residential uses to the south, but the operation is such that this facility will operate no differently than a traditional retail outlet.

c. Whether the applicant and its stakeholders have demonstrated competency in business operations and have a good reputation in the community and marijuana industry, viewed in light of history of compliance with state and local laws and regulations; whether the applicant or its stakeholders has held, or currently holds, any other state regulated license, including a CRA issued license or a liquor license; whether the applicant or its stakeholders currently operate or previously operated any other marijuana or state regulated businesses; reviews and references related to any ongoing business operations; and any other information or documentation that demonstrates good reputation and good moral character.

The applicant, both corporate and individually, have not had a license, permit, or certificate issued by a licensing authority denied, restricted, revoked, or not renewed. There have been violations at other facilities, but none that rise to a level of major concern.

d. The extent that proposed plans eliminate or minimize traffic, noise, and odor effects on the surrounding neighborhood.

The applicant has submitted a comprehensive odor control plan that Staff is confident will address any issues. Their noise and traffic are not expected to be more than a traditional retail outlet.

e. Whether the applicant has demonstrated a dedication to Meridian Township and the community.

The application indicated a preference towards local hiring for the construction of the new building. Their staffing plan is solid and indicates a total of 15-20 new full time equivalents, all starting at a minimum of \$18/hr.

f. How the application meets a number of physical site criteria, listed in the procedures.

They have a solid security plan in place and are estimating over \$1 million dollars in construction value from the project, with another \$750,000 from interior build out. They are aiming for LEED certification with the construction and have cited a number of environmentally friendly practices in their application.

g. Whether the applicant and its stakeholders have reasonably demonstrated that they possess sufficient financial resources to implement and carry out their proposed business plan and operations. In assessing this criterium, the Township should consider the scope of applicant's proposed business plan in conjunction with documentation of financial assets (i.e. bank statements, tax returns, documents denoting pecuniary interest utilized by the CRA), liabilities, and sources of funding.

The applicant has provided financial information showing that they have the capacity to take on the project and bring it to fruition.

h. Whether the applicant is an existing and operating medical marijuana Permit Holder within the Township and the length of time of such operations.

The applicant is one of the original medical marijuana applicants, but never started construction due to the Covid19 pandemic.

i. Whether the planned signage for the proposed location is consistent with the land uses in the surrounding neighborhood and of such a design and location that is in harmony with the purpose and intent of the Zoning Ordinance and the Meridian Township Recreational Marijuana Ordinance. This includes, but is not limited to, the size, location, construction materials of the sign and/or design of the sign, logos, or lighting.

The applicant has not proposed signage at this time, as they have not chosen a trade name to do business under. They have committed to meeting all ordinance requirements and not be offensive, attractive to minors, or contain green crosses.

j. Whether the applicant has planned community outreach to the Township and its residents, including but not limited to planned educational services, charitable or philanthropic activity, community improvement, or other programs that will directly benefit the Township, Township services, or improve the health, safety, and welfare of the Township and its residents.

The applicant has outlined a community involvement program in their application.

Township Board Action

The Township Board can approve or not approve issuance of a conditional permit in Zone 3 to DNVK 4. Should a conditional permit be granted, the applicant will then need to apply for Special Use permit review, which will start with the Planning Commission and ultimately be reviewed and approved/denied by the Township Board.

Staff looks forward to discussing this matter with the Board and proceeding along the process that has been outlined for licensing of recreational marijuana facilities.



To: Township Board

From: Timothy R. Schmitt, *AICP*
Interim Township Manager & Community Planning and Development Director

Date: May 2, 2024

Re: Recreational Marijuana License Application
Zone 3 - Amsterdam CC

The Recreational Marijuana Review Committee has completed their initial review of the applications that were submitted for recreational marijuana in the Township. Zone 3, which is the area roughly bounded by Central Park Drive, Grand River Avenue, and Marsh Road, with a few properties to the east of Central Park Drive, on Grand River Avenue, also included. Two applications were received in this Zone during the January application window the Township Board authorized and they will be analyzed separately.

This applicant, Amsterdam CC, is a new applicant to the Township, having not been selected in the medical marijuana process previously. They have also indicated that they would only be applying for recreational licensing, not medical.

Application Contents

Staff reviewed the application based on the standards found in Section 40-68(2) of the Township Ordinances, which outlines the requirements for the submittal. Staff's review of the application determined that the application met all the requirements in the Ordinance. Their proposal would involve the rehabilitation of the existing building at 4792 Marsh Road that was previously used as a bank branch. The applicant has operated other facilities and there are no denials/restrictions/suspensions/revocations/etc with the other licensed facilities, although as we have discussed regarding all the licensees, there have been previous violations at other facilities. In total, the application meets the minimum submittal standards of the Ordinance.

Competitive Review Criteria

The initial application was reviewed by the Review Committee against the competitive review criteria, to determine if there were any areas that needed to be clarified or additional information submitted and to make a recommendation which license should be issued.

a. The content and sufficiency of the information provided in the application for recreational marijuana licensing.

The Review Committee found no material deficiencies in their application, but suggested multiple areas where the applicant should submit supplementary information.

b. Whether the proposed licensed location is consistent with the land use for the surrounding neighborhood.

The facility is proposed to be located in an existing building just north of the Grand River and Marsh intersection, in the heart of the Township's commercial core. The space was previously a bank and has been vacant for approximately two years. The location is consistent with the Master Plan designation for the property and the surrounding uses. There no residential uses in the area and the facility will operate no differently than a traditional retail outlet.

c. Whether the applicant and its stakeholders have demonstrated competency in business operations and have a good reputation in the community and marijuana industry, viewed in light of history of compliance with state and local laws and regulations; whether the applicant or its stakeholders has held, or currently holds, any other state regulated license, including a CRA issued license or a liquor license; whether the applicant or its stakeholders currently operate or previously operated any other marijuana or state regulated businesses; reviews and references related to any ongoing business operations; and any other information or documentation that demonstrates good reputation and good moral character.

The applicant, both corporate and individually, have not had a license, permit, or certificate issued by a licensing authority denied, restricted, revoked, or not renewed. There have been violations at other facilities, but none that rise to a level of major concern.

d. The extent that proposed plans eliminate or minimize traffic, noise, and odor effects on the surrounding neighborhood.

The applicant's initial submittal had a very limited odor control plan. After the Review Committee's work, additional information was submitted to address this issue, which comprehensively addresses the issue. Noise and traffic are not expected to be more than a traditional retail outlet.

e. Whether the applicant has demonstrated a dedication to Meridian Township and the community.

The staffing plan provided indicates a total of 6-7 new full time equivalents. No starting salary was provided.

f. How the application meets a number of physical site criteria, listed in the procedures.

The initial security plan provided by the applicant was lacking in any detail. After the Review Committee's work, additional information was submitted to address this issue, which comprehensively addresses the issue. As mentioned previously, the existing space has been vacant for approximately two years. No major exterior renovations are proposed and no cost estimates for the construction were provided.

g. Whether the applicant and its stakeholders have reasonably demonstrated that they possess sufficient financial resources to implement and carry out their proposed business plan and operations. In assessing this criterium, the Township should consider the scope of applicant's proposed business plan in conjunction with documentation of financial assets (i.e. bank statements, tax returns, documents denoting pecuniary interest utilized by the CRA), liabilities, and sources of funding.

No information was provided with respect to the applicant's financial resources. They do operate other marijuana facilities and are in good standing, so they have a proven track record, but have not provided specifics at this time.

h. Whether the applicant is an existing and operating medical marijuana Permit Holder within the Township and the length of time of such operations.

The applicant has not been a previous permit holder in the Township.

i. Whether the planned signage for the proposed location is consistent with the land uses in the surrounding neighborhood and of such a design and location that is in harmony with the purpose and intent of the Zoning Ordinance and the Meridian Township Recreational Marijuana Ordinance. This includes, but is not limited to, the size, location, construction materials of the sign and/or design of the sign, logos, or lighting.

The applicant has not proposed signage at this time.

j. Whether the applicant has planned community outreach to the Township and its residents, including but not limited to planned educational services, charitable or philanthropic activity, community improvement, or other programs that will directly benefit the Township, Township services, or improve the health, safety, and welfare of the Township and its residents.

The applicant has not outlined a community involvement program in their application.

Township Board Action

The Township Board can approve or not approve issuance of a conditional permit in Zone 3 to Amsterdam CC. Should a conditional permit be granted, the applicant will then need to apply for Special Use permit review, which will start with the Planning Commission and ultimately be reviewed and approved/denied by the Township Board.

Staff looks forward to discussing this matter with the Board and proceeding along the process that has been outlined for licensing of recreational marijuana facilities.



To: Board Members

From: Trustee Marna Wilson
Chair, Meridian Township Community and Senior Center Task Force

Date: May 3, 2024

Re: Community and Senior Center Site Selection

In 2022, with the passage of the Okemos School Bond to rebuild three schools, the existing Meridian Senior Center will be demolished. The Meridian Township Board decided to seek a solution for a permanent home for our seniors.

Meridian Township is one of the few communities in the Greater Lansing without a modern Community Center. The Township Board debated how to combine both community and senior needs into a Community and Senior Center to support the mental and physical health of our residents in a post-pandemic world.

The Board established a Task Force in February 2023 to explore options. Members of the Task Force include some Board Members, the Township Manager, staff leadership and the current Senior Center Coordinator. The Task Force has met for the past 15 months. The Task Force received Board approval to retain a municipal professional services firm, Progressive AE, and have worked with them since February 2024.

We will introduce the Township Board to our concept plan at the May 9, 2024 meeting. After that, we will invite the public to join the Township Board in meetings and listening sessions to present the plan and obtain feedback.



To: Board Members

**From: Timothy R. Schmitt, AICP
Interim Township Manager & Director of Community Planning & Development**

Date: May 2, 2024

Re: Mixed Use Planned Unit Development – Village of Okemos – CONCEPT PLAN REVIEW

As part of the 2021 update to the Mixed Use Planned Unit Development ordinance, the concept plan review process was updated to be more beneficial towards setting expectations for both the developer and Township. A basic layout, a written description of the project, and a list of amenities are required to be submitted for concept plan review. Subsequently, the Planning Commission and Township Board are both afforded an opportunity to provide initial feedback on the concept within a 30-day window. All of this occurs prior to a formal submittal, public hearing, Staff review, or any of the other parts of the actual MUPUD approval.

The Village of Okemos development team have provided the Township with two concept plans to review and compare. In both scenarios, the developer has indicated the potential for a second phase in the future, but that is not under consideration at this time. Although a third plan is briefly referenced, it has been withdrawn from any consideration. The amenities listed on the plans are identical between the two plans and are also part of this concept plan discussion.

