

CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD WORK SESSION MINUTES - **APPROVED** -
5151 Marsh Road, Okemos, MI 48864-1198
349-1200, Town Hall Room
TUESDAY, APRIL 17, 2001, **5:30 P.M. — 7:00 P.M.**

PRESENT: Supervisor McGillicuddy, Treasurer Hunting, Trustees Brixie, Stier, Such, Woiwode
ABSENT: Clerk Helmbrecht
STAFF: Township Manager Gerald Richards, Director of Community Planning & Development
Mark Kieselbach, Senior Planner Gail Oranchak, Planning Technician Dorothy Luckie,
Chief Engineer Younes Ishraidi, Police Chief Gary Gibbons, EMS/Fire Chief Fred
Cowper, Personnel Director/Assistant Manager Paul Brake, Computer Specialist Stephen
Gebes, Attorney Brian Goodenough, Attorney Steve Schultz, Attorney Mike Woodworth

1. CALL WORK SESSION TO ORDER

Supervisor McGillicuddy called the Work Session to order at 5:38 p.m.

2. QUESTIONS FOR THE ATTORNEY (None)

3. COMMITTEE OF THE WHOLE

A. Lake Lansing Watershed Report

Supervisor McGillicuddy opened the floor to Tom Page, Chair, Lake Lansing Advisory
Committee.

Tom Page summarized the Lake Lansing Advisory Committee's 2000 Progress Report and
Progressive AE's Lake Lansing Annual Progress Report 2000.

Board Members discussed the two (2) reports.

Mr. Page noted Progressive AE would provide data collected as requested for the Township's
GIS system.

4. PUBLIC REMARKS (None)

Supervisor McGillicuddy opened public remarks.

Wayne McLellen, 1459 Cheboygan Road, Okemos, questioned the legitimacy of the Zoning Board of
Appeals meeting in closed session.

Supervisor McGillicuddy closed public remarks.

5. POSSIBLE CLOSED SESSION

**Treasurer Hunting moved that the Township Board go into closed session for the purpose of
discussing strategy related to collective bargaining agreements pursuant to MSA
4.1800(18)8(c). Seconded by Trustee Such.**

ROLL CALL VOTE: YEAS: Trustees Brixie, Stier, Such, Woiwode, Supervisor McGillicuddy,
Treasurer Hunting

NAYS: None

Motion carried 6-0.

Supervisor McGillicuddy recessed the meeting at 6:17 p.m. to go into closed session.

The Board adjourned to the Administrative Conference Room.

Supervisor McGillicuddy reconvened the Work Session at 7:11 p.m.

6. ADJOURNMENT

Supervisor McGillicuddy adjourned the Work Session at 7:11 p.m.

SUSAN MCGILLICUDDY
TOWNSHIP SUPERVISOR

MARY M. G. HELMBRECHT
TOWNSHIP CLERK

Paul J. Cassidy, Secretary

CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD REGULAR MEETING - **APPROVED** -
5151 Marsh Road, Okemos, MI 48864-1198
349-1200, Town Hall Room
TUESDAY, APRIL 17, 2001, **7:00 P.M.**

PRESENT: Supervisor McGillicuddy, Treasurer Hunting, Trustees Brixie, Stier, Such, Woiwode
ABSENT: Clerk Helmbrecht
STAFF: Township Manager Gerald Richards, Director of Community Planning & Development
Mark Kieselbach, Senior Planner Gail Oranchak, Planning Technician Dorothy Luckie,
Chief Engineer Younes Ishraidi, Police Chief Gary Gibbons, EMS/Fire Chief Fred
Cowper, Personnel Director/Assistant Manager Paul Brake, Computer Specialist Stephen
Gebes

1. CALL MEETING TO ORDER

Supervisor McGillicuddy called the meeting to order at 7:11 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 Public Remarks.

Charles Louis Willems, 1387 Hickory Island, Haslett, stated his concerns related to access to his homestead and an inaccurate address in the 911 system.

Supervisor McGillicuddy closed Public Remarks.

5. REPORTS/BOARD COMMENT

Trustee Such reported a tentative date for the first Library Task Force Meeting has been set for May 10, 2001.

