



## AGENDA

CHARTER TOWNSHIP OF  
MERIDIAN  
TOWNSHIP BOARD  
REGULAR MEETING  
March 15, 2016  
6:00 P.M.



1. CALL MEETING TO ORDER\*
2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
3. ROLL CALL
4. PRESENTATION
5. PUBLIC REMARKS\*
6. TOWNSHIP MANAGER REPORT
7. BOARD COMMENTS & REPORTS
  - A. Treasurer's Quarterly Report
8. APPROVAL OF AGENDA
9. CONSENT AGENDA (SALMON)
  - A. Communications
  - B. Minutes – February 16, 2016 Regular Meeting
  - C. Bills
  - D. 2015 Order to Maintain Sidewalks, Special Assessment District No. 16 – Resolution #4 (Set Public Hearing Date for April 19, 2016)
  - E. Disposal of Surplus Printers
10. QUESTIONS FOR THE ATTORNEY
11. HEARINGS (CANARY)
12. ACTION ITEMS (PINK)

\*\*Public Comment

  - A. The Square, 2655 Grand River Avenue – Brownfield
  - B. Consumers Energy Company Gas Franchise Ordinance – **Introduction**
  - C. Special Use Permit #16011 (Marriott) – Request to Construct a 67,000 Square Foot Courtyard by Marriott (CP&D)
  - D. Tri-County Regional Hazard Mitigation Plan
  - E. Haslett-Okemos Rotary Club Community Room – Use Policy
  - F. Community Solar Project
  - G. DNR Grant Application – Central Meridian Regional Trail Connector in Central Park
  - H. DNR Grant Application – Accessible Gateway Footbridge and Restroom Facility in Central Park/Meridian Historical Village
  - I. Natural Resources Trust Fund Acquisition Grant Application for Land Preservation
13. BOARD DISCUSSION ITEMS (ORCHID)

\*\*Public Comment

  - A. Travel Expense Policy
  - B. Mixed Use Planned Unit Development Concept Plan, 4675 Okemos Road/2150 Clinton Street
  - C. Pathway Master Plan
14. FINAL PUBLIC REMARKS\*
15. FINAL BOARD MEMBER COMMENT
16. ADJOURNMENT
17. POSTSCRIPT – MILTON SCALES

\*PUBLIC REMARKS (Any topic - 3 minutes per person)

\*\*PUBLIC COMMENT (Agenda item specific - 3 minutes per person)

*Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Board by writing or calling the following:  
Township Manager Frank L. Walsh, 5151 Marsh Road, Okemos, MI 48864-1198 (517-853-4258) – Ten Day Notice is Required.*

*Meridian Charter Township: 5151 Marsh Road, Okemos, MI 48864-1198, (517) 853-4000 Township Hall Room; [www.meridian.mi.us](http://www.meridian.mi.us)*

+ Appointment of President Pro Tem and/or Temporary Clerk if necessary

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

TOWNSHIP BOARD REGULAR MEETING COMMUNICATIONS, MARCH 15, 2016

- (1) Board Deliberations (BD)
  - 13B-1 Renee Korrey, 4633 Okemos Road, Okemos; RE: MARC Redevelopment Project
  
- (2) Board Information (BI)
  - BI-1 Victoria Voges, Education Director, Nokomis Native American Learning Center, 5153 Marsh Road, Okemos; RE: Continued email exchange with the Director of Parks and Recreation Maisner relative to the condition of the furnace at Nokomis
  - BI-2 Gus Breymann, 2176 Donovan Place, Okemos; RE: Website and Branding Contractor M3 Group
  - BI-3 Doris W. Schwartz, 2209 Kent Street, Okemos; RE: Email exchange with Trustee Scales relative to Roads in Need of Repair – Cedar Bend Heights Heritage Neighborhood
  
- (3) Regional Linkage (RL)
  - RL-1 Nell Kuhnmuench, President, East Lansing School Board of Education, 501 Burcham Drive, East Lansing; RE: East Lansing Public Schools Board of Education Community Newsletter
  
- (4) On File in the Clerk's Office (OF)

Material submitted at the February 16, 2016 Board Meeting  
Trustee Milton Scales; RE: Sample of Lansing Fire Department's Community Room Application

**TOWNSHIP BOARD MEETING**

**REPORTS**

February 26, 2016

**TREASURER'S REPORT**

**Collections**

**Distributions**

**Investments**

**DELINQUENT PERSONAL PROPERTY TAX COLLECTION TOTALS FOR 2010,  
2011, 2012, 2013 & 2014 TAX YEARS**

COLLECTED IN 2016 (to 02-24-16)	\$	630.24
COLLECTED IN 2015	\$	76,657.74
TOTAL REMAINING COLLECTIBLE	\$	49,439.02

**TOTAL 2015 TAX YEAR COLLECTIONS (to 02-24-16)** \$ 84,744,500.51

**2015 TAX YEAR DISTRIBUTION TOTALS (to 02-10-16)**

STATE EDUCATION TAX	\$	9,481,053.31
HASLETT SCHOOLS	\$	4,650,149.52
OKEMOS SCHOOLS	\$	12,936,811.75
WILLIAMSTON SCHOOLS	\$	303,442.77
EAST LANSING SCHOOLS	\$	1,766,362.75
INGHAM INTERMEDIATE SCHOOL DISTRICT	\$	9,491,883.06
INGHAM COUNTY	\$	14,496,872.52
CATA	\$	3,829,217.95
CADL	\$	1,986,609.73
AIRPORT AUTHORITY	\$	890,119.87
LCC	\$	4,848,419.28
MERIDIAN TOWNSHIP OPERATING	\$	5,348,907.16
MERIDIAN SPECIAL MILLAGES	\$	4,633,006.57
MERIDIAN TOWNSHIP ADMIN	\$	745,240.62
MERIDIAN TOWNSHIP DDA OF OKEMOS	\$	3,769.28
INGHAM CO LANDBANK-BROWNFIELD DOUGLAS J	\$	1,580.62

**TOTAL DISTRIBUTION:** \$ 75,413,446.76

1/31/2016

## CURRENT FIXED MATURITY INVESTMENTS

Maturity	Fund	Investment	Principal	Purc Date	Int. Rate	Certificate
05/04/16	general fund	The Private Bank	1,000,000.00	11/04/15	0.6500%	6822866/1
06/23/16	general fund	Flagstar CDARS	502,120.49	06/25/15	0.29955%	1017989223
12/30/20	general fund	Federal Natl Mtg (MBS)	1,000,000.00	06/30/15	2.00%	3136G2L54
10/01/27	general fund	DDA Loan	199,500.00	08/05/10	3.00%	
12/20/27	general fund	Federal Home Loan (MBS)	125,000.00	12/31/12	2.90%	313381JA4
12/27/27	general fund	Federal Home Loan (MBS)	125,000.00	12/31/12	2.25%	313381FM2
			<u>2,951,620.49</u>			
03/12/16	land pres	Mason State Bank	506,926.80	03/12/15	0.50%	1-3599
06/27/19	land pres	Bank of Holland (MBS)	150,000.00	07/12/12	1.35%	062649XV5
12/20/27	land pres	Federal Home Loan (MBS)	100,000.00	12/31/12	2.90%	313381JA4
			<u>756,926.80</u>			
12/30/20	land pres res	Federal Natl Mtg (MBS)	1,000,000.00	06/30/15	2.00%	3136G2L54
05/23/23	land pres res	Fed Home Loan (MBS)	330,000.00	05/07/13	1.75%	3133832Q3
06/20/24	land pres res	Wells Fargo (MBS)	75,000.00	06/20/12	2.20%	94986TKM8
12/27/27	land pres res	Fed Home Loan (MBS)	225,000.00	12/31/12	2.25%	313381FM2
03/01/28	land pres res	Federal Natl Mtg (MBS)	245,000.00	11/06/15	3.00%	3135GOUNP6
			<u>1,875,000.00</u>			
07/29/16	parks	Independent Bank	750,877.65	10/29/15	0.70%	9019502118/1
			<u>750,877.65</u>			
06/25/16	twp imp rev	Mason State Bank	752,822.86	06/25/15	0.75%	1-4704
			<u>752,822.86</u>			

Total Fixed Investments \$

7,087,247.80

## CURRENT NON-FIXED INVESTMENTS

1/31/2016

PURCH. DATE	FUND ACCOUNT NUMBER	INVESTMENT	PRINCIPAL	CURRENT RATE	INVESTMENT TYPE
8/1/2002	GF RMB-005463	MBS	\$ -	0.00%	money market
5/12/2008	GF 0289-0001	MBIA Class	\$ 1,504,972.17	0.34%	pooled funds
5/20/2009	GF 367213-06	MSU Fed. CU	\$ 5.00	0.00%	savings
5/28/2009	GF 367213-26	MSU Fed. CU	\$ 1,234,686.48	0.20%	money market
11/24/2014	GF 7167596266	Fifth Third Bank	\$ 100.00	0.00%	checking
11/24/2014	GF 7167596274	Fifth Third Bank	\$ 1,010,431.02	0.20%	savings
<b>Total</b>			<b>\$ 3,750,194.67</b>		
8/1/2002	LP RMB-007923	MBS	\$ 171.99	0.00%	money market
4/16/2003	LP 349977489	Flagstar	\$ 251,085.77	0.50%	savings
5/20/09	LP 367213-20	MSU Fed. CU	\$ -	0.00%	money market
9/13/2013	LP 1153251051	Huntington	\$ 1,007,158.16	0.299%	money market
<b>Total</b>			<b>\$ 1,258,415.92</b>		
8/1/2002	LP-R RMB-008103	MBS	\$ -	0.00%	money market
1/16/2009	LP-R 7602000113	Horizon	\$ 200,429.97	0.15%	money market
5/20/2009	LP-R 367213-21	MSU Fed. CU	\$ 673,672.52	0.20%	money market
11/27/09	LP-R 5478-7813	Wells Fargo	\$ -	0.00%	money market
<b>Total</b>			<b>\$ 874,102.49</b>		
8/1/2002	PM RMB-008145	MBS	\$ -	0.00%	money market
9/30/2008	PM 0289-0007	MBIA CLASS	\$ -	0.00%	pooled funds
3/27/2014	PM 112832292	Flagstar	\$ 404,175.01	0.50%	savings
<b>Total</b>			<b>\$ 404,175.01</b>		
8/1/2002	SF RMB-007907	MBS	\$ -	0.00%	money market
1/8/2009	SF 340342006	Flagstar	\$ 5.48	0.00%	savings
6/23/2010	SF 7602000278	Horizon	\$ -	0.00%	money market
<b>Total</b>			<b>\$ 5.48</b>		
12/1/2009	PA RMB-027657	MBS	\$ -	0.00%	money market
11/27/09	PA 5765-6311	Wells Fargo	\$ -	0.00%	money market
<b>Total</b>			<b>\$ -</b>		
2/8/2013	TA 0289-0003	MBIA Class	\$ -	0.00%	money market
<b>Total</b>			<b>\$ -</b>		
8/1/2002	WF RMB-007915	MBS	\$ -	0.00%	money market
5/22/2009	WF 0289-0005	MBIA Class	\$ -	0.00%	pooled funds
11/29/10	WF 367213-23	MSU Fed. CU	\$ -	0.00%	money market
<b>Total</b>			<b>\$ -</b>		
<b>Total Non-Fixed Investments</b>			<b>\$ 6,286,893.57</b>		
<b>Total Fixed and Non-Fixed Investments</b>			<b>\$ 13,374,141.37</b>		

## FIXED MATURITY INVESTMENT TRANSACTIONS FOR JANUARY 2016

### NON-FIXED INVESTMENT TRANSACTIONS FOR JANUARY 2016

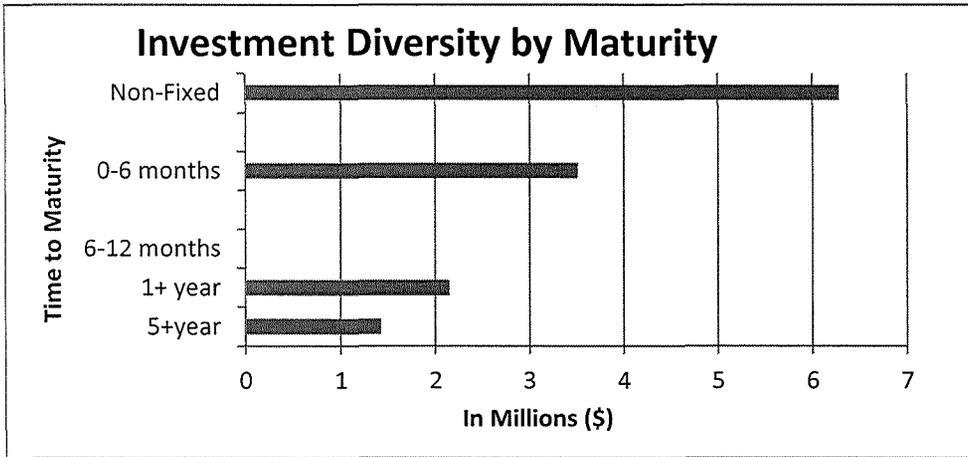
<b>01/06/16</b>	<b>LAND PRESERVATION</b>		
	To record ACH of funds from MBS money market to Horizon checking	\$	1,616.44
<b>01/06/16</b>	<b>LAND PRESERVATION RESERVE</b>		
	To record ACH of funds from MBS money market to Horizon checking	\$	12,942.62
<b>01/11/16</b>	<b>TRUST AND AGENCY</b>		
	Record additional interest earned on money market funds	\$	589.45
<b>01/11/16</b>	<b>TRUST AND AGENCY</b>		
	To record ACH of funds from MBIA money market to Horizon checking	\$	10,000,894.09
<b>1/12/16</b>	<b>GENERAL FUND</b>		
	To record ACH of funds from MBS money market to Horizon checking	\$	13,218.75

Bank	Amount Fixed	Amount Non-Fixed	Total Investment
Horizon	\$ -	\$ 200,429.97	\$ 200,429.97
Flagstar	\$ 502,120.49	\$ 655,266.26	\$ 1,157,386.75
MBS	\$ 3,375,000.00	\$ 171.99	\$ 3,375,171.99
MBIA Class	\$ -	\$ 1,504,972.17	\$ 1,504,972.17
Mason State Bank	\$ 1,259,749.66	\$ -	\$ 1,259,749.66
MSU Federal CU	\$ -	\$ 1,908,364.00	\$ 1,908,364.00
Wells Fargo	\$ -	\$ -	\$ -
Mercantile	\$ -	\$ -	\$ -
Huntington	\$ -	\$ 1,007,158.16	\$ 1,007,158.16
Fifth Third Bank	\$ -	\$ 1,010,531.02	\$ 1,010,531.02
Independent Bank	\$ 750,877.65		\$ 750,877.65
The Private Bank	\$ 1,000,000.00		\$ 1,000,000.00
DDA Loan	\$ 199,500.00	\$ -	\$ 199,500.00
Totals	\$ 7,087,247.80	\$ 6,286,893.57	\$ 13,374,141.37
% of total investment	52.99217052	47.00782948	100

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

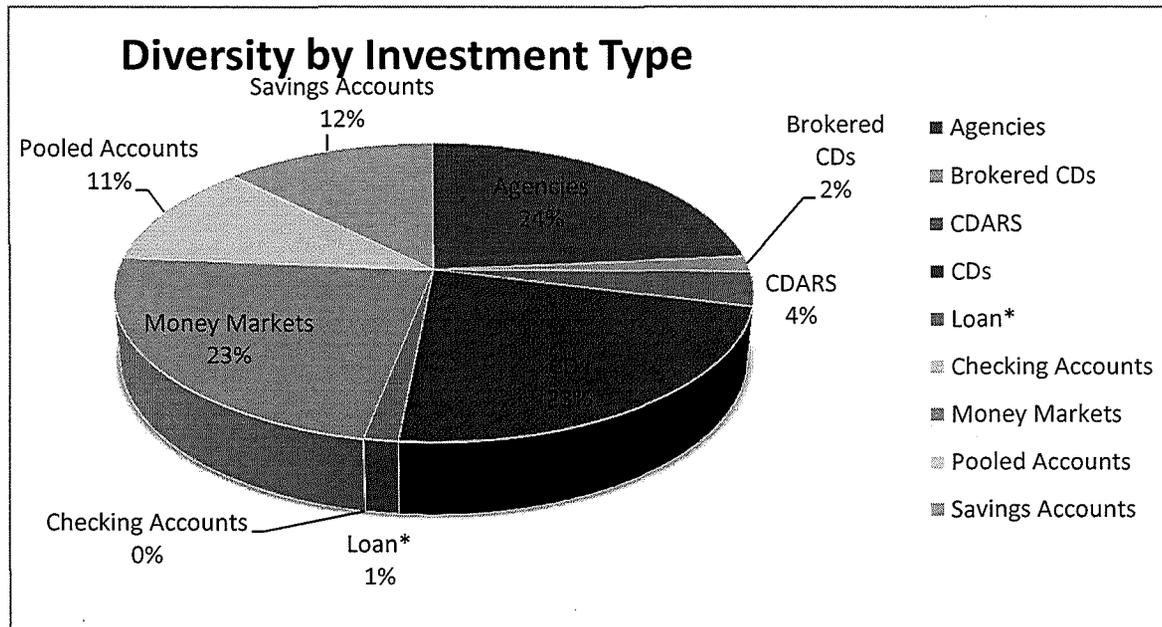
The signed agreement specifies that they are adhering to Public Act 20.

# Investment Report Charter Township of Meridian



### Current Investment Portfolio Size

Certificate of Deposits	\$ 3,010,627.31
CDARS	\$ 502,120.49
Brokered CD's	\$ 225,000.00
Agencies	\$ 3,150,000.00
Loan*	\$ 199,500.00
Money Markets	\$ 3,116,119.12
Checking Accounts	\$ 100.00
Savings Accounts	\$ 1,665,702.28
Pooled Funds	\$ 1,504,972.17
	<b>\$ 13,374,141.37</b>



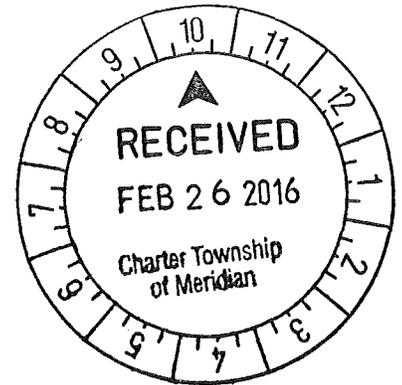
\* Not an official investment but reflected for tracking purposes.

13B

**CLERK'S OFFICE  
BOARD COMMUNICATIONS  
MARCH 1, 2016**

**Board Deliberations (BD)**

To: Meridian Township Board  
Fr: Renee Korrey  
Da: February 25, 2016  
Re: MARC Redevelopment Project



Dear Board Members,

I am writing with some concerns regarding the preliminary plans for the above named project.

Here are the concerns I need addressed:

- (1) There is no buffer shown on the plans for the southern side of the patio area. At the least voices will travel and at the most, if they elect to have music in the summer, it will travel freely. With the proper buffer, the noise could be reduced and my quality of life could be maintained.
- (2) There is no significant buffer on the entire southern edge of the property which may be an eye sore for myself, my tenant next door and the Carpenters (third house from Okemos Rd.). While it is true that I have tolerated a parking lot for years, I have every expectation that the noise from that lot will increase immensely. Between the noise and they eye sore, I think it is reasonable for a resident of more than 27 years and her rental since 2009 to be concerned. I would like to see at the least, something which will mitigate the noise and be visually appealing at my eye level.

An ugly fence or a few meager shrubs are both unacceptable solutions. I am hoping that you require something lush and substantial. As well, the Carpenter family faces the same problem and I believe they may also address the issue as it pertains to them.

- (3) With the increased volume of traffic that may be exiting and entering from Clinton, what methods are there to keep that traffic from becoming a problem for myself as I attempt to exit my driveway? What can be done to make a buffer for that traffic from my property? Has there been any consideration for traffic on either Okemos Rd or Clinton?

My intention is to also attend your board meeting. I look forward to seeing how we can all come to an agreement.

MAR 0 1 2016

13B - 1

MAR 0 1 2016

9A

**CLERK'S OFFICE  
BOARD COMMUNICATIONS  
MARCH 1, 2016**

**Board Information (BI)**

## Sandy Otto

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**From:** Victoria Voges <victoria.voges@gmail.com>  
**Sent:** Sunday, February 14, 2016 10:31 AM  
**To:** LuAnn Maisner  
**Cc:** Frank Walsh; Board  
**Subject:** Re: Nokomis Furnace Completely Down: Asking for Help

Sure LuAnn, A meeting would be nice. I know we have tried to rebuild a relationship with the Township and you have been especially open and good. The challenges with Nokomis have been many. I have been helping now going on 6 years.....with many role changes and new responsibilities. I do this because I see the importance in the Native Indigenous History of the Great Lakes and its beautiful Culture, Language and Arts. Nokomis is unique and is still open do to the efforts of people who share this passion. I shall call Monday ...and hope this cold spell changes to warmth!

Sincerely \* Victoria Voges\* Educational Director \* Scheduling Coordinator\*

On Fri, Feb 12, 2016 at 12:31 PM, LuAnn Maisner <[maisner@meridian.mi.us](mailto:maisner@meridian.mi.us)> wrote:

Good Morning Victoria,

We are very supportive of your efforts to keep Nokomis open and appreciate all you do, plus I am aware of your long-time financial challenges. My response earlier was meant to address roles and responsibilities as defined in the lease agreement. I was attempting to clarify your inference that it was the Township's responsibility to replace the furnace. I'm glad to hear that the Nokomis Board has found a way to make this repair.

Victoria, I feel we have been generous with our assistance and that our relationship has been positive. I would be happy to meet to discuss this in greater detail. Let me know if you would like to get together.

Sincerely,

LuAnn

**From:** Victoria Voges [<mailto:victoria.voges@gmail.com>]  
**Sent:** Monday, February 08, 2016 5:28 PM  
**To:** LuAnn Maisner; Frank Walsh; Board  
**Subject:** Re: Nokomis Furnace Completely Down: Asking for Help

MAR 0 1 2016

BI - 1

MAR 0 1 2016

## Sandy Otto

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**From:** Gus Breymann <gusbreymann@comcast.net>  
**Sent:** Sunday, February 14, 2016 2:57 PM  
**To:** Board  
**Subject:** Website and Branding Contractor M3 Group

Having prepared numerous RFPs and then participated in bidder selection processes in a former life, I am motivated to make two observations about the presentation by M3 Group at the last Township Board meeting.

I am concerned about the professionalism of any bidder who calls elected board members “you guys” repeatedly, as the young M3 Group presenter did several times that evening. That did not demonstrate the mature skill and respect that will be required to interact effectively with a wide range of citizen groups in Meridian Township. Be candid. Weren’t you at least a little offended by the bidder addressing you as “you guys”?

I am concerned that M3’s scope of services, as described during the presentation and in its August, 2015 written proposal, far exceeds the funds the Township has approved. The August document includes a large, four-stage shopping list of activities that include focus groups, multiple online surveys, gift cards to participants, and many other expensive activities. It requires skill for a bidder to match proposed activities with the cost of performing them. It requires experience for proposal reviewers to assess the accomplishment of a scope of services in relation to an approved budget. In M3 Group’s case, the amount the Township Board approved and the four phases of the ambitious scope are significantly out of alignment, I believe.

Respectfully,  
Gus Breymann  
2176 Donovan Place

MAR 0 1 2016

BI-2

MAR 0 1 2016

## Sandy Otto

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**From:** Milton Scales  
**Sent:** Friday, February 26, 2016 9:24 AM  
**To:** Doris Schwartz  
**Cc:** Frank Walsh; Raymond Severy; Sandy Otto; William Conklin  
**Subject:** Re: Roads in Need of Repair - Cedar Bend Heights Heritage Neighborhood

Ms. Schwartz,

Thank you for following up our telephone conversation with your note as requested. I appreciate you taking the time to write.

By copy of this note I'm forwarding your information to William Conklin, Director of the Ingham County Road Department. We will visually inspect your roads, weather permitting, to assess and discuss available options.

Again, thank you for bringing this to my attention. Stay warm and think spring!

"Moving Meridian Forward"

Milton L. Scales, Trustee  
Meridian Township  
PO Box 1552  
Okemos, Michigan 48805-1552

On Feb 25, 2016, at 1:15 PM, Doris Schwartz <[doriss2209@sbcglobal.net](mailto:doriss2209@sbcglobal.net)> wrote:

Dear Trustee Scales,

When I called you last night you requested that I email you with the specifics of my serious concerns about the condition of the roads in our heritage neighborhood. All of them have many potholes and other major degradation. Kenmore is especially unsafe for cars, pedestrians or bicyclers. And since we have no sidewalks or streetlights, the lack of safety is compounded. Even though they have been periodically patched, they need very major attention as soon as possible.

My neighbors who live on these streets have the same concerns that I have, but most of them have no idea how the process of road repair works in our Township. That is why I requested a notice be put on the Township website that explains how it works and also gives them a deadline to contact you. I could then forward this info to them using our neighborhood d-list. I sincerely hope that you will reconsider and ask for the publication of such a notice.

I believe that Manager Walsh and Ray Severy have been here to view these roads in person, that is why I am cc-ing them on this email; you can consult them if you need verification. I am including Sandra Otto also so that she can distribute this note to the remainder of the Board and place it in the public record.

Here are the four streets:  
Kenmore  
Grandview  
Hillcrest  
Ardmore

MAR 01 2016

BI-3

MAR 01 2016

Thank you all for your attention to this matter.

Doris W. Schwartz...2209 Kent Street...Okemos MI 48864...517.381.1750

MAR 0 1 2016  
BI-3  
(page 2 of 2)  
MAR 0 1 2016

9A

**CLERK'S OFFICE  
BOARD COMMUNICATIONS  
MARCH 1, 2016**

**Regional Linkage (RL)**

**Sandy Otto**

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**From:** Nell Kuhnmuench <nell.kuhnmuench@elps.us>  
**Sent:** Wednesday, February 17, 2016 1:24 PM  
**To:** Board  
**Cc:** Robyne Thompson; Gail Gillengerten; Kate Powers; Yasmina Bouraoui  
**Subject:** ELPS Board of Education Community Newsletter

Thought this might be of interest to you.

