

CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD REGULAR MEETING - **APPROVED** -
5151 Marsh Road, Okemos, MI 48864-1198
853-4000, Town Hall Room
TUESDAY, FEBRUARY 19, 2008, **6:00 P.M.**

PRESENT: Supervisor McGillicuddy, Clerk Helmbrecht, Treasurer Hunting, Trustees Brixie, Such (6:32 P.M.), Veenstra, Woiwode
ABSENT: None
STAFF: Township Manager Gerald Richards, Director of Community Planning & Development Mark Kieselbach, Director of Engineering & Public Works Ray Severy, Police Chief Dave Hall, EMS/Fire Chief Fred Cowper, Cable T.V. Coordinator Deborah Guthrie, Attorney Andria Ditschman

1. CALL MEETING TO ORDER
Supervisor McGillicuddy called the meeting to order at 6:00 P.M.
2. PLEDGE OF ALLEGIANCE
Supervisor McGillicuddy led the Pledge of Allegiance.
3. ROLL CALL
Supervisor McGillicuddy called the roll of the Board.
4. PUBLIC REMARKS
Supervisor McGillicuddy opened and closed Public Remarks.
5. REPORTS/BOARD COMMENT/NEW WORRIES
 - A. Comcast Cable Update by Cable T.V. Coordinator Deborah Guthrie
Ms. Guthrie updated the Board on progress to date with regard to Meridian Township's efforts to halt Comcast's move of PEG channels in its lineup. She also noted she and the Supervisor have had meetings with the cities of East Lansing and Lansing to discuss the possibility of a consortium agreement to provide a community media center to offset the closings of Comcast studios in the area.
 - B. Community Farms by Dr. John Biernbaum
Dr. John Biernbaum, 690 Gulick Road, Haslett, gave a PowerPoint presentation on community farming. He noted community farms are prevalent on the eastern coast, set up as both teaching farms and community service. Dr. Biernbaum started a student organic farm on Michigan State University's (MSU) campus which produces food 48 weeks of the year and is marketed through community supported agriculture (CSA), a procedure whereby crops are sold in advance through membership in the farm.

Dr. Biernbaum indicated the farm at MSU uses passive solar greenhouses which are unheated and teaches the concept at schools in the Greater Lansing area. He partnered with children and teachers to build a greenhouse, make beds, plant the crops and then harvested the produce during the year.

Dr. Biernbaum stated a key component to determining costs would be defining the Township's goal. He indicated there is the potential for significant income generation through year round farming.

Dr. Biernbaum added that MSU's input to assist Meridian Township in community farming would be primarily from a teaching perspective and through an organic farming certificate program.

Trustee Woiwode spoke about community gardening, where land is set aside for individuals who wish to farm.

Elaine Brown, Michigan State University, 416 Ag Hall, East Lansing, stated the Board first needed to think about its vision for the pieces of property under consideration and what is the best use in terms of the community's needs (community farm, community garden, etc.).

Dr. Biernbaum responded to Board questions regarding the processes to grow produce year round.

Trustee Woiwode touched on whether there were governmental entities that have set up CSA's.

Manager Richards announced an April 26, 2008 Recycling Event at the Farmers Market Pavilion from 9:00 AM to 3:00 PM. In addition to recycling and encouraging reuse of paperback and hardback books, clear, green and colored glass will be collected as well.

Manager Richards announced load restrictions on the Van Atta Bridge over the Red Cedar River and the Ingham County Road Commission discussion to make the bridge one lane and remove the load restriction.

Supervisor McGillicuddy reported her attendance at the Capitol last week to attend the Senate hearing on the annexation bill package.

Treasurer Hunting reminded citizens that unpaid winter property taxes due February 14, 2008 will continue to incur a 1% interest charge. On March 1st, these taxes will be considered delinquent, sent to the County and will be assessed late fees and penalties amounting to 5%.

Trustee Brixie announced a Family Fun Night fundraiser on Saturday, March 1st at Chippewa Middle School on behalf of Chris Blaxton, an Okemos serviceman who was injured in Iraq last October. The funds will be used to provide handicap housing for Mr. Blaxton and his family.