Supervisor McGillicuddy asked Trustee Such to update the Board on the Conference he attended for the Tri-County Regional Planning Commission. Trustee Such reported on discussions with representatives of the American Professional Planners Organization and the National Association of Planning Commissions regarding common issues.

Trustee Woiwode reported the first meeting of the Briarwood to Van Atta Corridor Task Force has been scheduled for May 3, 2001 at 7:00 p.m. at the Senior Center.

Trustee Brixie reported the first meeting of the Van Atta Road Task Force has been scheduled for May 12, 2001 at 10:00 a.m. at the Harris Nature Center.

Trustee Stier discussed the increasing pressure to convert homes to rental units, and recommended discussions on a homeownership incentive program for neighborhoods under the pressure of rental conversions.

Supervisor McGillicuddy reported on her attendance at the Ground Water Management Board meeting and discussions related to wellhead protection.

Supervisor McGillicuddy reported the Manager will be investigating the Board of Review issue.

Trustee Such discussed new posting requirements for rental units in the City of East Lansing and asked if staff could look into this program.

Treasurer Hunting reported on his participation with regional pathway interests on April 24, 2001 to walk potential east-west routes.

Treasurer Hunting reported he would not continue to serve on the Ingham County Parks Board after his current term expires June 2001.

6. APPROVAL OF AGENDA — OR CHANGES

Trustee Such moved to approve the agenda amended as follows: Move Agenda Item #9B. (School Resource Officer Grant) to Item #10D. Seconded by Trustee Stier.

VOICE VOTE: Motion carried 6-0.

7. CONSENT AGENDA

Supervisor McGillicuddy reviewed the items proposed for the consent agenda.

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

Trustee Brixie proposed an amendment to the Consent Agenda to include a correction to the March 20, 2001 Work Session Minutes (Agenda Item #7B(1)) as follows:

Page 1, Agenda Item #3A, Paragraph 2: the Name "Greg Mitchell" should be corrected to read "Greg Minchell".

Treasurer Hunting proposed an amendment to the Consent Agenda to correct the effective date of the Huntington Capital Corp. Bank Resolution (Agenda Item #7L) from April 13 to April 17, 2001

The Maker and Seconder accepted the proposed amendments to the motion.

Board Members discussed the need for a motion to approve the Manager's Bills. Manager Richards reported that a revised memorandum with the proposed motion for the bills was available at this meeting.

ROLL CALL VOTE: YEAS: Trustees Brixie, Stier, Such, Woiwode, Supervisor McGillicuddy,
Treasurer Hunting
NAYS: None
Motion carried 6-0.

Therefore, the above actions were taken with the votes as follow:

A. Communications

(1). Appreciation & Commendation (AC)

AC-1 Betty Tesner, 1909 Tahoe Circle, Okemos; RE: Appreciation to Firefighters for Emergency Response

AC-2 Sam Cryderman, President, Meridian Senior Center Advisory Board; RE: Appreciation for Township's Contribution

(2). Application for Public Service (***)

EC-4; PC-3 Gregg A. Rosenbery, 6322 Sunhollow Lane, Haslett; RE: Environmental Commission & Planning Commission

(3). Board Deliberation (BD)

8B-1 William E. Bunker, 2357 Sapphire Lane, East Lansing; RE: Sapphire Lakes Streetlighting District

8B-2 Robert Bunker, 2348 Sapphire Lane, East Lansing; RE: Sapphire Lakes Streetlighting District

(4). Board Information (BI)

- BI-1 Jean Valley, 5777 Beuna Parkway, Haslett; RE: SUP #99091 (Wal-Mart)
- BI-2 Margaret W. Plagge, 2248 Kent Street, Okemos; RE: SUP #99151 (Eyde) and SUP #99091 (Wal-Mart)
- BI-3 Michigan Townships Association Legislative Fax, March 30, 2001 edition
- BI-4 Robert & Elizabeth Wasserman, 2796 DuBois Way; RE: SUP #99091 (Wal-Mart)
- BI-5 Brenda Trosko, 3572 W. Arbutus Drive, Okemos; RE: Deterioration of Housing
- BI-6 Michigan Townships Association Legislative Fax, March 23, 2001 edition
- BI-7 Kay Dunn, MTPD Records Supervisor; RE: Current List of Licensed Vendors and Non-Licensed Persons or Nonprofit Organizations Engaged in Soliciting or Canvassing
- BI-8 P. Killam, 2411 Burcham, East Lansing; RE: Disagreement with Board
- BI-9 Michigan Townships Association Legislative Fax, April 12, 2001 edition

