



**AGENDA**  
CHARTER TOWNSHIP OF MERIDIAN  
TOWNSHIP BOARD – REGULAR MEETING  
August 6, 2020 6:00 pm

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1. CALL MEETING TO ORDER
  2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
  3. ROLL CALL
  4. PRESENTATION
    - A. Special Recognition for a Water Rescue- Ronald Steiner and Brian Reed
  5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS\*
  6. TOWNSHIP MANAGER REPORT
  7. BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS
    - A. Election Report-Clerk Dreyfus
  8. APPROVAL OF AGENDA
  9. CONSENT AGENDA
    - A. Communications
    - B. Minutes-July 21, 2020 Virtual Regular Meeting
    - C. Bills
  10. QUESTIONS FOR THE ATTORNEY
  11. HEARINGS (CANARY)
    - A. Walnut Hills Dangerous Buildings
  12. ACTION ITEMS (PINK)
    - A. Environmental Commission Appointment
    - B. Walnut Hills Dangerous Buildings
    - C. Land Preservation Millage Renewal
    - D. EMS-Fire Department Millage Renewal
    - E. Police Department Millage Renewal
    - F. Land Preservation Advisory Board Appointment
  13. BOARD DISCUSSION ITEMS (ORCHID)
    - A. Special Use Permit #20021 (Andev Group) construct a building greater than 25,000 square feet
    - B. Rezoning #20010 (Ho Cho) 5654 Okemos Road RR (Rural Residential) to RAA (Single Family-Low Density)
    - C. Rezoning #20030 (Planning Commission) 5937 Potter Street C-1 (Commercial) to RN (Mixed Residential)
    - D. Special Use Permit #19191 (Green Peaks Innovations) medical marihuana provisioning center on Northwind Drive
    - E. Rezoning #20040 Michigan Baptist Convention) 4606 Hagadorn Road RR (Rural Residential) to PO (Professional Office)
  14. COMMENTS FROM THE PUBLIC
  15. OTHER MATTERS AND BOARD MEMBER COMMENTS
  16. ADJOURNMENT
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All comments limited to 3 minutes, unless prior approval for additional time for good cause is obtained from the Supervisor.  
Appointment of Supervisor Pro Tem and/ or Temporary Clerk if necessary.

Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Board by contacting:  
Township Manager Frank L. Walsh, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4258 - Ten Day Notice is Required.  
Meeting Location: 5151 Marsh Road, Okemos, MI 48864 Township Hall



**CLERK'S OFFICE  
BOARD COMMUNICATIONS  
August 6, 2020**

**BOARD INFORMATION  
(BI)**

## Brett Dreyfus

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**From:** Charles Kotz <cdkotz73@gmail.com>  
**Sent:** Monday, July 20, 2020 11:08 PM  
**To:** Board  
**Subject:** Meridian Land Use

Dear Meridian Board:

As a long time, (30+ years), resident, I feel compelled to write, due to my concern over the direction the Township has been heading for several years.

I have corresponded with "Business Development" personnel in an attempt to understand why we are seeing new housing development in areas that I had assumed were designated as "green space", by the Master Plan. I have been informed that Meridian Township officials apparently feel an "obligation" to house workers from expanding insurance businesses, and the growing MSU Cyclotron endeavor, (and apparently anyone in the Greater Lansing area looking for a house). Furthermore, the backwards rational used by the Board to justify rezoning land to accommodate new subdivisions is mind numbing. Haslett High needs more students....OK! Let's destroy our green spaces to slap up more subdivisions. Never mind the increased traffic, noise, air pollution, road rage etc. If enrollment is declining, due to changing demographics, then analyze the situation, and utilize existing educational facilities accordingly. You already used this ploy to "fill" Okemos High. Now we have sprawl from Jolly Rd. north to Bennett Rd. Your job, as our elected officials is to maintain or improve the quality of life for Meridian Township residents. The over building agenda you have been so eagerly pursuing is failing the current residents. You are creating a place where it is unsafe or pleasant to walk or ride a bike. The Township has become a community owned by faceless pickups, SUV's, and commercial vehicles. Thanks.

I implore you to re-think the direction you are taking this Township. My fervent hope is that new board members will take your seats after the August election, since your vision so radically conflicts with the good people that make Meridian Township their home.

Sincerely,

Charles Kotz  
1282 Silverwood Dr.  
cdkotz73@gmail.com

Sent from my iPhone

July 2020

To: Meridian Township Board

From: R. Harrington  
820 Piper V Rd  
Haslett, MI

Dear Board,

Here is a way to improve the lives of our residents in a post-Covid-19 world.

- Make Central Park Blvd a promenade that flows counter clockwise to provide social distancing.
- allow dog walkers to leave their Dog Doo where it drops. If it gets stinky, Township will run a super-duper dog doo scooper/vac as needed.
- It's a way to get out and socialize at a safe distance

Your friend, R

PROPOSAL: TO MERIDIAN TWP BOARD

Dog walkers promenade (other walkers too)

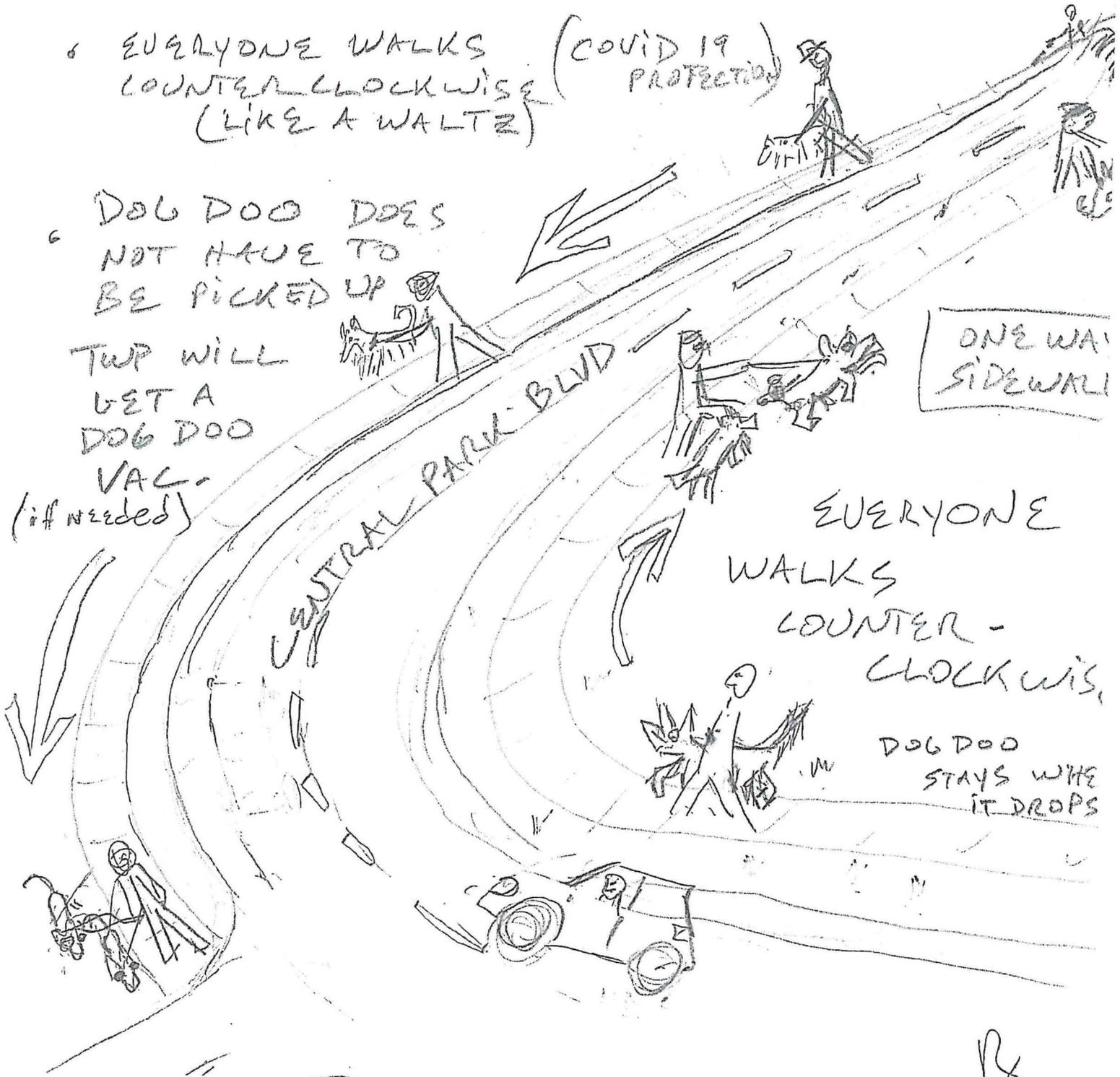
- CENTRAL PARK BLVD FROM OKEMOS RD THRU MARSA RD. TO GRAND RIVER.

- EVERYONE WALKS COUNTER-CLOCKWISE (COVID 19 PROTECTION) (LIKE A WALTZ)

- DOG DOO DOES NOT HAVE TO BE PICKED UP

TWP WILL GET A DOG DOO VAC.

(if needed)



Rx

**From:** Yingxin Zhou  
**To:** Board  
**Subject:** Cell Tower at Bennett Woods Elementary (Opposition)  
**Date:** Friday, July 24, 2020 9:10:20 AM

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Dear Board Members,

Hope you are well during the pandemic.

It's very disturbing to know a cell tower will likely be built in Bennett Woods Elementary. It'll be on the Okemos school district property, very close to or just on the soccer field of Bennett Woods. I'm strongly opposed to this proposal. The radiation coming from a cell antenna located in a school will be detrimental to the young kids at school and nearby residents.

The proposed site is so close to the Champion Woods neighborhood. It's almost in the backyard for some properties and will definitely negatively impact the daily life of the residents in the neighborhood and reduce their property values. One of the major reasons for our family to choose Champion woods 6 years ago is that it is far away from cell towers.

Please vote to deny this request. Thank you for your consideration.

Regards,

Yingxin Zhou  
2565 Sophia Pkwy  
Okemos, MI 48864

**From:** [Dan Wisinski](#)  
**To:** [Brett Dreyfus](#)  
**Cc:** [Ronald Styka](#); [Frank Walsh](#); [Courtney Wisinski](#); [Phil Deschaine](#); [Patricia Herrino Jackson](#); [Dan Opsommer](#); [Kathy Ann Sundland](#)  
**Subject:** Environmental Commission Appointment  
**Date:** Friday, July 24, 2020 8:18:15 PM

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Dear Clerk Dreyfus,

I am writing you to voice my disgust with your actions at Tuesday night's meeting. My son, Luca was dressed up in front of our computer, anxiously awaiting his big moment to be appointed to the Environmental Commission when you tabled the appointment to investigate the possibility of an age limit on the appointment. I'm assuming that you have since discovered that age limits can't be found anywhere in Township documents.

Needless to say, he was crushed by one of your shameless political grandstanding acts that highlighted your inability to perform even the simplest tasks of your job. Luca has been a member of the OHS Environmental Club for 2 years, a straight A student, team leader of his sports teams, and a hopeful candidate for the U.S. Naval Academy. I would go as far to say he is as qualified as most adults going into that position and is exactly the type of volunteer we need in our Township leadership. **In fact, the Environmental Commission recognized his potential when they interviewed him and recommended his appointment.** You prepare the agenda so you were well aware of his age and qualifications prior to the meeting so it's easy to conclude that you used the dreams of a minor to satisfy your nefarious agenda. At the very least, you had ample opportunity to research this issue. I watch many of the Township meetings and I'm familiar with your antics and tantrums. As someone who presents to other local government Boards and Commissions on a regular basis, I'm continually embarrassed as a Township resident by your actions and intentions. My personal feelings aside, I can summarize your poor job performance in three items:

- 1.) You didn't properly prepare for the meeting and your nonchalant approach to your job reflects poorly on the Township and its residents as a whole.
- 2.) Considering you are the official tasked with keeping Township records, oaths, ordinances, etc., it's perplexing that you didn't know the answer to a simple question about a commission appointment eligibility and had ample time to address it while preparing the packet.
- 3.) You broke one of the golden rules of leadership by carelessly disregarding the feelings of a future volunteer for our community. It makes me wonder if this is why the Township has trouble finding help for the Elections.

Most importantly, since the meeting it has come my attention from the Township Manager's office that the Environmental Commission rules and procedures posted on the Township website are not current and need to be revised to reflect the current ordinance. There are several errors in the document, including using the word "student" instead of "youth". If the documents you're entrusted with reflected the ordinance, the Board member who looked up the rules and procedures would have been able to point out that the Environmental Commission can have two "youth" members with no age restriction that shall be nonvoting, ex-officio members with a term of one year. It's clear based on the ordinance that you have not properly maintained the rules and procedures for the Environmental Commission and Luca is a qualified non-voting "youth" member. Again, you should

know this.

Making the best of a bad situation, we were able to turn this into a teaching moment for our son. I explained to him that when you show up unprepared for your job, it wastes everyone's time not just yours and you look unreliable in the process. Clerk Dreyfus, you owe my son an apology and you owe our township better job performance.

I expect that this letter be included in the next meeting packet. If it is not, I will be reading it in the public comment portion of the next meeting. Please contact me at my cell number below and we can schedule an apology to my son.

Sincerely,

Dan Wisinski  
4419 Elmwood Drive  
Okemos, MI 48864  
c517-812-9287

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This electronic communication and its attachments contain confidential information. Design data and recommendations included herein are provided as a matter of convenience and should not be used for final design. Data on electronic media can deteriorate or can be modified without the knowledge or consent of Wolverine Engineers & Surveyors. Rely only on the final hardcopy materials bearing the Engineers or Surveyors original signature and seal. Recipient agrees that utilization of this electronic data is at their own risk. If you have received this information in error, please notify the sender immediately.

**From:** [Greta Martens](#)  
**To:** [Board](#)  
**Subject:** FFRF- Church fundraiser for Boy Scouts of America  
**Date:** Tuesday, July 28, 2020 4:53:31 PM  
**Attachments:** [Meridian Township, MI.pdf](#)

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Dear Supervisor Styka:

I am writing on behalf of the Freedom From Religion Foundation, a national organization that works to protect the constitutional principle of separation between state and church, to follow up on our April 29, 2020 letter regarding fundraising for the BSA. A copy of the original letter is enclosed for your review.

To date, we have not yet received a reply from you concerning our letter. We are aware that many city government offices are currently closed due to COVID-19 and we understand that there might be a further delay in responding to our letter. We still request a reply to our concerns at your earliest convenience.

Thank you for your time and attention to this matter.

Sincerely,  
Greta Martens  
Legal Assistant  
Freedom from Religion Foundation  
PO Box 750  
Madison, WI 53701-0750  
(608)230-8422  
pronouns: she/her/hers

\*Currently working remotely due to COVID-19 closures. Please respond via email.

# FREEDOM FROM RELIGION *foundation*

P.O. BOX 750 · MADISON, WI 53701 · (608) 256-8900 · WWW.FFRF.ORG

April 29, 2020

**SENT VIA EMAIL ONLY:**

**board@meridian.mi.us**

The Honorable Rondal Styka  
Township Supervisor  
Meridian Township  
5151 Marsh Rd  
Okemos MI 48864

RE: Church fundraiser for Boy Scouts of America

Dear Supervisor Styka:

I am writing on behalf of the Freedom From Religion Foundation (FFRF) regarding Meridian Township's participation in a recent fundraiser for the Boy Scouts of America (BSA). FFRF is a national nonprofit organization with more than 31,000 members across the country including more than 700 members in Michigan. Our purposes are to protect the constitutional principle of separation between state and church and to educate the public about nontheism.

A concerned local resident contacted FFRF to report that on March 7, 2020, Meridian township, as well as the Meridian Fire Department, co-hosted a Pancake Breakfast fundraiser at the 242 Community Church, the proceeds of which went in part to the BSA. See enclosure

First, it is inappropriate for any government organization to host a fundraiser for the BSA, an organization which openly discriminates against atheists, agnostics, and other nonbelievers. BSA policies dictate that, "BSA adult registration is restricted to qualified people who subscribe to the precepts of the Declaration of Religious Principle, the Scout Oath, the Scout Law, and the BSA Standards of Leadership."<sup>1</sup> BSA policies further state that, "Boy Scouts of America maintains that no member can grow into the best kind of citizen without recognizing an obligation to God and, therefore, recognizes the religious element in the training of the member... Only persons willing to subscribe to these precepts of the Declaration

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<sup>1</sup> See enclosed "Boy Scouts of America Information for Parents"

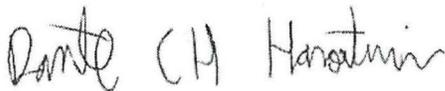
of Religious Principle and to the Bylaws and codes of the Boy Scouts of America shall be entitled to certificates of membership.”<sup>2</sup>

The Supreme Court has said time and again that the “First Amendment mandates government neutrality between religion and religion, and between religion and nonreligion.” *McCreary Cty., Ky. v. Am. Civil Liberties Union of Ky.*, 545 U.S. 844, 860 (2005); *Wallace v. Jaffree*, 472 U.S. 38, 53 (1985); *Epperson v. Ark.*, 393 U.S. 97, 104 (1968); *Everson v. Board of Educ. of Ewing*, 330 U.S. 1, 15-16 (1947). By raising money for an organization that discriminates against nonbelievers Meridian Township is violating this basic constitutional stricture.

Similarly, the selection of any house of worship as a site for City-sponsored events demonstrates the City’s preference for religion over nonreligion, and in particular Christianity over all other faiths. This sends the message to residents who are nonadherents “that they are outsiders, not full members of the political community and accompanying message to adherents that they are insiders, favored members of the political community.” *Santa Fe Indep. Sch. Dist. v. Doe*, 530 U.S. 290, 309–10 (2000) (quoting *Lynch v. Donnelly*, 465 U.S. at 668) (O’Connor, J., concurring).

We request that in the future Meridian Township abstain from hosting fundraisers for organizations which discriminate on the basis of religion and take appropriate steps to ensure that city sponsored events are not scheduled at places of worship in the future. While we understand that these are unusual times for the township, we request to be informed in writing of the steps you are taking to address these issues.

Sincerely,



Dante CH Harootunian  
*Patrick O’Reiley Legal Fellow*  
*Freedom From Religion Foundation*

Enclosure

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<sup>2</sup> *Id.*

MAR  
7

## 4th Annual Pancake Breakfast

Public - Hosted by Meridian Township Fire Department and Meridian Township

★ Interested

✓ Going

...

🕒 Saturday, March 7, 2020 at 8 AM - 11 AM EST  
about 1 month ago

📍 242 Community Church - Lansing Campus  
2600 Bennett Rd, Okemos, Michigan 48864

Show Map

👤 Hosted by Meridian Township Fire Department

Message Host

About

Discussion

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### Details

The Meridian Township Professional Firefighters Local 1600 and local Scout Troops are teaming up again to serve you an All You Can Eat Pancake Breakfast!

**Admission Price: \$5 donation**

All you can eat pancakes and sausage, cooked by the Meridian Township Fire Department and served by the local Scout Troops.

Hop inside a Meridian Township firetruck or EMS vehicle, learn about the Pinewood Derby race and scouting adventures, while enjoying breakfast with the family.