6. APPROVAL OF AGENDA — OR CHANGES

Trustee Brixie moved to approve the agenda amended as follows:

- **Remove Agenda Item #10B**
- **Remove Agenda Item #11F**
- **Move Agenda Item #7D to Agenda Item #10B**

Seconded by Trustee Such.

VOICE VOTE: Motion carried unanimously.

7. CONSENT AGENDA

Supervisor McGillicuddy reviewed the consent agenda.

Trustee Woiwode moved to adopt the Consent Agenda. Seconded by Trustee Brixie.

ROLL CALL VOTE: YEAS: Trustees Brixie, Such, Veenstra, Woiwode, Supervisor McGillicuddy,
Clerk Helmbrecht, Treasurer Hunting

NAYS: None

Motion carried unanimously.

The adopted Consent Agenda items are as follow:

A. Communications

(1). Board Determination (BD)

BD-9B/11B-1 Harvey J. Messing, 6422 Oakencliffe Lane, East Lansing; RE: Protest of 2007 Order to Maintain Sidewalk SAD #9

(2). Board Information (BI)

BI-1 Bob Barber, President, Clean Rivers, LLC, 1820 Sunset, Lansing; RE: Notice of Septage and Food Establishment Septage Process Facility in the Lansing area

(3) Regional Linkage (RL)

RL-1 Kenneth Kesson, Conservation Technician, Ingham County Conservation District, 1031 West Dexter Trail, Mason; RE: Protecting your Land Discussion to be held on Monday, March 3rd at 6:30 P.M. at the Conservation District Office

(4). Staff Communication/Referral (SC)

SC-1 Letter from Director Kieselbach to Reverend Robert Carlson, Jr., and Libby Woodbury; RE: Commercial Kitchens in Religious Facilities

(5). On File in the Clerk's Office (OF)

Material received at the February 5, 2008 Board meeting

Tina Kahn, 734 W. Grand River #62, Okemos; RE: Support for zoning amendment to allow massage therapy in PO district

Trustee Woiwode 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 Brixie.

ROLL CALL VOTE: YEAS: Trustees Brixie, Such, Veenstra, Woiwode, Supervisor
McGillicuddy, Clerk Helmbrecht, Treasurer Hunting
NAYS: None
Motion carried unanimously.

B. Minutes

Trustee Woiwode moved to approve and ratify the minutes of the February 5, 2008 Regular Meeting as **amended. Seconded by Trustee Brixie.**

ROLL CALL VOTE: YEAS: Trustees Brixie, Such, Veenstra, Woiwode, Supervisor
McGillicuddy, Clerk Helmbrecht, Treasurer Hunting
NAYS: None
Motion carried unanimously.

C. Bills

Trustee Woiwode moved that the Township Board approve the Manager's Bills as follows:

Common Cash	\$ 172,966.40
Public Works	\$ 273,757.80
Total Checks	\$ 446,724.20
Credit Card Transactions	\$ 10,254.19
Total Purchases	<u>\$ 456,978.39</u>
ACH Payments	<u>\$ 345,749.83</u>

Seconded by Trustee Brixie.

ROLL CALL VOTE: YEAS: Trustees Brixie, Such, Veenstra, Woiwode, Supervisor
McGillicuddy, Clerk Helmbrecht, Treasurer Hunting
NAYS: None
Motion carried unanimously.

[Bill list in Official Minute Book]

E. Budget Amendments

Trustee Woiwode moved that the Township Board approve amendments to the 2008 Budget as follows:

General Fund	2008 Dues for LEAP, Inc.	\$ 35,000
Parks Restricted	Revenues	\$ 64,000
	Expenditures	\$ 59,000
TIRF	Additional cost for Champion Woods Sewer – additional depth for off-site properties	\$110,000
Sewer Fund	Additional cost for Champion Woods Sewer – additional depth for pump Station elimination and future off-site Development	\$190,000

Seconded by Trustee Brixie.

ROLL CALL VOTE: YEAS: Trustees Brixie, Such, Veenstra, Woiwode, Supervisor McGillicuddy, Clerk Helmbrecht, Treasurer Hunting
 NAYS: None
 Motion carried unanimously.

F. Partnership Agreement with Harris Nature Center Foundation

Trustee Woiwode moved to approve the partnership agreement with the Harris Nature Center Foundation and Park Commission and authorize the Supervisor and Clerk to sign the agreement on behalf of the Township. Seconded by Trustee Brixie.

