AGENDA

CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD – REGULAR MEETING
January 21, 2025 6:00 PM

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
3. ROLL CALL
4. PRESENTATION
   A. Electric Vehicle Fires

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS
6. INTERIM TOWNSHIP MANAGER REPORT
7. BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS
8. APPROVAL OF AGENDA
9. CONSENT AGENDA
   A. Communications
   B. Minutes-January 7, 2025 Regular Township Board Meeting
   C. Bills
   D. Resolution Commemorating Black History Month
   E. 2025 MDOT Right-of-Way Permit
   F. Authorization for Surplus Property Disposal
   G. Board and Commission Appointments
   H. Change Regular Board Meeting Date of April 1, 2025

10. QUESTIONS FOR THE ATTORNEY
11. HEARINGS
12. ACTION ITEMS
    A. Ordinance 2025-02-Youth Commission Establishment-Final Adoption
    B. Findings of the Local Officials Compensation Commission
    C. El Camino Liquor License
    D. Text Amendment 2025-01-Fire Code Update-Introduction

13. BOARD DISCUSSION ITEMS
    A. Purchasing Policy Update
    B. Rifle Purchase Program

14. COMMENTS FROM THE PUBLIC
15. OTHER MATTERS AND BOARD MEMBER COMMENTS
16. ADJOURNMENT

9.A

CONSENT AGENDA
BOARD
COMMUNICATIONS

From: [redacted]
To: [redacted] Board
Subject: Re: September 17, 2024 Board Meeting
Date: Friday, January 3, 2025 3:35:07 PM

Good Afternoon Jane,

Thank you very much for your communication with the Board and for coming to our meeting in the fall.

I wanted to share with you some of the action that we have begun and some possibilities for the future. Since you came to our meeting, our Township facilities team was able to visit the cemetery and begin the process of cleaning that site up. This is a work in progress and the team is just two people, so it does take time. We are aware that there are a few piles yet to be cleared, which will be addressed throughout the normal course of business.

The longer-term fixes like repairing the fence or replacing the sign will have to be budgeted for in order to get them done. Our budget was already or very nearly complete for 2025 when you came in and spoke with us, so we will have to address this in our next budget (2026) or we may look at it if it is clear that we will be under budget in 2025.

One thing that does not fall within the scope of the work we can accomplish is the repair/refurbishment of headstones. That responsibility falls to the plot owners. Understanding, of course, that this may be a very difficult thing to follow up on as these are very old burial plots.

All in all, I think you'll find that we are committed to ensuring that our Township's grounds and facilities, this cemetery included, are well kept and that we have a very dedicated team who makes sure that this is possible.

Please do not hesitate to reach out in the future if there is anything we can do for you!

Scott Hendrickson
Supervisor, Meridian Township
[redacted]
5151 Marsh Road | Okemos, MI 48864

From: Jane Southwell <[redacted]
Sent: Friday, January 3, 2025 11:43 AM
To: Board <Board@meridian.mi.us>
Subject: September 17, 2024 Board Meeting

Some people who received this message don't often get email from [redacted]

I would like to discuss the maintenance and upkeep of Riverside Cemetery off of Grand River and Hamilton Road in Okemos.

This is a historic cemetery with the earliest death in 1841 and the earliest birth in 1783. To put this into perspective, the Civil War was 1861-1865. There are burial sites of names you would recognize today : Hamilton, Grettenberger, Hulett, just to name a few....
The years have taken a toll on markers, many lie broken and unreadable.
I met with Rob MacKenzie and he just doesn't have the manpower to keep up with the maintenance needed. It gets mowed occasionally and leaves from the beautiful old oak trees collected in the fall. I struggle to walk up there in the fall due to the huge amount of leaves and branches on the ground.
Okemos has lost most of the historic buildings in the downtown area. Meridian Historical Village is a blessing to have been able to save some of the buildings from our history.
I would like some consideration to do the same for Riverside Cemetery. It is a historic site and deserves to be a preserved part of our history.

Thank You for your time and consideration.

Jane Southwell
[redacted]

FOR IMMEDIATE RELEASE
January 6, 2025

CONTACT: Jason Clements, Police Lieutenant
517.853.4800 | clements@meridian.mi.us

Meridian Township Deer Management Efforts Continue in 2025

Deer Cull Planned for January and February

Meridian Township, MI – The Meridian Township Police Department is preparing to conduct a deer cull from January 13, 2025, to February 16, 2025, as part of the Township's Deer Management Program.

The deer cull will occur in select Township parks, land preserves, and private property where consent was provided. Meridian Township police officers will use firearms to perform the deer cull during the evening and overnight hours when parks are closed. The cull will be conducted at pre-selected sites due to their suitability for a safe and controlled culling of the deer herd. During the cull, parks will remain open from dawn to dusk, and signs have been posted to notify the public.

Meridian Township implemented the deer cull in 2020 to respond to the local over-population of white-tailed deer. The plan aims to reduce deer-related accidents and to support biological diversity in natural areas. Since the cull was enacted in 2020, deer-car collisions in Meridian Township have decreased by 36%.

"Traffic crashes involving deer have plagued Meridian Township for many years. These crashes are dangerous and lead to significant property damage, injuries, and sometimes even fatalities. The success of our deer cull can be observed in the data. In 2020, the department responded to 162 reports of traffic crashes involving deer. In 2023, the department responded to 88 traffic crashes involving deer, and the numbers continue to decrease. Our deer cull is data-driven, targeted, safe, and successful," stated Chief of Police Rick Grillo.

The Michigan Department of Natural Resources (MDNR) issued Meridian Township a Damage and Nuisance Animal Control Permit that allows the police department to implement the cull. The permit allows for a controlled cull outside of the regular hunting season and has exceptions to hunting rules. The goal is to cull approximately 160 deer, which is the number recommended by the MDNR.

The culled deer will be processed as part of the program, and the venison will be donated to local food banks. In 2023, 6,156 pounds of venison were donated to local food banks.

For questions or concerns about the deer cull, please contact the Meridian Township Police Department at 517.853.4800. Residents can visit www.meridian.mi.us/DeerManagement for more information about the Township's deer management efforts.

###

The community of Meridian Township is in close proximity to the Michigan State Capitol and Michigan State University. The Township serves the community through exceptional services, beneficial amenities and an outstanding quality of life. It is a welcoming community that celebrates quality education, recreation and lifestyles.

A PRIME COMMUNITY
meridian.mi.us

From: [redacted]
To: Board
Subject: Stacey Wesolek
Date: Monday, January 6, 2025 3:50:56 PM
Attachments: meridian township letter.docx

> Some people who received this message don't often get email from [redacted] Learn why this is important

Hello,

I have attached a letter to this email giving you all a little more information on my professional background. I appreciate the opportunity to speak with everyone tomorrow.

Best regards,

Stacey Wesolek

Dear Meridian Township Board Members,

I hope this message finds you well. My name is Stacey Wesolek, and I am writing to introduce myself and share my background in the hospitality industry, as well as my vision for a new business venture in Meridian Township.

Since moving to the Lansing area in 2005 to pursue my college education, I have worked in various capacities within the hospitality sector, which has become my passion. My journey began as a hostess and server at The Nuthouse Sports Bar and Grill, evolving over the years into management roles at multiple establishments, including:

- **2005**: The Nuthouse Sports Bar and Grill – Hostess and Server
- **2005-2010**: Bonnie's Place – Bartender/Shift Manager
- **2010-2014**: The Tin Can Downtown – Bartender
- **2014**: Tin Can – Beverage Manager
- **2015**: Tin Can – General Manager
- **2016**: Tin Can – District Area Manager (Lansing)
- **2020**: Tin Can – Managing Partner (East Lansing & West Lansing)

I have been fortunate to work with a company that has allowed me to develop and grow a brand, successfully opening four locations of the Tin Can franchise and revitalizing Duke's Saloon for a decade. I also launched an event venue, the Studio at 414, and revitalized many bars within Doug John's Lansing portfolio.

Now, I am excited to embark on my own business journey and believe that Meridian Township is the ideal location for my new venture. The township's commitment to environmental sustainability, community engagement, and diversity resonates with my business values.

I understand the board's concerns regarding the saturation of liquor licenses within a half-mile radius. However, I believe that each establishment offers a unique experience:

1. **Michigan Athletic Club**: A private health club where many may not realize the bar/restaurant is accessible to non-members.
2. **Residence Inn**: A valuable option for out-of-town guests attending MSU events, although it may not attract many locals.
3. **Hannah Lofts**: A location not widely recognized by the local community as a dining option.
4. **Pizza House**: A popular late-night Italian/pizza destination well-known to locals.
5. **Sindu**: An authentic Indian restaurant catering primarily to sit-down diners.
6. **San Su**: A sushi and Asian cuisine establishment favored by students and visitors.

Our choice of the Hannah Plaza is intentional, as we aim to introduce authentic Mexican cuisine and a vibrant nightlife for young professionals. Since the pandemic, there has been a noticeable decrease in late-night venues, and we aspire to provide a safe and welcoming space for people to unwind after work. Our establishment will feature a pool table, jukebox, and the potential for an outdoor patio to enjoy during the warmer months. While our hours during the week will be limited, we are flexible and willing to adjust our operating hours based on customer demand.

Thank you for considering my proposal. I look forward to the opportunity to further discuss how my business can contribute positively to the Meridian Township community.

Warm regards,

Stacey Wesolek

From: [redacted]
To: [redacted] Board
Subject: RE: Input on civics project invloving donations
Date: Monday, January 6, 2025 4:43:58 PM

Good afternoon Kate,

My apologies, I think your email got snagged by my spam filter by mistake.

I appreciate you reaching out! I'm the Community Planning and Development Director for the Township, so I have a bit of insight into the nuts and bolts of how we'd make something like this work. To your first question, we would have a conversation with the Township Board about allowing something like this, similar to what we did during the beginning of the Covid19 Pandemic with the community pantries that were installed in several locations. Most likely, you'd need to have a property owner who is on board with the installation, such as a church or similar community institution. We'd probably shy away from a more commercial installation, unless the business was very much a part of the project.

In terms of being worth it or not, that is really up to the person/group installing them. I think that people would certainly be more likely to donate if it was connected to a well known charity (similar to the United Way annual fundraisers), as they are known quantities that people can support. I think that kind of partnership is how to make something like this the most successful and would be more likely to motivate people to give. Motivation in general is difficult I think, from a purely theoretical perspective. You never know what people want to give their money to in a charitable way. But I think this is certainly an interesting concept!

Please let me know if there is anything else that you need or want to talk about!

Sincerely,

Timothy R. Schmitt, *AICP*
Interim Township Manager///Director of Community Planning and Development
[redacted]
W 517.853.4506
5151 Marsh Road | Okemos, MI 48864
meridian.mi.us

From: Katherine Petersburg <[redacted]>
Sent: Monday, January 6, 2025 2:33 PM
To: Board <Board@meridian.mi.us>
Subject: Re: Input on civics project invloving donations

> Some people who received this message don't often get email from [redacted]

[redacted]

Dear Meridian township board,
I'm checking in to see if you got my email. I understand the holidays are a busy time for you and I hope they were lovely. I would appreciate a response if you have the time.
Regards, Kate

On Thu, Dec 19, 2024 at 3:01 PM Katherine Petersburg <[redacted]> wrote:

> Dear Meridian township board,
> I am a student at Williamston High School. In my Civics class, we're learning how to take action on civic issues. We decided to observe how services and donations vary during the Christmas season and how we might effectively attract more services or donations. We are currently working on what it would take to increase these services and donations in order to create a healthier and happier community. Currently, we are focusing on Giving Machines which are machines set up during the holiday that you can donate through and 100% of the donation goes to the charity of your choice. We have a few questions involving the process of expanding donation services and attracting donations that we're hoping you can answer:
> Would it be possible to implement giving machines in our area and if so what regulations need to be followed?
> If not possible what other ways can we effectively promote people to give back still?
> Do you believe it would be worth it to implement giving machines even though they are only here for the Christmas season?
> What could inspire or motivate people to donate to those in need?
> Thank you in advance for any information you can help with. I look forward to hearing from you.
> Regards, Kate Petersburg and Kalli Stump

STATEMENT OF CONFIDENTIALITY: This is a transmission from Williamston Community Schools and the information contained is intended only for the person or entity to which it is addressed. If you are not the addressee, please note that any disclosure, copying, distribution, or use of the contents of this message is prohibited.

CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY

LEGAL AD NOTICE: Text Amendment #2025-02

Youth Commission Establishment

CHARTER TOWNSHIP OF MERIDIAN
LEGAL NOTICE
Zoning Amendment #2025-02 (Youth Commission Establishment)

The Township Board at its regular meeting on January 7, 2025 approved for introduction and subsequent adoption Ordinance 2025-02, an Ordinance amending the code of the charter Township of Meridian, Ingham County to establish a Youth Commission.

A complete copy of the amendment may be viewed at the Community Planning and Development office, 5151 Marsh Road, Okemos, Michigan 48864-1198 (phone 517-853-4560), between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday.

Publish: **Lansing State Journal**
Thursday, January 16, 2025

Angela Demas
Township Clerk

1 Affidavit, please

CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY

LEGAL AD NOTICE: Ordinance 2024-09

RN, Village of Nemoka District Updates

CHARTER TOWNSHIP OF MERIDIAN
LEGAL NOTICE
Zoning Amendment #2024-09 (RN, Village of Nemoka District Updates)

The Township Board at its regular meeting on January 7, 2025 approved for final adoption Ordinance 2024-09 to amend the Zoning Ordinance at Section 86-377, RN, Village of Nemoka Mixed Residential District to update the standards therein

A complete copy of the amendment may be examined at the Department of Community Planning and Development, 5151 Marsh Road, Okemos, Michigan 48864-1198 (517.853.4560) between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday.

Publish: **City Pulse**
January 22, 2025

Angela Demas
Township Clerk

1 Affidavit, please

Meridian Township
Meeting Notice: January 10, 2025
Local Officials Compensation Commission

The Charter Township of Meridian Local Officials Compensation Commission will conduct its special meeting on Friday, January 10, 2025 at 4:00 pm at the Meridian Township Municipal Building Township Hall Room located at 5151 Marsh Rd., Okemos, Michigan 48864.

Angela Demas
Meridian Township Clerk

Posted: January 9, 2025

Meridian Township
Meeting Notice: January 14, 2025
Local Officials Compensation Commission

The Charter Township of Meridian Local Officials Compensation Commission will conduct its special meeting on Tuesday, January 14, 2025 at 4:00 pm at the Meridian Township Municipal Building Township Hall Room located at 5151 Marsh Rd., Okemos, Michigan 48864.

Angela Demas
Meridian Township Clerk

Posted: January 10, 2025

2024

LAKE LANSING
ANNUAL REPORT

PREPARED FOR:
LAKE LANSING S.A.D. ADVISORY BOARD
INGHAM COUNTY, MI

PROGRESSIVE
COMPANIES

TABLE OF CONTENTS

EXECUTIVE SUMMARY - 1
INTRODUCTION - 2
WATER QUALITY - 3
Lake Water Quality - 3
Temperature - 4
Dissolved Oxygen - 4
Phosphorus - 5
Chlorophyll-*a* - 5
Secchi Transparency - 5
Lake Classification Criteria - 5
pH and Total Alkalinity - 6
Sampling Methods - 7
Sampling Results and Discussion - 7
NUISANCE AQUATIC PLANT CONTROL - 12
PLANT INVENTORY SURVEY - 15
INFORMATION AND EDUCATION - 16

APPENDICIES
Appendix A - Lake Lansing 2024 Newsletters

TABLE OF CONTENTS

LIST OF TABLES

Table 1 Lake Classification Criteria

Table 2 pH and Alkalinity of Upper Midwest Lakes

Table 3 Lake Lansing 2024 Deep Basin Water Quality Data

Table 4 Lake Lansing 2024 Surface Water Quality Data

Table 5 Lake Lansing 2024 Plant Control Activities

Table 6 Lake Lansing 2024 Plant Inventory Data

LIST OF FIGURES

Figure 1 Lake Lansing location map

Figure 2 Lake classification

Figure 3 Seasonal thermal stratification cycles

Figure 4 Secchi disk

Figure 5 Composite sampler

Figure 6 Lake Lansing sampling location map

Figure 7 Lake Lansing volume-weighted average total phosphorus, 1999-2024

Figure 8 Lake Lansing mean secchi transparency, 2000-2024

Figure 9 Lake Lansing mean chlorophyll-*a* concentrations, 1999-2024

Figure 10 Natural shoreline graphic

Figure 11 Eurasian milfoil

Figure 12 Curly-leaf pondweed

Figure 13 Starry stonewort

Figure 14 Lake Lansing aquatic plant survey map

Figure 15 Aquatic plant groups

Figure 16 Lake Lansing DNR recommended wake boat zones

EXECUTIVE SUMMARY

The Lake Lansing Special Assessment District was formed in 1998 to improve conditions in Lake Lansing. In 2017, the project was renewed for a 10-year period. The project includes an update of the lake and watershed management plan, water quality sampling, nuisance aquatic plant control, watershed improvements, educational programs, and grant applications. The following is a summary of project activities:

Water Quality Sampling: In 2024, samples were collected from Lake Lansing in March and August. Phosphorus levels were moderate, with the exception of the deepest samples in late summer which were elevated. Water clarity was moderate in spring and summer, and algae growth was minimal during both sampling events. Tributary monitoring was conducted in spring and summer.

Nuisance Aquatic Plant Control: In 2024, 138 acres infested by non-native milfoil and curly-leaf pondweed required treatment in May and 38.25 acres of starry stonewort and nuisance native plants were harvested in August. An additional 8.25 acres of non-native milfoil was treated in August.

Information and Education: In 2024; newsletters were mailed to all residents in the spring and summer, the annual Landing Blitz was held at the Lake Lansing public launch site in June, and DNR wake boat recommendations were used to create a wake boat operation areas map and sign at the Lake Lansing boat launch.

INTRODUCTION

Lake Lansing is located in Meridian Township, Ingham County, Michigan (Figure 1). The lake is 456 acres in surface area with a maximum depth of 35 feet and a mean (average) depth of 8.7 feet. In 1998, the Charter Township of Meridian established a special assessment district (SAD) under provisions of Public Act 188 of 1954 for the purposes of studying water quality, planning and implementing aquatic plant control, and developing a lake and watershed management plan for Lake Lansing. In March of 2002, a management plan was prepared for Lake Lansing and its watershed. Public hearings were held in summers of 2002, 2007, and 2017 to continue the management program for the lake. Ongoing management is overseen by the Lake Lansing SAD Advisory Committee (hereinafter, the Advisory Committee) with assistance from the Advisory Committee's professional consultant, Progressive Companies. The Advisory Committee includes representatives from each of the tiers in the SAD, Meridian Township Engineering Department, Ingham County Parks Department, and Ingham County Drain Commissioner's Office. This report includes information on 2024 Lake Lansing management activities.

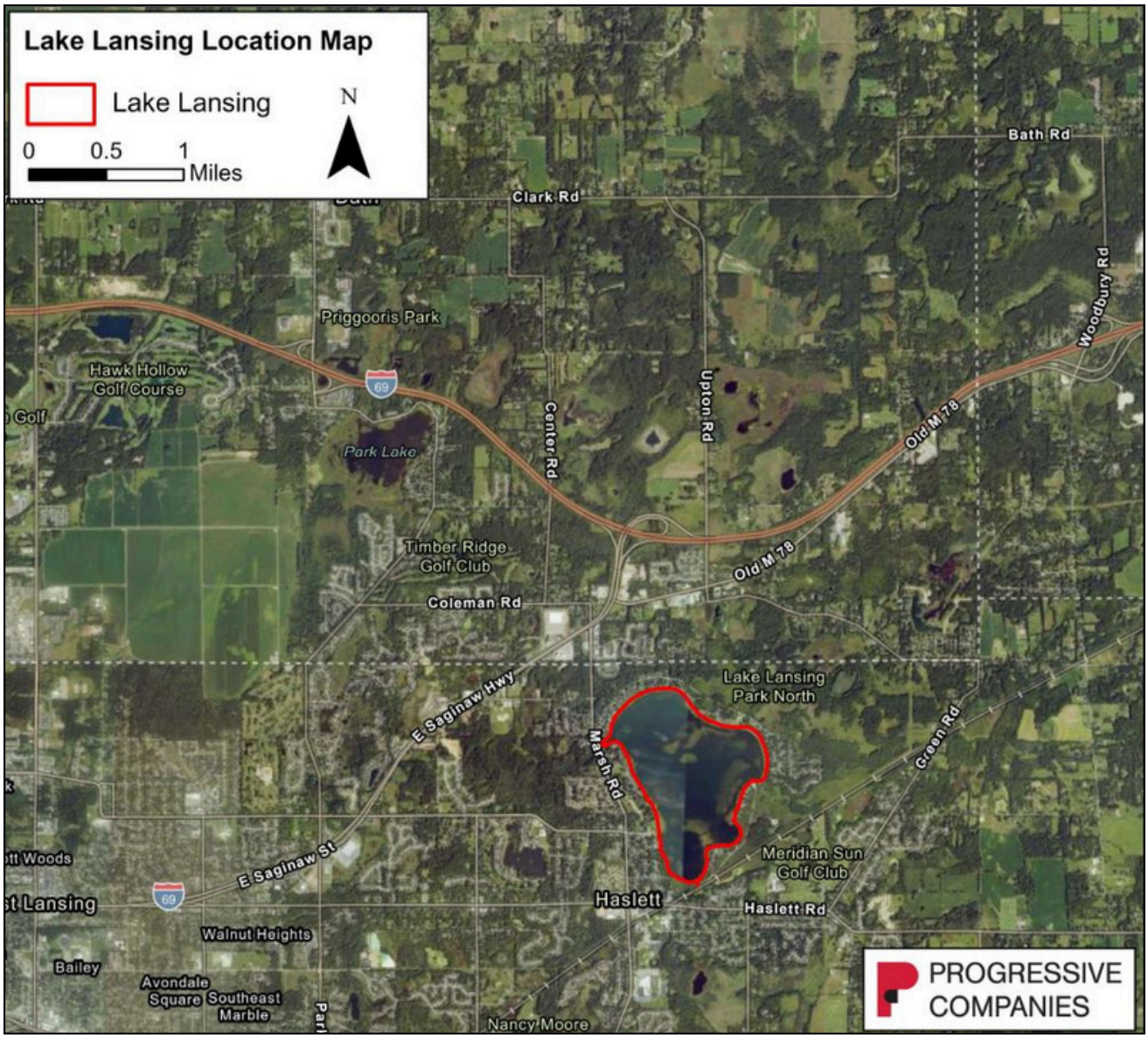


Figure 1. Lake Lansing location map. Source: NAIP Imagery.