Plan A would build two buildings along Okemos Road, turning the corner and extending 100 feet to the west on Hamilton Road. The buildings would be very nearly identical and would each consist of 78 dwelling units and 2,500 square feet of commercial space. In total, the project would have 156 dwelling units and 5,000 square feet of commercial space. All of the parking would be surface parking, with the majority located to the west, behind the buildings, and 28 spaces located at the southwest corner of Clinton and Okemos, for a total of 285 parking spaces. In this scenario, the Township would solely bear the cost of burying the power lines and all public infrastructure/off-site costs. Additionally, no tax increment financing/DDA funds would be available for this work, as they are planned to be 100% captured by the project.

Plan C would build two buildings along Ardmore Street. The buildings would be slightly different from each other, with the northern building having 96 dwelling units and approximately 2,700 square feet of commercial space and the south building having 102 dwelling units and approximately 2,700 square feet of commercial space. In total, the project would have 198 dwelling units and 5,388 square feet of commercial space. The plan includes a total of 299 parking spaces, all of which would be located along Okemos Road, with 28 parking spaces at the southwest corner of Clinton and Okemos. In this scenario, the Township would solely bear the cost and all public infrastructure/off-site costs, no tax increment financing/DDA funds would be available for this work, as they are planned to be 100% captured by the project, and the power lines would remain unburied.



The Planning Commission reviewed the concept plans at their April 22, 2024 meeting and had a robust discussion with the applicant. Although minutes are not yet available, the video of the meeting can be found here: <https://www.youtube.com/live/3yMnU1tAAWU?feature=shared>

In general, the Planning Commission's comments can be summarized as follows:

- There is concern about the reduced size of the project. One Commissioner suggested that it might look like a strip mall.
- Plan C might be more viable, but if that would be constructed, then the view from Okemos Road would be a parking lot.
- There is concern that the project might not be viable under the MUPUD ordinance because of the reduced square footage of the commercial space and the possibility of setting the buildings back.
- It also might not be viable under the MUPUD ordinance because the project is supposed to create a new walkable downtown.
- The Planning Commission generally approves the off-site park space on Liverance.

Staff looks forward to discussing the matter with the Township Board and providing the development team with additional feedback on the proposed plan, before a complete submittal is made.



TO: Meridian Township

FROM: Patrick Smith

DATE: April 15, 2024

RE: Village of Okemos Development

To Whom It May Concern,

The Village of Okemos project has had to evolve as a result of economic conditions, capital markets, and Township requirements. We now have two plans that we feel confident in our ability to move forward with, and we request to initiate a concept plan review of those plans with the Township. A summary of each is as follows:

- **Plan A**

This plan is based on the previously approved MUPUD, although it would need to be approved for development in two phases instead of simultaneously. The first phase includes construction along Okemos Road that wraps the corner of Hamilton Road. In total, there would be 156 units of multifamily and 8,909 sq ft of commercial space in the first phase. This plan would include 285 parking spaces (including parking on the residential property previously owned by Renee Korrey) and would require a parking variance. However, we are confident that the parking provided meets the needs of the market.

At some point in the future as market conditions allow, a second phase of construction would be built continuing down Hamilton Road. This second phase would likely include a mix of commercial and multifamily, and may potentially require structured parking. The second phase will be built to highest and best use, and the exact figures of commercial square footage and multifamily units will be determined at that time.

In order to move forward with the first phase of Plan A, it is necessary for the Township to pay for 100% of the cost to bury the HVD lines as well as 100% of the public infrastructure/off-site

costs. The TIF would not be available to the Township as a source of funds to use towards these costs, as 100% of the TIF is required by the development to be financially viable.

- **Plan B**

At our last meeting, a concept was proposed by the Township of leaving the HVD lines above ground and stepping the development site further back from Okemos Road. We have evaluated this option and determined that it is not feasible, as it would require us to abandon a significant portion of the property and reduce parking to an unacceptable level. As a result, Plan B is withdrawn from consideration.

- **Plan C**

In the event that the Township is unable to fund the cost of burying the HVD lines, we have proposed an alternative concept that would move the development to Ardmore Road and Hamilton Road. Similar to Plan A, this plan would need to be approved for development in two phases. The first phase would include construction along Ardmore Road that wraps the corner of Hamilton Road. In total, there would be 198 units of multifamily and 5,000 sq ft of commercial space in the first phase. Similar to Plan A, this plan would include 299 parking spaces (including parking on the residential property previously owned by Renee Korrey) and would require a parking variance. However, we feel confident that the parking provided meets the needs of the market.

As we understand it is important to the Township to activate Okemos Road, once the first phase is completed, we would like to provide “pop-up” commercial spaces in small temporary standalone structures at different times throughout the year. Concept images were provided during our meeting, and can be available upon request. The holiday market in downtown Detroit is a source of inspiration for what we have in mind.

At some point in the future as market conditions allow, a second phase of construction would be built continuing down Hamilton Road. This second phase would likely include a mix of commercial and multifamily, and may potentially require structured parking. The second phase will be built to highest and best use, and the exact figures of commercial square footage and multifamily units will be determined at that time.

In order to move forward with the first phase of Plan C, it is necessary for the Township to pay for 100% of the public infrastructure/off-site costs. The HVD lines would remain above ground in their current condition. The TIF would not be available to the Township as a source of funds to use towards these costs, as 100% of the TIF is required by the development to be financially viable.

With respect to the current condition of the site, at our last meeting it was brought up by the Township that they would like to see grass planted in advance of a construction start. As you will see in the more

detailed response provided by Eric Helzer, only a portion of the site is available for grass seed to be planted. Nevertheless, if the Township would like to move forward to green these portions of the site at their cost, we will make the site available for the landscaping work to be done.

I look forward to reaching a conclusion on whether we will be pursuing "Plan A" or "Plan C" so that we can move towards a construction start as quickly as possible.

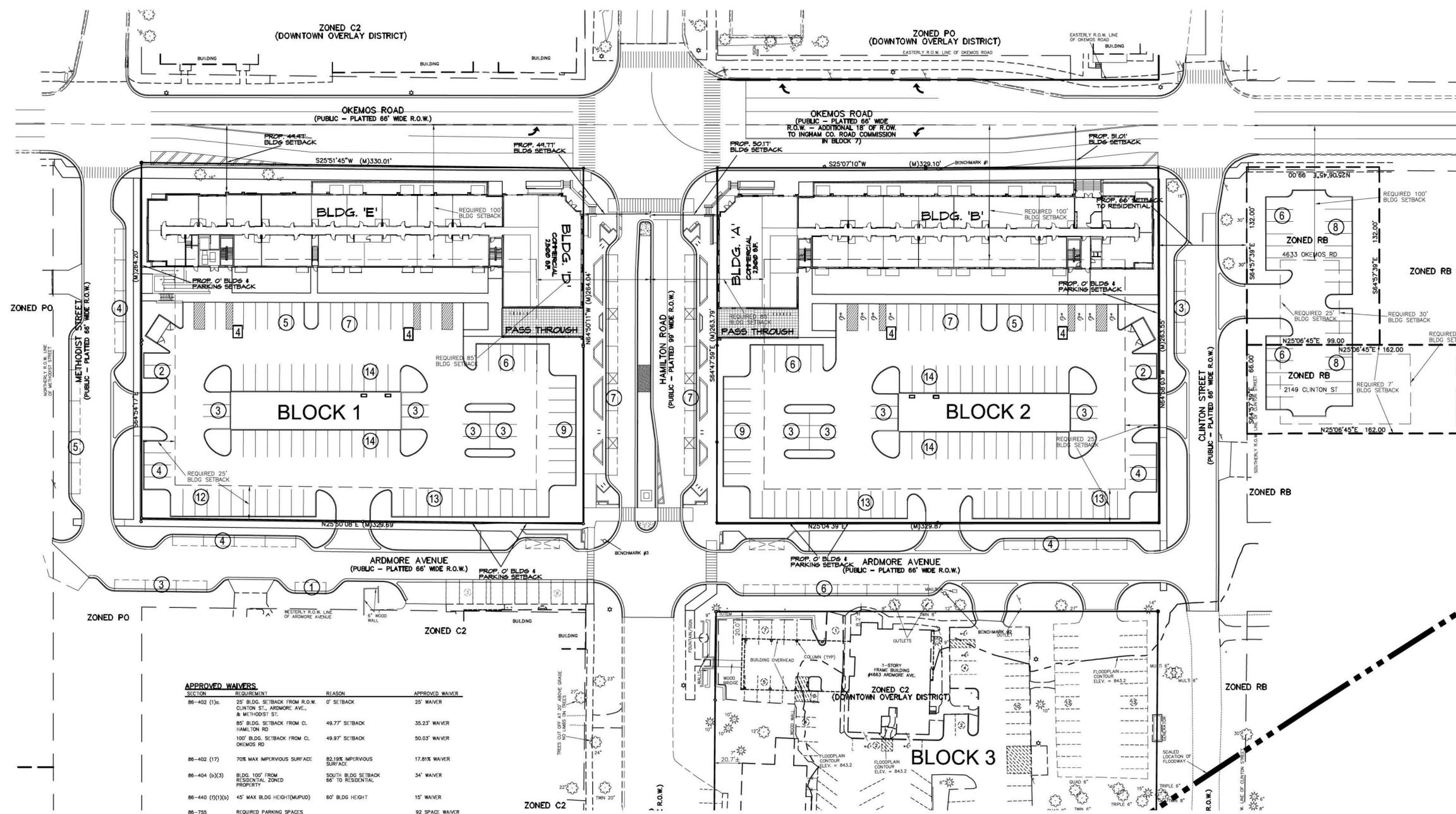
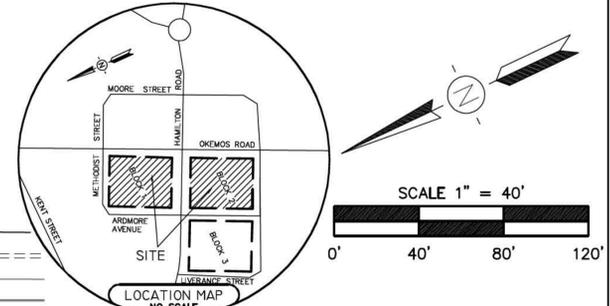
Sincerely,

Patrick Smith

Patrick Smith

CEO, WestPac Communities

MUPUD PLANS FOR:
Village of Okemos
 MERIDIAN TOWNSHIP, INGHAM COUNTY, MICHIGAN



LEGAL DESCRIPTIONS:
 Lots 1, 2, 3, 4, 5, 6, 7 & 8 in Block 5, Village of Okemos (formerly Village of Hamilton), Meridian Township, Ingham County, Michigan.
 Lots 1, 2, 3, 4, 5, 6, 7 & 8 in Block 6, Village of Okemos (formerly Village of Hamilton), Meridian Township, Ingham County, Michigan.

