

**CHARTER TOWNSHIP OF MERIDIAN
ENVIRONMENTAL COMMISSION
AGENDA
Wednesday, January 6, 2016**

**Town Hall Room
Meridian Municipal Building
5151 Marsh Road, Okemos, MI 48864**

Regular Meeting

1. Call to order at 7:00 p.m.
2. Approval of agenda
3. Approval of minutes of the October 7, 2015 work session/regular meeting and December 7, 2015 work session.
4. Public remarks
5. Chair's Report
6. Communications/staff report
7. Approval of 2016 Meeting Schedule
8. Recognize Outgoing Commissioner, Richard Searl
9. Recognize Incoming Commissioner, Donald Dickmann
10. Election of Officers (Chair and Vice-Chair) for 2016
11. Selection of Land Preservation Representative by the 2016 Chair
12. Other Business / Study groups/liason reports
13. Public remarks
14. Adjournment

Work Session – Immediately following the Regular Meeting

1. Call to order
2. Approval of agenda
3. Review Draft Commission Goals / Develop Strategic Plan for 2016-17
4. Other business
5. Public remarks
6. Adjournment

**CHARTER TOWNSHIP OF MERIDIAN
ENVIRONMENTAL COMMISSION MINUTES
Meridian Municipal Building – Town Hall Room
October 7, 2015 - Draft**

REGULAR MEETING

PRESENT: Vice-Chair Jackson and Commissioners Searl, Schools, Sarver, and Kielbaso

ABSENT: Chair McConnell

STAFF: Gail Oranchak, AICP Principal Planner

OTHERS: John Scott-Craig, Cory Chvala,

1. CALL REGULAR MEETING TO ORDER

Vice-Chair Jackson called the meeting to order at 7:00 p.m.

2. APPROVAL OF THE REGULAR MEETING AGENDA

Moved by Kielbaso, seconded by Sarver. Approved by consent without objection.

3. REVIEW AND APPROVAL OF SEPTEMBER 2, 2015 WORK SESSION AND REGULAR MEETING MINUTES

Moved by Sarver, Seconded by Kielbaso. Approved by consent without objection.

4. PUBLIC REMARKS

John Scott Craig spoke about the Ingham County Parks millage for regional trails. The Ingham County Parks Department is hosting public meetings to assess desires and needs of local communities. The next meeting is Thursday 10/15 meeting in Town Hall Room and in Delhi Township, East Lansing, Lansing, Mason & Williamston.
www.inghamcountyparks.org 517-676-2233.

5. CHAIR'S REPORT

Vice-Chair Jackson reported he Environmental Commission will see a new staff member in the coming weeks. Rick Brown moved on to a new position in the Traverse City area.

6. COMMUNICATIONS/STAFF REPORT

No report.

7. OTHER BUSINESS

a. Review/Recommendation regarding Wetland Use Permit #15-02 (Chvala).

Principal Planner Oranchak summarized Wetland Use Permit #15-02 (Chvala), a request to excavate material from a regulated wetland to construct a pond

Applicant Cory Chvala and the pond designer Stephanie Jubb of Mid-Michigan Ponds described the history of the project and clarified elements of the site plan.

The applicant acquired the property two years ago and received a variance to relocate the entrance to the property from Powell Road to Van Atta Road which facilitated the location of the pond. The consultant recommended the proposed location as the best place to enhance the wetland, currently a monoculture of cattails lacking wildlife and bird diversity.

Responding to questions from commissioners, applicant Chvala and consultant Stephanie Jubb responded:

- The deepest part of the pond will have a maximum depth of 15 feet.
- Areas outlined in black on the map will have a depth of less the four feet deep to sustain diverse vegetation.
- The wetland enhancement area will have lily pads and micro-topography in the bottom to help support healthy fishery.
- The proposed wetland seed mix includes 16 species of sedges, rushes and forbs and the applicant proposes to stock it with blue gill, bass, and perch.
- Monthly hydrology tests will make sure water levels are staying a sufficient level to support the proposed wetland vegetation and wildlife. The applicant will do a visual assessment for invasive species.
- Invasive Reed Canary grass is present at the site. Applicant will excavate that area to remove it. The wetland consultant recommended monitoring for 5 years including a yearly vegetative assessment between July and September to make sure wetland vegetation is thriving.
- There has never been drainage into the neighboring pond. The land between is high and the pond is man-made. The applicant indicated he has spoken with the neighbor who owns the pond. The neighbor supports the project and does not expect problems.
- If invasive species present themselves, the consultant would make recommendations and consult with the township on the best course of action after assessing if there invasives are present, what they are, where they are, and how extensive.

Moved by Commissioner Kielbaso, supported by Commissioner Sarver, to accept the consultant's report which recommends going forward with this project.

8. STUDY GROUPS/LIAISON REPORTS

- a. Land Preservation:** Commissioner Kielbaso noted Land Preservation Board members visited the Hubbell site on Okemos Rd. and they will visit the Potter property which on the west side of Carlton, north of the CN railroad. During periods of accessibility, he visited the properties multiple times. They continue to negotiate

on one property. The Township hired a stewardship assistant to work primarily on land preservation mitigation and Meridian's deer harvesting project.

- b. Energy Team:** Commissioner Sarver reported that he participated in a recent tour of nine solar homes in the greater Lansing area. There are two upcoming events: On Friday, October 9, 2015, Inter-Faith Power and Light will be holding its annual conference from 8:00 a.m. to 4:30 p.m. at the Peoples Church in East Lansing. A presentation by the Lansing Board of Water and Light about community solar options will be held at Michigan Energy Options on Thursday, October 15, 2015. Commissioner Sarver noted moderate success at the Michigan Renewable Energy Fair – 1,200 attendees and 30 exhibitors.
- c. Parks:** Commissioner Searl noted at its recent meeting, the Park Commission discussed the overall plan for Central Park prepared by the O'Boyle group. Improvements are proposed for Central Park South, Nancy Moore Park, the Historic Village and the Nokomis Center. Planting milkweed in Central Park and Wonch Park is planned to promote monarch butterfly populations. In response to a question about the Ingham County Trails millage, Commissioner Searl indicated matching funds will be provided through grants.
- d. Natural Features:** Commissioner Schools reported there are plans to have a joint meeting with the Land Preservation to coordinate a program to update natural features information in the Township.

9. PUBLIC REMARKS

None

10. ADJOURNMENT

The Regular Meeting was adjourned by Vice-Chair Jackson without objections at 7:37 p.m.

WORK SESSION

PRESENT: Vice-Chair Jackson, and Commissioners Kielbaso, Sarver, Schools, and Searl

ABSENT: Chair McConnell

STAFF

PRESENT: Gail Oranchak, AICP, Principal Planner

OTHERS

PRESENT: None

1. **CALL WORK SESSION TO ORDER**

Vice-Chair Jackson called the meeting to order at 6:32 p.m.

2. **APPROVAL OF THE WORK SESSION AGENDA**

The work session agenda was approved without objection.

3. **REVIEW OF THE MINUTES OF THE September 2, 2015 WORK SESSION AND REGULAR MEETING**

Minutes from the September 2, 2015 work session and regular meeting were accepted as written.