WATER QUALITY

LAKE WATER QUALITY

Lake water quality is determined by a unique combination of processes that occur both within and outside of the lake. In order to make sound management decisions, it is necessary to have an understanding of the current physical, chemical, and biological condition of the lake, and the potential impact of drainage from the surrounding watershed.

Lakes are commonly classified as oligotrophic, mesotrophic, or eutrophic (Figure 2). Oligotrophic lakes are generally deep and clear with little aquatic plant growth. These lakes maintain sufficient dissolved oxygen in the cool, deep bottom waters during late summer to support cold-water fish such as trout and whitefish. By contrast, eutrophic lakes are generally shallow, turbid, and support abundant aquatic plant growth. In deep eutrophic lakes, the cool bottom waters usually contain little or no dissolved oxygen. Therefore, these lakes can only support warmwater fish such as bass and pike. Lakes that fall between these two extremes are called mesotrophic lakes.

Under natural conditions, most lakes will ultimately evolve to a eutrophic state as they gradually fill with sediment and organic matter transported to the lake from the surrounding watershed. As the lake becomes shallower, the process accelerates. When aquatic plants become abundant, the lake slowly begins to fill in as sediment and decaying plant matter accumulate on the lake bottom. Eventually, terrestrial plants become established and the lake is transformed to a marshland. The aging process in lakes is called "eutrophication" and may take anywhere from a few hundred to several thousand years, generally depending on the size of the lake and its watershed. The natural lake aging process can be greatly accelerated if excessive amounts of sediment and nutrients (which stimulate aquatic plant growth) enter the lake from the surrounding watershed. Because these added inputs are usually associated with human activity, this accelerated lake aging process is often referred to as "cultural eutrophication." The problem of cultural eutrophication can be managed by identifying sources of sediment and nutrient loading (i.e., inputs) to the lake and developing strategies to halt or slow the inputs. Thus, in developing a management plan, it is necessary to determine the limnological (i.e., the physical, chemical, and biological) condition of the lake and the physical characteristics of the watershed as well. Key parameters used to evaluate the limnological condition of a lake include temperature, dissolved oxygen, total phosphorus, pH and alkalinity, chlorophyll-*a*, and Secchi transparency.

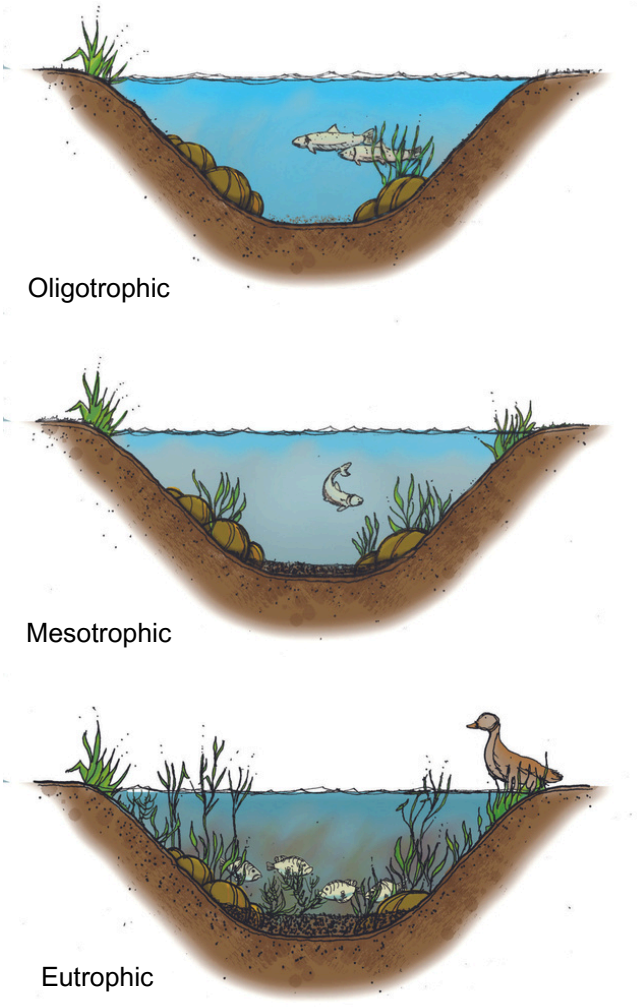


Figure 2. Lake classification.

WATER QUALITY

TEMPERATURE

Temperature is important in determining the type of organisms which may live in a lake. For example, trout prefer temperatures below 68°F. Temperature also determines how water mixes in a lake. As the ice cover breaks up on a lake in the spring, the water temperature becomes uniform from the surface to the bottom. This period is referred to as "spring turnover" because water mixes throughout the entire water column. As the surface waters warm, they are underlain by a colder, more dense strata of water. This process is called thermal stratification (Figure 3). Once thermal stratification occurs, there is little mixing of the warm surface waters with the cooler bottom waters. The transition layer that separates these layers is referred to as the "thermocline." The thermocline is characterized as the zone where temperature drops rapidly with depth. As fall approaches, the warm surface waters begin to cool and become more dense. Eventually, the surface temperature drops to a point that allows the lake to undergo complete mixing. This period is referred to as "fall turnover." As the season progresses and ice begins to form on the lake, the lake may stratify again. However, during winter stratification, the surface waters (at or near 32°F) are underlain by slightly warmer water (about 39°F). This is sometimes referred to as "inverse stratification" and occurs because water is most dense at a temperature of about 39°F. As the lake ice melts in the spring, these stratification cycles are repeated.

DISSOLVED OXYGEN

An important factor influencing lake water quality is the quantity of dissolved oxygen in the water column. The major inputs of dissolved oxygen to lakes are the atmosphere and photosynthetic activity by aquatic plants. An oxygen level of about 5 mg/L (milligrams per liter, or parts per million) is required to support warmwater fish. In lakes deep enough to exhibit thermal stratification, oxygen levels are often reduced or depleted below the thermocline once the lake has stratified. This is because the oxygen has been consumed, in large part, by bacteria that use oxygen as they decompose organic matter (plant and animal remains) at the bottom of the lake. Bottom-water oxygen depletion is a common occurrence in eutrophic and some mesotrophic lakes. Thus, eutrophic and most mesotrophic lakes cannot support coldwater fish because the cool, deep water (that the fish require to live) does not contain sufficient oxygen.

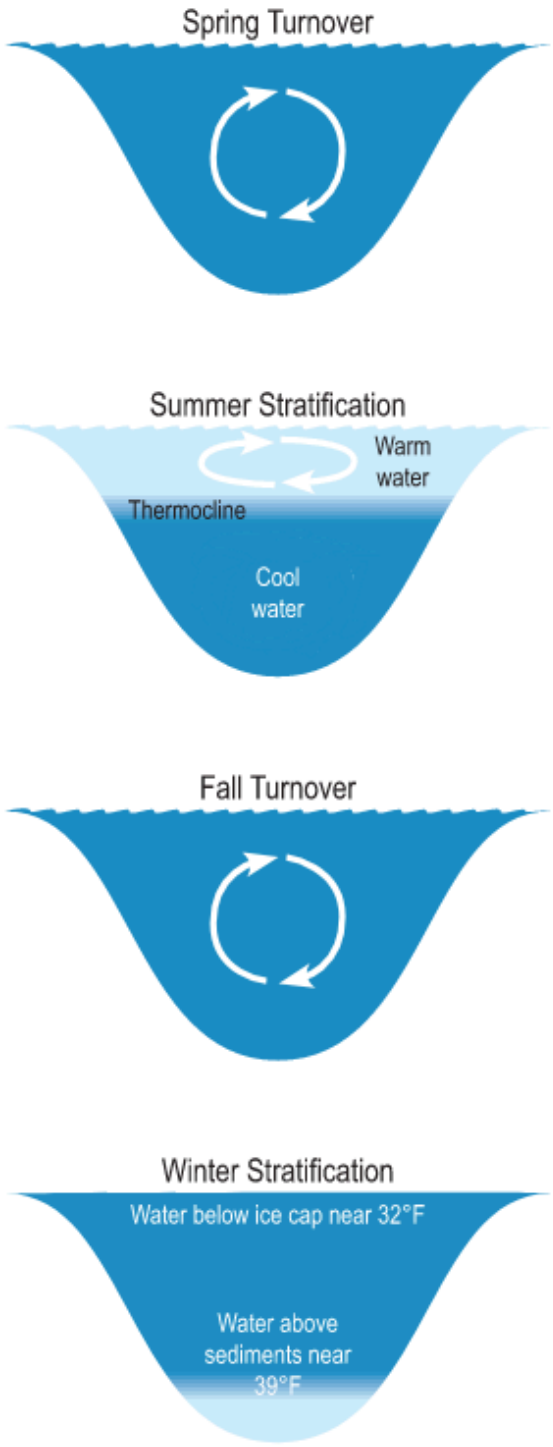


Figure 3. Seasonal thermal stratification cycles.

WATER QUALITY

PHOSPHORUS

The quantity of phosphorus present in the water column is especially important since phosphorus is the nutrient that most often controls aquatic plant growth and the rate at which a lake ages and becomes more eutrophic. By reducing the availability of phosphorus in a lake, it is often possible to control the amount of aquatic plant growth. In general, lakes with a phosphorus concentration of 20 µg/L (micrograms per liter, or parts per billion) or greater are able to support abundant plant growth and are classified as nutrient-enriched or eutrophic.

Phosphorus enters the lake either from the surrounding watershed, or from the sediments in the lake itself, or both. The input of phosphorus from the watershed is called "external loading," and from the sediments is called "internal loading." External loading occurs when phosphorus washes into the lake from sources such as fertilizers, septic systems, and eroding land. Internal loading occurs when bottom-water oxygen is depleted, resulting in a chemical change in the water near the sediments. The chemical change causes phosphorus to be released from the sediments into the lake where it becomes available as a nutrient for aquatic plants.

CHLOROPHYLL-*a*

Chlorophyll-*a* is a pigment that imparts the green color to plants and algae. A rough estimate of the quantity of algae present in lake water can be made by measuring the amount of chlorophyll-*a* in the water column. A chlorophyll-*a* concentration greater than 6 µg/L is considered characteristic of a eutrophic condition.

Figure 4. Secchi disk.

SECCHI TRANSPARENCY

A Secchi disk is often used to estimate water clarity. The measurement is made by fastening a round, black and white, 8-inch disk to a calibrated line (Figure 4). The disk is lowered over the deepest point of the lake until it is no longer visible, and the depth is noted. The disk is then raised until it reappears. The average between these two depths is the Secchi transparency. Generally, it has been found that aquatic plants can grow at a depth of at least twice the Secchi transparency measurement. In eutrophic lakes, water clarity is often reduced by algae growth in the water column, and Secchi disk readings of 7.5 feet or less are common.

LAKE CLASSIFICATION CRITERIA

Ordinarily, as phosphorus inputs (both internal and external) to a lake increase, the amount of algae the lake can support will also increase. Thus, the lake will exhibit increased chlorophyll-a levels and decreased transparency. A summary of lake classification criteria developed by the Michigan Department of Natural Resources is shown in Table 1.

TABLE 1 - LAKE CLASSIFICATION CRITERIA

Lake Classification	Total Phosphorus (ug/L)*	Chlorophyll-*a* (ug/L)*	Secchi Transparency (feet)
Oligotrophic	Less than 10	Less than 2.2	Greater than 15.0
Mesotrophic	10 to 20	2.2 to 6.0	7.5 to 15.0
Eutrophic	Greater than 20	Greater than 6.0	Less than 7.5

* ug/L = micrograms per liter

WATER QUALITY

pH and TOTAL ALKALINITY

pH is a measure of the amount of acid or base in the water. The pH scale ranges from 0 (acidic) to 14 (alkaline or basic) with neutrality at 7. The pH of most lakes in the Upper Midwest ranges from 6.5 to 9.0 (Michigan Department of Environmental Quality (MDEQ)* 2012; Table 2). In addition, according to the Michigan Department of Environment, Great Lakes, and Energy (EGLE 2021):

While there are natural variations in pH, many pH variations are due to human influences. Fossil fuel combustion products, especially automobile and coal-fired power plant emissions, contain nitrogen oxides and sulfur dioxide, which are converted to nitric acid and sulfuric acid in the atmosphere. When these acids combine with moisture in the atmosphere, they fall to earth as acid rain or acid snow. In some parts of the United States, especially the Northeast, acid rain has resulted in lakes and streams becoming acidic, resulting in conditions which are harmful to aquatic life. The problems associated with acid rain are lessened if limestone is present, since it is alkaline and neutralizes the acidity of the water.

Most aquatic plants and animals are adapted to a specific pH range, and natural populations may be harmed by water that is too acidic or alkaline. Immature stages of aquatic insects and young fish are extremely sensitive to pH values below 5. Even microorganisms which live in the bottom sediment and decompose organic debris cannot live in conditions which are too acidic. In very acidic waters, metals which are normally bound to organic matter and sediment are released into the water. Many of these metals can be toxic to fish and humans. Below a pH of about 4.5, fish are unable to survive.

The Michigan Water Quality Standard (Part 4 of Act 451) states that pH shall be maintained within the range of 6.5 to 9.0 in all waters of the state.

Alkalinity, also known as acid-neutralizing capacity or ANC, is the measure of the pH-buffering capacity of water in that it is the quantitative capacity of water to neutralize an acid. pH and alkalinity are closely linked and are greatly impacted by the geology and soil types that underlie a lake and its watershed. According to MDEQ (2012):

Michigan’s dominant limestone geology in the Lower Peninsula and the eastern Upper Peninsula contributes to the vast majority of Michigan lakes being carbonate-bicarbonate dominant [which increases alkalinity and moderates pH] and lakes in the western Upper Peninsula having lower alkalinity and thus lesser buffering capacity.

The alkalinity of most lakes in the Upper Midwest is within the range of 23 to 148 milligrams per liter, or parts per million, as calcium carbonate (MDEQ 2012; Table 2).

TABLE 2 - pH AND ALKALINITY OF UPPER MIDWEST LAKES

Measurement	Low	Moderate	High
pH (in standard units) Total Alkalinity or ANC (in mg/L as CaCO3)*	Less than 6.5 Less than 23	6.5 to 9.0 23 to 148	Greater than 9.0 Greater than 148

* MDEQ now the Michigan Department of Environment, Great Lakes, and Energy (EGLE)

* mg/L as CaCO3 = milligrams per liter as calcium carbonate

LAKE LANSING WATER QUALITY

SAMPLING METHODS

Water quality sampling was conducted in the spring and summer of 2024 at the two deep basins within Lake Lansing (Figure 6). Temperature and dissolved oxygen were measured using a YSI Prosolo ODO/T probe. Samples were collected at the surface, mid-depth, and just above the lake bottom with a Van Dorn bottle to be analyzed for pH, total alkalinity, and total phosphorus. pH was measured in the field using a Hach Pocket Pro pH meter. Total alkalinity and total phosphorus samples were placed on ice and transported to Progressive Companies and to Summit Laboratory*, respectively, for analysis. Total alkalinity was titrated at Progressive Companies using Standard Methods procedure 2320 B, and total phosphorus was analyzed at Summit Laboratory using Standard Methods procedure 4500-P E. In addition to the depth-interval samples at each deep basin, Secchi transparency was measured and composite chlorophyll-*a* samples were collected from the surface to a depth equal to twice the Secchi transparency. Chlorophyll-*a* samples were analyzed by Prein and Newhof Laboratories* using Standard Methods procedure 10200 H. Tributaries were monitored in spring and summer for the most significant storm drains and inlet streams (Figure 6). When streams were flowing, discharge was estimated. Stream velocity was measured with a Global FP111 Flow Probe. Summit Laboratory analyzed samples for total phosphorus and total suspended solids.

SAMPLING RESULTS AND DISCUSSION

Sampling results are provided in Tables 3 and 4. A graphic summary of water quality data compiled to date is shown in Figures 7-9.

In March of 2024, sampling was conducted during spring turnover when water temperatures were cool and dissolved oxygen concentrations were high. At this time, only tributary site three exhibited flow. Total phosphorus and total suspended solids were both low within the tributary. During the August sampling period, Lake Lansing was thermally stratified; the lake was warm and well-oxygenated at the surface, and was cool with low oxygen near the bottom. In 2024, total phosphorus concentrations were moderate, with the exception of the deepest samples in late summer which were high - likely a result of internal loading. The elevated bottom-water phosphorus is likely due to internal release of phosphorus from the lake sediments. pH and total alkalinity were generally within the moderate range for Upper Midwest lakes. During August sampling, only tributary site one exhibited flow. Total phosphorus in the tributary was elevated, however, minimal discharge was recorded and is therefore assumed to have had minimal impact on Lake Lansing's water quality. Based upon recent and historical water quality data, Lake Lansing is mesotrophic.

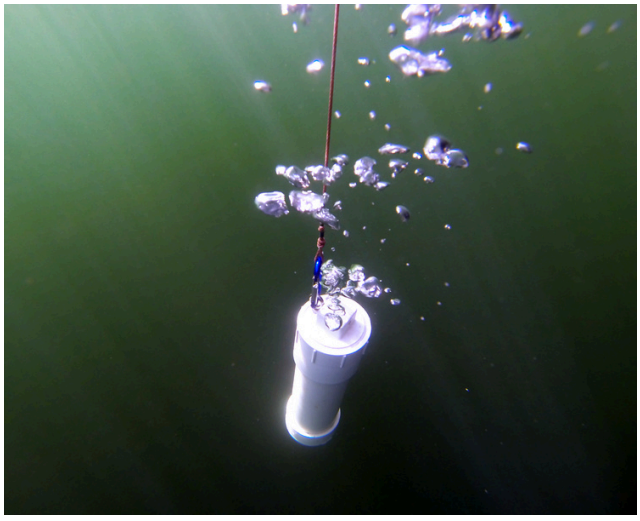


Figure 5. Composite sampler.

* Summit Laboratory, 900 Godfrey Ave SW, Grand Rapids, MI 49503
* Prein and Newhof Laboratories, 3260 Evergreen Dr NE, Grand Rapids, MI 49525

LAKE LANSING WATER QUALITY

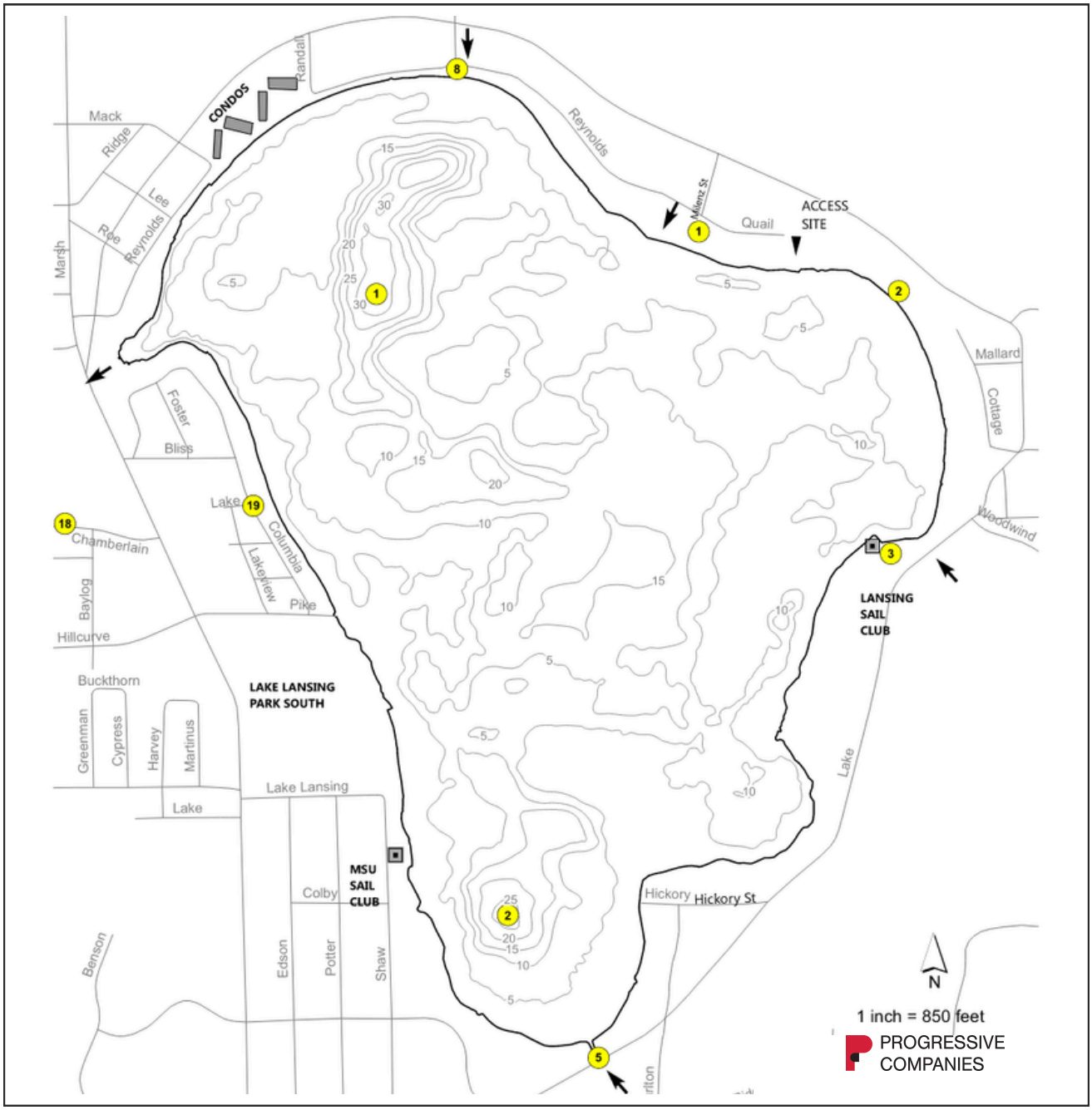


Figure 6. Lake Lansing sampling location map.