DEVELOPER:
 DOWNTOWN OKEMOS, LLC
 2362 JOLLY OAK RD.
 OKEMOS, MI 48864
 PH: (517) 290-4650
 c/o JOHN PECKHAM

ENGINEER/SURVEYOR:
 KEBS, Inc.
 2118 HASLETT RD.
 HASLETT, MI 48840
 PH: (517) 339-1014
 FAX: (517) 339-8047

SITE DATA
 PROPOSED MIXED USE DEVELOPMENT (PHASE 1)
 TOTAL SITE AREA = 3.99 ACRES (173,989 S.F.)
 ZONED C-2 (DOWNTOWN OVERLAY DISTRICT)
 TOTAL UNITS = 156
 TOTAL BEDS = 220
 TOTAL RESIDENTIAL AREA = 111,099 S.F.
 TOTAL COMMERCIAL AREA = 8,909 S.F.
 OVERALL DENSITY = 156 UNITS/3.99 ACRES = 39.10 UNITS/AC

BLOCK 1 (1.99 ACRES)
 UNITS = 78
 BEDS = 110
 DENSITY = 78 UNITS/1.99 ACRES = 39.2 UNITS/AC

BUILDING D/E
 1ST FLOOR AREA = 18,744 S.F.
 COMMERCIAL AREA = 2,500 S.F.
 RESIDENTIAL AREA = 13,436 S.F.
 COMMERCIAL AREA (BASEMENT) = 3,909 S.F.
 RESIDENTIAL AREA = 55,505 S.F.

BLOCK 2 (2.00 ACRES)
 UNITS = 78
 BEDS = 110
 DENSITY = 78 UNITS/2 ACRES = 39.0 UNITS/AC

BUILDING A/B
 1ST FLOOR AREA = 18,744 S.F.
 COMMERCIAL AREA = 2,500 S.F.
 RESIDENTIAL AREA = 13,436 S.F.
 RESIDENTIAL AREA = 55,594 S.F.

BUILDING COVERAGE
 RESIDENTIAL 1ST FLOOR = 26,961 S.F.
 COMMERCIAL 1ST FLOOR = 5,000 S.F.
 BLDG COVERAGE = 37,488 SF/173,989 S.F. = 21.55%

PARKING DATA:
 RESIDENTIAL: 156 UNITS x 2 = 312 SPACES
 COMMERCIAL: (8,909) x 0.85 = 7,573 S.F. = 38 SPACES
 7,573 USABLE S.F. @ 5/1000 MIN. = 38 SPACES
 TOTAL = 350 SPACES

PARKING REDUCTION FOR BIKE PARKING
 1 SPACE REDUCTION/2 BIKE SPACES
 50 BIKE SPACES/2 = 25 SPACE REDUCTION
 REQUIRED PARKING PER ORDINANCE = 325 SPACES
 TOTAL REQUIRED PARKING = 92 SPACE WAIVER = 233 SPACES

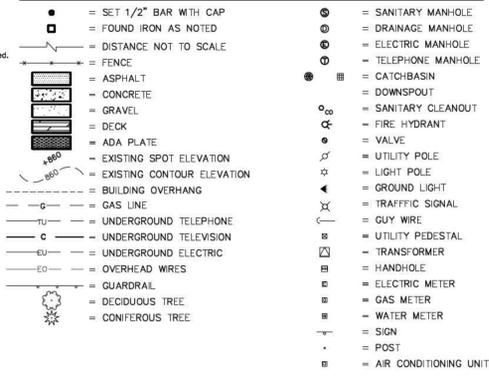
PARKING PROVIDED
 9' x 20' = 197 SPACES
 B.F. = 16 SPACES
 INTERNAL PARKING = 213 SPACES + 52 BIKE PARKING
 KORREY PROPERTY = 28 SPACES
 ON-STREET (8' x 23') = 44 SPACES
 TOTAL SPACES PROVIDED = 285 SPACES (INCL. 16 B.F.) + 52 BIKE PARKING

PARKING WAIVER CALCULATION
 RESIDENTIAL: PER ORDINANCE = 312 SPACES
 USE 1 SPACE/BD x 220 BEDS = 220 SPACES
 TOTAL = 92 SPACE WAIVER

APPROVED WAIVERS

SECTION	REQUIREMENT	REASON	APPROVED WAIVER
86-402 (1)c	25' BLDG. SETBACK FROM R.O.W. CLINTON ST., ARDMORE AVE., & METHODIST ST.	0' SETBACK	25' WAIVER
	80' BLDG. SETBACK FROM CL. HAMILTON RD.	49.77' SETBACK	35.23' WAIVER
	100' BLDG. SETBACK FROM CL. OKEMOS RD.	49.97' SETBACK	50.03' WAIVER
86-402 (17)	70% MAX IMPERVIOUS SURFACE	82.18% IMPERVIOUS SURFACE	17.81% WAIVER
86-404 (s)(3)	BLDG. 100' FROM RESIDENTIAL ZONED PROPERTY	SOUTH BLDG SETBACK 66' TO RESIDENTIAL	34' WAIVER
86-440 (f)(1)(a)	45' MAX BLDG HEIGHT (MUPUD)	80' BLDG HEIGHT	15' WAIVER
86-755	REQUIRED PARKING SPACES		92 SPACE WAIVER
86-756 (11)	20' PARKING SETBACK FROM ROAD R.O.W.	0' PARKING SETBACK	20' WAIVER

EX. LEGEND



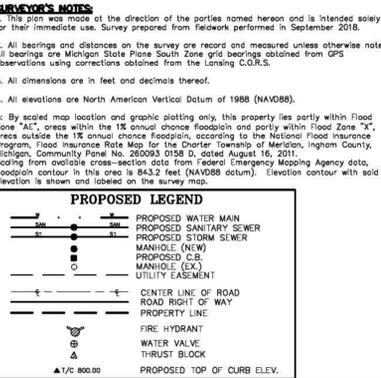
REQUIRED AMENITIES

MUPUD PROJECT = 1
 DENSITY/HEIGHT BONUS = 4
 # OF WAIVERS = 6
 REQUIRED AMENITIES = 11

SITE AMENITIES

- (A) LOW FLOW PLUMBING FIXTURES (1)
- (B) PUBLIC OUTDOOR SEATING ADJACENT TO STREET (2)
- (C) ELECTRIC CAR CHARGING STATIONS (2)
- (D) VERTICAL MIXING OF LAND USES (3)
- (E) OUTDOOR GATHERING SPACE (LIVERANCE PARK) (3)
 SEE ATTACHED PARK PLAN

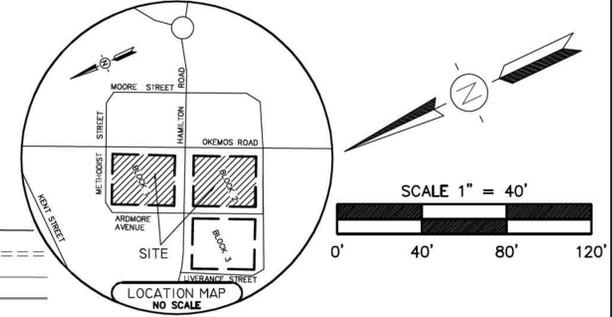
BENCHMARKS
 BENCHMARK #1 ELEV. = 852.30 (NAV088)
 PK NAIL, WEST SIDE UTILITY POLE, WEST SIDE OF OKEMOS ROAD, ±42' SOUTH OF BUILDING #4661 OKEMOS ROAD.
 BENCHMARK #2 ELEV. = 846.57 (NAV088)
 PK NAIL, SOUTHEAST SIDE UTILITY POLE, WEST SIDE OF ARDMORE AVENUE, ON LINE WITH SOUTHERLY PARCEL LINE.
 BENCHMARK #3 ELEV. = 856.59 (NAV088)
 RAILROAD SPIKE, NORTHWEST SIDE UTILITY POLE, NORTHEAST QUADRANT OF ARDMORE AVENUE AND HAMILTON ROAD.