4. **OTHER BUSINESS**

- Discussion on the possibility of holding a Joint Meeting with Land Preservation January or February, 2016. It was suggested February may be more likely since January tends to be busy with new year tasks.

5. **PUBLIC REMARKS**

None

6. **ADJOURNMENT**

The Work Session was adjourned by Vice-Chair Jackson without objection at 6:35 p.m.

**CHARTER TOWNSHIP OF MERIDIAN
ENVIRONMENTAL COMMISSION WORK SESSION MINUTES
Meridian Municipal Building – Town Hall Meeting Room
December 7, 2015 - Draft**

WORK SESSION

PRESENT: Chair McConnell, Vice-Chair Jackson and Commissioners Schools, Sarver, and Kielbaso

ABSENT: Commissioner Searl

STAFF: Gail Oranchak, Principal Planner; Harmony Gmazel, Associate Planner

OTHERS: None

1. CALL WORK SESSION TO ORDER

Chair McConnell called the meeting to order at 6:33 p.m.

2. APPROVAL OF THE WORK SESSION AGENDA

Approved by consent without objection.

3. INTRODUCTION OF HARMONY GMAZEL Gail Oranchak introduced Harmony Gmazel as Meridian Township's newest Associate Planner, and new staff person to the Environmental Commission.

4. DISCUSSION OF 2016 ENVIRONMENTAL COMMISSION GOALS

The Commission and staff discussed next steps and goals for the Commission in 2016. The following is a summary of initiatives that the Commission wants to undertake in the coming year, in no particular order.

Administrative Goals

- Fill 3 vacancies (1 adult & 2 youth)
- Amend Commission by-laws pertaining to monthly meeting requirements and the non-voting status of youth members. Investigate a university student seat.

Cooperative Goals

- Promote Commission activities with Land Preservation, Parks, Planning Commission and Township Board members.
- Work with various Boards/Commissions to identify areas for targeted planning/acquisition.

Community Planning Goals

- Provide support and input on the Township Master Plan (MP) in 2016

- Aid the implementation of the MP with new ordinance language that incentivizes environmental protection.
- Assess the Commission's past activities in relation to the implementation steps laid out in the Greenspace Plan (GSP) (through mapping projects and education efforts concerning elements of the GSP).
- Promote increased wayfinding and pathway connections throughout the Township

5. **OTHER BUSINESS**

Commissioner Sarver reported on the solar array project in East Lansing.

6. **PUBLIC REMARKS**

None

7. **ADJOURNMENT**

The Work Session was adjourned by Chair McConnell without objections at 8:25 p.m.

**Environmental Commission
2016 Meeting Schedule**

RESOLUTION

At a regular meeting of the Environmental Commission of the Charter Township of Meridian, Ingham County, held at the Meridian Town Hall, 5151 Marsh Road, Okemos, MI 48864-1198, on the 6th day of January 2016 at 7:00 p.m., Local Time.

PRESENT:

ABSENT:

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

WHEREAS, Public Act 261 of the Public Acts of 1968 requires a publication of the meeting schedule of every Municipal Board at least once a year; and

WHEREAS, the Environmental Commission desires to announce the time, date, and place of all meetings of the Environmental Commission, including so called work sessions pursuant to the provisions of Act 267 of the Public Acts of 1976, it is the desire of the Environmental Commission to maintain a meeting schedule, which is generally the first Wednesday of each month.

NOW, THEREFORE, BE IT RESOLVED BY THE ENVIRONMENTAL COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN as follows:

1. The Environmental Commission will meet in regular session in the Town Hall Room, Meridian Municipal Building, 5151 Marsh Road, unless noticed or posted otherwise, at approximately 7:00 p.m. on the first Wednesday of the month, as listed below for January through December, 2016. Furthermore, if a work session is to be held, it will occur at approximately 6:30 p.m. on the same night of the scheduled meetings, in a location noticed on the meeting agenda or otherwise posted.
2. The specific dates for the regular meetings are as follows:

January	6
February	3
March	2
April	6
May	4
June	1
July	6
August	3
September	7
October	5
November	2
December	7

**Environmental Commission Meeting Dates
2016 Schedule
Page 2**

3. Meetings may be canceled, recessed, re-scheduled, or postponed by members of the Environmental Commission pursuant to the statute thereto appertaining.
4. Any special meetings to be held by the Environmental Commission shall be noticed and/or posted at least 48 hours prior to the scheduled time.
5. A summary of this resolution stating date, place, and time shall be posted in the Meridian Municipal Building within ten (10) days after the first regularly scheduled meeting of the year in accordance with MCL 15.265.

ADOPTED: YEAS: Commissioners

NAYS: None

STATE OF MICHIGAN)
)ss
COUNTY OF INGHAM)

I, the undersigned, the duly qualified Chairperson of the Environmental Commission, Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of the resolution adopted at a regular meeting of the Environmental Commission, held on the 6th day of January, 2016.

William McConnell, Chair
Environmental Commission

RESOLUTION OF APPRECIATION

At a regular meeting of the Environmental Commission of the Charter Township of Meridian, Ingham County, Michigan, held on the 6th day of January 2016, at 7:00 p.m., local time.

PRESENT:

ABSENT:

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

WHEREAS, Richard Searl served as an active member of the Environmental Commission of the Charter Township of Meridian for two years, throughout 2014 to 2015; and

WHEREAS, Richard Searl fully participated in site visits, public forums and meetings, and on subcommittees and study groups of the Environmental Commission; and

WHEREAS, Richard Searl served as a liaison to the Meridian Charter Township Planning Commission; and

WHEREAS, Richard Searl's service on the Environmental Commission has been greatly beneficial to the Charter Township of Meridian, its residents, and its natural environment.

NOW, THEREFORE, BE IT RESOLVED THE ENVIRONMENTAL COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN HEREBY extends its very best wishes to Richard Searl in his future endeavors and expresses its profound gratitude for his service to the community.

ADOPTED: YEAS:

NAYS:

STATE OF MICHIGAN)
)ss
COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Chairperson of the Environmental Commission of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Environmental Commission on the 6th day of January, 2016.

William McConnell, Chairperson
Environmental Commission

CHARTER TOWNSHIP OF MERIDIAN

Elizabeth Ann LeGoff Supervisor
 Brett Dreyfus Clerk
 Julie Brixie Treasurer
 Gerald J. Richards Manager



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

APPLICATION FOR PUBLIC SERVICE

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

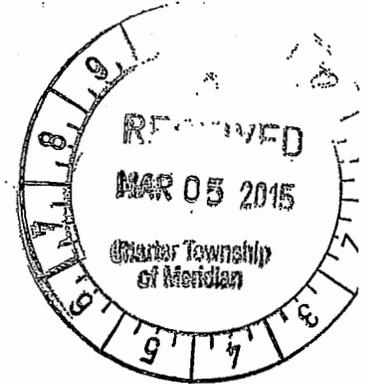
- | | |
|---|--|
| <input type="checkbox"/> Assessing Board of Review* | <input checked="" type="checkbox"/> Environmental Commission |
| <input type="checkbox"/> Building and/or Fire Board of Appeals and Building Hearing Officer | <input checked="" type="checkbox"/> Land Preservation Advisory Board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

(*Special conditions restrict eligibility for appointment)

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

Summarize your reasons for applying for this type of public service:
 Apply my experience and training to managing the township's natural areas.