LAKE LANSING WATER QUALITY

TABLE 3 - LAKE LANSING 2024 DEEP BASIN WATER QUALITY DATA

Date	Station	Sample Depth (feet)	Temp (F)	Dissolved Oxygen (mg/L)*	Total Phosphorus (ug/L)*	pH (S.U.)*	Total Alkalinity (mg/L CaCO3)*
12-Mar-24	1	1	45	11.7	<10	7.1	74
12-Mar-24	1	16	44	11.7	<10	7.1	120
12-Mar-24	1	32	44	11.6	<10	7.1	115
12-Mar-24	2	1	45	11.7	<10	7.0	124
12-Mar-24	2	12	44	11.8	<10	6.9	130
12-Mar-24	2	24	44	11.8	<10	6.9	128
14-Aug-24	1	1	76	9.4	17	8.6	109
14-Aug-24	1	15	74	9.3	14	8.4	109
14-Aug-24	1	30	57	0.1	82	7.3	158
14-Aug-24	2	1	77	9.3	11	8.2	111
14-Aug-24	2	14	72	5.5	13	7.9	112
14-Aug-24	2	25	54	0.2	93	6.7	168

TABLE 4 - LAKE LANSING 2024 SURFACE WATER QUALITY DATA

Date	Station	Secchi Transparency (feet)	Chlorophyll-*a* (ug/L)*
12-Mar-24	1	9.5	ND*
12-Mar-24	2	10.0	1
14-Aug-24	1	8.0	ND*
14-Aug-24	2	8.0	1

* mg/L = milligrams per liter = parts per million
* ug/L = micrograms per liter = parts per billion
* S.U. = standard units
* mg/L CaCO3 = milligrams per liter as calcium carbonate
*ND = not detected

LAKE LANSING WATER QUALITY

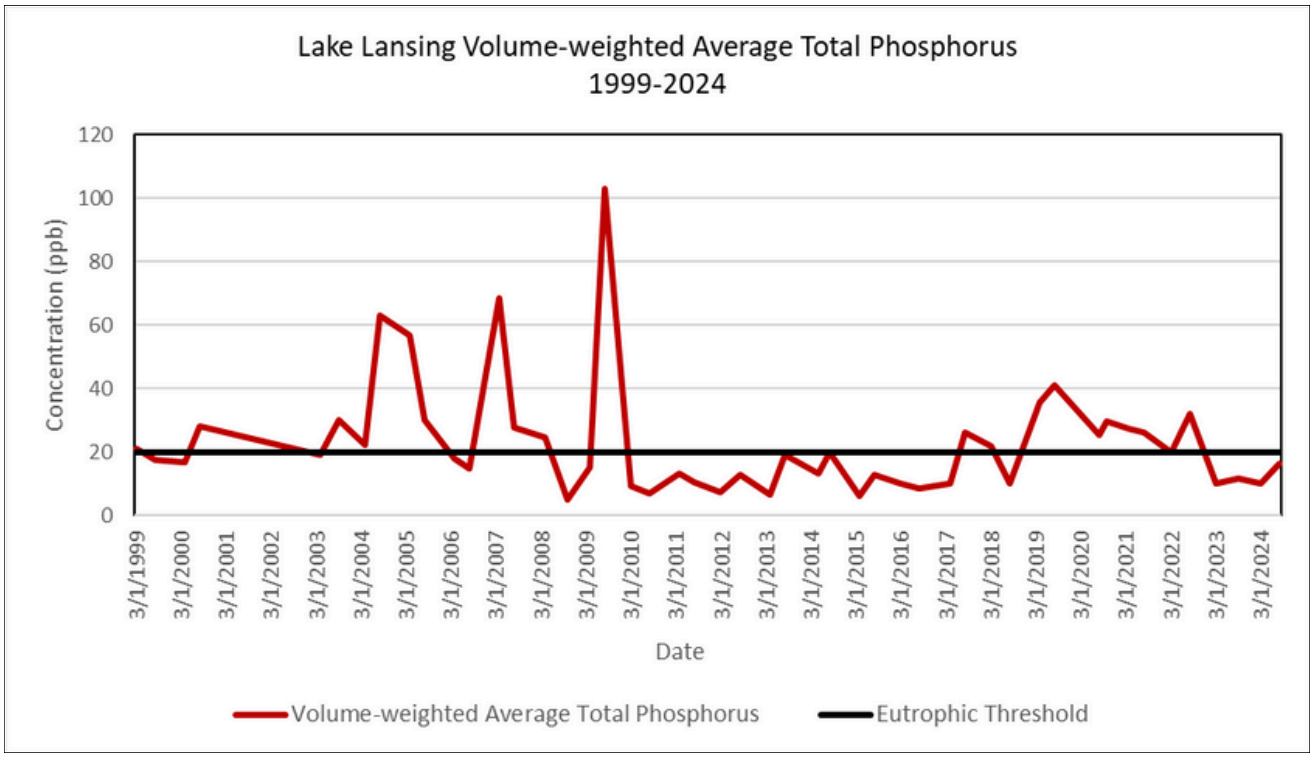


Figure 7. Lake Lansing volume-weighted average total phosphorus, 1999-2024.

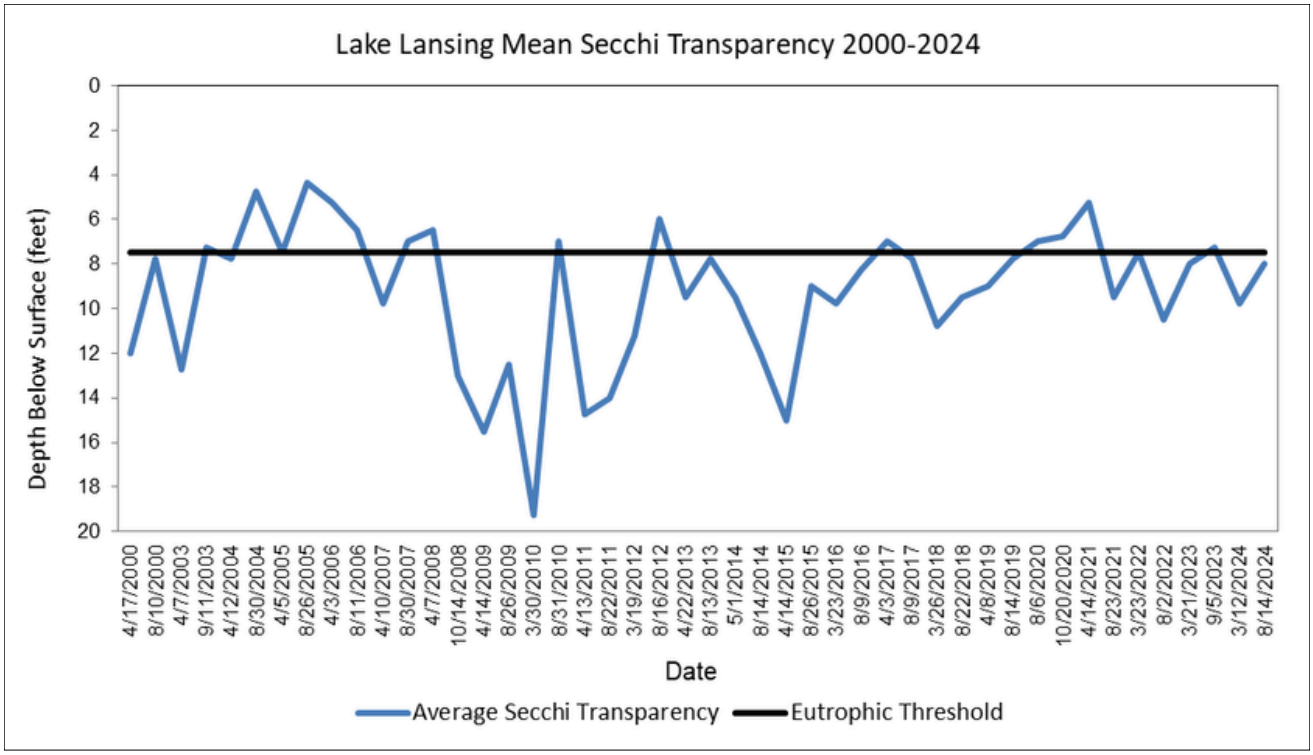


Figure 8. Lake Lansing mean secchi transparency, 2000-2024.

LAKE LANSING WATER QUALITY

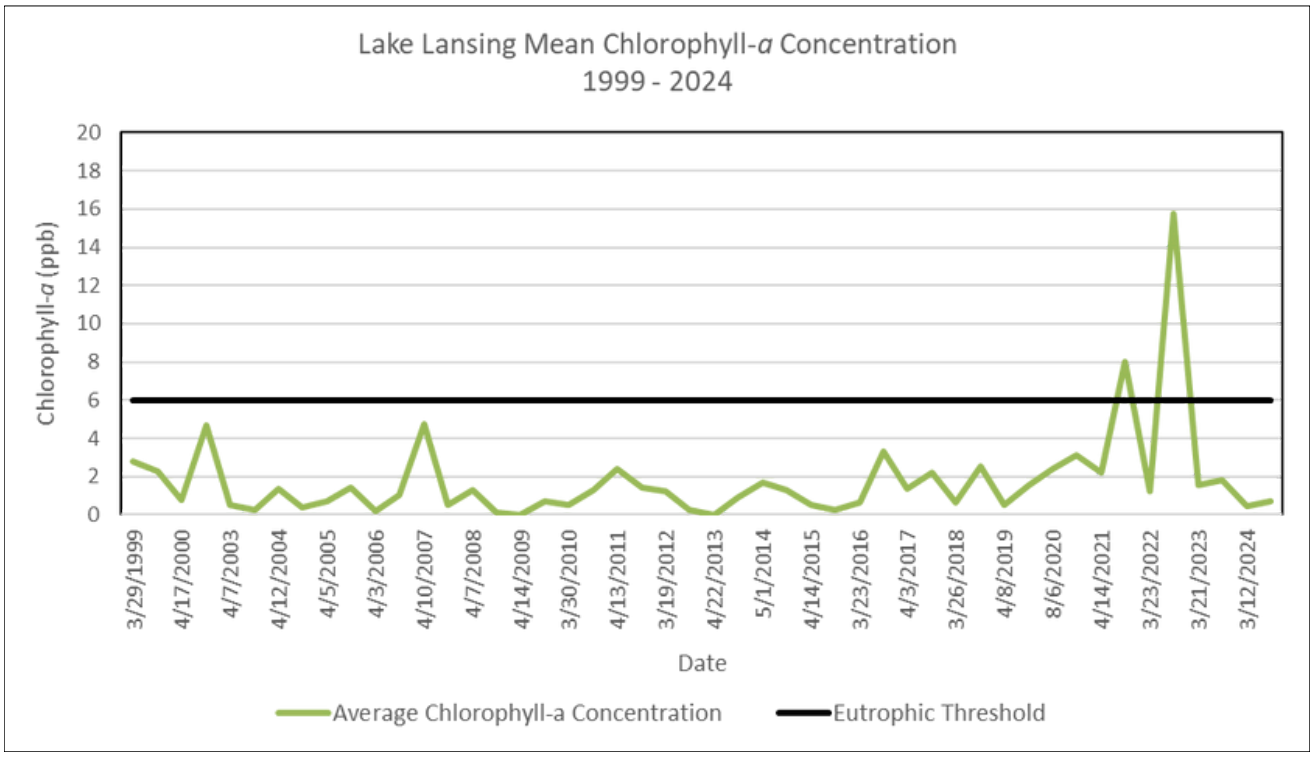


Figure 9. Lake Lansing mean chlorophyll-*a* concentrations, 1999-2024.

NUISANCE AQUATIC PLANT CONTROL

A nuisance aquatic plant control program has been ongoing on Lake Lansing since 1998. The primary objective of the program is to prevent the spread of invasive aquatic plants while preserving beneficial native plant species. This report contains an overview of plant control activities conducted on Lake Lansing in 2024.

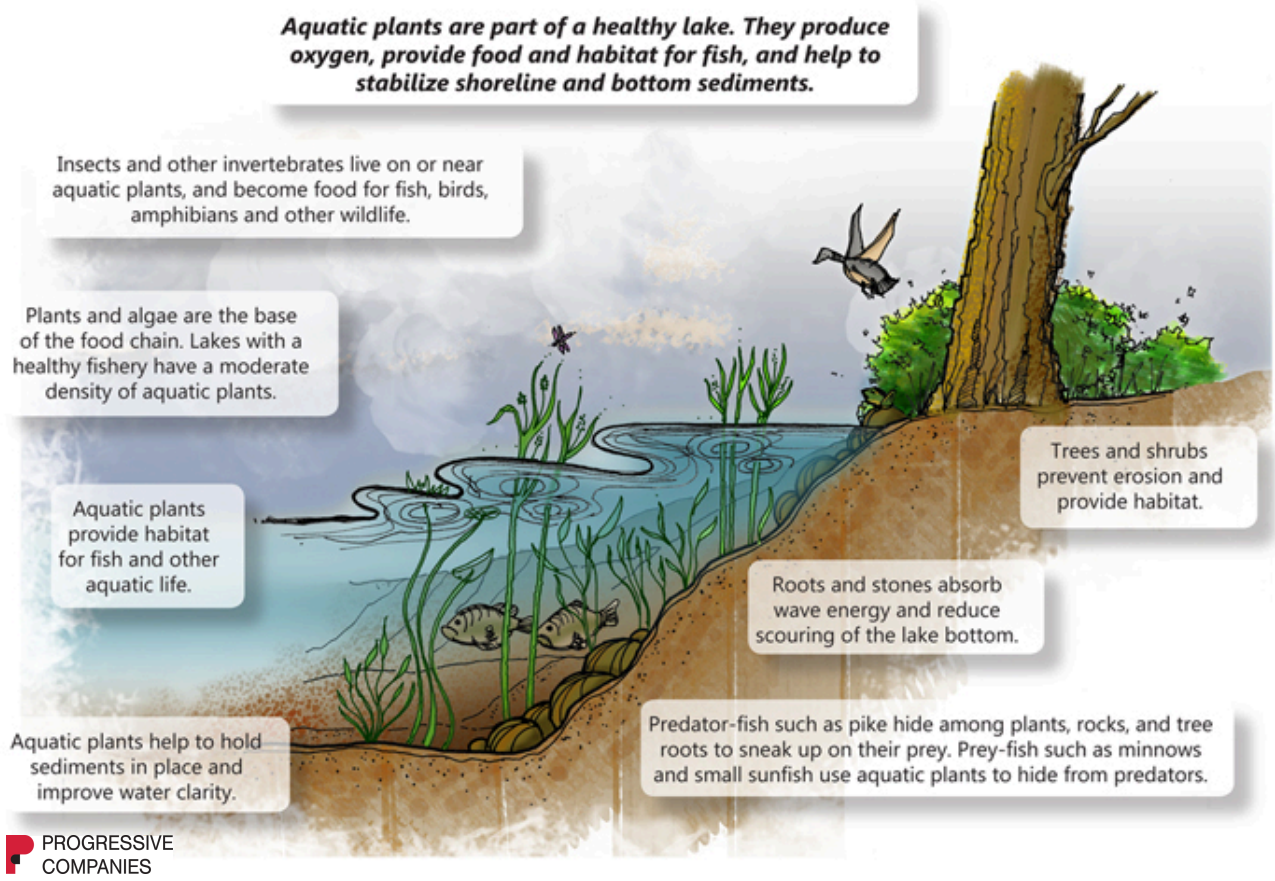


Figure 10. Natural shoreline graphic.

Aquatic plants are an important component of lakes. They produce oxygen during photosynthesis, provide food, habitat and cover for fish, and help stabilize shoreline and bottom sediments. There are four main aquatic plant groups: submersed, floating-leaved, free-floating, and emergent. Each plant group provides important ecological functions. Maintaining a diversity of native aquatic plants is important to sustaining a healthy fishery and a healthy lake. Invasive aquatic plant species have negative impacts to the lake's ecosystem. It is important to maintain an active plant control program to reduce the introduction and spread of invasive species within Lake Lansing. Plant control efforts in 2024 consisted of six aquatic plant surveys, two aquatic herbicide applications, and a mechanical harvesting event.

NUISANCE AQUATIC PLANT CONTROL

Plant control activities are coordinated under the direction of an environmental consultant, Progressive Companies. Scientists from Progressive conduct GPS-guided surveys of the lake to identify problem areas, and georeferenced plant control maps are provided to the plant control contractors. GPS reference points are established along the shoreline and a 300-ft grid over shallow areas of the lake. These waypoints are used to accurately identify the location of invasive and nuisance plant growth areas.

Figure 11. Eurasian milfoil *Myriophyllum spicatum.*

Figure 12. Curly-leaf pondweed *Potamogeton crispus.*

Figure 13. Starry stonewort *Nitellopsis obtusa.*

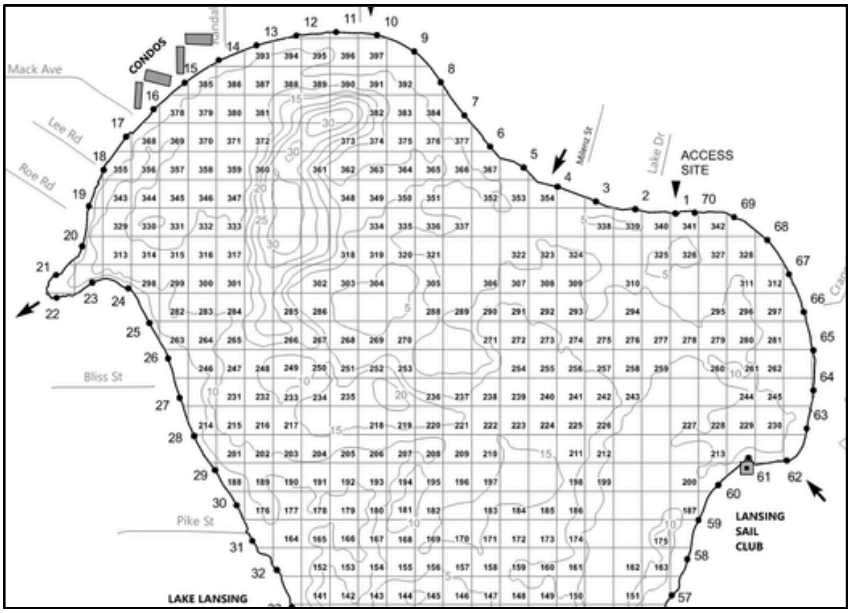


Figure 14. Lake Lansing aquatic plant survey map.

Primary plants targeted for control in Lake Lansing include Eurasian milfoil, curly-leaf pondweed, and starry stonewort. These plants are non-native (exotic) species that tend to be highly invasive and have the potential to spread quickly if left unchecked. Plant control activities conducted on the lake in 2024 are summarized in Table 5.

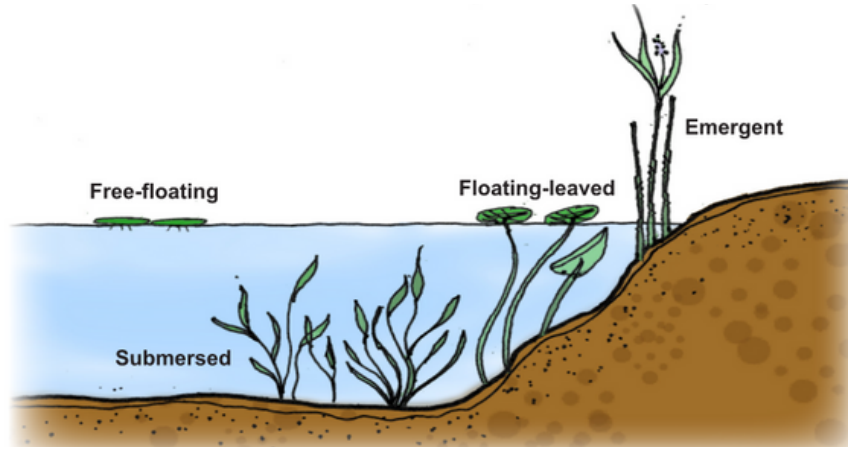


Figure 15. Aquatic plant groups.

NUISANCE AQUATIC PLANT CONTROL

TABLE 5. LAKE LANSING 2024 PLANT CONTROL ACTIVITIES

Date	Activity	Acreage
May 22	Herbicide Treatment: Hybrid milfoil, curly-leaf	138.00
August 1	Herbicide Treatment: Hybrid milfoil	8.25
August 19-28	Mechanical Harvesting	38.25
Total		**184.50**

In 2024, 146.25 acres of Lake Lansing were treated with aquatic herbicides, which is a 6% increase from 2023 treatments. This is due to the increase in curly-leaf pondweed growth during the spring. Hybrid milfoil was treated with the systemic herbicide, ProcellaCOR, for season-long control. A large curly-leaf pondweed treatment occurred on May 22 using contact herbicides which provided seasonal control of the invasive plant. A total of 38.25 acres of nuisance native plants and starry stonewort was mechanically harvested from the lake.

Lake Lansing has abundant invasive plant growth in the spring. This is most likely attributed to its shallow water, which allows for extended periods of light penetration throughout the water column during the winter months. Invasive species such as curly-leaf pondweed and hybrid milfoil start their growth cycles earlier in the season in cooler water, giving them the upper hand on native plant species during the winter and spring. It is important that hybrid milfoil continues to be addressed in the early growing season with systemic herbicides. These herbicides help with season-long control, reduction of future seed production, and reduction of basal mass year over year. Curly-leaf pondweed should also be treated in the early season to prevent the species from overcrowding native plant species in the summer. Harvesting on Lake Lansing should be conducted in the late growing season to remove excess biomass from the lake before senescence.