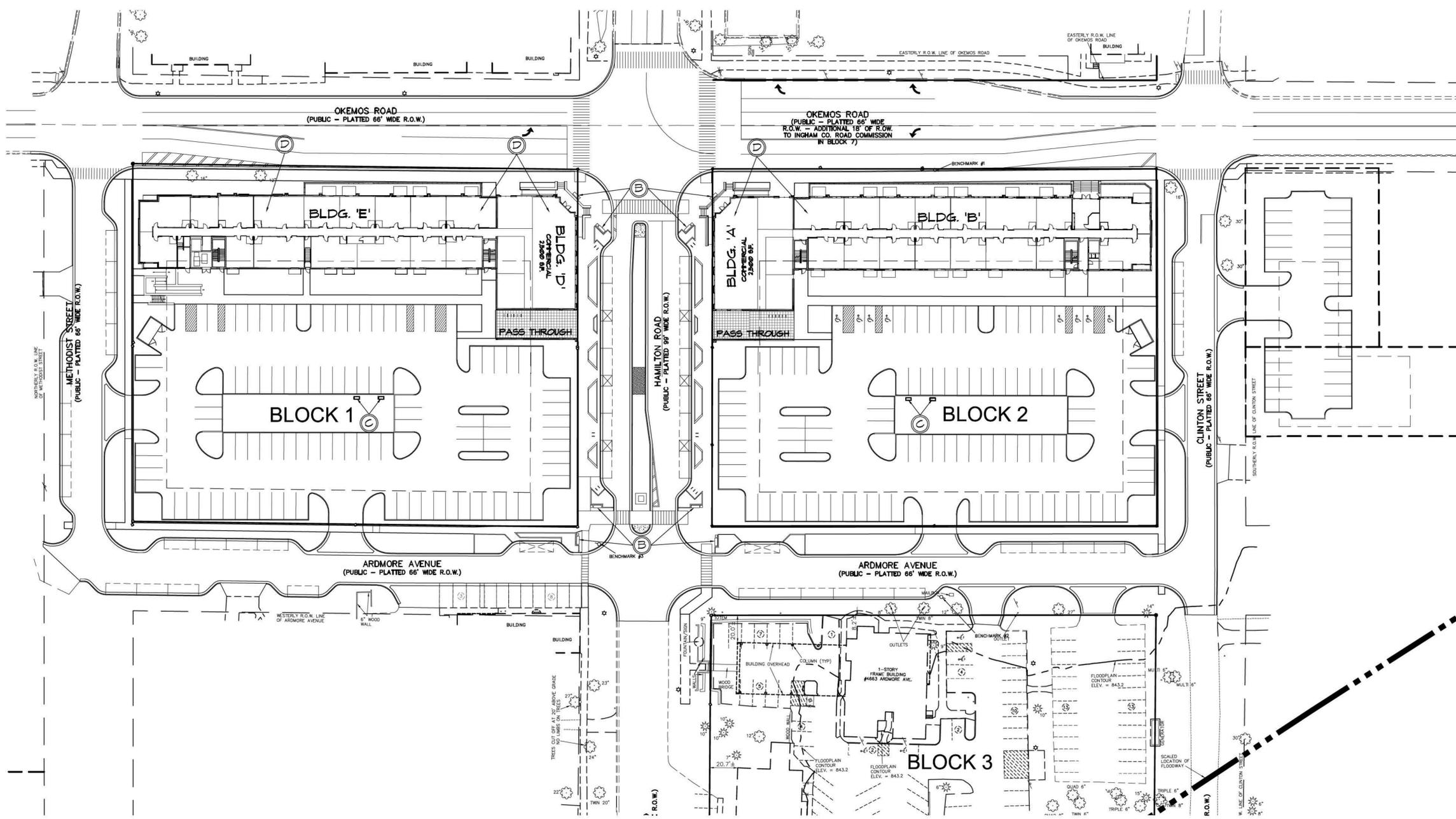
PLAN A

REVISIONS		4-15-24 MUPUD	
<p>KEBS, INC. KYES ENGINEERING 2118 HASLETT ROAD, HASLETT, MI 48840 PH. 517-339-1014 FAX. 517-339-8047</p> <p>Marshall Office Ph. 269-781-9800</p> <p>Village of Okemos PLAN A - MUPUD SITE PLAN</p>			
SCALE: 1" = 40'	DESIGNER: AJP	APPROVED BY: AJP	
DATE: 4-14-19	PROJECT MGR: AJP	SHEET 1 OF 2	
AUTHORIZED BY: DOWNTOWN OKEMOS, LLC	JOB #:	102453	

MUPUD PLANS FOR:
Village of Okemos
 MERIDIAN TOWNSHIP, INGHAM COUNTY, MICHIGAN



LEGAL DESCRIPTIONS:
 Lots 1, 2, 3, 4, 5, 6, 7 & 8 in Block 5, Village of Okemos (formerly Village of Hamilton), Meridian Township, Ingham County, Michigan.
 Lots 1, 2, 3, 4, 5, 6, 7 & 8 in Block 6, Village of Okemos (formerly Village of Hamilton), Meridian Township, Ingham County, Michigan.



SITE AMENITIES

- (A) LOW FLOW PLUMBING FIXTURES (1)
- (B) PUBLIC OUTDOOR SEATING ADJACENT TO STREET (2)
- (C) ELECTRIC CAR CHARGING STATIONS (2)
- (D) VERTICAL MIXING OF LAND USES (3)
- (E) OUTDOOR GATHERING SPACE (LIVERANCE PARK) (3)
SEE ATTACHED PARK PLAN

EX. LEGEND

- = SET 1/2" BAR WITH CAP
- = FOUND IRON AS NOTED
- = DISTANCE NOT TO SCALE
- = FENCE
- ▨ = ASPHALT
- ▩ = CONCRETE
- ▧ = GRAVEL
- ▦ = DECK
- ▥ = ADA PLATE
- = EXISTING SPOT ELEVATION
- = EXISTING CONTOUR ELEVATION
- = BUILDING OVERHANG
- = GAS LINE
- = UNDERGROUND TELEPHONE
- = UNDERGROUND TELEVISION
- = UNDERGROUND ELECTRIC
- = OVERHEAD WIRES
- = GUARDRAIL
- ☀ = DECIDUOUS TREE
- ☀ = CONIFEROUS TREE
- ⊙ = SANITARY MAN-HOLE
- ⊙ = DRAINAGE MAN-HOLE
- ⊙ = ELECTRIC MAN-HOLE
- ⊙ = TELEPHONE MAN-HOLE
- ⊙ = CATCHBASIN
- ⊙ = SANITARY CLEANOUT
- ⊙ = FIRE HYDRANT
- ⊙ = VALVE
- ⊙ = UTILITY POLE
- ⊙ = LIGHT POLE
- ⊙ = GROUND LIGHT
- ⊙ = TRAFFIC SIGNAL
- ⊙ = GUY WIRE
- ⊙ = UTILITY PEDESTAL
- ⊙ = TRANSFORMER
- ⊙ = HANDHOLE
- ⊙ = ELECTRIC METER
- ⊙ = GAS METER
- ⊙ = WATER METER
- ⊙ = SIGN
- ⊙ = POST
- ⊙ = AIR CONDITIONING UNIT

BENCHMARKS

BENCHMARK #1 ELEV. = 852.30 (NAVORS)
 PK NAIL, WEST SIDE UTILITY POLE, WEST SIDE OF OKEMOS ROAD, ±42' SOUTH OF BUILDING #4661 OKEMOS ROAD.

BENCHMARK #2 ELEV. = 846.57 (NAVORS)
 PK NAIL, SOUTHEAST SIDE UTILITY POLE, WEST SIDE OF ARDMORE AVENUE, ON LINE WITH SOUTHERLY PARCEL LINE.

BENCHMARK #3 ELEV. = 856.59 (NAVORS)
 RAILROAD SPIKE, NORTHWEST SIDE UTILITY POLE, NORTHEAST QUADRANT OF ARDMORE AVENUE AND HAMILTON ROAD.



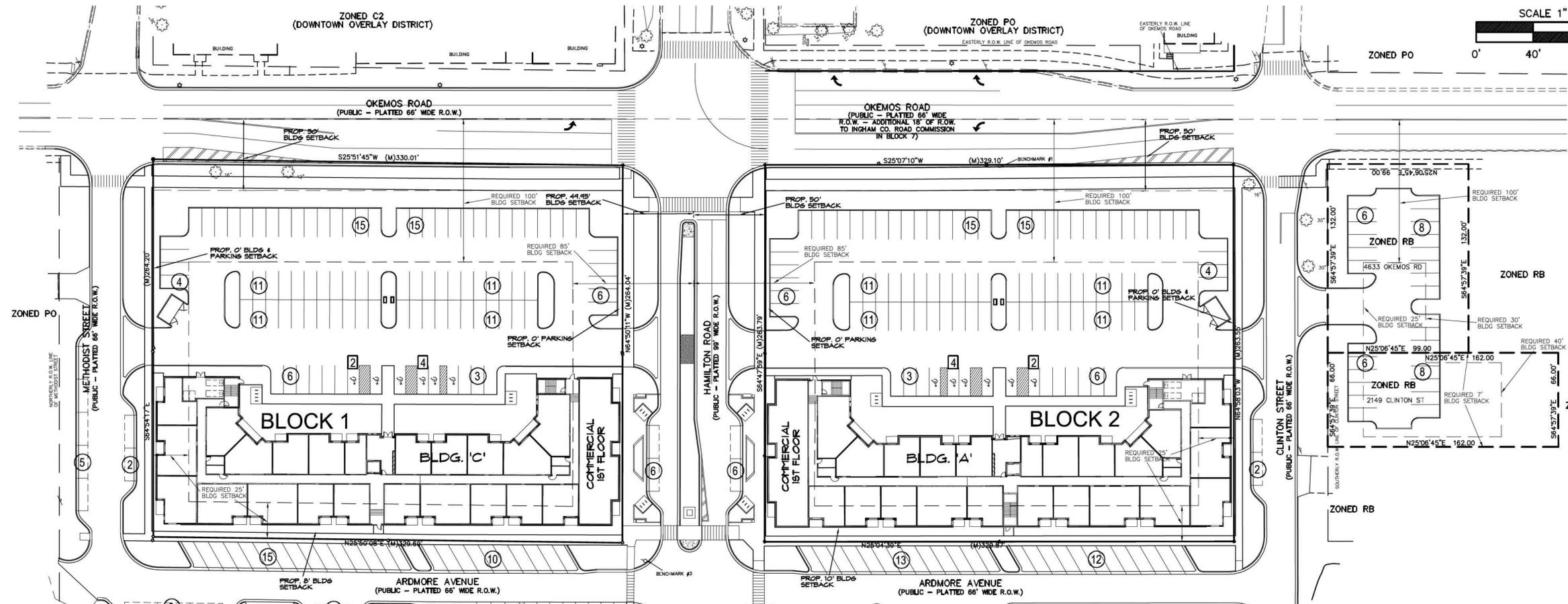
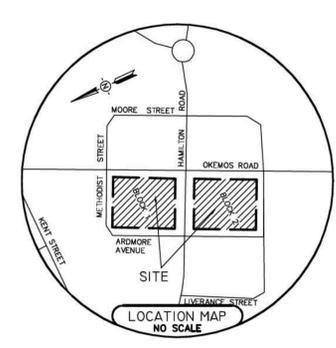
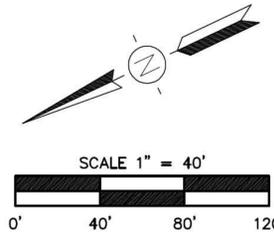
PROPOSED LEGEND

- = PROPOSED WATER MAIN
- = PROPOSED SANITARY SEWER
- = PROPOSED STORM SEWER
- = MANHOLE (NEW)
- = PROPOSED C.B. MANHOLE (EX.)
- = UTILITY EASEMENT
- = CENTER LINE OF ROAD
- = ROAD RIGHT OF WAY
- = PROPERTY LINE
- = FIRE HYDRANT
- = WATER VALVE
- = THRUST BLOCK
- = PROPOSED TOP OF CURB ELEV.

