

CHARTER TOWNSHIP OF MERIDIAN  
REGULAR MEETING TOWNSHIP BOARD 2023 **-DRAFT-**  
5151 Marsh Road, Okemos MI 48864-1198  
517.853.4000, Township Hall Room  
TUESDAY, May 02, 2023 **6:00 pm**

PRESENT: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Sundland, Wilson, Wisinski

ABSENT: None

STAFF: Township Manager Walsh, Deputy Manager Opsommer, Community Planning and Development Director Schmitt, IT Director Gebes, Chief of Police Plaga, Communications Manager Diehl, Finance Director Garber, Fire Chief Hamel, Clerk Lemaster, Parks and Recreation Director Maisner, Director of Operations Massie

1. CALL MEETING TO ORDER

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

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Jackson led the Pledge of Allegiance.

3. ROLLCALL

Deputy Clerk Lemaster called the roll of the Board. Trustee Hendrickson is absent all other board members are present.

4. PRESENTATION

A. Ingham County Prosecuting Attorney-John Dewane

Manager Walsh gave a brief introduction of the late Judge John Dewane and his son Ingham County Prosecuting Attorney John Dewane

John Dewane spoke about his history, his personal life, career, and political views.

B. MSU Dodgeball award presentation

Clerk Guthrie introduced the MSU dodgeball club team to the board. She noted they just won the national championship and had an undefeated season.

Each member of the team introduced themselves and explained their role on the team.

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Jackson opened public comment at 6:19 PM.

Mark Santucci, 5909 Blythefield Dr., East Lansing spoke in favor of the recreational marijuana ordinance and spoke of recent price drops as the industry begins to settle.

Supervisor Jackson closed public comment at 6:24 PM.

6. TOWNSHIP MANAGER REPORT-NONE

7. BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS-NONE

8. APPROVAL OF THE AGENDA

**Treasurer Deschaine moved to approve the agenda as presented. Seconded by Trustee Wisinski.**

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

NAYS: None

Motion carried: 6-0

9. CONSENT AGENDA

Supervisor Jackson reviewed the Consent Agenda.

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

Clerk Guthrie offered a friendly amendment to the April 25<sup>th</sup> Regular Township Board Meeting Minutes by including more information about the about Chip and Fog road treatment and the money the board approved for that work to be done.

**Treasurer Deschaine accepted the friendly amendment.**

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

NAYS: None

Motion carried: 6-0

A. Communications

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

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

NAYS: None

Motion carried: 6-0

B. Minutes- April 25, 2023 2023 Regular Township Board Meeting Minutes and April 27, 2023  
and Special Township Board Meeting with Schools and Local Governments

**Treasurer Deschaine moved to approve and ratify the minutes of the Regular Meeting of  
April 25<sup>th</sup>, 2023 and April 27, 2023 Special Township Board Meeting with Schools and Local  
Governments as presented. Seconded by Trustee Wisinski.**

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

NAYS: None

Motion carried: 6-0

C. Bills

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

<b>Common Cash</b>	<b>\$</b>	<b>480,623.46</b>
<b>Public Works</b>	<b>\$</b>	<b>315,795.74</b>
<b>Trust &amp; Agency</b>	<b>\$</b>	<b>0.00</b>
<b>Total Checks</b>	<b>\$</b>	<b>796,419.20</b>
<b>Credit Card Transactions</b>	<b>\$</b>	<b>12,166.54</b>
<b>04/19/2023 to 04/26/2023</b>		
<b>Total Purchases</b>	<b>\$</b>	<b>808,585.74</b>
<b>ACH Payments</b>	<b>\$</b>	<b>0.00</b>

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

NAYS: None

Motion carried: 6-0

D. Fireworks Display Permit – Celebrate Meridian

**Treasurer Deschaine moved to approve the fireworks permit for Celebrate Meridian Festival on Saturday, June 24, 2023, by pyrotechnic operator Night Magic Displays. Seconded by Trustee Wisinski.**

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

NAYS: None

Motion carried: 6-0

E. Ratification of New Police Officer Appointments

**Treasurer Deschaine moved to ratify the appointments of Alex Stachura and Steven Sloan to the position of Police Officers contingent upon successful completion of those items stipulated in the conditional offer of employment. Seconded by Trustee Wisinski.**

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

NAYS: None

Motion carried: 6-0

10. QUESTIONS FOR THE ATTORNEY-NONE

11. HEARINGS-NONE

12. ACTION ITEMS

- A. Ordinance 2023-04-Rezone 5677 Cade Street-PO to RB-Final Adoption  
Director Schmitt outlined Ordinance 2023-04 Rezoning for final adoption.