All proceeds will benefit local Scout Units' Campership/Scholarship Fund, as well as the Muscular Dystrophy Association (MDA).

## Terms and Conditions

### Boy Scouts of America Information for Parents

A parent or guardian must certify that he or she has read this information sheet for all applicants under 18 years of age.

Welcome to the Boy Scouts of America!

Please take the time to review this material and reflect upon its importance.

### **The BSA and the Chartered Organization**

The Boy Scouts of America makes Scouting available to our nation's youth by chartering community organizations to operate Cub Scout packs, Boy Scout troops, Varsity Scout teams, Venturing crews, and Sea Scout ships.

The chartered organization must provide an adequate and safe meeting place and capable adult leadership, and must adhere to the principles and policies of the BSA. The BSA local council provides adult training, program ideas, camping facilities, literature, and professional guidance for adult leaders, and liability insurance protection.

### **Scouting's Adult Participants and You**

Scouting's adult participants provide leadership at the unit, district, council, and national levels. Many are parents of Scouts; many entered Scouting as youth members. Each chartered organization establishes a unit committee, which operates its Scouting unit, selects leadership, and provides support for a quality program. Unit committees depend on parents for membership and assistance.

The unit committee selects the Cubmaster, Scoutmaster, Varsity Scout Coach, Venturing Advisor, or Sea Scout Skipper, subject to approval of the head of the chartered organization or the chartered organization representative of the BSA. Adult participants must be good role models because our children's values and lives will be influenced by that adult. You need to know your child's adult participants and be involved in the unit committee's activities so you can evaluate and help direct that influence.

Scouting uses a fun program to promote character development, citizenship training, and personal fitness for every member. You can help by encouraging attendance, assisting with your child's advancement, attending meetings for parents, and assisting when called upon to help.

**Youth Protection Begins With You™.** Child abuse is a serious problem in our society, and unfortunately, it can occur anywhere, even in Scouting. Youth safety is of paramount importance to Scouting. For that reason, the BSA continues to create barriers to abuse beyond what have previously existed in Scouting.

The Boy Scouts of America places the greatest importance on providing the most secure environment possible for our youth members. To maintain such an environment, the BSA has developed numerous procedural and adult participation selection policies, and provides parents and adult participants with numerous online and print resources for the Cub Scouting, Boy Scouting, and Venturing programs.

All Cub Scout, Boy Scout, Venturing, and Sea Scout parents should review *How to Protect Your Children From Child Abuse: A Parent's Guide* booklet in the Cub Scout and Boy Scout handbooks or at [www.scouting.org/training/youthprotection](http://www.scouting.org/training/youthprotection).

#### **Program Policies**

Chartered organizations agree to use the Scouting program in accordance with their own policies as well as those of the BSA. The program is flexible, but major departures from BSA methods and policies are not permitted. As a parent, you should be aware that

- BSA adult participation is restricted to qualified people who subscribe to the precepts of the Declaration of Religious Principle, the Scout Oath, the Scout Law, and the BSA Standards of Leadership.
- Citizenship activities are encouraged, but partisan political activities are prohibited.
- Military training and drills are prohibited. Marksmanship and elementary drill for ceremonies are permitted.
- While the Boy Scouts of America recognizes the importance of religious faith and duty, it leaves sectarian religious instruction to the member's religious leaders and family.
- Members who do not belong to a unit's religious chartered organization shall not be required to participate in its religious activities.

#### **Youth Protection Policies**

- Two registered adults or one registered adult and a parent of a participant, one of whom must be 21 years of age or older, are required on all trips and outings. If trips and outings are coeducational, adults of both genders must be present. Venturing requires both adults to be age 21 or older.
- One-on-one activities between youth members and adults are never permitted. Even personal Scout conferences must be conducted in plain view of others.
- Corporal punishment, hazing, and bullying are not permitted in Scouting. Only constructive discipline is acceptable. Parents and unit leaders must work together to solve discipline problems.
- Adults are required to take Youth Protection training within 30 days of registering, and Youth Protection training must be taken every two years.
- We encourage all parents to be involved with their Scout. There are no "secret" organizations in Scouting and all Scouting activities are open to parental visitation.
- If you suspect that a child has been abused, immediately contact the local authorities and the Scout executive.

#### **Excerpt from the Declaration of Religious Principle**

The Boy Scouts of America maintains that no member can grow into the best kind of citizen without recognizing an obligation to God and, therefore, recognizes the religious element in the training of the member, but it is absolutely nonsectarian in its attitude toward that religious training. Its policy is that the home and organization or group with which the member is connected shall give definite attention to

religious life. Only persons willing to subscribe to these precepts of the Declaration of Religious Principle and to the Bylaws and codes of the Boy Scouts of America shall be entitled to certificates of membership.

#### **Policy of Nondiscrimination**

Youth membership in the BSA is open to all who meet the joining requirements. Membership in Scouting, advancement, and achievement of leadership in Scouting units are open to all youth without regard to race, ethnic background, or sexual orientation, and are based on individual merit.

Ethnic background information. Please fill in the appropriate circle on the application to indicate ethnic background. This information helps the BSA plan for membership success in serving all youth.

#### **Scout Oath or Promise**

On my honor I will do my best  
to do my duty to God and my country  
and to obey the Scout Law;  
to help other people at all times;  
to keep myself physically strong,  
mentally awake, and morally straight.

#### **Scout Law**

A Scout is trustworthy, loyal,  
helpful, friendly, courteous, kind,  
obedient, cheerful, thrifty, brave,  
clean, and reverent.

#### **Joining Requirements**

##### **Parent/Guardian Information**

##### **Cub Scout Pack**

Pack membership is open to boys and girls.

**Tiger**—Must be under the age of 8, have completed kindergarten or be in the first grade, or be age 7.

**Cub Scout**—Must have completed first grade but not completed third grade, or be age 8 or 9.

**Webelos Scout**—Must have completed third grade but not completed fifth grade, or be age 10 but not yet 11 1/2.

##### **Parent Agreement**

I have read the Scout Oath or Promise and Scout Law, and I want my son/daughter to join the pack. I will assist him/her in abiding by the policies of the Boy Scouts of America and of his/her pack's chartered organization. I will

- While he/she is a Tiger, serve as his/her adult partner and participate in all meetings and activities and approve his/her advancement.\*
- While he/she is a Cub Scout, help him/her grow as a Cub Scout and approve his/her Cub Scout advancement.

• While he/she is a Tiger, Cub Scout, or Webelos Scout, attend monthly pack meetings and take part in other activities; assist pack leaders as needed.

\*If the parent is not serving as the adult partner, the parent's online registration submission indicates approval of the adult partner entered.

#### **Boy Scout Troop/Varsity Team**

##### **Boy Scout Troop**

Your son can be a Scout if he has completed the fifth grade and is at least 10 years old or is age 11 or has earned the Arrow of Light Award and is at least 10 years old, but has not reached age 18.

##### **Varsity Team**

Varsity Scouting—A male youth must be at least 14 years of age and not yet 18.

##### **Venturing Crew/Sea Scout Ship (Coeducational)**

Venturing and Sea Scouting are for young men and women at least 13 years old who have completed the eighth grade, or youth age 14 through 21. Applicants age 18 and older must complete a Venturing Participant application, rather than this form.

Venturers and Sea Scouts registered in a crew or ship prior to their 21st birthday may continue as members after their 21st birthday until the crew or ship renews its charter or until they reach their 22nd birthday, whichever comes first.

Venturing and Sea Scouting include challenging physical and mental activities. If you have not recently had a complete medical examination, you are urged to see your family physician. Notify your Advisor/Skipper if you require special medication or if your physician recommends limited activity. Please fill out the Annual Health and Medical Record, No. 680-001, found on [www.scouting.org/forms](http://www.scouting.org/forms) and give it to the unit leader.

I have read the Boy Scouts of America Information for Parents and approve the application. I affirm that I have or will review "How to Protect Your Children from Child Abuse: A Parent's Guide".

Please provide your electronic signature (for example your first and last name) to indicate that you have read and agree with all the information above. \*

**From:** [Susan E Bonfiglio](#)  
**To:** [Board](#)  
**Cc:** [Michelle Prinz](#)  
**Subject:** Meridian Community member  
**Date:** Thursday, July 30, 2020 2:31:39 PM

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Hello,

I reached out to Michelle last week for information about honoring a Township resident who is making a difference in our community.

Michelle suggested that I send the information to the Township Board.

I would recommend recognizing Kathleen Bozyk of 4111 Spinnaker Lane, Okemos.

The Board may already know about Kathleen. She is a Registered Nurse.

And since the beginning of the Covid-19 pandemic, Kathleen has sewn fabric face masks for Township residents and residents of the surrounding areas who are in need of masks.

I believe she has created approximately 700, maybe more, face masks, thus providing a safe and welcoming, family-friendly, sustainable prime community which is the Mission.

Thank you, Susan Bonfiglio

<p><b>PROPOSED BOARD MINUTES</b></p>
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**PROPOSED MOTION:**

- (1) Move to approve and ratify the minutes of the Virtual Regular Meeting of July 21, 2020 as submitted.**

**ALTERNATE MOTION:**

- (1) Move to approve and ratify the minutes of the July 21, 2020 Virtual Regular Meeting with the following amendment(s):  
[insert amendments]**

CHARTER TOWNSHIP OF MERIDIAN  
TOWNSHIP BOARD VIRTUAL REGULAR MEETING **-DRAFT-**  
5151 Marsh Road, Okemos MI 48864-1198  
517-349-1232, Virtual Meeting via Zoom  
TUESDAY, JULY 21, 2020 **6:00 pm.**

PRESENT: Supervisor Styka, Clerk Dreyfus, Treasurer Deschaine, Trustees Jackson, Opsommer, Sundland, Wisinski

ABSENT: None

STAFF: Township Manager Walsh, Director of Public Works Perry, Fire Chief Hamel, Police Chief Plaga, Information Technology Director Gebes, Economic Development Director Lane, Finance Director Mattison, HR Director Marx, (new) HR Director Tithof, Parks and Recreation Director Maisner, Community Planning Director Kielselbach; Principal Planner Menser, Communications Manager Yates,

1. CALL MEETING TO ORDER

Supervisor Styka called the meeting to order at 6:00 pm.

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Styka led the Pledge of Allegiance.

3. ROLL CALL

Clerk Dreyfus called the roll of the Board.

4. PRESENTATIONS

A. Introduction of New Police Officers Jordan Kuhn by Police Chief Plaga. Officer Travis Quimby will be presented at a future meeting for introduction.

B. Introduction of new HR Director Abigail (Abby) Tithof

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Styka opened public remarks at 6:06 pm.

Scott Comer, Protégé Academy, 4960, 62, 64 and 66 Northview Drive, opposed Special Use Permit for the provisional medical marihuana site in their area.

Supervisor Styka closed public remarks at 6:11 pm.

6. TOWNSHIP MANAGER REPORT

Township Manager reported Silverleaf Development Proposal on Bennett Road – neighborhood Zoom meeting on this project is scheduled for Thursday, July 30, at 6 pm; Marketplace on the Green construction project is progressing; will be paying cash for new ladder truck in 2021, looking for a site for emergency siren installation in the northern part of the township; HVAC installation has been suspended due to worker testing positive for COVID but will be back after August election; attended Village of Okemos meeting on demolishing existing buildings.



ROLL CALL VOTE: YEAS: Treasurer Deschaine, Trustee Jackson, Opsommer, Sundland, Supervisor Styka, Trustee Wisinski, Clerk Dreyfus

NAYS: None

Motion carried: 7 – 0

A. Communications

**Treasurer Deschaine 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 Clerk Dreyfus.**

ROLL CALL VOTE: YEAS: Treasurer Deschaine, Trustee Jackson, Opsommer, Sundland, Supervisor Styka, Trustee Wisinski, Clerk Dreyfus

NAYS: None

Motion carried: 7 – 0

B. Approval of Minutes – July 7, 2020 Regular Meeting

**Treasurer Deschaine moved to approve and ratify the minutes of the Virtual Regular Meeting of July 7, 2020 as submitted. Seconded by Clerk Dreyfus**

ROLL CALL VOTE: YEAS: Treasurer Deschaine, Trustee Jackson, Opsommer, Trustee Sundland, Supervisor Styka, Trustee Wisinski, Clerk Dreyfus

NAYS: None

Motion carried: 7-0

C. Bills

**Treasurer Deschaine moved to approve that the Township Board approve the Manager’s Bills as follows: Seconded by Clerk Dreyfus**

<b>Common Cash</b>		<b>\$ 516,575.66</b>
<b>Public Works</b>		<b>\$ 357,074.41</b>
<b>Trust &amp; Agency</b>		<b><u>\$ 39,681.02</u></b>
	<b>Total Checks</b>	<b>\$ 913,331.09</b>
<b>Credit Card Transactions</b>		<b>\$ 7,791.22</b>
July 1 to July 14, 2020		
	<b>Total Purchases</b>	<b><u>\$ 921,122.31</u></b>
<b>ACH Payments</b>		<b><u>\$ 606,080.20</u></b>

ROLL CALL VOTE: YEAS: Treasurer Deschaine, Trustee Jackson, Opsommer, Trustees Sundland, Supervisor Styka, Trustee Wisinski, Clerk Dreyfus

NAYS: None

Motion carried: 7 – 0

D. Groundwater Management Board – Alternate #2 Appointment

**Treasurer Deschaine moved to approve Chief Engineer Younes Ishraidi as alternate delegate #2 for the Charter Township of Meridian on the Groundwater Management Board. Seconded by Clerk Dreyfus**

ROLL CALL VOTE: YEAS: Treasurer Deschaine, Trustee Jackson, Opsommer, Trustee Sundland, Supervisor Styka, Trustee Wisinski, Clerk Dreyfus

NAYS: None

Motion carried: 7 – 0

10. QUESTIONS FOR THE ATTORNEY – NONE

11. HEARINGS - NONE

12. ACTION ITEMS

A. Environmental Commission appointment

**Treasurer Deschaine moved to approve the appointment of Luca Wisinski to the Environmental Commission for a term ending 12/31/2021. Seconded by Trustee Jackson**

Board discussion:

Question asked about the age of the appointee; Luca Wisinski is 15 years old and will be a sophomore at Okemos High School, question about age requirements for Boards and Commissions, appointment is to fill designated “Student Member” of the Environmental Commission, if the appointment is for a non-voting member then the age should not be an issue, previous appointee was under age of 18, concern about students for township boards and commissions in the future if limited to above the age of 18.

Trustee Opsommer read rule 3.1 from Environmental Commission Rules and Procedures, he stated “two student members shall be appointed, and these two members shall be voting members.” Concern over Student Members being able to vote.

Supervisor Styka tabled item until next meeting.

B. Ratification of Meridian Township Firefighters Association Labor Agreement 2020-2024

Township Manager summarized five-year agreement on wages, retiree health care coverage, defined contribution plan and pension.

**Trustee Opsommer moved to approve the 2020-2024 Collective Bargaining Agreement as tentatively agreed to and further ratified by the Meridian Township Firefighters Association. Seconded by Trustee Jackson.**

Board discussion:

This contract mirrors the police patrol contract for new police hires, patrol personnel hired in last few years with 1.75 multiplier have requested to move to the 7% retiree health savings account, firefighters will also be receiving additional 10% Township contribution to their defined benefit plan, five year agreement instead of three, benefits budgeting process and avoids negotiations and arbitrations, majority of fire department personnel support contract.

ROLL CALL VOTE: YEAS: Trustees Opsommer, Sundland, Wisinski, Treasurer Deschaine, Supervisor Styka, Clerk Dreyfus, Trustee Jackson

NAYS: None

Motion carried: 7 – 0

C. Nemoka Drain Roadwork Intergovernmental Agreement

**Treasurer Deschaine moved to approve and execute the Nemoka Drain Roadwork Improvements Intergovernmental Agreement between the Charter Township of Meridian and the Ingham County Drain Commissioner as presented. Seconded by Trustee Jackson.**

Board discussion:

Deputy Manager reported Shaw, Edson and Potter Roads are in disrepair, Township held off re-surfacing until completion of Nemoka Drain project, partnership with the Township to complete the necessary roadwork along with the drain project, roads will be resurfaced and a pathway installed along Shaw to connect to Haslett to Lake Lansing South.

Asset management used to coordinate infrastructure projects to minimize interruptions and discomfort as projects are executed, preliminary work started, no pathway on the west side of Shaw, existing sidewalk on Haslett Road and Lake Drive on the east side, install pathway on the east side of Shaw Drive up to Lake Lansing, may be relocated to the west side in order to provide a safe connection from downtown Haslett to Lake Lansing Park.

ROLL CALL VOTE: YEAS: Trustees Sundland, Wisinski, Treasurer Deschaine, Supervisor Styka, Clerk Dreyfus, Trustees Jackson, Opsommer

NAYS: None

Motion carried: 7 – 0

13. BOARD DISCUSSION ITEMS

A. Meridian Township Diversity, Equity, and Inclusion (DEI) Plan

Board Discussion:

Informal meetings among board members and staff on how to proceed, recommendation by several Trustees to create a Community Equity and Inclusion Task Force, Trustees Jackson, Wisinski and Opsommer volunteered to be appointed to the Task Force, asked to have the Township Manager and three members of the leadership team also appointed.

**Trustee Jackson moved to waive the rules and consider the motion to establish the task force and appoint board members to it. Seconded by Trustee Wisinski.**

Board discussion:

Important to start conversation on equity and inclusion, long-term plan but need to start with Task Force now, Board member concern about suspending the rules and taking action now instead of at next Board meeting, previous hot topic issues don't warrant suspension of rules, residents need time between meetings to provide input to Board, such as this one and is concerned with suspending the rules to proceed violates the principles without proper notification to residents of the board's actions.

Formation of a task force was decided by group of Trustees that met in order to have the framework for a facilitator to come in, belief that establishing a task force is a small step and waiting two weeks is not necessary, an individual who has a background in Diversity and Inclusion has expressed interest in assisting with the task force.

ROLL CALL VOTE: YEAS: Trustees Wisinski, Treasurer Deschaine, Supervisor Styka, Trustees Jackson, Opsommer, Sundland

NAYS: Clerk Dreyfus

Motion carried: 6 - 1

**Trustee Jackson moved to establish a Community Equity and Inclusion Task Force and to appoint Board Trustees Patricia Jackson, Courtney Wisinski and Dan Opsommer to serve on the Task Force. Seconded by Trustee Wisinski.**

Board discussion:

Task force is to assist in identifying people who represent the community, have experts to guide the township to identify and include all of the different Township populations and making the township equitable for them, long-term process, Township includes diversity in its goals, working toward including equity and inclusion.

ROLL CALL VOTE: YEAS: Supervisor Styka, Clerk Dreyfus, Treasurer Deschaine, Trustees Jackson, Opsommer, Sundland, Wisinski

NAYS: None

Motion carried: 7-0

**B. Land Preservation Millage Renewal**

Board discussion:

\$2.7 million in the Endowment Fund, only the interest can be spent and there is spendable millage funds of \$4.4 million; question regarding amount of additional acres that can be purchased based on how much was spent to purchase the existing 970 acres in the past. Parks Director reported the Land Preservation Program Endowment Fund yields approximately \$467,000 spendable interest to be used for preservation, stewardship and maintenance in perpetuity. 25% of the original millage of .75 mils created the endowment.