PLAN A

REVISIONS 4-15-24 MUPUD	KEBS, INC. KYES ENGINEERING BRYAN LAND SURVEYS 2116 HASLETT ROAD, HASLETT, MI 48840 PH. 517-339-1014 FAX. 517-339-8047 Marshall Office Ph. 269-781-9800	
	Village of Okemos PLAN A - AMENITIES PLAN	
SCALE: 1" = 40' DATE: 4-14-19 AUTHORIZED BY: DOWNTOWN OKEMOS, LLC	DESIGNER: A.J.P. PROJECT MGR. A.J.P. JOB #: 102453	APPROVED BY: A.J.P. SHEET 2 OF 2 JOB #: 102453

MUPUD PLANS FOR:
Village of Okemos
 MERIDIAN TOWNSHIP, INGHAM COUNTY, MICHIGAN



LEGAL DESCRIPTIONS:
 Lots 1, 2, 3, 4, 5, 6, 7 & 8 in Block 5, Village of Okemos (formerly Village of Hamilton), Meridian Township, Ingham County, Michigan.
 Lots 1, 2, 3, 4, 5, 6, 7 & 8 in Block 6, Village of Okemos (formerly Village of Hamilton), Meridian Township, Ingham County, Michigan.
 Lot 1 and North 1' road of Lot 4 & Lot 2 except south 3ft in Block 10, Village of Okemos (formerly Village of Hamilton)

DEVELOPER:
 DOWNTOWN OKEMOS, LLC
 2362 JOLLY OAK RD.
 OKEMOS, MI 48864
 PH: (517) 290-4650
 c/o JOHN PECKHAM

ENGINEER/SURVEYOR:
 KEBS, Inc.
 2118 HASLETT RD.
 HASLETT, MI 48840
 PH: (517) 339-1014
 FAX: (517) 339-8047

SITE DATA
 PROPOSED MIXED USE DEVELOPMENT (PHASE 1)
 TOTAL SITE AREA = 3.99 ACRES (173,989 S.F.)
 ZONED C-2 (DOWNTOWN OVERLAY DISTRICT)
 TOTAL UNITS = 198
 TOTAL BEDS = 285
 TOTAL RESIDENTIAL AREA = 197,951 S.F.
 TOTAL COMMERCIAL AREA = 5,000 S.F.
 OVERALL DENSITY = 198 UNITS/3.99 ACRES = 49.62 UNITS/AC

BLOCK 1 (1.99 ACRES)
 UNITS = 96
 BEDS = 138
 DENSITY = 96 UNITS/1.99 ACRES = 48.24 UNITS/AC

BLOCK 2 (2.00 ACRES)
 UNITS = 102
 BEDS = 147
 DENSITY = 102 UNITS/2 ACRES = 51.0 UNITS/AC

BUILDING C/D
 1ST FLOOR AREA = 24,247 S.F.
 COMMERCIAL AREA = 2,694 S.F.
 RESIDENTIAL AREA = 21,553 S.F.
 RESIDENTIAL AREA = 94,294 S.F.

BUILDING A/B
 1ST FLOOR AREA = 24,247 S.F.
 COMMERCIAL AREA = 2,694 S.F.
 RESIDENTIAL AREA = 21,553 S.F.
 BASEMENT (RESIDENTIAL) = 9,363 S.F.
 RESIDENTIAL AREA = 103,657 S.F.

BUILDING COVERAGE
 RESIDENTIAL 1ST FLOOR = 43,106 S.F.
 COMMERCIAL 1ST FLOOR = 5,388 S.F.
 BLDG COVERAGE = 48,494 SF./173,989 S.F. = 27.9%

PARKING DATA:
 RESIDENTIAL: 198 UNITS x 2 = 396 SPACES
 COMMERCIAL: (5,388) x 0.85 = 4,580 S.F. = 23 SPACES
 4,580 USABLE S.F. @ 9/1000 MIN. TOTAL = 419 SPACES

PARKING REDUCTION FOR BIKE PARKING
 1 SPACE REDUCTION/2 BIKE SPACES
 50 BIKE SPACES/2 = 25 SPACE REDUCTION
 REQUIRED PARKING PER ORDINANCE = 394 SPACES
 TOTAL REQUIRED PARKING = 111 SPACE WAIVER = 283 SPACES

PARKING PROVIDED
 9' x 20' = 186 SPACES
 B.F. = 12 SPACES
 INTERNAL PARKING = 198 SPACES + 52 BIKE PARKING

KORREY PROPERTY = 28 SPACES
 ON-STREET (8' x 23') = 23 SPACES
 ON-STREET (8' x 20') = 50 SPACES
 TOTAL SPACES PROVIDED = 299 SPACES (INCL. 12 B.F.) + 52 BIKE PARKING

PARKING WAIVER CALCULATION:
 RESIDENTIAL: PER ORDINANCE = 394 SPACES
 USE 1 SPACE/BED x 285 BEDS = 285 SPACES
 111 SPACE WAIVER

SECTION	REQUIREMENT	PROPOSED	REQUESTED WAIVER
86-402 (1)a.	25' BLDG. SETBACK FROM R.O.W. CLINTON ST., ARDMORE AVE., & METHODIST ST.	0' SETBACK	25' WAIVER
	85' BLDG. SETBACK FROM CL. HAMILTON RD.	49.95' SETBACK	35.05' WAIVER
	100' BLDG. SETBACK FROM CL. OKEMOS RD.	50' SETBACK	50' WAIVER
86-402 (17)	70% MAX IMPERVIOUS SURFACE	80.15% IMPERVIOUS SURFACE	10.15% WAIVER
86-404 (b)(3)	BLDG. 100' FROM RESIDENTIAL ZONED PROPERTY	86' TO RESIDENTIAL	34' WAIVER
86-440 (f)(1)b.	45' MAX BLDG HEIGHT (MUPUD)	47' BLDG HEIGHT	2' WAIVER
86-755	REQUIRED PARKING SPACES MULTI-FAMILY RESIDENTIAL 2 SPACES/UNIT + 25% EXPANSION CAPACITY	1 SPACE/BED	111 SPACE WAIVER
86-756 (11)	20' PARKING SETBACK FROM ROAD R.O.W.	0' PARKING SETBACK	20' WAIVER

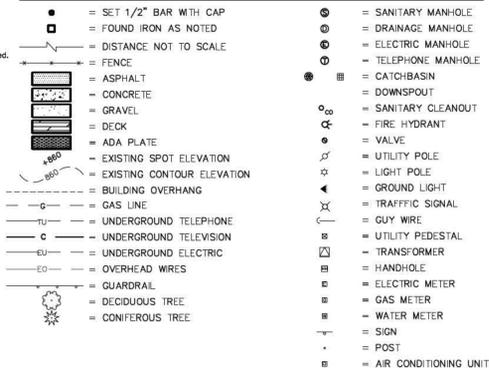
REQUIRED AMENITIES

MUPUD PROJECT	1
DENSITY/HEIGHT BONUS	4
# OF WAIVERS	6
REQUIRED AMENITIES	11

SITE AMENITIES

- (A) LOW FLOW PLUMBING FIXTURES (1)
- (B) PUBLIC OUTDOOR SEATING ADJACENT TO STREET (2)
- (C) ELECTRIC CAR CHARGING STATIONS (2)
- (D) VERTICAL MIXING OF LAND USES (3)
- (E) OUTDOOR GATHERING SPACE (LIVERANCE PARK?) (3)
SEE ATTACHED PARK PLAN

EX. LEGEND



BENCHMARKS

BENCHMARK #1 ELEV. = 852.30 (NAVOD88)
 PK. NAIL, WEST SIDE UTILITY POLE, WEST SIDE OF OKEMOS ROAD, 242' SOUTH OF BUILDING #401 OKEMOS ROAD.

BENCHMARK #2 ELEV. = 846.57 (NAVOD88)
 PK. NAIL, SOUTHWEST SIDE UTILITY POLE, WEST SIDE OF ARDMORE AVENUE, ON LINE WITH SOUTHERLY PARCEL LINE.

BENCHMARK #3 ELEV. = 856.59 (NAVOD88)
 RAILROAD SPRING, NORTHWEST SIDE UTILITY POLE, NORTHEAST QUADRANT OF ARDMORE AVENUE AND HAMILTON ROAD.



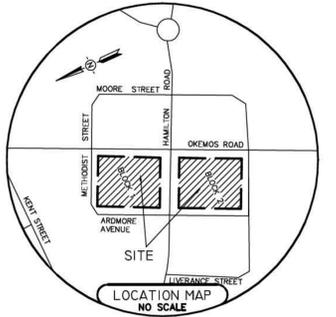
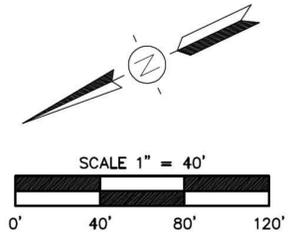
SURVEYOR'S NOTES
 1. This plan was made at the direction of the parties named hereon and is intended solely for their immediate use. Survey prepared from fieldwork performed in September 2019.
 2. All bearings and distances on the survey are record and measured unless otherwise noted. All bearings are Michigan State Plane South Zone grid bearings obtained from GPS observations using corrections obtained from the Lansing CORS.
 3. All dimensions are in feet and decimals thereof.
 4. All elevations are North American Vertical Datum of 1988 (NAVOD88).
 5. By scaled map location and graphic plotting only, this property lies partly within Flood Zone "A1", areas within the 1% annual chance floodplain and partly within Flood Zone "X", areas outside the 1% annual chance floodplain, according to the National Flood Insurance Program, Flood Insurance Rate Map for the Charter Township of Meridian, Ingham County, Michigan, Community Panel No. 260093 0158 D, dated August 16, 2011. Spotting from available cross-section data from Federal Emergency Mapping Agency data, floodplain contour in this area is 843.2 feet (NAVOD88 datum). Elevation contour with solid elevation is shown and labeled on the survey map.

PROPOSED LEGEND
 PROPOSED WATER MAIN
 PROPOSED SANITARY SEWER
 PROPOSED STORM SEWER
 MANHOLE (NEW)
 PROPOSED C.B. MANHOLE (EX.)
 UTILITY EASEMENT
 CENTER LINE OF ROAD
 ROAD RIGHT OF WAY
 PROPERTY LINE
 FIRE HYDRANT
 WATER VALVE
 THRUST BLOCK
 PROPOSED TOP OF CURB ELEV.

