

CHARTER TOWNSHIP OF MERIDIAN  
REGULAR MEETING TOWNSHIP BOARD 2022 **-APPROVED-**  
5151 Marsh Road, Okemos MI 48864-1198  
853-4000, Township Hall Room  
TUESDAY, July 26th, 2022 **6:00 pm**

PRESENT: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Wilson

ABSENT: Trustees Sundland, Wisinski

STAFF: Township Manager Walsh, Assistant Township Manager and Director of Public Works Opsommer, Chief of Police Plaga, Fire Chief Hamel, Community Planning and Development Director Schmitt, Director of Economic Development Clark, IT Director Gebes, Clerk's Assistant Zachary Lemaster, Multimedia Staff Samantha Diehl, Attorney Cullen Harkness, Parks and Rec Director Maisner

1. CALL MEETING TO ORDER

Supervisor Jackson called the meeting to order at 6:02 pm.

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Jackson led the Pledge of Allegiance.

3. ROLLCALL

Clerk's Assistant Lemaster called the roll of the Board. Trustees Sundland and Wisinski are absent. All others present.

4. PRESENTATION

A. Tribute to Betsy Hull-Okemos Library

Scott Duimstra gave a brief presentation in tribute to Betsy Hull of the Okemos Library, noting her many accomplishments.

Betsy Hull thanked the township for its assistance throughout her career.

Clerk Guthrie thanked Betsy Hull for her service and read a tribute prepared by the township to Betsy Hull on behalf of the board.

B. Introduction to Police Sponsorship Candidates

Chief Plaga introduced Police Candidates Natalie Tyndall, Brent Spence, and Sarah Hubbard.

Each candidate thanked the board for the opportunity to serve the community.

C. Introduction of New Full-Time Paramedic/Firefighter

Chief Hamel introduced Paramedic/Firefighter candidate Nicholas Irving to the board.

Nicholas Irving thanked the board for being given the opportunity to serve the community.

D. Everbridge Presentation-Chief Hamel and Chief Plaga

Chief Hamel and Chief Plaga gave a presentation on the Everbridge Emergency Communications being rolled out through the township.

Trustee Wilson noted that Everbridge is an excellent system.

Supervisor Jackson asked if all residents will have access to this system.

Chief Hamel replied they could.

Supervisor Jackson noted the system is free to subscribers.

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Jackson opened Public Remarks at 6:27 pm.

NONE

Supervisor Jackson Closed Public remarks at 6:27 pm.

6. TOWNSHIP MANAGER REPORT

Manager Walsh reported the semiannual meetings with Medical Management regarding EMT services took place with Treasurer Deschaine, Director Garber, and Chief Hamel in attendance. They found medical revenue is up roughly a quarter of a million dollars. The 2023 budget will be before the board around August 28<sup>th</sup>, and the public hearing on the budget will be September 6<sup>th</sup>. The budget will be up for final adoption on September 20<sup>th</sup>. Manager Walsh recognized the Garden Club and the Haslett Beautification association for their work in the community. He thanked Betsy Hull for her service to the community. He noted the township bond rating is AA, held by only 21% of communities in Michigan and thanked the team involved in making that happen.

Multimedia Staff Samantha Diehl noted HOMTV was nominated as a finalist for the National Association of Telecommunications Officers and Advisors award.

BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS

Treasurer Deschaine

- Attended July 20<sup>th</sup> CATA board meeting where a focus was on changes to Meridian CATA routes, and noted CATA will offer on demand service on holidays they previously denied service
- Attended 25<sup>th</sup> anniversary of Harris Nature Center with Supervisor Jackson and Clerk Guthrie

Supervisor Jackson

- Encouraged residents to visit the Harris Nature Center

Trustee Wilson

- Visited new Sparrow Hospital on Jolly Rd., west of Okemos Rd. and reported the facility is phenomenal and it opens at the end of September

Clerk Guthrie

- Encouraged voters to turn in their absentee ballots and absentee ballot applications for the September 2<sup>nd</sup> election through either email, or in person at the Clerk's Office, absentee ballots are due by 8pm on Election Day
- The Clerk's office will be open from 9 am-5pm on Saturday, July 30<sup>th</sup>
- Attended Harris Nature Center 25<sup>th</sup> anniversary

Trustee Hendrickson

- For more information on elections visit the website [www.michigan.gov/vote](http://www.michigan.gov/vote)
- His children attended "Rec on the Move" and "Sporties for Shorties" and encouraged other parents to take advantage of these Parks and Recreation programs

## 7. APPROVAL OF AGENDA

**Trustee Wilson moved to approve the agenda as presented. Seconded by Trustee Hendrickson.**

VOICE VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Wilson

NAYS: None

Motion carried: 5-0

## 8. CONSENT AGENDA

Supervisor Jackson reviewed the Consent Agenda.