PLANT INVENTORY SURVEY

In addition to the surveys of the lake to identify invasive plant locations, a detailed vegetation survey of Lake Lansing was conducted on August 14 to evaluate the type and abundance of all plants in the lake. The table below lists each plant species observed during the survey and the relative abundance of each. At the time of the survey, 15 submersed species, two floating-leaved species, one free-floating species, and seven emergent species were found in the lake. Lake Lansing maintains a good diversity of beneficial, native plant species.

TABLE 6. LAKE LANSING 2024 PLANT INVENTORY DATA

Common Name	Scientific Name	Group	2024 Percentage of sites where present	2023 Percentage of sites where present
Wild celery	*Vallisneria americana*	Submersed	91	94
Chara	*Chara* sp.	Submersed	84	81
Large-leaf pondweed	*Potamogeton amplifolius*	Submersed	47	57
Whitestem pondweed	*Potamogeton praelongus*	Submersed	34	0
Starry stonewort	*Nitellopsis obtusa*	Submersed	28	36
Sago pondweed	*Stuckenia pectinata*	Submersed	22	9
Flat-stem pondweed	*Potamogeton zosteriformis*	Submersed	22	6
Slender naiad	*Najas flexilis*	Submersed	21	17
Brittle-leaf naiad	*Najas minor*	Submersed	18	16
Variable pondweed	*Potamogeton gramineus*	Submersed	15	7
Eurasian milfoil	*Myriophyllum spicatum*	Submersed	12	39
Bladderwort	*Utricularia vulgaris*	Submersed	3	0
Illinois pondweed	*Potamogeton illinoensis*	Submersed	1	19
Curly-leaf pondweed	*Potamogeton crispus*	Submersed	1	0
Thin-leaf pondweed	*Potamogeton* sp.	Submersed	1	21
Big duckweed	*Spirodela polyrhiza*	Free-floating	3	0
White waterlily	*Nymphaea odorata*	Floating-leaved	21	14
Yellow waterlily	*Nuphar* sp.	Floating-leaved	1	13
Cattail	*Typha* sp.	Emergent	18	17
Purple loosestrife	*Lythrum salicaria*	Emergent	12	1
Iris	*Iris* sp.	Emergent	10	0
Swamp loosestrife	*Decodon verticillatus*	Emergent	4	10
Pickerelweed	*Pontederia cordata*	Emergent	3	6
Buttonbush	*Cephalanthus occidentalis*	Emergent	3	0
Phragmites	*Phragmites australis*	Emergent	1	0

Invasive exotic species

INFORMATION AND EDUCATION

The Lake Lansing Advisory Committee participated in several educational efforts in 2024.

Newsletters: Newsletters were mailed to all SAD residents in the spring and summer, and included updates on treatment and harvesting schedules, shoreland best management practices, clean drain dry initiatives, and DNR wake boat recommendations. Both newsletters from 2024 can be found in Appendix A.

Landing Blitz: The annual aquatic invasive species "Landing Blitz" was held on June 29th at the Lake Lansing public boat launch, coordinated by several agencies who partnered with Meridian Township and LLPOA. The Landing Blitz is a collaborative outreach campaign to raise awareness about preventing the spread of aquatic invasive species (AIS) through recreational boating and related activities.

DNR Wake Boat Recommendations: In 2023, the Michigan Department of Natural Resources (DNR) fisheries division published a literature review of wake boat impacts to lake ecology. Recommendations for safe and environmentally friendly wake boat operation was presented in this review. Progressive Companies used these recommendations to create a wake boat operational map for Lake Lansing (Figure 16). This map was posted at the Lake Lansing public launch site with copies for boaters in partnership with the county parks.

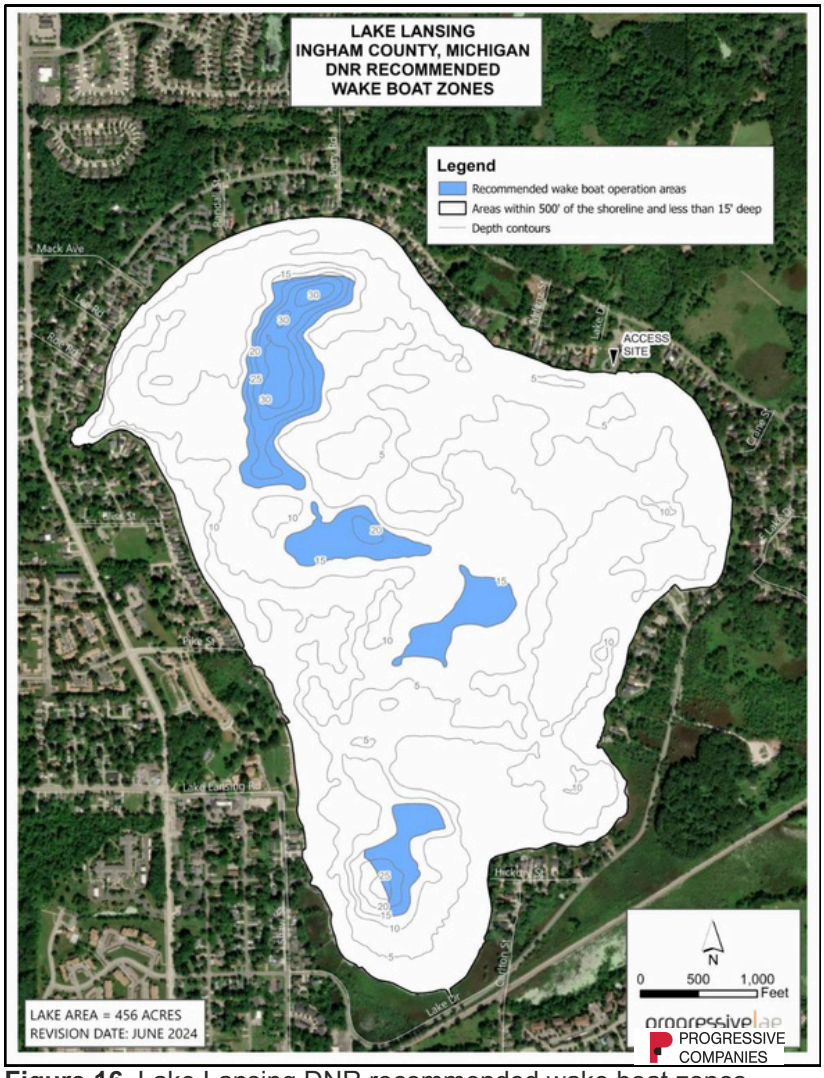


Figure 16. Lake Lansing DNR recommended wake boat zones.

APPENDIX A

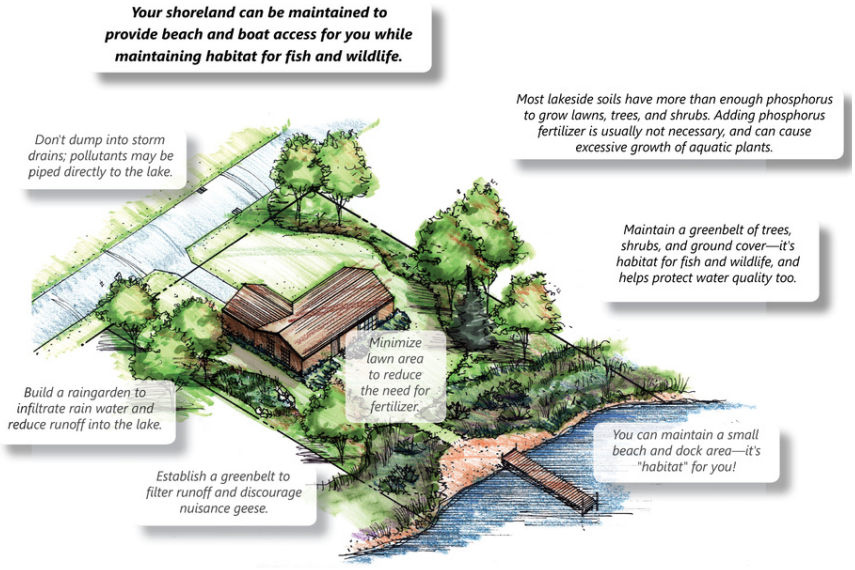
LAKE LANSING 2024 NEWSLETTERS

Lake Lansing Newsletter

Spring 2024

Ways to help protect Lake Lansing

- Don't use lawn fertilizer that contains phosphorus. If you use a professional lawn care service, insist upon a fertilizer that does not contain phosphorus.
- Reduce fertilizer use when possible. Use the minimum amount of fertilizer as recommended on the label (if not, less than that).
- Water your lawn sparingly to avoid washing nutrients and sediments into the lake.
- Do not feed ducks and geese near the lake. Waterfowl droppings are high in nutrients.
- Do not burn leaves and grass clippings near the shoreline. Nutrients concentrate in the ash and can easily wash into the lake.
- Do not mow the water's edge. Instead, allow a strip of natural vegetation to become established along your waterfront. This natural buffer will trap pollutants and discourage nuisance geese from frequenting your property. Visit: www.shoreline.msu.edu
- Promote infiltration of stormwater into the ground. Building a rain garden helps to capture runoff from driveways and downspouts. Visit: www.raingardennetwork.com



For more information, visit:
michiganlakeinfo.com

Lake Lansing SAD Advisory Committee

Curt Armbruster, Chair
Tier 1

Susan Andrews
Tier 1

Ron Rowe
Tier 1

Roger Taylor
Tier 1

Steve Culling
Tier 2

Larry Wagenknecht
Tier 2

Younes Ishraidi
Charter Township of Meridian

Coe Emens
Lake Lansing County Park
Supervisor

Paul Pratt
Ingham County Drain
Commissioner's Office

michiganlakeinfo
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PROGRESSIVE COMPANIES

Aquatic Plant Control

Extensive offshore treatments have been conducted in May to address the growth of invasive plant species, hybrid milfoil and curly-leaf pondweed. Since 2022, these treatments targeting hybrid milfoil were conducted using the systemic herbicides Florpyrauxifen-benzyl (ProcellaCOR) and Triclopyr. These herbicides have reduced regrowth of the hybrid milfoil year after year to a more manageable level. Curly-leaf pondweed can be controlled using low-dose contact herbicides or mechanical harvesting. Due to the cost of mechanical harvesting, using an herbicide to control curly-leaf pondweed is preferred. Mechanical harvesting around the shoreline will be conducted again in 2024, primarily targeting starry stonewort and dense native plant growth. A tentative plant control program schedule can be found below. Please note, these dates are subject to change dependent on weather and growth conditions within the lake.

Lake Lansing Tentative 2024 Aquatic Plant Control Program Schedule			
Tentative Survey	**Tentative Treatment**	**Harvest**	**Description**
Week of May 6	Week of May 20	No	Treatment of hybrid milfoil and curly-leaf pondweed. Potential algae treatment
Week of June 17	Week of July 8	TBD	Spot treatments for hybrid milfoil, harvest of nuisance natives and starry stonewort, if applicable.
Week of July 8	None	Week of July 15	Harvest of nuisance natives and starry stonewort (If not conducted in June).
Week of August 19	Week of September 2	Week of Sept 9	No likely treatment unless hybrid milfoil and algae growth is significant. Harvesting may occur if plant growth is extensive.

Wake Boat Updates from MDNR Fisheries Unit

In July of 2023 the Michigan Department of Natural Resources (MDNR) Fisheries Division released a report on wake boating and its impact to aquatic habitats. Based on their literature review, the MDNR provided recommendations on recreational wake boat use. Key highlights of these recommendations include:

1. Boats operating in wake-surf or wake-board mode are recommended to operate at least 500 feet from shore.
2. Boats operating in wake-surf or wake-board mode are recommended to operate in water at least 15 feet deep.
3. Ballast tanks should be thoroughly drained prior to transporting the watercraft over land.

With these recommendations, the areas on Lake Lansing that support wake-boating are limited.

Lake Lansing Newsletter

Summer 2024

The Expansion of Aquatic Invasive Species

The introduction of invasive species can occur through various pathways, including ballast water discharge from ships, release by aquarium hobbyists, hitchhiking on waterfowl, and accidental transport on recreational boats and trailers. Once introduced to a new waterbody, these species can quickly overtake portions of a lake. The impact of aquatic invasive species extends beyond biological diversity; they can also cause economic losses by damaging fisheries and hindering recreational activities.

An additional permanent boat wash station has been added to the Lake Lansing Boat Launch to better accommodate incoming boat traffic (pictured below). This will provide further protection against the introduction of invasive species to Lake Lansing.

Required actions – it's the law in Michigan

- Remove all aquatic organisms, including plants, from watercraft and trailers before launching or transporting.
- Remove all drain plugs and drain all water from bilges, ballast tanks and live wells before transporting a watercraft.
- Dispose of unused bait in the trash, not in the water.

Recommended additional actions – protect our waters by following these steps

- Clean boats, trailers and equipment by removing plants, debris, and mud before leaving the access area. Dispose of the material in a trash receptacle or otherwise away from the water body, if possible.
- Wash boats and trailers before leaving the access area, if possible, or at a nearby car wash or at home.
- Dry boats and equipment for five days before launching into a different water body.
- Disinfect live wells and bilges with a bleach solution (1/2 cup bleach to 5 gallons water.) (EGLE, 2023)

Lake Lansing SAD Advisory Committee

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Tier 2

Younes Ishraidi
Charter Township of Meridian

Coe Emens
Lake Lansing County Park Supervisor

Paul Pratt
Ingham County Drain Commissioner's Office

PROGRESSIVE COMPANIES

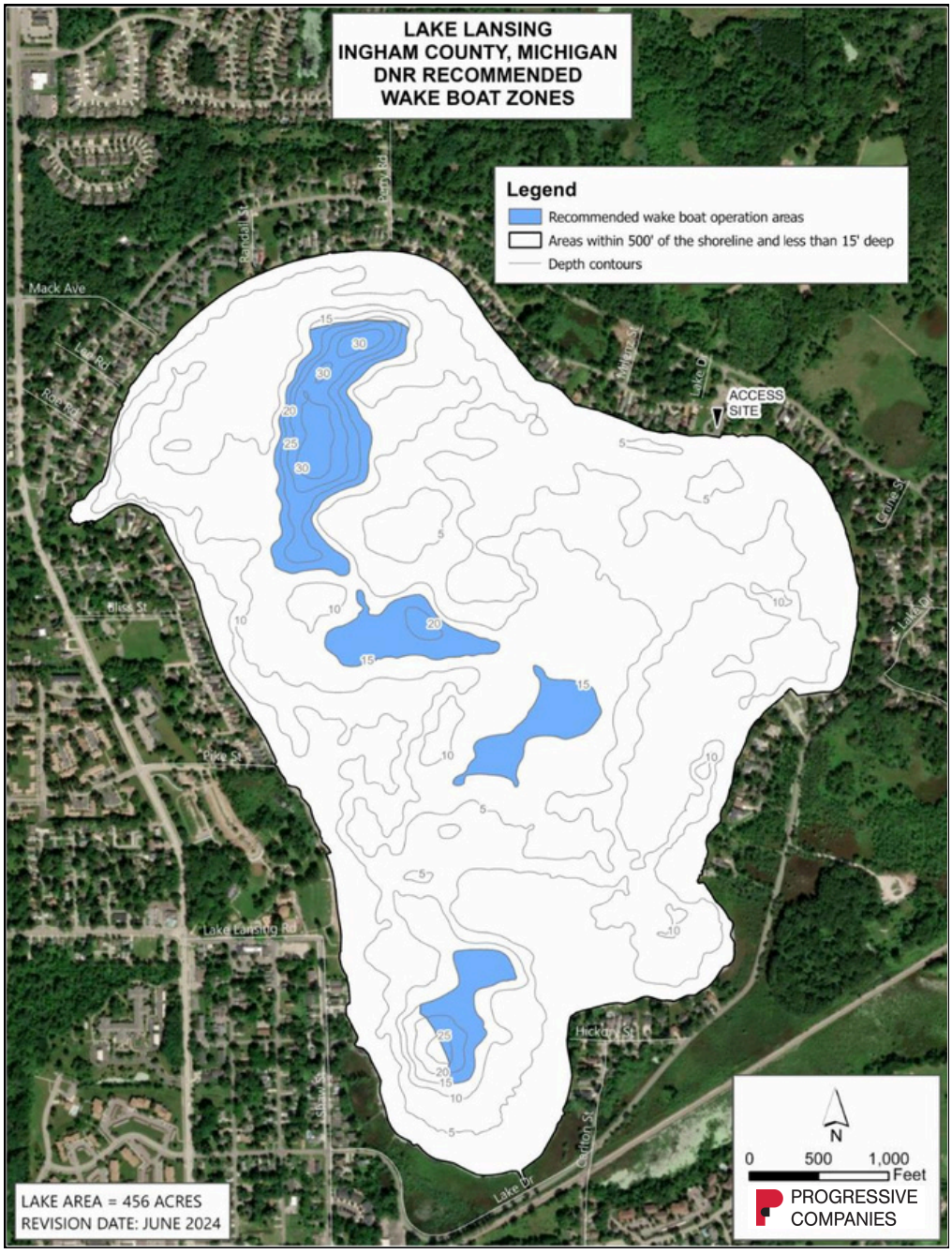
DNR Wake Boat Recommendations

A wake boat is a recreational powerboat that is used for the purpose of creating large wakes to enhance the sports of wakeboarding and wake surfing. In recent years, these boats have gained popularity on inland lakes like Lake Lansing. Their usage has resulted in unintended negative consequences to some lake ecosystems in Michigan. Boats used for wake surfing create larger waves than other recreational watercraft as they typically fill ballast tanks with water to weigh them down, displacing immense amounts of water to create a large wake. Many of these boats are also outfitted with hydraulic trim tabs that increase the steepness of the wake.

The operation of wake boats in shallow water and near shore areas has significant impacts on the lake bottom and shoreline habitat. When a wake boat is operating at wake surfing speed, approximately ten miles per hour, the boat's stern is angled down, pointing the propeller towards the lake bottom. When operating in waters shallower than 15 feet, the turbulence from the propellers can disrupt the lake bottom, resuspending sediments, uprooting aquatic plants, and displacing valuable habitat. This resuspension of sediment reduces water clarity and introduces phosphorus into the water column, increasing the chance for algae blooms. Lake Lansing has extensive shallow areas, and is therefore at increased risk for ecosystem degradation.

The Michigan DNR has published recommendations for safe and environmentally friendly wake boat operation based on their literature review published in 2023. "The [Fisheries] Division recommends that wake boats operating in wake-surfing or wake-boarding mode do so in water that is at least 15 feet deep (MDNR 2023)." The Division also recommends "Boats operating in wake-surfing mode or wake-boarding mode, during which boat speed, wave shapers, and/or ballast are used to increase wave height, are recommended to operate at least 500 feet from docks or the shoreline, regardless of water depth (MDNR 2023)." **These recommendations are not rule or law, but are meant to educate wake boat owners on how to most responsibly operate wake boats to care for Michigan's inland lakes.**

The adjacent map shows a 500-foot buffer from the shoreline and areas shallower than 15 feet in white. Due to its extensive shallow areas, Lake Lansing has limited safe wake boating areas.



References:
EGLE. 2023. 'Clean, Drain, Dry' is the message at boating, fishing outreach events marking Aquatic Invasive Species Awareness Week.
Francis, J, J. Nohner, J. Bauman, and B. Gunderman. 2023. A literature review of wake boat effects on aquatic habitat. Michigan Department of Natural Resources, Fisheries Report 37, Lansing

9.B

CONSENT AGENDA
PROPOSED BOARD MINUTES

PROPOSED MOTION:

(1) Move to approve and ratify the minutes of the Regular Meeting of January 7, 2025 as submitted. (1)

ALTERNATE MOTION:

(1) Move to approve and ratify the minutes of the Regular Meeting of January 7, 2025 with the following amendment(s):[insert amendments]

CHARTER TOWNSHIP OF MERIDIAN
REGULAR MEETING TOWNSHIP BOARD -**DRAFT**-
5151 Marsh Road, Okemos MI 48864-1198
517.853.4000, Township Hall Room
TUESDAY, January 7, 2025, 6:00PM

PRESENT: Supervisor Hendrickson, Clerk Demas, Treasurer Deschaine, Trustee Lentz, Trustee Wilson, Trustee Trezise and Trustee Sundland

ABSENT: None

STAFF: Interim Manager Schmitt, Chief Grillo, Chief Hamel, Director Gebes, Director Clark, Director Tithof, Sergent Strouse, Lieutenant Besonen, Officer Gordon

1. CALL MEETING TO ORDER

   Supervisor Hendrickson called the January 7, 2025, Regular Township Board meeting to order at 6:00 pm.

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

   Supervisor Hendrickson led the Pledge of Allegiance.

   Supervisor Hendrickson asked for a moment of silence in remembrance of Former President Carter

3. ROLL CALL

   Clerk Demas called the roll of the Board.

   Supervisor Hendrickson, Clerk Demas, Treasurer Deschaine, Trustee Lentz, Trustee Wilson, Trustee Sundland and Trustee Trezise present at 6:02 pm.

4. PRESENTATION

   A. Introduction of New Police Officer- Abbey Gordon

      Chief Grillo introduced Officer Abbey Gordon.

   B. Police Department Promotions

      Chief Grillo presented Lieutenant Ed Besonen and Seargent Doug Strouse who were recently promoted to their new positions.

   C. Senior/Community Center

      Steve Vagnozzi, Senior/Community Center Task Force Member, gave an overview of the Needs Assessment presentation given in the previous Task Force meeting, and community feedback that has been received in the past two Task Force meetings. He summarized that a ballpark figure of $25 per square foot, per year was given for operational costs, and estimated construction costs would be $400 per square foot was

given based on revamping an existing structure. He invited people to provide input at upcoming Task Force meetings.