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



Name:

Donald Dickmann

Occupation: Retired Professor of Forestry Place of Employment: Michigan State University

Home Address: 5504 Earliglow Lane, Haslett 48840

Phone: (days) 517-339-0910 (evenings) same E-mail dickman1@msu.edu

Signature *Donald Dickmann* Date 03/04/2015

Other than the Downtown Development Authority Board, 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 cause for review of appointment.

(PLEASE USE BACK IF NEEDED)

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

FOR OFFICE USE ONLY			
Date Received:	<u>3.5.15</u>	Distro: <u>EL, FW</u>	Application # <u>EC 1503</u>
Registered Voter:	<u>Y/N</u>	<u>MK, JG</u>	<u>LPAB 1503</u>
Date Appointed:		<u>BD MEMBERS</u>	

Resume

DONALD I. DICKMANN

B.S. in forest management, University of Washington College of Forestry, 1964; Ph.D. in plant physiology, University of Wisconsin, 1969. Faculty member of Department of Forestry, Michigan State University, 1973-present. Currently Professor Emeritus. Acting Chair of the Department of Forestry, 2010-11. Taught undergraduate and graduate courses in silviculture, wildland fire, tree physiology, ecology, dendrology, general botany, forestry research, Michigan forests, and general forestry. Published 120 scientific papers and bulletins on tree and forest topics in the areas of silviculture, fire ecology, physiological ecology, and physiology. Principal author of five books. Certified Forester and Fellow, Society of American Foresters; Certified Senior Ecologist, Ecological Society of America.

MERIDIAN TOWNSHIP ENVIRONMENTAL COMMISSION

RULES OF PROCEDURE

RULE 1. AUTHORIZATION.

The Meridian Township Environmental Commission, hereinafter called the Commission, is established pursuant to Chapter 121 of the Code of Ordinances, Charter Township of Meridian.

RULE 2. RESPONSIBILITIES.

The Environmental Commission shall:

- a. Advise the Township Board, officials and staff on matters pertaining to environmental protection and water conservation, management of natural resources and preservation of open space.
- b. Identify ways to ensure and improve the quality of the Township's environment in the interest of the public health, safety and general welfare.
- c. Develop educational and outreach programs for local schools, businesses and individuals to encourage environmental stewardship, protect property values and avoid unnecessary financial costs for correcting environmental problems.
- d. Review and offer recommendations for Township ordinances, operating procedures and programs in order to achieve the stated purposes in Chapter 121 and ensure compliance with applicable state and federal environmental laws.
- e. Assume the duties of the Township Wetland Board as outlined in Section 105-16(c) of the Township Code of Ordinances.
- f. Offer recommendations for the Township budget as it pertains to the Commission.
- g. Assume such other duties as may be assigned by the Township Board.
- h. Encourage and utilize the involvement of residents and experts in achieving the environmental goals of the Township.

RULE 3. COMPOSITION, TERMS AND VACANCIES.

- 3.1 **Composition and Appointment.** The Commission shall consist of seven (7) members appointed by the Township Board. Members shall be Township residents and shall have an interest or expertise in natural resources, environmental protection or ecology. In addition, two (2) youth members shall serve as non-voting, ex-officio members.
- 3.2 **Terms.** Terms of appointment shall be for three (3) years or until a successor is appointed, except that three (3) members of the first commission shall be

appointed for a term of one (1) year and two (2) for a term of two (2) years. Youth members shall serve one (1) year terms.

- 3.3 **Unexpired Terms.** A member appointed to fill an unexpired term shall serve for the remainder of the unexpired term or until a successor is appointed.

RULE 4. REMOVAL FROM OFFICE.

A member may be removed from office by the Township Board for nonperformance of duty or misconduct in office, following written charges and after a public hearing.

RULE 5. OFFICERS.

- 5.1 **Selection.** At its first meeting in January, the Commission shall select a chair and a vice chair from among its members, except that officers selected in June, 1995 will serve until their successors are chosen in January, 1997.
- 5.2 **Terms.** Term of office shall be one (1) year, or until a successor is selected. A member may serve in the same office for no more than two (2) consecutive terms.
- 5.3 **Duties.**
- a. The chair shall preside at all meetings, authorize calls for special meetings, and perform such other duties as may be specified by the Commission.
 - b. The vice-chair shall act in the capacity of the chair in the chair's absence.
 - c. In the event the office of the chair becomes vacant, the vice chair shall succeed to this office for the unexpired term and the Commission shall select a successor to the office of vice-chair for the unexpired term.

RULE 6. COMMITTEES.

- 6.1 **Purpose.** The Commission may establish committees necessary to assist it in fulfilling its responsibilities and shall define the purpose, functions, tenure, selection of chair, meeting and reporting requirements for each committee. The establishment of committees shall not preclude the use of individuals or study groups in the exploration or research of specific environmental issues.
- 6.2 **Appointments.** Committee members shall be appointed by the chair, with concurrence of the Commission. A committee may be discharged from its responsibilities by the Commission

- 6.3 **Public Participation.** Committees shall meet all requirements for public participation and access to records as provided in Rule 7 of these Rules.

RULE 7. MEETINGS.

- 7.1 **Regular Meetings.** At least one regular meeting will be held each month.
- 7.2 **Special Meetings.** Special meetings may be called by the chair or shall be called at the written request of two (2) or more Commission members. The meeting notice shall include the purpose of the special meeting. At least forty-eight (48) hours notice of special meetings shall be given to Commission members.
- 7.3 **Meeting Schedule.** A schedule of regular meetings, including date, time and place, shall be established for each calendar year and shall be made available to the public in advance of said meetings. Changes in the schedule shall be posted for the public.
- 7.4 **Location.** Meetings shall be held at a Township facility unless otherwise indicated.
- 7.5 **Quorum.** Four (4) members shall constitute a quorum for the transaction of business unless otherwise indicated in these rules or required by Township ordinance, state or federal law. A member shall notify the chair or designated staff if the member will be absent from a meeting.
- 7.6 **Public Participation.**
- a. All regular and special meetings, work sessions or public hearings shall be open to the public, unless otherwise provided for in Township ordinance, state or federal law.
 - b. Opportunity for public comment shall be provided in accordance with established Commission or Township rules and procedures (See attached Exhibit A).
 - c. The chair may call to order any person who disrupts the orderly conduct of a meeting and prohibit said person from further participation or attendance at such meeting.
- 7.7 **Agenda.**
- a. An agenda shall be established for each meeting by the chair and designated Township staff and be made available to the Commission and public in advance of the meeting. The order of business shall be determined by the chair with concurrence of the Commission.

- b. Agenda items to be considered at a special meeting shall be limited to those included in the call-to-meeting notice unless all members are present and vote otherwise.
- 7.8 **Decisions.** Providing a quorum is present, a simple majority of those present and voting shall be required for Commission action, unless otherwise provided for in these rules, other Township or state statutes or parliamentary authority, as adopted.
- 7.9 **Records.** Designated Township staff shall be responsible for minutes and other official records of all Commission meetings and actions, including supporting documentation. Notice of meetings, minutes and other records shall be available to the public in accordance with the Freedom of Information Act (P.A. 442, 1976, as amended) and Open Meetings Acts (P.A. 267, 1976, as amended).