Millage was renewed in 2010 at a reduced rate of .33 mills, spendable fund balance of \$4.37 million. Land Preservation Advisory Board (LPAB) has had many discussions, original goal was for 600 acres (10% of the high quality environmental sensitive lands in the Township), and to date has acquired 968 acres. Efforts now redirected to stewardship (invasive species removal, tree planting, reforestation projects, control burns, engaging residents and school students through their science programs, etc.) The LPAB is interested in a renewal at reduced .10 millage rate to insure maintaining and managing the properties.

Questions about right renewal rate and what funds could/should be used for. Parks Director stated when properties were acquired, a detailed stewardship plan was developed for each, . LPAB plans the management, stewardship projects and activities over a three-year period, Land Preservation Program is 20 years old, approximately 700 acres were purchased in the first ten years as part of acquisition plan similar to parks, and then 200-300 acres in last ten years, additional lands have been vetted when applications when submitted, program is one of the first of its kind in the state and is unique.

Question about staffing needs of program, discussion on purchasing land, cost per acre, need for new land vs maintenance, popular program with citizens, proactive approach along with public/private partnerships, greenbelt concepts around the state, decreasing vs increasing the millage request, community input on this issue would be helpful, invasive species removal is labor intensive and questions about staffing and use of volunteers.

**Board consensus to place this item on next Board meeting agenda.**

C. EMS-Fire Department Millage Renewal

Township Manager stated in 2004 voters approved a 16-year millage for revenue for the fire department, millage expires in 2020. The levy in 2004 was .6445 mills and it has rolled back to .6339 mills. Ballot recommendation is for .6339 mills because if request original millage, it will state "millage increase" on the ballot. The recommendation of .6339 mills for 16 years, through 2035 will generate approximately \$1.2 million/year.

Board discussion:

Popular millage, Township needs the dedicated police and fire millage, one of the lowest millage rates compared to other municipalities, essential and high-quality services means cannot cut corners, additional millage passed several years ago to address pension liability but it did cover additional police and fire staffing, concern with having enough funds to for future payroll and potential health care cost increases.

First Fire Department millage was for 16 years; next one can be any timeframe but 16 year proposal will assist with long-term planning and the ability to cover funding needs, worked well for the past 16 year millage.

**Board consensus to place this item on the next Board meeting agenda.**

D. Police Department Millage Renewal Mileage

Township Manager stated the Police Millage Renewal is less than the Fire Millage Renewal. In 2004, voters approved a millage rate of .6117 for 16 years and the recommendation is .6016

millage for 16 years. It will generate approximately \$1.24 million dollars, which is \$60-70,000 less per year than the Fire Millage.

Board discussion:

Previous Township Boards and voters has approved this millage, relatively small millages for police and fire departments as compared to other communities with populations above 30,000; one reason why a third millage was needed.

**Board consensus to place this item on the next Board meeting agenda.**

14. COMMENTS FROM THE PUBLIC

Supervisor Styka Opened Public Remarks at 7:41 pm.

Supervisor Styka Closed Public Remarks at 7:43pm.

15. OTHER MATTERS AND BOARD MEMBER COMMENTS - None

16. CLOSED SESSION- To consider material exempt from discussion or disclosure by state or federal statute, specifically to discuss a legal memo subject to attorney-client privilege from Township Prosecutor Cullen Harkness, regarding status of Meridian Township vs. EMachines.

**Trustee Jackson moved that the Board move into closed session for the purpose stated by the Supervisor, pursuant to the Open Meetings Act in order to review attorney advice with regard to a pending legal case, Meridian Township vs Emachines, et.al, and Daniel White. Seconded by Trustee Wisinski.**

ROLL CALL VOTE: YEAS: Clerk Dreyfus, Trustees Jackson, Opsommer, Sundland, Wisinski, Treasurer Deschaine, Supervisor Styka

NAYS: None

Motion carried: 7 – 0

Township Board entered into closed session at 7:46 pm.

Clerk Dreyfus moved to reopen the session. Seconded by Trustee Wisinski

ROLL CALL VOTE: YEAS: Trustees Wisinski, Supervisor Styka, Clerk Dreyfus, Trustees Jackson, Opsommer, Treasurer Deschaine, Trustee Sundland

NAYS: None

Motion carried: 7 – 0

Township Board returned to open session at 8:09 pm

17. ADJOURNMENT

**Trustee Opsommer moved to adjourn. Seconded by Trustee Sundland.**

VOICE VOTE: Motion carried: 7-0

**Supervisor Styka adjourned the meeting at 8:10 pm.**

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RONALD STYKA  
TOWNSHIP SUPERVISOR

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BRETT DREYFUS,  
TOWNSHIP CLERK



To: Board Members  
From: Miriam Mattison, Finance Director  
Date: August 6, 2020  
Re: Board Bills

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Charter Township of Meridian  
Board Meeting  
8/6/2020

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

COMMON CASH	\$	559,630.14
PUBLIC WORKS	\$	694,830.34
TRUST & AGENCY	\$	1,239,492.43
TOTAL CHECKS:	\$	2,493,952.91

CREDIT CARD TRANSACTIONS  
7/15/2020-7/29/2020

TOTAL PURCHASES: \$ 9,192.83

ACH PAYMENTS \$ 538,083.32

Vendor Name	Description	Amount	Check #
1. 10TH DISTRICT COURT	CASH BOND - T.BROWN	300.00	103129
2. ALL TRAFFIC SOLUTIONS	CARRYING CASE X 2	300.00	
3. ALLGRAPHICS CORP	DPW LOGO UNIFORM SHIRTS	214.77	
	DPW LOGO UNIFORM SHIRTS	319.90	
	EMBROIDERED STAFF SHIRTS FOR HNC	244.00	
	TOTAL	778.67	
4. AT & T	SWITCHED ETHERNET TO CENTRAL FIRE	1,067.42	
5. AUTO VALUE OF EAST LANSING	UNIT 98&99 FLEET REPAIR PARTS 2020	10.82	
	UNIT 99-FLEET REPAIR PARTS 2020	4.98	
	UNIT 99-FLEET REPAIR PARTS 2020	33.18	
	UNIT 99-FLEET REPAIR PARTS 2020	6.29	
	STOCK - FLEET REPAIR PARTS 2020	30.78	
	UNIT 99-FLEET REPAIR PARTS 2020	9.59	
	UNIT 6 -FLEET REPAIR PARTS 2020	38.57	
	UNIT 56- FLEET REPAIR PARTS 2020	22.40	
	STOCK - FLEET REPAIR PARTS 2020	29.21	
	TOTAL	185.82	
6. BARYAMES CLEANERS	STANDARD POLICE UNIFORM CLEANING 7/16	609.30	
7. BETH JABLONSKI	REFUND FOR CANCELED BASEBALL SEASON	80.00	
8. BOYNTON FIRE SAFETY SERVICE	2020 ANNUAL SPRINKLER INSPECTION	1,175.00	
9. BRK PRODUCTIONS	REAPIR ON CAMERAS	120.00	
10. BSN SPORTS	BASKETBALL NET	59.83	
	TETHERBALL SET X 2	37.93	
	TOTAL	97.76	
11. BUSS CONSTRUCTION	REFUND OF PG 2019-16 2700 GRAND RIVER AVE EAST LANSING	6,000.00	103128
12. CGS SAFETY TRAINING INC	OSHA COMPLIANCE TRAINING FOR DPW	619.24	
13. CINTAS CORPORATION #725	MECHANICS UNIFORMS 2020	48.35	
	MECHANICS UNIFORMS 2020	48.35	
	MECHANICS UNIFORMS 2020	48.35	
	MECHANICS UNIFORMS 2020	104.85	
	TOTAL	249.90	
14. CITY OF EAST LANSING	SHARED ASSESOR SERVICES JUNE 2020	6,696.34	
15. COMCAST	THB INET & TV SERVICE 8.1-8.31	336.46	
	HNC TEL + INT SERVICE 7.29-8.28	200.87	
	PSB SERVICE 7.29-8.28	22.44	
	CENTRAL FIRE - SERVICE 7.20-8.19	7.49	
	SCADA INET SERVICE 7.19-8.18	138.35	
	TOTAL	705.61	
16. DBI	PAPER X 6	197.40	
	CLIPS, PENS	3.52	
	HIGHLIGHTERS,LEGAL PADS	15.87	
	PAPER 8.5X11	32.90	
	PAPER 8.5X11 X 3	98.70	
	TOTAL	348.39	
17. FD HAYES ELECTRIC	MUNICIPAL BUILDING PARKING LOT, REPLACED FITXTURES TOW BE	2,975.00	
18. FISHBECK, THOMPSON, CARR & HUBER	MUNI BLDG ENGINEERING SERVICES THRU 7/10	880.60	
19. FORESIGHT GROUP	POSTAGE FOR WATER BILLS	1,284.87	

Vendor Name	Description	Amount	Check #
20. GORDON CONSTRUCTION SERVICES	GATEWAY BRIDGE AND RESTROOM IN VILLAGE- PAY EST 1 - REISS	8,984.00	
	GATEWAY BRIDGE AND RESTROOM IN VILLAGE - REISSUE	27,675.00	
	CONSTRUCTION OF MARKETPLACE ON THE GREEN PROJECT- REISSUE	136,523.00	
	TOTAL	173,182.00	
21. GRANGER	JULY - AND RECYCLING DISPOSAL SERVICES	114.33	
	JULY -RUBBISH AND RECYCLING DISPOSAL SERVICES	256.98	
	JULY - RUBBISH AND RECYCLING DISPOSAL SERVICES	74.26	
	JULY - RUBBISH AND RECYCLING DISPOSAL SERVICES	78.28	
	JULY - RUBBISH AND RECYCLING DISPOSAL SERVICES	87.00	
	APRIL,MAY,JUNE, JULY RUBBISH AND RECYCLING DISPOSAL SERVI	70.00	
	TOTAL	680.85	
22. H.C. BERGER COMPANY	COPIER USAGE 6.15-7.14	529.17	
23. HALT FIRE INC	UNIT 137- SWITCH IGNITION	92.77	
	UNIT 137 - CABLE PRIMER VALVE	93.10	
	UNIT 137 SWITCH, SNAP,PUSH,BUTTON START	130.32	
	TOTAL	316.19	
24. HAMMOND FARMS	MULCH FOR FLOWER BEDS	83.25	
	MULCH FOR FLOWER BEDS	55.50	
	MULCH FOR FLOWER BEDS	83.25	
	TOTAL	222.00	
25. HASLETT-OKEMOS ROTARY	2020 MEMBER DUES - 3RD QTR - WALSH	140.00	
26. HAWORTH INC	17 REPLACEMENT OFFICE CHAIRS FOR MUNICIPAL BUILDING AND 2	9,554.34	
27. J & M WELL DRILLING	WELL CAP REPLACEMENT AT NORTH MERIDIAN TOAD PARK	212.00	
28. JAMIE BARROWS	REFUND FOR CANCELLED BASEBALL SEASON	70.00	
29. JEFFORY BROUGHTON	STANDING PO RADIO MAINTENANCE/EQUIPMENT	125.00	
	STANDING PO RADIO MAINTENANCE/EQUIPMENT	125.00	
	RADIO MAINTENANCE FOR POLICE	75.00	
	TOTAL	325.00	
30. JENNIFER SCHLAGEL	RETURN OF VENDORS BOND	500.00	
31. JOSH GRANGER	REFUND FOR CANCELLED TBALL AND BASEBALL SEASONS	125.00	
32. LANSING SANITARY SUPPLY INC	CLOROX 4 IN ONE SANITIZER	158.04	
	DEPARTMENT CLEANING SUPPLIES	121.44	
	TOTAL	279.48	
33. LANSING UNIFORM COMPANY	STANDARD POLICE UNIFORM PURCHASES & BOOTS	725.60	
34. LEAK PETROLEUM EQUIPMENT INC	REPLACED BREAK AWAY PURGED AND TESTED PUMP	276.68	
35. LINDSAY HAYES	REFUND FOR CANCELLED SOFTBALL SEASON	60.00	
36. LOPEZ CONCRETE CONSTRUCTION	CONCRETE REPAIR CONTRACT FOR LOCAL ROAD, WATER UTILITY AN	66,209.00	
37. LUKE LANDSCAPE COMPANY	MOWING SERVICES- 2253 HAMILTON RD	30.00	
	MOWING SERVICES- 6227 LAKE DR	75.00	
	MOWING SERVICES- MULTIPLE ADDRESS	962.00	
	MOWING SERVICES- 6045 HARDY AVE	65.00	
	MOWING SERVICES- 2703 GRAND RIVER AVE	75.00	
	MOWING SERVICES- 6004 GIBSON AVE	75.00	
	TOTAL	1,282.00	
38. MARIAPPAN GANESH	IRRIGATION SYSTEM REPAIR @ 2625 ELDERBERRY DR	196.25	

Vendor Name	Description	Amount	Check #
39. MARK'S LOCK SHOP, INC.	FIRE STATION LOCKS	904.00	
40. MARSH POINTE APARTMENTS	PAYMENT OF RENT TO AVOID EVICTION FOR E.JOHNSON	223.00	103131
41. MASON FIRST CHURCH OF NAZARENE	REFUND FOR CANCELED ADULT SOFTBALL LEAGUE	295.00	
42. MCKESSON MEDICAL-SURGICAL GOC	SOL MASKS	171.54	
	STANDING PO FOR MEDICAL SUPPLIES/EQUIPMENT	834.19	
	STANDING PO FOR MEDICAL SUPPLIES/EQUIPMENT	863.58	
	TOTAL	1,869.31	
43. MEI TOTAL ELEVATOR SERVICES	PSB ELEVATOR MAINT	304.79	
44. MERIDIAN TOWNSHIP	TRANSFER FOR FLEX CHECKING FOR 7/31 PAYROLL	550.69	
45. MERIDIAN TOWNSHIP RETAINAGE	2020 LOCAL ROAD PROGRAM - CRUSH AND SHAPE PROJECT	1,557.29	
	CONCRETE REPAIR CONTRACT FOR LOCAL ROAD, WATER UTILITY AN	743.50	
	TOTAL	2,300.79	
46. MICHIGAN MUNICIPAL TREASURERS ASSN	PHIL DESCHAINÉ : MMTA WINTER WORKSHOP 2020	199.00	
47. MICHIGAN MUNICIPAL LEAGUE	WEBSITE CLASSIFIED AD - HUMAN RESOURES DIRECTOR	172.80	
48. MICHIGAN PAVING & MATERIALS COMPANY	2020 LOCAL ROAD PROGRAM - CRUSH AND SHAPE PROJECT	29,588.55	
49. MICHIGAN RECREATION & PARKS ASSOC.	JULY 2020-2021 MICHIGAN RECREATION & PARKS ASSOCIATION	820.00	
50. MID MICHIGAN EMERGENCY EQUIPMENT	UNIT 122- LIGHTING FOR FIRE CHIEF VEHICLE	938.00	
51. MIDSTATES RECREATION LLC	MARKETPLACE ON THE GREEN PAVILION BUILDING + STAGE SHELTE	19,140.00	
	MARKETPLACE ON THE GREEN PAVILION BUILDING + STAGE SHELTE	76,213.33	
	MARKETPLACE ON THE GREEN PAVILION BUILDING + STAGE SHELTE	12,410.00	
	MARKETPLACE ON THE GREEN PAVILION BUILDING + STAGE SHELTE	6,500.00	
	TOTAL	114,263.33	
52. MIDWEST POWER EQUIPMENT	STIHL HEDGE TRIMMERS	315.00	
53. MIKE & SON ASPHALT	TRAIL MAINTENANCE PAVING PROJECT	22,938.59	
54. PROFESSIONAL SERVICES INDUSTRIES	MARKETPLACE ON THE GREEN SOIL TESTING	365.00	
	MARKETPLACE ON THE GREEN MATERIAL TESTING	8,381.50	
	TOTAL	8,746.50	
55. RICHARD G VONTERSCH	SOLAR PANEL LANDSCAPING MUNICIPAL BUILDING	90.00	
56. ROWERDINK AUTOMOTIVE PARTS	UNIT 611- FLEET REPAIR PARTS 2020	82.50	
	CREDIT - FLEET REPAIR PARTS 2020	(14.00)	
	UNIT 611- FLEET REPAIR PARTS 2020	174.89	
	UNIT 611- FLEET REPAIR PARTS 2020	178.08	
	UNIT 660-FLEET REPAIR PARTS 2020	3.63	
	UNIT 102- FLEET REPAIR PARTS 2020	98.80	
	STOCK - FLEET REPAIR PARTS 2020	63.12	
	UNIT 666- FLEET REPAIR PARTS 2020	15.96	
	FLEET REPAIR PARTS 2020	101.78	
	CREDIT - FLEET REPAIR PARTS 2020	(101.78)	
	UNIT 100- FLEET REPAIR PARTS 2020	20.52	
	STOCK- FLEET REPAIR PARTS 2020	45.36	
	UNIT 126-0FLEET REPAIR PARTS 2020	30.23	
	UNIT 127-FLEET REPAIR PARTS 2020	174.89	
	UNIT 152-FLEET REPAIR PARTS 2020	418.22	
	UNIT 152- FLEET REPAIR PARTS 2020	21.48	
	UNIT 135-FLEET REPAIR PARTS 2020	9.82	
	TOTAL	1,323.50	
57. RYAN FERGUSON	REFUND FOR CANCELED SOCCER SEASON	55.00	