**Trustee Wilson moved to adopt the resolution approving Ordinance 2023-04, an Ordinance to rezone the property at 5677 Cade Street (Parcel ID number 33-02-02-11-304-031) from PO, Professional Office, to RB, One-Family High Density Residential. Seconded by Trustee Wisinski.**

Trustee Wilson spoke in support of this item.

Trustee Wisinski spoke in support of this item.

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

NAYS: None

Motion carried: 6-0

### 13. BOARD DISCUSSION ITEMS

#### A. Federal Policies & Procedures Manual Update

Director Garber outline Federal Policy & Procedures Manual Update for discussion. She explained the only suggestion from auditors is to add a sentence in section 8 stating, "The Township should avoid acquisition of unnecessary or duplicate items."

Supervisor Jackson asked how many pages exist in the document.

Director Garber replied there are twelve pages.

Treasurer Deschaine noted how great of news it is that there is only one suggested change in twelve pages.

#### B. Ingham County Parks & Trails Millage-Multi-Jurisdictional River Clearing Grant

Director Maisner outlined the Ingham County Parks & Trails Millage-Multi-Jurisdictional River Clearing Grant for discussion. She explained there will be a resolution in support of this grant at the next board meeting.

Treasurer Deschaine spoke in support of this item.

Trustee Wilson spoke in support of this item.

Supervisor Jackson asked if the board will be approving the grant application or the grant award.

Director Maisner replied the board will be approving both, but first they will approve the application.

#### C. Central Park Pavilion Renovation Update

Director Maisner outlined the Central Park Pavilion Renovation update for discussion.

Trustee Wisinski spoke in support of this item.

Treasurer Deschaine spoke in support of this item and asked about the cost.

Director Maisner replied she does not know the cost at this time, but has 100K budgeted and thinks this will be a close estimate.

Treasurer Deschaine asked if this pavilion is rented often.

Director Maisner replied it is one of the most popular rentals.

Supervisor Jackson asked if the functionality of the pavilion will change as a result of renovations.

Director Maisner replied with the walls coming out of the pavilion it will be more open to the outside, however wind screens can be installed to provide protection during meetings.

Supervisor Jackson asked about the timeline of this project.

Director Maisner replied this will likely not be installed until the end of the summer.

#### D. Township Building Renovation Update

Director Massie gave an update on the Township building renovations. She expects it will take 70-90 days to complete the building. Flooring starts June 9<sup>th</sup>, furniture installation should start in June and be completed in September. The service counter for the Clerk and Treasurer's office will be updated in September.

Trustee Wilson asked if the first floor restrooms must be ADA compliant as a part of this project.

Director Massie replied not at this time but it is being looked at in the future.

Treasurer Deschaine commended Director Massie for her work on this project.

#### E. Police Building Renovation Update

Chief Plaga outlined the Police Building Renovation Updates for discussion. He explained new access controls are being installed, new steel lockers should arrive in 12-14 weeks, and the flooring should be replaced by the end of 2023 or early 2024.

Trustee Wisinski asked if new lockers have been ordered due to the increase of female officers.

Chief Plaga replied that every officer will have a locker when the new ones arrive with some room for growth, but that it will still be a tight fit in the building.

#### F. DEI Equity Plan Update

Director Tithof outlined the Diversity Equity and Inclusion plan update for discussion. She noted the mission statement has been created and the committee's guidelines are being worked on at this time. She noted that policies and procedures are being updated, and a pilot program for police assisting residents with poor mental health has been started.

Trustee Wisinski thanked Director Tithof for her work on upcoming DEI events and training.

#### G. METRO ACT-Protecting Meridian

Deputy Manager Opsommer outlined Metro act – Protection Meridian for discussion. He noted poor communication on the side of AT&T.

Supervisor Jackson asked if Deputy Manager Opsommer was talking about communication with residents whose yards are being worked on.

Deputy Manager Opsommer replied that is the case. He noted the notice provided is ineffective as people would generally see it as spam or junk mail. He mentioned conditions will be added to their permits requiring more effective communications.

Supervisor Jackson asked what this had to do with the Metro Act.

Deputy Manager Opsommer replied the Metro Act has to do with how business is conducted in public right-of-way. It preempts local government from having control over broadband work.

Supervisor Jackson asked if everyone working in the township has a permit.

Deputy Manager Opsommer replied that is the case to the best of his knowledge.

Treasurer Deschaine asked what bond is required of the installers.

Deputy Manager Opsommer replied currently none, but the bond is being written into the utility permit on page 4, item 14.

Treasurer Deschaine asked if additional controls could be added.

Deputy Manager Opsommer replied he would have to talk to the township attorneys.

Clerk Guthrie recommended a change in the letter regarding trenching through peoples lawns.

Deputy Manager Opsommer replied preventing that can be tough due to easements.