RULE 8. PARLIAMENTARY AUTHORITY.

Roberts Rules of Order, Newly Revised, shall govern all questions of procedure not otherwise provided for in these rules or by Township, state or federal law.

RULE 9. SUSPENSION OF RULES AND AMENDMENT.

- 9.1 **Suspension.** A rule may be suspended by a two-thirds (2/3) vote of Commission members present and voting at a meeting, provided said action is in accordance with established state or federal law, Township ordinance and parliamentary authority.
- 9.2 **Amendment.** Rules not required by state or federal law or Township ordinance may be amended by a two-thirds (2/3) vote of the Commission, provided thirty (30) days notice and an opportunity for comment is given to the public.

EXHIBIT A: PROCEDURES FOR PUBLIC PARTICIPATION AT MEETINGS**RULE 7.6**

1. The number of persons admitted to a meeting room will be in keeping with public safety requirements and availability of space. Efforts will be made to provide adequate room to accommodate those in attendance.
2. Established protocols for public participation will be announced at the beginning of the meeting.
3. Opportunity to speak will be granted either under Public Remarks or during a public hearing, as most appropriate.
4. Reasonable time limits may be allotted for public comments, in keeping with other business which must be considered at a particular meeting.
5. A member of the public will be provided no less than three minutes to speak.
6. Those completing a request form in writing shall be called upon first to speak.
7. Members of the public will identify themselves by name and address prior to presenting their comments.
8. Written communications will be read into the record during a meeting when requested by the author. All written communications will become part of the Commission record.
9. The Chair, without objections from the Commission, may invite members of the public to participate in informal discussion on all or selected agenda items during Commission work sessions.

Chapter 2. Administration

ARTICLE VI. Boards and Commissions

DIVISION 3. Environmental Commission

[1] *Cross reference: Environment, ch. 22.*

§ 2-226. Establishment.

[Code 1974, § 121-1]

There is hereby created an environmental commission for the Township.

§ 2-227. Purpose.

[Code 1974, § 121-2]

The purpose for the environmental commission is to advise the Township in:

- (1) Preventing pollution and encouraging the wise management of the natural resources of the Township in the interest of the public health, safety, and general welfare.
- (2) Preserving open space and natural areas in the Township for recreational and environmental protection purposes.
- (3) Promoting a healthy environment and thus promoting the longterm economic health of the Township, including protecting property values, and avoiding the high financial burden of correcting environmental problems.
- (4) Ensuring compliance with applicable state and federal environmental laws.
- (5) Meeting the policies of the Township Board and its agencies.

§ 2-228. Membership; terms of office.

[Code 1974, § 121-3]

The environmental commission shall consist of seven members, to be appointed by the Township Board. Members shall be residents of the Township and shall have an interest or expertise in natural resources, environmental protection, or ecology. All members shall serve three-year terms, except that three members of the first commission to be appointed shall serve a term of one year and two for a term of two years. In addition two youth members shall be nonvoting, ex officio members of the environmental commission. Their terms shall be for one year.

§ 2-229. Compensation.

[Code 1974, § 121-4]

Members of the environmental commission may be compensated at a rate to be determined by the Township Board. Such rate of compensation, if any, shall be established and may be revised from time to time by resolution of the Township Board.

§ 2-230. Organization and procedures.

[Code 1974, § 121-5]

The environmental commission shall be organized as follows:

- (1) Chair. The environmental commission shall elect its chair from among the voting members and create and fill such other of its offices as it may determine. The term of the chair shall be one year with eligibility for reelection.
- (2) Quorum. A majority of the voting membership shall constitute a quorum for the transaction of business.
- (3) Meetings. The environmental commission shall hold at least one regular meeting each month. Special meetings may be held at the call of the chair or written request of two members of the commission upon at least 48 hours' notice to the members thereof. All meetings shall be subject to the Open Meetings Act (MCL § 15.261 et seq.).
- (4) Rules of procedure. The environmental commission shall adopt rules for the transaction of business.
- (5) Records. The environmental commission shall keep minutes of its resolutions, findings, and recommendations which shall be available to the public.
- (6) Budget and staff. The Township Board shall provide for staff support and a budget.

§ 2-231. Duties.

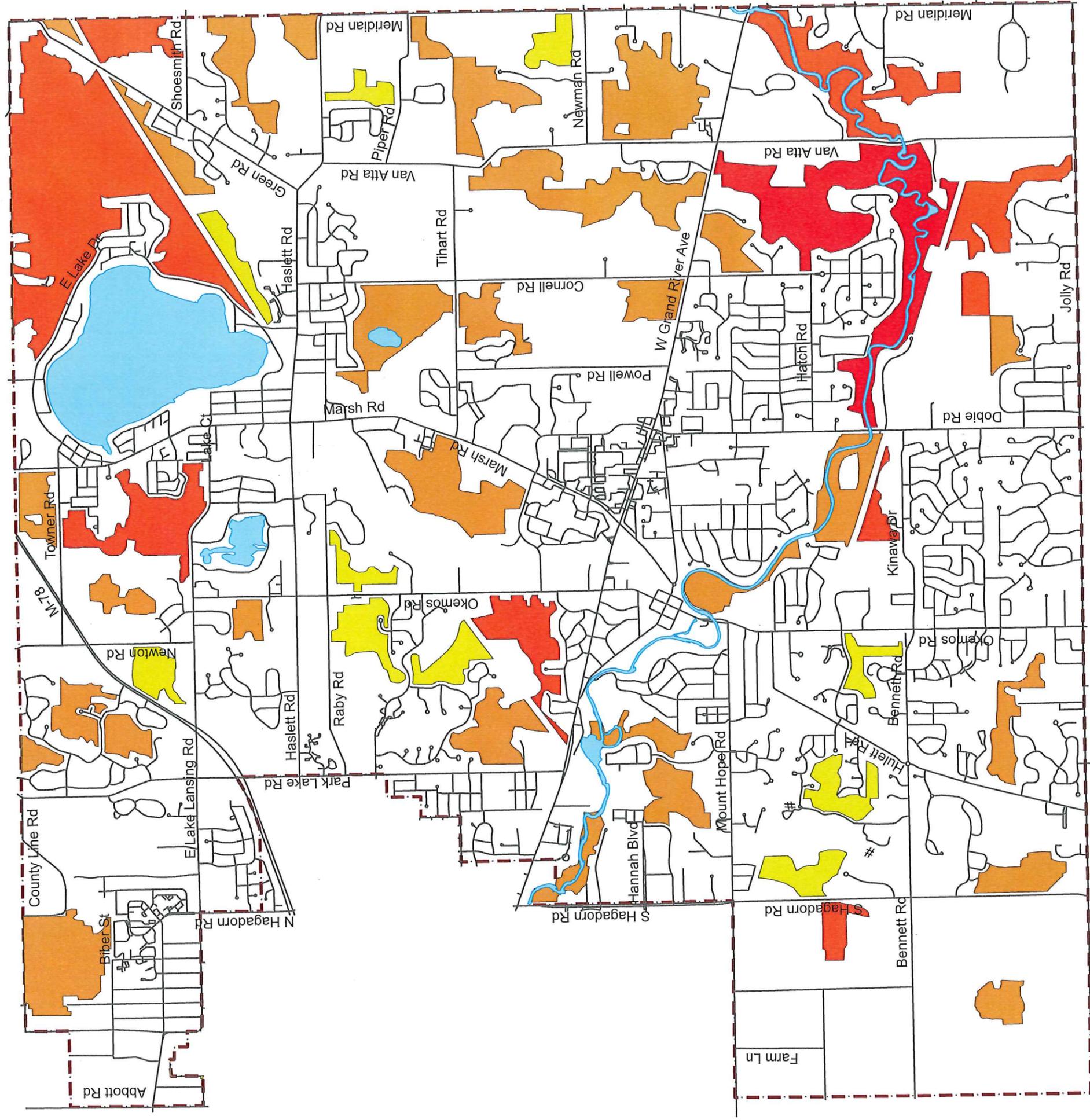
[Code 1974, § 121-6]