Vendor Name	Description	Amount	Check #
58. RYAN FEWINS-BLISS	REFUND FOR CANCELED KICKBALL LEAGUE	220.00	
59. SAFETY KLEEN	MOTOR POOL GARAGE SOLVENT	315.00	
60. SAFETY SYSTEMS INC	HVAC PROJECT SERVICE CALL ON 7/1	219.00	
61. SIGNATURE FORD INC.	2020 FORD FLEET PURCHASES MI DEAL UNIT 676 & 677	48,080.00	
62. SOLDAN'S FEED & PET SUPPLIES	DOG FOOD	27.99	
63. SPARROW OCCUPATIONAL	EAP SERVICES FEE	3,800.00	
64. SPARTAN DISTRIBUTORS	UNIT 79 - OIL LEAK HARD LINE	1,172.62	
	NEW MOWER DECKS AND PARTS FOR UNIT 79 TORO BATWING MOWER	10,345.87	
	DECK PARTS FOR UNIT 70 TORO BATWING MOWER	2,320.60	
	DECK PARTS FOR UNIT 70 TORO BATWING MOWER	172.80	
	TORO MOWER REPAIR PARTS 2020	300.52	
	UNIT 70 TORO MOWER REPAIR PARTS 2020	129.03	
	TOTAL	14,441.44	
65. SPENCER MANUFACTURING	UNIT 140 REPAIR PARTS	459.37	
66. STATE OF MICHIGAN	PRESORT HANDLING PERMIT, PRESORT LETTER PERMIT	5,284.82	
67. SUPREME SANITATION	NEWTON ST PORTABLE TOILET RENTAL JULY	165.00	
	NANCY MOORE PARK - PORTABLE TOILET RENTAL JULY	165.00	
	HNC PORTABLE TOILET RENTAL- JULY	320.00	
	EASTGATE PARK - PORTABLE TOILET RENTAL JULY	150.55	
	FARMERS MKTP PORTABLE TOILET RENTAL - JULY	420.00	
	TOTAL	1,220.55	
68. TDS	SERVICE 7.28-8.27 - PRIMARY TELEPHONE SERVICE	1,655.39	
69. TEAM FINANCIAL GROUP	COPIER LEASE - JULY & AUG	3,015.65	
70. THE HARKNESS LAW FIRM PLLC	LEGAL FEES-UTC	6,967.67	
71. TRITERRA	PROFESSIONAL SERVICES COMPLETED THROUGH JULY 9 2020	405.00	
72. USA SOFTBALL OF MICHIGAN	200 HOLOGRAMS FOR BATS FOR 2020 PROGRAM	60.00	
73. USA TODAY NETWORK	PUBLIC NOTICES 5.1-5.30	468.00	
	PUBLIC NOTICES 6.1-6.30	468.00	
	TOTAL	936.00	
74. VITAC CORPORATION	3.1-3.31 REALTIME CAPTIONING SERVICE HOURS	740.00	103130
	6.1-6.30 REALTIME CAPTIONING SERVICE HOURS	3,376.25	103130
	4.1-4.30 REALTIME CAPTIONING SERVICE HOURS	740.00	103130
	5.1-5.31 REALTIME CAPTIONING SERVICE HOURS	2,035.00	103130
	TOTAL	6,891.25	
75. WASTE MANAGEMENT	ANIMAL CARCASS REMOVAL DUMPSTER (DEAD DEER REMOVAL PROGRA	126.57	
76. WEST SHORE FIRE INC	SCBA PARTS & REPAIR	13.36	
77. ZOLL MEDICAL CORP	STANDING PO FOR HEART MONITOR SUPPLIES/EQUIP.	233.75	
TOTAL - ALL VENDORS		559,630.14	

07/30/2020 01:51 PM  
User: FAULKNER  
DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN  
EXP CHECK RUN DATES 08/06/2020 - 08/06/2020  
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
BANK CODE: PWHZ

Vendor Name	Description	Amount	Check #
1. ALLGRAPHICS CORP	DPW LOGO UNIFORM SHIRTS	731.46	
	DPW TSHIRTS	123.00	
	TOTAL	<u>854.46</u>	
2. BOARD OF WATER & LIGHT	HULETT PUMP MAINT.	720.91	
3. C&D HUGHES	HASLETT&NEWMAN ROAD WATER MAIN REPLACEMENT	52,227.00	
4. CAPITAL ASPHALT LLC	HMA REPAIR CONTRACT- ROADS, PARKING LOTS, DRIVEWAYS	919.84	
5. CGS SAFETY TRAINING INC	OSHA COMPLIANCE TRAINING FOR DPW	530.76	
6. CITY OF EAST LANSING	HULETT ROAD INTERCONNECT	13,372.21	
	SEMI-ANNIAL SEWER OPERATIONS BILLING - JULY	254,513.75	
	ANNUAL SEWER DEBT ALLOCATION	362,888.00	
	TOTAL	<u>630,773.96</u>	
7. DREW WIRELESS LLC	SPARE RADIO	1,400.00	
	CALAMP FACTORY REPAIR AND TESTING	650.00	
	TOTAL	<u>2,050.00</u>	
8. FERGUSON WATERWORKS #3386	WATER SYSTEM REPAIR PARTS 2020	1,274.16	
	WATER SYSTEM REPAIR PARTS 2020	1,015.93	
	WATER SYSTEM REPAIR PARTS 2020	38.00	
	TOTAL	<u>2,328.09</u>	
9. GARY GARMYN	PURCHASE OF WATER SERVICE REPAIR TOOLS , GOING OUT OF BUS	500.00	
10. GRAINGER	WATER DEPT COPPER PIPE SHUT OFF TOOL	225.32	
11. IDC CORPORATION	VFD EAST END LIFT STATION	3,700.00	
TOTAL - ALL VENDORS		694,830.34	

Vendor Name	Description	Amount	Check #
1. CAPITAL AREA DISTRICT LIBRARY	DELINQ PERSONAL PROPERTY	129.23	12940
2. CAPITAL AREA TRANSPORTATION	DELINQ PERSONAL PROPERTY	249.05	12941
3. CAPITAL REGION AIRPORT AUTHORITY	DELINQ PERSONAL PROPERTY	57.87	12942
4. DARLENE HINE	33-02-02-16-108-002 OVER PMT OF SUMMER PROPERTY TAXES	506.57	12953
5. DIVERSIFIED NATIONAL TITLE AGENCY	33-02-02-03-258-032 OVER PMT OF PROPERTY TAXES	7.48	12954
6. EAST LANSING PUBLIC SCHOOLS	SUMMER TAX COLLECTION	135,086.98	12943
	SUMMER TAX COLLECTION	142,963.95	12955
	TOTAL	278,050.93	
7. FEDEX (PT)	33-02-02-90-529-545 OVER PMT OF DPP PROPERTY TAXES	28.59	12956
8. HASLETT PUBLIC SCHOOLS	SUMMER TAX COLLECTION & DELINQ PERSONAL PROPERTY	155,387.48	12944
	SUMMER TAX COLLECTION	87,355.20	12957
	TOTAL	242,742.68	
9. JAMES DAY	33-02-02-09-276-009 OVER PMT ON SUMMER PROPERTY TAXES	1,071.41	12945
10. JOHN KANEENE	33-02-02-20-352-006 OVER PMT ON SUMMER PROPERTY TAXES	163.85	12946
11. LANSING COMMUNITY COLLEGE	DELINQ PERSONAL PROPERTY	315.34	12947
	DELINQ PERSONAL PROPERTY	6.46	12958
	TOTAL	321.80	
12. OKEMOS PUBLIC SCHOOLS	SUMMER TAX COLLECTION & DELINQ PERSONAL PROPERTY	417,433.36	12948
	SUMMER TAX COLLECTION & DELINQ PERSONAL PROPERTY	282,033.86	12959
	TOTAL	699,467.22	
13. QUICKSILVA TITLE & ESCROW LLC	33-02-02-27-277-018 OVER PMT ON SUMMER PROPERTY TAXES	31.62	12949
14. TIMIOS INC	33-02-02-161-101-001 OVER PMT OF SUMMER PROPERTY TAXES OR	101.06	12960
15. WILLIAMSTON SCHOOLS	SUMMER TAX COLLECTION	14,320.86	12950
	SUMMER TAX COLLECTION	2,242.21	12961
	TOTAL	16,563.07	
TOTAL - ALL VENDORS		1,239,492.43	

**Credit Card Report 715/2020-7/29/2020**

<b>Posting Date</b>	<b>Merchant Name</b>	<b>Amount</b>	<b>Name</b>
2020/07/15	GRAINGER	\$7.17	MATT FOREMAN
2020/07/15	GRAINGER	\$7.17	MATT FOREMAN
2020/07/15	AMZN MKTP US*MJ84O9I20	\$86.97	MICHELLE PRINZ
2020/07/16	SA COMPANY	\$238.50	WILLIAM PRIESE
2020/07/16	TOP HAT CRICKET FARM INC	\$41.50	CATHERINE ADAMS
2020/07/16	AMZN MKTP US*MJ3IF1U02	\$79.95	CATHERINE ADAMS
2020/07/17	SITEONE LANDSCAPE SUPPLY,	\$223.06	LAWRENCE BOBB
2020/07/17	THE HOME DEPOT #2723	\$12.50	LAWRENCE BOBB
2020/07/17	HASLETT TRUE VALUE HARDW	\$5.97	TYLER KENNEL
2020/07/17	COVERT WIRELESS COM	\$32.99	BART CRANE
2020/07/17	THE HOME DEPOT #2723	\$8.97	MIKE ELLIS
2020/07/17	THE HOME DEPOT #2723	\$25.96	LUANN MAISNER
2020/07/17	MIDWEST POWER EQUIPMENT	\$145.84	KEITH HEWITT
2020/07/17	AMZN MKTP US	(\$41.20)	CATHERINE ADAMS
2020/07/17	SITEONE LANDSCAPE SUPPLY,	\$105.00	CATHERINE ADAMS
2020/07/17	COOL RITE COOLER	\$144.95	CATHERINE ADAMS
2020/07/17	AMZN MKTP US*MV7H07F30	\$213.98	CATHERINE ADAMS
2020/07/20	MENARDS LANSING SOUTH MI	\$29.97	LAWRENCE BOBB
2020/07/20	THE HOME DEPOT #2723	\$27.35	LAWRENCE BOBB
2020/07/20	AMZN MKTP US*MV3XW9161	\$29.95	MIRIAM MATTISON
2020/07/20	AMZN MKTP US*MJ3IP0Y52	\$41.97	MIRIAM MATTISON
2020/07/20	BUILDASIGN.COM	\$169.42	ROBIN FAUST
2020/07/20	HASLETT TRUE VALUE HARDW	\$7.47	TODD FRANK
2020/07/20	ZOOM.US	\$269.90	STEPHEN GEBES
2020/07/20	AMZN MKTP US*MV0PT1CF2	\$491.20	ROBERT MACKENZIE
2020/07/20	BUILDASIGN.COM	\$169.42	LUANN MAISNER
2020/07/20	COURTYARD OKEMOS	\$53.00	KEN PLAGA
2020/07/20	THE HOME DEPOT #2723	\$19.96	KEITH HEWITT
2020/07/20	MEIJER # 025	\$17.16	MICHAEL DEVLIN
2020/07/20	THE HOME DEPOT #2723	\$169.00	MATT FOREMAN
2020/07/20	GRAND TRAVERSE PIE COM	\$77.00	MICHELLE PRINZ
2020/07/20	GRAND TRAVERSE PIE COM	\$11.44	MICHELLE PRINZ
2020/07/20	AMZN MKTP US*MV29G8C82	\$73.98	MICHELLE PRINZ
2020/07/20	GFS STORE #1901	\$79.98	CATHERINE ADAMS
2020/07/20	THE HOME DEPOT #2723	\$59.96	CATHERINE ADAMS
2020/07/20	AMZN MKTP US*MV4IV1XJ1	\$199.90	CATHERINE ADAMS
2020/07/20	AMZN MKTP US*MV58L03L0	\$236.39	CATHERINE ADAMS
2020/07/21	KROGER #793	\$13.96	MICHAEL HAMEL
2020/07/21	EIG*CONSTANTCONTACT.COM	\$936.00	ANDREA SMILEY
2020/07/21	LOGMEIN*PRO2	\$1,600.00	STEPHEN GEBES
2020/07/21	AMZN MKTP US*MV0JM7NU2	\$37.95	ROBERT MACKENZIE
2020/07/22	THE HOME DEPOT #2723	\$11.88	KYLE FOGG
2020/07/22	AMZN MKTP US*MV3HD41A0	\$237.86	KRISTI SCHAEING
2020/07/22	OFFICEMAX/OFFICEDEPT#3379	\$20.48	ROBIN FAUST
2020/07/22	QUALITY TIRE	\$129.00	TODD FRANK
2020/07/22	AMZN MKTP US*MV0US0TO2	\$26.97	STEPHEN GEBES
2020/07/22	AMAZON.COM*MV6FC7AY2	\$131.90	ROBERT MACKENZIE
2020/07/22	MOST DEPENDABLE FOUNTAINS	\$90.00	CATHERINE ADAMS
2020/07/22	SOLDANS FEEDS & PET S	\$5.37	CATHERINE ADAMS
2020/07/22	TOM'S FOOD	\$6.99	CATHERINE ADAMS
2020/07/23	HAMMOND FARMSLANDSCAPE SU	\$81.00	KEITH HEWITT
2020/07/23	HAMMOND FARMSLANDSCAPE SU	\$81.00	KEITH HEWITT

2020/07/23	SOLDANS FEEDS & PET S	\$5.37	CATHERINE ADAMS
2020/07/23	NOR*NORTHERN TOOL	\$20.15	CATHERINE ADAMS
2020/07/24	THE HOME DEPOT #2723	\$7.97	LAWRENCE BOBB
2020/07/24	MICHIGAN CAT LANSING	\$82.12	JIM HANSEN
2020/07/24	AMZN MKTP US*MV1YJ9MZO	\$22.38	KRISTI SCHAEDING
2020/07/24	HAMMOND FARMSLANDSCAPE SU	\$26.25	KEITH HEWITT
2020/07/24	AMAZON.COM*MV2H30P72 AMZN	\$29.75	MICHELLE PRINZ
2020/07/24	LANSINGSTATE JOURNAL	\$7.99	MICHELLE PRINZ
2020/07/24	AMAZON.COM*MV5AD9GM2 AMZN	\$52.76	CATHERINE ADAMS
2020/07/27	AMZN MKTP US*MV0339YN1	\$83.24	MIRIAM MATTISON
2020/07/27	THE HOME DEPOT #2723	\$73.76	TYLER KENNEL
2020/07/27	BOBCAT OF LANSING	\$68.34	TODD FRANK
2020/07/27	BUILDASIGN.COM	\$167.29	LUANN MAISNER
2020/07/27	THE HOME DEPOT 2723	\$84.30	DAN PALACIOS
2020/07/27	ADOBE ACROPRO SUBS	\$15.89	DEREK PERRY
2020/07/27	AMZN MKTP US*MV5OC3MZ2	\$25.99	DEREK PERRY
2020/07/27	ADOBE ACROPRO SUBS	\$15.89	DENISE GREEN
2020/07/27	AMZN MKTP US*MV0BP45Y2 AM	\$180.00	CATHERINE ADAMS
2020/07/28	AC&E RENTALS INC	\$385.00	ROBERT STACY
2020/07/28	AMZN MKTP US*MV09P0KMO	\$237.98	STEPHEN GEBES
2020/07/28	BIG LOTS #4679	\$10.00	KENNITH PHINNEY
2020/07/28	PETSMART # 0724	\$121.93	CATHERINE ADAMS
2020/07/29	MIDWEST POWER EQUIPMENT	\$30.00	LAWRENCE BOBB
2020/07/29	THE HOME DEPOT #2723	\$18.45	TYLER KENNEL
2020/07/29	MEIJER # 174	(\$2.41)	KYLE FOGG
2020/07/29	MEIJER # 174	\$42.63	KYLE FOGG
2020/07/29	SQ *HASLETT/OKEMOS	\$140.00	KRISTI SCHAEDING
2020/07/29	WHITAKERBROTHERS.COM	\$61.48	BRETT DREYFUS
2020/07/29	HASLETT TRUE VALUE HARDW	\$12.48	TODD FRANK
2020/07/29	THE HOME DEPOT #2723	\$49.97	DAN PALACIOS
2020/07/29	THE HOME DEPOT #2723	\$48.33	KEITH HEWITT
2020/07/29	STATE OF MI EMS	\$25.00	WILLIAM PRIESE
2020/07/29	SOLDANS FEEDS & PET S	\$8.45	CATHERINE ADAMS
2020/07/29	PET PRODUCTS LLC	\$50.04	CATHERINE ADAMS

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<b>Total</b>	<b>\$9,192.83</b>
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### ACH Transactions

Date	Payee	Amount	Purpose
7/15/2020	Blue Care Network	\$ 36,749.11	Employee Health Insurance
7/17/2020	ICMA	\$ 34,555.01	Payroll Deductions 7/17/2020
7/17/2020	Nationwide	\$ 3,644.46	Payroll Deductions 7/17/2020
7/17/2020	Various Financial Institutions	\$ 256,587.34	Direct Deposit 7/17/2020
7/17/2020	IRS	\$ 92,985.81	Payroll Taxes 7/17/2020
7/17/2020	ELAN	\$ 21,972.04	Credit Card Payment
7/21/2020	MCT Utilities	\$ 64.69	Water/Sewer for MCT
7/22/2020	Blue Care Network	\$ 25,760.77	Employee Health Insurance
7/29/2020	Blue Care Network	\$ 5,885.63	Employee Health Insurance
7/29/2020	Blue Care Network	\$ 59,878.46	Employee Health Insurance
<b>Total ACH Payments</b>		<u><u>\$ 538,083.32</u></u>	



**To:** Township Board

**From:** Mark Kieselbach, Director of Community Planning and Development

**Date:** July 30, 2020

**Re:** Walnut Hills Dangerous Buildings

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The purpose of the hearing before the Township Board is to address the order issued by the Hearing Officer, Building Board of Appeals, regarding the dangerous buildings and structures at 2874 Lake Lansing Road commonly known as Walnut Hills Country Club. The Hearing Officer on June 29, 2020 held a hearing to determine if the buildings and structures were dangerous as defined by the Township Dangerous Building Ordinance and the Housing Law of Michigan, MCL 125.539 and whether the buildings and structures were to be demolished, made safe, or properly maintained. The buildings and structures at issue were the residence on Lake Lansing Road, clubhouse, pool and pool building, maintenance building and a shed (small building). At the hearing the Hearing Officer order that all buildings and structures be made safe and fully secured no later than 12:00 noon on Tuesday, June 30, 2020, and the residence, pool and pool building, maintenance building and shed be demolished on or before Thursday, August 13, 2020. The owner was also ordered to take immediate corrective action to have the pool drained and cleaned by 12:00noon on July 1, 2020, and that the pool remain free of water and debris until it was demolished and filled; the clubhouse be made safe and fully secured by 12:00 noon on June 30, 2020 and it was a violation if the clubhouse was not secure, open to the elements, accessible to trespassers, or otherwise constituted a dangerous building.

The Hearing Officer and the owner agreed to have the property inspected on Thursday, July 2, 2020. The owner did not attend the inspection and had failed to comply with the order to clean the pool, keep the pool free from debris and make the clubhouse safe and fully secured. The property was inspected again on Thursday, July 16, 2020 and found in substantially the same condition and specifically the clubhouse was not made safe or secured. The Hearing Officer on Thursday, July 16, 2020 issued a report of the noncompliance. The code Enforcement Officer has continued to make regular inspections of the building and structures. As of the writing of this memorandum the clubhouse has been made secure, no application for a demolition permit has been submitted, and the debris in the pool have not been removed.

The owner will have the opportunity at the hearing before the Township Board to show cause why the buildings or structures should not be demolished or otherwise made safe. The Township Board shall approve, disapprove or modify the order issued by the Hearing Officer. If the Township Board approves or modifies the order the Board shall take all necessary action to enforce the order. If the order is approved or modified, the owner shall comply with the order within 60 days after the date of the hearing. If the Board determines the cost to repair a building or structure is greater than the state equalized valuation of that building or structure, the owner shall comply with the order of demolition within 21 days after the date of the hearing. For the 2020 assessment roll the Township Assessor placed no value on the buildings or pool based on the highest and best use being vacant land for residential development which is a change from the 2019 assessment.