**Treasurer Deschaine moved to approve the Consent Agenda as presented. Seconded by Trustee Wilson.**

Treasurer Deschaine noted the Treasurers report is 10 million dollars higher than the previous report due to an accounting change that resulted in three-quarters of a percent in increased interest. He also outlined what to expect from the Board Retreat that is part of the Consent Agenda.

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Wilson

NAYS: None

Motion carried: 5-0

A. Communications

**Treasurer Deschaine moved that the communications not already assigned for disposition be referred to the Township Manager or Supervisor for follow-up. Seconded by Trustee Wilson.**

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Wilson

NAYS: None

Motion carried: 5-0

B. Approval of Minutes – July 12th, 2022 Regular Meeting

**Treasurer Deschaine moved to approve and ratify the minutes of July 12, 2022 Regular Meeting as presented. Seconded by Trustee Wilson.**

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Wilson

NAYS: None

Motion carried: 5-0

C. Bills

**Treasurer Deschaine moved to approve that the Township Board approve the Manager's Bills as follows: Seconded by Trustee Wilson.**

<b>Common Cash</b>	<b>\$</b>	<b>682,341.15</b>
<b>Public Works</b>	<b>\$</b>	<b>855,790.71</b>
<b>Trust &amp; Agency</b>	<b>\$</b>	<b><u>1,327.10</u></b>
<b>Total Checks</b>	<b>\$</b>	<b>1,539,458.96</b>
<b>Credit Card Transactions 07/07/22 to 07/20/2022</b>	<b>\$</b>	<b>14,154.37</b>
<b>Total Purchases</b>	<b>\$</b>	<b><u><u>1,553,613.33</u></u></b>
<b>ACH Payments</b>	<b>\$</b>	<b><u><u>583,080.10</u></u></b>

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Wilson

NAYS: None

Motion carried: 5-0

D. Ratification of New EMT/Firefighter Appointment

**Treasurer Deschaine moved to authorize the Fire Department to appoint Nicholas Irving to Full-Time EMT/Firefighter. Seconded by Trustee Wilson.**

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Wilson

NAYS: None

Motion carried: 5-0

E. Resolution of Support and commitment of funding for the MSU to Lake Lansing Connector Trail, Phase I

**Treasurer Deschaine moved to approve the resolution of support and commitment of funding for the MSU to Lake Lansing connector trail, phase I. Seconded by Trustee Wilson.**

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Wilson

NAYS: None

Motion carried: 5-0

F. Treasurer's Investment Report for 2<sup>nd</sup> Quarter of 2022

**Treasurer Deschaine moved to approve the Treasurer's investment report for the 2<sup>nd</sup> quarter as presented. Seconded by Trustee Wilson.**

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Wilson

NAYS: None

Motion carried: 5-0

G. Board Retreat for 2022

**Treasurer Deschaine moved to schedule the board retreat for October 22<sup>nd</sup> 2022 from 9 AM to 3:30 PM. Seconded by Trustee Wilson.**

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Wilson

NAYS: None

Motion carried: 5-0

10. QUESTIONS FOR THE ATTORNEY – NONE

11. PUBLIC HEARINGS-NONE

12. ACTION ITEMS

A. Ordinance 2022-11 – Municipal Signage -Final Adoption

Director Schmitt outlined Ordinance 2022-11 Municipal Signage for final adoption.

**Trustee Wilson moved to adopt the resolution approving for final adoption Zoning Amendment 2022-11 to amend the Zoning Ordinance of the Charter Township of Meridian at Section 86-696 to amend the standards for Municipal signs. Seconded by Clerk Guthrie.**

Trustee Wilson spoke in support of this item.

Clerk Guthrie spoke in support of this item.

Supervisor Jackson noted this item has become necessary due to changing municipal signage.

ROLL CALL VOTE: YEAS: Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Wilson, Supervisor Jackson

NAYS: None

Motion carried: 5-0

B. Police Department Ordinance Amendments and Additions

Chief Plaga and Township Attorney Harkness outlined Police Department Ordinance Amendments and Additions for final adoption.

**Trustee Hendrickson moved to approve the introduction of the Amendments to Chapter 50 of the Code of Ordinances to amend trespass, and disturbing the peace and add defrauding an innkeeper, breaking and entering, receiving, and concealing stolen property and inhalation or consumption of chemical agent. Seconded by Treasurer Deschaine.**

Trustee Hendrickson spoke in support of this item.

ROLL CALL VOTE: YEAS: Treasurer Deschaine, Trustees Hendrickson, Wilson, Supervisor Jackson, Clerk Guthrie

NAYS: None

Motion carried: 5-0

C. Ordinance 2022—08- Traffic impact Study Standards- **Introduction**

Director Schmitt outlined Ordinance 2022—08- Traffic impact Study Standards for Introduction.