The duties of the environmental commission shall include the following:

- (1) Advise the Township Board, officials, and staff on matters pertaining to environmental protection, management of natural resources, water conservation, and preservation of open space.
- (2) Review Township ordinances, operating procedures, and activities to identify conflicts with stated purposes in this division, and propose improvements for Township Board consideration.
- (3) Develop educational and outreach programs for local agencies, businesses, institutions, and individuals to encourage environmental stewardship.
- (4) Identify ways to ensure and improve the quality of the Township's environment for the health and pleasure of the residents.
- (5) Assume the duties of the Township wetland board as outlined in § 22-120(c).
- (6) Assume such other duties that may be assigned by the Township Board.

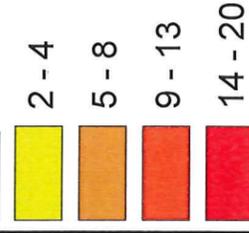
§ 2-232. through § 2-255. (Reserved)

Potential Conservation Areas



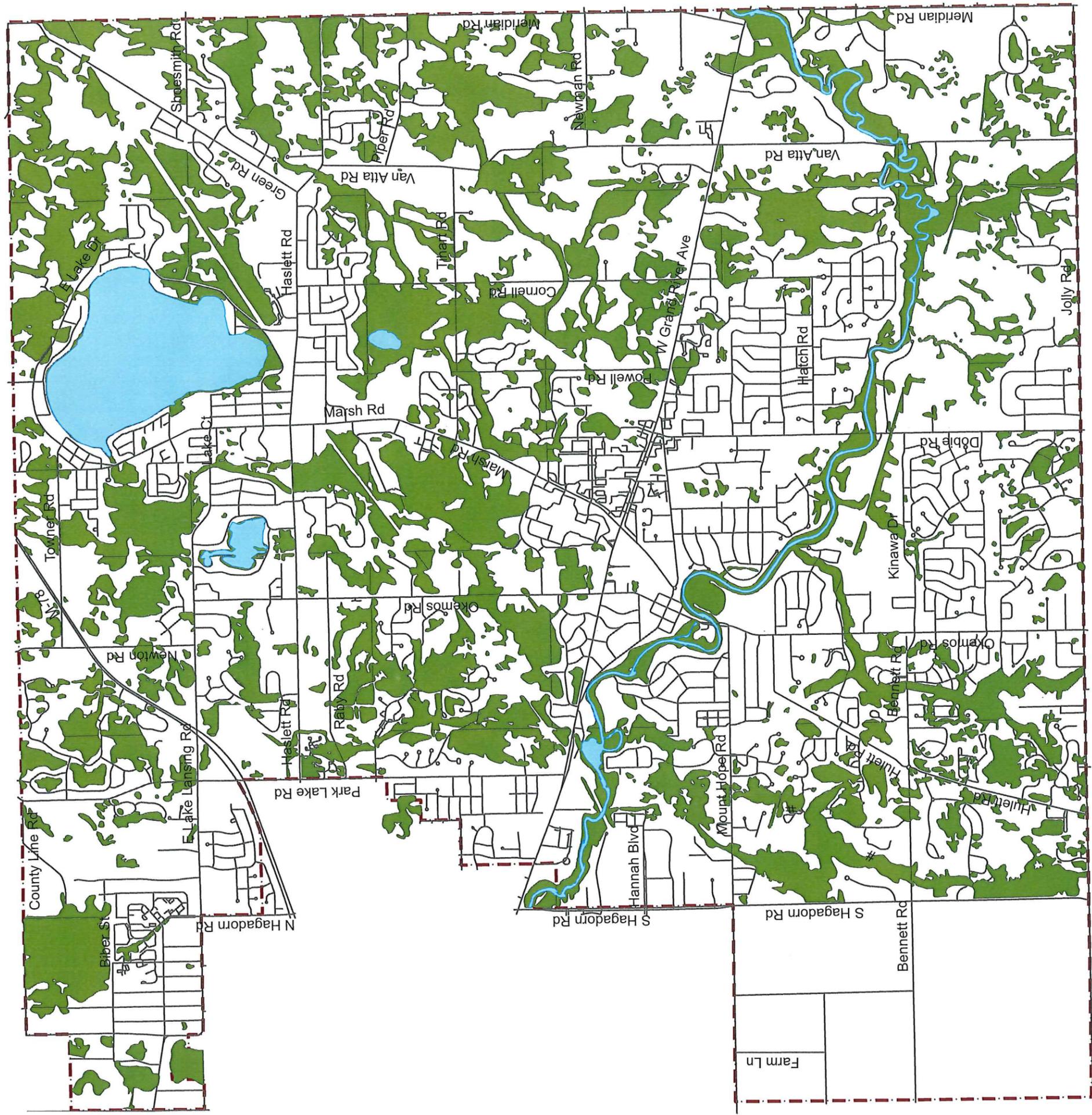
Legend

Potential Conservation Areas
In order of habitat value/score
least to greatest



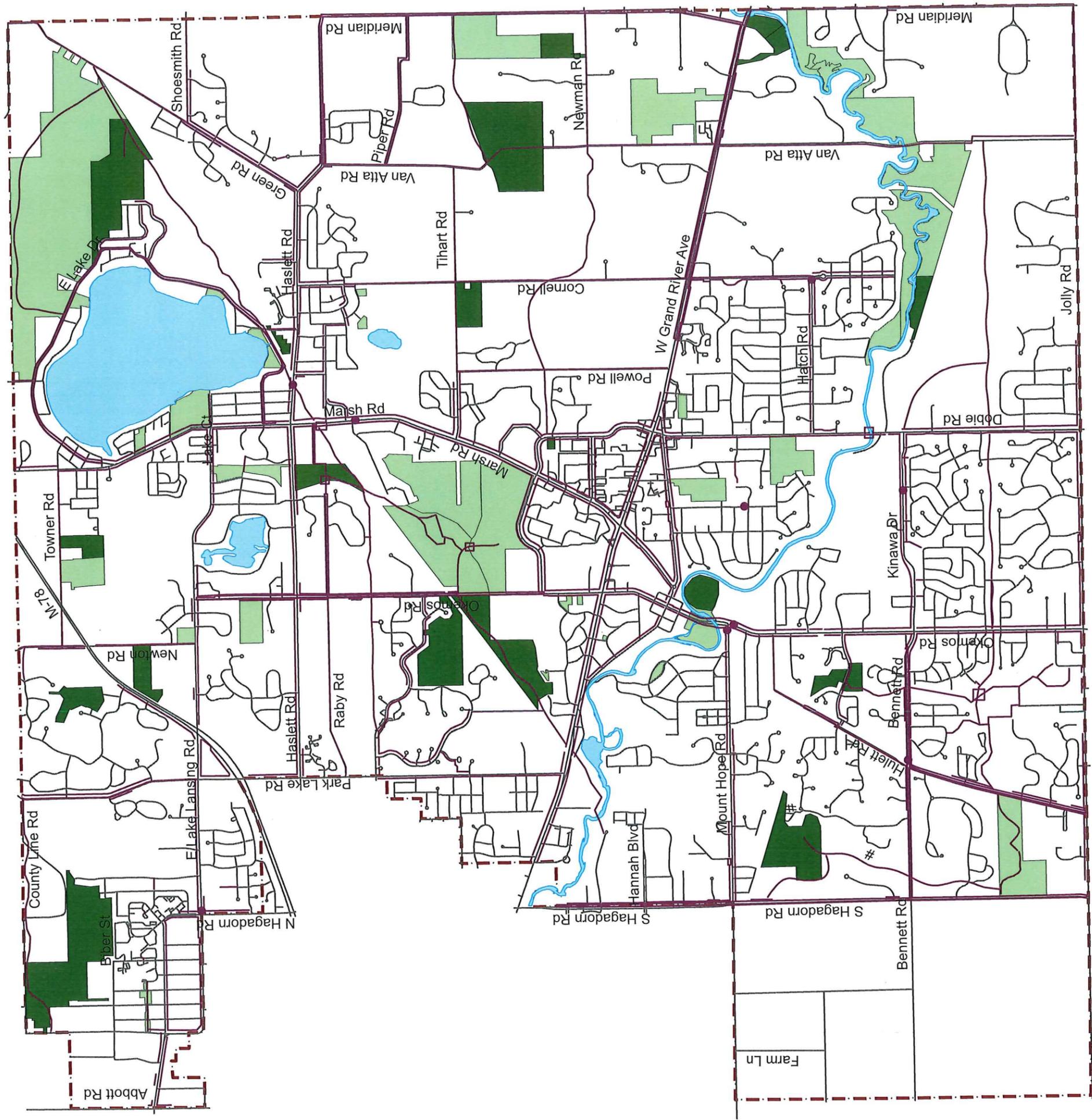
Source: Greening Mid-Michigan
Meridian Charter Township
H. Gmazel, 2015

Wetlands Map



Source: Meridian Charter Township
H. Gmazel, 2015

Land Preservation, Pathways & Park Land Map



Legend

- Pathway
- Land Preservation
- Parks



Source: Meridian Charter Township
H. Gmazel, 2015

MEMORANDUM

TO: Township Board

FROM: Frank L. Walsh
Frank L. Walsh, Township Manager

DATE: December 3, 2015

RE: **2016 Goals Document**

Please see the attached **DRAFT 2016 Action Plan and 2016 Township Goals and Objectives**. The latest version includes a status update of what transpired in 2015, additional 2016 objectives as highlighted by the Township Board on November 16, and an Action Plan to summarize the highest hurdles we face in the coming 12-24 months. Please review the document, and we will be prepared to address your questions on Tuesday evening. If we adhere to the schedule, the Township Board will formally approve their 2016 Blueprint on January 5, 2016.

I want to thank the Management Team and the Township Board for their leadership in drafting our annual planning tool. I expect 2016 to be a challenging, yet rewarding, year in Meridian Township.

Meridian Charter Township

2016 Action Plan

1. Review, create, and implement a long-term plan to stabilize the Township's woefully underfunded pension funds.
2. Assist the Planning Commission and the Township Board with the creation and follow through on finalizing the 2010 Master Plan.
3. Develop a short-term plan to foster development in the Carriage Hills, Haslett, and Downtown Okemos business districts.