**Attachments:**

1. Hearing packet for June 29, 2020
2. Hearing minutes for June 29, 2020
3. Hearing Officer's Decision and Order entered July 2, 2020
4. Hearing Officer's Report of Noncompliance dated July 16, 2020

G:\Community Planning & Development\Building\BUILDING BOARD OF APPEALS\2020\WHCC 6.29.2020 HEARING INFO\8-6-2020 Township Board Hearing tbl1.doc



**CHARTER TOWNSHIP OF MERIDIAN  
BUILDING BOARD OF APPEALS HEARING  
AGENDA**

**June 29, 2020  
10:00 a.m.**

**Zoom Online  
Virtual Meeting**

**<https://zoom.us/join>  
Meeting ID: 897 4812 8197  
Password: 5151**

**Special Meeting Regarding: Walnut Hills Country Club**

1. Call meeting to order
2. Approval of Agenda
3. Approval of Minutes  
September 27, 2017
4. Hearing- Walnut Hills Country Club Dangerous Buildings and Property  
Located at 2874 East Lake Lansing Road, East Lansing
5. Public Remarks
6. Adjournment

STATE OF MICHIGAN

MERIDIAN CHARTER TOWNSHIP, INGHAM COUNTY

_____	)	
In the matter of the property and buildings	)	
located at 2874 Lake Lansing Rd, East	)	
Lansing, MI 48823	)	Dangerous Building
Ingham County Parcel No. 33-02-02-05-326-004	)	Matter No. 2020-01
	)	
<b>Owner of record:</b> Summer Park Realty, LLC	)	

**NOTICE OF DANGEROUS BUILDING HEARING**

To: Owner(s) or Party(s) in Interest: Summer Park Realty, LLC  
Tami L. Hunt, Resident Agent, 4000 Town Center, Suites 700 & 2000, Southfield, MI 48075  
Steven Schafer, 31400 Northwestern Highway, Suite H, Farmington Hills, MI 48334

Re: Buildings and Structures located at: 2874 East Lake Lansing Rd, East Lansing, MI 48823

**This Notice given this 17<sup>th</sup> day of June 2020, shall serve as notice that the buildings or structures at the above location have been determined by the Township to be Dangerous Buildings as defined by the Township Dangerous Building Ordinance and the Housing Law of Michigan, MCL 125.401 *et seq.***

It is unlawful for any owner or agent of a building or structure to keep or maintain any building or structure or part thereof which is a dangerous building as defined by the Township Dangerous Building Ordinance and the Housing Law of Michigan, MCL 125.538. This notice is being served on each owner of, or party in interest to, the buildings or structures as determined by the names listed for the property on the last local tax assessment records for Meridian Charter Township. MCL 125.540(2).

**A hearing is scheduled before the Township's Building Board, which will act as the Hearing Officer in this matter. Your rights may be impacted at this hearing and you are advised to attend. At this hearing, it shall be determined by the Building Board whether the buildings and structures on the above referenced property are dangerous buildings and you shall have an opportunity at the hearing to show cause why the Building Board should not order the buildings and structures to be demolished, otherwise made safe, or properly maintained. MCL 125.540(3).**

DATE OF HEARING:	Monday, June 29, 2020
TIME OF HEARING:	10:00 A.M.
LOCATION OF HEARING:	Zoom Online
	<b>Virtual Meeting Instructions Attached</b>

# Building Board of Appeals Hearing

Date: June 29, 2020

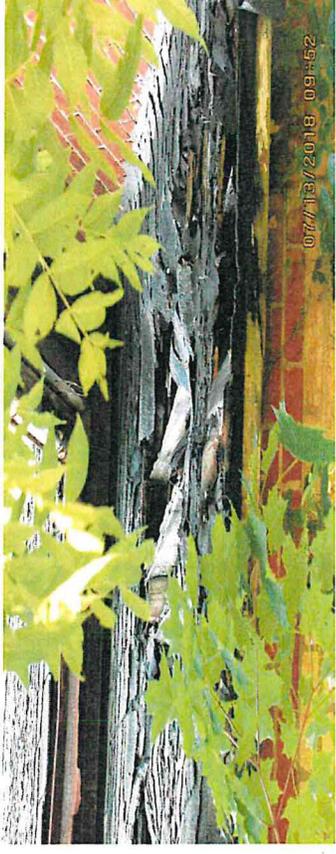
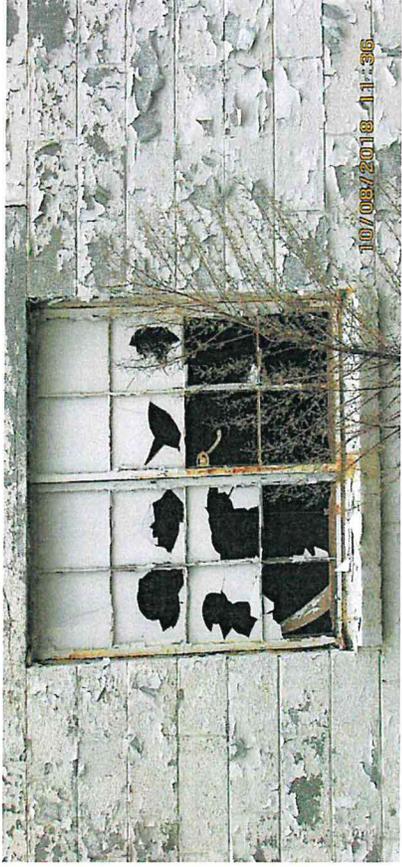


**Walnut Hill Country Club**  
2874 E. Lake Lansing Road  
East Lansing

# Aerial View



# Exhibit A Historical 1-4



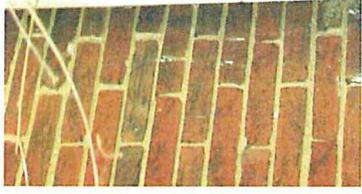
# Exhibit A Historical 5-8



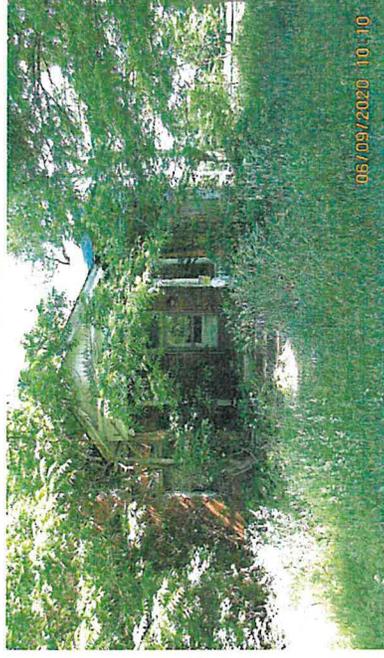
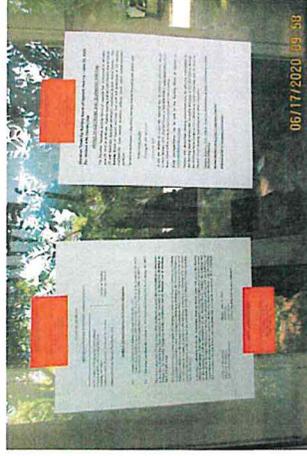
# Exhibit A Historical 9-13



# Exhibit B Residence 1-4



# Exhibit B Residence 5-9



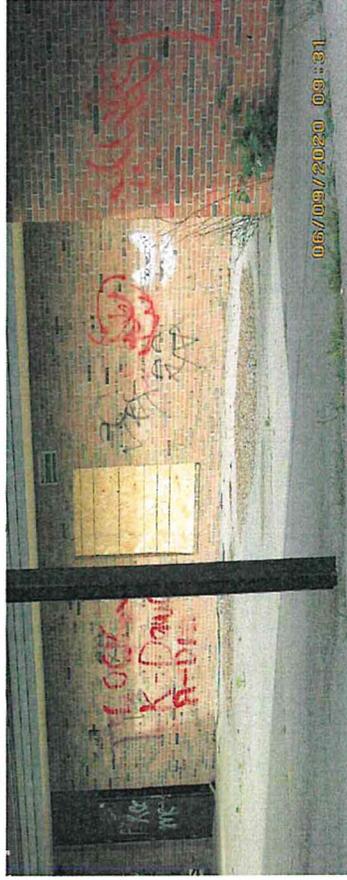
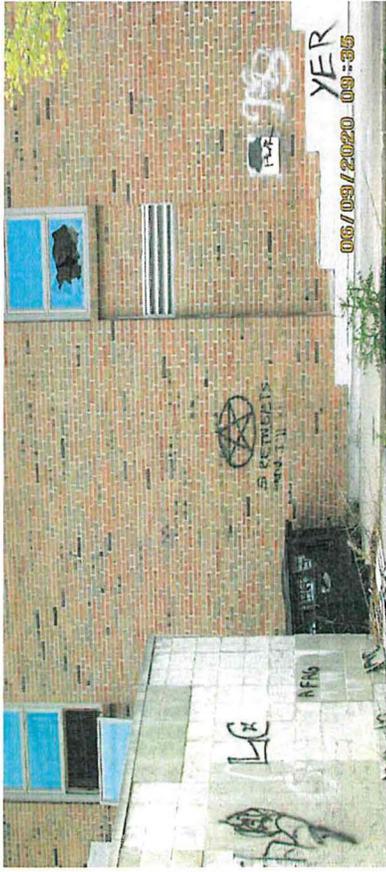
# Exhibit C

## Club House 1-4



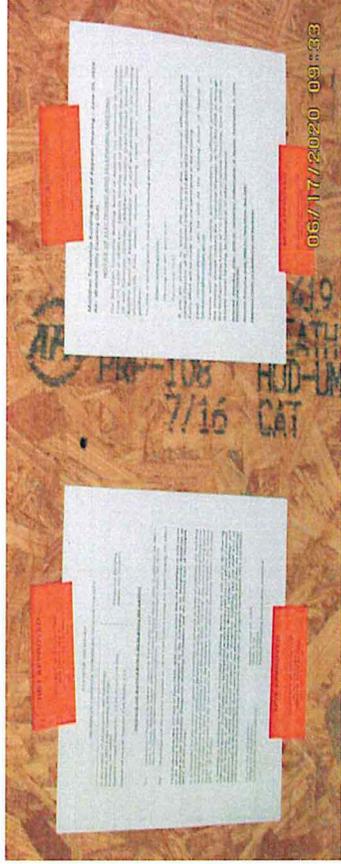
# Exhibit C

## Club House 5-8



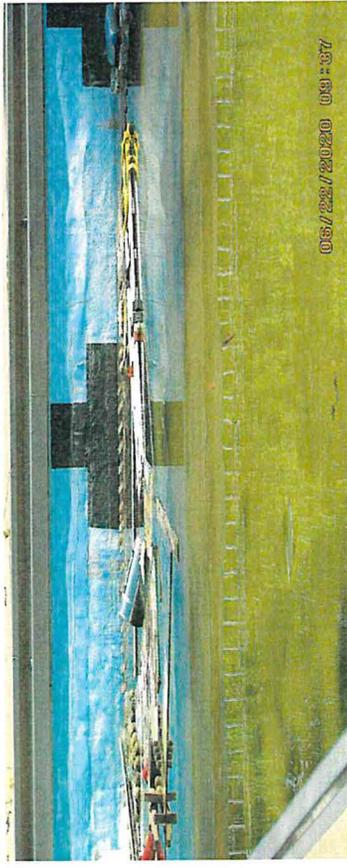
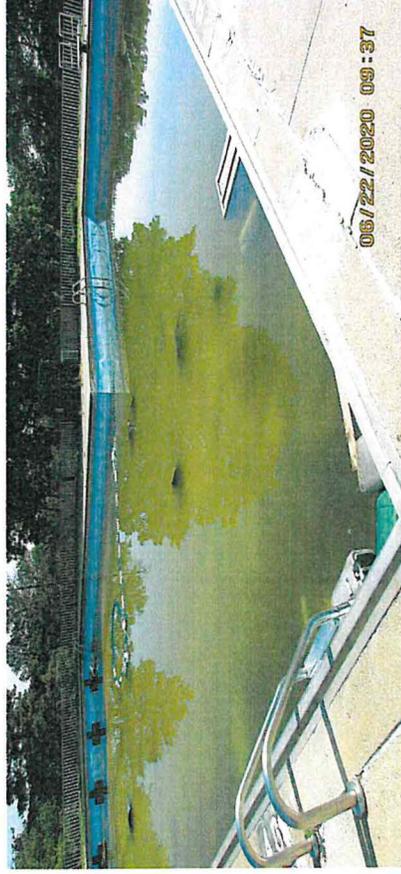
# Exhibit C

## Club House 9-12

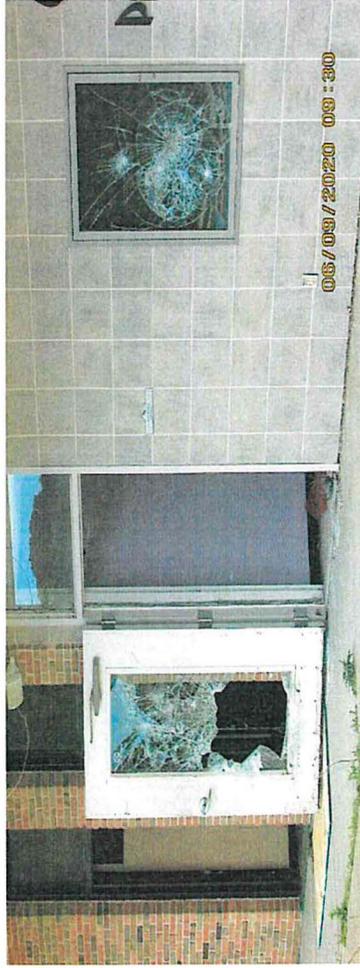


# Exhibit D

## Pool 1-4

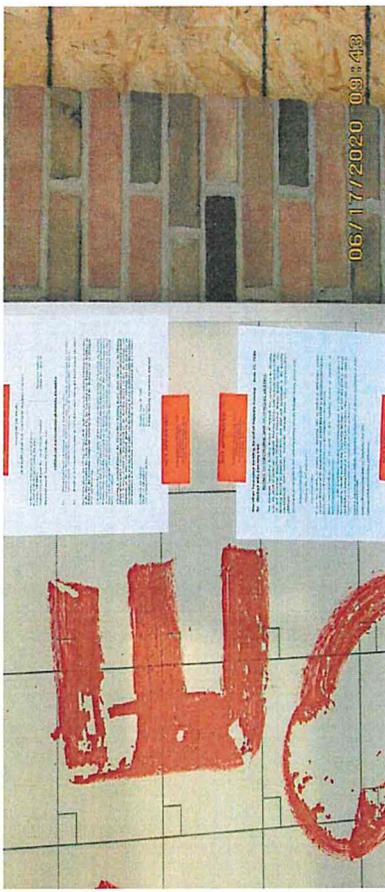


# Exhibit D Pool 5-8

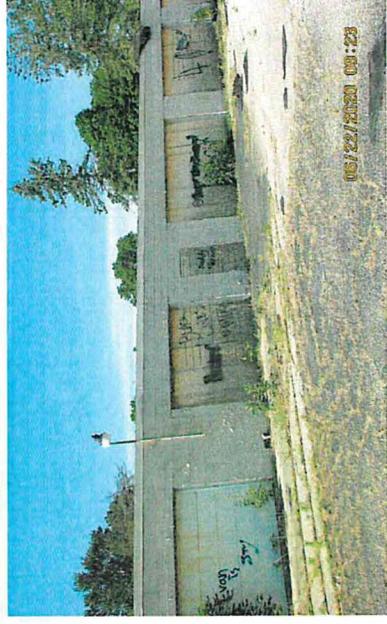


# Exhibit D

## Pool 9-12

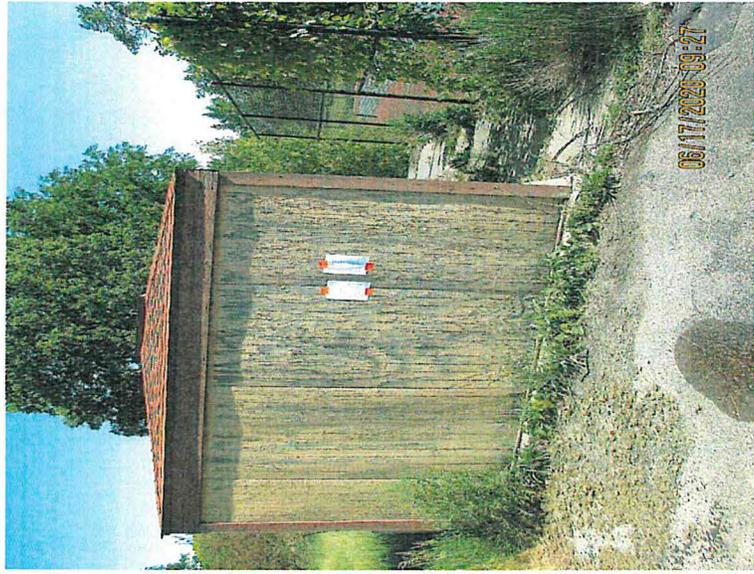


# Exhibit E Maintenance Building 1-5



# Exhibit F

## Small Structure 1-3





06/26/2020

To Whom it May Concern:

Please be advised that McCardel Restoration LLC, has been retained by Summer Park to supply services to the property located at 2874 Lake Lansing Rd. East Lansing, MI 48823. All windows and doors will be boarded up before 5pm on Monday 06/29/20. Please let me know if our company can answer any questions or concerns you may have. Thank you!

*Sabrina Thuma*

Office Administrator

McCardel Restoration

4100 Hunsaker Dr. Suite D

East Lansing, MI 48823

Main Phone: 517-339-3473

Fax: 517-664-9014



**DRAFT**

## Meridian Township Building Board of Appeals Hearing Minutes

June 29, 2020

2874 East Lake Lansing Road, Walnut Hills Country Club

Zoom Virtual Meeting

Present: Members Chair Wallin, Vice-Chair Potterpin and Premoe

Staff: Mark Kieselbach, Director Community Planning and Development, Peter Menser, Principal Planner, Joe Wade, Senior Code Enforcement Officer, John Heckaman, Chief Building Inspector, and Matthew Kuschel, Meridian Township Attorney.

Property Owner: Steven Schafer, Summer Park Realty, LLC.

### 1. Call meeting to order

Chair Wallin called to order the meeting at 10:04 a.m.

### 2. Approval of Agenda

Member Premoe moved to approve the agenda as written.

Seconded by Vice-Chair Potterpin.

VOICE VOTE: Motion approved unanimously.

### 3. Approval of Minutes

Member Premoe moved to approve the meeting minutes from August 26, 2017.

Seconded by Vice-Chair Potterpin.

VOICE VOTE: Motion approved unanimously.

### 4. Hearing

Public Hearing opened by Chair Wallin at 10:08 a.m.

Attorney Matthew Kuschel noted confirmation notices of the hearing were received via Certified mail to all three business addresses of the property owner Steven Schafer (on file).

Senior Code Enforcement Officer Joe Wade provided an overview at the hearing and included photographs during his presentation (on file).

- October 8, 2018 a complaint was filed #E181H17 Nuisance Violation
- Upon inspection the clubhouse, pool house, maintenance building and shed by the tennis courts had opened doors and broken windows. The residential house on Lake Lansing Road had a hole in the roof, doors and windows were open to easily accessible to vagrants and animals.
- A letter was sent to Summer Park Realty stating all the windows and doors needed to be boarded up, the pool needed to be drained, and the house needed repair to meet Meridian Township code or would need to be demolished.