**Trustee Wilson moved to adopt the resolution approving for introduction Zoning Amendment 2022-08 to amend the Zoning Ordinance of the Charter Township of Meridian at multiple locations to update the standards for Traffic Impact Studies in the Township. Seconded by Trustee Hendrickson.**

Trustee Wilson spoke in support of this item.

Trustee Hendrickson spoke in support of this item.

VOICE VOTE: YEAS: Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Wilson, Supervisor Jackson

NAYS: None

Motion carried: 5-0

D. Ordinance 2022 – 12- Refuse/Storage Container Regulations-**Introduction**

Director Schmitt outlined Ordinance 2022 – 12- Refuse/Storage Container Regulations for introduction. He noted there has been a minor change that clarifies this will only cover containers over 250 gallons.

**Trustee Wilson moved to adopt the resolution approving for introduction Zoning Amendment 2022-12 to amend the Zoning Ordinance of the Charter Township of Meridian to create regulations for temporary storage pods and temporary container units. Seconded by Trustee Hendrickson.**

Trustee Wilson spoke in support of this item.

Trustee Hendrickson spoke in support of this item and noted a typo in section 2A, and asked for the definition of right-of-way.

Director Schmitt defined the right of way as generally one foot on either side of available sidewalks, or 30 feet from the center of the road.

VOICE VOTE: YEAS: Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Wilson, Supervisor Jackson

NAYS: None

Motion carried: 5-0

E. Mixed Use Planned Unit Development #22-014-1621 & 1655 Haslett Road-Haslett Village Square

Director Schmitt outlined Mixed Use Planned Unit Development #22-014-1621 & 1655 Haslett Road-Haslett Village Square for action. He reviewed the project and detailed amenities provided by the developer.

**Trustee Hendrickson moved to adopt the resolution approving the Mixed Use Planned Unit Development request from SP Holding Company, LLC, for the redevelopment of the Haslett Village Square shopping center at 1621 and 1655 Haslett Road. Seconded by Treasurer Deschaine.**

Trustee Hendrickson stated this location has needed a good project for some time and sees this as an excellent use of the space. He also noted this is a good test case for the new Mixed Use Planned Unit Developments rules set in place. He noted this is a lengthy project and for residents to be patient as it develops.

Treasurer Deschaine spoke about how active this area used to be and how great the amenities provided will be and how small the waivers requested by the applicant are. He also noted this project took no money from the redevelopment fund.

Supervisor Jackson spoke in support of this item.

ROLL CALL VOTE: YEAS: Trustees Hendrickson, Wilson, Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine

NAYS: None

Motion carried: 5-0

F. 1442 Haslett Road Boundary Correction Proposal

Director Maisner outlined the 1442 Haslett Road Boundary Correction Proposal for action.

**Trustee Wilson move to support amending the boundary of Lake Lansing South Preserve Located at 5763 Carlton Street by trading an equal square footage of land (approximately 580sf)+/- with adjacent property owner Eliza Hedemark, 1442 Haslett road. The landowner is responsible for costs associated with updating surveys, property descriptions and associated costs. Seconded by Clerk Guthrie.**

Trustee Wilson spoke in support of this item.

Clerk Guthrie expressed gratitude to the home owner for working with the township to resolve this issue.

ROLL CALL VOTE: YEAS: Trustees Wilson, Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustee Hendrickson

NAYS: None

Motion carried: 5-0

G. Authorization of Police Candidate Sponsorships

Chief Plaga outlined the authorization of Police Candidate Sponsorships.

**Trustee Wilson moved to sponsor candidates Sarah Hubbard, Natalie Tyndall, and Brent Spence to the Mid-Michigan Police Academy Fall Semester 2022 at Lansing Community College. Seconded by Treasurer Deschaine.**

Trustee Wilson noted the township has been working hard to increase their number of Police Officers.

Clerk Guthrie asked for the cost of the sponsorship.

Chief Plaga stated the sponsorship is paid for by Michigan Works and the township is paying them a salary while attending the academy.

Clerk Guthrie asked if there is a requirement to work at the township after completing the academy.

Chief Plaga stated there is no requirement because Michigan Works pays for the sponsorship. He noted the township is the only entity that can activate their license.

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Wilson

NAYS: None

Motion carried: 5-0

H. Authorization of Fire Candidate Sponsorships

Chief Hamel outlined authorization of Fire Candidate Sponsorships for action.