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Hendrickson opened comments from the public at 6:11 pm.

Mark Clouse, representative of Eyde Development, spoke in support of El Camino's Garage in the Eyde Development.

Supervisor Hendrickson closed comments from the public at 6:16 pm.

6. INTERIM TOWNSHIP MANAGER REPORT

- The first of two new fire trucks has been delivered and training for its use is occurring. Inspection for the second truck is due later this month with delivery in February. A community ceremony will be held when the weather is warmer.
- Building Official interviews will be held next week.
- Plan to schedule Finance Director positions early in February.
- Deer cull is on track and shortly will be turned over to the Police Department to complete. All meat is donated to charity.

Treasurer Deschaine asked to be updated on the Utility Billing Supervisor position. Interim Manager Schmitt stated that the search is underway. Treasurer Deschaine suggested increasing the salary. Interim Manager Schmitt indicated that the pay offered was consistent with existing union contracts.

7. BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS

Clerk Demas congratulated the new Police officer, promoted Lieutenant, and promoted Sergeant. She attended the Communications Commission meeting.

Supervisor Hendrickson highlighted the work that was done to create the Township Manager Contract.

8. APPROVAL OF AGENDA

Trustee Wilson moved to approve the Agenda. Supported by Trustee Lentz

VOICE VOTE: **YEAS: Supervisor Hendrickson, Clerk Demas, Treasurer Deschaine, Trustee Lentz, Trustee Sundland, Trustee Trezise, and Trustee Wilson**

NAYS: NONE

Motion carried: 7-0

9. CONSENT AGENDA

Supervisor Hendrickson listed the items on the Consent Agenda and noted that a name on agenda item 9.F needs correction.

Trustee Wilson moved to approve the Consent Agenda with correction to the Building Board of Appeals appointee name. Supported by Treasurer Deschaine.

ROLL CALL VOTE: YEAS: Clerk Demas, Treasurer Deschaine, Trustee Lentz, Trustee Sundland, Trustee Trezise, Trustee Wilson, and Supervisor Hendrickson

NAYS: NONE

Motion carried: 7-0

10. QUESTIONS FOR THE ATTORNEY

NONE

11. HEARINGS

NONE

12. ACTION ITEMS

A. Text Amendment 2024-19-RN-Village of Nemoka Update-Final Adoption

Interim Manager Schmitt outlined the process that has occurred to date.

Trustee Trezise moved to adopt the resolution approving Text Amendment #2024-09 to amend the Code of Ordinances of the Charter township of Meridian at Section 86-377 to update the standards for the RN, Village of Nemoka zoning district. Supported by Trustee Sundland.

ROLL CALL VOTE: YEAS: Treasurer Deschaine, Trustee Lentz, Trustee Sundland, Trustee Trezise, Trustee Wilson, Supervisor Hendrickson, and Clerk Demas

NAYS: NONE

Motion carried: 7-0

B. I Heart Mac N Cheese Class C Liquor License

Director Clark reviewed the discussion that has occurred to date. She stated that she has received no additional information since the last meeting.

Treasurer Deschaine noted that the Board did not show support for issuing the license at the previous meeting.

Supervisor Hendrickson asked about the number of escrowed Liquor Licenses available in Ingham County. Director Clark indicated that while she did not know the number available in the County, there are at least six for Meridian Township that they hold and are escrowed.

Trustee Wilson asked about the year 2030 timeline. Director Clark clarified that the available licenses have no deadline to be issued and that the State will not review population data until 2030 to determine if there will be more licenses available to Meridian

Township.

Trustee Wilson indicated that she would not support issuing this license to this applicant.

Treasurer Deschaine moved to deny the Local Governmental Approval resolution to recommend and approve the issuance of a, for quota CLASS C ON-PREMISE with Sunday AM and PM sales liquor license, to Paul Hamby of I Hear Mac and Cheese East Lansing at 4790 S. Hagadorn Road Sute #158. Supported by Trustee Wilson.

ROLL CALL VOTE: YEAS: Trustee Lentz ,Trustee Sundland, Trustee Trezise, Trustee Wilson, Supervisor Hendrickson, Clerk Demas, and Treasurer Deschaine

NAYS: NONE

Motion carried: 7-0

C. Ordinance 2025-02-Youth Commission Establishment-Introduction

Director Clark reviewed the discussion that has occurred to date and explained the process to establish a Commission.

Supervisor Hendrickson noted that a sunset has been set for December 2026 for this Commission and he thanked Suchir Nagisetty for bringing this idea forward.

Clerk Demas moved to adopt the resolution establishing a Youth Commission in and for the Charter Township of Meridian. Seconded by Trustee Trezise.

ROLL CALL VOTE: YEAS: Trustee Sundland, Trustee Trezise, Trustee Wilson, Supervisor Hendrickson, Clerk Demas, Treasurer Deschaine, and Trustee Lentz

NAYS: NONE

Motion carried: 7-0

Clerk Demas moved to introduce Ordinance # 2025-02 Establishment of the Meridian Charter Township Youth Commission. Seconded by Trustee Sundland.

ROLL CALL VOTE: YEAS: Trustee Trezise, Trustee Wilson, Supervisor Hendrickson, Clerk Demas, Treasurer Deschaine, Trustee Lentz, and Trustee Sundland

NAYS: NONE

Motion carried: 7-0

D. Board 2025 Goals

Interim Manager Schmitt reviewed the work that has been done so far.

Treasurer Deschaine recommended the first goal be moved to the bottom of the list.

Clerk Demas asked if this format is the way the goals will be presented to the public. Interim Manager Schmitt displayed the public format of the 2024 goals and stated that the 2025 goals will be presented similarly.

Treasurer Deschaine moved to adopt the 2025 Meridian Township Goals. Seconded by Trustee Wilson.

VOICE VOTE: **YEAS: Supervisor Hendrickson, Clerk Demas, Treasurer Deschaine, Trustee Lentz, Trustee Sundland, Trustee Trezise, and Trustee Wilson**

NAYS: NONE

Motion carried: 7-0

E. Township Manager Contract

Supervisor Hendrickson outlined the contents of the contract.

Treasurer Deschaine moved to suspend the rules to take action at this meeting. Supported by Trustee Trezise.

VOICE VOTE: **YEAS: Supervisor Hendrickson, Clerk Demas, Treasurer Deschaine, Trustee Lentz, Trustee Sundland, Trustee Trezise, and Trustee Wilson**

NAYS: NONE

Motion carried: 7-0

Trustee Wilson moved to approve the Employment Agreement between the Charter Township of Meridian and Timothy Dempsey for Township Manager for a term of January 27, 2025 to December 31, 2027. Seconded by Trustee Trezise.

ROLL CALL VOTE: **YEAS: Trustee Wilson, Supervisor Hendrickson, Clerk Demas, Treasurer Deschaine, Trustee Lentz, Trustee Sundland, and Trustee Trezise,**

NAYS: NONE

Motion carried: 7-0

13. BOARD DISCUSSION ITEMS

A. El Camino Liquor License

Director Clark outlined the application and gave information about the conversations she has had with the applicant.

Stacey Wesolek, applicant, presented details regarding her application and her goals for the proposed business.

Trustee Lentz stated that he appreciates the applicant's vision for her proposed business. Trustee Wilson concurred.

Trustee Wilson stated that she would not support issuing this license because of the location of the proposed businesses, and that she would prefer the licenses to be reserved for the areas the Board has identified for development. Trustee Trezise, Treasurer Deschaine, and Clerk Demas concurred.

Supervisor Hendrickson acknowledged that this business is a good fit for a Liquor License, but stated the location is not.

14. COMMENTS FROM THE PUBLIC

Supervisor Hendrickson opened public comments at 7:06 pm

Mark Clouse, representative of Eyde Development, spoke in support of El Camino's Garage in the Eyde Development.

Supervisor Hendrickson closed public comments at 7:10 pm

15. OTHER MATTERS AND BOARD MEMBER COMMENTS

Trustee Lentz noted that the April 1st date on the Board schedule will overlap with the Michigan Townships Association conference and asked if it would be appropriate to move the meeting. Supervisor Hendrickson noted that it could be moved to April 3rd and asked Interim Manager Schmitt if he could draft a change to the schedule to be presented at the next Board Meeting.

16. ADJOURNMENT

Treasurer Deschaine moved to adjourn. Seconded by Trustee Lentz

VOICE VOTE YEAS: Supervisor Hendrickson, Clerk Demas, Treasurer Deschaine, Trustee Lentz, Trustee Sundland, Trustee Trezise, and Trustee Wilson

NAYS: NONE

Motion carried: 7-0

The meeting adjourned at 7:12 pm

Scott Hendrickson
Township Supervisor

Angela Demas
Township Clerk

9.C

To: Board Members

From: Tim Schmitt, Interim Township Manager

Date: January 21, 2025

Charter Township of Meridian
Board Meeting
1/21/2025

MOVED THAT THE TOWNSHIP BOARD APPROVE THE TOWNSHIP INVOICES/EXPENSES AS FOLLOWS:

COMMON CASH		$	891,646.09
PUBLIC WORKS		$	143,564.28
TRUST & AGENCY		$	72,651.56
	TOTAL CHECKS:	$	1,107,861.93
CREDIT CARD TRANSACTIONS			
01/01/2025 to 01/15/2025		$	19,016.31
	TOTAL PURCHASES:	$	1,126,878.24
ACH PAYMENTS		$	999,379.89

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
EXP CHECK RUN DATES 01/21/2025 - 01/21/2025
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: GF53 - CHECK TYPE: PAPER CHECK

Vendor Name	Description	Amount	Check #
1. A T & T			
	DEC 28 2024 - JAN 27 2025 - INTERNET M1 321840834	195.25	113846
	DEC 15 2024 - JAN 14 2025 - INTERNET S1	195.25	113846
	TOTAL	390.50	
2. ABONMARCHE			
	PROF SERV THRU 12/31/2025 LOCAL RD PROG ENGINEERIN	3,123.40	
3. ACTIVE911, INC.			
	2025 SUBSCRIPTION RENEWAL FOR 46 DEVICES	724.50	
4. AMERICAN RENTALS			
	12/21/24 TO 1/21/25 - TRANSFER STATION PORTABLE TO	85.00	113847
5. ANGELA RYAN			
	MILEAGE TO TRAINING	39.62	
6. APEX SOFTWARE			
	2025 SKETCHING SOFTWARE RENEWAL	1,800.00	
7. ARROW TREE APARTMENTS			
	EMERGENCY RENTAL ASSISTANCE	300.00	113879
8. ARTFUL EXPRESSIONS			
	OVERPMT IN RECPRO PARKS REFUND	100.00	113880
9. ASHLEY WINSTEAD			
	REIMB BOR TRAINING	30.00	
10. AT & T			
	NOV 11 - DEC 10 2024 - INTERNET ASE 8310008214218	3,763.02	113848
11. AT & T			
	DEC 2 2024 - JAN 1 2025 - TELEPHONE P1 51734742859	150.17	113873
	DEC 2 2024 - JAN 1 2025 - TELEPHONE F1-3 517347602	430.38	113873
	DEC 2 2024 - JAN 1 2025 - TELEPHONE P1 51734768261	58.93	113873
	DEC 2 2024 - JAN 1 2025 - TELEPHONE S1 51734797052	57.31	113873
	TOTAL	696.79	
12. AT & T MOBILITY			
	DEC 7 2024 - JAN 6 2025 - FIRSTNET 287312082574 51	124.28	113874
13. AUTO VALUE OF EAST LANSING			
	SHOP SUPPLIES - FLEET REPAIR PARTS	14.99	113881
	BLDG & GROUNDS UNIT #58 - FLEET REPAIR PARTS	48.08	113881
	SEWER UNIT #29 - FLEET REPAIR PARTS	334.86	113881
	SHOP SUPPLIES - FLEET REPAIR PARTS	7.59	113881
	SHOP SUPPLIES - FLEET REPAIR PARTS	15.18	113881
	FIRE UNIT #140 - FLEET REPAIR PARTS	83.97	113881
	SHOP SUPPLIES - FLEET REPAIR PARTS	143.94	113881
	SHOP SUPPLIES - FLEET REPAIR PARTS	26.58	113881
	SHOP SUPPLIES - FLEET REPAIR PARTS	40.58	113881
	TOTAL	715.77	
14. BARIAA ELBAST			
	FARMERS MARKET VENDOR	24.00	
15. BARYAMES CLEANERS			
	DEC 2024 POLICE UNIFORM CLEANING	973.05	
16. BECKS PROPANE			
	12/18/2024 DELIVERY PROPANE - 2500 MT HOPE - GLEND	297.25	113849
	PROPANE HARRIS NATURE CENTER	550.12	
	TOTAL	847.37	
17. BOBCAT OF LANSING			
	REPAIR PARTS FOR PARKS UNIT #56	4,126.49	
18. BOUNDTREE MEDICAL			
	ORDER #105824891 - MEDICAL SUPPLIES (DEC. 2024 ORD	1,086.98	
19. BOYNTON FIRE SAFETY SERVICE			
	TRANSFER STATION - 2024 FIRE EXTINGUISHER INSP	45.00	
	SERVICE CENTER - 2024 FIRE EXTINGUISHER INSP	645.00	
	TWP MUNICIPAL BLDG - 2024 FIRE EXTINGUISHER INSP	45.00	
	HARRIS NATURE CENTER - 2024 FIRE EXTINGUISHER INSP	115.00	
	HISTORIC VILLAGE - 2024 FIRE EXTINGUISHER INSP	145.00	
	GLENDALE - 2024 FIRE EXTINGUISHER INSP	85.00	
	TOWER REC CENTER - 2024 FIRE EXTINGUISHER INSP	110.00	
	PUBLIC SAFETY - 2024 FIRE EXTINGUISHER INSP	210.00	
	TOTAL	1,400.00	

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Vendor Name	Description	Amount	Check #
20. BRIDGET CANNON			
	DECEMBER 2024 MILEAGE REIMBURSEMENT	17.55	113850
21. BRIGHTLINE TECHNOLOGIES			
	JAN 2025 - AUVIK NETWORK & SAAS MONITORING & MGT	1,055.00	
	JAN 2025 BRIGHTLINE HPE 36M II SUBSCRIPTION	4,272.00	
	JAN 2025 BRIGHTLINE QUICKHELP SUBSCRIPTION	1,421.00	
	ACRONIS BACKUP SERVER	2,518.00	
	TOTAL	9,266.00	
22. BULL ENTERPRISES			
	DEC 2024 JANITORIAL SERVICES TWP BLDGS	8,867.00	
23. CAMCA			
	LUNCHEON FEE - ANGELA, EMILY, STEPH	72.00	
	2025 MEMBERSHIP - R. KELLY & S. KEROSON	40.00	
	TOTAL	112.00	
24. CAPITAL AREA TRANSPORTATION AUTH			
	BUS PASSES FOR MERIDIAN CARES PROGRAM	600.00	113871
25. CAPITAL ASPHALT LLC			
	2022 LOCAL ROAD PROGRAM MILLING/HMA CONTRACT	69,434.66	
	2022 LOCAL ROAD PROGRAM MILLING/HMA CONTRACT	67,200.83	
	TOTAL	136,635.49	
26. CARLISLE WORTMAN ASSOC			
	2024 - CHIPPEWA MIDDLE SCHOOL REVIEW MEP	945.00	
27. CDW			
	ADOBE ANNUAL RENEWAL 12/9/2024-12/8/2025	16,861.83	
28. CEDAR CREEK APARTMENTS			
	EMERGENCY RENTAL ASSISTANCE	510.16	113882
29. CENTRALSQUARE TECHNOLOGIES LLC			
	2025 POLICE CAD & RMS	12,920.41	
	2025 INFORM MOBILE FIRE ANNUAL SUPPORT	2,246.25	
	TOTAL	15,166.66	
30. CINTAS CORPORATION #725			
	12/11/24- MECHANICS UNIFORMS	52.93	113851
	12/17/24- MECHANICS UNIFORMS	52.93	113851
	12/24/24- MECHANICS UNIFORMS	52.93	
	1/2/25 MOTOR POOL - MECHANICS UNIFORMS	52.93	
	1/8/25 - MECHANICS UNIFORMS	52.93	
	TOTAL	264.65	
31. CITY PULSE			
	12/18/2024 - SALE AD TWP NOTICES	151.70	113852
	12/25/2024 - SALE AD TWP NOTICES	114.70	113852
	1/1/2025 - TWP NOTICES	532.06	
	TOTAL	798.46	
32. CMP DISTRIBUTORS INC.			
	ACCT 1281 - 2024 PURCHASE	763.50	
	ACCT 1281 - 2024 PURCHASE	987.00	
	TOTAL	1,750.50	
33. COMCAST			
	JAN 2025 - INTERNET + TV M1	637.86	113875
	DEC 29 2024 - JAN 28 2025 - TELEPHONE + INTERNET S	249.69	113853
	DEC 29 2024 - JAN 28 2025 - TV P1	32.01	113853
	JAN 16 - FEB 15 2025 - INTERNET + TV F1	175.80	
	JAN 20 2025 - FEB 19 2025 - TV F1	12.81	
	DEC 19 2024 - JAN 18 2025 - INTERNET SCADA 8529114	257.90	113853
	TOTAL	1,366.07	
34. COMCAST			
	JAN 14 2025 - FEB 13 2025 - INTERNET + TV HOMTV	483.61	
35. CONSUMERS ENERGY			
	ACCT #1030-3280-6317 - ORLANDO DR - EMERGENCY UTIL	484.43	113883

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36. CORE TECHNOLOGY CORP			
	2025 POLICE CORE TALON CLIENT RENEWAL	10,551.00	
37. CREATIVE FINANCIAL STAFFING LLC			
	WK ENDING 12/22/24 - UB TEMP STAFFING SERV	1,489.64	113872
	WK ENDING 12/29/24 - UB TEMP STAFFING SERV	860.20	113872
	WK ENDING 1/5/2025 (12/30/2024) -TEMP STAFFING SER	299.20	113884
	WK ENDING 1/5/2025 (1/2 & 1/3) -TEMP STAFFING SERV	598.40	113884
	WK ENDING 1/12/2025 -TEMP STAFFING SERV - UB	1,496.00	113884
	TOTAL	4,743.44	
38. CUMMINS INC			
	12/6/2024 - SERVICE CENTER - GENERATOR PM	721.89	
39. DINGES FIRE COMPANY			
	5 SETS OF STRUCTURAL FIREFIGHTER GEAR	17,500.00	
40. DLT SOLUTIONS LLC			
	2025 RAPID RECOVERY ANNUAL RENEWAL	2,728.14	
41. ELECTRICAL TERMINAL SERVICE			
	2024 - SHOP SUPPLIES	194.48	113854
42. EMMA BROWN			
	REIMB MEDICAL ON 12/8/2024	120.00	113876
43. FAHEY SCHULTZ BURZYCH RHODES PLC			
	DEFECTIVE FIRE TRUCK - LEGAL FEES	13,133.00	
	QUOTA LIQUOR LICENSES - LEGAL FEES	541.00	
	ENFORCEMENT MATTERS - LEGAL FEES	1,289.00	
	POLICE FOIA - LEGAL FEES	210.00	
	POLICY RESEARCH & DRAFTING - LEGAL FEES	2,386.00	
	ADMIN FOIA - LEGAL FEES	997.50	
	FOIA TRAINING - LEGAL FEES	17.50	
	BROWNFIELD MATTERS - LEGAL FEES	405.00	
	PUBLIC WORKS - LEGAL FEES	46.00	
	SIGN VIOLATION - LEGAL FEES	560.00	
	CLERK - LEGAL FEES	40.32	
	FOIA/OMA - LEGAL FEES	403.20	
	HR/LABOR - LEGAL FEES	1,370.88	
	MANAGER - LEGAL FEES	524.16	
	TWP BOARD - LEGAL FEES	1,008.00	
	CONTRACT REVIEWS - LEGAL FEES	2,403.44	
	RED CEDAR FLATS (MTT 24-002436) - LEGAL FEES	20.00	
	HANNAH LOFTS (MTT 24-001535) - LEGAL FEES	541.00	
	SANCTUARY PLANT/GIGUERE - LEGAL FEES	6,124.50	
	DUFFY (23-001333) - LEGAL FEES	66.00	
	MORY (23-002659) - LEGAL FEES	66.00	
	SENIOR CENTER - LEGAL FEES	3,252.00	
	WAL-MART (MTT 24-001264) - LEGAL FEES	46.00	
	TRANSEND (MTT 24-001887) - LEGAL FEES	178.00	
	R&B (24-003099) - LEGAL FEES	132.00	
	EMPL AGREEMENT - LEGAL FEES	667.00	
	GRIEVANCES - LEGAL FEES	92.00	
	EMPLOYMENT INVESTIGATION - LEGAL FEES	897.00	
	FORBES (24-CV-750) - LEGAL FEES	46.00	
	TOTAL	37,462.50	
44. FIRST COMMUNICATIONS			
	DEC 2024 - TELEPHONE LINES 3142216	56.01	
45. FISHBECK, THOMPSON, CARR & HUBER			
	PROF SERV THRU 12/20/2024 - WUP 18-04 WETLAND MONI	314.00	
	PROF SERV THRU 12/20/2024 - WUP 18-01 MITIGATION	399.00	
	TOTAL	713.00	
46. FRANK LOWDEN WALSH			
	REISSUED - CONSULTING CONTRACT SERVICES	9,278.25	
47. FRONTLINE PUBLIC SAFETY SOLUTIONS			
	TRAINING TRACKER SOFTWARE - 2025 PURCHASE	5,494.50	
48. GANNETT MEDIA CORP			
	11/20/2024 - LEGAL ADS ACCT 1186779	192.50	113855