- On October 19, 2018, a follow-up inspection of the buildings, pool and house were conducted by Joe Wade and no repairs had been made so he contacted Summer Park Realty.
- On October 24, 2018, the pool was cleaned out and drained.
- Four follow-up inspections took place between October 24, 2018 to December 18, 2018 and slow but steady progress was made to board up and make the buildings safe.
- On January 24, 2019, an inspection found no further progress had been made so Joe Wade issued a Civil Infraction, ticket #2776 on January 25, 2019. Joe Wade conducted a follow-up inspection five days later and found nothing had been done or no attempt was made to contact Meridian Township by Summer Park Realty.
- On February 1, 2019 Joe Wade issued Informal Appearance Ticket #M90675 for Summer Park Realty to appear in 55<sup>th</sup> District Court. A ruling in favor of Summer Park Realty to contract agreement with Meridian Township stating all structures were to be removed during the first phase of construction and to make all buildings secure in the meantime however no work was done to the house on Lake Lansing other than to have utilities disconnected. A demo permit was never received by Meridian Township.
- On July 10, 2019 Joe Wade filed another Nuisance Violation as all buildings were vandalized again-doors opened and windows broken.
- On July 22, 2019, a follow-up inspection found no repairs had been made at the property. Joe Wade issued Appearance Ticket #M90446.
- On August 26, 2019 Summer Park Realty appeared at 55<sup>th</sup> District Court for an informal hearing and the ruling was in favor of Meridian Township requiring Summer Park Realty to make all the structures safe and secure. All work was completed on structures except for the house on Lake Lansing Road on September 9, 2019.
- The current state of the house on Lake Lansing Road is that it is a safety hazard with the property falling apart- broken windows, doors ajar, foundation crumbling, holes in the roof and overgrown vegetation which is aesthetically concerning to the neighbors in the local subdivisions of Skyline, Heritage Hills and The Greens.
- Numerous pictures were taken of the structures on June 6, 2020 and found to have more vandalism, broken windows and graffiti and the pool is full of water and debris.
- Senior Code Enforcement Officer Joe Wade recommended all buildings, the house, and the pool should be demolished because of safety concerns and the ongoing vandalism.

Steve Schafer noted he did not hear from Meridian Township Police or Joe Wade over the past six months so until he received notice of the hearing, he was not aware there were problems. Steve Schafer stated the property has been secured as of this afternoon, June 29, 2020.



Additional comments by Steve Schafer, Summer Park Realty, LLC, Property Owner

- He agreed the house should be demolished and the maintenance building and the small building next to the tennis courts.
- He agreed to have the pool water removed with a pump within 48 hours.
- He has not prosecuted anyone who was arrested in the past for vandalism and has worked with Code Enforcement and the Meridian Township Police Department.
- He is securing the clubhouse and pool building to be safe
- Development delays have been due to COVID19 and his partners focus on his business involving the largest skilled nursing homes in the country
- Date for the demos to begin in approximately 45 days as contractor bids are due in and asbestos test results are forthcoming.
- He asked about demolition of the pool and John Heckaman, Chief Building Inspector told him if the structure is to remain underground then all surface materials down to a depth of two feet below grade are to be removed and the bottom of the pool must be pulverized and perforated then filled in.

There was member discussion and questions for the property owner.

Matt Kuschel, Meridian Township Attorney provided a re-cap of the orders following the discussion and failure to comply with the order will subject the property owner to enforcement provisions of the Charter Meridian Township Dangerous Buildings Ordinance.

Member Premoe moved to adopt the order.

Supported by Vice-Chair Potterpin.

MOTION CARRIED: 3-0

The order as approved by the Board will be posted with the minutes.

Chair Wallin closed the public hearing at 11:41 a.m.

#### 5. Public Remarks

Township Trustee Dan Opsommer encouraged the demolition of the pool and clubhouse in addition to the structures discussed as well as the house. The buildings and the pool cause a safety concern for the community and the property owner should not wait until they begin the development of the property as it may be delayed due to the COVID19 financial impact of the economy.

Nita Campbell, 6049 Skyline Drive, and past president of the Skyline Hills Neighborhood Association noted she agreed under the first phase of development that all buildings must be demolished. She also asked if there would be a cash penalty if Summer Park Realty LLC does not comply and was told the Township Board would make sure the owner complies with everything that needs to be done.



## 6. Adjournment

Member Premoe moved to adjourn the meeting.  
Supported by Vice-Chair Potterpin.  
VOICE VOTE: Motion approved unanimously.

Chair Wallin adjourned the hearing at 11:43 a.m.

STATE OF MICHIGAN

TOWNSHIP OF MERIDIAN, INGHAM COUNTY

_____	)	
In the matter of the property and buildings	)	
Located at 2874 Lake Lansing Rd	)	
East Lansing, Michigan, 48823	)	Dangerous Building
Ingham County, Parcel No. 33-02-02-05-326-004	)	Matter No. 2020-01
<b>Owner of Record:</b> Summer Park Realty, LLC	)	

HEARING OFFICER’S DECISION AND ORDER

**DATED:** the 29th day of June 2020

**ISSUED BY:** Meridian Township Building Board of Appeals

**HEARING OFFICER:** The Hearing Officer is the Building Board of Appeals, consisting of Peter Potterpin, David Premoe, and Chairman Charles Wallin. All references to the Hearing Officer refer to the Board as a whole.

The Hearing Officer conducted a hearing concerning the buildings located at the above-captioned address on June 29, 2020, (the “Subject Property”). The hearing was held via Zoom Online at 10:00 A.M. pursuant to Executive Order 2020-129.

**APPEARANCES:**

The following owner and/or party in interest appeared:

- 1. Steven Schafer, Summer Park Realty, LLC, Property Owner

The following representative of Meridian Township appeared (“Township Representatives”):

- 1. R. Joe Wade, Code Enforcement Officer
- 2. Mark Kieselbach, Director, Community Planning and Development
- 3. Peter Menser, Principal Planner
- 4. Matthew Kuschel, Township Attorney

## **FACTS:**

The Township Representative presented the following exhibits that are made into the record. The hearing audio was recorded. During the hearing, Mr. Wade provided testimony based on personal observations of the Subject Property. Numerous photographs were introduced as exhibits reflecting the conditions of the buildings on the Subject Property and were authenticated by Mr. Wade. The Property Owner then presented his testimony on the conditions of the Subject Property. He agreed that the residence, maintenance building, and small structure should be demolished. He discussed his plans to drain the pool and secure the clubhouse until he finalized his development plans. He stated the buildings would be secured and that he was currently getting bids for demolition and asbestos review. He authorized the Township to make continuing inspections of the Subject Property.

## **EXHIBITS:**

The following exhibits are made part of the record.

1. **Exhibit A – Historical Photographs of the Subject Property** showing the dilapidating structures on the Subject Property in 2018 and 2019.
2. **Exhibit B – Residence Photographs** showing damaged condition of the residence (Building 1) on the Subject Property and proof of the Notice of Dangerous Building Hearing.
3. **Exhibit C – Club House Photographs** showing the deteriorating condition of the Club House (with dining hall) (Building 2) on the Subject Property and proof of the Notice of Dangerous Building Hearing.
4. **Exhibit D – Pool Photographs** showing the unsanitary and unsafe condition of the swimming pool (Building 3) on the Subject Property and proof of the Notice of Dangerous Building Hearing.
5. **Exhibit E – Maintenance Building Photographs** showing the deteriorating conditions of the Maintenance Building (Building 4) on the Subject Property and proof of the Notice of Dangerous Building Hearing.
6. **Exhibit F – Small Structure Photographs** showing the deteriorating conditions of the Small Structure (Building 5) on the Subject Property and proof of the Notice of Dangerous Building Hearing.

## **ADDITIONAL EXHIBITS:**

- Letter, McCardel Restoration, 6/26/2020

## FINDINGS:

The Hearing Officer FINDS, based on the testimony, documents, photographs, and exhibits submitted at the hearing, that:

1. The buildings on the Subject Property constitute dangerous buildings as defined by the housing law of Michigan, MCL 125.538 *et seq.* and the Charter Township of Meridian Dangerous Buildings Ordinance.
2. The buildings on the Subject Property include: a residence (Building 1), a club house (with dining hall) (Building 2), a pool and pool building (Building 3), a maintenance building (Building 4), and a small structure (Building 5). The conditions of the Buildings are:
  - a. Building 1—the residence—the floor, walls, and roof have large holes, exposing the interior to the elements and making it accessible to trespassers. It also has deteriorating walls and foundation, broken windows, and broken glass covering the floor.
  - b. Building 2—the club house—has open and unsecured doors and multiple broken windows, including on the second floor, which expose the interior to the elements and make it accessible to trespassers. The shattered glass remaining in the second-floor windows is at risk of falling and injuring any trespassers. The ground nearby is covered in broken glass. Two broken chairs, a paint bucket, and leaves are at the bottom of a stairwell.
  - c. Building 3—the pool and pool buildings—are full of murky water, making it a risk for trespassers, children, and animals. It is also filled with abandoned items, such as old furniture. The pool house is open with broken windows and open doors, exposing the interior to the elements and making it accessible to trespassers. The ground nearby is covered in broken glass. A pool equipment building had a large steel door pulled off and is open to the elements and accessible to trespassers.
  - d. Building 4—a former maintenance building—has a deteriorating roof and open and unsecured windows and door, exposing the interior to the elements and making it accessible to trespassers. It is not compliant with current codes.
  - e. Building 5 is decaying, deteriorating, and rotted making it a structural risk and a risk to trespassers, children, and animals. It is not compliant with current codes.
3. The buildings on the Subject Property constitute dangerous buildings as defined in the Charter Township of Meridian Dangerous Buildings Ordinance and state law for the following reasons:
  - a. Portions of the buildings are damaged by fire, wind, flood, or other cause so that the structural strength or stability of the buildings are appreciably less than before the damage and the buildings do not meet the minimum requirements Housing Law of Michigan, Act 167 of 1917, MCL 125.538 *et seq.*, and Dangerous Buildings

Code administered by Meridian Township. Ordinance § 14-176(2) and MCL 125.539(b).

- b. Parts of the buildings are likely to fall, become detached or dislodged, collapse, and injure persons or damage property. Ordinance § 14-176(3) and MCL 125.539(c).
  - c. Because of dilapidation and deterioration, the buildings are likely to partially or completely collapse. Ordinance § 14-176(5) and MCL 125.539(e).
  - d. The buildings are manifestly unsafe for the purpose for which they are being used. Ordinance § 14-176(6) and MCL 125.539(f).
  - e. The buildings are attractive nuisances for children who can access the buildings through various openings and, because of dilapidation and deterioration, may injure themselves. These various openings also allow the buildings to harbor vagrants or individuals who may commit a nuisance or an unlawful or immoral act. Ordinance § 14-176(7) and MCL 125.539(g).
  - f. The building intended to be used as a dwelling because of dilapidation, decay, damage, and otherwise is unfit for human habitation. Ordinance, Section § 14-176(8) and MCL 125.539(h).
  - g. The buildings are vacant, dilapidated, and open leaving the interior of the buildings exposed to the elements and accessible to trespassers. Ordinance § 14-176(9) and MCL 125.539(i).
  - h. The buildings are not currently under construction with a valid building permit and have been unoccupied for over 180 days. The Property Owner has not maintained the exterior of the buildings in accordance with the state construction codes administered by the Township. Ordinance § 14-176(10) and MCL 125.539(j).
4. Buildings 1, 3, 4, and 5 are extensively damaged to the point it is not feasible to repair or make safe any building without demolishing the buildings. This finding is supported in the record by the photographic evidence, the testimony of Mr. Wade, and the admissions of Mr. Schaefer.
  5. To remedy the ordinance violations and remove the dangerous conditions, Buildings 1, 3, 4, and 5 must be demolished pursuant to the Charter Township of Meridian Dangerous Buildings Ordinance and state law.
  6. Building 2 is extensively damaged but may be made safe without demolishing the building. This finding is supported by Mr. Schaefer's assertion that he has additional methods to secure the building. If the additional methods prove insufficient to secure the building, then it is not feasible to repair or make safe without demolishing Building 2. This secondary finding is supported in the record by the photographic evidence and the testimony of Mr. Wade.
  7. To remedy the ordinance violations and remove the dangerous conditions, Building 2 must be secured and made safe and if those efforts are unsuccessful, then it must be demolished according to Ordinance and state law.

**ORDER:**

NOW, THEREFORE, the Hearing Officer ORDERS that:

1. The Subject Property and all structures must be made safe and fully secured no later than **12:00 noon on Tuesday, June 30, 2020** and must remain safe and secure until demolished.
2. The Property Owner shall obtain a demolition permit from Meridian Township and provide Meridian Township a copy of an executed demolition contract that states a licensed demolition contractor will demolish the buildings as required by this Order no later than 45 days, being on or before **Thursday, August 13, 2020**.
3. The Property owner must demolish the following buildings and structures on the Subject Property:
  - a. The residence (Building 1),
  - b. The pool and pool building (Building 3),
  - c. The maintenance building (Building 4), and
  - d. The small structure by the tennis courts (Building 5).
4. Demolition of the buildings on the Property must commence on or before **Thursday, August 13, 2020** and be completed **no later than Thursday, September 3, 2020**.
5. The pool must be demolished and filled in consistent with Township requirements. Demolition of the pool includes the deck, coping, and sidewall, and all concrete and other building materials removed at least to two feet below grade and the bottom must be pulverized to permit drainage.
6. The pool must be cleaned and drained no later than **12:00 noon on July 1, 2020**. It must remain free of water and debris until fully demolished and filled in.
7. The club house (Building 2) must be made safe and fully secured no later than **12:00 noon on Tuesday, June 30, 2020**. It shall be a violation of this Order if at any time the club house is not secure, is open to the elements, is accessible to trespassers, or otherwise constitutes a dangerous building.
8. Beginning **Monday, July 13, 2020** and every two weeks thereafter until the all current structures (including the club house, Building 2) are demolished, the Property Owner shall submit reports to the Township Code Enforcement Officer regarding the security of all buildings or structures on the Subject Property, the conditions of the surrounding Subject Property, and the status of demolitions.

WHEREFORE, Failure to comply with this Order will subject the Property Owner to enforcement provisions of the Charter Meridian Township Dangerous Buildings Ordinance. Failure to comply with this Order may also subject the Property Owner to responsibility for the Township's costs of

demolition and the Township's costs of these proceedings, including attorney fees and fees for the Hearing Officer, together with a lien against the Subject Property and all relief permitted under state law and the Charter Township of Meridian Code of Ordinances.

WHEREFORE, the Hearing Officer designates and authorizes its Chair, Charles Wallin, to file any report of the hearing findings and a copy of this Order with the Township Board not more than five (5) days after any noncompliance by the Property Owner and will request enforcement of this Order.

Dated: 7-2-20



Charles Wallin, Chairman  
Building Board of Appeals

**CERTIFICATE OF SERVICE**

Charles Wallin, Chair of Building Board of Appeals, states that on 7-2, 2020, he caused a copy of this Decision and Order to be served upon Summer Park Realty, LLC, by certified mail, return receipt requested; and that he caused a copy of this Decision and Order to be entered into the records of the Charter Township of Meridian.



Charles Wallin, Chairman  
Building Board of Appeals

STATE OF MICHIGAN

TOWNSHIP OF MERIDIAN, INGHAM COUNTY

\_\_\_\_\_)  
In the matter of the property and buildings )  
located at 2874 Lake Lansing Rd )  
East Lansing, Michigan, 48823 ) Dangerous Building  
Ingham County, Parcel No. 33-02-02-05-326-004 ) Matter No. 2020-01  
Owner of record Summer Park Realty, LLC )

**HEARING OFFICER’S REPORT OF NON-COMPLIANCE**

A Dangerous Building Hearing was duly noticed and held before the Township’s Hearing Officer, the Building Board of Appeals, pursuant to the Charter Township of Meridian Dangerous Buildings Ordinance § 14-176 and Housing Law of Michigan, MCL 125.541(1), on the 29<sup>th</sup> day of June 2020. The Hearing Officer conducted a hearing concerning the buildings and structures located at the above-captioned property via Zoom Online at 10:00 A.M. pursuant to Executive Order 2020-129.

The Hearing Officer determined the buildings and structures at the above location—including a residence (Building 1), a clubhouse (Building 2), a pool and pool building (Building 3), a maintenance building (Building 4), and a small structure (Building 5)—were dangerous buildings as defined by the Charter Township of Meridian Dangerous Buildings Ordinance § 14-176 and Housing Law of Michigan, MCL 125.539.

The Hearing Officer ordered the owner to take immediate corrective action. Namely, the Hearing Officer ordered the pool to be cleaned and drained by 12:00 noon on July 1, 2020; that it must remain free of water and debris until it is fully demolished and filled in; the club house (Building 2) be made safe and fully secured by 12:00 noon on June 30, 2020; and it shall be a violation of the Order if at any time the club house is not secure, is open to the elements, is accessible to trespassers, or otherwise constitutes a dangerous building. (**See Order, Exhibit 1**).

The parties agreed to an inspection of the Subject Property on July 2, 2020. The owner did not attend the inspection. The inspection revealed that the owner failed or refused to comply with the Hearing Officer’s Order to clean the pool, keep the pool free from debris, and make the club house safe and fully secured (**See Attached Photographs, Exhibit 2**)



. The Subject Property was again inspected on July 16, 2020 and property was found in substantially the same condition and specifically the club house was not made safe and was not secure (**See Attached Photographs, Exhibit 3**). The Subject Property is not compliant with the Order.