Nell Kuhnmuench  
2016 ELPS Board President

[http://elps.us/downloads/news/community\\_newsletter\\_feb\\_2016.pdf](http://elps.us/downloads/news/community_newsletter_feb_2016.pdf)

MAR 0 1 2016

RL-1

MAR 0 1 2016

9B

**PROPOSED BOARD MINUTES**

PROPOSED MOTION:

Move to approve and ratify the minutes of the February 16, 2016 Regular Meeting as submitted.

ALTERNATE MOTION:

Move to approve and ratify the minutes of the February 16, 2016 Regular Meeting with the following amendment(s): [insert amendments].

**MARCH 1, 2016  
REGULAR MEETING**

CHARTER TOWNSHIP OF MERIDIAN  
TOWNSHIP BOARD REGULAR MEETING - DRAFT -  
5151 Marsh Road, Okemos, MI 48864-1198  
853-4000, Town Hall Room  
TUESDAY, FEBRUARY 16, 2016 6:00 P.M.

PRESENT: Supervisor LeGoff, Clerk Dreyfus, Treasurer Brixie, Trustees Scales, Styka, Veenstra  
ABSENT: Trustee Wilson  
STAFF: Assistant Township Manager/Director of Public Works Derek Perry, Director of  
Community Planning & Development Mark Kieselbach, Fire Chief Fred Cowper,  
Finance Director Gretchen Gomolka

1. CALL MEETING TO ORDER  
Supervisor LeGoff called the meeting to order at 6:00 P.M.
2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS  
Supervisor LeGoff led the Pledge of Allegiance.
3. ROLL CALL  
The secretary called the roll of the Board.
4. SPECIAL PRESENTATION (None)
5. PUBLIC REMARKS  
Supervisor LeGoff opened Public Remarks.

Leonard Provencher, 4824 Buena Parkway, Haslett, spoke to the \$23 million in unfunded pension liability and inquired as to the plan to correct the problem prior to the election in November. He expressed a desire for candidates who are seeking reelection to publicly declare their intention so non-incumbents are aware of their decision. Mr. Provencher suggested a Township reimbursement policy be developed and presented in an open forum for public awareness.

Supervisor LeGoff closed Public Remarks.

6. TOWNSHIP MANAGER REPORT  
Assistant Township Manager Perry announced the Manager will be returning to Township offices on Friday morning.
7. BOARD COMMENTS AND REPORTS  
Trustee Veenstra noted a letter in the packet from Mr. Gordon Mackay concerning the future of the Capital Regional Airport and the possibility of no regularly scheduled passenger service out of Lansing. He alleged the approximate \$4.5 million in taxpayer annual subsidy for the airport is too high and needs to be cut. Trustee Veenstra spoke to the letter from Stoney Communications regarding the need for the local firm to be included in the Township's RFP process. He also addressed the letter from the Nokomis Center requesting assistance with the purchase and installation of a new furnace. Trustee Veenstra suggested the Board "help them out" with their financial difficulty. He reiterated his interpretation of rules for mileage reimbursement. Trustee Veenstra offered his opinion on the role Tri County Regional Planning Commission (TCRPC) plays in the decision making process for the Bus Rapid Transit project (BRT) in contrast to a statement made by another Board member at the January 26, 2016 Board meeting.

In response to earlier public comment regarding a Township travel policy, Trustee Scales clarified the Board was presented with a draft policy at the last Board meeting. He added that in working through the policy with the Human Resources Director, he believed the extent of travel for elected officials and staff allowed for a single policy with minor adjustments to the proposed draft.

Trustee Scales indicated four issues discussed during their February 11<sup>th</sup> meeting included a definition of reimbursements, establishment of meal eligibilities, consolidation of meal regulations and a refinement of the purpose. He stated the revised draft policy will go back to a meeting of the Department Directors and will then come back before the Board for approval.

Treasurer Brixie reported today was the last day to pay winter property taxes in the Township, noting that nearly 95% of Township taxpayers pay in full and on time. She noted her attendance at the Land Preservation Advisory Board (LPAB) meeting last week and a property will be brought to the Township through a grant application (DNR Trust Fund Grant). Treasurer Brixie indicated that because of the timing for the grant application, the Board will need to act on the grant application resolution(s) at its second meeting in Marsh. She announced on January 30<sup>th</sup>, a pedestrian was struck on Grand River Avenue between Park Lake Road and Northwind Drive and later passed away due to injuries. Treasurer Brixie stated this is a very unsafe area for pedestrians and is not the first fatality to occur in this "stretch" of Grand River Avenue.

Clerk Dreyfus reported the Election Commission met last week and approved election inspectors and receiving Board members for the March 8, 2016 Presidential Primary. He reminded citizens there is still time to request an absentee voter application and receive a ballot for the March 8<sup>th</sup> election. As the Board representative to the Economic Development Corporation (EDC), Clerk Dreyfus reported his attendance at last Thursday's meeting where \$10,000 in an unutilized micro loan fund was placed back in the EDC General Fund. He noted a broad discussion took place regarding the Bus Rapid Transit (BRT) project, including a community conversation to be held next month in the Town Hall Room. Clerk Dreyfus indicated discussion also ensued on a grant for public art at Wonch Park, continued strategies to enhance development in Meridian Township, and 2016 Goals and Objectives.

8. APPROVAL OF AGENDA

**Treasurer Brixie moved to approve the agenda as submitted. Seconded by Clerk Dreyfus.**

VOICE VOTE: Motion carried 6-0.

9. CONSENT AGENDA

Supervisor LeGoff reviewed the consent agenda.

**Treasurer Brixie moved to adopt the Consent Agenda. Seconded by Trustee Styka.**

ROLL CALL VOTE: YEAS: Trustee Scales, Styka, Veenstra, Supervisor LeGoff, Treasurer Brixie, Clerk Dreyfus  
NAYS: None  
Motion carried 6-0.

A. Communications

(1) Board Information (BI)

- BI-1 Ann Alchin, 5972 Cypress, Haslett; RE: Comments she made at the January 26, 2016 Board meeting
- BI-2 Janeile Cannon, 1769 Pine Creek Circle, Haslett; RE: Support for the BRT Plans
- BI-3 Mike Ma, 1862 Grand River Avenue, Okemos; RE: BRT Project Response
- BI-4 Steve Vagnozzi, 2144 Woodfield Road, Okemos; RE: On-time Performance for Intercity Passenger Rail
- BI-5 Gordon Mackay, President, Indian Trails, Inc., and Michigan Flyer, LLC, 333 Albert Street, Suite 100, East Lansing; RE: Concerns about the direction of Lansing's airport
- BI-6 Victoria Voges, Education Director, Nokomis Native American Learning Center, 5153 Marsh Road, Okemos; RE: Email exchange with the Director of Parks and Recreation Maisner relative to the condition of the furnace at Nokomis

BI-7 Mark Holoweiko, Stony Point Communications, 1190 Teakwood Circle, Haslett; RE: Email exchange with Director of Communications Guthrie relative to the branding and website contracts

- (2) Staff Communications (SC)
SC-1 Clerk Dreyfus; RE: Guidelines about Injunction Against PA 269 Gag Order

Treasurer Brixie moved that the communications be received and placed on file, and any communications not already assigned for disposition be referred to the Township Manager or Supervisor for follow-up. Seconded by Trustee Styka.

ROLL CALL VOTE: YEAS: Trustee Scales, Styka, Veenstra, Supervisor LeGoff, Treasurer Brixie, Clerk Dreyfus
NAYS: None
Motion carried 6-0.

B. Minutes

- (1) Treasurer Brixie moved to approve and ratify the minutes of the January 26, 2016 Regular Meeting as submitted. Seconded by Trustee Styka.

ROLL CALL VOTE: YEAS: Trustee Scales, Styka, Veenstra, Supervisor LeGoff, Treasurer Brixie, Clerk Dreyfus
NAYS: None
Motion carried 6-0.

- (2) Treasurer Brixie moved to approve and ratify the minutes of the February 2, 2016 Regular Meeting as submitted. Seconded by Trustee Styka.

ROLL CALL VOTE: YEAS: Trustee Scales, Styka, Veenstra, Supervisor LeGoff, Treasurer Brixie, Clerk Dreyfus
NAYS: None
Motion carried 6-0.

C. Bills

Treasurer Brixie moved that the Township Board approve the Manager's Bills as follows:

Table with 2 columns: Item Name and Amount. Items include Common Cash, Public Works, Trust & Agency, Total Checks, Credit Card Transactions, Total Purchases, and ACH Payments.

Seconded by Trustee Styka.

ROLL CALL VOTE: YEAS: Trustee Scales, Styka, Veenstra, Supervisor LeGoff, Treasurer Brixie, Clerk Dreyfus
NAYS: None
Motion carried 6-0.

(Bill list in Official Minute Book)

- 10. QUESTIONS FOR THE ATTORNEY (None)
11. HEARINGS (None)
12. ACTION ITEMS

Supervisor LeGoff opened and closed Public Remarks.

A. Budget Amendments

**Trustee Veenstra moved to approve the 2015 subsequent-to-year-end budget amendments with an increase in expenditure of the General Fund in the amount of \$24,000. Based on preliminary 2015 results, the projected fund balance at December 31, 2015 will be \$7,543,030. Seconded by Treasurer Brixie.**

Finance Director Gretchen Gomolka summarized the 2016 beginning-of-year and 2015 subsequent-to-year-end amendment requests as outlined in staff memorandum dated February 11, 2016.

Board and staff discussion:

- \$24,000 is to pay the final bill from the Ingham County Road Department (ICRD) for 2015
- 2016 beginning of the year budget amendment is for carry over related to projects which were not completed in 2015, but originally budgeted for 2015 as well as other items which came up subsequent to preparing the 2016 budget (i.e., Celebrate Meridian Event)
- Most of the additional \$24,000 dealt with the American for Disabilities Act (ADA) work required to retrofit ramps into existing curb and gutter as well as older neighborhood streets needed additional asphalt for a good finished product
- ADA work covered eight (8) to ten (10) additional neighborhoods

ROLL CALL VOTE: YEAS: Trustee Scales, Styka, Veenstra, Supervisor LeGoff, Treasurer Brixie, Clerk Dreyfus

NAYS: None

Motion carried 6-0.

**Treasurer Brixie moved to approve the 2016 beginning-of-year budget amendments with a decrease in budgeted fund balance for the General Fund in the amount of \$237,000 which projects a use of fund balance of \$1,354,667. Based on preliminary 2015 results, the projected fund balance at December 31, 2016 will be \$6,188,363. Seconded by Trustee Styka.**

Board and staff discussion:

- Board member belief frugality over the last six (6) years and the conscious effort to keep spending under control is paying off
- Board's Number 1 goal for 2016 is to address the current pension shortfall
- Board member assertion "this" is putting the Township in a good position to go into that analysis and to be poised to make some additional attempts to work out a solution
- 2016 budget includes "extra" money for the pensions
- Continued Board member opposition to spending as much as \$80,000 on branding

ROLL CALL VOTE: YEAS: Trustee Scales, Styka, Veenstra, Supervisor LeGoff, Treasurer Brixie, Clerk Dreyfus

NAYS: None

Motion carried 6-0.

B. Zoning Amendment #15080 (Township Board) – Street Tree Ordinance – **Final Adoption**

**Trustee Styka moved [and read into the record] NOW THEREFORE BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, hereby FINALLY ADOPTS Ordinance No. 2016-04, entitled "Ordinance Amending the Code of the Charter Township of Meridian, Ingham County, Michigan, Chapter 86, Article V, Division 1, by amending Section 86-473 Street trees.**

**BE IT FURTHER RESOLVED the Clerk of the Charter Township of Meridian is directed to publish the Ordinance in the form in which it is finally adopted at least once prior to the next regular meeting of the Township Board.**

**Seconded by Treasurer Brixie.**

Board and staff discussion:

- Ordinance helps preserves more trees
- Board member concern trees too close to the curb are a traffic hazard
- Board member preference for a clear zone of ten (10) feet between the edge of the pavement/curb and the tree to provide safety for cars traveling on streets during winter weather conditions
- Board member preference for a Township policy of no telephone poles, cell towers or new trees installed within a ten (10) foot safety zone
- Director of Community Planning and Development has the discretion to work with ICRD on placement of any particular street tree planted for new development
- Director of Community Planning and Development will consider speed limits, sight line considerations, unique landscape features, etc. as criteria for street tree replacement
- Staff statement it is unlikely for primary streets to have trees just back of the curb
- Street trees planted between the curb and the sidewalk are typically subdivision streets and required by the Township
- Tree guard for the root barrier was proposed for subdivision streets where there may only be a five (5) foot or less distance from the road
- Benefits of street trees to the community (help eliminate the “heat island effect: provide shade on the streets, reduce high summer temperatures, air purification, increased property value, help provide a sense of place)
- Street trees between the street and sidewalk make pedestrians and bicyclists “feel” more comfortable
- Width of the clear zone directly correlates to higher speeds traveled by vehicles
- Language in Section 86-473 A.(1) a. clearly provides for tree placement on arterial streets as determined appropriate by the Director of Community Planning and Development with input from the ICRD and Michigan Department of Transportation (MDOT), as applicable
- Language in Section 86-473 A.(1) b. clearly provides for tree placement on collector and local streets as determined appropriate by the Director of Community Planning and Development with input from the ICRD and MDOT, as applicable
- Quote read from Bill Conklin, Managing Director of the ICRD, which stated, “A street tree within ten (10) feet of the curb would be a hazard and should not be planted”
- Board member belief that since the ICRD has jurisdiction over the road right-of-way, our ordinance for street trees in the road right-of-way which the ICRD would not allow to be planted would accomplish “nothing”
- Board member preference for the proposed ordinance to provide for street trees to be planted on the building side of the sidewalk
- Inquiry if the proposed street tree ordinance applies to subdivisions
- Street trees are required in subdivisions and covered in subdivision regulations, including this regulation for street trees
- Proposed ordinance covers commercial, multifamily, and MUPUD and PUD where residential development is located
- Ordinance was initiated simultaneously by the Township Board and the Planning Commission for two (2) different reasons

ROLL CALL VOTE: YEAS: Trustee Scales, Styka, Supervisor LeGoff, Treasurer Brixie,  
Clerk Dreyfus  
NAYS: Trustee Veenstra  
Motion carried 5-1.

**13. BOARD DISCUSSION ITEMS**

Supervisor LeGoff opened Public Remarks.

Leonard Provencher, 5824 Buena Parkway, spoke in support of SUP #16011 (Marriott), as the applicant was receptive to his suggestion during the Planning Commission public hearing relative to the location of bicycle parking. He continued to emphasize his previously expressed belief the cost of

room rental at the Haslett Okemos Rotary Club Community Room to be excessive. He believed the new facility at the central fire station to be different from the use of the Meridian Service Center. Mr. Provencher noted the room rental policy for the Meridian Service Center does not delineate use of the projection equipment which is in the new central fire station training room, and believed groups using the new community room would appreciate the option of its use.

Supervisor LeGoff closed Public Remarks.

A. Consumers Energy Company Gas Franchise Ordinance

Assistant Township Manager/Director of Public Works and Engineering Perry summarized the proposed gas franchise agreement renewal with Consumers Energy Company as outlined in staff memorandum dated February 11, 2016.

Chris Thelen, Area Manager, Consumers Energy, explained the franchise is required by the state constitution to operate the utility within public right-of-ways. He added the franchise is for a 30 year time frame as that is the maximum number of years allowed in the constitution and the on-exclusive franchise is revocable with a 60 day notice. Mr. Thelen availed himself for Board questions.

Board and staff discussion:

- The Township's legal counsel has reviewed the franchise agreement and expressed no concerns
- 60-day revocable clause provides comfort to Township staff
- No significant changes from the expiring franchise agreement to the proposed one before the Board
- Update on an incident a few years ago in the eastern portion of the Township involved the undercutting of trees in a resident's backyard related to the International Transmission Company (ITC) Transmission Corridor and not Consumer Energy's trimming practices
- The federal government requires clear zones for the high voltage transmission lines in Consumers' transmission corridor
- Several thousand Consumers Energy customers could be affected by the falling of a tree on the transmission corridor
- Board member inquiry as to what would happen if the franchise was for only three (3) years
- Reminder that what is before the Board is a gas franchise renewal
- Agreement contains standard language for gas lines
- Board member inquiry as to Consumers policy regarding placement of gas lines
- Consumers looks to take replacement lines out of the street and place between curb and sidewalk on a case-by-case basis
- Board has worked on an ordinance in the past regarding the removal of trees and vegetation by utility companies

**It was the consensus of the Board to place this item on for action at the March 1, 2016 Board meeting.**

B. Special Use Permit #16011 (Marriott) – Request to Construct a 67,000 Square Foot Courtyard by Marriott

Director Kieselbach summarized the proposed special use permit request as outlined in staff memorandum dated February 12, 2016.

Don Schappacher, Manager, Courtyard by Marriott, 3553 Meridian Crossing, Okemos, availed himself for Board questions on the hotel.

Board and staff discussion:

- Results of the traffic study showed little change to the level of service (LOS)
- Property on the north side of Jolly Oak across from Staybridge Suites was rezoned to C-2 with the condition the hotel development would be an all-suites hotel, but the original tenant (Hilton) has changed its mind

- ICRD reviewed the traffic study and did not express any concerns in their review
- Proposed changes to the Okemos/Jolly Road intersection is currently scheduled for late 2016 or early 2017
- Hotel is a lower traffic generating use than other allowed uses
- Proposed site is a good location for a hotel in this area
- Applicant has kept within the allowed pervious/impervious surface ratio
- Proposed developer is the same development company as the Staybridge Suites project
- Board member concern with traffic from Jolly Oak making a left hand turn onto Okemos Road to travel north
- Board member concern with traffic from Meridian Crossing making a left hand turn onto Jolly Road to travel east

**It was the consensus of the Board to place this item on for action at the March 1, 2016 Board meeting.**

- C. Tri-County Regional Hazard Mitigation Plan  
Fire Chief Cowper summarized the Tri-County Regional Hazard Mitigation Plan as outlined in staff memorandum dated February 11, 2016.

Board and staff discussion:

- TCRPC adopted a Regional Hazard Mitigation Plan in the summer of 2015
- Township must adopt the plan because it applied for a hazard mitigation and disaster declaration grant for a flood prone area
- Township is investigating grants and other programs in an effort to reduce the cost of flood insurance for affected residents
- If the Township is successful in obtaining the grant, it can purchase and remove some of the flood prone homes out of the floodplain
- Mitigation Plan must be adopted in order for the Board to proceed in the grant process
- Board member belief some home(s) in the Township have previously been removed because they were flood prone (i.e., east end of Ottawa Hills)
- Regulations currently exist which prohibit homes being built in the floodway
- Process is in place to regulate construction of homes in the floodway fringe through the SUP process
- Homes built along the Red Cedar River would be considered in the floodway and could not be built today

**It was the consensus of the Board to place this item on for action at its March 1, 2016 Board meeting.**

- D. Haslett-Okemos Rotary Club Community Room – Use Policy  
Assistant Township Manager/Director of Public Works and Engineering Perry continued discussion of the use policy for the Haslett-Okemos Rotary Club Community Room as outlined in staff memorandum dated February 8, 2016.

Board and staff discussion:

- Administration is looking for Board direction on this issue
- Board member preference to duplicate the policy from Charlotte, with modifications, as a template
- Board member preference for review by Township counsel, especially relative to nondiscrimination elements
- Board member belief his research revealed the City of Lansing’s room rental policy as “the best” as Lansing passed a millage to build its fire stations like Meridian Township did
- City of Lansing does not charge a fee for use of the community room
- City of Lansing’s policy is scaled down and includes a nondiscrimination clause
- Importance of allowing residents use of the community room free of charge

**It was the consensus of the Board to place this item on for action at its March 1, 2016 Board meeting.**

14. FINAL PUBLIC REMARKS

Supervisor LeGoff opened Public Remarks.

Leonard Provencher, 5824 Buena Parkway, Haslett, addressed charges submitted for food in the bill run, particularly purchases by members of the Fire Department and one previously for a purchase at Bigby. He suggested Meridian Township follow the food and beverage protocol exercised in both the Marine Corps and the Federal Department of Agriculture.

Supervisor LeGoff closed Public Remarks.

15. FINAL BOARD MEMBER COMMENTS

Trustee Styka announced the second meeting of the Redi-Ride Review Committee will be held on February 25<sup>th</sup>. He noted Okemos Public Schools was recently named as an academic champion in *Bridge Magazine*. Trustee Styka spoke to the excellence of the school systems in Meridian Township.

16. ADJOURNMENT

Supervisor LeGoff adjourned the meeting at 7:29 P.M.

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ELIZABETH LEGOFF  
TOWNSHIP SUPERVISOR

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BRETT DREYFUS, CMMC  
TOWNSHIP CLERK

Sandra K. Otto, Secretary

GGOM

**Charter Township of Meridian  
Board Meeting  
3/1/2016**

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

COMMON CASH	\$ 1,066,383.37
PUBLIC WORKS	49,963.36
TRUST & AGENCY	3,344,104.50
<b>TOTAL CHECKS:</b>	<b>\$ 4,460,451.23</b>
CREDIT CARD TRANSACTIONS	10,576.69
<b>TOTAL PURCHASES:</b>	<b><u>\$ 4,471,027.92</u></b>
ACH PAYMENTS	<u>\$ 655,837.76</u>

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 EXP CHECK RUN DATES 03/01/2016 - 03/01/2016  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
 BANK CODE: GF

Vendor Name	Description	Amount	Check #
1. 4IMPRINT	HOMTV INTERN T-SHIRTS	651.54	91686
2. 54-A DISTRICT COURT	CASH BOND-JAMES AGISILAOS VLAHAKIS	300.00	91692
3. 55TH DISTRICT COURT	CASH BOND-STATON RICHARD LOTTMAN	100.00	91694
	CASH BOND- ROBIN WALTER JOLLY	500.00	91693
	CASH BOND-RONDA TANISIA JONES-JACKSON	750.00	91695
	TOTAL	1,350.00	
4. ACE EXHIBITS INC	10' CURVED EASY FABRIC STRETCH EXHIBITOR DISPLAY	1,502.69	91687
5. AIRGAS GREAT LAKES	STANDING PO - MEDICAL OXYGEN	104.11	
	STANDING PO - MEDICAL OXYGEN	519.15	
	TOTAL	623.26	
6. ALLGRAPHICS CORP	SAND VOLLEY BALL T-SHIRTS	130.00	
7. AMERICAN PLANNING ASSOCIATION	2016 MEMBERSHIP/ G ORANCHAK	475.00	
8. ANDREW BISAHA	REFUND OVERPMT OF HEALTHCARE LOAN	12.82	91688
9. ASAP PRINTING	FORMS AND PAMPHLET PRINTING	158.83	
	BASEBALL SOFTBALL TBALL FLYERS	126.02	
	FLYERS FOR VARIOUS SPORTS	600.64	
	TOTAL	885.49	
10. AT & T	SERVICE FOR FEBRUARY	75.93	91689
	SERVICE TO 2/10/16	40.34	
	TOTAL	116.27	
11. AT&T	SERVICE - JANUARY BILLING	121.10	
12. AT&T MOBILITY	SERVICE 01/05/16 TO 02/02/16	39.26	91690
13. AVI SYSTEMS INC	HOMTV 2016 LIGHTING UPGRADE	8,903.52	
	HOMTV 2016 LIGHTING UPGRADE	1,659.44	
	TOTAL	10,562.96	
14. BANNASCH WELDING INC	REPAIR TRACKLESS MT	252.00	
15. BART CRANE	REFUND OVERPM'T OF COMPUTER LOAN	18.74	
16. BARYAMES CLEANERS	STANDARD POLICE UNIFORM CLEANING	918.40	
17. BECKS PROPANE	PROPANE FOR HNC	413.26	
18. BRETT REED	REIMB FOR MILEAGE - JANUARY	64.80	
19. CARES-EMPLOYEE ASSISTANCE	EAP SERVICES JAN - MAR	1,094.00	
20. CBI INC	PHOTOCOPIER MAINT FEE FOR HNC	24.75	
21. CITY OF EAST LANSING	SHARED ASSESSOR SERVICES - JANUARY 2016	4,929.60	
22. CITY PULSE	TWP NOTICES	230.02	
23. COMCAST CABLE	HIGH SPEED INTERNET & DIGITAL VOICE - HNC	165.00	
24. CONVERGENT MEDIA DESIGNS, LLC	AV INSTALLATION IN NEW FIRE STATION	4,330.00	

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Vendor Name	Description	Amount	Check #
25. CORY CHVALA	REFUND OF UNUSED SECROW FOR WDV#1303/4280 PIPER RD	78.00	
26. COTY KENNETH	REIMB MILEAGE TO ANN ARBOR	63.72	
27. DAVID L FALLER	REFUND OVERPM'T RENTAL FEE - 3095 BIRCH ROW	50.00	
28. DBI	OFFICE SUPPLIES	27.55	
	OFFICE SUPPLIES	38.15	
	LABELS & BINDERS	333.90	
	TOTAL	399.60	
29. D'DESTIN KAUFMANN	REIMBURSEMENT FOR JEANS	108.17	91572
30. DELTA DENTAL	MARCH - PREMIUM	12,475.35	
31. DIETZ JANITORIAL SERVICE INC	JANITORIAL SERVICE PSB,SC, HARRIS NATURE, TOWER	2,001.90	
	JANITORIAL SERVICE PSB,SC, HARRIS NATURE, TOWER	343.00	
	TOTAL	2,344.90	
32. DISCOUNT MUGS	HOMTV PROMOTIONAL MUGS	707.42	91691
33. ELLIOTT FOOD EQUIPMENT	ICE MAKER NEW STATION	2,006.76	
34. FAHEY SCHULTZ BURZYCH RHODES PLC	LEGAL FEES - FEBRUARY RETAINER	5,000.00	
	LEGAL FEES - THRU JANUARY 31, 2016	152.00	
	LEGAL FEES-THRU JANUARY 31, 2016	1,646.00	
	LEGAL FEES - THRU JANUARY 31, 2016	608.00	
	LEGAL FEES - THRU JANUARY 31, 2016	1,395.25	
	LEGAL FEES - THRU JANUARY 31, 2016	1,710.00	
	LEGAL FEES - THRU JANUARY 31, 2016	219.00	
	TOTAL	10,730.25	
35. FISHBECK, THOMPSON, CARR & HUBER	WETLAND CONSULTING FEES	101.50	
36. FRIENDS OF INGHAM COUNTY PARKS	2016 SUPPORT OF THE STEWARDSHIP NETWORK	2,500.00	
37. GRAINGER	ELKAY EZS8L WATER COOLER FOR PSB	388.76	
38. GRANICUS INC	OPEN PLATFORM/GOVERNMENT TRANSPARENCY - FEBRUARY	325.00	
	MONTHLY MANAGED SERVICE FOR FEBRUARY	725.00	
	SERVICE 12/1/15 TO 12/31/15	725.00	
	TOTAL	1,775.00	
39. H & H	TOW CAR #101	138.00	
40. INGHAM COUNTY FINANCIAL SERVICES	OPTIMAN MONTHLY SUBSCRIPTION	3,145.23	
41. INGHAM COUNTY ROAD DEPARTMENT	FINAL 2014 PROJECTS COMPLETED IN 2015	52,431.00	
	2015 LOCAL ROAD PROGRAM PROJECTS	742,776.08	
	TOTAL	795,207.08	
42. JEFFORY BROUGHTON	INSTALLATION OF RADIOS FOR NEW FIRE STATION	6,796.00	
	5 EARPIECES	214.75	
	TOTAL	7,010.75	
43. JEROME J GALLAGHER PH.D.	EVALUATION SERVICE FOR EMPLOYMENT	400.00	
44. JOBMATCH LLC	ANNUAL LICENSE FEE	1,145.00	