(5). Freedom of Information (FOI) [On file in Clerk's Office]

- FOI-2001-12 John Mucha, Dawda, Mann, Mulcahy & Sadler, 39533 Woodward Ave, Bloomfield Hills, MI; RE: February 28, 2001 Zoning Board of Appeals Meeting Videotape
- FOI-2001-13 Craig Sturk, 2800 Bennett Road, Okemos; RE: Copy of "Sidewalks in MI", and "Zoning in MI"
- FOI-2001-14 John Mucha, Dawda, Mann, Mulcahy & Sadler, 39533 Woodward Ave, Bloomfield Hills, MI; RE: April 3, 2001 Township Board Meeting Videotape

(6). On File in Clerk's Office (OF)

- OF-1 Ingham County Board of Commissioners April 10, 2001 Regular Meeting Packet
- OF-2 Okemos Public Schools Board of Education April 9, 2001 Meeting Agenda and February 26, 2001 Meeting Minutes
- OF-3 Plante & Moran, LLP; RE: Update on Major Developments Related to State Shared Revenue Payments and Act 51 Distributions
- OF-4 Capital Area Rail Council April 4, 2001 Regular Council Meeting Packet

Trustee Such 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, Stier, Such, Woiwode, Supervisor
McGillicuddy, Treasurer Hunting
NAYS: None
Motion carried 6-0.

B. Minutes

Trustee Such moved to approve and ratify the minutes of the March 20, 2001 Work Session amended as follows:

Page 1, Agenda Item #3A, Paragraph 2: the Name "Greg Mitchell" should be corrected to read "Greg Minchell"

Further move to approve and ratify the minutes of March 20, 2001 Regular Meeting, March 27, 2001 Policy Governance Workshop, and April 3, 2001 Work Session and Regular Meeting. Seconded by Trustee Brixie.

ROLL CALL VOTE: YEAS: Trustees Brixie, Stier, Such, Woiwode, Supervisor
McGillicuddy, Treasurer Hunting
NAYS: None
Motion carried 6-0.

C. Bills

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

General Fund/Special Revenue	\$ 366,132.23
Public Works	\$ 27,986.16
<u>Total Checks</u>	<u>\$ 394,118.39</u>
Credit Card Transactions	\$ 15,624.56
<u>Total Purchases</u>	<u>\$ 409,742.95</u>

Seconded by Trustee Brixie.

ROLL CALL VOTE: YEAS: Trustees Brixie, Stier, Such, Woiwode, Supervisor
 McGillicuddy, Treasurer Hunting
 NAYS: None
 Motion carried 6-0.

[Bill list for 4/17/01 in Official Minute Book]

D. Assessing Stipulation

Trustee Such moved that the Township Assessor be authorized to sign a Tax Tribunal Stipulation with Mark & Anita Fox on the following residential property:

<u>YEAR</u>	<u>DOCKET NO.</u>	<u>ADDRESS OF PROPERTY</u>
1999/2000/2001	0269590	1800 Yosemite Drive
<u>Assessment/Taxable</u>	1999	\$164,800/\$164,800
	2000	\$173,100/\$173,100
	2001	\$166,500/\$166,500
<u>Proposed Asmt/Taxable</u>	1999	\$147,300/\$147,300
	2000	\$157,300/\$157,300
	2001	\$157,300/\$157,300

****RATIONALE: This Stipulation is recommended to correct the 1999, 2000, and 2001 Assessed and Taxable Values. After extensive research, it has been determined that our Assessment exceeds fifty-percent (50%) of the property's True Cash Value. Therefore, the proposed assessment is recommended.**

Seconded by Trustee Brixie.