ROLL CALL VOTE: YEAS: Trustees Brixie, Such, Veenstra, Woiwode, Supervisor McGillicuddy, Clerk Helmbrecht, Treasurer Hunting
 NAYS: None
 Motion carried unanimously.

G. Community Resources Commission Resignation

Trustee Woiwode moved that the resignation of E. Jane Schneider from the Community Resources Commission be accepted. Seconded by Trustee Brixie.

ROLL CALL VOTE: YEAS: Trustees Brixie, Such, Veenstra, Woiwode, Supervisor McGillicuddy, Clerk Helmbrecht, Treasurer Hunting
 NAYS: None
 Motion carried unanimously.

H. 2008 Order to Maintain Sidewalk Special Assessment District #10, **Resolution #1 & 2**, Set Public Hearing Date (March 18, 2008)

Trustee Woiwode moved to approve 2008 Order to Maintain Sidewalk Special Assessment District #10 – Resolutions #1 and #2, which tentatively approves the improvements and cost estimates of proposed improvements, and sets the date for a public hearing on March 18, 2008. Seconded by Trustee Brixie.

ROLL CALL VOTE: YEAS: Trustees Brixie, Such, Veenstra, Woiwode, Supervisor McGillicuddy, Clerk Helmbrecht, Treasurer Hunting
 NAYS: None
 Motion carried unanimously.

8. QUESTIONS FOR THE ATTORNEY (See Agenda Item # 10A)

9. HEARINGS

A. Saginaw Street Sanitary Sewer Special Assessment District #51
 Supervisor McGillicuddy opened the public hearing at 6:52 P.M.

Director Severy summarized the proposed Saginaw Street Sanitary Sewer SAD #51 as outlined in staff memorandum dated February 15, 2008.

- Public
Ahsan Sumbal, 4232 Sugar Maple Lane, Okemos, spoke in support of the special assessment district, with the understanding that, in the future, he will be exempt from paying the benefit cost if the properties he owns to the east connect to this sewer. Also, he requested if properties to the north connect to the sewer, they should pay a portion of the cost of the sewer crossing BL-69.

Supervisor McGillicuddy closed the public hearing at 6:56 P.M.

- B. 2007 Order to Maintain Sidewalk Special Assessment District #9
Supervisor McGillicuddy opened the public hearing at 6:56 P.M.

Director Severy summarized the proposed 2007 Order to Maintain Sidewalks SAD #9 as outlined in staff memorandum dated February 15, 2008.

Supervisor McGillicuddy closed the public hearing at 6:57 P.M.

- C. Mixed Use Planned Unit Development #08014 (Shaw's Triangle & Dougilray), request to develop Shaw's Landing, a mixed use Planned Unit Development on 13.7 acres located north of Saginaw Highway (BR-69) and east of Newton Road
Supervisor McGillicuddy opened the public hearing at 6:57 P.M.

Director Kieselbach summarized proposed MUPUD #08014 as outlined in staff memorandum dated February 15, 2008.

- Applicant
Gil White, 6005 E. Lake Drive, Haslett, introduced Richard Pulaski, Senior Project Manager, Nederveld, 4079 Park East Court, Grand Rapids, and Mr. Doug Longpre, KEBS, Inc., 6539 Westland Way, Suite 13, Lansing.

Mr. Pulaski offered highlights of recent projects by his firm. He synopsised the proposed MUPUD through a PowerPoint presentation. He indicated his firm employs the principles of the triple bottom line in the design process: 1) reinforcement of the social fabric to bring a sense of community; 2) protect natural resources through environmental sensitivity, and 3) ensure a sustainable financial project for economic advancement.

Mr. Pulaski offered several components of the proposed project: creation of a central gathering area known as the "town square" which is surrounded predominantly by a residential component; retail shops with the ability for office and/or residences above on the south side of Towner; a sense of neighborhood interaction through close proximity of residential dwellings; inviting front entries, sense of security through "eyes on the street" component; and use of diverse housing types (three story townhomes, "live-work" units and residential flats).