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Vendor Name	Description	Amount	Check #
45. JOHNSON & ANDERSON INC	CONVERSION OF FLEET SERVICES CMMS TO CITYWORKS PER	1,265.00	
46. KIWANIS CLUB OF HASLET	2016 FLAGS OVER MERIDIAN	720.00	
47. KODIAK EMERGENCY VEHICLES	AMBULANCE REPAIR PARTS	1,452.00	
48. LANSING SANITARY SUPPLY INC	GLOVES FOR RESTROOM CLEANING	58.71	
	FLOOR RUNNER RUGS	930.18	
	STANDING PO - CLEANING SUPPLIES/EQUIPMENT	25.09	
	TOTAL	1,013.98	
49. LANSING UNIFORM COMPANY	STANDING PO - UNIFORMS	300.00	
	STANDARD POLICE UNIFORM PURCHASES	93.95	
	FALL INSPECTION - POLICE SHOES AND BOOTS	269.00	
	STANDARD POLICE UNIFORM PURCHASES	113.50	
	STANDARD POLICE UNIFORM PURCHASES	100.00	
	STANDARD POLICE UNIFORM PURCHASES	287.75	
	STANDARD POLICE UNIFORM PURCHASES	247.80	
	STANDING PO - UNIFORMS	100.00	
	TOTAL	1,512.00	
50. LAWRENCE BOBB	REFUND OVERPM'T OF COMPUTER LOAN	14.67	
51. LERMA, INC.	DEPARTMENT MEMBERSHIP FOR 2016	50.00	
52. LISA FALK	REFUND FOR CANCELED SNOW SHOE CLASS	40.00	
53. MATT WALTERS	REIMB FOR NFA ATTENDANCE EXPENSE	141.48	
54. MATTHEW BENDER & CO INC	MI CLS ADVANCE LEGISLATIVE SERVICE	123.35	
55. MB COMPAINIES	FRONT DRIVE MOTOR FOR MB-MSV	1,125.48	
56. MEDICAL MANAGEMENT SYSTEMS	OF COLLECTION FEE	3,932.46	
57. MERIDIAN TOWNSHIP	TRANSFER FOR FLEX CHECKING PAY ROLL 02/18	1,119.66	
58. MICHIGAN PAVING	PAVING CONTRACT 2015 PAY EST #4 (ORIG PO#52171)	146,555.49	
59. MICHIGAN RECREATION & PARKS ASSOC.	2016 CONFERENCE & TRADE SHOW	50.00	
60. NORTHERN LIGHTS ELECTRIC	ADD 240 VOLT CIRCUIT TO PRINT ROOM	400.00	
61. OFFICEMAX	OFFICE SUPPLIES	149.49	
62. PECKHAM	MUNICIPAL/CENTRAL FIRE STATION JANITORIAL SERVICE	2,445.16	
63. POSTMASTER	FIRST CLASS PERMIT #127	225.00	
64. PROFESSIONAL BENEFITS SERVICES INC	MARCH PREMIUM	11,576.60	
65. PRO-TECH MECHANICAL SERVICES	IGNITER ASSEMBLY	454.20	
	LABOR - CONDENSER	140.00	
	NO HEAT IN FLEET GARAGE	1,314.60	
	TOTAL	1,908.80	
66. RON ST GERMAIN	INSTRUCTORS FEE FOR HNC PHOTOGRAPHY CLASS	783.75	
67. RYAN MOORE	REIMB FOR CDL PERMIT	30.45	91696

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Vendor Name	Description	Amount	Check #
68. SHOWROOM SHINE	2015 / (16) CAR CLEANINGS @ \$8 EACH	128.00	
	2016 / (2) CAR CLEANINGS @ \$8 EACH	16.00	
	TOTAL	144.00	
69. SOCIETY OF ST VINCENT DE PAUL	REIMB PAYMENT TO AVOID EVICTION	96.00	
70. SPRINT	CELLULAR PHONE SERVICE FOR SGT'S VEHICLES	96.99	
71. STAMP RITE INC	SIGNS FOR NEW FIRE STATION	918.00	
72. STANDARD ELECTRIC CO	PARTS	119.70	
	PARTS	185.04	
	SUPPLIES	34.63	
	TOTAL	339.37	
73. STATE OF MICHIGAN	WATER QUALITY TEST N MERIDIAN RD PARK	16.00	
74. TASC	COBRA ADMIN FEE 4/1/16 TO 6/30/16	194.67	
75. TASER TRAINING ACADEMY	INSTRUCTOR COURSE VERSION 20	200.00	
76. THE HARKNESS LAW FIRM PLLC	LEGAL FEES-UTC	6,699.31	
77. THE LINCOLN NAT'L LIFE INS CO	MARCH - PREMIUM	4,091.27	
78. THE POLACK CORPORATION	CONTRACT 1/10 TO 2/9/2016	1,012.49	
79. THE STEWARDSHIP NETWORK	2016 SUPPORT OF THE STEWARDSHIP NETWORK	2,500.00	
80. US BANK EQUIPMENT FINANCE	MP C5503 COPIER MAINT	954.00	
81. VIRIDIS DESIGN GROUP	TOWNER ROAD PARK PROFESSIONAL SERVICES	2,500.00	
TOTAL - ALL VENDORS		1,066,383.37	

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INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN  
 EXP CHECK RUN DATES 03/01/2016 - 03/01/2016  
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Vendor Name	Description	Amount	Check #
1. C & M WIRE ROPE & SUPPLY CO, INC	1/2" WIRE ROPE STUD W/ 3/4" THREAD	38.45	
2. DELTA DENTAL	MARCH - PREMIUM	1,410.95	
3. JAMES BARTOW	REFUND OVERPM'T ON FINAL/ PKLK-005226-0000-04	63.95	
4. JOHNSON & ANDERSON INC	CITYWORKS IMPLEMENTATION-STEPS 1&2 OF YOUR JANUARY SCADA PROTOCOL UPGRADE PROPOSAL 10-5-15 J&A#17678	140.00 1,155.00	
	TOTAL	1,295.00	
5. KATHLEEN A DENISI	REIMB APPLICATION FEE 1805 CREST/PERMIT #5312	2,000.00	
6. MANNIK AND SMITH	REVIEW OF SEWAGE TREATMENT PLANT	839.75	
7. MAULDON BROTHERS CONSTRUCTION LLC	CONSTRUCT TOWAR GARDENS LIFT STATION. 2015	4,250.00	
8. MICHIGAN METER TECHNOLOGY GROUP	WATER METERS	20,856.00	
9. MICHIGAN PAVING	PAVING CONTRACT 2015 PAY EST #4 (ORIG PO#52171)	15,792.97	
10. MICHIGAN SECTION, AWWA	BASIC MATH AND HYDRAULICS SHORT COURSE BASIC MATH & HYDRAULICS SHORT COURSE BASIC MATH AND HYDRAULICS SHORT COURSE BASIC MATH AND HYDRAULICS SHORT COURSE BASIC MATH AND HYDRAULICS SHORT COURSE	310.00 310.00 310.00 310.00 310.00	
	TOTAL	1,550.00	
11. MIDWEST GAS INSTRUMENT SERVICE	2 HONEYWELL MICROCLIP OFCH GAS MONITORS	1,314.07	
12. THE LINCOLN NAT'L LIFE INS CO	FEBRUARY - PREMIUM	485.92	
13. ZACHARY ARCHIBALD	REIMB CDL - ZAC ARCHIBALD	66.30	26238
TOTAL - ALL VENDORS		49,963.36	

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EXP CHECK RUN DATES 03/01/2016 - 03/01/2016

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BANK CODE: TA

Vendor Name	Description	Amount	Check #
1. DEBORAH EARLS	REFUND OVERPM'T TAX/1692 CRYSTAL COVE #33-02-02-03	36.00	11747
2. EAST LANSING PUBLIC SCHOOLS	SUMMER 2015 TAX COLLECTION	639.79	11748
3. HASLETT PUBLIC SCHOOLS	WINTER & SUMMER 2015 TAX COLLECTION	524,477.46	11749
4. INGHAM INTERMEDIATE SCHOOL	SUMMER 2015 TAX COLLECTIONS	5,386.37	11750
5. LANSING COMMUNITY COLLEGE	WINTER 2015 & DPP TAX COLLECTION	1,032,455.64	11751
6. OKEMOS PUBLIC SCHOOLS	WINTER & SUMMER 2015 TAX COLLECTION	1,746,464.31	11752
7. WILLIAMSTON SCHOOLS	WINTER 2015 TAX COLLECTION	34,624.93	11753
8. YUEHUA CUI	REFUND OVERPM'T TAX / 2530 SUNDANCE #33-02-02-29-4	20.00	11754
TOTAL - ALL VENDORS		3,344,104.50	

<u>Date</u>	<u>Merchant Name</u>	<u>Amount</u>	<u>Name</u>
2016/02/12	244 AUTO VALUE EAST LANSI	\$24.49	WILLIAM RICHARDSON
2016/02/16	AMAZON MKTPLACE PMTS	\$16.99	CHRISTOPHER DOMEYER
2016/02/17	AMAZON.COM	\$9.51	CHRISTOPHER DOMEYER
2016/02/23	AMAZON.COM	\$92.52	CHRISTOPHER DOMEYER
2016/02/25	AMAZON.COM	\$23.21	CHRISTOPHER DOMEYER
2016/02/24	AMAZON.COM AMZN.COM/BILL	\$165.98	STEPHEN GEBES
2016/02/12	ART VAN FURNITURE 127	(\$49.98)	WILLIAM PRIESE
2016/02/12	ASFPM MADISON WI	\$140.00	DENISE GREEN
2016/02/19	ASFPM MADISON WI	\$100.00	DENISE GREEN
2016/02/22	B&H PHOTO, 800-606-6969	\$264.87	DARKUS BEASLEY
2016/02/19	B&H PHOTO, 800-606-6969	\$387.98	DEBORAH GUTHRIE
2016/02/24	BANNASCH WELDING	\$210.00	TODD FRANK
2016/02/13	C&M WIRE ROPE&SUPPLY R	\$38.45	ROBERT MACKENZIE
2016/02/19	CMP DISTRIBUTORS INC	\$125.00	ANDREW MCCREADY
2016/02/24	COMCAST OF LANSING	\$12.81	KRISTI SCHAEING
2016/02/12	COMPLETE BATTERY SOURCE	\$10.11	WILLIAM RICHARDSON
2016/02/15	CONERY MFG INC	\$153.25	ROBERT MACKENZIE
2016/02/16	D & G EQUIPMENT INC	\$227.88	KEN PUNG
2016/02/16	DELUX TENTS & EVENTS LLC	(\$816.00)	KRISTEN COLE
2016/02/19	DEQ OP TRAIN AND CERT	\$95.00	DENISE GREEN
2016/02/19	DEQ OP TRAIN AND CERT	\$225.00	DENISE GREEN
2016/02/18	DISCOUNT ONE HOUR SIGNS	\$265.00	TODD FRANK
2016/02/11	FIVE BELOW 576	\$6.10	DARCIE WEIGAND
2016/02/17	FORESTRY SUPPLIERS	\$203.48	JANE GREENWAY
2016/02/11	FOSTER SMITH MAIL ORDR	\$27.98	CATHERINE ADAMS
2016/02/19	FOSTER SMITH MAIL ORDR	\$29.66	CATHERINE ADAMS
2016/02/16	GFS STORE #1901	\$24.74	KRISTI SCHAEING
2016/02/13	GFS STORE #1901	\$64.91	MICHAEL DEVLIN
2016/02/15	GFS STORE #1901	\$6.79	TAVIS MILLEROV
2016/02/19	GRAND TRAV RESORT & SPA	\$791.60	LUANN MAISNER
2016/02/19	GRAND TRAV RESORT & SPA	\$791.60	LUANN MAISNER
2016/02/19	GRAND TRAV RESORT & SPA	\$373.20	LUANN MAISNER
2016/02/18	GRAND TRAV RESORT RETAIL	\$6.36	DARCIE WEIGAND
2016/02/17	GRAND TRAV RSRT FOOD/BEV	\$19.38	CATHERINE ADAMS
2016/02/19	GRAND TRAV RSRT FOOD/BEV	\$9.42	MICHAEL DEVLIN
2016/02/16	GRAND TRAV RSRT FOOD/BEV	\$41.25	LUANN MAISNER
2016/02/18	GRAND TRAV RSRT FOOD/BEV	\$44.00	LUANN MAISNER
2016/02/19	GRAND TRAV RSRT FOOD/BEV	\$29.33	LUANN MAISNER
2016/02/15	GUEST SERVICES-UNIT 3750	\$300.48	WILLIAM PRIESE
2016/02/14	HARDEE'S 1505558	\$12.00	WILLIAM PRIESE
2016/02/11	HASLETT TRUE VALUE HDW	\$9.58	RICH WHEELER
2016/02/15	HASLETT TRUE VALUE HDW	\$3.98	RICH WHEELER
2016/02/17	HASLETT TRUE VALUE HDW	\$9.06	TODD FRANK
2016/02/15	HASLETT TRUE VALUE HDW	\$51.98	TOM OXENDER
2016/02/15	HASLETT TRUE VALUE HDW	\$40.98	DAN PALACIOS

2016/02/16	IN *SIGN A RAMA	\$60.00	CHRISTOPHER DOMEYER
2016/02/16	JETS PIZZA OF HASLETT	\$439.82	MICHAEL DEVLIN
2016/02/20	JETS PIZZA OF HASLETT	\$33.40	MARK VROMAN
2016/02/22	LEOS SPIRITS AND GRUB	\$28.13	FRANK L WALSH
2016/02/12	LOWES #01596*	\$22.96	KEITH HEWITT
2016/02/17	MARATHON PETRO021485	\$19.46	CATHERINE ADAMS
2016/02/18	MCALISTERS DELI Q81	\$15.89	KRISTI SCHAEING
2016/02/19	MCALISTERS DELI Q81	\$14.99	CHRISTOPHER DOMEYER
2016/02/15	MEIJER #209	\$33.14	KRISTI SCHAEING
2016/02/19	MEIJER INC #025 Q01	\$19.49	CATHERINE ADAMS
2016/02/17	MEIJER INC #025 Q01	\$20.76	MATTHEW WALTERS
2016/02/15	MEIJER INC #025 Q01	\$41.88	DARCIE WEIGAND
2016/02/12	MEIJER INC #025 Q01	(\$32.98)	WILLIAM RICHARDSON
2016/02/18	MEIJER INC #025 Q01	\$50.99	KRISTI SCHAEING
2016/02/17	MEIJER INC #025 Q01	\$63.55	SCOTT DAWSON
2016/02/19	MEIJER INC #025 Q01	\$52.93	CHRISTOPHER DOMEYER
2016/02/17	MEIJER INC #025 Q01	\$69.99	PETER VASILION
2016/02/21	MEIJER INC #025 Q01	\$32.05	JOAN HORVATH
2016/02/18	MEIJER INC #025 Q01	\$122.00	ROBERT MACKENZIE
2016/02/16	MI STATE POLICE PMTS	\$400.00	SCOTT DAWSON
2016/02/11	MICHIGAN ELECTRIC SUPPLY	\$33.28	KEITH HEWITT
2016/02/24	MICHIGAN MUNICIPAL LEAGUE	\$245.00	CAROL HASSE
2016/02/11	MICHIGAN RECREATION & PAR	(\$45.00)	LUANN MAISNER
2016/02/11	MICHIGAN RECREATION & PAR	(\$370.00)	DEREK PERRY
2016/02/22	MICHIGAN SUPPLY CO	\$141.54	PETER VASILION
2016/02/23	MIDWEST POWER EQUIPMEN	\$57.42	KEITH HEWITT
2016/02/22	MITA INC	\$50.00	DENISE GREEN
2016/02/19	MTU-CASHIERS OFFICE WEB	\$115.00	DENISE GREEN
2016/02/23	NATIONAL RECREATION &	\$60.00	LUANN MAISNER
2016/02/18	NORTH PEAK BREWING COM	\$71.68	LUANN MAISNER
2016/02/15	OFFICEMAX/OFFICEDEPOT #61	\$104.85	KATHERINE RICH
2016/02/17	OFFICEMAX/OFFICEDEPOT #61	\$33.98	KATHERINE RICH
2016/02/15	OFFICEMAX/OFFICEDEPOT #61	\$142.39	KRISTI SCHAEING
2016/02/17	OFFICEMAX/OFFICEDEPOT #61	\$91.94	SCOTT DAWSON
2016/02/17	OFFICEMAX/OFFICEDEPOT #61	\$73.98	CHRISTOPHER DOMEYER
2016/02/12	OFFICEMAX/OFFICEDEPOT #61	\$103.99	MIKE ELLIS
2016/02/23	OFFICEMAX/OFFICEDEPOT #61	\$3.97	ROBIN FAUST
2016/02/23	OFFICEMAX/OFFICEDEPOT #61	\$47.77	ROBIN FAUST
2016/02/16	OHIO TURNPIKE REALTIME	\$13.00	WILLIAM PRIESE
2016/02/16	OKEMOS HARDWARE INC	\$12.36	LAWRENCE BOBB
2016/02/23	OKEMOS HARDWARE INC	\$16.57	LAWRENCE BOBB
2016/02/12	OKEMOS HARDWARE INC	(\$9.52)	TOM OXENDER
2016/02/12	OKEMOS HARDWARE INC	\$9.52	TOM OXENDER
2016/02/12	OKEMOS HARDWARE INC	\$8.98	TOM OXENDER
2016/02/16	OMELETTE SHOPPE	\$26.64	LUANN MAISNER
2016/02/14	PANERA BREAD #3380	\$11.65	WILLIAM PRIESE
2016/02/18	PAYPAL *EXTENSIONFO	\$275.00	DEREK PERRY

2016/02/14	PIZZA HUT # 023505	\$16.42	WILLIAM PRIESE
2016/02/17	SETTLEMENTONE SCREENING	\$41.67	CAROL HASSE
2016/02/19	SHELL OIL 52149540073	\$20.17	LUANN MAISNER
2016/02/12	SHERWIN WILLIAMS 701339	\$61.64	KEITH HEWITT
2016/02/19	SHOWROOM SHINE	\$100.00	KEN PUNG
2016/02/19	SNAPON TOOLS	\$60.95	PETER VASILION
2016/02/22	SOLDAN'S FEEDS & PET S	\$8.94	CATHERINE ADAMS
2016/02/15	SOLDAN'S FEEDS & PET S	\$17.03	KATHERINE RICH
2016/02/18	SPORTS STOP	\$84.80	KEN PLAGA
2016/02/19	STAMP-RITE INC	\$26.10	SANDRA OTTO
2016/02/11	STATE DEQ WATER TEST	\$16.00	KATHERINE RICH
2016/02/19	THE HOME DEPOT 2723	\$49.04	LAWRENCE BOBB
2016/02/12	THE HOME DEPOT 2723	\$304.49	DENNIS ANTONE
2016/02/12	THE HOME DEPOT 2723	(\$13.86)	WILLIAM RICHARDSON
2016/02/12	THE HOME DEPOT 2723	\$85.03	WILLIAM RICHARDSON
2016/02/12	THE HOME DEPOT 2723	\$156.93	PETER VASILION
2016/02/15	THE HOME DEPOT 2723	\$75.13	PETER VASILION
2016/02/16	THE HOME DEPOT 2723	(\$199.00)	PETER VASILION
2016/02/16	THE HOME DEPOT 2723	\$149.00	PETER VASILION
2016/02/16	THE HOME DEPOT 2723	\$211.96	PETER VASILION
2016/02/18	THE HOME DEPOT 2723	\$18.38	PETER VASILION
2016/02/22	THE HOME DEPOT 2723	\$123.44	PETER VASILION
2016/02/23	THE HOME DEPOT 2723	\$11.91	PETER VASILION
2016/02/15	THE HOME DEPOT 2723	\$10.14	RICH WHEELER
2016/02/15	THE HOME DEPOT 2723	\$2.06	RICH WHEELER
2016/02/23	THE HOME DEPOT 2723	\$11.34	RICH WHEELER
2016/02/11	THE HOME DEPOT 2723	\$10.97	KYLE WILKINS
2016/02/12	THE HOME DEPOT 2723	\$82.83	JANE GREENWAY
2016/02/22	THE HOME DEPOT 2723	\$151.87	TOM OXENDER
2016/02/11	THE HOME DEPOT 2723	\$5.44	KEITH HEWITT
2016/02/12	THE HOME DEPOT 2723	\$137.61	KEITH HEWITT
2016/02/16	THE HOME DEPOT 2723	\$151.33	KEITH HEWITT
2016/02/19	THE HOME DEPOT 2723	\$2.97	KEITH HEWITT
2016/02/18	TOM'S FOOD	\$13.92	DENNIS ANTONE
2016/02/12	TRACTOR SUPPLY #1149	\$16.57	TODD FRANK
2016/02/21	TRACTOR SUPPLY #1149	\$90.99	ROBERT MACKENZIE
2016/02/17	ULINE *SHIP SUPPLIES	\$372.35	WILLIAM PRIESE
2016/02/12	WAL-MART #2866	\$25.37	PETER VASILION
2016/02/15	WAL-MART #2866	\$85.57	ROBIN FAUST
2016/02/19	WALGREENS #11286	\$8.46	ANDREW MCCREADY
2016/02/17	WAYNE STATE U	\$495.00	SCOTT DAWSON
2016/02/19	WW GRAINGER	\$21.36	ROBERT MACKENZIE

\$10,576.69

### ACH Transactions

<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Purpose</u>
02/17/16	Elan	40,332.63	P'mt of Twp Credit Card Purchases
02/17/16	BCBS	193,446.29	Health Insurance
02/18/16	Meridian Twp	591.50	P'mt of Twp Utility Bills
02/19/16	Various Financial Institutions	252,010.05	Direct Deposit 2/19 Payroll
02/19/16	ICMA	32,826.24	Payroll Deductions
02/19/16	IRS	97,368.39	Payroll Taxes
02/24/16	Consumers Energy	39,262.66	P'mt of Twp Consumers Energy
	<b>Total ACH Payments</b>	<b><u><u>655,837.76</u></u></b>	

**Charter Township of Meridian  
Board Meeting  
3/15/2016**

FLW

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

<b>COMMON CASH</b>	<b>\$ 198,294.32</b>
<b>PUBLIC WORKS</b>	<b>460,034.75</b>
<b>TRUST &amp; AGENCY</b>	<b>3,403,442.58</b>
<b>TOTAL CHECKS:</b>	<b>\$ 4,061,771.65</b>
<b>CREDIT CARD TRANSACTIONS</b>	<b>6,244.14</b>
<b>TOTAL PURCHASES:</b>	<b><u>\$ 4,068,015.79</u></b>
<b>ACH PAYMENTS</b>	<b><u>\$ 535,369.50</u></b>

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Vendor Name	Description	Amount	Check #
1. 55TH DISTRICT COURT			
	CASH BOND - AUTUM LEAH SINCLAIR	300.00	91770
2. 58TH DISTRICT COURT			
	CASH BOND - BRITTNEY JO TAYLOR	232.00	91771
3. ALLGRAPHICS CORP			
	T-SHIRTS FOR FITNESS OVER 50 GROUP	242.00	
4. ARBORIST SKILLS			
	CHAIN SAW TRAINING PW/GROUNDS	266.64	
5. ASAP PRINTING			
	FORMS AND PAMPHLET PRINTING-K PLAGA	131.53	
6. AT&T			
	SERVICE FOR FEBRUARY	6,546.92	91774
7. AUTO VALUE OF EAST LANSING			
	2016 REPAIR PARTS	203.36	
	2016 REPAIR PARTS	15.49	
	2016 REPAIR PARTS	5.97	
	2016 REPAIR PARTS	97.17	
	2016 REPAIR PARTS	5.19	
	2016 REPAIR PARTS	165.16	
	2016 REPAIR PARTS	12.38	
	2016 REPAIR PARTS	172.82	
	2016 REPAIR PARTS	37.56	
	2016 REPAIR PARTS	7.69	
	TOTAL	722.79	
8. AVENET LLC			
	EXTENDED STORAGE PLAN	625.00	
9. BANNASCH WELDING INC			
	MOTOR RELAY KIT FLEET FLEX	17.69	
10. BENJAMIN MERANDA			
	REFUND OF OVERPM'T AMBULANCE BILL	25.00	
11. BOARD OF WATER & LIGHT			
	STREET LIGHTING FOR FEBRUARY	485.65	
12. BRETT DREYFUS			
	REIMBURSEMENT FOR MILEAGE - FEBURARY	45.36	
13. CATHERINE ADAMS			
	REIMB FOR MILEAGE - JAN/FEB	59.67	
14. CGS SAFETY TRAINING INC			
	CONFINED SPACE TRAINING	385.00	
15. CINTAS CORPORATION #725			
	WORK UNIFORMS FRANK/PUNG	25.70	
	WORK UNIFORMS FRANK/PUNG	25.70	
	WORK UNIFORMS FRANK/PUNG	25.70	
	TOTAL	77.10	
16. CITY OF NOVI			
	RISK MANAGEMENT SEMINAR - K PLAGA	75.00	
17. CITY PULSE			
	TWP NOTICES	148.40	
18. COMCAST CABLE			
	SERVICE FOR MARCH 2016	178.02	91772
19. COMPLETE BATTERY SOURCE			
	STOCK BATTERIES FOR CAMERAS & FLASHLIGHTS	24.07	