ROLL CALL VOTE: YEAS: Trustees Brixie, Stier, Such, Woiwode, Supervisor
 McGillicuddy, Treasurer Hunting
 NAYS: None
 Motion carried 6-0.

E. Ratification of Police Officer Appointment

Trustee Such moved ratification of Gregory Kane Harris to the position of Police Officer contingent upon successful completion of those items stipulated in the conditional offer of employment. Seconded by Trustee Brixie.

ROLL CALL VOTE: YEAS: Trustees Brixie, Stier, Such, Woiwode, Supervisor
 McGillicuddy, Treasurer Hunting
 NAYS: None
 Motion carried 6-0.

- F. Outdoor Gathering Permit - Cinco de Mayo
Trustee Such moved that the Township Board approve the outdoor Assembly License to conduct Rio Bravo's Cinco de Mayo Celebration on May 5, 2001. Seconded by Trustee Brixie.

ROLL CALL VOTE: YEAS: Trustees Brixie, Stier, Such, Woiwode, Supervisor
McGillicuddy, Treasurer Hunting
NAYS: None
Motion carried 6-0.

- G. Investment Policy
Trustee Such moved that the investment policy proposed by the Treasurer be adopted on April 17, 2001. Seconded by Trustee Brixie.

ROLL CALL VOTE: YEAS: Trustees Brixie, Stier, Such, Woiwode, Supervisor
McGillicuddy, Treasurer Hunting
NAYS: None
Motion carried 6-0.

- H. Lake Lansing Advisory Committee Appointments
Trustee Such moved the following:

WHEREAS, the plan for the Lake Lansing Watershed Management Special Assessment District calls for an Advisory Committee, and

WHEREAS, terms on the committee are two (2) years, ending May 1st, with fifty percent (50%) overlap, and

WHEREAS, the following members of Class 2002 continue service:

Tier One

Thomas Page 6178 Columbia
Dr. Don Kaufman 6097 E. Lake Drive

Tier Two

Steven Culling 6193 Columbia

THEREFORE, BE IT RESOLVED THAT, the following persons are approved as members of Class 2003 of the Lake Lansing Advisory Committee:

Tier One

Dr. John Warbach 6070 Columbia (Reappointment)
Helen Shipley 6379 W. Reynolds (Reappointment)

Tier Two

John Covell 6158 E. Lake Drive (Reappointment)

Seconded by Trustee Brixie.

ROLL CALL VOTE: YEAS: Trustees Brixie, Stier, Such, Woiwode, Supervisor
McGillicuddy, Treasurer Hunting
NAYS: None
Motion carried 6-0.

- I. Planned Unit Development #01-98014 (Giguere), request to modify building envelopes within the Sapphire Lakes PUD, located east of Hidden Lakes Drive, Okemos

Trustee Such moved that the Township Board hereby adopt a resolution approving the

modification to Planned Unit Development #01-98014, subject to conditions number 1 through 23. Seconded by Trustee Brixie.

ROLL CALL VOTE: YEAS: Trustees Brixie, Stier, Such, Woiwode, Supervisor
McGillicuddy, Treasurer Hunting
NAYS: None
Motion carried 6-0.

[Signed and Sealed Resolution in Official Minute Book]

- J. Planned Unit Development #01-98024 (Giguere), request to modify building envelopes within the Northport Condominiums PUD, located east of Marsh Road and south of the Clinton County line, Haslett

Trustee Such moved that the Township Board hereby adopt a resolution approving the modification to Planned Unit Development #01-98024, subject to conditions number 1 through 14. Seconded by Trustee Brixie.

ROLL CALL VOTE: YEAS: Trustees Brixie, Stier, Such, Woiwode, Supervisor
McGillicuddy, Treasurer Hunting
NAYS: None
Motion carried 6-0.

- K. Snow Emergency Grant

Trustee Such moved that the grant application and award be accepted and that the Township Manager be authorized to complete the required documentation. Seconded by Trustee Brixie.

ROLL CALL VOTE: YEAS: Trustees Brixie, Stier, Such, Woiwode, Supervisor
McGillicuddy, Treasurer Hunting
NAYS: None
Motion carried 6-0.