**Trustee Hendrickson moved to approve the sponsorship of two EMT/firefighters (Nicholas Irving and Steven Schott) to attend a 16-month paramedic program at Ascension Genesys Hospital. Seconded by Trustee Wilson.**

ROLL CALL VOTE: YEAS: Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Wilson, Supervisor Jackson

NAYS: None

Motion carried: 5-0

I. Downtown Development Authority Annual Report

Director Clark outlined the Downtown Development Authority Annual Report for action. She noted the report is due this summer and gave details on the report. She further included the year-to-date financing of the Downtown Development Authority.

**Treasurer Deschaine moved to approve the 2021 annual report and to submit to the state of Michigan, post on the Township Website and make available for members of the public. Seconded by Trustee Wilson.**

Treasurer Deschaine thanked director Clark for this report.

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Wilson

NAYS: None

Motion carried: 5-0

J. Modification of Police Salary Schedule

Manager Walsh outlined the Modification of Police Salary Schedule. He explained some issues that arose from the original plan. He noted he wished to add another level to the pay scale to accommodate these issues.

Trustee Hendrickson asked if this situation would occur again.

Manager Walsh noted the change had to happen to make sure officers who had been here over a year are paid more than a new hire.

Trustee Wilson noted the change in this item is due to timing and equity and is in support of this item.

Treasurer Deschaine spoke in support of this item.

Clerk Guthrie asked about the jump in pay from steps 3-4 as opposed to the other steps.

Manager Walsh replied the jump is for retention as officers are more likely to move to a new department during the third to fifth year of their career.

**Clerk Guthrie moved to approve the new police wage scale as presented by the Township Manager. Seconded by Treasurer Deschaine.**

ROLL CALL VOTE: YEAS: Treasurer Deschaine, Trustees Hendrickson, Wilson, Supervisor Jackson, Clerk Guthrie

NAYS: None

Motion carried: 5-0

K. 2<sup>nd</sup> Quarter Budget Amendments

Director Garber outlined the 2<sup>nd</sup> Quarter Budget Amendments for action. She noted an increase in the general fund's fund balance.

**Trustee Hendrickson moved to approve the 2nd quarter 2022 budget amendments with an increase in budgeted fund balance for the General Fund in the amount of \$1,530,001 which projects a use of fund balance of \$657,108. Based on 2021 results, the projected fund balance at December 31, 2022 will be \$12,508,408. Seconded by Trustee Wilson.**

Trustee Hendrickson spoke in support of this item and thanked Director Garber for this report.

Treasurer Deschaine thanked Director Garber for this report.

ROLL CALL VOTE: YEAS: Trustees Hendrickson, Wilson, Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine

NAYS: None

Motion carried: 5-0

13. BOARD DISCUSSION ITEMS

A. Planned Unit Development #22-014-3560 Hulett Road-Giguere Homes

Director Schmitt outlined Planned Unit Development #22-014-3560 Hulett Road-Giguere Homes for discussion. He noted some public comment about drainage, but the Drain Commissioner has advised all water will be drained properly and construction cannot occur until the Drain Commissioner signs off on the plans. The public hearing for this item will be at the next meeting.

Trustee Hendrickson asked about the screening requirements on Hulett Rd.

Director Schmitt replied this is something that can be discussed with the Road Commission.

Trustee Wilson asked if there is a reason the Road Commission wanted an offset to the entrance to the high school.

Director Schmitt replied that without the offset a historic house would have to be removed.

Trustee Wilson asked if the house will be a non-sellable lot.

Director Schmitt replied it will be sold.

Treasurer Deschaine asked what year the barns were built.

Director Schmitt noted the barns are not historic and were added after the fact.

Clerk Guthrie asked how old the historic house is.

Director Schmitt replied the house was built in 1870.

Clerk Guthrie asked how it will be decided if the road is private or public.

Director Schmitt replied that he will discuss it with the Road Department.

Clerk Guthrie asked how the road will be named.

Director Schmitt replied the applicant is not at that point.

Supervisor Jackson asked if the sidewalk will be extended on Hulett Rd.

Director Schmitt replied there are plans to extend the sidewalk.

Supervisor Jackson asked who is responsible for the open space and screening.

Director Schmitt replied the developer is.

14. COMMENTS FROM THE PUBLIC

Supervisor Jackson Opened Public Remarks at 8:08 pm.

NONE

Supervisor Jackson Closed Public Remarks at 8:08 pm.

15. OTHER MATTERS AND BOARD MEMBER COMMENTS-NONE

16. ADJOURNMENT

**Trustee Wilson moved to adjourn. Seconded by Clerk Guthrie.**

VOICE/HAND VOTE:            Motion carried 5-0

**Supervisor Jackson adjourned the meeting at 8:09 pm.**

  
PATRICIA H. JACKSON,  
TOWNSHIP SUPERVISOR

  
DEBORAH GUTHRIE  
TOWNSHIP CLERK