Manager Walsh reported contractors have been in his neighborhood for seven weeks with little communications and without a permit. They have been tearing up residents' lawns and leaving piles of dirt behind. He explained residents are unaware of what is happening, and the board needs to take some action.

Supervisor Jackson spoke about her experience with MetroNet in her neighborhood being about 2 weeks and leaving no trace when they left.

Deputy Manager Opsommer replied that was a different company under different circumstances.

Supervisor Jackson asked if Deputy Manager Opsommer would bring this back to the board in two weeks.

Deputy Manager Opsommer replied that is up to the board.

Trustee Wisinski spoke about a hole, big enough for a toddler to fall into, in a lawn in the Wardcliff Neighborhood. The hole was covered by a piece of plywood.

#### H. Brightline Project Update

Director Gebes outlined the Brightline Project Update for discussion. He spoke of firewalls, network infrastructure, cybersecurity, productivity increases, disaster recovery, cyber security and how the IT upgrades will coincide with the renovations.

Treasurer Deschaine spoke about identity theft and asked if we could restore backups should the hardware be hijacked or destroyed.

Director Gebes explained every hour township servers are taking a snapshot of all the data on the servers. Those snapshots can be mounted and uploaded to reverse any damage.

Treasurer Deschaine asked about training staff for cyber security.

Director Gebes explained he is working on training for staff to prevent phishing scams and stolen data.

#### 14. COMMENTS FROM THE PUBLIC

Supervisor Jackson opened public remarks at 7:41 pm.

Manager Walsh reported the Senior Center board visited the Portage Senior center and on May 12<sup>th</sup> they will go to Howell and see their senior center. He and Supervisor Jackson met with County Commissioner Mark Grebner to discuss the history of CATA. He and Supervisor Jackson met with resident Lynne Page to speak about the marijuana ordinance. The Village of Okemos Community Conversation will take place on May 9<sup>th</sup>. Deputy Manager Opsommer has recently met with the contractor who will be performing the work to repair damage caused by chip and fog treatment. Boards and Commission training with Larry Meryll will likely take place over three days in the coming months. There is a police swearing in ceremony on Monday at 3 o'clock. He spoke about the team working at Meridian and how fortunate he and the board is to have them, and how thankful he and the staff is to have the current board. He noted how fortunate the township is to have all of the recent improvements done without debt.

Supervisor Jackson closed public remarks at 7:45 pm.

#### 15. OTHER MATTERS AND BOARD MEMBER COMMENTS

Trustee Wilson

- Meridian Cares About You: Health and Safety Expo taking place on Wednesday, May 10<sup>th</sup> from 5-8 pm at the Market Place on the Green

Trustee Wisinski

- Attended Association of Student MSU Local Government Community Liaison benefit

- The Environmental Commission has awarded four Green Grants and has the budget to issue one more, Haslett Community Church has already completed their grant project

Treasurer Deschaine

- Attended CADL 25<sup>th</sup> Anniversary Party and spoke about the great libraries here

Manager Walsh spoke about the possibility of there not being enough funding for all of the great Green Grant projects.

Trustee Wisinski replied that is correct, the Environmental Commission is waiting for Budgets to come in.

Manager Walsh noted out of about 1200 people Treasurer Deschaine was one of a few individuals that was brought on stage for passing the Michigan Township Association Leadership Academy.

Deputy Manager Opsommer spoke about 2019 MiDeal Contracts, and how those contracts mean that inflation will not impact township renovation costs with furniture and flooring.

16. ADJOURNMENT

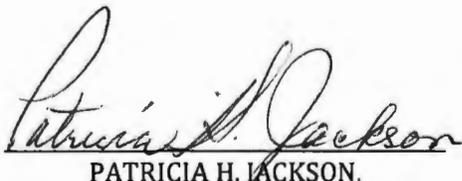
**Trustee Wilson moved to adjourn. Seconded by Trustee Sundland.**

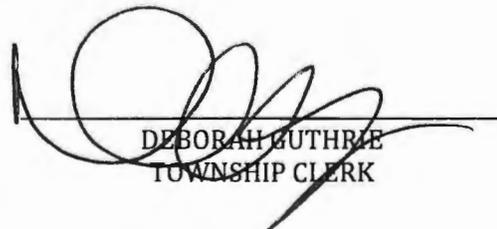
VOICE VOTE: YEAS: Clerk Guthrie, Treasurer Deschaine, Trustees Sundland, Wilson, Wisinski, Supervisor Jackson

NAYS: None

Motion carried: 6-0

**Supervisor Jackson adjourned the meeting at 7:54 pm.**

  
PATRICIA H. JACKSON,  
TOWNSHIP SUPERVISOR

  
DEBORAH GUTHRIE  
TOWNSHIP CLERK