- L. Bank Resolution - Huntington Capital Corp

Trustee Such moved to adopt a resolution entitled "Authority to Open Account" for Huntington Capital Corp., as of April 17, 2001. Seconded by Trustee Brixie.

ROLL CALL VOTE: YEAS: Trustees Brixie, Stier, Such, Woiwode, Supervisor
McGillicuddy, Treasurer Hunting
NAYS: None
Motion carried 6-0.

- M. Appointment of Election Commission

Trustee Such moved to appoint Trustees Julie Brixie and Steve Stier to the Election Commission with Clerk Mary Helmbrecht as Chair. The first meeting will be Tuesday, May 1, 2001 at 5:00 p.m. in the Town Hall Room. Seconded by Trustee Brixie.

ROLL CALL VOTE: YEAS: Trustees Brixie, Stier, Such, Woiwode, Supervisor
McGillicuddy, Treasurer Hunting
NAYS: None
Motion carried 6-0.

- N. Revised 2001 Wage Schedule for EMS/Fire & Police Chiefs

Trustee Such moved approval of the Police Chief and EMS/Fire Chief 2001 wage scale as proposed by the Township Manager. Seconded by Trustee Brixie.

ROLL CALL VOTE: YEAS: Trustees Brixie, Stier, Such, Woiwode, Supervisor
McGillicuddy, Treasurer Hunting
NAYS: None
Motion carried 6-0.

8. HEARINGS

- A. The Coves of White Hills Condominiums Street Light District
Director Kieselbach introduced the proposed street light district.

Supervisor McGillicuddy opened the public hearing

Bud Nilson, Nilson Builders, 2163 University Park Drive, Okemos, made himself available for questions.

Supervisor McGillicuddy opened Board discussion.

Treasurer Hunting asked if the assessment is a continuing assessment.

Director Kieselbach stated the assessment continues as long as the lights are there.

Supervisor McGillicuddy closed the public hearing

- B. Sapphire Lakes Condominiums Street Light District
Director Kieselbach introduced the proposed street light district.

Supervisor McGillicuddy opened the public hearing.

Joseph Hess, spoke in support of the proposed street light district for the following reasons:

- Street lights will increase safety
- The proposed assessment is a reasonable charge.

Jim Giguere, 6411 Pine Hollow Drive, East Lansing, spoke as the builder and developer of Sapphire lakes in support of the proposed street light district to enhance safety.

Supervisor McGillicuddy closed the public hearing.

9. ACTION ITEMS

Supervisor McGillicuddy opened public comment.

Tom Woiwode, Chair, Land Preservation Advisory Board, updated the Board on the activities of the Advisory Board.

Supervisor McGillicuddy closed public comment.

- A. Agreement Between Department of Resource Development, Partnership for Land & Water Systems, MSU and Meridian Township

Manager Richards introduced the agreement. He noted the proposed motion provides sufficient leeway for staff to complete negotiations regarding tasks number 3 and 4.

Board Members discussed the concerns related to time expenditure to create wetland maps.

Treasurer Hunting moved that the Township Manager be authorized to enter into an agreement with the Department of Resource Development and Partnership for Land and Water Systems at Michigan State University in an amount of \$25,000 for the purpose of 1) supporting the one-half (1/2) time graduate assistant; 2) to support purchase of portable workstation and software; and 3) cover incidental expenses related to the work. Seconded by Trustee Brixie.

Board Members discussed the following items:

- Proposed motion provides the Manager the leeway to negotiate the remainder of the contract in the best interest of the Township
- Concern about the generic nature of the motion and the absence of language specifying the expenditure would be for the development of GIS program development
- Negotiated contract would not require Board approval before execution based on the current motion

Treasurer Hunting moved to amend the motion to read: "that the Township Manager be authorized to enter into an agreement with the Department of Resource Development and Partnership for Land and Water Systems at Michigan State University to augment the Geographic Information System (GIS) and planning capabilities through the development of a community-based, decision support system built around Smart Places and other information technology tools. The agreement is for an amount up to \$25,000 for the purpose of 1) supporting the one-half (1/2) time graduate assistant; 2) to support purchase of portable workstation and software; and 3) cover incidental expenses related to the work." Amendment accepted by seconder.