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Vendor Name	Description	Amount	Check #
49. GRANGER			
	JAN 2025 - ACCT NO 17334070 MUN BLDG & PS - RECYCL	86.96	
	JAN 2025 - ACCT NO 17349880 - SERVICE CENTER RECYC	31.02	
	JAN 2025 - ACCT 1106100 - TOWNHALL & PS RUBBISH DI	136.55	
	JAN 2025 - ACCT NO 1106200 - SERVICE CENTER - RUBB	339.20	
	JAN 2025 - ACCT 1106300 - S FIRE - RUBBISH DISPOSA	94.68	
	JAN 2025 - ACCT 2509750 - C. FIRE - RUBBISH SERV	129.83	
	TOTAL	818.24	
50. GRANICUS			
	12/15/2024 TO 12/31/2025 - GOVACCESSPLUS EDITION W	13,493.99	
51. HAMMOND FARMS			
	RESIDENT CHRISTMAS TREE DROP OFF	136.00	
	RESIDENT CHRISTMAS TREES	136.00	
	RESIDENT CHRISTMAS TREE DROP OFF	136.00	
	RESIDENT CHRISTMAS TREE DISPOSAL	136.00	
	RESIDENT CHRISTMAS TREE DROP OFF	136.00	
	TOTAL	680.00	
52. HARVEST HOUSE MINISTRIES			
	1/6/2025 TO 3/5/2025 - YOUTH BASKETBALL GYM RENTAL	630.00	
53. HURON VALLEY GUNS			
	2024 - POLICE UNIFORM SUPPLIES	223.95	
54. IAN MANDERNACK			
	2024 REIMB DETECTIVE TRAINING	96.80	
55. ILLINOIS DARE OFFICERS ASSOCIATION			
	DARE OFFICER TRAINING - D. SHORT	850.00	
56. INGHAM COUNTY TREASURER			
	JAN-DEC 2024 - AT&T SWITCHED ETHERNET - MERIDIAN T	6,849.54	
57. JEFFORY BROUGHTON			
	STATION 92 RADIO BOX REPAIR	260.00	
	FIRE - RADIO REPAIRS	250.00	
	TOTAL	510.00	
58. JENNIFER FLOWER			
	MILEAGE TO TRAINING	39.62	
59. JOHN ARENS			
	2024 - EAST BASEBALL FIELD RENOVATION/RESURFACING	24,750.00	
60. KCI			
	JOB #179191 - PERSONAL PROPERTY STATEMENT NOTICES	510.54	
	2025 ASSESSMENT CHANGE NOTICES	7,630.00	
	TOTAL	8,140.54	
61. KIMBALL MIDWEST			
	ORDER #532252MW - SHOP SUPPLIES	1,021.67	
62. KIWANIS CLUB OF HASLETT-OKEMOS			
	2025 FLAGS OVER MERIDIAN	800.00	
	2025 FLAGS OVER MERIDIAN AT PARKS	800.00	
	TOTAL	1,600.00	
63. LAFONTAINE AUTOMOTIVE GROUP			
	MOTOR POOL - FIRE - UNIT 727 WIRING HARNESS REPAI	1,442.96	113856
	POLICE UNIT #684-CONVERTER ASSEMBLY	919.60	
	POLICE UNIT #684-EXHAUST SENSORS	168.60	
	POLICE UNIT #696 4 WHEEL ALIGNMENT	142.95	
	TOTAL	2,674.11	
64. LANSING REGIONAL CHAMBER			
	3/1/202 - 2/28/2026 TWP DUES	450.00	
65. LANSING SANITARY SUPPLY INC			
	12/20/24 - BUILDINGS - CUSTODIAL SUPPLIES	598.00	
66. LANSING UNIFORM COMPANY			
	COLLAR BRASS STOCK	32.00	
	BOOTS - M. COLE	199.95	
	TOTAL	231.95	

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Vendor Name / Description	Amount	Check #
67. LANSING WELDING INC		
UPFITTING PARTS SNOW PLOW UNIT 705 & 724	885.00	113857
68. LEAK PETROLEUM EQUIPMENT INC		
AIR COMPRESSOR BI-ANNUAL PM	411.73	
69. LEXISNEXIS RISK DATA MGT LLC		
ACCT 1228701 - DEC 2024	200.00	
70. LUNGHAMER FORD OF OWOSSO, LLC		
2025 F-150 4X4 SUPERCAB - VEHICLE ORDER - WATER	49,608.00	
71. MACQUEEN EMERGENCY GROUP		
2024 - FIRE UNIT #701 - SIREN SPEAKER	702.00	113858
2024 FIRE UNIT #701 - COMPRESSION LOCK	93.92	113858
TOTAL	795.92	
72. MADISON NATIONAL LIFE INS CO		
JAN 2025 LIFE/DISABILITY INSURANCE	3,816.08	113877
73. MANNIK AND SMITH GROUP INC		
PROF SERV THRU AUG 30 2024 - 2023 LOCAL RD PROG EN	22,880.07	113859
PROF SERV THRU OCT 4, 2024 - 2023 LOCAL RD PROG EN	16,068.75	113859
PROF SERV THRU NOV 1 2024 - 2023 LOCAL RD PROG ENG	10,685.13	113859
PROF SERV THRU NOV 29 2024 - 2023 LOCAL RD PROG EN	1,542.75	113859
TOTAL	51,176.70	
74. MARYANN SEDAO		
FARM MARKET VENDOR REFUND 2024 SEASONAL STALL DID	450.00	
75. MATT DELONG		
2024 DEER MANAGEMENT PROGRAM REIMBURSEMENT	150.00	
76. MEDICAL MANAGEMENT SYSTEMS OF		
2024 BANK TRANSITION CREDENTIALING & COLLECTION FE	12,805.69	
77. MERIDIAN COMMUNITY BAND		
2025 ANNUAL STIPEND FOR COMMUNITY EVENTS	1,700.00	
78. MERIDIAN TOWNSHIP RETAINAGE		
CAPITAL ASPHALT/MANNIK & SMITH - 2022 LOCAL ROAD P	3,654.46	
CAPITAL ASPHALT - 2022 LOCAL ROAD PROGRAM MILLING/	3,536.89	
REITH-RILEY/MANNIK & SMITH - 2023 ROADWAY IMPROVEM	433.75	
TOTAL	7,625.10	
79. MICH MUNICIPAL TREASURERS ASSN		
2025 WINTER WORKSHOP - P.DESCHAINE	199.00	
2025 BASIC INSTITUTE FULL CONF - D MULIETT	599.00	
2025 BASIC INSTITUE CONFERENCE - K FREIER	599.00	
TOTAL	1,397.00	
80. MICHIGAN PAVING		
2024 LOCAL ROAD PROGRAM CRUSHING AND RESURFACING C	89,068.62	
2024 LOCAL ROAD PROGRAM CRUSHING AND RESURFACING C	1,079.23	
2024 LOCAL ROAD PROGRAM CRUSHING AND RESURFACING C	13,370.77	
TOTAL	103,518.62	
81. MICHIGAN SEPTIC LLC		
2025 - PUMP OUT PIT TOILETS HARRIS NATURE CENTER	383.00	
82. MICHIGAN TOWNSHIP ASSOCIATION		
2024 - TREASURERS GUIDE TO TAX COLLECTION	164.50	113860
3/4/2025 MTA CAPITAL CONF - P. DESCHAINE & A. DEMA	180.00	
TOTAL	344.50	
83. MID MICHIGAN EMERGENCY EQUIPMENT		
UNIT #713 - SOUND OFF LIGHTBAR RACK MOUNT	124.38	113861
84. MIDWEST ALARM SERVICES		
BUILDINGS - MIDWEST ALARM 2025 ALARM BILLING AND S	9,990.02	
85. MIDWEST POWER EQUIPMENT		
2024 - ROPE FOR STIHL EQUIPMENT	11.88	
2024 - CHAINS AND SHARPENING FOR TOOLS	200.48	
GROUNDS/BUILDINGS - SIDEWALK SALT	1,510.32	113862
TOTAL	1,722.68	
86. MORRIES OKEMOS FORD		
POLICE - UNIT #685 - SPARK PLUGS AND COIL BOOTS	763.00	

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
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BANK CODE: GF53 - CHECK TYPE: PAPER CHECK

Vendor Name	Description	Amount	Check #
87. MORTON'S CATERING			
	2024 CATERING SWEARING IN CEREMONY & BOARD RETREAT	588.00	
88. MUSCULAR DYSTROPHY ASSOCIATION			
	PROCEEDS FIRE/BOY SCOUTS PANCAKE BREAKFAST	250.00	
89. MY GREEN MICHIGAN LLC			
	JANUARY 2025 COMPOST SERVICE MARKETPLACE	177.00	
90. NATOA			
	2025 NATOA MEMBERSHIP RENEWAL HOMTV	1,020.00	
91. ODP BUSINESS SOLUTIONS LLC			
	2024 YARD SIGNS AND FOAMBOARD POSTER	328.86	113863
	2024 - BANNER AND MAGNETIC SIGN	118.18	113863
	TOTAL	447.04	
92. OVERHEAD DOOR OF LANSING			
	C FIRE STATION - 12/11/24 OVERHEAD DOOR REPAIR	295.79	113864
	SERVICE CENTER - DOOR #7 PANEL REPLACEMENT	4,171.90	
	SERVICE CENTER - 12/20/24 OVERHEAD DOOR REPAIR	710.00	
	SERVICE CENTER - 12/30/24 OVERHEAD DOOR REPAIR	319.84	
	TOTAL	5,497.53	
93. PHIL DESCHAINE			
	2024 MILEAGE REIMBURSEMENT	182.57	
94. PORTER LEE CORP			
	2025 PORTER LEE BEAST EVIDENCE POLICE ANNUAL RENEW	1,390.00	
95. POWER DMS INC			
	2025 POLICE POWERDMS ANNUAL SUBSCRIPTION	18,144.23	
96. PROGRESSIVE AE			
	PROF SERV THRU DEC 27 2024 - SENIOR CENTER CONCEPT	5,071.36	
97. PRO-TECH MECHANICAL SERVICES			
	BUILDINGS - 2024 HVAC SERVICES - PREVENTATIVE MAIN	4,206.25	
98. PURITY CYLINDER GASES INC			
	MEDICAL OXYGEN (DEC. 2024 ORDER)	478.41	
99. QUALITY TIRE INC			
	TIRES - PARKS UNIT #55	850.40	113865
	POLICE - UNIT #716 TIRES (4) AND 2 STOCK TIRES	379.75	
	POLICE - UNIT #716 TIRES (4) AND 2 STOCK TIRES	873.65	
	MOTOR POOL TIRES - DISPOSAL	35.00	
	TOTAL	2,138.80	
100 RECLAIMED BY DESIGN			
	FALL 2024 RECYCLING - DUMPSTER RENTAL	303.75	113866
	1ST QTR 2025 - RECYCLING CENTER OPERATIONS	6,000.00	
	TOTAL	6,303.75	
101 RICHARD A STEFFENS			
	FARMERS MARKET VENDOR	6.00	113885
102 RIETH-RILEY CONSTRUCTION CO INC			
	2023 ROADWAY IMPROVEMENTS CRUSHING AND HMA OVERLAY	8,241.25	
	2023 ROADWAY IMPROVEMENTS CRUSHING AND HMA OVERLAY	124,262.20	
	TOTAL	132,503.45	
103 ROB FORTINO			
	2024 DEER MANAGEMENT PROGRAM REIMBURSEMENT	120.00	
104 ROBERT LEE PORRITT JR			
	2025 WINTER HASLETT BASKETBALL CLINIC	300.00	
105 ROWERDINK AUTOMOTIVE PARTS			
	STOCK - FLEET REPAIR PARTS	369.33	
	POLICE UNIT #5 - FLEET REPAIR PARTS	57.09	
	STOCK ORDER - FLEET REPAIR PARTS	120.24	
	FIRE UNIT #63 & STOCK - FLEET REPAIR PARTS	489.00	
	CORE RETURN CREDIT - FLEET REPAIR PARTS	(28.00)	
	STOCK ORDER - FLEET REPAIR PARTS	664.26	
	CORE RETURN CREDIT - FLEET REPAIR PARTS	(56.00)	
	POLICE UNIT #685 - FLEET REPAIR PARTS	583.65	
	BRAKE STOCK - FLEET REPAIR PARTS	454.42	
	TOTAL	2,653.99	

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Vendor Name	Description	Amount	Check #
106 SCOTT BRYAN			
	FIRE/SCOUTS PANCAKE BREAKFAST 2024	1,434.64	
107 SHAHEEN CHEVROLET INC			
	FIRE - UNIT #135 - HEATER CORE 2024	206.87	113867
	FIRE - UNIT #134 - GRILLE	451.02	
	TOTAL	657.89	
108 SME			
	PROF SERV SEPT 2 2024 TO SEPT 29 2024 - 2023 MISCE	1,244.88	
109 SOCIAL NEWS DESK INC			
	SOCIAL NEWS DESK 2025 RENEWAL	2,491.00	
110 SPALDING DEDECKER ASSOCIATES			
	PROF SERV AUG 26 2024 TO SEPT 29 2024 - 2024 LOCAL	27,709.94	
	PROF SERV NOV 25 2024 TO DEC 29 2024 - 2024 LOCAL	1,035.00	
	TOTAL	28,744.94	
111 SPARROW OCCUPATIONAL			
	DEC 2024 EMPLOYEE PHYSICALS	667.00	
112 ST MARTHA CONFERENCE OF			
	EMERGENCY RENTAL ASSISTANCE	400.00	113886
113 ST THOMAS AQUINAS PARISH			
	EMERGENCY RENTAL ASSISTANCE	500.00	113887
114 STAPLES			
	2024 ACCT DET 27066262 - OFFICE SUPPLIES	313.09	113868
115 STATE OF MICHIGAN			
	POLICE SRMS LICENSE & SUPPORT FEES	7,600.00	
	2025 WATER TESTING N. MERIDIAN ROAD PARK AND HNC	16.00	
	MIDEAL RENEWAL 1/1/25 TO 12/31/25	230.00	113869
	TOTAL	7,846.00	
116 STRYKER MEDICIAL			
	SHIPPING CHARGE DEC. 2024 (REST OF ORDER HAS BEEN	36.98	
117 SUPREME SANITATION			
	12/1/2024-12/31/2024 - HILLBROOK PARK - PORTABLE T	90.00	
	12/1/2024-12/31/2024 - NANCY MOORE PARK - PORTABLE	90.00	
	12/1/2024-12/31/2024 - TOWNER ROAD - PORTABLE TOIL	90.00	
	TOTAL	270.00	
118 T MOBILE			
	11/21/24 - 12/20/24 - CELLULAR 517.980.0920	30.23	113870
119 TARGET SOLUTIONS LEARNING LLC			
	2025 TARGETSOLUTIONS LEARNING MANAGEMENT LMS FIRE	4,675.18	
	2025 TARGETSOLUTIONS CHECK IT FIRE	2,115.06	
	TOTAL	6,790.24	
120 TEAM FINANCIAL GROUP			
	JAN 2025 COPIER CONTRACT	2,552.82	
121 THE HUNDRED CLUB OF GREATER LANSING			
	ANNUAL MEMBERSHIP DUES - (LOD DEATH SUPPORT) - M H	100.00	
122 TIM SCHMITT			
	REIMB LUNCH W/BOARD MEMBER S. HENDRICKSON	32.00	
123 UNEMPLOYMENT ISURANCE AGENCY			
	4TH QTR 2024 UNEMPLOYMENT CHARGES	1,742.23	
124 VARIPRO BENEFIT ADMINISTRATORS			
	JAN 2025 RETIREE MEDICARE SUPPLEMENT	16,762.88	
	FEB 2025 RETIREE MEDICARE SUPPLEMENT	15,715.20	113878
	TOTAL	32,478.08	
125 VERIZON WIRELESS			
	NOV 24 - DEC 23 2024 WIRELESS MOBILE SERVICES 6863	2,507.39	
126 VRC COMPANIES LLC			
	DEC 2024 - DOCUMENT SHREDDING SERVICES	80.00	
127 WASTE MANAGEMENT			
	1/1/25 - 1/31/25 - GAYLORD C SMITH - DUMPSTER SERV	524.07	
128 ZOLL DATA SYSTEMS INC			
	2025 RESCUENET FIRERMS ANNUAL MAINT RENEWAL	2,962.51	
TOTAL - ALL VENDORS		891,646.09	

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Vendor Name	Description	Amount	Check #
1. CSM MECHANICAL LLC			
	2024 COUNTY PARK LIFT STATION REPLACEMENT	67,271.60	
2. CUMMINS INC			
	12/19/2024 - CHAMPION WOODS LS - GENERATOR PM	689.57	
	12/23/2024 - TOWAR GARDENS LS - GENERATOR PM	582.36	
	12/30/24 - SIERRA RIDGE LS - GENERATOR PM	582.36	
	TOTAL	1,854.29	
3. DUKES ROOT CONTROL INC			
	2024 - SEWER MAIN ROOT TREATMENT	9,648.34	
4. EJ USA, INC.			
	WATER - HYDRANT ADAPTER CAP	333.33	29934
5. FERGUSON WATERWORKS #3386			
	WATER - CUSTOMER INSTALL BRASS ORDER	763.71	
	WATER - CUSTOMER INSTALL - METER GASKETS	214.99	
	TOTAL	978.70	
6. HYDROCORP			
	DEC 2024 CROSS CONNECTION PROGRAM SERVICES CONTRAC	2,735.00	
7. JACK DOHENY COMPANIES INC			
	WATER - OPERATING SUPPLIES - TUBE	280.00	29931
8. MADISON NATIONAL LIFE INS CO			
	JAN 2025 LIFE/DISABILITY INSURANCE	516.29	29933
9. MERIDIAN TOWNSHIP RETAINAGE			
	CSM MECHANICAL - 2024 COUNTY PARK LIFT STATION REP	7,474.62	
10. MICHAEL LOVE			
	2024 REIMB BOOTS - M. LOVE	137.79	29932
11. PLUMMER'S ENVIRONMENTAL SERVICES			
	2024 WATER SERVICE LINE PHYSICAL VERIFICATION CONT	7,540.00	
12. RIETH-RILEY CONSTRUCTION CO INC			
	2023 ROADWAY IMPROVEMENTS CRUSHING AND HMA OVERLAY	40,875.00	
13. ROBERT MACKENZIE			
	2024 CDL RENEWAL ROBERT MACKENZIE	71.19	
14. ROBERT STACY			
	REIMBURSEMENT 2024 CDL RENEWAL	30.00	
15. SME			
	PROF SERV AUG 5 2024 TO SEPT 1 2024 - 2024 MISCELL	1,052.30	
	PROF SERV AUG 5 2024 TO SEPT 1 2024 - 2024 MISCELL	1,136.45	
	PROF SERV NOV 4 2024 TO DEC 1 2024 - 2024 MISCELLA	1,252.43	
	TOTAL	3,441.18	
16. VERIZON WIRELESS			
	NOV 24 TO DEC 23 2024 WIRELESS MOBILE SERVICES 686	376.95	
TOTAL - ALL VENDORS		143,564.28	

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Vendor Name	Description	Amount	Check #
1. CHARLES A AND JUDY S JONES			
	2024 WIN TAX REFUND - CREEKSTONE TR	670.94	14088
2. CORELOGIC CENTRALIZED REFUNDS			
	2024 WIN TAX REFUND - LOT 28 CRESTWOOD SUBDIVISION	2,505.94	14092
	2024 WIN TAX REFUND - LOT 40 CHIPPEWA WOODS - 5586	6,993.85	14091
	2024 WIN TAX REFUND - UNIT 15 MER VILLAGE CONDOS -	3,443.97	14094
	2024 WIN TAX REFUND - LOT 22 WELLINGTON ESTATES -	7,922.09	14093
	2024 WIN TAX REFUND - 2309 TAOS TRAIL - UNIT 52 CO	2,284.01	14089
	2024 WIN TAX REFUND - LOT 98 HIAWATHA LAKES - 3560	10,743.06	14090
	2024 WIN TAX REFUND - LOT 75 KINAWA VIEW - 3942 PI	3,204.24	14095
	TOTAL	37,097.16	
3. HASLETT HOLDING LLC			
	2024 WIN TAX REFUND - 1668 5TH AVE, APT C2	86.51	14096
4. LERETA LLC			
	2024 SUM TAX REFUND - WOODWIND TRAIL	4,027.12	14101
	2024 WIN TAX REFUND - 1189 WOODWIND TRAIL	4,975.29	14102
	2024 WIN TAX REFUND - DOBIE RD	6,147.96	14098
	2024 WIN TAX REFUND - BUTTERNUT DR	3,990.75	14099
	2024 WIN TAX REFUND - TAPESTRY DR - UNIT 50 OKEMOS	5,031.83	14097
	2024 WIN TAX REFUND - CHIPPENDALE DR	9,502.14	14100
	TOTAL	33,675.09	
5. RED CEDAR TITLE AGENCY			
	2024 WIN TAX REFUND - 2376 HULETT ROAD	453.00	14103
6. STEPHEN M. WICKENS			
	2024 WIN TAX REFUND - W. GOLFRIDGE DR - THE GREENS	10.00	14104
7. TRANSNATION TITLE			
	2024 WIN TAX REFUND - 4520 CHEROKEE WAY	658.86	14105
TOTAL - ALL VENDORS		72,651.56	