4. Through mutual respect, negotiate new employment contracts with all seven (7) bargaining groups.
5. Continue to seek opportunities to reduce overall operating costs similar to the 2015 Engineering/Public Works reorganization.
6. Implement a Meridian Township branding campaign and a more welcoming website.
7. Update the 5-year Parks and Recreation Master Plan and begin construction of Towner Road Park.
8. Provide for a comprehensive review of the Township's Redi-Ride public transportation system.
9. Create broad strategies to focus on bringing more diversity to the Township workforce.
10. Review all aspects of our planning and development ordinances especially those relating to the Mixed Use Planned Unit Development (MUPUD).

Meridian Charter Township 2016 Goals Document

Meridian Township exists to create a sustainable community through the most effective use of available resources that achieve the highest quality of life.

Goal #1 - Meridian Township shall sustain and enhance the environment

	Completed	Completed & Ongoing	In Progress	No Action
a. Update the street tree ordinance and adopt a tree protection ordinance			Street Tree	Tree Protection
b. Prepare, update, and enforce ordinances that protect natural features such as woodlands, wetlands, and floodplain areas		✓		
c. Utilize the Township's Greenspace Plan as part of the review for land development projects		✓		
d. Apply the best planning practices to encourage the preservation of green and open spaces.		✓		
e. Build a new <i>green</i> Central Fire Station			✓	
f. Continue the Deer Management Program to reduce the deer population in our community		✓		
g. Manage invasive species in the parks and land preserves (removing garlic mustard, buckthorn, autumn olive, Japanese knotweed, Japanese hedge parsley, and phragmites)		✓		
h. Administer and enforce the Soil Erosion Sedimentation Control Program		✓		
i. Maintain the sewer system to minimize sewage backups		✓		
j. Develop an Urban Management Service area			✓	
k. Maintain robust recycling initiatives including the Meridian Recycling Center, community events, and educational programs, and work to enhance recycling opportunities in apartment complexes		✓		
l. Continue energy, water, and waste reduction efforts in Township buildings and other facilities		✓		
m. Adopt an ordinance prohibiting or regulating, as the law allows, fracking within the Township				✓
n. Review and update open space requirements	✓			
o. Mitigate climate change - including investigating becoming a solar ready community		✓		
p. Review the cost/benefit analysis of implementing a Railroad Quiet Zone				
q. Draft legislation regarding the placement of cell towers				
r. Investigate the cost/benefit of solar panels on Township facilities				