Mr. Pulaski added his firm views stormwater as a resource and looked at the site to be able to treat the water in essentially the same way as nature would clean it. He added that Michigan is in a unique position being surrounded by 18% of the available fresh surface water in the world and it needs to be protected. Mr. Pulaski indicated there would be multiple points within the site where the stormwater would be handled, some through raingardens.

Mr. Pulaski indicated that additional tax revenue will be substantial after buildout. He added there would be a low impact on public resources as the development is private and maintained on site. Mr. Pulaski briefed the Board on the proposed amenities, which he indicated would be shown on a more detailed site plan later in the approval process.

Mr. White spoke to land use and indicated less than 25% of the current housing market in the United States is for traditional residential subdivision housing product. He addressed the elevational work which was driven by market research in the surrounding neighborhoods. His research indicated residents preferred the southeastern US traditional style of architecture, which would allow for green roofs.

Mr. White expounded on several of the amenities under consideration and the expected tax benefits under the Brownfield Redevelopment Authority.

- Public
John Anderson, representative for LINC, PO Box 40, Okemos, read from a prepared statement in opposition to the proposed MUPUD, citing inadequate building, parking and wetland setbacks.

[Prepared Statement on File in Official Minute Book]

Supervisor McGillicuddy closed the public hearing at 7:59 P.M.

10. ACTION ITEMS/ENDS

Supervisor McGillicuddy opened public comment.

Joe Sheahan, President, Lake Lansing Property Owners Association, 6150 Columbia, Haslett, spoke in support of the Zoning Amendment #07150 as presented for Board consideration this evening. He inquired if extended family could be considered a group of individuals for purposes of the definition section of this ordinance amendment.

Supervisor McGillicuddy closed public comment.

- A. Zoning Amendment #07150 (Township Board), request to amend the zoning ordinance to add a Lake Access Ordinance, **Introduction**

Director Kieselbach summarized proposed changes to the zoning amendment as outlined in staff memorandum dated February 15, 2008.

Treasurer Hunting withdrew his motion for Zoning Amendment #07150 made at the February 5, 2008 Board meeting. Seconded by Trustee Brixie.

Trustee Brixie moved [and read into the record] NOW THEREFORE BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby INTRODUCES FOR PUBLICATION AND SUBSEQUENT ADOPTION Ordinance No. _____ entitled “Ordinance Amending the Code of the Charter Township of Meridian, Michigan, Chapter 86, Article I by amending Section 86-2, and Chapter 86, Article V, Division 1 by adding Section 86-475.”

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 introduced at least once prior to the next regular meeting of the Township Board. Seconded by Treasurer Hunting.

Board members discussed the following:

- Changes made based on previous Board discussion
- Deletion of (b) (1) e. and f. as off shore and on shore properties should be allowed the same rights

Board intent regarding offshore access: (See Agenda Item #8 (Questions for the Attorney))

Q. I don't read it with that same intent. Attorney Ditschman, do you?

- A. The intent here, which I don't believe was changed from what I thought the intent was before, is that if you are going to provide access to the lake across property from off shore

property, you can do that if you meet a., b., c., and d. Subsections e. and f. are limitations on that, so that you cannot put a dock or raft in front of that easement or in the front of that property if you're accessing it from offshore and as well with e., you cannot dock your boat on that property if you are going from offshore. Trustee Veenstra's point is not a legal point; it's really substantive and it is up to the Board to decide what you want to allow or not. The way this reads, and what I believe the intent was before, was that there would be more limitation on those going through property from offshore property as far as the use of the lake.

Inclusion of extended family in the definition of group of individuals: (See Agenda Item #8 (Questions for the Attorney))

- Q. I did want to clarify the points raised by Mr. Sheahan and his comments and ask if our attorney could address the question regarding if a family is a group of individuals and the one concern about substitution for access with ingress and egress?
- A. I think the second statement about "access" being changed to ingress and egress in that third paragraph under (a) *Generally*. does make sense to me unless Mr. Kieselbach feels otherwise. As far as the group of individuals, the way this is written right now, the intent is that is you are a group of, perhaps, family members and you own property and you want to provide access to people living offshore, you would be prohibited like a condominium association doing the same thing. If you are a group of family members and you want to use your own property for your own use, this ordinance does not prohibit that. This ordinance could be read to prohibit a group of people that own property on Lake Lansing who want to allow people off of Lake Lansing or offshore to travel through their property and use the lake.