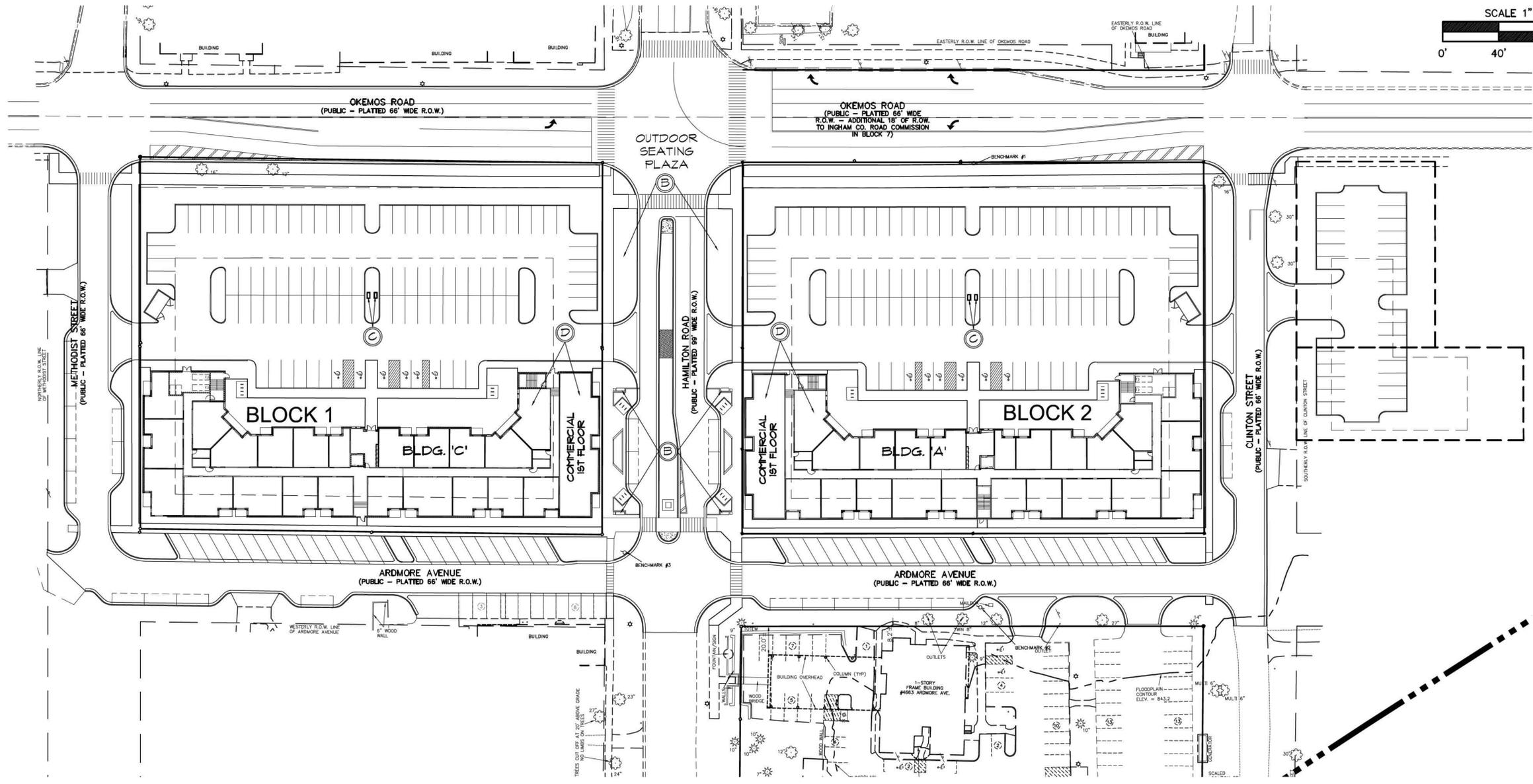
PLAN C

<p>REVISIONS</p> <p>4-15-24 MUPUD</p>	<p>KEBS, INC. KYES ENGINEERING BRYAN LAND SURVEYS</p> <p>2118 HASLETT ROAD, HASLETT, MI 48840 PH. 517-339-1014 FAX. 517-339-8047</p> <p>Marshall Office Ph. 269-781-9800</p> <p>Village of Okemos PLAN C - MUPUD SITE PLAN</p>
<p>SCALE: 1" = 40'</p> <p>DATE: 3-20-24</p> <p>AUTHORIZED BY: DOWNTOWN OKEMOS, LLC</p>	<p>DESIGNER: AJP PROJECT MGR. AJP APPROVED BY: AJP SHEET 1 OF 2</p> <p>JOB #: 102453</p>

MUPUD PLANS FOR:
Village of Okemos
 MERIDIAN TOWNSHIP, INGHAM COUNTY, MICHIGAN



LEGAL DESCRIPTIONS:
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 Lots 1, 2, 3, 4, 5, 6, 7 & 8 in Block 6, Village of Okemos (formerly Village of Hamilton), Meridian Township, Ingham County, Michigan.
 Lot 1 and North 1 rod of Lot 4 & Lot 2 except south 3ft in Block 10, Village of Okemos (formerly Village of Hamilton)
 Lot 2.



SITE AMENITIES

- (A) LOW FLOW PLUMBING FIXTURES (1)
- (B) PUBLIC OUTDOOR SEATING ADJACENT TO STREET (2)
- (C) ELECTRIC CAR CHARGING STATIONS (2)
- (D) VERTICAL MIXING OF LAND USES (3)
- (E) OUTDOOR GATHERING SPACE (LIVERANCE PARK) (3)
SEE ATTACHED PARK PLAN

EX. LEGEND

<ul style="list-style-type: none"> ■ = SET 1/2" BAR WITH CAP □ = FOUND IRON AS NOTED — = DISTANCE NOT TO SCALE — = FENCE ▨ = ASPHALT ▩ = CONCRETE ▧ = GRAVEL ▦ = DECK ▥ = ADA PLATE — = EXISTING SPOT ELEVATION — = EXISTING CONTOUR ELEVATION — = BUILDING OVERHANG — = GAS LINE — = UNDERGROUND TELEPHONE — = UNDERGROUND TELEVISION — = UNDERGROUND ELECTRIC — = OVERHEAD WIRES — = GUARDRAIL ☀ = DECIDUOUS TREE ☀ = CONIFEROUS TREE 	<ul style="list-style-type: none"> ⊙ = SANITARY MAN-HOLE ⊙ = DRAINAGE MAN-HOLE ⊙ = ELECTRIC MAN-HOLE ⊙ = TELEPHONE MAN-HOLE ⊙ = CATCHBASIN ⊙ = DOWNSPOUT ⊙ = SANITARY CLEANOUT ⊙ = FIRE HYDRANT ⊙ = VALVE ⊙ = UTILITY POLE ⊙ = LIGHT POLE ⊙ = GROUND LIGHT ⊙ = TRAFFIC SIGNAL ⊙ = GUY WIRE ⊙ = UTILITY PEDESTAL ⊙ = TRANSFORMER ⊙ = ELECTRIC METER ⊙ = GAS METER ⊙ = WATER METER ⊙ = SIGN ⊙ = POST ⊙ = AIR CONDITIONING UNIT
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BENCHMARKS
 BENCHMARK #1 ELEV. = 852.30 (NAV088)
 PK. NAIL, WEST SIDE UTILITY POLE, WEST SIDE OF OKEMOS ROAD, 2-42' SOUTH OF BUILDING #4051 OKEMOS ROAD.
 BENCHMARK #2 ELEV. = 846.57 (NAV088)
 PK. NAIL, SOUTHEAST SIDE UTILITY POLE, WEST SIDE OF ARDMORE AVENUE, ON LINE WITH SOUTHERLY PARCEL LINE.
 BENCHMARK #3 ELEV. = 856.59 (NAV088)
 RAILROAD SPRING, NORTHWEST SIDE UTILITY POLE, NORTHEAST QUADRANT OF ARDMORE AVENUE AND HAMILTON ROAD.



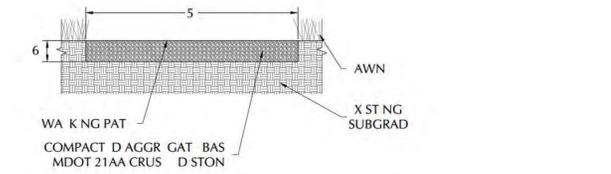
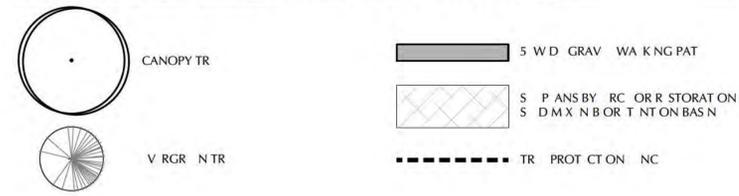
PROPOSED LEGEND

—	PROPOSED WATER MAIN
—	PROPOSED SANITARY SEWER
—	PROPOSED STORM SEWER
—	MANHOLE (NEW)
—	PROPOSED C.B. MANHOLE (EX.)
—	UTILITY EASEMENT
—	CENTER LINE OF ROAD
—	ROAD RIGHT OF WAY
—	PROPERTY LINE
—	FIRE HYDRANT
—	WATER VALVE
—	THRUST BLOCK
—	PROPOSED TOP OF CURB ELEV.

PLAN C

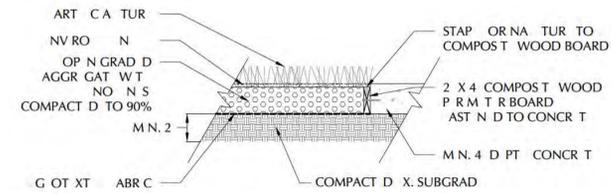
REVISIONS 4-15-24 MUPUD	KEBS, INC. KYES ENGINEERING BRYAN LAND SURVEYS 2116 HASLETT ROAD, HASLETT, MI 48840 PH. 517-339-1014 FAX. 517-339-8047 Marshall Office Ph. 269-781-9800	
	Village of Okemos PLAN C - AMENITIES PLAN	
SCALE: 1" = 40'	DESIGNER: A.J.P.	APPROVED BY: A.J.P.
DATE: 3-20-24	PROJECT MGR. A.J.P.	SHEET 2 OF 2
AUTHORIZED BY: DOWNTOWN OKEMOS, LLC		JOB #: 102453

LEGEND OF PROPOSED PLANTS AND MATERIALS



GRAVEL WALKING PATH SECTION

SCA : 1/2" = 1'-0"



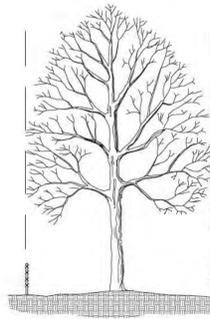
NOTE: NSTA AND S AM TUR WT AD AC NTP C S RUNNG NT SAM DR CT ON; G U S AMS WT SU TAB S AMNG G U AND S AMNG C OT NOT AD SV TAP.

ARTIFICIAL TURF SECTION

SCA : 1" = 1'-0"

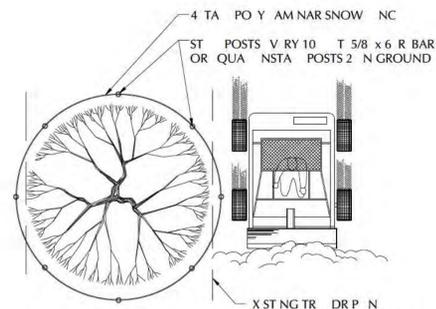
NOTES:
4 TA PO Y AM NAR SNOW NC TO B NSTA D AROUND DRP N O TR S TO B PR S RV D PR OR TO ANY AND C AR NG OR CONSTRUCT ON.