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Vendor Name	Description	Amount	Check #
20. COURTESY FORD	FORD REPAIR PARTS 2016	197.00	
	FORD REPAIR PARTS 2016	5.33	
	FORD REPAIR PARTS 2016	163.29	
	FORD REPAIR PARTS 2016	14.09	
	FORD REPAIR PARTS 2016	48.88	
	FORD REPAIR PARTS 2016	131.27	
	FORD REPAIR PARTS 2016	82.03	
	FORD REPAIR PARTS 2016	224.69	
	FORD REPAIR PARTS 2016	78.00	
	FORD REPAIR PARTS 2016	19.38	
	BODY REPAIR UNIT # 105	1,966.81	
	BODY REPAIRS MPD UNIT 100	4,502.48	
	TOTAL	7,433.25	
21. CUMMINS BRIDGEWAY LLC	PARTS & LABOR NORTH FIRE STATION GENERATOR	998.67	
22. DBI	MISC OFFICE SUPPLIES	19.20	
	MISC OFFICE SUPPLIES	118.81	
	TOTAL	138.01	
23. DEREK BURCHAM	2016 CO OFFICER ACADEMY	150.00	
24. DIETZ JANITORIAL SERVICE INC	JANITORIAL SERVICE PSB, SC, HARRIS NATURE, TOWER	2,001.90	
	JANITORIAL SERVICE PSB, SC, HARRIS NATURE, TOWER	343.00	
	TOTAL	2,344.90	
25. DOUGLASS SAFETY SYSTEMS LLC	FIRE GEAR - TURNOUTS	49,459.14	
	FIRE GEAR - HELMET SHIELDS	1,920.00	
	THERMAL IMAGING CAMERA	6,932.64	
	TOTAL	58,311.78	
26. FAHEY SCHULTZ BURZYCH RHODES PLC	LEGAL FEES - SCHULTZ/FEB 2016	5,000.00	
	LEGAL FEES - BOWER/FEB 2016	140.00	
	LEGAL FEES - BOWER/FEB 2016	180.00	
	LEGAL FEES - BOWER/FEB 2016	840.00	
	LEGAL FEES - BOWER/FEB	300.00	
	LEGAL FEES - SCHULTZ/FEB	3,421.00	
	LEGAL FEES - SCHULTZ/FEB	76.00	
	TOTAL	9,957.00	
27. FEDEX	PKG SHIPMENT	16.65	
28. FIRST COMMUNICATIONS	LONG DIST SERVICE FOR FEBRUARY	835.61	
29. FISHBECK, THOMPSON, CARR & HUBER	WETLAND CONSULTING FEES	1,460.45	
30. GOODYEAR COMMERCIAL TIRE	ESTIMATE FRONT END REPAIRS UNIT 220	967.75	
31. GRANGER	SERVICE FOR MARCH	76.00	
	SERVICE FOR MARCH	111.00	
	SERVICE FOR MARCH	128.51	
	SERVICE FOR MARCH	62.92	
	SERVICE FOR MARCH	17.50	
	SERVICE FOR MARCH	87.00	
	SERVICE FOR MARCH	142.41	
	TOTAL	625.34	

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Vendor Name	Description	Amount	Check #
32. GRANICUS INC	OPEN PLATFORM/GOVERN TRANSPARENCY	325.00	
	MONTHLY MANAGED SERVICE	725.00	
	TOTAL	1,050.00	
33. HALT FIRE INC	LADDER TRUCK 500 REPAIRS ESTIMATE	1,282.50	
34. HASLETT COMMUNITY CHURCH	PRESIDENTIAL PRIMARY	75.00	
35. HEDLUND PLUMBING	PLUMBING PERMIT PP16-0080 BONANZA - TAKEN IN ERROR	240.00	
36. INGHAM COUNTY ROAD DEPARTMENT	LOCAL ROAD STRIPING AGREEMENT	359.80	
37. INSTITUTE OF CONTINUING LEGAL	MI ZONING PLANNING & LAND USE-JAN 2016 UPDATE	103.50	
38. IRON MOUNTAIN	RECORD SHREDDING SERVICE - FEBRUARY	33.60	
39. J & M WELL DRILLING	CLOSE WELL HASSIS NATURE CENTER	3,100.00	
40. JAY GRAHAM	REIMB FOR MILEAGE - BOARD PACKET MAPS	38.88	
41. JEFFORY BROUGHTON	STANDING PO - RADIO REPAIR	492.50	
	ADDITIONAL WORK NEEDED FOR STATION #19 RADIO	474.00	
	MISC REPAIRS & PARTS	152.00	
	REPAIR P7100 RADIO LABOR & PARTS	87.00	
	TOTAL	1,205.50	
42. JESSICA FERRIGAN	INSTRUCTOR FEE FOR FITNESS OVER 50 - FEBRUARY	96.00	
43. JOHN DEERE FINANCIAL	DIESEL FUEL & GAS DELIVERY	6,169.00	
44. JT&T ELECTRIC	PIPING AND ELECTRIC WORK FOR TOWN HALL ROOM	3,246.00	
45. KENT COUNTY DEPT OF PUBLIC WORKS	SERVICE ON ACCOUNT #M493	98.10	
46. KIT RICH	REIMB MILEAGE FOR FEBRUARY	99.36	
47. LAKEVIEW APARTMENTS	CRC - PAYMENT TO PREVENT EVICTION	200.00	91775
48. LANSING KOREAN UNITED METHODIST	PRESIDENTIAL PRIMARY	75.00	
49. LANSING SANITARY SUPPLY INC	5 BLUE RECYCLE WASTEBASKETS	46.85	
50. LANSING UNIFORM COMPANY	STANDARD POLICE UNIFORM PURCHASES	150.00	
	STANDARD POLICE UNIFORM PURCHASES	175.70	
	TOTAL	325.70	
51. LEAK PETROLEUM EQUIPMENT INC	CLOSURE 2000 GALLON UST	12,000.00	
	TANK CLOSURE AT TOWNHALL	21,783.58	
	TOTAL	33,783.58	
52. MEDICAL MANAGEMENT SYSTEMS OF	COLLECTION FEES FOR FEBRUARY	3,495.80	
53. MERIDIAN AREA BUSINESS ASSOC	P MENSER - TIMELY TIPS IN-3 SPONSORSHIP	30.00	
54. MERIDIAN CHRISTIAN CHURCH	PRESIDENTIAL PRIMARY	75.00	
55. MERIDIAN TOWNSHIP	TRANSFER FOR FLEX CKING 3/4/16 PAYROLL	1,119.66	
56. MICHIGAN AMATEUR SOFTBALL	SOFBALLS FOR ADULT LEAGUE	1,520.00	

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Vendor Name	Description	Amount	Check #
57. MICHIGAN.COM	FARMERS MARKET ADVERTISING - FEBRUARY	147.00	
	TOWNSHIP NOTICES FOR FEBRUARY	1,117.97	
	TOTAL	1,264.97	
58. MID-MICHIGAN CODE OFFICIALS ASSOC	2016 MEMBERSHIP - JOHN HECKMAN	60.00	91773
	2016 MEMBERSHIP - MONIQUE ESSER	60.00	91773
	2016 MEMBERSHIP - RICHARD BOLEK	60.00	91773
	TOTAL	180.00	
59. MOLLY NEVINS	INSTRUCTOR FEE FOR FITNESS OVER 50 - FEBRUARY	192.00	
60. MOORE MEDICAL LLC	STANDING PO - EMS AMBULANCE SUPPLIES/EQUIPMENT	495.31	
	STANDING PO - EMS AMBULANCE SUPPLIES/EQUIPMENT	472.78	
	STANDING PO - EMS AMBULANCE SUPPLIES/EQUIPMENT	1,298.56	
	STANDING PO - EMS AMBULANCE SUPPLIES/EQUIPMENT	119.85	
	STANDING PO - EMS AMBULANCE SUPPLIES/EQUIPMENT	1,092.28	
	TOTAL	3,478.78	
61. MSU/HIGHWAY TRAFFIC SAFETY PROGRAM	NIGHT VISIBILITY - K ROYSTON	240.00	
	PEDESTRIAN ACCIDENTS - K ROYSTON	360.00	
	TOTAL	600.00	
62. NAPA	FLEET REPAIR PARTS 2016	(58.46)	
	FLEET REPAIR PARTS 2016	22.52	
	FLEET REPAIR PARTS 2016	66.24	
	FLEET REPAIR PARTS 2016	167.64	
	TOTAL	197.94	
63. NATIONAL RECREATION AND	MEMBERSHIP - D PERRY	165.00	
64. OVERHEAD DOOR OF LANSING	LABOR TO RESET TIMER - SERVICE CENTER	150.00	
65. PARAMOUNT COFFEE CO.	COFFEE ORDER - TWP MEETINGS & H TV	161.65	
66. PECKHAM	MUNICIPAL/CENTRAL FIRE STATION JANITORIAL SERV FEB	2,445.16	
67. PRINT MAKERS SERVICE INC	KIP CAD COLOR FOR LINE DRAWING MAPS	28.80	
	DELIVERY FEE FOR INV#2016-1168	12.95	
	TOTAL	41.75	
68. PRO AIR	STANDING PO - SCBA AIR COMPRESSOR MAINTENANCE	1,782.37	
69. PROFESSIONAL BENEFITS SERVICES INC	FLEX ADMINISTRATION FOR FEBRUARY	128.00	
70. PRO-TECH MECHANICAL SERVICES	LABOR - FIRE STATION #3	140.00	
	2016 HVAC MAINTENANCE	2,933.75	
	REPAIRS TO PSB/SERVICE CENTER HVAC FOUND DURING MA	1,512.88	
	TOTAL	4,586.63	
71. PUBLIC AGENCY TRAINING COUNCIL	CRIME SCENE I & II - HAGBOM/STEBBINS	790.00	
72. RECLAIMED BY DESIGN	MARCH RECYCLING SERVICE	2,000.00	
73. RESERVE ACCOUNT	TWP MONTHLY POSTAGE 2016 - MARCH	3,600.00	

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Vendor Name	Description	Amount	Check #
74. SAFETY KLEEN	DISPOSAL OF USED OIL FILTERS	20.00	
	PARTS WASHER SOLVENT	191.81	
	TOTAL	211.81	
75. SAFETY SYSTEMS INC	HOLD UP PANIC ALARM BUTTONS	644.18	
	ANNUAL ALARM SERVICE AGREEMENT	200.00	
	ANNUAL ALARM SERVICE AGREEMENT	90.00	
	TOTAL	934.18	
76. SEAN SMITH	REFUND OF PERFOR GUAR THE SANCTUARY/HULETT RD	5,000.00	
77. SIRCHIE FINGERPRINT LABORATORIES	SYRINGE TUBES & FINGERPRINT SHEETS	105.65	
78. SOLDAN'S FEED & PET SUPPLIES	CANINE SUPPLIES FOR TWO DOGS	46.99	
	CANINE SUPPLIES FOR TWO DOGS	32.99	
	CANINE SUPPLIES FOR TWO DOGS	46.99	
	TOTAL	126.97	
79. SOUTHWEST MICHIGAN MANAGERS ASSOC	ANNUAL MEMB DUES - F WALSH	100.00	
80. SSS PRINTING	ASSESSMENT NOTICES	6,931.08	
81. ST LUKE LUTHERAN CHURCH	PRESIDENTIAL PRIMARY	75.00	
82. SUPERIOR SAW	MOTO MIX FOR SAW'S	48.89	
83. SUPREME SANITATION	PORTABLE TOILET RENTAL - HNC	80.00	
84. TDS	SERVICE FOR FEBRUARY 2016	1,358.16	
85. THE BANK OF NEW YORK MELLON	2013 TAX OBLIGATION BONDS AGENT FEE 4/16 TO 4/17	250.00	
86. THE POLACK CORPORATION	STAPLES FOR COPY MACHINE	93.33	
87. TVU NETWORKS	MONTHLY DATA	500.00	
88. UNITED CHURCH OF CHRIST	PRESIDENTIAL PRIMARY	75.00	
89. US BANK EQUIPMENT FINANCE	SERVICE FOR 2/18 TO 3/12	98.90	
90. VERIZON WIRELESS	SERVICE FOR FEBRUARY	1,982.14	
91. VIRIDIS DESIGN GROUP	TOWNER ROAD PARK PROFESSIONAL SERVICES	3,301.06	
92. WALLDECORSUPERSTORE.COM	TOWNSHIP BULLETIN BOARDS	524.98	
93. WEST SHORE FIRE	STANDING PO - SCBA CERTIFICATION	1,841.40	
	FIX SCBA BOTTLE	9.50	
	VOICE AMPLIFIER	390.94	
	TOTAL	2,241.84	
94. ZOLL MEDICAL CORP	STANDING PO - HEART MONITOR SUPPLIES/RESQPOD	795.00	
TOTAL - ALL VENDORS		198,294.32	

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Vendor Name	Description	Amount	Check #
1. ARBORIST SKILLS			
	CHAIN SAW TRAINING PW/GROUNDS	533.36	
2. CARL SCHLEGEL INC			
	SAND/GRAVEL/STONE/TOP SOIL	1,825.20	
3. CGS SAFETY TRAINING INC			
	CONFINED SPACE TRAINING	765.00	
4. CITY OF EAST LANSING			
	FEB & MAR SEWER OPERATIONS BILL	293,334.00	
5. FISHBECK, THOMPSON, CARR & HUBER			
	WETLAND CONSULTING FEES	108,465.63	
6. GRANGER			
	WOOD STREET LAND FILL	140.00	
7. KYLE FOGG			
	REIMB FOR MILEAGE - CLASS	236.52	
8. KYLE WILKINS			
	REIMB FOR MILEAGE - CLASS	112.32	
9. MAULDON BROTHERS CONSTRUCTION LLC			
	CONSTRUCT TOWAR GARDENS LIFT STATION 2015	10,090.00	
10. MICHIGAN METER TECHNOLOGY GROUP			
	WATER METERS	37,322.00	
	WATER METERS	6,100.00	
	TOTAL	43,422.00	
11. PLUMMER'S ENVIRONMENTAL SERVICES			
	MANHOLE ON HAGADORN & BRIARCLIFF DR	420.00	
12. SAFETY SERVICES INC			
	SUPPLIES	44.29	
13. SOUTHWEST MICHIGAN BRANCH-APWA			
	MEMBERSHIP - PERRY, ISHRAIDI & ANTONE	60.00	
14. TDS			
	SERVICE FOR FEBRUARY 2016	153.74	
15. VERIZON WIRELESS			
	SERVICE FOR FEBRUARY	432.69	
TOTAL - ALL VENDORS		460,034.75	

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Vendor Name	Description	Amount	Check #
1. ALAN'S PARK			
	REFUND-OVERPM'T WINTER TAX #33-02-02-10-202-010/59	110.00	11755
2. ARTHUR CUMMINGS			
	REFUND-OVERPM'T WINTER TAX #33-02-02-15-203-003/54	157.19	11756
3. CHARLES SENTEIO			
	REFUND-OVERPM'T WINTER TAX #33-02-02-33-327-063/23	21.10	11757
4. DANIEL PAGEL			
	REFUND-OVERPM'T TAX 33-02-02-06-453-0258	1,254.91	11773
5. EAST LANSING PUBLIC SCHOOLS			
	SUMMER 2015 TAX & DELINQ PERSONAL TAX	4,769.26	11759
6. FIESTA CHARRA			
	REFUND-OVERPM'T WINTER PERSONAL PROP TAX #33-02-02	639.12	11760
7. HASLETT PUBLIC SCHOOLS			
	WINTER & SUMMER 2015 TAX COLLECTION	442,577.22	11761
8. INGHAM COUNTY LAND BANK			
	WINTER 2015 LAND BANK SPECIFIC TAX CAPTURE #33-02-	56.66	11762
9. INGHAM COUNTY TREASURER-BROWNFIELD			
	WINTER 2015 BROWNFIELD CAPTURE - DOUGLAS J	1,524.83	11763
10. INGHAM INTERMEDIATE SCHOOL			
	SUMMER 2015 TAX & DELINQ PERSONAL PROP TAX	26,964.35	11764
11. LANSING COMMUNITY COLLEGE			
	WINTER 2015 TAX & DELINQ PERSONAL PROPERTY TAX	1,129,961.88	11765
12. MERIDIAN TOWNSHIP DDA			
	2015 SUMMER TAX COLLECTION 9-14-15 TO 2-29-16	325.63	11766
	2015 WINTER TAX COLLECTION (PAY OUT TO 2-29-16)	8,083.39	11767
	TOTAL	8,409.02	
13. OKEMOS PUBLIC SCHOOLS			
	WINTER & SUMMER 2015 TAX & DELINQ PP TAX	1,755,940.43	11768
14. PEPSICO			
	REFUND-OVERPM'T WINTER PERSONAL PROP TAX #33-02-02	12.64	11769
15. STATE OF MICHIGAN			
	TAX REVERTED 2015 WINTER TAX PARCE L#33-02-02-33-2	15.30	11770
	ENDING SOR REGISTRATION JAN 31,2016	210.00	
	TOTAL	225.30	
16. TRI TITLE AGENCY LLC			
	REFUND-OVERPM'T WINTER TAX #33-02-02-08-154-011/28	1,916.70	11771
17. WILLIAMSTON SCHOOLS			
	WINTER 2015 TAX COLLECTION	28,901.97	11772
TOTAL - ALL VENDORS		3,403,442.58	

Date	Merchant Name	Amount	Name
2016/03/01	ACCO BRANDS DIRECT	(\$21.99)	KRISTEN COLE
2016/02/29	ACT*TRAINING FORCE USA	\$349.00	SCOTT DAWSON
2016/02/27	ADOBE *CREATIVE CLOUD	\$31.79	DARKUS BEASLEY
2016/03/04	ALRO STEEL CORPORATION	\$35.39	ROBERT STACY
2016/02/27	AMAZON.COM	\$58.29	CHRISTOPHER DOMEYER
2016/02/29	AMAZON.COM	\$9.99	CHRISTOPHER DOMEYER
2016/03/02	B&H PHOTO, 800-606-6969	\$25.40	DARKUS BEASLEY
2016/02/29	BANNASCH WELDING	\$168.00	KEITH HEWITT
2016/03/04	BAR*BARCODE GIANT	\$40.24	STEPHEN GEBES
2016/02/29	BESTWAY PAK-N-SEND	\$10.00	JOE VANDOMMELEN
2016/02/26	CATHEY COMPANY	(\$229.87)	KEN PUNG
2016/02/26	CATHEY COMPANY	\$229.87	KEN PUNG
2016/02/29	COMPLETE BATTERY SOURCE	\$43.66	DARKUS BEASLEY
2016/03/01	CONTENTDJ INC	\$49.00	ANDREA SMILEY
2016/03/04	CORAL GABLES OF EAST LANS	\$279.63	DEREK PERRY
2016/03/07	CTC*CONSTANTCONTACT.COM	\$110.00	ANDREA SMILEY
2016/03/07	D & G EQUIPMENT INC	\$114.57	TODD FRANK
2016/03/07	D & G EQUIPMENT INC	\$193.70	TODD FRANK
2016/03/04	DBI BUSINESS INTERIORS	\$209.99	KRISTEN COLE
2016/02/26	EXOTIC AUTOMATION	\$162.01	KEN PUNG
2016/02/29	FACEBOOK F2GSJ8AM92	\$40.65	LUANN MAISNER
2016/03/07	FLICKR PRO 1 MONTH	\$5.99	ANDREA SMILEY
2016/02/29	FORESTRY SUPPLIERS	\$227.42	JANE GREENWAY
2016/03/06	GFS STORE #1901	\$19.96	JOAN HORVATH
2016/03/03	KENNEDY INDUSTRIES	\$120.32	ROBERT MACKENZIE
2016/03/04	KIMBALL MIDWEST	\$247.78	TODD FRANK
2016/03/06	KROGER #793	\$3.88	JOAN HORVATH
2016/03/03	LEAGUE OF MI BICYCLISTS	\$100.00	DEREK PERRY
2016/02/29	LEOS SPIRITS AND GRUB	\$25.74	FRANK L WALSH
2016/03/01	LIVE ACTION SAFETY	\$35.69	CHRISTOPHER DOMEYER
2016/03/03	MCALISTERS DELI Q81	\$225.00	CAROL HASSE
2016/02/26	MEIJER INC #025 Q01	\$154.89	WILLIAM RICHARDSON
2016/03/02	MEIJER INC #025 Q01	\$14.36	SCOTT DAWSON
2016/03/03	MEIJER INC #025 Q01	\$72.36	MICHAEL DEVLIN
2016/03/06	MEIJER INC #025 Q01	\$34.35	JOAN HORVATH
2016/02/29	MEIJER INC #052 Q01	\$48.58	WILLIAM PRIESE
2016/02/29	MI SECTION AWWA	\$110.00	DEREK PERRY
2016/03/07	MICHIGAN PLUMBING	\$760.00	ROBERT MACKENZIE
2016/03/05	MICHIGAN RECREATION & PAR	\$50.00	DENNIS ANTONE
2016/03/05	MICHIGAN TOWNSHIPS ASS	\$300.00	CAROL HASSE
2016/02/29	MID STATES BOLT AND SCREW	\$80.00	ROBERT STACY
2016/03/02	MSU PAYMENTS	\$210.00	JANE GREENWAY
2016/02/29	MTU-CASHIERS OFFICE WEB	\$75.00	YOUNES ISHRAIDI

2016/02/29	MTU-CASHIERS OFFICE WEB	\$95.00	YOUNES ISHRAIDI
2016/02/29	OFFICEMAX/OFFICEDEPOT #61	\$36.99	CHRISTOPHER DOMEYER
2016/03/02	OFFICEMAX/OFFICEDEPOT #61	\$3.29	ROBIN FAUST
2016/02/29	OHIO TURNPIKE REPLENISHME	\$25.54	WILLIAM PRIESE
2016/03/01	OKEMOS HARDWARE INC	\$34.32	TOM OXENDER
2016/03/04	OKEMOS HARDWARE INC	\$5.99	DAN PALACIOS
2016/03/04	OKEMOS HARDWARE INC	\$27.96	TOM OXENDER
2016/03/07	OKEMOS HARDWARE INC	\$33.98	DAN PALACIOS
2016/03/03	PANERA BREAD #715	\$13.99	ROBIN FAUST
2016/03/01	PETSMART INC 724	\$7.00	CATHERINE ADAMS
2016/02/26	QUIZNOS PA-TPK11564705	\$13.95	WILLIAM PRIESE
2016/02/26	SNAPON TOOLS	\$33.00	KEN PUNG
2016/03/04	SNAPON TOOLS	\$26.50	TODD FRANK
2016/02/29	SOLDAN'S FEEDS & PET S	\$10.43	CATHERINE ADAMS
2016/02/26	SPORTS STOP	\$25.90	CHRISTOPHER DOMEYER
2016/03/03	SQ *GREAT LAKES ROD	\$230.00	CATHERINE ADAMS
2016/03/04	SQ *NAT. HOSPITALITY INST	\$195.00	SCOTT DAWSON
2016/03/03	TARGET 00003657	\$32.97	WILLIAM PRIESE
2016/03/03	TARGET 00003657	\$99.99	WILLIAM PRIESE
2016/02/26	THE HOME DEPOT 2723	\$6.98	WILLIAM RICHARDSON
2016/02/29	THE HOME DEPOT 2723	\$7.01	PETER VASILION
2016/02/29	THE HOME DEPOT 2723	\$22.21	JOE VANDOMMELEN
2016/02/29	THE HOME DEPOT 2723	\$43.34	DARKUS BEASLEY
2016/03/02	THE HOME DEPOT 2723	\$11.00	PETER VASILION
2016/03/03	THE HOME DEPOT 2723	\$5.98	PETER VASILION
2016/03/03	THE HOME DEPOT 2723	\$55.48	ROBERT STACY
2016/03/04	THE HOME DEPOT 2723	\$5.98	PETER VASILION
2016/02/29	TOP HAT CRICKET FARM INC	\$24.65	CATHERINE ADAMS
2016/03/08	ULINE *SHIP SUPPLIES	\$160.04	WILLIAM RICHARDSON
2016/03/01	VERIZON WRLS 0381201	\$89.96	STEPHEN GEBES
2016/03/04	WAL-MART #2866	\$15.88	DAN PALACIOS
2016/03/05	WAL-MART #2866	\$4.70	JOAN HORVATH
2016/02/26	WW GRAINGER	\$8.49	CHRISTOPHER DOMEYER

\$6,244.14

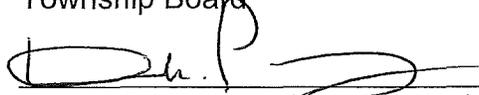
ACH Transactions

<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Purpose</u>
03/01/16	MERS	129,497.72	Employee Retirement
03/04/16	Various Financial Institutions	249,507.80	Direct Deposit 2/19 Payroll
03/04/16	ICMA	33,523.10	Payroll Deductions
03/04/16	IRS	97,189.40	Payroll Taxes
03/09/16	Consumers Energy	25,651.48	P'mt of Twp Consumers Energy
	<b>Total ACH Payments</b>	<u><u>535,369.50</u></u>	

## MEMORANDUM

TO: Township Board

FROM:

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

  
Nyal Nunn, Project Engineer

DATE: March 1, 2016

RE: **2015 Order to Maintain Sidewalks Special Assessment District #16  
Set Public Hearing for April 19, 2016**

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The Township Board approved the 2015 Order to Maintain Sidewalks Special Assessment District #16 - Resolution #3 on May 7, 2015, which approved the improvement to repair the sidewalks in the following areas: Everett Farms & #2, 3, 4, 5; Everett Hills; Everett Woods; Sierra Ridge Estates; and Wood Creek Sub in Sections 4, and 9 of the Township. Notices were sent to each property owner with a defective sidewalk.

This project has been completed, and the assessments have been calculated for each impacted parcel. The assessment for each property varies with the amount of sidewalk that was repaired.

The attached 2015 Order to Maintain Sidewalk Special Assessment District #16 - Resolution #4 files the proposed final special assessment roll with the Township Clerk and sets the date for a public hearing on Tuesday, April 19, 2016.