Credit Card Report 01/01/2025 - 01/15/2025

Transaction Date	Account Name	Transaction Amount	Transaction Merchant Name
1/2/2025	LAWRENCE BOBB	$49.98	THE HOME DEPOT #2723
1/3/2025	LAWRENCE BOBB	$308.76	THE HOME DEPOT #2723
1/8/2025	LAWRENCE BOBB	$20.38	AUTO VALUE 244 EAST LANSI
1/8/2025	LAWRENCE BOBB	$21.45	THE HOME DEPOT #2723
1/8/2025	LAWRENCE BOBB	$20.70	THE HOME DEPOT #2723
1/9/2025	LAWRENCE BOBB	$47.80	OFFICEMAX/OFFICEDEPT#3379
1/14/2025	LAWRENCE BOBB	$11.00	ETNA DISTRIBUTORS,LLC
1/14/2025	LAWRENCE BOBB	$503.44	MIDWEST POWER EQUIPMENT
1/8/2025	ROBERT STACY	$23.96	THE HOME DEPOT #2723
1/9/2025	ROBERT STACY	$126.94	THE HOME DEPOT #2723
1/2/2025	TYLER KENNELL	$240.16	GRAINGER
1/7/2025	TYLER KENNELL	$169.91	THE HOME DEPOT #2723
1/10/2025	MICHAEL HAMEL	$149.75	RUFFIANSPEC
1/3/2025	RYAN CAMPBELL	$49.39	JETS PIZZA - MI-053 MOTO
1/4/2025	RUDY GONZALES	$90.24	THE HOME DEPOT #2723
1/9/2025	DEBORAH GUTHRIE	($16.95)	ZOOM.COM 888-799-9666
1/6/2025	JACOB FLANNERY	$26.78	OFFICEMAX/OFFICEDEPT#3379
1/6/2025	JACOB FLANNERY	$22.24	THE HOME DEPOT #2723
1/8/2025	JACOB FLANNERY	$63.14	GRAINGER
1/4/2025	CHRISTOPHER JOHNSON	$47.99	THE HOME DEPOT #2723
1/6/2025	CHRISTOPHER JOHNSON	$20.30	HASLETT TRUE VALUE HARDW
1/6/2025	CHRISTOPHER JOHNSON	$9.47	THE HOME DEPOT #2723
1/12/2025	CHRISTOPHER JOHNSON	$121.28	COSTCO WHSE#1277
1/13/2025	CHRISTOPHER JOHNSON	$270.97	DELTA AIR 0062297464773
1/3/2025	THOMAS BAKER	$215.52	SUNBELT RENTALS #0315
1/2/2025	THOMAS BAKER	$65.48	THE HOME DEPOT #2723
1/6/2025	THOMAS BAKER	$154.88	THE HOME DEPOT #2723
1/7/2025	THOMAS BAKER	$49.97	THE HOME DEPOT #2723
1/7/2025	MIKE DEVLIN	$168.86	COSTCO WHSE#1277
1/7/2025	MIKE DEVLIN	$195.00	COSTCO WHSE#1277
1/10/2025	MIKE DEVLIN	$35.26	MEIJER STORE #025
1/14/2025	MIKE DEVLIN	($65.00)	COSTCO WHSE#1277
1/13/2025	MIKE DEVLIN	$107.88	MEIJER STORE #324
1/3/2025	BRIAN PENNELL	$25.00	STATE OF MI EMS
1/11/2025	BRIAN PENNELL	$269.89	SIGNUPGENIUS
1/2/2025	COURTNEY WISINSKI	$70.00	SQ *WILDFLOWER ASSOCIATIO
1/7/2025	COURTNEY WISINSKI	$305.00	EVENTS TO RENT INC
1/15/2025	TAVIS MILLEROV	$25.00	MICHIGAN ASSOCIATION O
1/3/2025	ANGELA DEMAS	$700.00	WWW.MICHIGANCLERKS.ORG
1/14/2025	ANGELA DEMAS	$44.50	FORESIGHT GROUP LLC
1/13/2025	TODD FRANK	$305.10	EXOTIC AUTOMATION&SUPPLY
1/7/2025	STEPHEN GEBES	$35.59	AMAZON MKTPL*ZP91Y4DE1
1/10/2025	STEPHEN GEBES	$740.22	SP ALLEN TEL PRODUCT
1/10/2025	STEPHEN GEBES	$3,499.99	GOTOCOM*LOGMEINCENTRAL
1/6/2025	RICHARD GRILLO	$100.00	MICHIGAN ASSOC OF CHIEFS
1/6/2025	RICHARD GRILLO	$220.00	IACP
1/7/2025	RICHARD GRILLO	$296.99	AMAZON MKTPL*ZP40U5QJ1
1/7/2025	RICHARD GRILLO	$83.38	AMZN MKTP US*ZD83L03G0
1/9/2025	RICHARD GRILLO	($162.95)	AMAZON MKTPLACE PMTS
1/13/2025	RICHARD GRILLO	$279.96	AMAZON RETA* Z533I8UA2
1/12/2025	RICHARD GRILLO	$150.10	AMAZON MKTPL*ZD9EU0EY1
1/15/2025	RICHARD GRILLO	$19.99	GANNETT MEDIA CO
1/14/2025	YOUNES ISHRAIDI	$250.00	PAYPAL *MICHIGANSTO

1/14/2025	YOUNES ISHRAIDI	$250.00	PAYPAL *MICHIGANSTO
1/8/2025	KEITH HEWITT	$74.97	THE HOME DEPOT #2723
1/10/2025	KEITH HEWITT	$24.99	MIDWEST POWER EQUIPMENT
1/10/2025	KEITH HEWITT	$65.98	THE HOME DEPOT #2723
1/8/2025	MICHELLE PRINZ	$57.30	AMAZON.COM*ZP1K902A1
1/8/2025	MICHELLE PRINZ	$500.00	GOVERNMENT FINANCE OFFIC
1/8/2025	MICHELLE PRINZ	$150.00	YOURMEMBERSHIP
1/9/2025	MICHELLE PRINZ	$1,200.00	MICHIGAN TOWNSHIPS
1/9/2025	MICHELLE PRINZ	$200.60	AMAZON MKTPL*Z52A29ED2
1/10/2025	MICHELLE PRINZ	$9.37	AMZN MKTP US*ZD9DC2680
1/12/2025	MICHELLE PRINZ	$21.05	AMAZON.COM*Z563B0OQ0
1/13/2025	MICHELLE PRINZ	$90.00	MICHIGAN TOWNSHIPS
1/13/2025	MICHELLE PRINZ	$400.00	MICHIGAN TOWNSHIPS
1/13/2025	MICHELLE PRINZ	$75.80	AMZN MKTP US*Z56V84YZ2
1/13/2025	MICHELLE PRINZ	$22.50	AMZN MKTP US*ZD50K25Y1
1/14/2025	MICHELLE PRINZ	$80.75	AMAZON.COM*ZD4ER4S61
1/15/2025	MICHELLE PRINZ	$14.99	GANNETT MEDIA CO
1/14/2025	CATHERINE ADAMS	$990.00	BIG CHEESE RODENT FACTORY
1/2/2025	ED BESONEN	$330.00	MICHIGAN ASSOC OF CHIEFS
1/2/2025	ED BESONEN	$290.00	MICHIGAN ASSOC OF CHIEFS
1/4/2025	ED BESONEN	$13.00	TACTACAM
1/4/2025	ED BESONEN	$11.95	TACTACAM
1/4/2025	ED BESONEN	$11.95	TACTACAM
1/4/2025	ED BESONEN	$11.94	TACTACAM
1/4/2025	ED BESONEN	$11.94	TACTACAM
1/4/2025	ED BESONEN	$11.93	TACTACAM
1/4/2025	ED BESONEN	$11.93	TACTACAM
1/4/2025	ED BESONEN	$11.93	TACTACAM
1/4/2025	ED BESONEN	$11.96	TACTACAM
1/4/2025	ED BESONEN	$11.95	TACTACAM
1/4/2025	ED BESONEN	$11.94	TACTACAM
1/4/2025	ED BESONEN	$11.93	TACTACAM
1/7/2025	ED BESONEN	$8.05	TACTACAM
1/13/2025	ED BESONEN	($17.82)	HOLIDAY INN EXPRESS
1/7/2025	DAVID LESTER	$103.50	THE HOME DEPOT #2723
1/2/2025	PHIL DESCHAINE	$59.99	OFFICEMAX/OFFICEDEPT#3379
1/2/2025	DANIEL OPSOMMER	$376.25	TITANHQ
1/14/2025	DANIEL OPSOMMER	$2,678.88	SUPPLYHOUSE.COM
1/8/2025	SAMANTHA DIEHL	$72.99	FLICKR.COM
1/14/2025	SAMANTHA DIEHL	$25.00	PAYPAL *ORIONNEIGHB
1/14/2025	SAMANTHA DIEHL	$63.59	APPLE.COM/BILL
1/3/2025	ALLISON GOODMAN	$22.98	MEIJER STORE #253
1/3/2025	ALLISON GOODMAN	$21.40	WAL-MART #2866
1/2/2025	CURT SQUIRES	($146.28)	SQ *TSHIRT GOODS
1/2/2025	CURT SQUIRES	$138.00	SQ *TSHIRT GOODS
1/10/2025	CURT SQUIRES	$32.44	BROWNELLS INC
	TOTAL	**$19,016.31**	

ACH Transactions

Date	Payee		Amount	Purpose
1/7/2025	MERS	$	341,490.77	Employee Retirement
1/8/2025	Health Equity	$	11.75	Employee Health Savings
1/10/2025	Various Financial Institutions	$	407,347.61	Payroll Deductions 01/10/2025
1/13/2025	Delta Dental	$	15,906.06	Employee Dental Insurance
1/13/2025	Nationwide	$	12,225.75	Payroll Deductions 01/10/2025
1/13/2025	Alerus	$	73,276.10	Payroll Deductions 01/10/2025
1/20/2025	IRS	$	149,121.85	Payroll Taxes 01/10/2025
	Total ACH Payments	$	999,379.89	

REIMBURSEMENT TO TOWNSHIP:

Date	Employee Name	Amount	Summary of Reimbursement	Transaction Reimbursed
10/10/2024	Phil Deschaine	$1.65	Sales Tax on meal	Reimb Twp for sales tax charges - twp is tax exempt
10/14/2024	Phil Deschaine	$1.22	Sales Tax on meal	Reimb Twp for sales tax charges - twp is tax exept
10/15/2024	Phil Deschaine	$0.49	Sales Tax on meal	Reimb Twp for Sales tax charges - twp is tax exempt
10/23/2024	Phil Deschaine	$22.12	Overage lunch meeting	Reimbursed twp for overage
11/16/2024	Phil Deschaine	$63.59	Improper use of Township Credit Card for purchase at Costco	Reimbursed township for charges
1/7/2025	Phil Deschaine	$5.54	Lunch over w/Kathy Sundland	Reimb Twp for overage on meals

To: **Board Members**

From: **Scott Hendrickson, Township Supervisor**

Date: **January 21, 2025**

Re: **Resolution Commemorating Black History Month**

Black History Month is an annual observance in the United States during the month of February. The attached document has been drafted by staff members for Township Board approval. Our diversity is something we welcome, embrace and celebrate in Meridian Township.

A motion is prepared for Board consideration:

MOVE TO APPROVE THE RESOLUTION COMMEMORATING BLACK HISTORY MONTH.

Attachment:

1. Resolution Commemorating Black History Month

RESOLUTION COMMEMORATING BLACK HISTORY MONTH

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held on the 21st day of January 2025, at 6:00 p.m. local time.

PRESENT: _____

_____

ABSENT: _____

The following resolution was offered by _____ and supported by _____

WHEREAS, Meridian Township acknowledges the contributions of African Americans to the history of the United States and that all people of the United States benefit from the inclusion of African American contributions to US history; and

WHEREAS, In February, Meridian Township recognizes Black History Month as an opportunity to reflect on the contributions of black history to Township history, Michigan history and US history; and

WHEREAS, Meridian Township encourages learning from the past in order to understand and improve the experiences that shape the United States; and

WHEREAS, African Americans engage and serve the United States at all levels of American life including government, military, academia, and industry; and

WHEREAS, During Black History Month Meridian Township acknowledges and commemorates the importance of African American citizenship, engagement and resilience; and

WHEREAS, In Meridian Township, Gilbert Sherman was the first African American to serve on the Township Board, appointed Township Treasurer in 1999. In 2000, Gilbert Sherman was the first African American to run for the office of Treasurer and thus for a Township Board seat; and

WHEREAS, Milton L. Scales was the first African American elected to the Township Board in 2012. He served from 2012-2016; and

WHEREAS, Since 2015, the Meridian Township Board has adopted a recurring commitment to increased diversity in all aspects of Township function, and specifically in it's "Board Goals and Objectives"; and

WHEREAS, In November 2016, Patricia Herring Jackson, became the first African American female elected to the Township Board, as a Trustee; and

WHEREAS, In 2021, the federal government declared Juneteenth a National Independence Day, a federal holiday for us all and Meridian Township began hosting community celebrations to bring awareness of the holiday and its importance to honor the true end of slavery in America; and

WHEREAS, In February 2022, Patricia Herring Jackson, was the first African American female appointed to the Township Board, as Supervisor and in November 2022, she was elected to serve as Township Supervisor.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, that Meridian Township commemorates Black History Month to pay tribute to the generations of African Americans who struggled with adversity and to celebrate the accomplishments, contributions, and history of African Americans.

ADOPTED: YEAS: _____

NAYS: _____

STATE OF MICHIGAN)
) ss
COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Township Board on the 21st day of January 2025.

_____
Angela Demas
Meridian Township Clerk

To: **Board Members**

From: **Dan Opsommer, Deputy Township Manager**
Director of Public Works and Engineering

Date: **January 6, 2025**

Re: **2025 MDOT Right-of-Way Permit**

MDOT requires the resolution that is attached to this cover memorandum be approved by the governing body of the Township as part of the annual approval process for obtaining our right-of-way (ROW) permit for the 2025 calendar year.

Attachments:

1. MDOT's Standard Performance Resolution for Municipalities

The following motion has been prepared for the Board's consideration:

MOVE TO APPROVE THE MICHIGAN DEPARTMENT OF TRANSPORTATION PERFORMANCE RESOLUTION FOR MUNICIPALITIES AND AUTHORIZE THE CLERK TO SIGN THE RESOLUTION.

Clear Form

Michigan Department
of Transportation
2207B (05/21)

PERFORMANCE RESOLUTION FOR MUNICIPALITIES

This Performance Resolution (Resolution) is required by the Michigan Department of Transportation for purposes of issuing to a Municipality an "Individual Permit for Use of State Highway Right of Way", and/or an "Annual Application and Permit for Miscellaneous Operations within State Highway Right of Way".

RESOLVED WHEREAS, the Charter Township of Meridian
(County, City, Village, Township, etc.)
hereinafter referred to as the "MUNICIPALITY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utilities or other facilities, or to conduct other activities, on, over, and under State Highway Right of Way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the MUNICIPALITY agrees that:

1. Each party to this *Resolution* shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this *Resolution*, as provided by law. This *Resolution* is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.

2. If any of the work performed for the MUNICIPALITY is performed by a contractor, the MUNICIPALITY shall require its contractor to hold harmless, indemnify and defend in litigation, the State of Michigan, the DEPARTMENT and their agents and employee's, against any claims for damages to public or private property and for injuries to person arising out of the performance of the work, except for claims that result from the sole negligence or willful acts of the DEPARTMENT, until the contractor achieves final acceptance of the MUNICIPALITY Failure of the MUNICIPALITY to require its contractor to indemnify the DEPARTMENT, as set forth above, shall be considered a breach of its duties to the DEPARTMENT.

3. Any work performed for the MUNICIPALITY by a contractor or subcontractor will be solely as a contractor for the MUNICIPALITY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the MUNICIPALITY, or their subcontractors or any other person not a party to the PERMIT without the DEPARTMENT'S specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the MUNICIPALITY.

4. The MUNICIPALITY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.

5. The MUNICIPALITY will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the MUNICIPALITY'S facilities according to a PERMIT issued by the DEPARTMENT.

6. With respect to any activities authorized by a PERMIT, when the MUNICIPALITY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.

7. The incorporation by the DEPARTMENT of this *Resolution* as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.

8. This *Resolution* shall continue in force from this date until cancelled by the MUNICIPALITY or the DEPARTMENT with no less than thirty (30) days prior written notice provided to the other party. It will not be cancelled or otherwise terminated by the MUNICIPALITY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the MUNICIPALITY.

Title and/or Name:

Dan Opsommer, Deputy Township Manager / Director of Public Works & Engineering

Younes Ishraidi, Township Engineer / Deputy Director of Public Works & Engineering

Caycee Hart, Project Engineer

Jack Hughes, Project Engineer

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by

the Township Board
(Name of Board, etc.)

of the Charter Township of Meridian *(Name of MUNICIPALITY)* of Ingham County *(County)*

at a Regular Township Board meeting held on the 21 day

of January A.D. 2025.

Signed

Clerk
Title

Angela Demas
Print Signed Name

To: **Board Members**

From: **Rick Grillo, Chief of Police**

Date: **January 21, 2025**

Re: **Authorization of Surplus Property Disposal**

In 2024, the Township Board authorized the purchase of new handguns to replace our previous model of handgun with a more modern option. To offset the cost of the new handguns, MTPD agreed to trade in all of the previous model handguns to our vendor, Michigan Police Equipment. Michigan Police Equipment allowed us to retain our old equipment until the new equipment had been put into service. We have taken possession of the new equipment and the old equipment has been taken out of service.

On May 9, 2024, MTPD purchased (48) Glock Generation 5 model 45MOS handguns from Michigan Police Equipment for the price of $22,112.64. The agreement requires us to trade in (34) Glock model 22 handguns and (14) Glock model 23 handguns for which we have already received a credit of $11,144.00.

The following is a list of serial numbers for the equipment we request be turned into Michigan Police Equipment to complete the purchase agreement:

Glock 22					
XCC160	XCC166	XCC174	XCC181	XCC187	XCC193
XCC161	XCC168	XCC175	XCC182	XCC188	XCC194
XCC162	XCC170	XCC176	XCC183	XCC189	BKRU827
XCC163	XCC171	XCC177	XCC184	XCC190	YZX654
XCC164	XCC172	XCC178	XCC185	XCC191	
XCC165	XCC173	XCC179	XCC186	XCC192	
Glock 23					
XKL986	XKL993	XKL996	BFBG812	WDY477	YHX868
XKL991	XKL994	XKL997	BFBG813	WDZ521	BHLK165
XKL992	XKL995				

As such, the following motion is presented for the Board's consideration:

MOVE TO AUTHORIZE THE CHIEF OF POLICE TO TRADE IN (48) GLOCK HANDGUNS TO MICHIGAN POLICE EQUIPMENT TO COMPLETE THE EXISTING PURCHASE AGREEMENT.

To: **Board Members**

From: **Scott Hendrickson, Township Supervisor**

Date: **January 21, 2025**

Re: **Board and Commission Appointments**

The Community Resources Commission has two vacancies and wish to appoint Dawn Orr to fill one of them.

MOVE TO APPROVE THE APPOINTMENT OF DAWN ORR TO THE COMMUNITY RESOURCES COMMISSION FOR A TERM ENDING 12/31/2025.

The Zoning Board of Appeals (ZBA) has one full time vacancy. Max Benoit currently serves as an alternate for the ZBA and is interested in moving to a full time member.

MOVE TO APPROVE THE APPOINTMENT MADE BY SUPERVISOR HENDRICKSON OF MAX BENOIT TO THE ZONING BOARD OF APPEALS FOR A TERM ENDING 12/31/2026.

There is a vacancy on the Brownfield Redevelopment Authority for an Economic Development Corporation representative. The EDC has recommended Dave Ledebuhr serve on the BRA as the EDC representation.

MOVE TO APPROVE THE APPOINTMENT OF DAVE LEDEBUHR TO THE BROWNFIELD REDEVELOPMENT AUTHORITY FOR A TERM ENDING 12/31/2026.

Attachment:

1. Public Service Application

* 1. I am interested in service on one or more of the following public bodies as checked below:
Community Resources Commission

* **2. Summarize your reasons for applying to do this type of service**
I would like to be able to contribute to important causes in my community while making a positive impact for those in need. Gain a deeper understanding of what is needed for Meridian Township. I have helped organize, set up events and worked them. I am hands on and can help troubleshoot problems that may arise. Being the new Community Champion at Walmart in Okemos I am able to work directly with your organization and help be able to facilitate your needs quickly and on time.

* **3. Describe education, experience or training which will assist you if appointed.**
I have volunteered whether my at my children's schools or when living in Georgia through the Alpharetta Welcome Center and events with the city it's self. While attending Holy Transfiguration Greek Orthodox Church in GA I would help pass out food at Must Hope House for the homeless. Also attending the church I would volunteer at events setting up, passing out food, cleaning up, help at their Greek Festivals, helped vendors at their booths. In MI I have been a election worker for four years.

(Attach resume if available)
Dawn S. Orr - Resume 2023.pdf

* Full Name
Dawn Orr

* **Occupation**
Associate

* **Place of Employment**
Walmart

* Home Address
1668 Fifth Ave
Apt. C-03
Okemos 48864

* Phone (Day)
586.922.9882

* Phone (Evening)
586.922.9882

* **Email**
dawnorr520@gmail.com

* **Please type your name in the box below as a digital signature**
Dawn S. Orr

* **Date and Time**
10/29/2024

Other than the Downtown Development Authority Board, the Corridor Improvement Authority, and the Economic Development Corporation, persons appointed to Meridian Township boards and commissions must be a resident and elector (if of voting age) of the Township during the term of office. Excessive absences may be cause for review of appointment. The policy for appointment of candidates to the various public service positions is based on the following criteria: desire to serve, experience, expertise, availability of time to serve, and maintenance of equitable geographic representation. In most instances it will be desirable to develop further information through a personal interview. This application will be retained in township files for two years.