Goal #2 - Meridian Township shall sustain and enhance public safety

	Completed	Completed & Ongoing	In Progress	No Action
a. Increase information shared with the public through social media regarding public safety tips, PSAs (Public Service Announcements), emergency communications, and police and fire services		✓		
b. Provide Beyond the Badge police and fire programs and stories		✓		
c. Strengthen communication and educate developers/builders, business owners, and neighborhood associations regarding the planning process in an effort to minimize violations and negative impacts		✓		
d. Continue implementation of the Grand River Corridor Access Management Ordinance		✓		
e. Provide police coverage for Williamstown Township		✓		
f. Administer the Office of Highway Safety Planning (OHSP) Traffic Grant		✓		
g. Purchase new mobile phone forensics software				✓
h. Upgrade the booking area camera			✓	
i. Evaluate conversion to the State Records Management System (RMS) in the Police Department, and implement if determined to be feasible		✓		
j. Update in-car mobile software to communicate with new Computer Aided Dispatch (CAD) software		✓		
k. Construct the new Fire Station at Okemos Road and Central Park Drive			✓	
l. Purchase 1 replacement ambulance for the Fire Department	✓			
m. Purchase 3 replacement patrol vehicles for the Police Department	✓			
n. Complete the Okemos Road Pathway Bridge crossing the Red Cedar River	✓			
o. Continue fire service to Alaiedon Township		✓		
p. Continue the yearly Police Citizens' and Youth Academies		✓		
q. Participate in the Lansing Regional Shared Fire Services		✓		
r. Process monthly police and fire citizen surveys		✓		
s. Monitor legislative actions relative to medical marihuana and prepare to act accordingly with local ordinances		✓		
t. Explore revision and/or modification of Township ordinances for the purpose of reducing penalties for possession or use of small amounts of marihuana				✓

Goal #3 - Meridian Township shall provide an unparalleled parks system

	Completed	Completed & Ongoing	In Progress	No Action
a. Develop Phase I of Towner Road Park.			✓	
b. Complete Legg Park projects - parking area, dog park, and stewardship				✓
c. Construct roof structures over the dugouts at Hartrick Park			✓	
d. Install new siding on the pavilion at Nancy Moore Park	✓			
e. Install new safety fencing around the ball diamonds at Nancy Moore Park	✓			
f. Rebuild the drainage system for the Harris Nature Center parking island			✓	
g. Improve parking lot surfaces at Harris Nature Center, Ferguson Park, and Wonch Park	✓			
h. Construct the Wonch Park Pavilion with grant support			✓	
i. Install new play equipment at Orlando Park and Hillbrook Park			✓	
j. Develop a new Master Plan for Central Park	✓			
k. Replace the footbridge at Legg Park				✓
l. Provide support for Eagle Scout Projects		✓		
m. Build an 18 hole disc golf course				✓
n. Improve directional signage on trails				✓
o. Construct a youth environmental exploration area at Harris Nature Center		✓		
p. Establish a plan for development of a smart-phone application (App) that provides Township Parks and Trails information				✓
q. Develop the Water Trail Access Program			✓	
r. Investigate purchasing the five (5) acres to the east of Wardcliff School, which borders Park Lake Road, for recreational uses	✓			
s. Update the 5-year Parks and Recreation Master Plan				
t. Begin construction of Towner Road Park				

Goal #4 - Meridian Township shall provide exemplary public services and facilities

	Completed	Completed & Ongoing	In Progress	No Action
a. Conduct an annual assessment/reinspection program of taxable properties within Meridian Township	✓			
b. Finalize the Comcast franchise agreement to include high definition (HD) PEG (Public, Education & Government) channels, VOD (Video on Demand), and PEG on the program guide system	✓			
c. Develop a 5-year equipment purchase plan to be adopted by the Cable Communications Commission (CCC) that includes HD studio cameras and playback	✓			
d. Improve communication and educate the public on the Rental Housing Program and continue to improve the process for rental housing inspections		✓		
e. Revise the sign and parking regulations			Sign Regulations	Parking Regulations
f. Continue support of and membership in regional organizations (i.e. Tri-County Regional Planning Commission)		✓		
g. Strengthen cooperative planning efforts with the Ingham County Road Department, Ingham County Drain Commission, Tri-County Regional Planning Commission, and surrounding jurisdictions		✓		
h. Promote good design standards through the site plan review process		✓		
i. Utilize a health impact assessment guide, created in conjunction with the Ingham County Health Department and Tri-County Regional Planning Commission, in the review of development projects		✓		
j. Streamline field survey procedures so that information will flow directly into the Geographic Information System			✓	
k. Participate with Tri-County regional partners to contract for flight services to provide orthographic photography for the entire Township and surrounding areas			✓	
l. Bring the Township's payroll back in-house and incorporate the human resources module software	✓			
m. Update the patrol car graphic design				✓
n. Evaluate options for upgrades to in-building camera systems within the Public Safety Building and potential expansion to include other facilities	✓			
o. Upgrade or replace lift station SCADA (Supervisory Control And Data Acquisition) system communications and software			✓	
p. Complete the first year of 3-year SAW (Stormwater, Asset Management and Wastewater) Grant project to develop sanitary sewer system asset management plan		✓		
q. Replace the Towar lift station	✓			
r. Replace the control panel at Woodhill lift station			✓	
s. Replace pumps at Shoals lift station and Sundance lift station	✓			

	Completed	Completed & Ongoing	In Progress	No Action
t. Complete the Pathway Bridge on Okemos Road crossing Red Cedar River	✓			
u. Construct a new pathway on the south side of Haslett Road (east of Okemos Road to west of Bayonne)	✓			
v. Replace the retaining wall on Mt. Hope Road at Glendale Cemetery	✓			
w. Replace the pathway retaining wall at 2322 Mt. Hope Road	✓			
x. Construct a pathway on the south side of Mt. Hope Road (Okemos Road to Maumee)			✓	
y. Reroof the Service Center	✓			
z. Pursue Ingham County Trail Millage funding to implement the Lake Lansing to River Trail connector pathway			✓	
aa. Investigate options for establishing Meridian Township as a smart community and explore viable plans for expanding municipal fiber, broadband, and public Wi-Fi in Meridian Township			✓	
bb. Investigate providing a leaf pickup program in Meridian Township			✓	
cc. Fill in pathway gaps		✓		
dd. Review the Redi-Ride public transportation system				
ee. Review our Rental Inspection Program fee structure and timeframes to conduct inspections				
ff. Work with the City of East Lansing on major upgrades to the wastewater treatment plant				

Goal #5 - Meridian Township shall sustain and enhance our economic prosperity for all residents