**Proposed Motion:**

**“Move to approve the 2015 Order to Maintain Sidewalk Special Assessment District #16 - Resolution #4, which files the proposed final special assessment roll with the Township Clerk and sets the date for a public hearing on April 19, 2016”**

Attachment

**2015 ORDER TO MAINTAIN SIDEWALK  
SPECIAL ASSESSMENT DISTRICT #16**

**RESOLUTION NO. 4**

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, Michigan 48864-1198, (517) 853-4000, on Tuesday, March 15, 2016, at 6:00 p.m.

**PRESENT:** \_\_\_\_\_

\_\_\_\_\_

**ABSENT:** \_\_\_\_\_

The following resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_.

**WHEREAS**, by resolution adopted May 7, 2015, the Township Board of the Charter Township of Meridian, determined to construct the more particularly hereinafter described public improvements to repair sidewalk and assess the cost thereof to the property deemed benefited by said improvements, all in accordance with Act 188, Public Acts of Michigan, 1954, as amended; and

**WHEREAS**, the Supervisor has prepared and reported to the Township Board a special assessment roll assessing the cost of said improvements to the property benefited thereby with the proper certificate attached thereto.

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

1. Said special assessment roll shall be filed with the Office of the Township Clerk and shall be available for public examination during regular working hours on regular working days.
2. The Township Board shall meet at 6:00 p.m. on Tuesday, April 19, 2016, at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, Michigan, in the Charter Township of Meridian, for the purpose of reviewing and hearing objections to the special assessment roll.

3. The Township Clerk shall cause notice of such hearing and the filing of the assessment roll to be published twice in a newspaper of general circulation in the Township, prior to the date of the hearing. The first publication shall be at least ten (10) days before the hearing pursuant to Act 162, Public Acts of 1962. The Clerk shall also cause notice of such hearing to be mailed by first class mail to all property owners in the special assessment district shown on the current assessment rolls of the Township, at least ten (10) full days before the date of said hearing. Said notice as published and mailed shall be in substantially the following form: (SEE ATTACHED)
4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

**ADOPTED:**

**YEAS:** \_\_\_\_\_  
\_\_\_\_\_

**NAYS:** \_\_\_\_\_

Resolution declared adopted.

STATE OF MICHIGAN    )  
                                  ) s.s.  
COUNTY OF INGHAM    )

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Meridian, Ingham County, **DO HEREBY CERTIFY**, that the foregoing is a true and complete copy of proceedings taken by the Township Board at a regular meeting held on Tuesday, March 15, 2016.

\_\_\_\_\_  
Brett Dreyfus, CMMC, Township Clerk

<PARCEL NUMBER>  
<OWNER NAME>  
<OWNER ADDRESS>  
<CITY, ST ZIP>

SUBJECT PROPERTY:  
<ADDRESS>  
<CITY, ST ZIP>

**NOTICE OF PUBLIC HEARING**

**2015 ORDER TO MAINTAIN SIDEWALK  
SPECIAL ASSESSMENT DISTRICT #16**

**April 19, 2016 AT 6:00 PM**

**TO THE RECORD OWNERS OF, OR PARTIES IN INTEREST IN, THE FOLLOWING PROPERTY  
CONSTITUTING THE PROPOSED SPECIAL ASSESSMENT DISTRICT:**

**(SEE OTHER SIDE FOR LEGAL DESCRIPTIONS)**

**PLEASE TAKE NOTICE** that a special assessment roll for the 2015 Order to Maintain Sidewalks (maintain by removal and replacement of sidewalk in various locations in the Township) has been prepared and is on file in the Office of the Township Clerk for public examination. Said special assessment roll has been prepared for the purpose of assessing the cost of the above described public improvements to the property benefited therefrom. All questions and/or concerns should be directed to Meridian Township Department of Public Works & Engineering at (517) 853-4440.

**TAKE FURTHER NOTICE** that the Township Board will meet on **Tuesday, April 19, 2016, at 6:00 p.m.** at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, MI 48864-1198, for the purpose of reviewing said special assessment roll and hearing objections thereto.

An owner or party in interest, or his or her agent, may appear in person at the hearing to protest the special assessment, or shall be permitted to file his or her appearance or protest by letter with the Township Clerk before the close of this hearing, and his or her personal appearance is not required. The owner or any person having an interest in the real property who protests in person or in writing at the hearing may file a written appeal of the special assessment with the Michigan Tax Tribunal within 30 days after the confirmation of the special assessment roll.

**YOUR SPECIAL ASSESSMENT IS \$ \_\_\_\_\_**

**DATE: \_\_\_\_\_**

---

Brett Dreyfus, CMMC, Township Clerk  
Charter Township of Meridian

**2015 ORDER TO MAINTAIN SIDEWALK  
SPECIAL ASSESSMENT DISTRICT NO. 16**

**- CERTIFICATE OF SUPERVISOR -**

STATE OF MICHIGAN    )  
  ) ss.  
COUNTY OF INGHAM    )

I, Elizabeth Ann LeGoff, Supervisor of the Charter Township of Meridian, Ingham County, Michigan, hereby certify that the attached 2015 Order to Maintain Sidewalk Special Assessment District #16 Special Assessment Roll was made pursuant to the resolution of the Township Board of said Charter Township of Meridian heretofore adopted on May 7, 2015, and that in making such assessment roll, to the best of my judgment, I conformed in all respects to the directions contained in such resolution and the Statutes of the State of Michigan.

\_\_\_\_\_  
Elizabeth Ann LeGoff, Supervisor

DATED:

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Notary Public, Ingham County, MI  
My Commission expires: \_\_\_\_\_  
Acting in Ingham County

**AFFIDAVIT OF MAILING**

STATE OF MICHIGAN        )  
  ) ss.  
COUNTY OF INGHAM        )

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Michigan, Ingham County, Michigan, depose and say that I personally prepared for mailing and mailed by first class mail, on \_\_\_\_\_, a notice of hearing, a true copy of which is attached hereto and made a part hereof, to each property owner of or party in interest in property located within the special assessment district described in the attached notice, whose name appears upon the last local tax assessment records for ad valorem tax purposes, which has been reviewed by the local board of review as supplemented by any subsequent changes in the names or the addresses of such owners or parties listed thereon; that I personally checked each envelope against the list of such owners or parties in interest shown by said tax assessment roll and that each envelope was properly addressed to each owner or party in interest as shown on said tax assessment roll; that each such envelope had contained therein the appropriate notice of the aforesaid hearing, was securely sealed, with postage fully prepaid thereon for first-class delivery, and was properly addressed; that I personally placed all of said envelopes in a United States Post Office receptacle in Okemos, Michigan, on said date; that said notice referred to a hearing scheduled for **April 19, 2016**, before the Board of the Charter Township of Meridian.

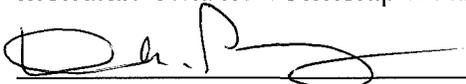
IN WITNESS WHEREOF, I have hereunto affixed my official signature this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Brett Dreyfus, CMMC, Township Clerk

\_\_\_\_\_  
Sandra K. Otto, Notary Public  
Acting in Ingham County, Michigan  
My Commission Expires: \_\_\_\_\_

## MEMORANDUM

**TO:** Meridian Charter Township Board

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

**DATE:** February 24, 2016

**RE:** **Disposal of Surplus Equipment**

---

The following printers have been declared surplus by the Engineering Division of the Department of Public Works & Engineering. Each machine is out of date and software drivers are no longer supported for their use. We are requesting authorization to sell the items at public auction, internet auction, or by sealed bid.

### **Surplus Printers:**

2003 HP Plotter 800 DesignJet  
Serial number SG2CH3100M  
Model number C7780B

2006 KIP 3000 Engineering Copier Scanner Printer  
Serial number 10503211  
Model number 3002

2003 Ricoh Aficio IS330dc Copier Scanner Printer  
Serial number P5611100075  
Model number RS330DC

### **Proposed Motion:**

**“Move to approve the disposal of the following surplus Township printers at public auction, internet auction, or by sealed bid: 2003 HP Plotter 800 DesignJet, 2006 KIP 3000 Engineering Copier Scanner Printer and 2003 Ricoh Aficio IS330dc Copier Scanner Printer.”**

**MEMORANDUM**

**TO:** Township Board

**FROM:** Mark Kieselbach  
Mark Kieselbach  
Director of Community Planning and Development

Peter Menser  
Peter Menser  
Associate Planner

**DATE:** February 24, 2016

**RE:** The Square on Grand River brownfield request

---

The Township Board discussed the brownfield request for The Square mixed use project at the January 5, 2016 and January 26, 2016 regular meetings.

Please refer to the copies of the brownfield plan previously distributed. If you need another copy, please contact staff.

- **MOTION TO \_\_\_\_\_ THE REQUEST FOR REIMBURSEMENT OF ELIGIBLE ACTIVITIES AS PROPOSED IN BROWNFIELD PLAN FOR THE SQUARE ON GRAND RIVER IN THE AMOUNT OF \$3,779,223 FOR A PERIOD OF 13 YEARS FOR PROPERTY LOCATED AT 2655 GRAND RIVER AVENUE.**

12. B.

## MEMORANDUM

**TO:** Township Board

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

**DATE:** February 24, 2016

**RE:** **Consumers Energy Co. Gas Franchise Ordinance- INTRODUCTION**

---

The current non-exclusive 30 year gas franchise agreement with Consumers Energy will expire on April 1, 2016. Consumers Energy has contacted the Township and has requested that a new 30 year revocable, non-exclusive franchise be approved.

The proposed Township ordinance granting the requested franchise agreement and adopting resolution are attached for your review and consideration.

**RESOLUTION**

**Consumers Energy Co. Gas Franchise Ordinance**

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 15th day of March 2016, at 6:00 p.m., Local time.

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_

The following resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_.

WHEREAS, on April 1, 2016, the current 30 year non-exclusive franchise agreement with Consumers Energy will expire; and

WHEREAS, in order to renew the gas franchise before the expiration date, the Consumers Energy Company Gas Franchise Ordinance is before the Township Board for consideration; and

WHEREAS, the proposed new 30 year franchise agreement would be revocable and non-exclusive and has been reviewed by the Meridian Township legal counsel; and

WHEREAS, on February 16, 2016, the Township Board was presented with the proposed Consumers Energy Company Gas Franchise Ordinance for discussion.

NOW, THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby INTRODUCES FOR PUBLICATION AND SUBSEQUENT ADOPTION Ordinance No. \_\_\_\_\_, entitled "Consumers Energy Company Gas Franchise Ordinance" of the Charter Township of Meridian, Ingham County, Michigan.

BE IT FURTHER RESOLVED the Clerk of the Charter Township of Meridian is directed to publish the Ordinance in the complete form in which it was introduced at least once prior to the next regular meeting of the Township Board.

Adopted: YEAS: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

STATE OF MICHIGAN )  
 ) ss  
COUNTY OF INGHAM )

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 the resolution adopted at a regular meeting of the Township Board on the 15th day of March 2016.

\_\_\_\_\_  
Brett Dreyfus CMMC  
Township Clerk

ORDINANCE NO. \_\_\_\_\_

CONSUMERS ENERGY COMPANY GAS FRANCHISE ORDINANCE

AN ORDINANCE, granting to CONSUMERS ENERGY COMPANY, its successors and assigns, the right, power and authority to lay, maintain and operate gas mains, pipes and services on, along, across and under the highways, streets, alleys, bridges, waterways, and other public places, and to do a local gas business in the CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, for a period of thirty years.

THE CHARTER TOWNSHIP OF MERIDIAN ORDAINS:

SECTION 1. GRANT, TERM. The CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, hereby grants to the Consumers Energy Company, a Michigan corporation, its successors and assigns, hereinafter called the "Grantee," the right, power and authority to lay, maintain and operate gas mains, pipes and services on, along, across and under the highways, streets, alleys, bridges, waterways, and other public places, and to do a local gas business in the CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, for a period of thirty years.

SECTION 2. CONSIDERATION. In consideration of the rights, power and authority hereby granted, said Grantee shall faithfully perform all things required by the terms hereof.

SECTION 3. CONDITIONS. No highway, street, alley, bridge, waterway or other public place used by said Grantee shall be obstructed longer than necessary during the work of construction or repair, and shall be restored to the same order and condition as when said work was commenced. All of Grantee's pipes and mains shall be so placed in the highways and other public places as not to unnecessarily interfere with the use thereof for highway purposes.

SECTION 4. HOLD HARMLESS. Said Grantee shall at all times keep and save the Charter Township free and harmless from all loss, costs and expense to which it may be subject by reason of the negligent construction and maintenance of the structures and equipment hereby authorized. In case any action is commenced against the Charter Township on account of the permission herein given, said Grantee shall, upon notice, defend the Charter Township and save it free and harmless from all loss, cost and damage arising out of such negligent construction and maintenance.

SECTION 5. EXTENSIONS. Said Grantee shall construct and extend its gas distribution system within said Charter Township and shall furnish gas to applicants residing therein in accordance with applicable laws, rules and regulations.

SECTION 6. FRANCHISE NOT EXCLUSIVE. The rights, power and authority herein granted, are not exclusive. Either manufactured or natural gas may be furnished hereunder.

SECTION 7. RATES. Said Grantee shall be entitled to charge the inhabitants of said Charter Township for gas furnished therein, the rates as approved by the Michigan Public Service Commission, to which Commission or its successors authority and jurisdiction to fix and regulate gas rates and rules regulating such service in said Charter Township, are hereby granted for the term of this franchise. Such rates and rules shall be subject to review and change at any time upon petition therefor being made by either said Charter Township, acting by its Charter Township Board, or by said Grantee.

SECTION 8. REVOCATION. The franchise granted by this ordinance is subject to revocation upon sixty (60) days written notice by the party desiring such revocation.

SECTION 9. MICHIGAN PUBLIC SERVICE COMMISSION, JURISDICTION. Said Grantee shall, as to all other conditions and elements of service not herein fixed, be and remain subject to the reasonable rules and regulations of the Michigan Public Service Commission or its successors, applicable to gas service in said Charter Township.

SECTION 10. REPEALER. This ordinance, when accepted and published as herein provided, shall repeal and supersede the provisions of a gas ordinance adopted by the Charter Township Board on April 15, 1986 entitled:

AN ORDINANCE, granting to CONSUMERS POWER COMPANY, its successors and assigns, the right, power and authority to lay, maintain and operate gas mains, pipes and services on, along, across and under the highways, streets, alleys, bridges and other public places, and to do a local gas business in the CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN.

and amendments, if any, to such ordinance whereby a gas franchise was granted to Consumers Energy Company.

SECTION 11. EFFECTIVE DATE. This ordinance shall take effect upon the day after the date of publication thereof; provided, however, it shall cease and be of no effect after thirty days from its adoption unless within said period the Grantee shall accept the same in writing filed with the Charter Township Clerk. Upon acceptance and publication hereof, this ordinance shall constitute a contract between said Charter Township and said Grantee.

We certify that the foregoing Franchise Ordinance was duly enacted by the Charter Township Board of the CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, on the \_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Elizabeth LeGoff, Charter Township Supervisor

Attest:

\_\_\_\_\_  
Brett Dreyfus, Charter Township Clerk

**MEMORANDUM**

**TO:** Township Board

**FROM:** Mark Kieselbach  
 Mark Kieselbach  
 Director of Community Planning and Development

Martha K. Wyatt  
 Martha K. Wyatt  
 Associate Planner/Landscape Architect

**DATE:** February 26, 2016

**RE:** Special Use Permit #16011 (PHG Land Development, LLC), request to construct a 4-story hotel and the structure is greater than 25,000 square feet in gross floor area

At its February 16, 2016 regular meeting, the Township Board discussed a request from PHG Land Development, LLC to construct a 4-story hotel with 99 rooms, which exceeds 25,000 square feet in gross floor area. The approximate 67,000 square foot hotel is to be located in Section 33 of the Township, on the south side of Jolly Oak Road, west of Meridian Crossing Drive, in the Meridian Crossing shopping center (Unit 5 in the Meridian Crossing Condominium).

The Planning Commission approved Special Use Permit #16011 for the hotel use on January 25, 2016 and also recommended approval for the size of the building.

Since the February 16, 2016 Township Board meeting the applicant has indicated while the current design for the hotel building is approximately 67,000 square feet in size they would like a maximum square footage of 70,000 square feet, to allow for potential design changes that could occur in site plan review when detailed drawings are submitted. As a result the request has been updated to allow the hotel to be a maximum of 70,000 square feet in size, to allow for flexibility. The resolution to approve the special use permit reflects this change.

### **Township Board Options**

The Township Board may approve, approve with conditions, or deny SUP #16011. A resolution to approve has been provided.

### **Attachments**

1. Resolution to approve

**RESOLUTION TO APPROVE  
BUILDING SIZE**

**SUP #16011  
(PHG Land Development, LLC)  
Jolly Oak Road and Meridian Crossing Drive**

**RESOLUTION**

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building in said Township on the 15<sup>th</sup> day of March 2016 at 6:00 p.m., Local Time.

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The following resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_.

WHEREAS, PHG Land Development, LLC has requested a special use permit to construct, a 99-room hotel (Courtyard by Marriott), up to approximately 70,000 square feet in gross floor area, to be located at the southwest corner of Jolly Oak Road and Meridian Crossing Drive in Section 33 of the Township; and

WHEREAS, the Planning Commission held a public hearing at its regular meeting on January 11, 2016 and recommended approval of the special use permit for the building size at its regular meeting on January 25, 2016

WHEREAS, the Township Board discussed Special Use Permit #16011 at its regular meeting on February 16, 2016 and reviewed and discussed staff material forwarded under cover memoranda dated February 12, 2016 and February 26, 2016; and

WHEREAS, the structure has been designed to be harmonious and appropriate with the existing and potential future uses surrounding the site; and

WHEREAS, the surrounding road system has sufficient capacity to absorb the additional traffic projected to result from the 99-room hotel; and

WHEREAS, the site dimensions are consistent with minimum lot area and minimum lot width requirements of the C-2 (Commercial) district; and

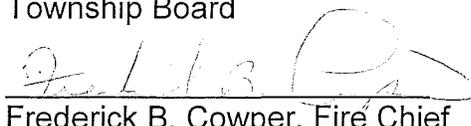
WHEREAS, the proposed design meets the required building and parking setbacks, provides off-street parking, and meets the pervious surface coverage standards of the C-2 (Commercial) district; and

WHEREAS, the proposed development will be served by public water and sanitary sewer..



## MEMORANDUM

TO: Township Board

FROM:   
Frederick B. Cowper, Fire Chief

DATE: February 26, 2016

RE: **Tri-County Regional Hazard Mitigation Plan**

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Tri-County Regional Planning Commission prepared and adopted a Regional Hazard Mitigation Plan in 2015. The document is hereby submitted for approval. Local adoption is required by Michigan State Police and FEMA in order to be eligible for hazard mitigation and disaster declaration grants.

The following motion is proposed for Board consideration:

**MOVE TO APPROVE THE TRI-COUNTY REGIONAL HAZARD MITIGATION PLAN, AUTHORIZE THE CLERK TO SIGN THE RESOLUTION, AND DIRECT THE FIRE DEPARTMENT TO FORWARD A COPY TO MICHIGAN STATE POLICE EMERGENCY MANAGEMENT AND HOMELAND SECURITY DIVISION.**



## MEMORANDUM

TO: Township Board

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

DATE: February 26, 2016

RE: **Haslett-Okemos Rotary Club Community Room- Use Policy**

---

Attached for your review is the proposed Haslett-Okemos Rotary Club Community Room Use Policy and Application. It is based upon the policy presented by Trustee Scales and mirrors the policy the City of Lansing uses for their community rooms located within their fire stations.

The policy has been altered to incorporate a reference to the Meridian Township Human Relations Ordinance and proposes no fee as preferred by the majority of the Township Board at the February 16, 2016 Board meeting.

The following motion is proposed for Township Board consideration to adopt the presented policy for use of the Haslett-Okemos Rotary Club Community Room at Fire Station 91:

**MOVE TO APPROVE THE HASLETT-OKEMOS ROTARY CLUB  
COMMUNITY ROOM USE POLICY FOR FIRE STATION 91 AS PRESENTED.**

**Attachments:**

1. Community Room Use Policy and Application

## **Meridian Township Fire Department Community Room Use Policy**

### **POLICY**

It is the **policy** of Meridian Township to allow the use of the Community Room for Meridian Township non-profit community groups. Applicants may be asked to provide proof of their non-profit status. All applications are subject to the Meridian Charter Township Human Relations Ordinance Chapter 30.

### **CONDITIONS**

1. **All reservations must be made by application to the Meridian Fire Administration office at 853-4700, located at 5000 Okemos Road, Okemos, MI. Application must be completed and submitted by a responsible adult, no less than (2) weeks in advance and no more than (6) months in advance. The Meridian Township Fire Department has the right to use the Community Room before any other organization or group. The Meridian Township Fire Department retains the right of approval or disapproval of use applications. Approved reservations cannot be transferred, assigned or sublet.**
2. The Meridian Township Fire Station Community Room is available from 8:00 a.m. to 9:00 p.m., 7 days a week.
3. Card keys are available for entry to the Community Room and must be returned within (2) days after the date of use unless otherwise arranged. There is a \$25 fee if the key is not returned.
4. Cancellations will only be accepted from the Applicant. This requirement is designed to prevent the unauthorized cancellation of an event.
5. The maximum capacity per event is 54 people due to the size of the room. Parking is restricted to marked spaces for visitors and public parking. Engine bay doors must be kept clear. Car-pooling is highly encouraged.
6. A coffee pot will be available for use. Coffee and coffee cups are not provided. Only light refreshments may be served. **The applicant/group using a room will leave the premises clean and will be responsible for any and all damage to the facility.**
7. The facility will not be used for Non-Fire Department groups who charge a fee to attend or who plan to use the facility for merchandise promotion.
8. The facility has an inventoried set of tables and chairs available for use. Applicant is responsible for arranging tables and chairs for their specific purpose and returning the tables and chairs to their stored or original location/configuration. Tables and chairs are to be used indoors only and only for the specific use for which they are intended. At no time should anyone stand on tables or chairs, or sit on tables.
9. Alcoholic beverages may not be served and are prohibited.
10. Smoking or use of tobacco products is not permitted in any indoor area and is only permitted in parking lots that are at least 50 feet from the building.
11. Dogs will not be allowed in the building unless they are service dogs.
12. Decorations that are attached to the walls or ceiling are prohibited.
13. Meridian Township reserves the right to cancel any use of its facilities in emergency situations or when it is deemed necessary for the safety and best interest of the Township of Meridian.
14. Any person(s) failing to comply with these rules and regulations, causing a public nuisance, or violating any federal, state, or local laws or the regulations may be required to leave the facility and premises.
15. The misuse of a township facility, failure to conform to the facility regulations, or any other federal, state, or local law, rule, regulation or ordinance shall be sufficient reason for immediate termination licensed use. This shall include overcrowding of the posted maximum capacity of the room in use.

# Meridian Township Fire Department

## Community Room Application

**Applicant Information**

<b>Applicant Name:</b>	<b>Date:</b>
Address:	
Phone Home/Work/Cell:	
E-Mail Address:	
<b>Emergency Contact Name:</b>	
Phone Home/Work/Cell:	

<b>Purpose of Meeting:</b>
<b>Please List Association or Agency:</b>
<b>Number of Attendees:</b>
<b>Date and Time of Meeting:</b> (Please list all dates and times requested. Attach another sheet of paper if necessary):

**Please answer yes or no:**

- Is your organization a registered non-profit organization?
- Will any admission be charged?
- Is this meeting open to the public, or been advertised as open to the general public?
- Will there be any products offered for sale?
- Will children be present? \_\_\_\_\_ If yes number of children \_\_\_\_\_. Adult to child ratio \_\_\_\_\_?
- Is this meeting for election or campaign purposes?
- Is this a fundraiser?

**Hold Harmless/Indemnification Agreement**

The undersigned hereby makes application to Meridian Township for use of Township facilities described above and certifies that the information given in the application is correct. The undersigned further states that he/she has the authority to make this application for the applicant and agrees that the applicant will observe all rules and regulations of the city. The applicant agrees to exercise the utmost care in the use of the premises and property, and shall be responsible for any and all damage to the Township premises and property and shall be responsible for all actions, behavior and damages caused by their guest/attendees. The Township is not responsible for accidents, injury, illness or loss or damage to group or individual property. **THE APPLICANT AGREES TO HOLD THE TOWNSHIP OF MERIDIAN HARMLESS AND DEFEND IT FROM ANY AND ALL CLAIMS BY ANY PERSON ARISING FROM THE USE OF THE FACILITIES. THE APPLICANT FURTHER AGREES TO REIMBURSE THE TOWNSHIP OF MERIDIAN FOR ANY DAMAGE ARISING FROM THE APPLICANT'S USE OF THE FACILITIES.** Rules and regulations on the reverse side of this form are a part of this agreement.

**Applicant Signature** \_\_\_\_\_

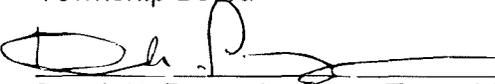
**Date** \_\_\_\_\_

**For Office Use Only**

<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Date Key Issued _____	Date Key Returned _____
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# MEMORANDUM

TO: Township Board

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

DATE: February 24, 2016

RE: **Community Solar Project**

---

On February 2, 2016, Mr. David Gard, representing the Lansing Board of Water and Light (BW&L) Community Solar project, presented an opportunity for Meridian Township to participate in the lease purchase of solar panels at their upcoming Burcham Park solar panel project to the Township Board.

According to Mr. Gard, the Township, as an existing customer of the BW&L, may participate for a one-time upfront lease price of \$399 per 300-watt solar panel. For that lease purchase cost, the Township would receive a utility credit of \$20-25 per solar panel and help reduce pollution and increase the energy independence of the region.

Because the Township Board has consistently placed a high priority on sustaining and enhancing the environment (Goal #1) and has specifically requested that we explore solar energy in 2016, we are requesting the authorization to lease purchase five (5) solar panels and participate in the BW&L Community Solar project at a cost of \$1,995.00. According to information provided by the BW&L the five panels would generate 1,840 kWh per year.

