



Charter Township of Meridian
Senior/Community Center Task Force
Township Municipal Building, 5151 Marsh Road, Okemos, MI 48864
Tuesday, February 25, 2025 – Minutes

Members

Present: Scott Hendrickson, Michele Steed, Mary Nardo Farris, Josh Robertson, Patrick Malley, Suchir Nagisetty, and LuAnn Maisner

Members

Absent: Steve Vagnozzi and John Hood

Staff

Present: Township Manager Tim Dempsey, Community Planning & Development Director Timothy Schmitt, and Parks and Recreation Director Courtney Wisinski

Others

Present: None

1. CALL MEETING TO ORDER

Supervisor Hendrickson called the meeting to order and called the roll at 6:01pm.

2. PUBLIC REMARKS

Supervisor Hendrickson opened comments from the public at 6:03 pm.

Neil Bowlby, Township Resident, wondering who is asking for a 20,000 square foot Senior Center? He supports Barbara O’Kelly’s plan of a phased Senior Center approach with a facility of 10,000-12,000 square feet for Phase 1. At the last meeting, the committee mentioned the possible need for one or two millages and he supports only asking the voters for a millage one time. He expressed since 2000 his Township taxes have increased over 100%.

Barbara O’Kelly, Township Resident, questioned if the 1.35 FTE for building/grounds is needed because volunteers maintain the existing outdoor space. Hoping the Township would preserve as many trees as possible on the site. Would existing senior programming run through Parks and Recreation be moved to the new Senior Center?

Barb Sears, Township Resident, asked if seniors that are not involved with the current Senior Center have been surveyed/asked what they would like to see in the new Center.

Supervisor Hendrickson closed comments from the public at 6:11pm.

3. APPROVAL OF THE AGENDA

**MOTION BY MEMBER ROBERTSON TO APPROVE THE AGENDA. SUPPORTED BY MEMBER MAISNER.
MOTION APPROVED 7-0.**

4. APPROVAL OF MEETING MINUTES-January 28, 2025

MEMBER MALLEY MOVED TO APPROVE THE JANUARY 28, 2025 MINUTES. SUPPORTED BY MEMBER NARDO FARRIS. MOTION APPROVED 7-0.

5. COMMUNICATIONS FROM THE PUBLIC

Supervisor Hendrickson acknowledged the emails received and placed them in the record.

6. FINANCIAL DISCUSSION

A. Programming/Staff

Community Planning and Development Director Tim Schmitt reviewed the process and stated that there will be conceptual plans available at the next meeting.

Supervisor Hendrickson stated the Fire Station millage will be coming off the tax rolls soon and it may be possible to ask the voters to support the Senior Center with another millage, but it may not be a one to one replacement.

Parks and Recreation Director Courtney Wisinski presented the staffing models for a Senior Center only model and a Senior/Community Center model. The current Meridian Senior Center operates Monday through Friday from 9:00 am and 4:30 pm, totaling 37.5 hours per week. The current staff include the Senior Center Manager and a part-time (20 hours/week) assistant. The membership of the current center is 383 members.

The model below assumes that the new Senior Center would be open Monday through Friday from 8 am to 5 pm, totaling 40 hours per week.

- Retain the existing full-time Senior Center Manager position.
- Upgrade the part-time Senior Center Assistant position with a full-time position to support the increase in duties resulting from increased membership and activities.
- Add one part-time, seasonal staff to support the expected increase in membership and the opportunity for more programming at the senior center.
- Add one full-time Utility Worker for building and grounds maintenance, which includes, but is not limited to mowing, snow removal, repairs/replacement of amenities, etc.
- Add one 0.35 FTE of a Building and Grounds Superintendent that will provide management of Building and Grounds Utility Workers.

A new Senior and Community Center would require an increased number of additional staff due to the increased building size, operating hours and programming. The model below assumes that the Center would be open Monday through Saturday from 8 am to 8 pm, totaling 72 hours per week.

- Retain the existing full-time Senior Center Manager position.

- Upgrade the part-time Senior Center Assistant/Receptionist position with a full-time position to support the increase in duties resulting from increased membership and activities.
- Add one additional full-time Receptionist to work at the front desk including greeting, membership, questions, phones, etc. Two receptionists are needed to staff the front counter for the 72 hours per week the facility will be open and the desire for separate entrances for the Senior Center and Community Center portions of the facility.
- Add one full-time Senior Parks & Land Management Coordinator to supervise the Parks and Recreation Department's Recreation Specialists.
- Add two full-time Recreation Specialists to coordinate non-senior related activities including, but not limited to sports, events, community meetings, etc., as well as, the increased hours of oversight of daily and night/weekend activities.
- Add two part-time, seasonal staff to support the expected increase in membership and the opportunity for more programming at the Senior and Community Center.
- Add two full-time Utility Workers for building and grounds maintenance, which includes, but is not limited to mowing, snow removal, repairs/replacement of amenities, etc.
- Add one full-time Utility Worker for increased programming support, which includes, but not limited to set up and clean up for activities including physical fitness classes, meetings, cards, table tennis, outdoor events, etc.
- Add one 0.35 FTE of a Building and Grounds Superintendent that will provide management of Building and Grounds Utility Workers.

Discussion about needing to see what a conservative revenue projection would be for this facility, including possible sponsorships. Director Wisinski will get that information together before the next meeting.

Member Robertson mentioned the square feet of the Senior/Community Center model may still need to be reduced 10% based on last meeting's discussion. Director Schmitt will follow up with Progressive.

Supervisor Hendrickson will give the final Senior/Community Center update to the Township Board at the March 18, 2025 Board meeting.

7. PUBLIC REMARKS

Supervisor Hendrickson opened comments from the public at 7:14 pm.

Barbara O'Kelly, Township Resident, shared concern about a part-time seasonal employee at the Senior Center and hopes that could be year round. Expressed need for separate entrances and closer parking for the Senior Center.

Supervisor Hendrickson closed comments from the public at 7:18 pm.

8. ADJOURNMENT

The meeting was adjourned at 7:19 pm without objection.