NO CUTT NG NG OR TR SPASS NG S A OCCLUR NS D NC D AR AS WT OUT OWN R APPROVA.



SECTION

4 TA PO Y AM NAR SNOW NC
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PLAN

TREE PROTECTION FENCE DETAILS

NOT TO SCA



LANDSCAPE PLAN

SCALE: 1" = 20'
SCALE IN FEET: 0' 10' 20' 40'



3 WORK NG DAYS
B OR YOU D G
CALL MISS DIG
1 800 482 7171

PRELIMINARY
NOT FOR
CONSTRUCTION



ISSUED:
1/31/22 Submittal
8/29/22 MUPUD Plan

PROJECT NUMBER:
WC2201
DRAWN BY:
K
CHECKED BY:
K
SCALE:
AS NOTED

SHEET NUMBER:
L3
S T 3 O 3



To: Board Members
From: Timothy Schmitt, AICP, Interim Township Manager
Date: May 9, 2024
Re: Township Supervisor Search Process

Due to the resignation of Supervisor Jackson, the Township Board faces the task of filling the Supervisor's seat.

Under State law, the Township Board has 45 days to fill the vacant seat. I've laid out a schedule for you to consider that meets the state guidelines. The Board has two options before them. First, the Board can consider the attached schedule and begin the search for a new Supervisor. By following the schedule, the Board would appoint a new Supervisor on June 4, 2024. This schedule could be altered to provide additional application time if the Board wishes, while still meeting State deadlines.

The Board may also consider a second option. The Board could appoint one of their current members to fill the seat of Supervisor. If the Board appoints a current Trustee, this would open up a Trustee seat and the Board would then adopt a Trustee search process.

Please consider your options and provide direction to the administration.

Motions for Township Board Consideration:

MOVE THAT THE TOWNSHIP BOARD ADOPTS THE "PROCESS FOR APPOINTING A NEW TOWNSHIP SUPERVISOR" AND ADOPTS THE "APPLICATION FOR MERIDIAN TOWNSHIP SUPERVISOR CANDIDATE QUESTIONNAIRE".

Or

MOVE TO APPOINT _____ AS MERIDIAN TOWNSHIP SUPERVISOR EFFECTIVE IMMEDIATELY AND PROCEED WITH THE TRUSTEE VACANCY/ APPLICATION PROCESS.

Attachments:

1. Process for Appointing a New Township Supervisor
2. Application for Township Supervisor
3. Filling Township Board Vacancies from the MTA

Process for Appointing a New Township Supervisor

May 9, 2024

The proposed schedule is as follows:

May 9, 2024

The Township Board accepts the resignation of Supervisor Jackson.

May 10, 2024

On Friday, May 10, 2024, the township announces the vacancy and requests that interested individuals submit a public service application, with resume and 3 professional references by Thursday, May 23, 2024 at 4:00 P.M.

May 28, 2024

On Tuesday, May 28, 2024, each committee member is provided with copies of candidate applications.

May 31, 2024

On Friday, May 31, 2024, the search committee convenes to review the applicants. The committee selects the top applicants for interviews. Candidates are notified of their interview schedule by the Human Resources Director. Interviews shall be scheduled 30 minutes apart and consist of 8-10 questions.

June 4, 2024

On Tuesday, June 4, 2024 the Board shall convene a Special Board meeting at 4:00 P.M. for the purpose of interviewing the finalists. The selection of a new Township Supervisor shall be placed on the agenda under Action. The newly appointed Supervisor will be sworn in as soon as possible and attend the June 18, 2024 Board meeting.

APPLICATION FOR MERIDIAN TOWNSHIP SUPERVISOR

CANDIDATE QUESTIONNAIRE

Please return this application along with your resume, cover letter and three (3) references to:

ABBY TITHOF, HUMAN RESOURCES DIRECTOR
MERIDIAN TOWNSHIP MUNICIPAL BUILDING
5151 MARSH ROAD
OKEMOS, MICHIGAN, 48864

Completed applications must be received by 4:00 P.M. Thursday, May 23, 2024. We prefer applications to be emailed to tithof@meridian.mi.us . **Incomplete applications will be disqualified. Candidates selected for an interview will be notified on Friday, June 1, 2024.**

1. Please confirm that you are available to be interviewed at the Special Meridian Township Board meeting to be held at 4:00pm, on Tuesday, June 4, 2024.
2. In your opinion what are the best qualities of Meridian Township and the areas that need improvements?
3. Please share your community activities and volunteerism in the community over the past 5-10 years.
4. A significant amount of your time will be allocated to Township Board responsibilities, such as planning, zoning, budgeting, re-zonings, land use, economic development, labor negotiations and audit review. Please share with us your experience with, and understanding of, the aforementioned responsibilities.

5. The position of Township Supervisor is an elected position, and the holder of the office must reside within the township. How long have resided in Meridian Township?

6. Have you ever served on a Board or Commission for Meridian Township? Please be specific.

7. One of the main responsibilities as Township Supervisor is chairing the Board meetings. Please share any experience you have in chairing meetings.

8. In 200 words or less, please provide the Township Board with the reason that you are seeking the Township Supervisor's position.

Filling Township Board Vacancies

Due to Death or Resignation



Michigan Townships Association
Member Information Services
December 2015

Revised Statutes of 1846 (EXCERPT)
Resignations, Vacancies and Supplying Vacancies.

41.56 Resignations of officers.

Sec. 56.

Resignations of all [township] officers shall be in writing, signed by the officer resigning, and addressed to the township board and shall be delivered to and filed by the township clerk. The resignation shall be effective when accepted by the township board.

MICHIGAN ELECTION LAW (EXCERPT)
Act 116 of 1954

168.370 Elective or appointive township office; appointment to fill vacancy; temporary appointment; effect of resignation; special election; vacancy in office of township constable.

Sec. 370.

(1) Except as provided in section 370a or subsection (2), if a vacancy occurs in an elective or appointive township office, the vacancy shall be filled by appointment by the township board, and the person appointed shall hold the office for the remainder of the unexpired term.

(2) If 1 or more vacancies occur in an elective township office that cause the number of members serving on the township board to be less than the minimum number of board members that is required to constitute a quorum for the transaction of business by the board, the board of county election commissioners shall make temporary appointment of the number of members required to constitute a quorum for the transaction of business by the township board. An official appointed under this subsection shall hold the office only until the official's successor is elected or appointed and qualified. An official who is temporarily appointed under this subsection shall not vote on the appointment of himself or herself to an elective or appointive township office.

(3) If a township official submits a written resignation from an elective township office, for circumstances other than a resignation related to a recall election, that specifies a date and time when the resignation is effective, the township board, within 30 days before that effective date and time, may appoint a person to fill the vacancy at the effective date and time of the resignation. The resigning official shall not vote on the appointment.

(4) Except as provided in subsection (5), if the township board does not make an appointment under subsection (3), or if a vacancy occurs in an elective township office and the vacancy is not filled by the township board or the board of county election commissioners within 45 days after the beginning of the vacancy, the county clerk of the county in which the township is located shall call a special election within 5 calendar days to fill the vacancy. Not later than 4 p.m. on the fifteenth calendar day after the county clerk calls a special election under this section, the township party committee for each political

party in the township shall submit a nominee to fill the vacancy. The special election shall be held on the next regular election date that is not less than 60 days after the deadline for submitting nominees under this section or 70 days after the deadline for submitting nominees under this section if the next regular election date is the even year August primary or the general November election. Notice of the special election shall be given in the same manner required by section 653a. A special election called under this section does not affect the rights of a qualified elector to register for any other election. A person elected to fill a vacancy shall serve for the remainder of the unexpired term.

(5) Subsection (4) does not apply to the office of township constable. If a vacancy occurs in the office of township constable, the township board shall determine if and when the vacancy shall be filled by appointment. If the township board does not fill the vacancy by appointment, the office of township constable shall remain vacant until the next general or special election in which township offices are filled.

MICHIGAN ELECTION LAW (EXCERPT)
Act 116 of 1954

168.370a Filling vacancy in township office; term of appointee; term of elected successor.

Sec. 370a.

Notwithstanding the provisions of section 370, if a vacancy occurs in an elective or appointive township office, which vacancy is filled by appointment by the township board or the board of county election commissioners and the vacancy occurs more than 7 days before the nominating petition filing deadline as provided in section 349 for the general November election that is not the general November election at which a successor in office would be elected if no vacancy, then the person appointed shall hold office only until a successor is elected at the next general November election in the manner provided by law and qualifies for office. The successor shall hold the office for the remainder of the unexpired term.

MICHIGAN ELECTION LAW (EXCERPT)
Act 116 of 1954

168.363 Township officers; oath of office.

Sec. 363.

All township officers shall, before entering upon the duties of their offices, take and subscribe the oath as provided in section 1 of article 11 of the state constitution before the township clerk or other officer authorized to administer oaths, and file the same with the township clerk who shall record the same; and such oath shall be administered without reward and certified by the officer before whom the same was taken, with the date of taking the same.

When a vacancy occurs on the township board due to the death of a board member:



1. The clock starts ticking the day after the vacancy occurs (the day after the board member dies). The township board has **45 days** to appoint a person to fill the vacancy. (MCL 168.370(4))



2. The official's deputy (clerk or treasurer, optional for supervisor) **continues** as deputy until the new official is appointed. The deputy does not vote, and a deputy supervisor does not moderate a meeting. (MCLs 41.61 and 41.72a(3) (supervisor); 41.69 (clerk); and 41.77(5) (treasurer))



3. The only statutory requirement for holding township board elective office is that a candidate **must** be a **qualified elector** of the township and **registered to vote**. To be a qualified elector, a person must be 18 years of age, a U.S. citizen, and have lived in the township at least 30 days (property ownership is NOT required). (MCLs 168.11 and 168.342)



4. The person appointed to fill the vacancy **must** take the **oath** of office (should be taken within the 45 days to fill vacancy to qualify for office). (MCL 168.363)



5. A new clerk or treasurer **must** appoint a deputy. The supervisor **may** appoint a deputy. The deputies are also required to take the oath. (MCLs 41.69, 41.77(5), and 41.61)



6. The **salary of the office** continues. A person appointed to elective office during the term of office receives the currently established salary for that office. (MCL 41.95) This may require prorating the salary between the former and new officials according to payroll period.