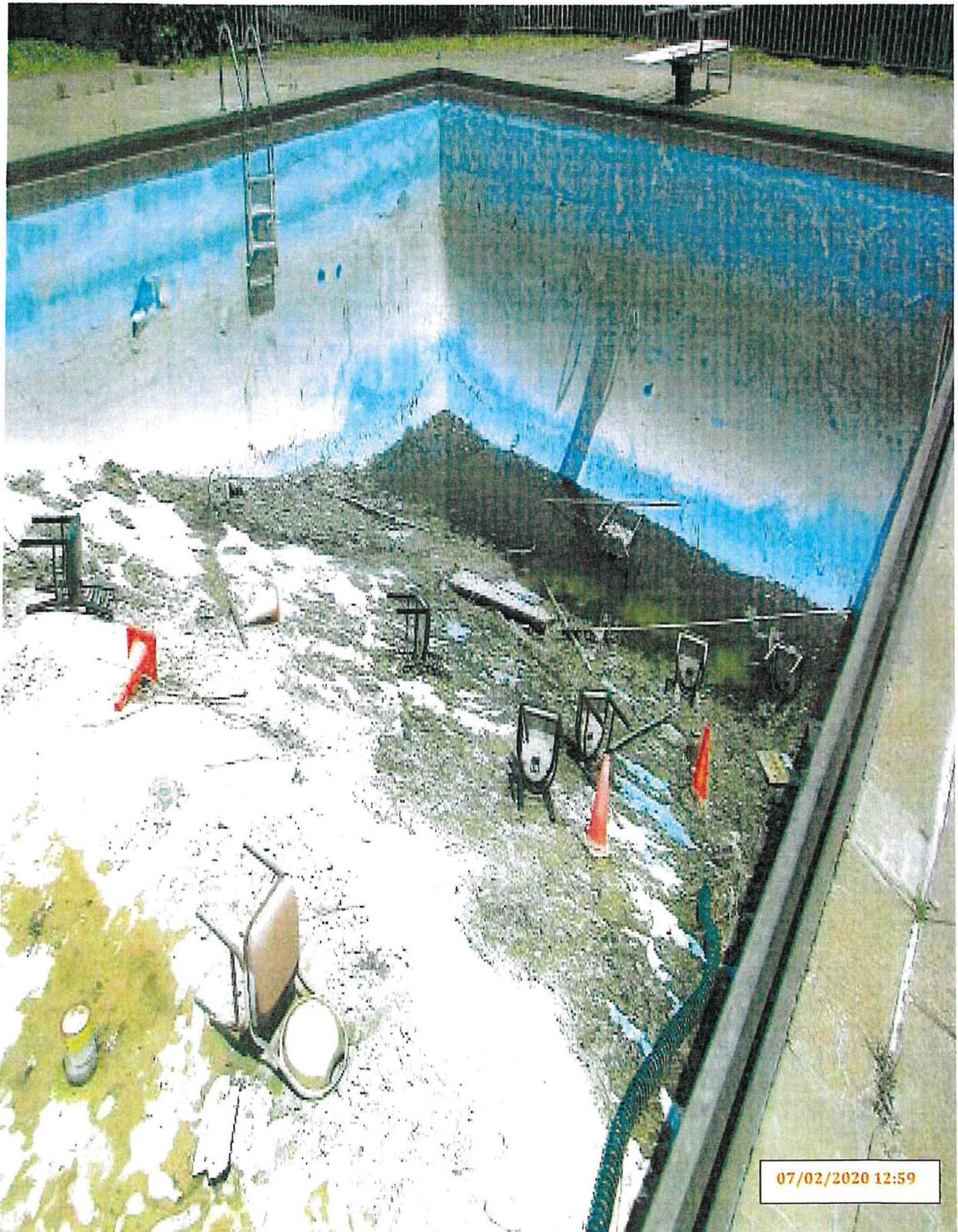


A copy of this Report is hereby filed with the Township Board of Meridian for the Township Board's approval of the Hearing Officer's decision and Order and the Hearing Officer requests that the Township Board take all necessary action to enforce said order.

Date: 16 JULY 2020  
[Signature] 2020

Respectfully Submitted,

[Signature]  
Charles Wallin, Chairman  
Building Board of Appeals



07/02/2020 12:59



07/02/2020 13:00



5.0 FT

NO PARKING

07/16/2020 08:36



07/16/2020 08:33



**To: Board Members**  
**From: Ronald J. Styka, Township Supervisor**  
**Date: July 31, 2020**  
**Re: Environmental Commission Appointment**

---

The Environmental Commission currently has a youth vacancy due to the resignation of Aparna Krishnamurthy who has graduated and is attending college this fall.

The Environmental Commission unanimously recommends the appointment of Luca Wisinski, as a youth member of the Environmental Commission. Attached you will see his resume.

Luca is a member of the Okemos Earth Club and will be a welcome member of our Commission. As a youth member, Luca is a non-voting member and we will initially grant a 1 year term, rounding up to 12/31/21.

The following motion is proposed for Board consideration:

**MOVE TO APPROVE THE APPOINTMENT OF LUCA WISINSKI, AS A YOUTH MEMBER,  
TO THE ENVIRONMENTAL COMMISSION FOR A TERM ENDING 12/31/2021.**

**Attachment:**

1. Application for Public Service

Form Name:  
Date & Time:  
Response #:  
Submitter ID:  
IP address:  
Time to complete:

Public Service Application Form  
06/25/2020 8:43 PM  
57  
11674  
136.181.198.1  
39 min. , 42 sec.

A new entry to a form/survey has been submitted.

**Form Name:** Public Service Application Form  
**Date & Time:** 06/25/2020 8:43 PM  
**Response #:** 57  
**Submitter ID:** 11674  
**IP address:** 136.181.198.1  
**Time to complete:** 39 min. , 42 sec.

**Survey Details**

Page 1



# Public Service Application Form

**I am interested in service on one or more of the following public bodies as checked below:**

**\*Special conditions restrict eligibility for appointment**

1.

Environmental Commission

2. **Occupation:**

Student

3. **Indicate areas not included above which may warrant special attention or study that are of interest to you:**

I am very interested in serving as a student representative on the Meridian Township Environmental Commission.

4. **Describe education, experience or training which will assist you if appointed:**

I am a Sophomore at the Okemos High School and have a passion for science. I became involved in the Earth Club because I really enjoy environmental science and want to make a community impact. Please see my attached resume and cover letter for additional experiences.

**5. Contact Information:**

**Name:** Luca Wisinski  
**Place of Employment:** Okemos HS  
**Phone (days):** 517-435-5985  
**Date:** 06/25/2020

**Occupation:** Student  
**Home Address:** 4419 Elmwood Dr., Okemos, MI  
**Phone (evenings):** Not answered  
**Email:** lwisinski23@gmail.com

**6. Attach Resume**

**Resume is attached** Luca Wisinski Resume 2020.docx

**7. Attach Cover Letter**

**Cover Letter is attached** Luca Wisinski Cover.docx

Thank you,  
Meridian Township, MI

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This is an automated message generated by the Vision Content Management System™. Please do not reply directly to this email.

# LUCA WISINSKI

4419 Elmwood Dr., Okemos, MI 48864 · 517-435-5985

[Lwisinski23@gmail.com](mailto:Lwisinski23@gmail.com)

Hon. Supervisor Styka  
Meridian Charter Township  
5151 Central Park Rd.  
Okemos, MI 48864

## **DEAR SUPERVISOR STYKA AND MERIDIAN TOWNSHIP ENVIRONMENTAL COMMISSION,**

I would very much like to serve as a student representative with the Meridian Township Environmental Commission. You will see from my resume that I exhibit both passion and experience for and with environmental sustainability.

I truly enjoy my time serving as an Okemos High School Earth Club Member. I would like to apply my experience and expand my work in environmental studies at a community level. I would be honored to be a part of the work the Environmental Commission is committed to. If given this opportunity, I would like to use the leadership skills I learn to include on my application to the U.S. Naval Academy.

Thank you for the time to review my resume. I look forward to talking with you.

Sincerely,  
Luca Wisinski

# LUCA WISINSKI

4419 Elmwood Dr., Okemos, MI 44864 · 517-435-5985

[Lwisinski23@gmail.com](mailto:Lwisinski23@gmail.com)

I would like to obtain experience in working with local government to advocate for environmental issues.

## EXPERIENCE

**AUGUST 2019-PRESENT**

### **MEMBER, OKEMOS HIGH SCHOOL EARTH CLUB**

Developed and maintained recycling activities at Okemos High School  
Assisted in the initiative to establish paper recycling within Okemos High School  
Member of the research team that proposed a rain garden plan, including finding sponsors, developing an installation plan and future garden maintenance

**JUNE -- AUGUST 2019**

### **UMPIRE, MERIDIAN TOWNSHIP PARKS AND RECREATION**

Umpired U9-12 baseball and softball leagues  
Served as a umpire for various baseball tournaments

## EDUCATION

### **SOPHMORE, OKEMOS HIGH SCHOOL**

Maintain a 3.5 GPA, (4.0 GPA for the second semester of Freshman year)  
Completed one year of German language class  
Completed one semester of electrical engineering class

## SKILLS

- Passion for environmental sustainability
- Manage multiple tasks
- Leadership qualities
- Team oriented
- Applied problem solving skills
- Social media content creator

## ACTIVITIES

Okemos High School Baseball Player  
Reading and research  
Debate  
Skateboarding  
Nature exploration



12.B

**To: Township Board**

**From: Mark Kieselbach, Director of Community Planning and Development**

**Date: July 31, 2020**

**Re: Walnut Hills Dangerous Buildings**

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The Hearing Officer, Building Board of Appeals, determined that buildings and structures at Walnut Hills Country Club, 2874 Lake Lansing Road, were dangerous and should either be made safe, properly maintained or demolished.

The Township Board has the option to approve, disapprove or modify the order of the Hearing Officer.



**To: Board Members**  
**From: LuAnn Maisner CPRP, Director of Parks and Recreation**  
**Date: July 28, 2020**  
**Re: Land Preservation Millage Renewal**

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The Meridian Township Land Preservation Program began in 2000 funded by a voter-approved .75 mill millage for ten years to acquire and maintain environmentally valuable land in perpetuity. Twenty-five percent of tax revenue collected during this time was placed in an endowment fund to help support the program in the future. The Land Preservation Millage was renewed in 2010 at a reduced rate of .33 mills for an additional ten years. Over the last twenty years, a total of 968-acres have been secured into this program in twenty-four (24) areas throughout the community.

Stewardship plans have been developed for each of the twenty-four preserves with the goal of removing invasive, non-native plants, restoring these areas with native vegetation, enhancing wetland areas, mitigating erosion and improving habitat for wildlife.

Management and maintenance of these properties is very labor-intensive work. A full-time Land Stewardship Coordinator provides staff support to the Land Preservation Advisory Board, plans and conducts stewardship activities, engages the public in volunteer stewardship projects, provides educational information for program volunteers, as well as secures contractual agreements for larger maintenance projects including controlled burns and large-scale invasive plant removal and restoration. Outreach programs with Okemos and Haslett Schools has provided numerous place-based learning opportunities for students by planting and maintaining butterfly gardens, planting trees, and conducting wetland restoration activities. We also plan to hire one or two seasonal maintenance employees/interns to assist with boots-on-the-ground work starting in 2021. All of this work improves air quality, water quality, and livability in our community.

**Budget Summary:**

**Revenue:**

Total Endowment Fund Principle (non-spendable): \$2,707,300  
Spendable Land Pres Fund Balance: \$4,365,875

Annual Aver. Endowment Earned Interest	\$35,000 +/-
Annual 1/10 mill millage Renewal Request	<u>\$186,000 +/-</u>
TOTAL ANNUAL REVENUE YR 1	\$221,000/yr

**Expense:**

Average annual maintenance/stewardship expense \$180,000-\$200,000/yr

With the acquisition goal now met/exceeded, the majority of efforts moving forward will be dedicated toward stewardship and preservation. The remaining fund balance still keeps the door open for smaller, opportunistic purchases if desired, but a millage renewal at a reduced rate,

**Memo to Township Board**  
**July 28, 2020**  
**Re: Land Preservation Millage Renewal**  
**Page 2**

combined with annual endowment interest, will continue to support active stewardship and preservation of these assets. The Land Preservation Advisory Board, at its July 8, 2020 regular meeting voted unanimously to recommend a millage renewal request at a reduced rate of 1/10th mill.

**Motion for Board Consideration**

MOVE TO SUPPORT THE ATTACHED "RESOLUTION TO ADOPT THE LAND PRESERVATION MILLAGE RENEWAL AND REDUCTION PROPOSAL" FOR PLACEMENT ON THE NOVEMBER 3, 2020 BALLOT AT A REDUCED RATE OF ONE-TENTH MILL FOR A PERIOD OF TEN YEARS, AS PREPARED BY THE TOWNSHIP'S ATTORNEY

**Attachment:**

1. Resolution to Adopt Land Preservation Millage Renewal and Reduction Proposal

**CHARTER TOWNSHIP OF MERIDIAN  
INGHAM COUNTY, MICHIGAN**

**RESOLUTION TO ADOPT  
LAND PRESERVATION MILLAGE RENEWAL AND REDUCTION PROPOSAL**

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Charter Township of Meridian Municipal Building, 5151 Marsh Rd., Okemos, MI 48864, on August 6, 2020, at 6:00 p.m.

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

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

The following Resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_.

**WHEREAS**, townships may impose and levy ad valorem taxes to finance lawful public services, as authorized by the Michigan Constitution of 1963 and other laws; and

**WHEREAS**, the electors of the Township previously authorized 0.33 mill to fund the purchase of land and/or conservation easements and improvements of natural habitat and management of land throughout the Township, which millage is reduced to 0.3273 mill by required millage rollbacks and expires after 2019; and

**WHEREAS**, the Township Board wishes to renew and reduce the previously-authorized millage for the purchase of land and/or conservation easements and improvements of natural habitat and management of land throughout the Township for an additional 10 years, 2020 through 2029 inclusive, at the rate of 0.10 mills (\$0.10 on each \$1,000 of taxable valuation), or as reduced by any required future millage rollbacks.

**NOW, THEREFORE, BE IT RESOLVED** that:

1. The Township Board approves the following millage renewal proposal to be placed on the November 3, 2020 election ballot:

**CHARTER TOWNSHIP OF MERIDIAN  
LAND PRESERVATION MILLAGE RENEWAL AND REDUCTION**

Shall the previous voted increase of 0.33 mill (\$0.33 on each \$1,000 of taxable value) in the tax limitation that may be assessed against all property in the Charter Township of Meridian, which is reduced to 0.3265 mill by the required millage rollbacks and expires after 2019, be reduced to 0.1 mill (\$0.10 on each \$1,000 of taxable value) and renewed for 10 years, 2020 through 2029 inclusive, for the purchase of land and/or conservation easements and improvements of natural habitat and management of land throughout the Township, raising an estimated \$186,858 in 2020, the first year the millage is levied?

Yes \_\_\_\_\_  
No \_\_\_\_\_

2. The Township Clerk is directed to post and publish notices of registration and notices of election, have ballots prepared and provided in sufficient quantity, and to do all things and provide all supplies necessary for the submission of this question at the election as required by law.

3. The Notice of Election for said election in the Charter Township of Meridian shall include notice of the submission of this question in substantially the following form:

**TO THE QUALIFIED ELECTORS  
OF THE CHARTER TOWNSHIP OF MERIDIAN**

PLEASE TAKE NOTICE that at the election to be held in the Charter Township of Meridian, Ingham County, Michigan, on November 3, 2020, the following question shall be submitted to the qualified electors:

**CHARTER TOWNSHIP OF MERIDIAN  
LAND PRESERVATION MILLAGE RENEWAL AND REDUCTION**

Shall the previous voted increase of 0.33 mill (\$0.33 on each \$1,000 of taxable value) in the tax limitation that may be assessed against all property in the Charter Township of Meridian, which is reduced to 0.3265 mill by the required millage rollbacks and expires after 2019, be reduced to 0.1 mill (\$0.10 on each \$1,000 of taxable value) and renewed for 10 years, 2020 through 2029 inclusive, for the purchase of land and/or conservation easements and improvements of natural habitat and management of land throughout the Township, raising an estimated \$186,858 in 2020, the first year the millage is levied?

Yes \_\_\_\_\_  
No \_\_\_\_\_

**QUALIFICATIONS OF ELECTORS**

All properly registered and qualified electors within the Charter Township of Meridian are entitled to vote on the question. The places of election will be the regular voting places in the Charter Township of Meridian, Ingham County, Michigan. The polls will be open from 7:00 am until 8:00 p.m.

4. The question to be voted on at said election shall be stated in substantially the same form and manner appearing on the foregoing Notice.

5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.





**To: Board Members**  
**From: Michael Hamel, Fire Chief**  
**Date: July 30, 2020**  
**Re: EMS-Fire Department Millage Renewal**

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*“Our mission* is to provide efficient, dependable, and professional services to the citizens of Meridian Township. *Our values* are to educate and to provide caring, compassionate service with excellence and dignity. *Our vision* is to exceed the expectations of the community by proactively responding to the established priorities and needs.”

The Meridian Township Fire Department provides ambulance, fire, and rescue services to a district of approximately 36 square miles. In addition to Meridian Township, the department provides fire response to the northern portion of Alaiedon Township. Fire prevention, code enforcement, plan review, and fire safety education are also provided. The department is a member of the Metro Lansing Technical Rescue Team, and provides response to rescue incidents involving confined space, trench, water, ice, high angle, and structural collapse throughout Michigan. We are committed to serving with excellence, to provide the very best to our citizens and visitors.

The Suppression Division is authorized for 32 paramedic/firefighter positions. The Fire Department budget provides for required equipment and training to ensure they are as prepared as possible to mitigate EMS and fire emergencies.

The Fire Department proposes seeking approval from the voters in November 2020 to renew the millage that expired in 2019. The millage funds existing paramedic/firefighter positions, necessary equipment, uniforms and supplies. The previous millage was for 0.6445 mill for 16 years while the renewal will be for the reduced amount of 0.6339 mill for 16 years, 2020 through 2035 inclusive.

**The following motion is proposed for Board consideration:**

**MOVE TO SUPPORT THE ATTACHED “RESOLUTION TO ADOPT THE EMS – FIRE PROTECTION MILLAGE RENEWAL PROPOSAL” FOR PLACEMENT ON THE NOVEMBER 3, 2020 BALLOT AT A REDUCED RATE OF .6339 MILL FOR A PERIOD OF SIXTEEN YEARS, AS PREPARED BY THE TOWNSHIP’S ATTORNEY**

**Attachment:**

1. Resolution to Adopt EMS – Fire Protection Millage Renewal Proposal

**CHARTER TOWNSHIP OF MERIDIAN  
INGHAM COUNTY, MICHIGAN**

**RESOLUTION TO ADOPT  
EMS – FIRE PROTECTION MILLAGE RENEWAL PROPOSAL**

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Charter Township of Meridian Municipal Building, 5151 Marsh Rd., Okemos, MI 48864, on August 6, 2020, at 6:00 p.m.

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

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

The following Resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_.

**WHEREAS**, townships may impose and levy ad valorem taxes to finance lawful public services, as authorized by the Michigan Constitution of 1963 and other laws; and

**WHEREAS**, the electors of the Township previously authorized 0.6445 mill to fund existing paramedic/firefighter positions, necessary equipment, uniforms and supplies, which millage is reduced to 0.6339 mill by required millage rollbacks and expires after 2019; and

**WHEREAS**, the Township Board wishes to renew the previously-authorized millage for an additional 16 years, 2020 through 2035 inclusive, at the rate of 0.6339 mills (\$0.6339 on each \$1,000 of taxable valuation), or as reduced by any required future millage rollbacks.

**NOW, THEREFORE, BE IT RESOLVED** that:

1. The Township Board approves the following millage renewal proposal to be placed on the November 3, 2020 election ballot:

**CHARTER TOWNSHIP OF MERIDIAN  
EMS - FIRE PROTECTION MILLAGE RENEWAL**

Shall the previous voted increase of 0.6445 mill (\$0.6445 on each \$1,000 of taxable value) in the tax limitation that may be assessed against all property in the Charter Township of Meridian, which is reduced to 0.6339 mill by the required millage rollbacks and expires after 2019, be renewed at 0.6339 mill (\$0.6339 on each \$1,000 of taxable value) and levied for 16 years, 2020 through 2035 inclusive, for existing paramedic/firefighter positions, necessary equipment, uniforms and supplies, raising an estimated \$1,184,492 in 2020, the first year the millage is levied?

Yes \_\_\_\_\_

No \_\_\_\_\_

2. The Township Clerk is directed to post and publish notices of registration and notices of election, have ballots prepared and provided in sufficient quantity, and to do all things and provide all supplies necessary for the submission of this question at the election as required by law.