Board Members discussed the following items:

- Initiation of agreement May 1, 2001 or thereabouts
- Maximizing use of current engineering interns or adding interns to minimize costs

ROLL CALL VOTE: YEAS: Trustees Brixie, Stier, Such, Woiwode, Supervisor
McGillicuddy, Treasurer Hunting
NAYS: None
Motion carried 6-0.

- C. Delay Effective Date of Zoning Districts C1, C2 and C3 (ZA #98150 - Planning Commission) - Final Adoption

Treasurer Hunting moved that the Township Board hereby Finally Adopts the amendment to the effective date of Ordinance No. 2000-17 from April 30, 2001 to July 2, 2001. Seconded by Trustee Woiwode.

VOICE VOTE: Motion carried 6-0.

[Signed and Sealed Resolution in Official Minute Book]

10. NEW BUSINESS (Discussion Items)

A. Police Mobile Data Terminal Recommendation

Manager Richards introduced the proposal for Police Mobil Data Terminals.

Board Members discussed the following items:

- Sole source provision within the Township's Purchasing Policy which is consistent with state law
- Approximation of the number of units to be installed
- Expenditure incorporated in 2001 Budget
- Maintenance of units

B. Lezotte Miller Contract

Manager Richards outlined the options for the Township's public relations contract.

Board Members discussed the following items:

- Reducing the frequency of publication of the Meridian Monitor
- Development of Request for Proposals (RFP)
- Formation of Board Objectives and Policy for public communication
- Specificity of RFP
- Expiration date of Contract should not be considered a deadline

- Delineation of what is "Self promotion" and what is "necessary and reasonable communication"

By unanimous consent, the Board appointed Trustees Andy Such, Julie Brixie and Steve Stier to an Ad Hoc Committee for the Formation of a Township Communications Policy.

Manager Richards reported another edition of the Meridian Monitor was in production and would continue unless otherwise directed by the Board.

C. Grading Permits

Trustee Stier outlined issues related to extreme grading changes and recommended the issue be placed on the May 1, 2001 Board Agenda for referral to the Planning Commission.

Board Members discussed the following items:

- Limiting grading changes while preserving property rights
- Approval of elevations by the Township Engineer for new plats
- Changes to approved grading plans
- Impact of homeowner performed landscaping
- Approaches other communities may have adopted
- Involvement of Ingham County Drain Commissioner in reviewing options

D. School Resource Officer Grant

Chief Gibbons introduced the proposed Officer Grant.

Board Members discussed the following items:

- Support of concept by Okemos and Haslett Public Schools Superintendents
- Importance of selection of Police Officer
- Impact of and response to the possible discontinuance of program at end of grant
- Development of job description for new positions
- Independence of DARE program from proposed positions
- Nature of employment of new Police Officers
- Function of Police Officers during summer vacation
- Avoidance of security role for Police Officers
- Need for Police Officer in public schools
- Promotion of positive interactions between Police Officers and students

11. PUBLIC COMMENT (None)

12. FINAL BOARD MEMBER COMMENT

Treasurer Hunting updated the Board on the status of the Tree Ordinance Committee.

Trustee Stier thanked citizens who have taken the time to express their opinions about the Board's performance.

Manager Richards reported on the completion of the Board Policy Manual as prepared by Susan Stratton, Leading Edge Mentoring, as a product of the Board's Policy Governance Workshops.

Supervisor McGillicuddy discussed the possibility of a Town Hall meeting for residents to voice concerns to the Board. The consensus of the Board was to consider a meeting late July or early August for the open forum.

Trustee Woiwode reported on Earth Day activities.

13 ADJOURNMENT

Supervisor McGillicuddy adjourned the meeting at 8:48 p.m.

SUSAN MCGILLICUDDY
TOWNSHIP SUPERVISOR

MARY M. G. HELMBRECHT
TOWNSHIP CLERK

Paul J. Cassidy, Secretary