The following motion is proposed for Township Board consideration to proceed with the lease purchase of five (5) BW&L solar panels:

**Move to approve and authorize the Township Manager to proceed with the lease purchase of five (5) solar panels for the purpose of participating in the Lansing Board of Water and Light Community Solar program in support of Township Goal #1.**



**MI**  
COMMUNITY  
**SOLAR**  
•ORG

**Community solar parks are coming  
to East Lansing and Lansing.**

# **PROJECT PARTNERS**

**Lansing Board of Water & Light**

**City of East Lansing**

**City of Lansing**

**Michigan Energy Options**

**Patriot Solar Group**

**Rich Vander Veen,  
Mackinaw Power, LLC**

**David Gard Consulting, LLC**

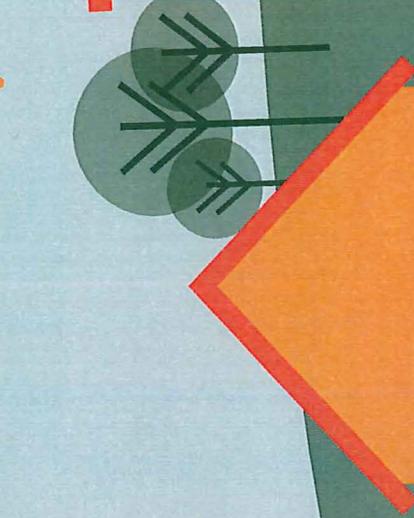
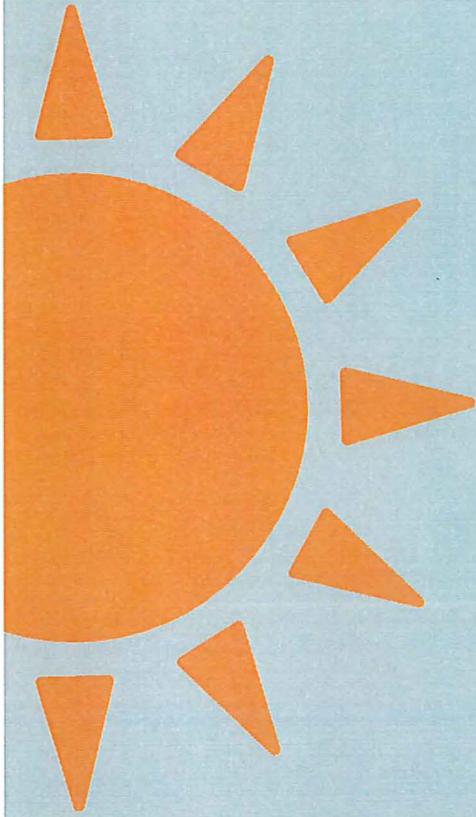
**CLIMATE**

**SUSTAINABILITY**

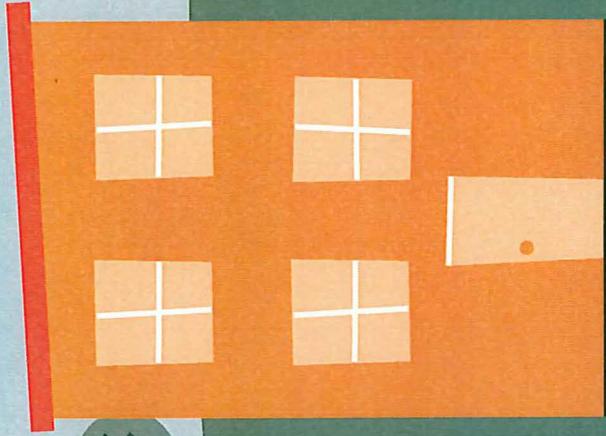
**PLAN**

87% 0/0

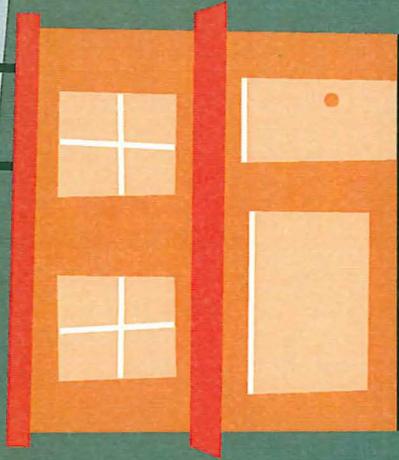
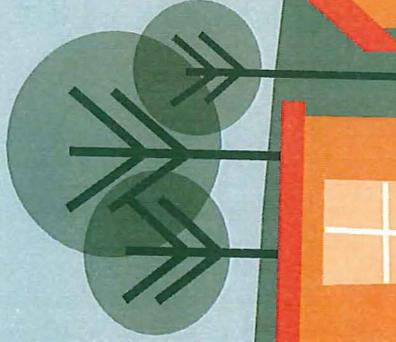




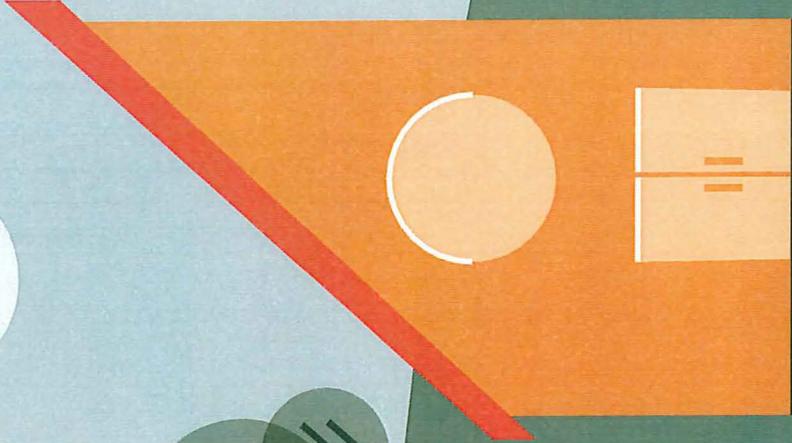
**Home Owners**



**Apartment Renters**



**Businesses**



**Institutions**



**80%**

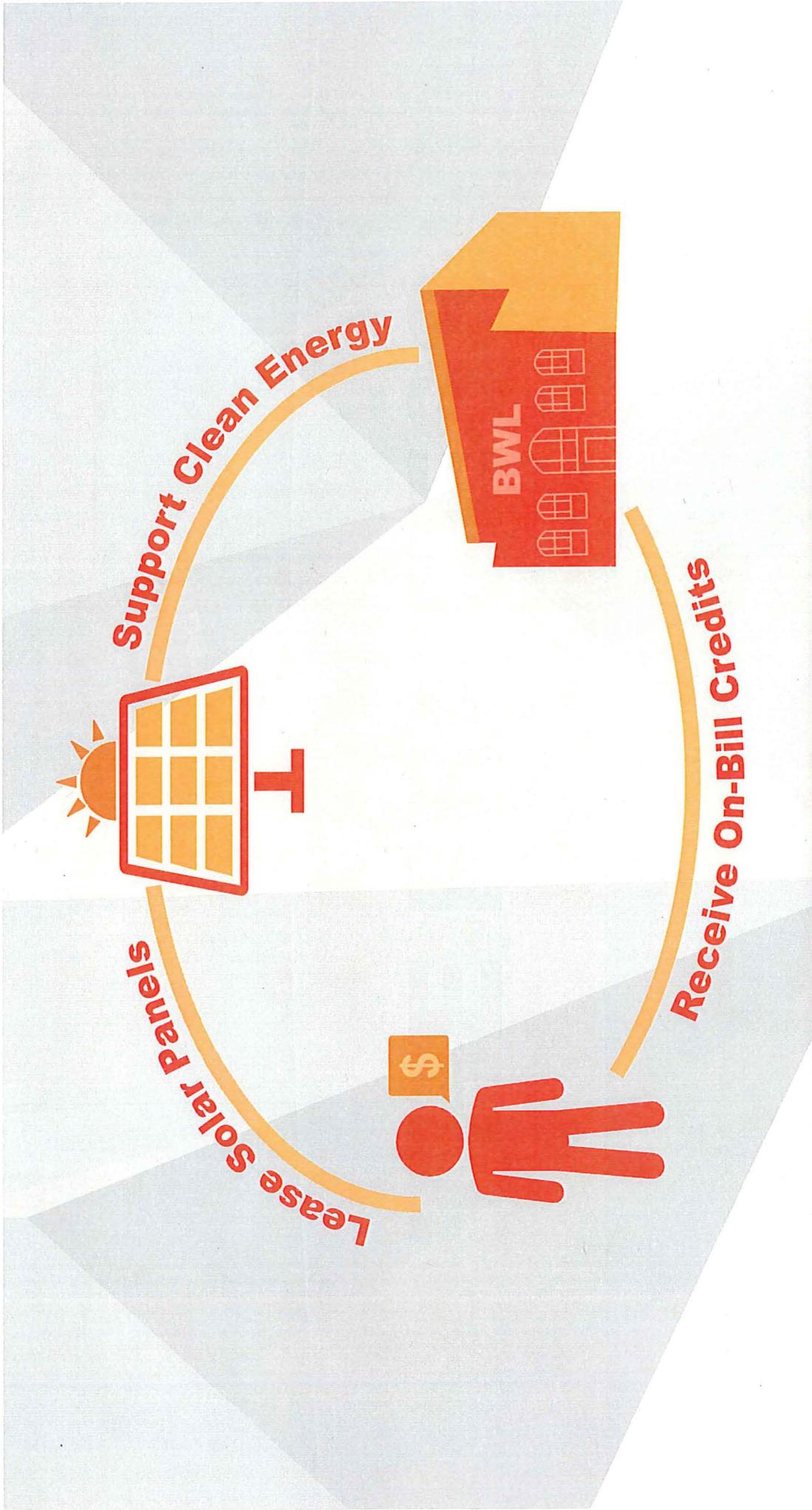
**RESIDENTIAL**

**40%**

**COMMERCIAL**

**WON'T WORK FOR  
ROOFTOP SOLAR**

**SIMPLE.  
AFFORDABLE.  
LOCAL.**



# THE PROCESS

**\$399**

**COST TO LEASE ONE PANEL**

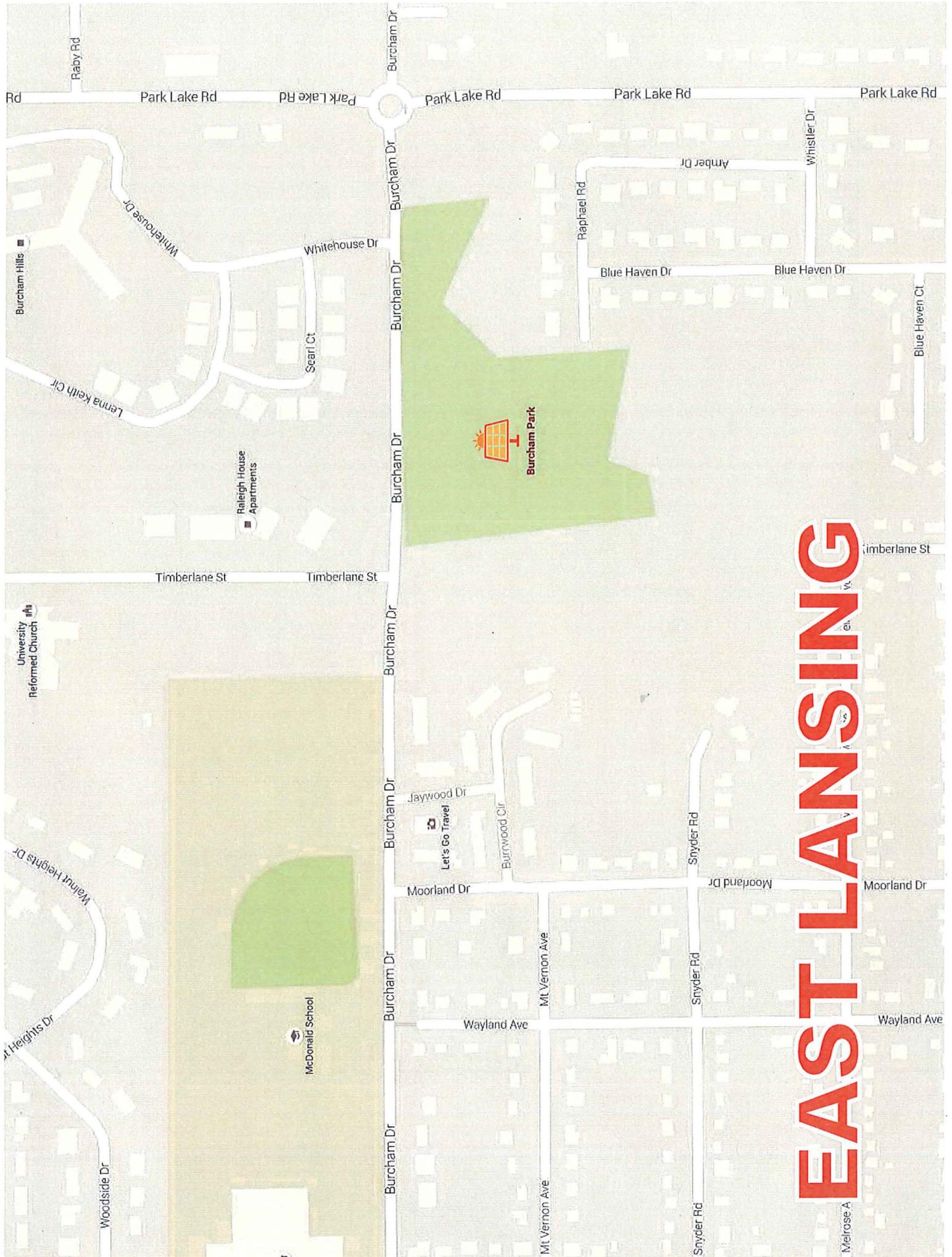
**\$1.33**

**INSTALLED WATT COST**

**25**

**YEARS OF LEASE**

**SOLAR  
NUMBERS**



# EAST LANSING

Meirose A

Timberlane St

Moorland Dr

Wayland Ave

# LANSING







**68,000**

**TEN PANELS / 25 YEARS**

**14,000,000**

**TWO PARKS / 25 YEARS**

**AVOIDED: CO<sup>2</sup> emissions  
from pounds of coal burned**

**One for every  
grandchild. They  
are inheriting this  
world from us.**



**GET  
INVOLVED**

**BE A COMMUNITY  
SOLAR CHAMPION**

**MICOMMUNITYSOLAR  
.ORG/SIGNUP**

**JOHN A. KINCH, PHD**  
**517.337.0422 x305**  
**[Jkinch@michiganenergyoptions.org](mailto:Jkinch@michiganenergyoptions.org)**



Contact Us(/ContactUs) | Site Map(/sitemap.aspx) | Employment Opportunities(/Employment\_Opportunities) | eServices Login(https://lbwl.mysecuredservices.com/) | Facebook(https://www.facebook.com/LansingBWL) | Twitter(https://twitter.com/BWLComm) | YouTube(https://www.youtube.com/channel/UCZ1fxvDBpLAV2GUf7-SShtA/feed)

Home(/) > About the BWL(/About-the-BWL) > News(/About-the-BWL/News/) > Community Solar Parks to be Developed in Cities of East Lansing and Lansing

# Community Solar Parks to be Developed in Cities of East Lansing and Lansing

RESIDENTIAL(/Residential-Services/) | COMMERCIAL(/Commercial-Services/) | COMMUNITY IMPACT(/Community-Impact/)

WORKING WITH US(/Doing\_Business\_with\_BWL/) | ABOUT THE BWL(/About-the-BWL/) | BWL GOVERNANCE(/BWL-Governance/)

[the-BWL%2fNews%2fCommunity-Solar-Parks-to-be-Developed-in-Cities-of-East-Lansing-and-Lansing%2f&subject=Community%20Solar%20Park](#)  
(javascript:void(0))  
[\(http://twitter.com/intent/text=Currently reading Community%20Solar%20Park on template : https%3a%2f%2fwww.lbw.com](#)  
[the-BWL%2fNews%2fCommunity-Solar-Parks-to-be-Developed-in-Cities-of-East-Lansing-and-Lansing%2f](#)  
[\(http://www.facebook.com/su=https%3a%2f%2fwww.lbw.com](#)  
[the-BWL%2fNews%2fCommunity-Solar-Parks-to-be-Developed-in-Cities-of-East-Lansing-and-Lansing%2f&t=Community%2](#)

**Project(/About-the-BWL/News/BWL-Announces-New-Substation-Project/)**  
2/8/2016 12:05:00 PM  
**Sixth Citizens Advisory Committee Meeting to be held at REO Depot on Wednesday(/About-the-BWL/News/Sixth-Citizens-Advisory-Committee-Meeting-to-be-held-at-REO-Depot-on-Wednesday/)**  
2/2/2016 3:15:00 PM  
**To Replace Eckert, Poll finds BWL Customers Favor a Balanced Energy Mix that is Reliable and Affordable(/About-the-BWL/News/To-Replace-Eckert,-Poll-finds-BWL-Customers-Favor-a-Balanced-Energy-Mix-that-is-Reliable-and-Affordable/)**  
1/14/2016 11:30:00 AM  
**Fifth Citizens Advisory Committee Meeting to be held at LCC West Campus on Wednesday(/About-the-BWL/News/Fifth-Citizens-Advisory-Committee-Meeting-to-be-held-at-LCC-West-Campus-on-Wednesday/)**  
1/12/2016 4:50:00 PM  
**Fourth Citizens Advisory Committee Meeting to be held in Lansing on Wednesday(/About-the-BWL/News/Fourth-Citizens-Advisory-Committee-Meeting-to-be-held-in-Lansing-on-Wednesday/)**  
12/8/2015 3:05:00 PM

Contact: Stephen Serkaian | 517-702-6735 | [sxs@lbwl.com](mailto:sxs@lbwl.com)

10/27/2015 8:40:00 AM

**EAST LANSING—** Officials from the Lansing Board of Water & Light (BWL), City of East Lansing and City of Lansing announced plans today to build the first community solar parks in BWL’s service territory. The announcement was held at East Lansing’s Burcham Park, a retired landfill site and the proposed location of the first of the two community solar developments.

Following completion of the East Lansing community solar park, the BWL and project partners intend to build a second community solar park adjacent to the BWL Wise Road Water Treatment Plant in Lansing. Each solar park is expected to produce 300 kilowatts of power.

All BWL residential and commercial electric customers are eligible to participate in the community solar program. Community solar allows participants to enjoy the benefits of solar power without having to install and maintain panels on their homes or businesses.

Participants in the BWL program will be able to lease a panel, or panels, for 25 years and receive credit on their BWL electric utility bill for the solar power their lease produces. The lease cost for a 300-watt solar panel is \$399, which is a favorable industry price point.

“The BWL is a leader in providing our customers with clean and green renewable energy,” said Dick Peffley, BWL general manager. “The BWL was Michigan’s first utility to adopt a renewable energy portfolio and initiate a comprehensive energy efficiency program. Our new Community Solar Program will continue to provide BWL customers with cleaner energy, as we remain committed to providing energy efficiency and renewable energy to our customers.”

The BWL has been a leader in implementing solar energy in Michigan with the largest municipally-owned solar array, a distributed solar energy program, and is in the process of contracting for a large utility-scale array. The BWL also provides its customers with wind energy from a wind park in Ithaca, Michigan, landfill gas energy from Granger waste facilities and hydro-electric power. BWL’s state-of-the-art REO Town Cogeneration Plant is among the cleanest and most efficient in the country.

Referring to the first BWL community solar park being developed in East Lansing, Mayor Nathan Triplett said, “East Lansing has made significant investments in energy efficiency, adopted groundbreaking policies that promote green

[Read more\(/About-the-BWL/News/\)](#)

procurement and sustainable building, and built a state-of-the-art, single-stream recycling program. This community solar park is yet another example of that continued leadership and commitment.”

“The community solar program is yet another shining example of regional cooperation and our collaborative efforts to make metro Lansing cleaner and greener,” said Lansing Mayor Virg Bernero. “I am proud of BWL’s continued commitment to clean, sustainable energy the community engagement process they recently launched to replace the coal-fired Eckert Power Station. There’s no turning back on providing the cleaner and greener energy our citizens are asking for, and that’s exactly what we are doing with this innovative solar program.”

The solar array will occupy approximately one acre in the 24-acre Burcham Park in East Lansing. The East Lansing and Lansing sites are slated to have 1,000 solar panels each, for a total of up to 300 kilowatts. The East Lansing community solar park will be leased to 80 percent capacity before construction begins.

Other project partners include Patriot Solar Group, a solar developer, manufacturer and contractor based in Albion, Michigan; David Gard, LLC; Rich VanderVeen, Mackinaw Power LLC; and Michigan Energy Options, a nonprofit with offices in East Lansing and Marquette, Michigan.

BWL electric customers can pre-register for the program by going to [www.micommunitysolar.org](http://www.micommunitysolar.org)(<http://www.micommunitysolar.org>).

Formal registration will follow later this year with pre-registrants being notified when leasing panels will be available.

#### FACTS

- Proposed solar array size for each site is 1,000 solar panels, each rated at 300 watts, for a total of 300 kilowatts.
- The first community solar park will be located at a retired landfill site at Burcham Park in East Lansing.
- The second community solar park will be located adjacent to the BWL Wise Road Water Treatment Plant in Lansing.
- The community solar arrays will occupy approximately one acre each.
- Participants will sign a 25-year lease and pay an upfront cost of \$399 per solar panel. Participants can lease more than one solar panel if they wish.
- Annual electricity production of the Burcham Park community solar array will be about 385,000 kilowatt-hours, or enough to power 55 average households for a year.
- BWL electric residential and commercial customers are eligible to participate in the community solar program whether or not if they are located in East Lansing or Lansing.
- Pre-registration via micommunitysolar.org begins on Monday, October 19. Formal registration will follow later this year.
- Construction will begin on the East Lansing project when at least 80 percent of the panels have been leased. The Lansing project will follow that.

The community solar project has a website that provides details about how people can participate by leasing a panel or panels and explains the project in greater depth: [www.micommunitysolar.org](http://www.micommunitysolar.org)(<http://www.micommunitysolar.org>).

Email: [info@micommunitysolar.org](mailto:info@micommunitysolar.org)(<mailto:info@micommunitysolar.org>)

Call: 517.337.0422 ext. 4

[HOME](#)(.././././Default.aspx) | [RESIDENTIAL](#)(/Residential-Services/) | [COMMERCIAL](#)(/Commercial-Services/) | [COMMUNITY IMPACT](#)(/Community-Impact/) | [WORKING WITH US](#)(/Doing\_Business\_with\_BWL/) | [ABOUT THE BWL](#)(/About-the-BWL/) | [BWL GOVERNANCE](#)(/BWL-Governance/)

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(<http://www.lbwl.com>)

Lansing Board of Water and Light  
1232 Haco Drive  
Lansing, Michigan 48912  
Phone: (517) 702-6006  
E-mail  
[Us@custservice@lbwl.com](mailto:Us@custservice@lbwl.com)



(<https://www.facebook.com/LansingBWL>)

(<https://twitter.com/bwlcomm>)



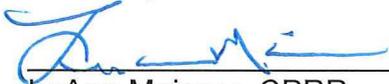
(<https://www.youtube.com/channel/UCZ11xvDBpLAV2GUf7-SShtA/feed>)

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## MEMORANDUM

12-G

TO: Township Board

FROM:   
LuAnn Maisner, CPRP  
Director of Parks and Recreation

DATE: March 9, 2016

RE: DNR Grant Application-Central Meridian Regional Trail Connector in Central Park

---

### **Project Description**

The Central Meridian Regional Trail Connectivity Project proposes to develop a 2,500 lf 12' wide accessible pathway and fishing station through Central Park, a 279-acre community park located in the heart of Meridian Township. A trail head at the parking area in Central Park will provide a trail head, bicycle air pump/fix-it station; charging station for electric wheelchairs; and a trail head sign.

### **Justification**

- Trail will provide a vital east-west accessible connection that is part of a regional trail plan that will connect Michigan State University to Lake Lansing
- Recreation survey revealed paved pathways and restrooms as the top desires of the community
- The Central Park Master Plan was developed in 2016 and trails are the backbone of the plan
- Grants allow us to better leverage our millage funds
- Paved trails meet our desires to design park amenities for the aging population and for persons with disabilities. Currently wheelchair users are not able to access this beautiful route through the park as it is seasonally wet and does not meet ADA standards.

### **Project Design**

- This 12' wide pathway will be comprised of paved surface and boardwalk.
- A trail head at the parking area in Central Park will provide a trail head, bicycle air pump/fix-it station; charging station for electric wheelchairs; and a trail head sign.

### **Natural Resource Access**

- Trail will provide opportunities for bird watching; fishing; and the enjoyment of many other park amenities.
- Fishing station will be located on the east side of the Central Park Pond. The fishing area will be fully accessible and will include lowered railings for wheelchair access, rod holders, and benches with room for companion seating. We plan to stock the pond to ensure a successful fishing experience.

### **Project Cost**

Estimated project cost: \$395,000, Park Commission approved local match: 31% (\$122,450)  
Park Millage Funds; grant request (\$272,550)

**Motion for Board Consideration:**

MOVE TO APPROVE THE ATTACHED RESOLUTION SUPPORTING SUBMISSION OF A GRANT APPLICATION TO THE MICHIGAN NATURAL RESOURCES TRUST FUND FOR DEVELOPMENT OF A UNIVERSALLY ACCESSIBLE CENTRAL MERIDIAN TRAIL CONNECTOR AND ACCESSIBLE FISHING DECK IN CENTRAL PARK WITH A TOTAL PROJECT COST OF \$395,000. A THIRTY-ONE (31%) PERCENT LOCAL MATCH OF \$122,450 WILL BE FUNDED BY THE PARK MILLAGE, WITH THE REMAINING SIXTY-NINE (69%) PERCENT (\$272,550) FUNDED BY THE MNRTF GRANT.

**Central Meridian Regional Trail Connector  
RESOLUTION**

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 15th day of March, 2016 at 7:00 p.m., Local Time.

PRESENT:

ABSENT:

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

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

WHEREAS, it is possible to have up to 75% of the total project cost funded by the Natural Resources Trust Fund program; and

WHEREAS, the Park Commission is interested leveraging local Park Millage Funds by obtaining supplemental grant funding for park projects whenever possible; and

WHEREAS, Meridian Township has prepared a grant application for submission to the Michigan Natural Resources Trust Fund for \$395,000 of improvements to Central Park consisting of a Central Meridian Regional Trail Connector and Accessible Fishing Deck to improve and expand recreation opportunities and accessibility for visitors of all abilities; and

WHEREAS, this project is identified and supported in the Central Park Master Plan and in the 2011-2016 Parks and Recreation Master Plan adopted by the Meridian Township Board and Park Commission, and is on file with the Michigan Department of Natural Resources; and

WHEREAS, the grant request is outlined and justified in the 2016-2021 Capital Improvements Program adopted by the Township Board and Park Commission; and

WHEREAS, park development and improvements are supported by Township Board Policy and 2016 Goals and Objectives; and

WHEREAS, this grant request was open to public review on March 8, 2016; and

WHEREAS, the Park Commission unanimously approved increasing the minimum local match of 25% to 31% in order to earn additional points in the grant scoring process during their regular meeting on March 8, 2016.