3. The Notice of Election for said election in the Charter Township of Meridian shall include notice of the submission of this question in substantially the following form:

**TO THE QUALIFIED ELECTORS  
OF THE CHARTER TOWNSHIP OF MERIDIAN**

PLEASE TAKE NOTICE that at the election to be held in the Charter Township of Meridian, Ingham County, Michigan, on November 3, 2020, the following question shall be submitted to the qualified electors:

**CHARTER TOWNSHIP OF MERIDIAN  
EMS - FIRE PROTECTION MILLAGE RENEWAL**

Shall the previous voted increase of 0.6445 mill (\$0.6445 on each \$1,000 of taxable value) in the tax limitation that may be assessed against all property in the Charter Township of Meridian, which is reduced to 0.6339 mill by the required millage rollbacks and expires after 2019, be renewed at 0.6339 mill (\$0.6339 on each \$1,000 of taxable value) and levied for 16 years, 2020 through 2035 inclusive, for existing paramedic/firefighter positions, necessary equipment, uniforms and supplies, raising an estimated \$1,184,492 in 2020, the first year the millage is levied?

Yes \_\_\_\_\_  
No \_\_\_\_\_

**QUALIFICATIONS OF ELECTORS**

All properly registered and qualified electors within the Charter Township of Meridian are entitled to vote on the question. The places of election will be the regular voting places in the Charter Township of Meridian, Ingham County, Michigan. The polls will be open from 7:00 am until 8:00 p.m.

4. The question to be voted on at said election shall be stated in substantially the same form and manner appearing on the foregoing Notice.

5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

Roll call vote:

Yes: \_\_\_\_\_

No: \_\_\_\_\_

The Supervisor declared the resolution adopted.

---

Ronald J. Styka, Township Supervisor  
Charter Township of Meridian

**CERTIFICATE**

STATE OF MICHIGAN            )  
  ) ss  
COUNTY OF INGHAM         )

I, the undersigned, the duly qualified and acting Clerk for the Charter Township of Meridian, Ingham County, Michigan, HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of the Charter Township of Meridian at a meeting held on August 6, 2020, and further certify that the above Resolution was adopted at said meeting.

---

Brett Dreyfus, CMMC, Township Clerk  
Charter Township of Meridian



**To: Board Members**  
**From: Ken Plaga, Chief of Police**  
**Date: July 31, 2020**  
**Re: Police Department Millage Renewal**

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The Meridian Township Police Department is focused on providing the highest level of service to our community. Our commitment is exemplified by our attainment of State accreditation in 2020. Community policing is the underlying philosophy of everything our agency does and has been very successful as evidenced, in part, by positive citizen surveys and our involvement in community activities.

The Department is currently authorized for 41 sworn officers and consists of the Uniform and Services Divisions. The Police Department budget provides for important training for police officers to ensure they have adequate training in the many areas of police operations. Proper training is helpful in ensuring officers have the proper tools to make the right choices when interacting with individuals.

To build on that support and confidence, the Department is seeking the approval to renew the millage for existing police positions for an additional 16 years at the rate of 0.6016 mills (\$0.6016 on each \$1,000 of taxable valuation), or as reduced by any required future millage rollbacks.

The following motion is proposed for Board consideration:

**MOVE TO ADOPT THE ATTACHED POLICE PROTECTION MILLAGE RENEWAL PROPOSAL TO BE PLACED ON THE NOVEMBER 3, 2020 ELECTION BALLOT.**

**Attachment:**

1. Resolution to Adopt Police Protection Millage Renewal

**CHARTER TOWNSHIP OF MERIDIAN  
INGHAM COUNTY, MICHIGAN**

**RESOLUTION TO ADOPT  
POLICE PROTECTION MILLAGE RENEWAL PROPOSAL**

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Charter Township of Meridian Municipal Building, 5151 Marsh Rd., Okemos, MI 48864, on August 6, 2020, at 6:00 p.m.

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

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

The following Resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_.

**WHEREAS**, townships may impose and levy ad valorem taxes to finance lawful public services, as authorized by the Michigan Constitution of 1963 and other laws; and

**WHEREAS**, the electors of the Charter Township of Meridian previously authorized 0.6117 mill to fund existing police positions, which millage is reduced to 0.6016 mill by required millage rollbacks and expires after 2019; and

**WHEREAS**, the Township Board of the Charter Township of Meridian wishes to renew the previously-authorized millage for existing police positions for an additional 16 years, 2020 through 2035 inclusive, at the rate of 0.6016 mills (\$0.6016 on each \$1,000 of taxable valuation), or as reduced by any required future millage rollbacks.

**NOW, THEREFORE, BE IT RESOLVED** that:

1. The Township Board approves the following millage renewal proposal to be placed on the November 3, 2020 election ballot:

**CHARTER TOWNSHIP OF MERIDIAN  
POLICE PROTECTION MILLAGE RENEWAL**

Shall the previous voted increase of 0.6117 mill (\$0.6117 on each \$1,000 of taxable value) in the tax limitation that may be assessed against all property in the Charter Township of Meridian, which is reduced to 0.6016 mill by the required millage rollbacks and expires after 2019, be renewed at 0.6016 mill (\$0.6016 on each \$1,000 of taxable value) and levied for 16 years, 2020 through 2035 inclusive, for existing police positions, raising an estimated \$1,124,137 in 2020, the first year the millage is levied?

Yes \_\_\_\_\_  
No \_\_\_\_\_

2. The Township Clerk is directed to post and publish notices of registration and notices of election, have ballots prepared and provided in sufficient quantity, and to do all things and provide all supplies necessary for the submission of this question at the election as required by law.

3. The Notice of Election for said election in the Charter Township of Meridian shall include notice of the submission of this question in substantially the following form:

**TO THE QUALIFIED ELECTORS  
OF THE CHARTER TOWNSHIP OF MERIDIAN**

PLEASE TAKE NOTICE that at the election to be held in the Charter Township of Meridian, Ingham County, Michigan, on November 3, 2020, the following question shall be submitted to the qualified electors:

**CHARTER TOWNSHIP OF MERIDIAN  
POLICE PROTECTION MILLAGE RENEWAL**

Shall the previous voted increase of 0.6117 mill (\$0.6117 on each \$1,000 of taxable value) in the tax limitation that may be assessed against all property in the Charter Township of Meridian, which is reduced to 0.6016 mill by the required millage rollbacks and expires after 2019, be renewed at 0.6016 mill (\$0.6016 on each \$1,000 of taxable value) and levied for 16 years, 2020 through 2035 inclusive, for existing police positions, raising an estimated \$1,124,137 in 2020, the first year the millage is levied?

Yes \_\_\_\_\_  
No \_\_\_\_\_

**QUALIFICATIONS OF ELECTORS**

All properly registered and qualified electors within the Charter Township of Meridian are entitled to vote on the question. The places of election will be the regular voting places in the Charter Township of Meridian, Ingham County, Michigan. The polls will be open from 7:00 am until 8:00 p.m.

4. The question to be voted on at said election shall be stated in substantially the same form and manner appearing on the foregoing Notice.

5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

Roll call vote:

Yes: \_\_\_\_\_

No: \_\_\_\_\_

The Supervisor declared the resolution adopted.

---

Ronald J. Styka, Township Supervisor  
Charter Township of Meridian

**CERTIFICATE**

STATE OF MICHIGAN            )  
  ) ss  
COUNTY OF INGHAM         )

I, the undersigned, the duly qualified and acting Clerk for the Charter Township of Meridian, Ingham County, Michigan, HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of the Charter Township of Meridian at a meeting held on August 6, 2020, and further certify that the above Resolution was adopted at said meeting.

---

Brett Dreyfus, CMMC, Township Clerk  
Charter Township of Meridian



**To: Board Members**  
**From: Ronald J. Styka, Township Supervisor**  
**Date: August 6, 2020**  
**Re: Land Preservation Advisory Board Appointment**

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The Land Preservation Advisory Board currently has two vacancies.

I am recommending the appointment of Matt Bozung to fill one of the two vacancies with the term ending 12/31/23. Attached you will see his resume.

Matt is the Human Resources Director for Granger Construction Company. He has a MBA from Michigan State University and is an Okemos resident.

The following motion is proposed for Board consideration:

**MOVE TO APPROVE THE APPOINTMENT OF MATT BOZUNG TO THE LAND PRESERVATION ADVISORY BOARD FOR A TERM ENDING 12/31/2023.**

**Attachment:**

1. Application for Public Service

# Riley Millard

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**From:** webmaster@meridian.mi.us  
**Sent:** Sunday, December 16, 2018 10:35 AM  
**To:** Michelle Prinz; Deborah Guthrie; Erin Cornett; Brett Dreyfus; Riley Millard  
**Subject:** Public Service Form Received

A new entry to a form/survey has been submitted.

**Form Name:** Public Service Application Form  
**Date & Time:** 12/16/2018 10:35 AM  
**Response #:** 17  
**Submitter ID:** 8299  
**IP address:** 172.25.96.105  
**Time to complete:** 29 min. , 58 sec.

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## Survey Details

Page 1

### CHARTER TOWNSHIP OF MERIDIAN

Ronald J. Styka  
Brett Dreyfus  
Julie Brixie  
Frank L. Walsh

Supervisor  
Clerk  
Treasurer  
Manager



Phil Deschaine  
Patricia Herring Jackson  
Dan Opsommer  
Kathy Ann Sundland

Trustee  
Trustee  
Trustee

I am interested in service on one or more of the following public bodies as checked below:

**\*Special conditions restrict eligibility for appointment**

- 1.
- Assessing Board of Review\*
  - Land Preservation Advisory Board
  - Elected Officials Compensation Commission\*
  - Park Commission (Elected/Appointed)
  - Planning Commission

2. **Occupation:**  
Director of Human Resources

**3. Indicate areas not included above which may warrant special attention or study that are of interest to you:**

n/a

**4. Describe education, experience or training which will assist you if appointed:**

Formal Education:

Bachelor's of Science in Biological Sciences, Michigan State University  
Master's Degree in Higher Education, Michigan State University  
Masters in Business Administration, Michigan State University

Experience:

Lengthy career in business and human resources. Involvement with small businesses and large corporations, multi-site organizations, as well as for-profits and non-profits.

Please see the attached resume for a

**5. Contact Information:**

<b>Name:</b>	Matt Bozung	<b>Occupation:</b>	Business & Human Resources
<b>Place of Employment:</b>	Granger Construction Company	<b>Home Address:</b>	3604 W. Arbutus Dr.
<b>Phone (days):</b>	517-449-0366	<b>Phone (evenings):</b>	517-449-0366
<b>Date:</b>	12/16/2018		

**6. Attach Resume and Cover Letter**

Resume is attached [Matt Bozung Cover Resume.pdf](#)

Thank you,  
Meridian Township, MI

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This is an automated message generated by the Vision Content Management System™. Please do not reply directly to this email.

## MATTHEW J. BOZUNG

3604 W. Arbutus Dr., Okemos, MI 48864  
517-449-0366 ▪ matt.bozung@gmail.com ▪ <http://www.linkedin.com/in/mattbozung>

December 16, 2018

Meridian Township  
5151 Marsh Rd  
Okemos MI 48864

To Whom It May Concern:

I am excited to be writing you to submit my application for public service to the township. Meridian Township has an outstanding reputation and track record for cultivating a community that is a vibrant place to live and do business. I write today to express my interest in becoming part of this effort and to offer my services wherever they may best help.

Some specific qualities and experiences of mine that enhance my ability to serve the township are listed below.

- My professional career is in human resources, where I lead that function for Granger Construction Company. At Granger I've led the efforts to modernize our approach toward human resources and organizational development, while keeping pace with a company that has doubled in size since my arrival.
- I have business experience in both small businesses and Fortune 50 companies, as well as non-profits and billion-dollar companies. These experiences, along with an MBA from Michigan State University, provides me with a unique lens to view situations when considering important decisions.
- I possess a varied network of contacts from throughout the mid-Michigan area. These are individuals that I would call upon for information, advice, and assistance to help me serve the township.

Please refer to my resume for a full account of my experiences.

I look forward to speaking to you about my candidacy and may be reached at 517-449-0366 or [matt.bozung@gmail.com](mailto:matt.bozung@gmail.com).

Sincerely,



Matthew J. Bozung

# MATTHEW J. BOZUNG

3604 W. Arbutus Dr., Okemos, MI 48864

517-449-0366 ▪ matt.bozung@gmail.com ▪ <http://www.linkedin.com/in/mattbozung>

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## HUMAN RESOURCES & TALENT LEADER

HR strategist with a proven track record of leading and executing talent and organizational development programs.

- Performance Management
- Talent Management
- Strategic Planning
- Learning & Professional Development
- Talent Acquisition
- Employee Relations
- Change Management
- Organizational Development

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## PROFESSIONAL EXPERIENCE

### Granger Construction Company, Lansing, MI

*Commercial construction company delivering projects ranging in size from \$1M to those in excess of \$100M.*

#### *Director, Human Resources*

**January, 2015 – present**

Lead all human resources, talent development, and organizational development functions for the company. Granger has operations consisting of four offices and 40+ sites across two states.

- Manage and perform all **talent acquisition** functions, including candidate sourcing, interviewing, and offer negotiation.
- Maintain a high level of **employee engagement** via proactive means. Key aspects of the engagement strategy include improving the employee experience and company via feedback collected through the company's career conversation process, employee roundtable meetings, pulse surveying, and metric evaluation.
- Continually refine the company's **performance management** strategy, always striving to create means to deliver employee-related feedback in real time.
- Create and manage **talent management** processes that include talent review, segmentation, and succession planning.
- Spearhead the company's efforts to continually **develop employees**, including operational and technical training as well as professional and leadership development.
- Coordinate **office management** functions of the company, including administrative staff oversight, space planning, and building maintenance.

### ServiceLive, Inc., Hoffman Estates, IL

*Technology company linking together independent contractors and buyers of home-related services through innovative B2B products and B2C applications.*

#### *Manager, Human Resources & Organizational Effectiveness*

**October, 2012 – December, 2014**

Responsible for all human resources and organizational development functions across the company's three sites.

- Led the **strategic planning** efforts to formalize the organization's mission, vision, and core values. Facilitated discussion regarding the business' core strategy and sources of competitive advantage as the precursor to an organizational redesign and new culture roll-out.
- Designed and executed innovative **performance management** processes, including goal setting (4DX methodology), performance review, performance improvement plans, and quarterly Objective & Key Results (OKRs), to create alignment and improve transparency of work output on the company's most pressing initiatives.
- Manage all **talent acquisition** processes. Redesigned field recruitment practices, realizing an improvement of approximately 25% in time-to-fill rates. Manage a \$5.8M payroll budget and another \$1M in temporary staff spending.
- Lead all employee and client-facing **training, learning & development** programming with a staff of two FTE. Focusing on implementing just-in-time solutions and a variety of on-demand resources via e-learning, screencasts, and simulations.
- Lead all **organizational development planning**, including past projects involving restructuring, redeployment of talent, enabling top-down and bottom-up communication methods, and enterprise-wide learning opportunities.
- Created a **career progression** model that was fully supported by success profiles, learning requirements, and market-specific pay structures, for the purpose of supporting employee development and retention.

**Sears Holdings Corporation, Hoffman Estates, IL**

*Holding company operating Sears, Roebuck and Co. and Kmart, as well as various proprietary brands.*

**Manager, Strategic Talent****November, 2011 – October, 2012**

Accountable for leading graduate and undergraduate early career leadership development programs, focusing on developing high-potential employees that possess the expertise to lead and deliver results in a time of disruptive technologies.

- Recruited, selected, onboarded, advised, and counseled program participants.
- Facilitated **talent discussions** and placed program members into project-based rotations and permanent roles located within high-impact areas of the company. Coached and monitored performance based upon business and program criteria.
- Designed and implemented a new **competency-based** curriculum, assessments, and learning interventions in order to enhance development of program members during their first year with the company.
- Developed performance management processes, partnered with supervisors to diagnose individual learning needs, and identified appropriate interventions for each employee. Drove creation and execution of **individual development plans**.
- Developed metrics, collected data, and conducted analysis to **track the overall effectiveness** of the development programs.

**Manager, Human Resources****December, 2010 – November, 2011**

Business consultant providing HR generalist support for corporate and remote-based business units with a combined associate population of 1,200.

- Key business advisor on issues pertaining to recruitment, performance management, **employee relations**, organizational development, and career advising. Coached and advised sr. executives, line managers, and general employee population.
- Drive the **talent management cycle** to ensure optimum development and deployment of the employee population, including succession planning, talent review, performance review process, and performance management.
- Strategic consultant on **associate engagement**, leading the successful rollout of learning & innovation opportunities, associate recognition programming, and work-life balance initiatives.
- Launched retention and incentive programming leading to improvements up to 200% in various operational metrics.

**Business Manager, Human Resources Operations****June, 2010 – December, 2010**

HR operational manager providing consulting services pertaining to analytics, innovation, and process improvement.

- Enabled **data-based decision making** through the introduction of Human Capital Analytics within the human resources support function for the business unit.
- Launched and provided training for the *workforce analytics* tool, a web-based interface providing HR reporting to HR and Business Managers. The tool replaced and offset the demand for ad hoc reporting by over 120 reports per month.
- Project managed the **process design** and implementation of key talent acquisition systems for the business unit, including applicant tracking and automated on-boarding tools, contributing to an estimated collective savings of 7,500 hours of manual pre-hire transactions annually for the business unit.

**Senior Business Analyst, Human Resources****February, 2009 – June, 2010**

Project manager for multiple remote HR-related operational teams responsible for driving to completion a variety of initiatives.

- Managed the development, implementation, reporting, and action planning for the **annual associate engagement survey**. Conducted needs assessments and developed and delivered training and coaching in support of action planning.
- Designed MBA and undergraduate-level **internship program** in order to improve the pipeline of talent into the business unit. Recruited, selected, placed, and facilitated evaluation of intern participants.

**Michigan State University, East Lansing, MI**

*MSU is the nation's pioneer land-grant institution and is one of the top 100 universities in the world.*

**Academic Program Manager, College of Nursing****August, 2004 – February, 2009**

First program manager of the high profile Accelerated Second Degree nursing program, a program designed to prepare career changing adults for a career in nursing within the scope of one year of intense study.

- Developed **recruitment processes** and **marketing initiatives** for the program leading to improved candidate pools, visibility in the health care community, and the advancement of the College of Nursing brand.
- Served as the **primary consultant and advisor** for career development and academic preparation for approximately 900 current students and all prospective students, in accordance to university, state, and nursing accreditation guidelines.
- Designed, coordinated, and **delivered a variety of workshops** for both current and prospective.

***Graduate Assistant, Department of Student Life & Department of Residence Life***

**August, 2002 – August 2004**

- Revitalized key transitional leadership and organizational development workshops for student leaders of approximately 500 student organizations resulting in improved membership retention and event management.
- Developed curriculum, instructional materials, and conducted a 3-credit course on leadership theory for 30 students.

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**EDUCATION**

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**Michigan State University, East Lansing, MI**

- Master of Business Administration
- Master of Arts, Higher Education Administration
- Bachelor of Science, Biological Sciences