- Q. You did say it would allow people to travel through and access the lake?
- A. The way this is written right now, it would allow you to do that, but you would be limited the same....I don't think what's been discussed here is the issue of inviting my friend to come over. I would say the intent of this and the intent of the Board is not to limit you to prohibit inviting your friend to come in and use your property because you have invited them, just like you, to use your riparian right.

However, if on a regular basis, you are allowing people to come through that live on offshore property that want to go through and put their boat in the water or go through and use the beach or whatever you have there, this could be read to limit that, just like an association that wants to do that.

Supervisor McGillicuddy offered the following friendly amendment:

- Amend the third paragraph under (a) *Generally*. by deleting the word "access" and inserting the words "ingress and egress"

The maker accepted the friendly amendment.

ROLL CALL VOTE: YEAS: Trustees Brixie, Such, Woiwode, Supervisor McGillicuddy,
Clerk Helmbrecht, Treasurer Hunting
NAYS: Trustee Veenstra
Motion carried 6-1.

- B. Adoption of Revised Policy Governance Manual
Trustee Brixie moved approval of amendments to the Board Policy Manual, discussed and developed at the Board Policy Governance Workshop held on January 5, 2008 as follows:
- Policy 1.0 – Insert "Preamble" before Section 1
 - Policy 1.1.1 (a) - Insert "of all lands, public and private." at sentence end
 - Policy 1.1.2 (b) – Insert "b. Appropriate stewardship of publicly-owned lands."
 - Policy 1.1.2 (i) – Insert "i. Land management plan." under b. Remaining sections are re-lettered.
 - Policy 1.1 3 - Delete "including" after "township" and insert "where appropriate,

- including open natural spaces,”
- Policy 1.1.3 (b) – Delete “through an active farm market” and insert “i. Expanded farm market” and “ii. Encourage and create community gardens”
 - Policy 1.1.4 - Insert “renewable energy” after “recycling,”
 - Policy 1.1.4 (b) - Delete “solid waste recycling” after “residential”
 - Policy 1.1.4 (c) - Insert “c. Encourage LEED Building Certification”
 - Policy 1.1.5 (a i) - Insert “i. Preserve township’s wetland authority”
 - Policy 1.1.5 (a ii) - Insert “ii Encourage use of phosphorus free products”
 - Policy 1.2.1 (e) – Delete “Encourage” at line beginning and insert “Preference for”
 - Policy 1.2.3 – Insert “and pathways” at sentence end
 - Policy 1.2.4 –Delete “primary” and insert “township” before “roads””
 - Policy 1.2.4 (a) - Insert new “a. Increased liaison and cooperation with ICRC and MDOT”
 - Policy 1.2.4 (b) - Insert new “b. Increased and safer pedestrian and bicycle mobility.”
 - Policy 1.2.4 (d) – Delete “d. Increased and safer pedestrian and bicycle mobility”
Remaining sections are re-lettered.
 - Policy 1.2.6 (b) – Insert new “b. Encourage commercial lighting that meets township dark sky standards”
 - Policy 1.3.2 (e) – Insert new “e. Encourage public transportation that serves all neighborhoods”
 - Policy 1.3.2 (f) – Insert new “f. Encourage neighborhood parks”
 - Policy 1.3.3 (b) – Insert “Preserve” before “Existing” and uncapitalize “Existing”
 - Policy 1.3.3 (d) – Insert “d. Encourage entrepreneurial activities”
 - Policy 1.3.4 (a) – Insert “Improve” before “Liaison” and uncapitalize “Liaison”
 - Policy 1.4. – Insert the words “the arts,” before “historic buildings”
 - Policy 1.4.1 (b) – Insert new “b. Encouragement of the arts community and artisans”
 - Policy 1.4.5 (a) – Insert new “a. Support regional art and culture efforts”
 - Policy 1.4.5 (b) – Insert new “b. Cable TV and Public Access Facilities”
 - Policy 1.5.4 (a) – Insert the word “native” before “ecosystems”
 - Date of original Board adoption on the front page of the Policy Governance Manual

Seconded by Trustee Such.