	Completed	Completed & Ongoing	In Progress	No Action
a. Defend assessment appeals made to the Michigan Tax Tribunal		✓		
b. Develop a branding campaign and marketing strategy and propose a 2016 budget to the Township Board to include branding campaign, imaging, print, design, and marketing	✓			
c. Enhance and encourage the retention of existing businesses and establishment of new businesses		✓		
d. Promote Township resources to prospective businesses and industries		✓		
e. Formulate and adopt an Economic Development Plan				✓
f. Encourage infill and/or redevelopment of existing commercial sites		✓		
g. Promote mixed-use development in commercial areas		✓		
h. Facilitate the objectives of the Downtown Development Authority by eliminating the causes of property value deterioration and promoting economic growth		✓		
i. Continue streetscape improvements to define downtown areas and promote a sense of place		✓		
j. Assist with the redevelopment of the former Central Fire Station/MARC property		✓		
k. Continue economic focus on Haslett, Carriage Hills, Grand River, and Okemos		✓		
l. Continue focus on the Douglas J project		✓		
m. Continue to conduct monthly business visits with a focus on customer service		✓		
n. Complete the 2005 Master Plan update			✓	
o. Sustain and enhance our positive working relationship with Michigan State University			✓	
p. Complete the Consolidated Annual Financial Report (CAFR) receiving an unmodified audit opinion and the Certificate of Achievement for Excellence in Financial Reporting		✓		
q. Complete the annual budget process focusing on how the budget mirrors our annual goal setting process		✓		
r. Maintain, per the Board's direction, a minimum fund balance in the General Fund of \$5,250,000		✓		
s. Increase enrollment of online bill pay and explore options for new platforms to accept these payments (including BS&A's AccessMyGov-Internet Services)		✓		
t. Support all types of transportation modes in the Township including the Bus Rapid Transit (BRT)			✓	
u. Encourage the use of complete streets practices as a routine part of operations		✓		

	Completed	Completed & Ongoing	In Progress	No Action
v. Investigate the pension liability funding plan			✓	
w. Investigate reaching out and expanding the Celebrate Downtown Okemos event to include other areas of the Township, including Haslett and East Lansing		✓		
x. Encourage more low/mid income housing opportunities				
y. Review, create, and implement a long-term plan to stabilize the Township's woefully underfunded pension funds				
z. Through mutual respect, negotiate new employment contracts with all seven (7) bargaining groups				
aa. Continue to seek opportunities to reduce overall operating costs similar to the 2015 Engineering/Public Works reorganization, which resulted in an annual savings of \$93,000				

Goal #6 - Meridian Township shall sustain and enhance diversity across the Township

	Completed	Completed & Ongoing	In Progress	No Action
a. Promote cultural diversity with our community programs and celebrations		✓		
b. Explore closed captioning costs for HOM-TV programs	✓			
c. Investigate and possibly launch a Chinese version of HOM-TV news programs				✓
d. Continue to encourage the use of the Mixed Use Planned Unit Development and Commercial Planned Unit Development Ordinances		✓		
e. Encourage developers to provide affordable housing		✓		
f. Encourage a wide range of housing types		✓		
g. Strengthen community pride through such activities as downtown events and expanded outdoor sculpture displays		✓		
h. Seek diversity in hiring and promoting			✓	
i. Update the Personnel Policy Manual, along with having the Human Relations Ordinance statement prominently displayed in the introduction, and continuous outreach to special agencies and networks for recruitment of new hires, volunteers, interns, etc.			✓	
j. Host Chinese New Year and Heritage Festival events		✓		
k. Promote Nokomis Learning Center activities		✓		
l. Consider implementing the Language First Program (in an effort to aid our Township staff with communicating with visitors from all over the world)		✓		
m. Utilize additional recruiting outlets and resources such as on-line job boards, advertisements, and professional organizations to attract qualified minorities to apply for job openings			✓	
n. Provide professional training and development to staff			✓	
o. Review all aspects of our planning and development ordinances especially those relating to the Mixed Use Planned Unit Development process				
p. Create broad strategies to focus on bringing more diversity to the Township workforce				

Goal #7 - Meridian Township shall provide outstanding recreational and cultural programs

	Completed	Completed & Ongoing	In Progress	No Action
a. Provide sports and fitness programs for youths and adults		✓		
b. Administer environmental programs and events for all ages at Harris Nature Center		✓		
c. Offer educational, fitness, and social opportunities for senior citizens at the Meridian Senior Center and Meridian Mall		✓		
d. Coordinate the Farmers' Market outdoors (May-October) and indoors (December-April)		✓		
e. Investigate Farmers' Market Relocation (location, size, and funding)			✓	
f. Support activities of the Friends of Historic Meridian		✓		
g. Support activities of the Meridian Garden Club		✓		
h. Conduct special events: Chinese New Year, Celebrate Downtown Okemos, July 4th Fireworks Celebration, Meridian Heritage Festival, Halloween Adventures, Drive-thru Santa, Christmas in the Village, Free Family Winter Sports Weekends, Polar Bear 5K Race, Music in the Park Program		✓		
i. Continue the Arts and Crafts Marketplace each month during the summer		✓		
j. Continue Recreation Services Agreement with the City of Williamston		✓		

Goal #8 - Meridian Township shall sustain and enhance constituent communications

	Completed	Completed & Ongoing	In Progress	No Action
a. Continue to respond to <u>all</u> citizen inquiries in a timely, professional, and efficient manner		✓		
b. Provide assessment information to property owners and their representatives (e.g., real estate agents, title company employees, private real estate appraisers, etc.)		✓		
c. Replace the Town Hall microphones and bases	✓			
d. Investigate replacement of Township hall video imager	✓			
e. Increase public engagement and participation through multimedia and other ways to connect to the Township			✓	
f. Create a monthly Township Manager blog and increase its outreach			✓	
g. Conduct a communications needs assessment			✓	
h. Investigate costs of new Township website	✓			
i. Audit social media outlets and develop a social media strategy campaign			✓	
j. Upload packet information on the Township website that is in a searchable format for ease of use by the public	✓			
k. Publish the Meridian Monitor twice-yearly to all residents		✓		
l. Reach out to residential and business groups regarding potential development impacts		✓		
m. Increase staff engagement and participation with neighborhood groups using social media, fire safety programs, HOM-TV interviews, and Beyond the Badge		✓		
n. Add a new disk appliance to the network to increase storage space and reliability		✓		
o. Update in-car mobile software to communicate with new Computer Aided Dispatch (CAD) software		✓		
p. Print and distribute one issue of the Meridian Township Parks and Recreation Family Fun Guide (distribution in January)		✓		
q. Increase communication with constituents through email and multi-media sources		✓		
r. Rename select Land Preserves		✓		
s. Conduct the citizen survey through ICMA with the same process or method as was used in 2012			✓	
t. Begin the process of overhauling the Township website and branding up to an amount of \$30,000	✓			
u. Implement a more welcoming and accessible website				

Goal #9 - Meridian Township shall sustain and enhance neighborhoods and eliminate blight

	Completed	Completed & Ongoing	In Progress	No Action
a. Create DAS (Distributed Antenna System) ordinance with the Public Works & Engineering and Planning Departments			✓	
b. Promote Neighborhood Watch	✓			
c. Develop a method to increase compliance of communications companies using the rights of way in the Township			✓	
d. Continue to work with homeowners associations to strengthen code enforcement in residential neighborhoods		✓		
e. Promote and encourage the preservation of older neighborhoods		✓		
f. Enforce the Property Maintenance Code		✓		
g. Continue the Code Enforcement Committee with neighborhood associations		✓		
h. Continue pavement preservation program on local roads		✓		
i. Continue sidewalk repair program (order to maintain)		✓		
j. Maintain and improve the water and sewer systems		✓		
k. Hire a part-time code enforcement officer	✓			
l. Support the community gardens in the Township		✓		
m. Inspect Township owned buildings annually to ensure appropriate maintenance		✓		
n. Provide focused oversight of all vacant homes				