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

To support submission of a grant application to the Michigan Natural Resources Trust Fund for development of a universally accessible Central Meridian Regional Trail Connector and accessible fishing deck in Central Park with a total project cost of \$395,000. The thirty-one (31%) percent local match of \$122,450 will be funded by the Park Millage, with the remaining sixty-nine (69%) percent (\$272,550) funded by the MNRTF grant.

ADOPTED: YEAS:

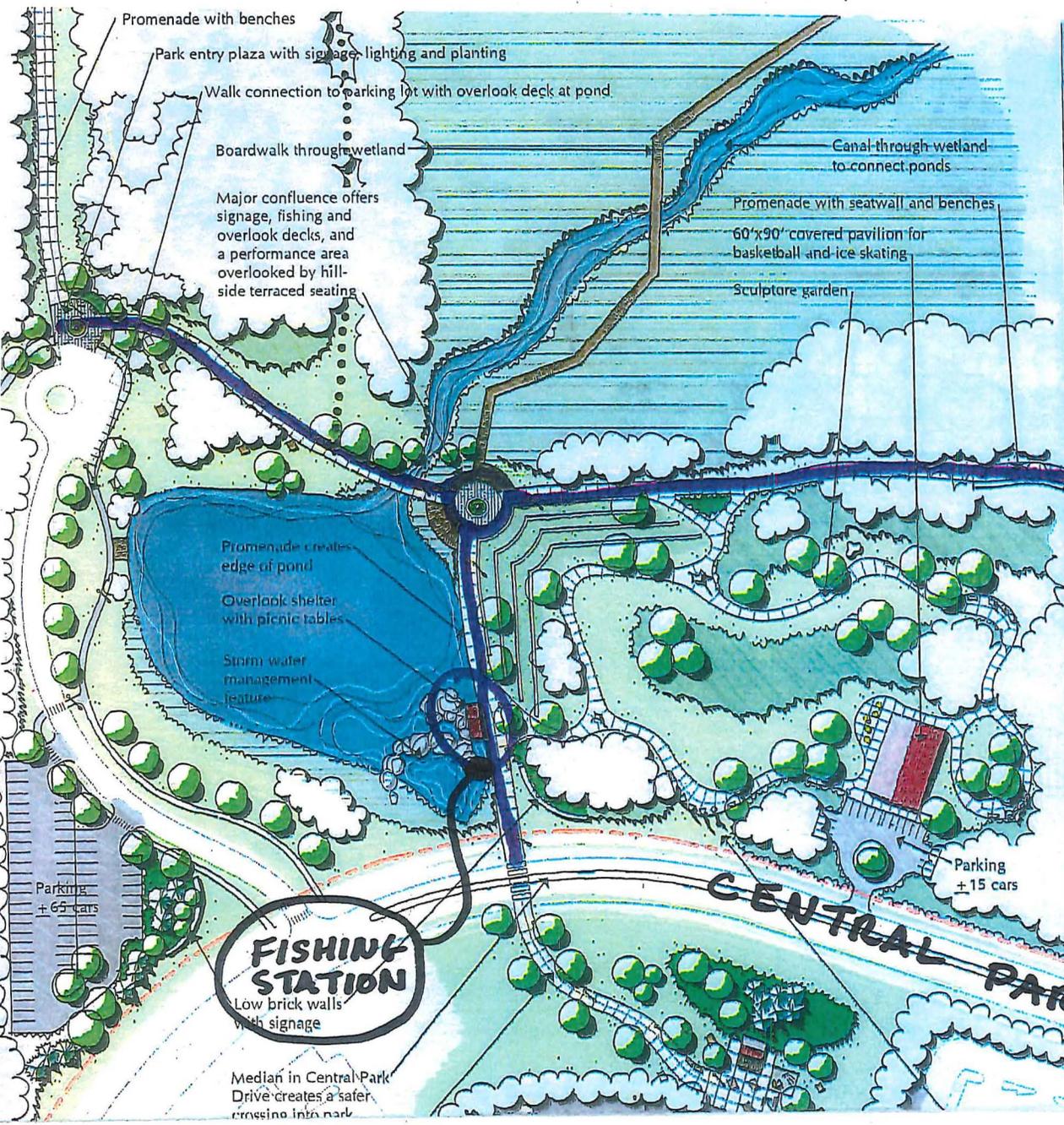
NAYS:

STATE OF MICHIGAN     )  
  ) ss  
COUNTY OF INGHAM    )

I, the undersigned, the duly qualified and acting Clerk of the Township Board, 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 15<sup>th</sup> of March, 2016.

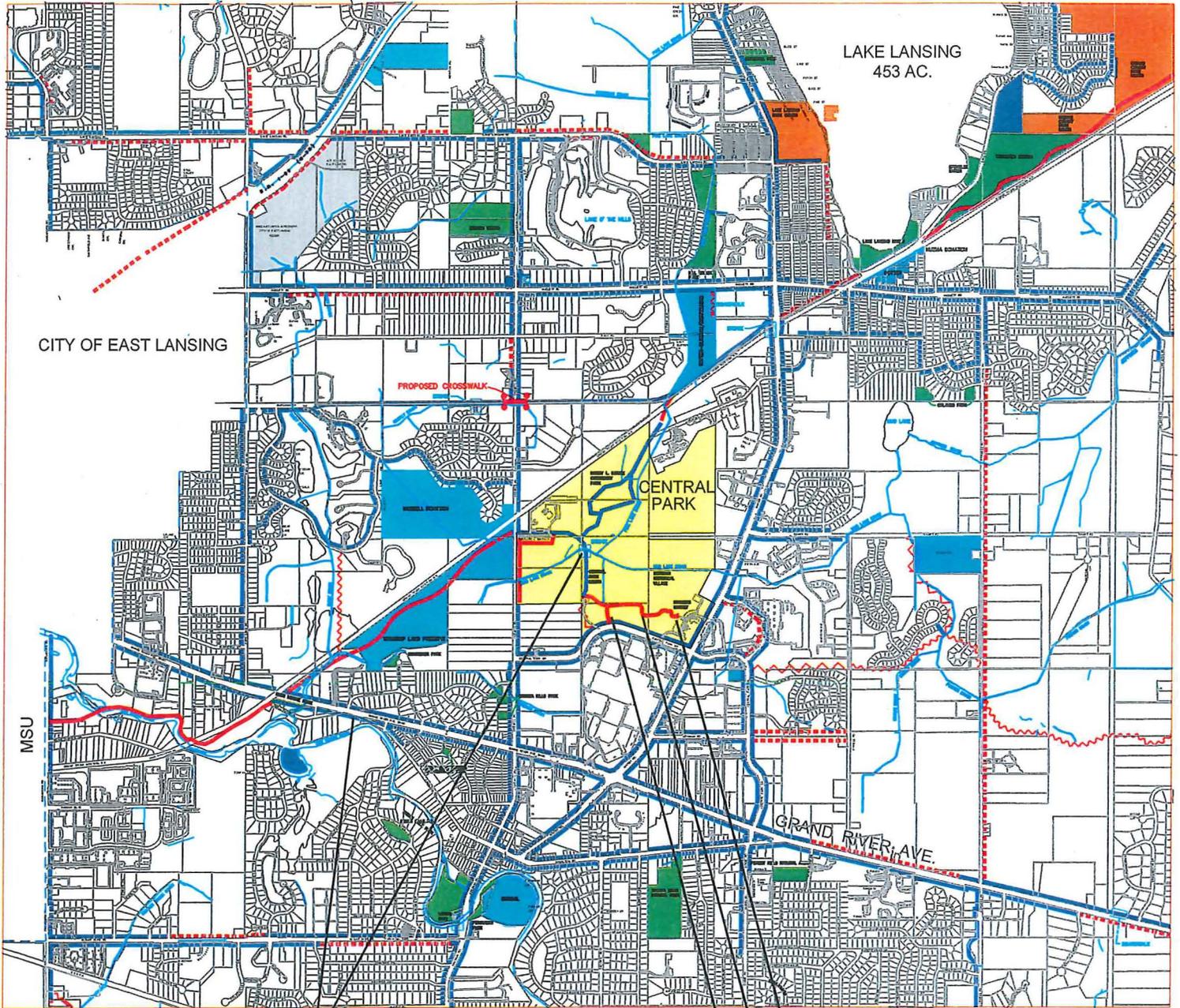
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Brett Dreyfus, Township Clerk



↑  
NORTH

# MERIDIAN TOWNSHIP REGIONAL PATHWAY MAP



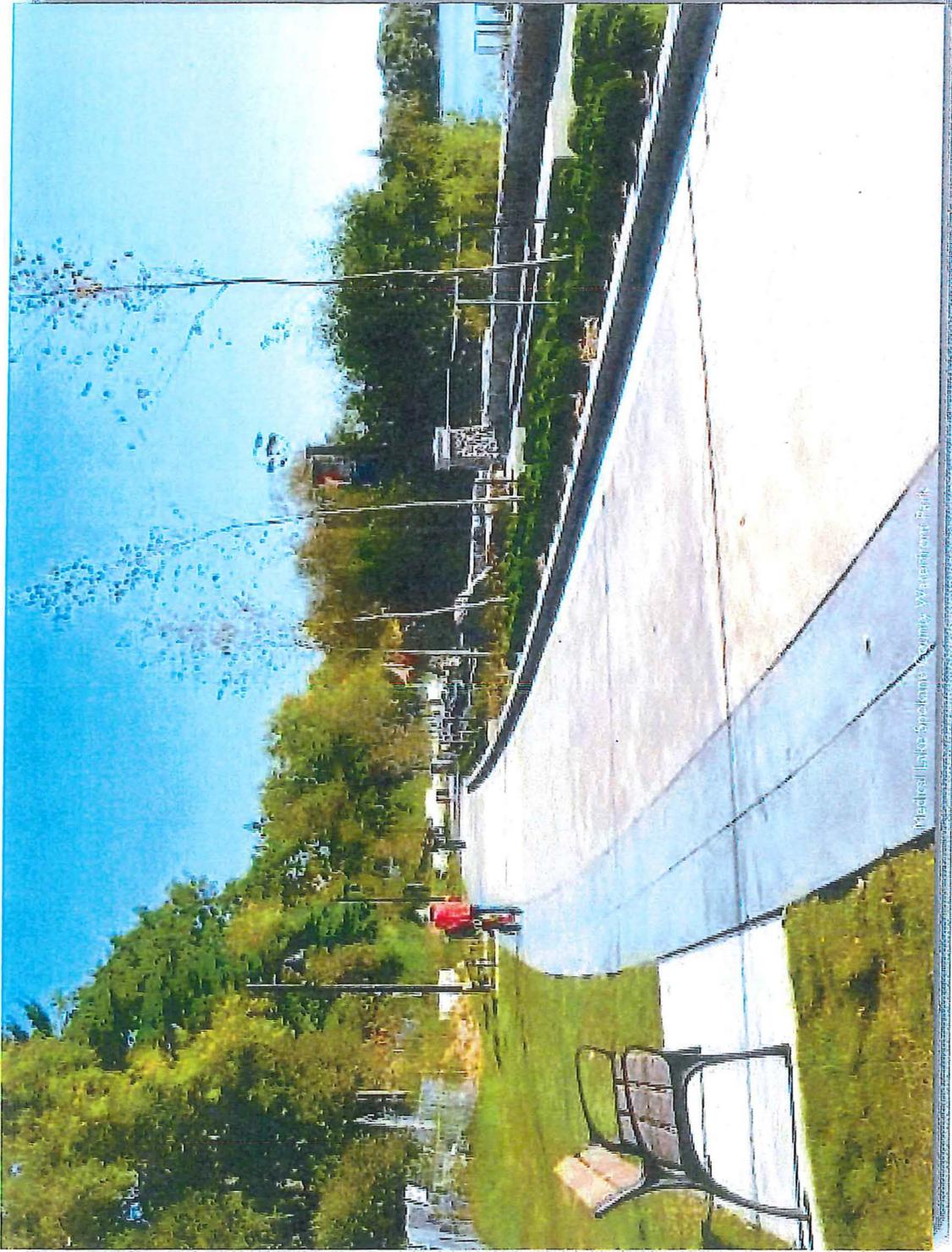
EXISTING PAVED  
TRAILS & PATHWAYS  
(shown in blue)

PROPOSED TRAILHEAD  
WITH WAY-FINDING SIGNS,  
ELECTRIC WHEELCHAIR  
CHARGING STATION, BIKE  
FIX-IT STATION, BENCHES

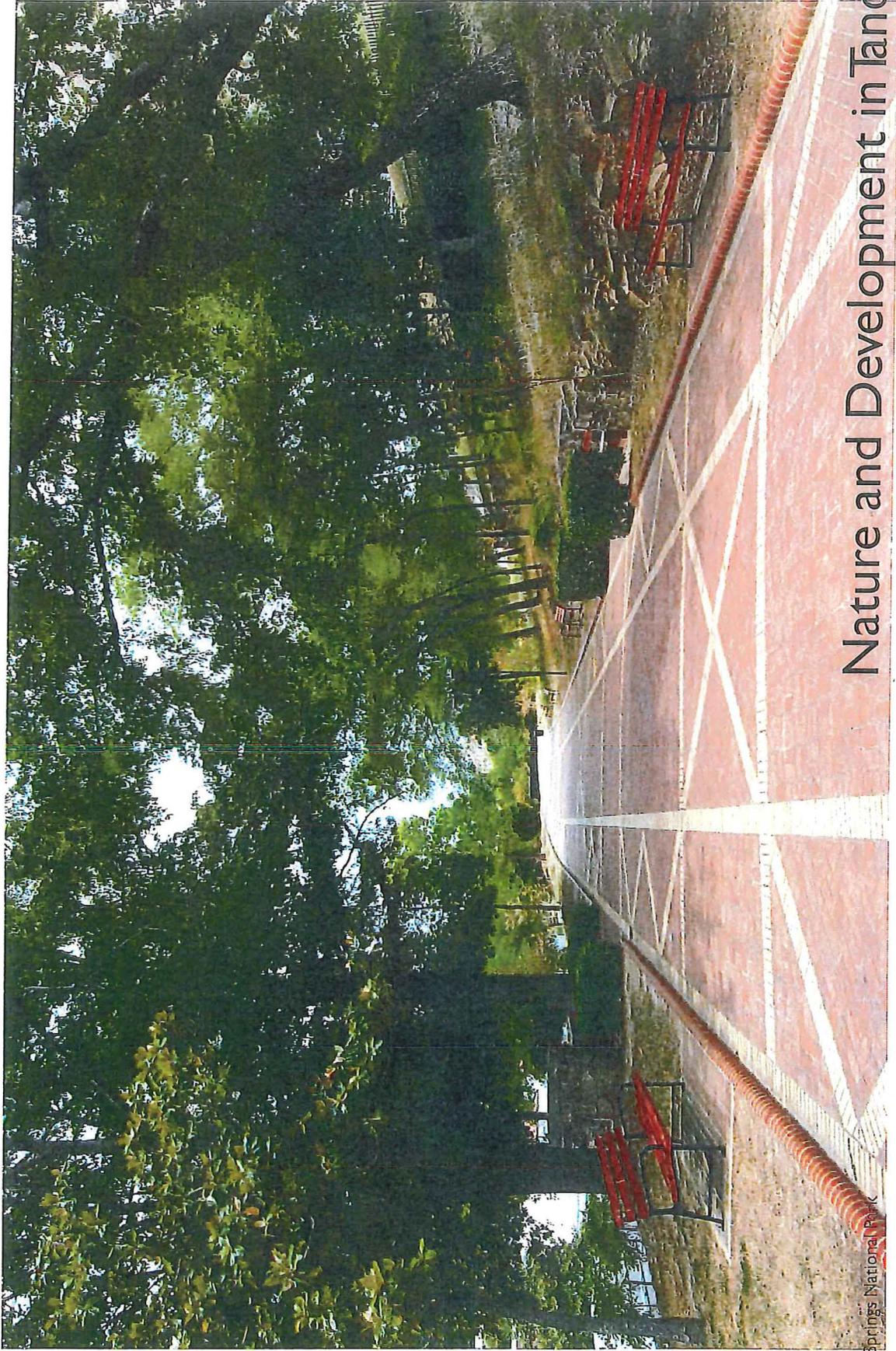
PROPOSED  
MERIDIAN REGIONAL  
TRAIL CONNECTOR  
2,500 LF PAVED/DECK  
(shown in red)

PROPOSED  
FISHING STATION  
TRAILS & PATHWAYS  
(shown in red)





Medical Lake Spokane County Washington Park



# Nature and Development in Tandem

# Bike Repair Stands





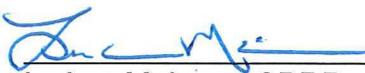
The Green Point Urban Park, Cape Town, SA

# Development as the Focal Point

## MEMORANDUM

# 12-H

TO: Township Board

FROM:   
LuAnn Maisner, CPRP  
Director of Parks and Recreation

DATE: March 9, 2016

RE: DNR Grant Application-Gateway Footbridge and Accessible Restroom in Central Park- Meridian Historical Village

---

### **Project Description**

The Gateway Bridge and Accessible Restroom Building project is a project that proposes to develop an accessible restroom building and replace the footbridge bridge within Central Park-Historical Village, a popular community park in Meridian Township.

### **Justification**

- When surveyed, restrooms and paved pathways received the highest priority by our residents.
- New restroom location will better serve visitors to the Historical Village and Central Park. The existing restrooms attached to the farmers' market pavilion are forty-two years old and have outlived their useful life.
- New bridge will replace a wooden 6' wide Eagle Scout bridge that was built numerous years ago and has outlived its useful life.
- New bridge will open up the views and become the "Gateway" to the Historical Village and improve its identity and visibility.

### **Project Design**

- The restroom will have two handicapped accessible unisex stalls with baby changing stations making them family friendly.
- The restroom building will be located in the Historical Village area of Central Park adjacent to the Chapel and Plank Road Toll House.
- Building will be designed in a style to complement the historical character of the Village.
- Bridge will be 14' wide with decorative railings
- New accessible drinking fountain with bottle filler

### **Project Cost:**

Estimated project cost: \$300,000

Required local match: 50% (\$150,000) Park Millage Funds

LWCF Grant amount: 50% (\$150,000)

### **Motion for Board consideration:**

TO SUPPORT SUBMISSION OF A GRANT APPLICATION TO THE LAND AND WATER CONSERVATION FUND FOR CONSTRUCTION OF A UNIVERSALLY ACCESSIBLE RESTROOM BUILDING AND GATEWAY FOOTBRIDGE IN CENTRAL PARK-MERIDIAN HISTORICAL VILLAGE, WITH A TOTAL PROJECT COST OF \$300,000. A FIFTY PERCENT (50%) LOCAL MATCH OF \$150,000 WILL BE FUNDED BY THE PARK MILLAGE WITH THE REMAINING FIFTY PERCENT (50%) \$150,000 FUNDED BY THE LWCF GRANT.

**Central Park Restroom Facility and Gateway Footbridge  
RESOLUTION**

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 15th day of March, 2016 at 7:00 p.m., Local Time.

PRESENT:

ABSENT:

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

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

WHEREAS, it is possible to have up to 50% of the total project cost funded by the Land and Water Conservation Fund Grant Program; and

WHEREAS, the Park Commission is interested in leveraging local Park Millage Funds by obtaining supplemental grant funding for park projects whenever possible; and

WHEREAS, Meridian Township has prepared a grant application for submission to the Land and Water Conservation Fund for \$300,000 of improvements to Central Park consisting of a universally accessible restroom facility and gateway footbridge to improve and expand recreation opportunities and accessibility for visitors of all abilities and ages; and

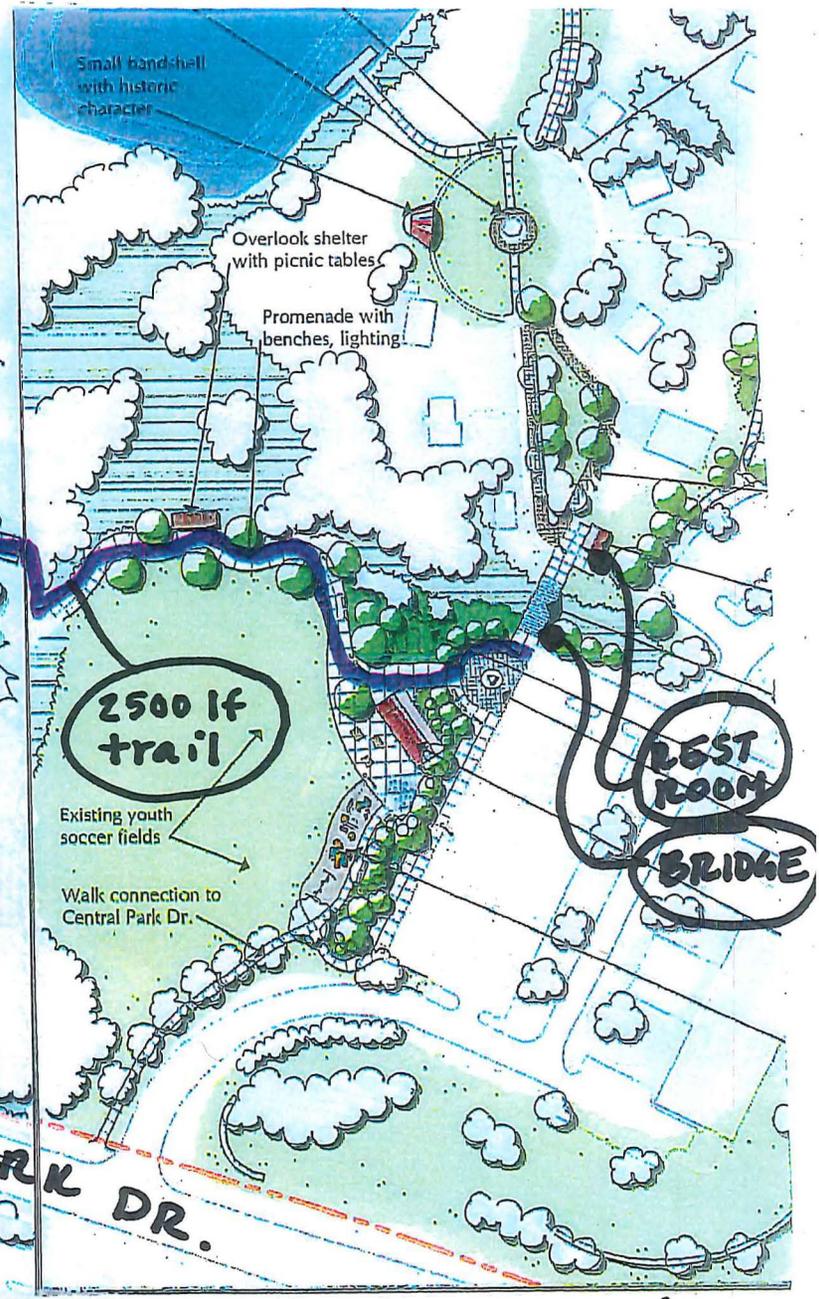
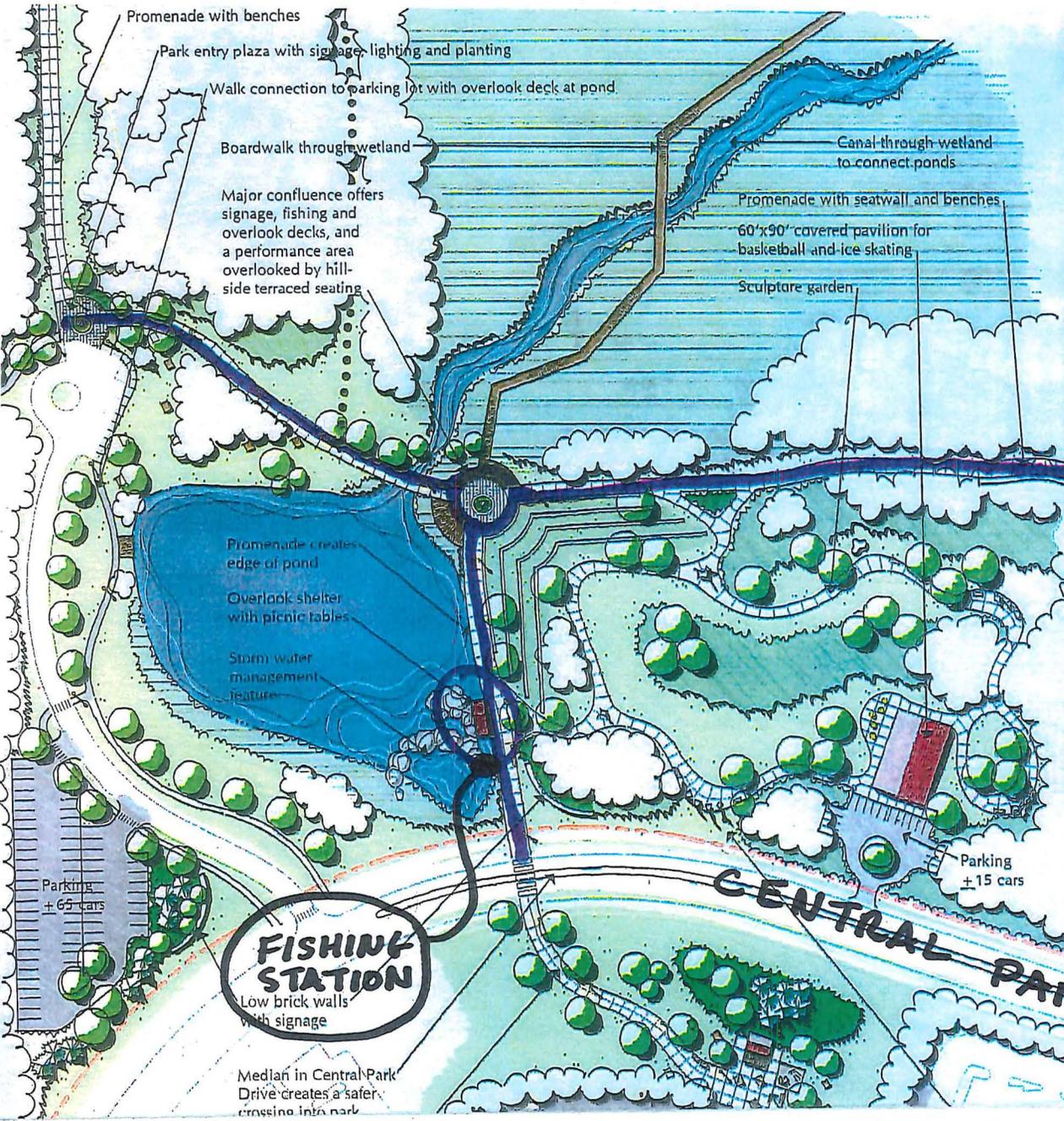
WHEREAS, this project is identified and supported in the Central Park Master Plan and in the 2011-2016 Parks and Recreation Master Plan adopted by the Meridian Township Board and Park Commission, and is on file with the Michigan Department of Natural Resources; and

WHEREAS, the grant request is outlined and justified in the 2016-2021 Capital Improvements Program adopted by the Township Board and Park Commission; and

WHEREAS, park development and improvements are supported by Township Board Policy and the 2016 Goals and Objectives; and

WHEREAS, this grant request was open to public review on March 8, 2016; and





↑  
**NORTH**



**CENTRAL PARK - RESTROOM IDEAS**

**GATEWAY BRIDGE (EXAMPLE ONLY)**



**MEMORANDUM**

**12-I**

TO: Township Board

FROM:   
LuAnn Maisner, CPRP  
Director of Parks and Recreation

DATE: March 9, 2016

RE: 2016 proposed grant application for land preservation acquisition

---

**Project Description**

This project proposes to acquire an 89-acre property located in Meridian Township, Ingham County, Michigan known as the "Ponderosa" property. This beautiful property includes woodlands (including notable oaks, maples, and cherry trees), wetlands, ponds, meadows, and many different types of wildlife including spawning salmon in Sloan Creek. This property is located directly south of Meridian Riverfront Park, which is a 204-acre township-owned park that parallels the Red Cedar River. The land will be managed through our Land Preservation program dedicated to protect, preserve, and enhance Meridian Township's open spaces and natural features.