Board members discussed the following:

- Inclusion of Policy Governance Manual date of adoption by the Board in the preamble
- Importance of including origination of Policy Governance model in the preamble
- Amendment to 1.1.3 (a) to include “of future availability” after “loss”
- Context of Policy Governance is not regulatory

ROLL CALL VOTE: YEAS: Trustees Brixie, Such, Veenstra, Woiwode, Supervisor
McGillicuddy, Clerk Helmbrecht, Treasurer Hunting
NAYS: None
Motion carried unanimously.

Supervisor McGillicuddy recessed the meeting at 8:25 P.M.

Supervisor McGillicuddy reconvened the meeting at 8:33 P.M.

11. DISCUSSION ITEMS/ENDS

Supervisor McGillicuddy opened public comment.

Gil White, 6005 E. Lake Drive, Haslett, availed himself for Board questions.

Supervisor McGillicuddy opened public comment.

- A. Saginaw Street Sanitary Sewer Special Assessment District #51

It was the consensus of the Board to place this item on for action at the March 4, 2008 Board Meeting.

- B. 2007 Order to Maintain Sidewalk Special Assessment District #9

It was the consensus of the Board to place this item on for action at the March 4, 2008 Board Meeting.

- C. MUPUD #08014 (Shaw's Triangle & Dougilray), request to develop Shaw's Landing, a mixed use Planned Unit Development on 13.7 acres located north of Saginaw Highway (BR-69) and east of Newton Road

Board members, staff and the applicant's representative discussed the following:

- Proposed development as the potential maximum footprint for the project
- Pervious pavement allows for infiltration into a stone bed that contains bacteria which eats carbon based materials
- Potential heat effect of pavement addressed through white colored porous pavement
- Potential for green roofs to be incorporated into the project
- Coil based system for heated sidewalks
- Investigate solar paneled roofing shingles produced in Auburn Hills
- Consideration for recycling roof water
- Phased project through pre-sale and pre-lease agreements
- Initial phase to include community gathering place and mitigation of wetlands
- Second phase as the Newton Road corridor
- Third phase would be area coming in from the Marvelanes property
- Plans to construct an access off Towner Road to Marvelanes at the same time the eastern edge of Towner Road is constructed
- Gardens to be included in the community gathering spot
- Concern with building, parking and wetland setbacks
- Support for pedestrian underpass
- Support for passive solar heating system
- Feasibility of underground parking
- Sidewalk connectivity with Whitehills Lakes #8
- Sufficient width of the underpass for both walkers and bicyclists
- Appreciation that developer is working with CATA to bring a bus stop to this project

It was the consensus of the Board to place this item on for action at the March 4, 2008 Board meeting.

- D. Special Use Permit #08011 (Shaw's Triangle & Dougilray), request to construct 18 buildings with a total combined size greater than 25,000 square feet

It was the consensus of the Board to place this item on for action at the March 4, 2008 Board meeting.

- E. Zoning Amendment #07170 (Township Board), request to allow appropriate uses by SUP in PO (Professional and Office) zoned MUPUD (Mixed Use Planned Unit Development) Director Kieselbach summarized the proposed zoning amendment as outlined in staff memorandum dated February 14, 2008.

Board members discussed the following:

- Preference for flexibility on a specific site offered in Alternative #3
- Suggestion to limit on the amount of commercial development
- Possible deletion of "and self-service laundries" language in b.(1.) a. in Alternative #3
- Possible deletion of "which serve food and/or beverages for consumption on the premises, or for carryout" language in b.(1.) b. of Alternative #3

- Possible deletion of “where food or beverages may be served” in b.(1.) f. of Alternative #3
- Possible deletion of b.(3.) k. in Alternative #3
- Possible limitation of alcohol in b.(3.) g. to beer and wine only in Alternative #3

It was the consensus of the Board to place this item on for action at the March 4, 2008 Board meeting.

12. PUBLIC REMARKS

Supervisor McGillicuddy opened and closed Public Remarks.

13. ADJOURNMENT

Supervisor McGillicuddy adjourned the meeting at 9:30 P.M.

SUSAN MCGILLICUDDY
TOWNSHIP SUPERVISOR

MARY M. G. HELMBRECHT, CMC
TOWNSHIP CLERK

Sandra K. Otto, Secretary