7. If the vacancy **occurs** more than 7 days before the 15th Tuesday prior to the August midterm primary, a person appointed to fill that vacancy must run in the next primary and general election to retain that office. The person elected serves for the remainder of the term. (MCL 168.370a) **(NEW, PA 94 of 2014, effective April 3, 2014)**



If the vacancy **occurs** 7 days or less before the 15th Tuesday prior to the August midterm primary, a person appointed to fill that vacancy is appointed for the remainder of the term. (MCL 168.370a) **(NEW, PA 94 of 2014, effective April 3, 2014)**

(All township board members' terms run four years, concurrent with the Presidential term of office.)



8. If the township board fails to fill the vacancy within 45 days, the **county clerk must schedule a special election** on the next regular election date (of the four election days) that is: (1) at least 60 days after the deadline for submitting nominees, or (2) at least 70 days after the deadline for submitting nominees if the next regular election date is the even year August primary or the general November election. Township/county **political parties select nominees** (independent or write-in candidates can also qualify), so no primary election is held. The person elected serves for the remainder of the term. (MCL 168.370(4))

When a vacancy occurs on the township board due to the resignation of a board member:



1. To resign, a board member must submit his or her signed resignation **in writing** to the board. The board must vote (at a regular or special board meeting) to accept the resignation for the resignation to take effect. (MCL 41.56)

a) If the resigning official gives an effective date of resignation that comes **prior** to the board meeting where the board accepts the resignation, then the vacancy occurs on the **date of the board meeting**. The official would serve and be compensated up to that date.

b) If the resigning official gives an effective date that comes **after** the board meeting where the board accepts the resignation, then the vacancy occurs on the **effective date in the resignation letter**.

c) The board may appoint someone to fill the vacancy **up to 30 days prior** to the effective date of resignation. The new official may take the oath prior to taking office, but is not "clothed" with the authority of the office until the resignation takes effect.



2. The clock starts ticking the day after the vacancy occurs (the day after the resignation takes effect). The township board has **45 days** to appoint a person to fill the vacancy. (MCL 168.370(4))



3. The official's deputy **DOES NOT** continue as deputy. (MCLs 41.69, 41.77(5), and 41.61)



4. The only statutory requirement for holding township board elective office is that a candidate **must be a qualified elector of the township and registered to vote**. To be a qualified elector, a person must be 18 years of age, a U.S. citizen, and have lived in the township at least 30 days (property ownership is **NOT** required). (MCLs 168.11 and 168.342)



5. The person appointed to fill the vacancy **must take the oath of office** (should be taken within the 45 days to fill vacancy to qualify for office). (MCL 168.363)



6. A new clerk or treasurer **must** appoint a deputy. The supervisor may appoint a deputy. The deputies must also take the oath. (MCLs 41.69, 41.77(5), and 41.61)



7. The **salary of the office** continues. A person appointed to elective office during the term of office receives the currently established salary for that office. (MCL 41.95) This may require prorating the salary between the former and new officials according to payroll period.



8. If the vacancy **occurs** more than 7 days before the 15th Tuesday prior to the August midterm primary, a person appointed to fill that vacancy must run in the primary and general election to retain that office. The person elected serves for the remainder of the term. (**NEW, PA 94 of 2014, MCL 168.370a, April 3, 2014**)



If the vacancy **occurs** 7 days or less before the 15th Tuesday before the August midterm primary, a person appointed to fill that vacancy is appointed for the remainder of the term. (**NEW, PA 94 of 2014, MCL 168.370a**)
(All township board members' terms run four years, concurrent with the Presidential term.)



9. If the township board fails to fill the vacancy within 45 days, the **county clerk must schedule a special election** on the next regular election date (of the four election days) that is: (1) at least 60 days after the deadline for submitting nominees, or (2) at least 70 days after the deadline for submitting nominees if the next regular election date is the even year August primary or the general November election. Township/county **political parties select nominees** (independent or write-in candidates can also qualify), so no primary election is held. The person elected serves for the remainder of the term. (MCL 168.370(4))

Frequently Asked Questions

Q Our supervisor resigned November 30. What do we do now?

First, you need to confirm that the resignation has actually taken effect.

A resigning township board member must submit a written resignation to the township board, stating the date on which his or her resignation will take effect—the last day they intend to hold office. At a regular or special meeting of the township board, the board must vote to accept the resignation before it can become effective. Once the board accepts the resignation, it takes effect either on the date stated in the letter or the date the board voted to accept it, whichever comes later.

For example, let's say that the supervisor stated his resignation was effective November 1, but the board doesn't meet and vote to accept it until November 15. The resignation is not effective until November 15, and the supervisor actually held office and should be paid through that date.

If the supervisor stated his resignation date as November 30, and the board voted to accept it at the November 15 board meeting, then the supervisor holds office until November 30, and is paid through that date.

Q When do we appoint someone to fill the vacancy?

The township board must appoint someone to fill a vacancy on the township board within 45 calendar days after the vacancy is created. The appointee must take the oath of office before assuming the office.

Q How do we choose the appointee?

The township board can appoint anyone who is eligible to hold elective township office—basically any person who has been registered to vote and a resident of the township for at least 30 days. The board is not required to advertise the vacancy or solicit resumes, but doing so may attract a larger or more capable pool of candidates. The township board does not consider a slate of candidates—instead, the first person nominated who receives a second and a majority vote of the board members present and voting is the appointee. All interviews conducted by the township board, and any actions taken by the board to “shorten the list” of candidates, must be done in open session at a public board meeting. As always, the vote to appoint must be a voice vote, not a paper or secret ballot.

Q How long will the appointee serve?

If the vacancy occurs more than 182 days prior to the mid-term general November election (November 4, 2014), then the position must be on the 2014 August primary and November general election ballot. The person appointed to fill the vacancy serves only until the election is certified and the winner takes the oath of office (it can be the person appointed to fill the vacancy). The winner serves out the remainder of the term.

Q Our board is divided, and with the vacancy, we have four members voting on the appointment. What if we can't agree on a candidate?

If the township board does not appoint someone to fill the vacancy, the county clerk must call a special election at the township's expense to fill the vacancy. Whoever is elected will fill out the remainder of the term; the position is not also on the mid-term election ballot. It is, however, usually in the best interest of the township for the board to work together, possibly making compromises or concessions, to do their duty as elected officials and fill the vacancy within the 45 days.

Q If the clerk resigns, is her deputy automatically the new clerk?

No, when an elected official *resigns*, the appointment of his or her deputy also ends.

Q Who can write or issue checks if the clerk or treasurer resigns?

No one. If a clerk or a treasurer resigns, the deputy's appointment also ends. Until a new clerk or treasurer is appointed, no checks, payments or disbursements can be issued. In other words, no checks can be written, and no paychecks or bill payments can be made.

So it can be important for a township board to consider the implications of voting to accept a clerk or treasurer's resignation, especially if he or she does not give the board a lot of advance notice. A township board does not have to vote to accept a resignation as soon as it receives it.

Sometimes a resigning official is just having a temporary "bad day," and a board can consider holding off on accepting the resignation to give them time to cool down.

But even if a resigning official is serious about resigning, and has no intention of staying or working until their resignation is accepted by the board, a board can delay the loss of the deputy by holding off on voting until potential candidates for a vacancy can be identified.

However, a vacancy is not official until the board has voted to accept the resignation—so the resigning official can change their mind and withdraw their resignation if the board has not yet voted to accept it.

And a resignation does not take effect until the board votes to accept it and the last day has been reached. So that means that the resigning official is still legally entitled to the salary of the office until the resignation takes effect, regardless of whether they perform any of the duties of the office in the meantime.

Q Our treasurer is thinking about retiring, but she wants to be available to help train her successor. Is that possible?

Yes. The resigning official can give any date in the future as the effective date of his or her resignation. The township board may appoint the successor up to 30 days prior to that effective date, although the resigning official cannot vote to appoint his or her successor. It is important to note that this can **only** be done within 30 days prior to the date of resignation and no earlier than that.

The outgoing treasurer is paid through the date of his or her resignation. The new treasurer is not paid the treasurer's salary until the outgoing treasurer's resignation takes effect and the new treasurer takes the oath.

Q May another township board member be appointed to fill a vacancy in another board office?

Yes.

Q May a township board member vote to appoint him or herself to another board office vacancy?

Yes. MCL 168.370, the section of the Michigan Election Law governing vacancies in elective township office, states that a vacancy shall be filled by appointment by the township board. (MCL 168.370(1)) This means that it is the duty of each board member to vote on the appointments to the township board.

There are two exceptions to that rule:

MCL 168.370(2) specifically states that an official who is temporarily appointed by the board of county election commissioners to restore a quorum when enough vacancies occur to prevent a quorum "shall not vote on the

appointment of himself or herself to an elective or appointive township office” (township board offices are “elective” offices).

MCL 168.370(3) also specifically addresses a situation when a township board member submits a written resignation in advance of his or her effective resignation date, and the board appoints a person to fill the vacancy within 30 days prior to that effective date:

“If a township official submits a written resignation from an elective township office, for circumstances other than a resignation related to a recall election, that specifies a date and time when the resignation is effective, the township board, within 30 days before that effective date and time, may appoint a person to fill the vacancy at the effective date and time of the resignation. The resigning official shall not vote on the appointment.”

So the “resigning official shall not vote on the appointment” of his or her successor. According to MTA Legal Counsel, this prohibition is limited to voting, and does not require the person to recuse themselves from discussions on the appointment, just abstaining from voting.

Because the Election Law states specific exceptions to the rule, and does not specifically prohibit a township board member from voting to appoint him or herself to an elective or appointive township office where the vacancy is created by death or resignation and does not involve a temporary appointment to restore quorum, a township official may vote to appoint him or herself to fill a board vacancy.

Q If a board member is appointed to fill a vacancy in another board office, can they vote to appoint the person to succeed them?

Yes. Once a board member is appointed to and takes the oath to assume another board office, then he or she no longer holds the prior office. They do not have to resign their prior office. MCL 168.370(3) states: “The resigning official shall not vote on the appointment.” Because the Election Law specifically prohibits the resigning official from voting on the appointment of their successor, but does not prohibit an official who did not resign, MTA Legal Counsel interpret that to mean that the board member whose appointment created a vacancy may vote on filling that previously held office.

Q Must the person appointed to fill a township board vacancy take the oath of office—even if they are already a board member?

Yes. Every time a person is appointed (or elected) to township board office, they must take the oath of office to qualify to hold the office. This includes a person who is already a trustee, for example, who is appointed to fill a vacancy in another board office.

Q Who has authority to administer oaths to township officials?

The positions that are authorized by law to administer the oath of office are the township clerk/deputy clerk, supervisor/deputy supervisor, county clerk/deputy county clerk, notary public, judge/justice (of any court of record), and state senator or representative.