**Justification**

- The property received an extremely high score when evaluated by the LPAB utilizing the ecological land screening scoring criteria system.
- The land has a high diversity of vegetation, which is unique in the township
- The land has varying topographic features that create unique ecosystems
- Applying for a grant allows the Township to better leverage their millage dollars
- The neighbors of the property strongly support the grant application and the preservation of the property
- This property is noted as a "Priority Conservation Corridor" in the Township Greenspace Plan
- This property will leave a valuable natural legacy for future generations

**Project Access**

- The public access point will be located at the end of Stagecoach Drive, which has a gravel turn-around.
- The property will be signed with a "Land Preservation" sign also a Michigan Natural Resources Trust Fund plaque.

**Project Cost:**

Total estimated project cost: \$1,150,900  
Local match: \$500,000 from Land Preservation Millage  
Donation from seller: \$136,000 donation from the seller  
Total match: \$636,000 (55% of total estimated project cost)  
MNRTF Grant request: \$514,900

## **MOTION FOR CONSIDERATION**

TO SUPPORT SUBMISSION OF A GRANT APPLICATION TITLED PONDEROSA LAND PRESERVE TO THE MICHIGAN NATURAL RESOURCES TRUST FUND FOR AN ESTIMATED TOTAL PROJECT COST OF \$1,150,900 FOR THE ACQUISITION OF APPROXIMATELY 89 ACRES OF PROPERTY WITH PARCEL NUMBERS 33-02-02-35-426-006 AND 33-02-02-35-200-012 AS NOTED ON EXHIBIT A; OKEMOS, MICHIGAN. MERIDIAN CHARTER TOWNSHIP IS REQUESTING \$514,900 (FORTY-FIVE PERCENT, 45%) FROM THE MICHIGAN NATURAL RESOURCES TRUST FUND. MERIDIAN CHARTER TOWNSHIP WILL PROVIDE A FIFTY-FIVE (55%) LOCAL MATCH CONSISTING OF \$500,000 FROM THE LAND PRESERVATION MILLAGE AND A \$136,000 DONATION FROM THE CURRENT LAND OWNER.

## RESOLUTION

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 15<sup>th</sup> day of March, 2016 at 6:00 p.m., Local Time.

PRESENT:

ABSENT:

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

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

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

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

WHEREAS, Meridian Township has prepared a grant application for submission to the Michigan Department of Natural Resources for the acquisition of approximately 89 acres of property, parcel numbers 33-02-02-35-200-012 and part of parcel number 33-02-02-35-426-006; which will provide for the protection of land for its environmental importance and scenic beauty; and

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

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

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

WHEREAS, the Land Preservation Advisory Board unanimously supported submission of the application to the Michigan Department of Natural Resources during their March 9, 2016 regular meeting.

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

TO SUPPORT SUBMISSION OF A GRANT APPLICATION TITLED PONDEROSA LAND PRESERVE TO THE MICHIGAN NATURAL RESOURCES TRUST FUND FOR AN ESTIMATED TOTAL PROJECT COST OF \$1,150,900 FOR THE ACQUISITION OF APPROXIMATELY 89 ACRES OF PROPERTY WITH PARCEL NUMBERS 33-02-02-35-426-006 AND 33-02-02-35-200-012 AS NOTED ON EXHIBIT A; OKEMOS, MICHIGAN. MERIDIAN CHARTER TOWNSHIP IS REQUESTING \$514,900 (FORTY-FIVE PERCENT, 45%) FROM THE MICHIGAN NATURAL RESOURCES TRUST FUND. MERIDIAN CHARTER TOWNSHIP WILL PROVIDE A FIFTY-FIVE PERCENT (55%) LOCAL MATCH CONSISTING OF \$500,000 FROM THE LAND PRESERVATION MILLAGE AND A \$136,000 DONATION FROM THE CURRENT LAND OWNER.

ADOPTED: YEAS:

NAYS:

STATE OF MICHIGAN     )  
  ) ss  
COUNTY OF INGHAM     )

I, the undersigned, the duly qualified and acting Clerk of the Township Board, 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 15<sup>th</sup> of March, 2016.

\_\_\_\_\_  
Brett Dreyfus, Township Clerk

EXHIBIT "A"



LEGG PARK

LEGG PARK

RAILROAD

PONDEROSA  
LAND PRESERVE

35-200-012

89 acres (mt)

35-426-006

7,946 acres

BOVANZA

\* ACCESS AND PARKING FROM BOVANZA

(NOT TO SCALE)



NORTH

MERIDIAN TOWNSHIP, MICHIGAN

Ingham County Equalization Tax Map

**MEMORANDUM**

**TO:** Township Board

**FROM:**   
Joyce A. Marx, Human Resources Director

**DATE:** February 24, 2016

**RE:** **Travel Expense Policy**

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The Travel Expense Policy was introduced to the Board at the January 26, 2016 Board meeting. At that meeting, I requested the Board members to read the policy and provide me with input. Trustee Scales offered to meet with me to discuss the policy. I met with him on February 11, 2016.

There were four (4) specific areas addressed: (1) Redefined Purpose, (2) Eligibility, (3) Defined Meal Reimbursements, and (4) Consolidated In-county and Out-county Reimbursements.

Attached is a second draft, with highlighted changes, for your review.

**Attachment:**  
Travel Expense Policy – 2<sup>nd</sup> Draft

## MERIDIAN CHARTER TOWNSHIP TRAVEL EXPENSE POLICY

### 2<sup>nd</sup> DRAFT 3/15/16

#### Purpose

It is the policy of Meridian Charter Township to reimburse staff and Township Board Members for reasonable and necessary expenses incurred in connection with approved travel and attendance at conferences, training programs, and **conducting business** ~~business meetings, etc.~~, on behalf of the Township. **Eligible individuals** ~~Travelers~~ seeking reimbursement should use a common sense approach and incur the lowest reasonable travel expenses and exercise care to avoid impropriety or the appearance of impropriety. Overnight travel expenses must be pre-approved by the Department Director and Township Manager.

#### Authorization and Responsibility

All overnight travel must be approved and authorized, and **eligible individuals** ~~travelers~~ should verify that planned travel is eligible for reimbursement before making travel arrangements. Prior to making arrangements, the Travel Expense Report Form must be authorized by the **Department** Director and the Township Manager. The **Department** Director and the Finance Director will review final expenses and may withhold reimbursement if there is reason to believe that the expenses are inappropriate. ~~or extravagant.~~

Personal Funds: **Eligible individuals** ~~Travelers~~ should review the above reimbursement guidelines, before spending personal funds for business travel, to determine if such expenses are reimbursable. The **Department** Director, Township Manager, and/or the Finance Director reserve the right to deny reimbursement of travel or Township business related expenses for failure to comply with the policy.

Vacation in Conjunction with Township Business Travel: In cases where vacation time is added to a business trip, any **increased** cost variance in mileage, car rental, lodging, or airfare or other transportation must not be included on the Travel Expense Report. Receipts that include charges for personal time must clearly have the personal expenses broken out on them. For example, if an employee stays an extra night in a hotel, there must be documentation with the receipt breaking out business and personal nights. The Township will not pay for any personal expenses whatsoever.

Exceptions: On occasion, it may be necessary for **eligible individuals** ~~travelers~~ to request exceptions to the travel policy. Requests for exceptions must be made in writing and approved by the Township Manager.

## **Permissible Prepaid Expenses – Transportation, Conference or Training Registration, Lodging**

Before travel, the Township may issue prepayments for airfare or other transportation, car rental, lodging, or conference/training program registration fees. These prepayments ~~may~~ be paid using a Township credit card. Sometimes, business related lodging, banquets, or meals are included ~~with as part of the conference/training fee as part of the registration fees~~; therefore, only meals that are not included in the registration fee will be reimbursed. To clarify, if a specific meal (i.e., breakfast, lunch, or dinner) is provided in the registration fee, there will be no reimbursement if the ~~individual traveler~~ decides to eat elsewhere for that meal.

### **Conference or Training Registration Fees not Pre-Paid**

If the conference or training fee was not prepaid ~~for~~ by the Township, this fee will be reimbursed, including business-related banquets or meals that are part of the conference registration. Original receipts to support the payment are required. If the conference does not provide a receipt, then a cancelled check, credit card slip, statement, or documentation that the amount was paid is required for reimbursement. See next section for processing reimbursements.

### **Reimbursements**

Requests for reimbursements of overnight travel related expenses must be submitted on the Travel Expense Report. The Travel Expense Report must be completed and submitted within 30 days of the event. All expenses incurred related to the approved travel are to be included on the Travel Expense Report and must be accompanied by original receipts. Travel Expense Reports not submitted within the 30 day timeframe are subject to the **Township Manager's approval**.

### **Traveling with a Township Credit Card**

Some ~~eligible individuals travelers~~ have Township issued credit cards. A Township issued credit card should be used to pay approved travel related costs whenever possible. The Travel Expense Report must be completed and submitted within 30 days of the event. All expenses incurred related to the approved travel are to be included on the Travel Expense Report. ~~If there are any~~ Charges for which the Township issued credit card was not used that require reimbursement are to be ~~please~~ included ~~them~~ on the Travel Expense Report as well. The back **page** of the Travel Expense Report will have space to identify those charges that need to be reimbursed. The Travel Expense Report must be accompanied by original receipts. Travel Expense Reports not submitted within the 30 day timeframe are subject to the **Township Manager's approval**.

## Travel Advances

Cash advances may be authorized by the Township Manager for specific situations that might cause undue financial hardship for the **eligible individual traveler**. These situations are limited to travel on behalf of the Township. The **eligible individual traveler** must repay the Township for any advances in excess of the approved travel expenses. The Travel Expense Report must be completed and submitted within 30 days of the event. All expenses incurred related to the approved travel are to be included on the Travel Expense Report and must be accompanied by original receipts. Travel Expense Reports not submitted within the 30 day timeframe require ~~exception approval from the Township Manager~~ **to approve the exception**.

## Meal Reimbursements ~~Meals Per Diem~~

A Per Diem **overnight** maximum of up to **\$39.00** ~~\$45.00~~ is reimbursable for approved overnight travel **where meals are not provided**. ~~based on departure and return times over an entire 24 hour period or prorated for conferences or training where business meals are not provided.~~ **Daily reimbursements where overnight travel is not required are as follows: Breakfast \$7.50; Lunch \$12.50; Dinner \$19.00.**

## Non-reimbursable Expenses

Alcohol is not to be included on any receipts using the Township credit card or any receipts being submitted for reimbursement. If the **eligible individual traveler** purchases alcohol while traveling, it must be paid for on a separate check. Commuting between work and home, parking tickets, moving violations, other fines, clothing or personal grooming charges, laundry and dry cleaning, club memberships, child care, personal entertainment (i.e., in-theatre movies, hotel pay per view movies, social activities such as golfing, sightseeing tours, etc.) or other expenses not directly related to Township business travel **are considered non-reimbursable**.

## Mileage Reimbursement

Whenever possible, a Township vehicle should be considered for Township business and travel use. If no Township vehicle is available, or if an employee chooses to drive a personal vehicle, the approved mileage will be reimbursed at the applicable Internal Revenue Service (IRS) mileage rate. All drivers must have a valid driver's license and auto insurance coverage for personal vehicles.

Personal vehicle mileage reimbursement is meant to cover only those miles incurred above and beyond the **eligible individual's traveler/employee/board member's** normal commute from home to the Township offices. Reimbursement requests should indicate the purpose of the request and include the points of travel and the miles eligible for reimbursement. The

request and include the points of travel and the miles eligible for reimbursement. The reimbursement rate is determined annually in January using the business rate per mile as established by the Internal Revenue Service (IRS).

When mileage is incurred in conjunction with out of town travel, it should be reported on the Travel Expense Report along with all other travel related expenses.

When mileage is incurred for approved local or single day travel, the Mileage Reimbursement Request form must be filled out and approved by the Department Director. Mileage Reimbursement Requests should be filled out as incurred. For those who travel often, the form should be filled out on a monthly basis. If the total reimbursement request is \$30.00 or less it can be paid out of petty cash. The approved Mileage Reimbursement Request must be attached to the approved petty cash form.

### **Taxation**

Determining which travel expense reimbursements are taxable is outside the scope of the Meridian Charter Township Travel Expense Policy. This policy does not increase, lessen, or eliminate any tax liability imposed by the Internal Revenue Service (IRS); Employee reimbursements are subject to tax reporting and withholding based on applicable tax regulations. For guidance on the appropriate tax treatment of expense reimbursements please refer to the IRS Guidelines or personal accountant.

**MEMORANDUM****TO:** Township Board**FROM:**   
Mark Kieselbach  
Director of Community Planning and Development  
Peter Menser  
Associate Planner**DATE:** February 25, 2016**RE:** MUPUD Concept Plan – MARC/former Central Fire Station redevelopment

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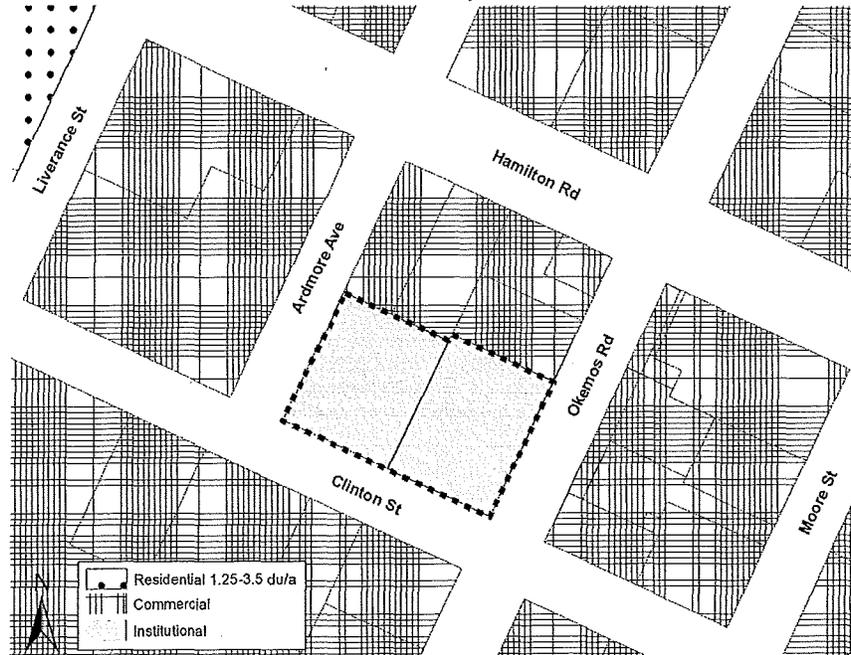
The mixed use planned unit development (MUPUD) ordinance includes a provision for an applicant to submit a concept plan for concurrent review by the Planning Commission and Township Board. The review provides both the Planning Commission and Township Board an opportunity to offer comments and suggestions on the project design prior to formal MUPUD application. The review is informal; therefore a public hearing and associated noticing are not required.

Property owner Evergreen Companies submitted a concept plan for a mixed use project on property located at the northwest corner of Okemos Road and Clinton Street. The properties are addressed as 4675 Okemos Road and 2150 Clinton Street. Evergreen Companies proposes to develop the property as a mixed use planned unit development (MUPUD). The overall project site is approximately 1.0 acre in size.

The concept plan presented by the applicant shows an approximate 3,779 square foot addition to the existing 3,039 square foot MARC building, along with an additional 1,623 square foot covered patio addition. The building additions include an area for dining, kitchen space, entryway, and deliveries. A Tavern and Tap restaurant will occupy the renovated MARC building. The concept plan also shows a Phase 2 development of an 18 unit multiple family structure with parking below. No timeline for the construction of Phase 2 is identified.

Some features of the concept plan include the closing of one existing curb cut on Okemos Road, a covered bicycle parking area in Phase 2, and bicycle parking spaces along Okemos Road. The developer has preliminarily indicated the area of the site planned for the multiple family structure will be used as surface parking until Phase 2 is constructed.

### FUTURE LAND USE MAP



The properties in the project area are designated on the Future Land Use Map from the 2005 Master Plan as Institutional.

### ZONING MAP



The project area is located in the C-2 (Commercial) zoning district.

### Utilities

Both public sewer and water are available to serve the proposed development.

### Floodplain and Wetlands



The project area is located near the Red Cedar River, which has both floodplain fringe and floodway. Floodplain does not extend onto the project site. There are no wetlands on the site.

### Project Analysis

The applicant is proposing to develop the site using the mixed use planned unit development (MUPUD) process. A MUPUD is permitted in the C-2 (Commercial) zoning district when public water and sewer is available. The concept plan shows a total of 18 residential units spread over approximately 1.0 acre, resulting in an overall residential density of 18 dwelling units per acre (du/a).

Under traditional zoning the total parking requirements for the project is 194 spaces, which includes both the restaurant and future apartment building. There are 63 parking spaces provided on the concept plan. The MUPUD ordinance allows for flexibility on parking requirements, so the final parking requirement will be decided during formal review by the Township Board. A reduction of required automobile parking spaces for providing bicycle parking spaces will also be considered.

**Concept Plan Review – MARC/former Central Fire Station  
Township Board (2/25/16)  
Page 4**

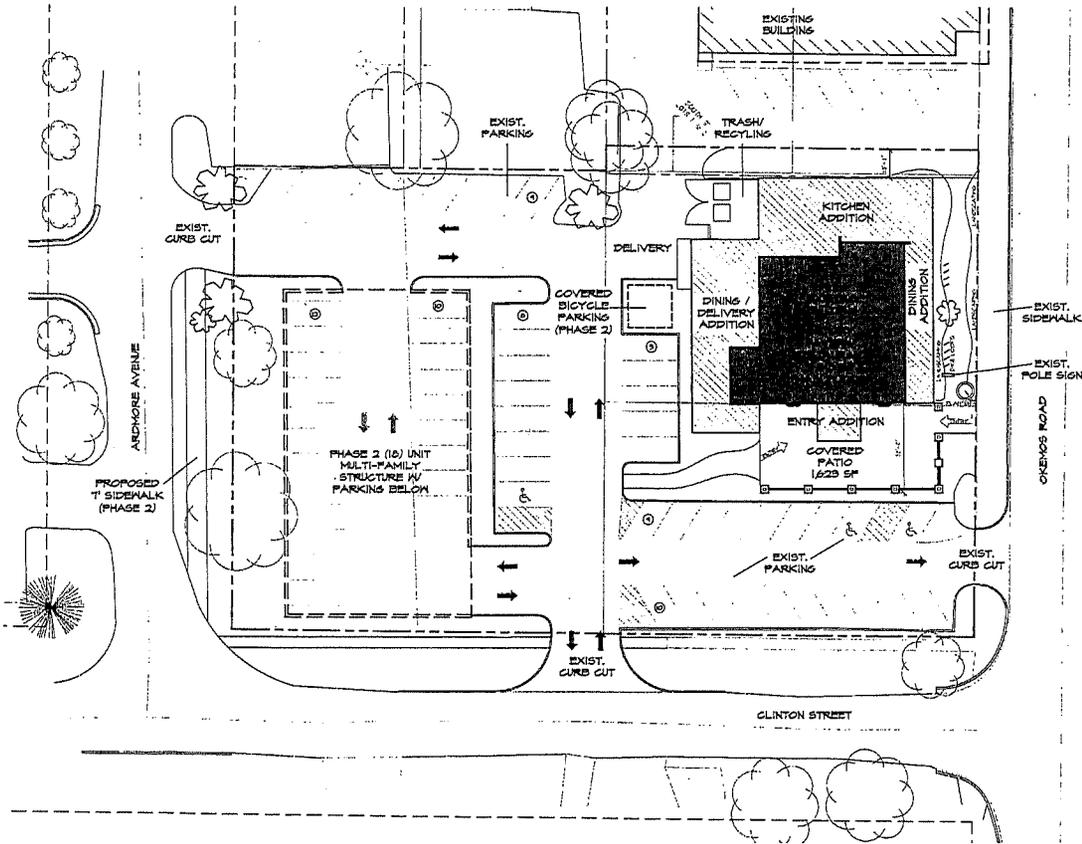
The applicant is scheduled to present the concept plan to the Economic Development Corporation on March 3, 2016, the Downtown Development Authority (DDA) on March 7, 2016, and the Planning Commission on March 14, 2016. If the applicant decides to move ahead with the project a formal public hearing will be scheduled with the Planning Commission and required public notices will be sent out. In a MUPUD the Planning Commission makes a recommendation on the project and the Township Board makes the final decision.

**Township Board Option**

The Township Board may comment and/or offer suggestions on the project design.

**Attachment**

1. Preliminary site plans and rendering.



**GRAPHIC SITE PLAN**  
1" = 20'-0"

**PRELIMINARY  
NOT FOR  
CONSTRUCTION**

**FOR ILLUSTRATIVE PURPOSES ONLY**  
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CLIENT REVIEW	PRELIMINARY
02/18/16	02/13/16

**PROJECT INFO**  
ADDRESS: 2150 CLINTON & 4675 OKEANOS RD  
ZONING: RS & C2  
PROPOSED CONSIDERING OF PARCELS & REZONING ALL TO C-2 - REDEVELOP UNDER MIXED-USE PLD.  
PROPOSED USES:  
PHASE 1 - RESTAURANT  
PHASE 2 - MULTI-FAMILY  
PARKING:  
PHASE 1 - 500A USABLE SF / 215 = 144  
PHASE 2 - 10 UNITS x 2 + (2000 x 2) = 45  
TOTAL = 144 SPACES REQ'D, BEFORE TRASH/BIPO, REDUCTION = 60 SPACES PROVIDED



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FEB 22 2016

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313.480.0000 • 313.480.0001 • 313.480.0002

Project Type:  
**BAR/RESTAURANT  
RENOV. EXIST BLDG**

Project:  
  
**TAYLOR & TAYLOR ARCHITECTS**  
4675 OKEANOS RD  
OKEANOS, MI

Client:  
**EVERGREEN COMPANIES**  
110 E. ALLEGAN STREET  
LANSING, MI 48933

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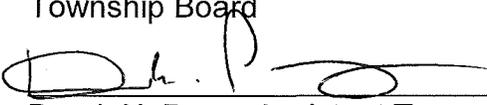
Project Number:  
15.151

Sheet:  
**A-001**



## MEMORANDUM

TO: Township Board

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

DATE: February 25, 2016

RE: **Township Pathway Master Plan**

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As its been several years since the Pathway Master Plan has been reviewed by the Township Board, we thought it was appropriate that it be presented for comments, potential revisions and ultimately affirmation, by the Board and key stakeholders in the community. As the Township Board is aware, the pathway and trail systems in Meridian Township are used frequently and continue to receive strong support from the residents. With the upcoming expiration of the pathway millage this year, it's increasingly important that a review occur so that the updated plan for the pathway system reflects what the resident's desire and will ultimately continue to embrace and support.

Attached with this memo is the current plan. As you review it you will notice several existing gaps on the pathway system as well as the proposed Michigan State University (MSU) river trail connector to Lake Lansing. This river trail is highly supported regionally and is our number one priority as we seek funding from the Ingham County Parks and Trail millage for its construction. We also feel that the existing gaps should continue to receive priority for construction in the plan update.

The dedicated pathway millage of 0.2774 generated approximately \$430,000 dollars in 2015 and as a stable funding source provided the dollars to fund the construction of such projects as the pedestrian bridge over the Red Cedar River on Okemos Road and closing the gap on Haslett Road between Okemos Road and Bayonne Avenue in 2015. As you review the Pathway Master Plan it's important to remember that this dedicated funding source is what has allowed most of this extensive pathway network to be possible.

Because input from the various stakeholders is critical to achieve the best plan update, we are recommending a schedule that offers multiple options for comments from the public be used to develop the Master Plan update. At the next Township Board meeting in March (3/15/16), we will be recommending that a public hearing be set to approve the updated plan in May. This will allow all of April for the gathering of opinions and meeting with groups strongly interested in the plan. In addition, the Township Park Commission will review and offer comments in March and April and staff will also be meeting with the

Friends of Meridian Township Pathways in early April. We expect both stakeholder groups to provide valuable input to the process of updating the Pathway Master Plan.

Attachment: Pedestrian Bicycle Pathway Map