Dawn S. Orr

1668 Fifth Ave C-03, Okemos, MI 48864 (586) 922-9882 DawnOrr520@gmail.com

Experience

2019 – Present **Meridian Township** Okemos, MI
Co-Chair Election Employee

- Delegated tasks to election workers and assisted them with their tasks
- Communicated with voters by answering questions, helping them fill out forms and instructed them which station to go to
- Responsible for setting up polling station in the morning and closing polling station after elections were completed
- Ensured all voting documents and equipment were accounted for
- Discussed necessary information with closing committee at the conclusion of the day

2017 – 2019 **Sassy Camel Corporation** Alpharetta, GA

- Worked on a homebased company
- Designed clothing line for women and children with inspirational messages

2013 - 2017 **City of Alpharetta Convention and Visitors Bureau** Alpharetta, GA
Department Assistant

- Supported Sales Managers with daily tasks
- Answered phone calls as a receptionist
- Welcomed and assisted city visitors and residents with specific Alpharetta based information
- Assisted in organizing and working special events including: The Alpharetta's Mayor's Dinner, Day of Giving Back, City Christmas Festival, Taste of Alpharetta, and Alpharetta Art Fest
- Administered tourism mass mailings targeted towards bringing visitors to the city

2012 - 2013 **Innovative Financial Group** Atlanta, GA
Administrative Assistant to the Senior Vice President

- Operated industry programs such as Sales Net and Smart Office
- Coordinated and managed the office daily calendar
- Communicated with clients including drafting letters and phone calls
- Preformed general office duties, managed overnight deliveries and client files
- Developed spreadsheet reports to organize incoming and outgoing documents

2011 - 2015 **That Greek Girl** Woodstock, GA
Creative Analyzing Consultant

- Analyzed the needs of consumers to help build productivity for the company
- Created ideas to further sales of products
- Designed flyers for events and formats for optimum product display
- Assisted with sales and customers during local farmer's market and festivals

2011 - 2012 **Bella Homes** Alpharetta, GA
Customer Service/Mortgage Department

- Assisted Customer Service Manager and company owner directly
- Assembled closing and mortgage packages
- Organized and maintained communication with active clients
- Corresponded with loan originators and financial institutions
- Operated industry-based programs such as Highrise and Audit Tracker

2008-2010 **Ameraplan** Troy, MI

Customer Service/Mortgage Department

- Created, retrieved and maintained sales data for sales team and managers
- Devised a filing system to enable organization and distribution of 500+ daily medical claims
- Monitored and maintained office equipment, phone system, office and kitchen supplies
- Worked directly with vendors, visitors and clients

2001-2007 **Utica High School / UCAL** Shelby Township, MI

Main Office Receptionist / Floating Staff

- Demonstrated various secretarial skills in the main office including answered switchboard, took messages, set appointments for staff members, fax, made copies, sorted incoming and outgoing mail, created announcement boards
- Worked in the attendance office, answered numerous calls all day
- Greeted parents and guests
- Provided assistance to substitute teachers
- Mediated between parents and students in the attendance office
- Analyzed difficult conditions among students and provide counseling

Education

- Sterling Heights High School, Sterling Heights, MI

Skills

- Customer Service skills
- Communication skills
- Leadership skills
- Problem Solving skills
- Project Management
- Microsoft Word
- Microsoft Excel

Volunteer Experience

- City of Alpharetta Welcome Center
- City of Alpharetta Business Association
- Holy Transfiguration Greek Orthodox Church
- Must Ministry Soup Kitchen
- Girl Scout Troop Leader

To: **Board Members**

From: **Scott Hendrickson, Township Supervisor**

Date: **January 21, 2025**

Re: **Change Regular Board Meeting Date of April 1, 2025**

The current Township Board meeting calendar has the first meeting in April scheduled for Tuesday, April 1, 2025.

Since the 2025 Michigan Township Association Annual Conference is being held in Grand Rapids from March 31-April 3, I am recommending moving the Township Board Regular Meeting to Thursday, April 3, 2025, in the Town Hall Room, Meridian Municipal Building, 5151 Marsh Road, Okemos at 6:00 pm.

The following motion has been prepared for the Board's consideration:

MOVE TO CHANGE THE ORIGINALLY SCHEDULED TOWNSHIP BOARD REGULAR MEETING DATE OF TUESDAY, APRIL 1, 2025 TO THURSDAY, APRIL 3, 2025.

To: **Board Members**

From: **Interim Township Manager Tim Schmitt**

Date: **January 21, 2025**

Re: **Ordinance 2025 – 02 Youth Commission Establishment – Final Adoption**

Board Summary:

The department report provided by Director Clark details how the Township Board may establish a Youth Commission in Meridian Township for youth ages 14-19. The Youth Commission will be of the decided age, living in the Township boundaries, or a student of a K-12 school within the Township boundaries. This will be the third reading of this item, establishing it as an ordinance based on the policy of the Township.

Budgetary Implications:

None.

The following motion have been prepared for Board consideration:

> **MOTION: MOVE FOR FINAL ADOPTION ORDINANCE NO. 2025-02 TO AMEND CHAPTER 2 ARTICLE VI OF THE CODE OF ORDINANCES TO ESTABLISH A YOUTH COMMISSION FOR AND IN THE CHARTER TOWNSHIP OF MERIDIAN.**

Attachments:
1. Economic Development Departmental Report
2. Ordinance No. #2025-02 to Establish Youth Commission of the Charter Township of Meridian

Meridian Township
Department Name
Department Report

Attn: **Interim Township Manager Timothy Schmitt**

From: **Amber Clark, Neighborhoods and Economic Development Director**

Date: **January 21, 2025**

Re: **Ordinance 2025-02 Establish Youth Commission**

Department Overview:

The item is presented for final adoption for the Board to establish a Youth Commission of Meridian Charter Township. A sunset in December 30, 2026 is included should the Board feel that necessary. This is the third opportunity the Board has to review and discuss the ordinance. A motion is included for your concurrence.

Board Considerations:

-The Board may wish to begin working on promotion and Board creation during the 2025-2026 school year. This may grant students time to review the general mission of the Youth Commission and determine participation.

-At the suggestion of the Local school districts, launching meeting dates after Labor Day will grant the Board success.

-The Board may desire to discuss staff implementation with Manager Dempsey. Some communities have the Youth Commission operate out of the Manager's Department, Clerk's Office, or Human Relations.

Youth Commission Background & Details:

At the January 7, 2025 Township Board meeting, the Board voted unanimously to adopt a resolution establishing a Youth Commission in and for the Township of Meridian. This comes in response to several discussions the Board has held publicly. Board members during the December 17, 2024 meeting discussed what elements and tasks the Youth Commission members would focus on. Members believe that the Youth Commission in an advisory form should learn how local civics are conducted, work on local Township issues, and bring to the Board issues that our Youth face that may be overlooked. Members asked Suchir Nagisetty, the local youth who suggested to the Board that this become a new commission in the Township, several questions on what the vision for the Youth Commission should be. Suchir stated that tasks related to Environmentalism, Mental Health, and Community specifically cultural appreciation are great areas to begin their focus.

Board members suggest the creation of this Youth Commission to sunset December 30, 2026, if the Board does not determine that they would like to extend the powers of this Board. The Youth Commission when established will launch September 2025, after Labor Day and the beginning of the new school year. Positions are annually appointed by the Township Board and members will serve a year. One Township Board member will be asked to serve as a non-voting liaison member. This Board member will provide a continued connection between the Youth Commission and the

Township Board. At this time it is suggested the Youth Commission to be managed through the Township Manager's office. The Township Manager and the Executive Assistant will coordinate regarding its creation.

Staff has a future meeting with staff of Okemos Public Schools, and recently met with Haslett Public Schools High School Principal. Their initial reaction is strong encouragement and willingness to support the initiative. It was their strong suggestion the Township work alongside the school administrations to promote the new commission. A simple QR code with access to the online Public Service Application can assist with the efficiency of Student applications. A line noting parent consent should be included to ensure parents are aware, engaged, and authorize their student's participation.

Attachments:

1. Ordinance 2025-02 Establishment of Youth Commission

CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN
YOUTH COMMISSION
ORDINANCE NO. 2025-02

At a meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building on _____, 2025, at 6:00 p.m., Township Board Member _____ moved to introduce for first reading and subsequent adoption the following Ordinance, which motion was seconded by Board Member _____:

An Ordinance to amend Chapter II, Article VI of the Charter Township of Meridian, Code of Ordinances to establish a Youth Commission in the Charter Township of Meridian, County of Ingham, Michigan.

THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN ORDAINS:

SECTION 1. AMENDMENT TO CHAPTER 2, ARTICLE VI, TO ADD A DIVISION TO ARTICLE VI. Chapter 2, Article VI, Boards, and Commissions, to establish the Youth Commission of Meridian Charter Township.

SECTION 2. YOUTH COMMISSION INTENT AND PURPOSE
The purpose of the Youth Commission is to engage the youth of Meridian Charter Township by actively involving them in the functions of municipal governance. The youth commission will encourage environmental stewardship, mental health, community events, cultural appreciation, diversity and adaptability of government through younger perspectives and help formulate plans for long-term community success.

SECTION 3. YOUTH COMMISSION CREATION & SUNSET
There hereby, is created and established a Youth Commission of Meridian Charter Township. This commission is set to sunset **December 30, 2026** unless extended by the Township Board. The Township Board may extend the life of the commission through the adoption of a resolution.

SECTION 4. YOUTH COMMISSION MEMBERSHIP, APPOINTMENT, QUALIFICATION, TERM OF OFFICE

1. The Youth Commission shall consist of no less than 7 members.
2. The term of office for each member of the Youth Commission shall be one year from appointment by the Meridian Township Board, through the recommendation of the Township Supervisor.
3. Members of the Youth Commission must be aged 14-19, a resident of the Charter Township of Meridian, and/or attend a local school within the boundaries of the Township.
4. The Youth Commission shall begin meeting in September each year after Labor Day. The commission will follow the general annual school year calendar. Summer month meetings may still occur.
5. Parent consent must be granted to participate in the commission
6. A Township Board member will serve as a non-voting liaison member of the commission.

SECTION 5. VACANCIES
When a vacancy occurs due to removal, resignation, or other cause, such vacancy shall be filled for the unexpired terms by an appointment by the Meridian Township Board, with the recommendation of the Township Supervisor.

SECTION 6. ABSENCES/ATTENDANCE
The membership of any voting member of the Youth Commission shall be terminated if that person is absent without notification to the commission chair for four regular meetings of the Youth Commission during their year term of office.

SECTION 7. SELECTION OF OFFICERS
At the first meeting after the Youth Commission is appointed, and annually thereafter at its first meeting of each calendar year, the Commission shall organize by selecting one member to be the Chair, one member to be the Vice-Chair and a secretary, who needs not be a member of the Youth Commission shall be selected. A vacancy in any such office may be filled at any time during such year by action of the remaining members of the Youth Commission.

SECTION 8. COMPENSATION
Members of the Youth Commission may be compensated at a rate to be determined by the Township Board. Such rate of compensation, if any, shall be established and may be revised from time to time by resolution of the Township Board.

SECTION 9. RULES, PROCEDURES, QUORUM, SUBJECT TO OPEN MEETINGS ACT

1. The Youth Commission shall adopt rules of procedures concerning its meetings and shall keep a record of its proceedings.
2. Five voting members of the Youth Commission shall constitute a quorum for the transaction of business.
3. The Youth Commission shall be subject to the Open Meetings Act, and Township staff shall assist in the proper posting of all public meetings.

SECTION 10. MEETINGS
Meetings of the Youth Commission shall be held at least once a month.

SECTION 11. ADVISORY BOARD TO MERIDIAN CHARTER TOWNSHIP BOARD
The Youth Commission shall act as an advisory Board to the Meridian Charter Township Board and shall either upon its initiative or upon the specific request of the Township Board or Township Staff, conduct research and make recommendations directly to the Township Board in an advisory capacity as to those matters pertaining to the activities or needs of the youth of Meridian Township.

SECTION 12. POWERS AND DUTIES OF THE YOUTH COMMISSION
The Youth Commission may make recommendations to the Township Board or Township staff concerning the needs and desires of the youth population, the appropriate means by which public

and private agencies collaborate to address those needs, and possible solutions to address those needs. All programs, and activities of the Youth Commission shall be sent to the Township Board, and Township Human Resources department for review. Any advisory action of the Youth Commission shall be presented formally to the Township Board by either way of communication or presentation. The duties of the Youth Commission shall include, but are not limited to:

1. Serve as a communication conduit between the Township Board and the Township's Youth population;
2. Encourage greater education of local governance, civics, and municipal operations;
3. Develop programming to combat specific gaps in coordination between the Township's local government and the youth population;
4. Develop programs to reduce youth violence, increase youth mental health, combat discrimination, and encourage compassionate cooperation;
5. Raise funds for programs that support the overall health and betterment of Meridian Township youth aged 14-19;

Address other issues affecting the youth of Meridian Charter Township while collaborating with community partners.

12. B

To: **Board Members**

From: **Abigail Tithof, Human Resources Director**

Date: **January 14, 2025**

Re: **Findings of the Local Officials Compensation Commission (LOCC)**

The Local Officials Compensation Commission (LOCC) consists of five members that meet biannually to determine the salaries of the Township's elected officials (Supervisor, Clerk, Treasurer, Trustees, and Park Commissioners). I am reporting the official findings made at the Public Meeting on Tuesday, January 14, 2025.

The determination of the Commission for 2025 and 2026 was filed with the Township Clerk on Wednesday, January 15, 2025, and will be in effect 30 days following its filing unless rejected by the Township Board with a 2/3 vote.

Attached to this memorandum is the determination of salaries for elected officials for 2025 and 2026 and compensation survey data used for the determination.

Attachment:

1. Determination of Salaries for Elected Officials for 2025 and 2026

Meridian Township
5151 Marsh Road
Okemos, MI 48864

P 517.853.4000
F 517.853.4096

Township Board:

Scott Hendrickson
Township Supervisor

Angela Demas
Township Clerk

Phil Deschaine
Township Treasurer

Kathy Ann Sundland
Township Trustee

Marna Wilson
Township Trustee

Nickolas Lentz
Township Trustee

Peter Trezise
Township Trustee

Timothy R. Schmitt, AICP
Interim Township Manager

January 14, 2025

Angela Demas, Township Clerk
Charter Township of Meridian
5151 Marsh Road
Okemos, MI 48864

Subject: Determination of Salaries for Elected Officials – 2025 and 2026

Dear Clerk Demas:

The Charter Township of Meridian Local Officials Compensation Commission met in accordance with Section 2-258 and 2-259 of the Township Code of Ordinances. The Commission has determined the following compensation for elected officials and hereby reports its decision to the Township Board.

Township Supervisor: Effective February 14, 2025 to December 31, 2025, the Township Supervisor shall be paid an annualized salary of $27,000.00. Effective January 1, 2026, the annualized salary shall be increased to $27,810.00.

Township Clerk & Township Treasurer: Effective February 14, 2025 to December 31, 2025, the Township Clerk and Township Treasurer shall be paid an annualized salary of $90,000. Effective January 1, 2026, the annualized salary shall be increased to $92,700.

Township Trustees: Effective February 14, 2025 to December 31, 2025, the Township Trustees shall be paid an annualized salary of $13,900. Effective January 1, 2026, the annualized salary shall be increased to $14,317.

Park Commission: Members of the Park Commission for the year 2025 shall be paid $55.00 per meeting and for the year 2026 shall be paid $60.00 per meeting (either work session or Commission meetings) with a maximum of twenty-four (24) meetings per year.

Sincerely,

Steven Vagnozzi
Chairperson
Local Officials Compensation Commission

To: **Board Members**

From: **Interim Township Manager Tim Schmitt**

Date: **January 21, 2025**

Re: **"El Camino's Garage" – 4790 S. Hagadorn Road Suite #102 Request for Class C Liquor License**

Board Summary:

The attached departmental report from Neighborhoods & Economic Development Director Amber Clark highlights the details of the application for a Class C Liquor License. The Board elected to utilize the valuable liquor licenses as an incentive and amenities for either of the 4 Potential Intensity Change Areas or PICAs. Director Clark details the applicant's request is outside of either PICA.

Budgetary Implications:

None.

The following motion has been prepared for Board consideration:

MOTION: MOVE TO ADOPT THE LOCAL GOVERNMENT APPROVAL RESOLUTION TO RECOMMEND AND APPROVE THE ISSUANCE OF A, FOR QUOTA CLASS C ON-PREMISE WITH SUNDAY AM AND PM SALES, LIQUOR LICENSE TO STACEY AND MATTHEW WESOLEK OF EL CAMINO'S GARAGE, 4790 S. HAGADORN ROAD SUITE 102.

Attachments:
1. Economic Development Departmental Report
2. El Camino's Garage Ordinance Criteria Addressed Sheet
3. El Camino's Garage Liquor License Application
4. Local Government Approval Resolution

Meridian Township
Economic Development
Department Report

12. C

Attn: **Interim Township Manager Timothy Schmitt**

From: **Amber Clark, Neighborhoods and Economic Development Director**

Date: **January 21, 2025**

Re: **"El Camino's Garage" – 4790 S. Hagadorn Road Suite #102 Request for Class C Liquor License**

Department Overview:

The economic development department received the application from Stacey Wesolek of El Camino's Garage, to receive approval to have issued a for quota CLASS C ON-PREMISE liquor license. A CLASS C ON-PREMISE license allows the operator to sell packaged liquor, distilled spirits, and mixed drinks with consumption on-site at hotels, taverns, bars, and restaurants. The issuance of a CLASS C ON-PREMISE license will affect the total available licenses the Township has to distribute. License holders have the full right to the license once permitted. The license can move into escrow after 1 year of operation and remain for 5 years (or more). License holders can also sell and transfer licenses out of the Township. It is the intent of the available licenses in the Township to be utilized primarily as an incentive for redevelopment or increased activity in an established PICA.

The application was submitted with the full application fee on November 6, 2024.

Current ON-PREMISE Allowed in the Township 29
Current ISSUED ON-PREMISE licenses in the Township 26
Currently Available to ISSUE 2

The application details the operation of El Camino's Garage, a Mexican Cuisine Restaurant and Bar at 4790 S. Hagadorn Road Suite 102. The site is specifically on the west side of Square One Bakery. The applicant will request an AM and PM Sunday sales permit and outdoor patio permit with their license as well.

Board Considerations:

-The currently available liquor license status shown on MLCC's website is not an accurate reflection of the CLASS C ON-PREMISE licenses that are available to issue. A request to change license designations and issue a CLASS C ON-PREMISE for Clarion Pointe 2736 E Grand River was approved by this Board in November of 2023. Another request for a CLASS C ON-PREMISE license for M.A.C Legends at Meridian Mall was also approved.

-Applications for *CLASS C ON-PREMISE* liquor licenses require approval from local government authorities before MLCC initiates an investigation to grant an operator a liquor license. A Class C On-Premise license is a highly sought-after license, and Meridian Township is the only local unit of government to have multiple available in Ingham County. These licenses are expensive to acquire from individual owners, starting at $60,000 plus the $20,000 required permit fee to the State of Michigan. It is the Township's authority to approve, approve with conditions, or deny a request

that does not meet the intent of the ordinance. The recently adopted ordinance views the issuance of a liquor license as an asset and should be viewed as a business development incentive. Incentives in Meridian Township are typically used to ensure redevelopment of the Potential Intensity Change Areas of; Okemos/Hamilton Road, Haslett/Marsh Road, Meridian Mall, and Hagadorn/Lake Lansing Road intersections. MLCC will investigate a Class C On-Premise request after an approved resolution from the Local Governmental Unit is adopted.

-This highly trafficked complex is home to 6 other CLASS C ON-PREMISE liquor licenses within .5 miles of this location. The *MAC, Sansu Sushi, Hannah Lofts, Residence Inn, Pizza House,* and *Sindu Restaurant all have similar licenses with unique dining or entertainment experiences.*

-The applicants are Lansing-based experienced bar and restaurant owners/operators. Looking to hire full-time 2-4 employees and 6-10 part-time employees they are committed to working with local partners to enhance their local connections. A letter of reference for Stacey Wesolek is included, showing commitment to the community beyond her profession.

Application Details:

The application submitted was complete with the application fee paid at submission. The proposed location's current site plan has been submitted. The applicant notes that the lease won't be executed until a liquor license is obtained. A new site plan will be resubmitted should the license be granted. The experience of operating a well-known establishment like the Tin Can bar in Lansing has prepared Stacey Wesolek for this new opportunity. The proposed site meets the required zoning Commercial C-2; Community Planning and Fire have no issues with the propos*al.*

The Police department is aware of the requested license, and the location of the establishment, and has been provided with an iChat record for the owners. There are no issues with the request from the departments. The application was reviewed based on the current ordinance requirements, and a criteria addressed sheet is included with the department report. The numerical value is not indicative of approval or denial. Merely a value representing the total number of indicated bullet points from the listed criteria of the ordinance. This number is to assist Township staff and Board members with the ability to ascertain how well the applicant and their request meet the overall intent of the Liquor License ordinance and recent updates. Tonight the Board can take action regarding the request and staff are prepared to implement it.

Attachments:

1. El Camino's Garage Ordinance Criteria Addressed Sheet
2. El Camino's Garage Liquor License Application
3. Local Government Approval Resolution

MERIDIAN TOWNSHIP LIQUOR LICENSE

REQUEST FOR LIQUOR LICENSE ISSUANCE, TRANSFER, OR RENEWAL CRITERIA

#05-2024 Liquor License Ordinance Reservation of Authority

No Applicant for a License has a right to the issuance of such License to him, her, or it, and the Township Board reserves the right to exercise reasonable discretion to determine who, if anyone, shall be entitled to the issuance of such License.

APPLICANT

Business/Entity Name NWZ Garage Bar DBA: El Camino's Garage - Stacey Wesolek

Address 4790 S. Hagadorn Road Suite 102 East Lansing MI 48823

License Type Class C On Premise Sunday AM & PM Sales Reviewer Name Amber Clark

APPLICATION & ZONING	APPLICATION AND ZONING COMMENTS
1. Complete Application Submitted ● The applicant has submitted a full application request with supporting documentation. ● The Application Permit Fee is paid. ● The application is signed by the applicant and if necessary, the property owner. **2. Proposed Site Zoning/Use Applicability** ● Applicant has denoted the legal/physical description of the site. ● The zoning and use of the site are appropriate for the license requested. ● Proposed plans for a new or existing building have been provided.	• Zoning is applicable, the use may upgrade retail to restaurant • Will need new site plan if approved • Access to a license is conditional to the lease • Bar restaurant service
BUSINESS CHARACTER & EFFECTS	**BIZ CHARACTER & EFFECTS COMMENTS**
3. Demonstration of Character and Business Experience ● The applicant clearly demonstrates their ability to financially manage the proposed location. ● The applicant clearly provides detailed information related to their business management experience. . **4. Potential effects the proposed license may have on surrounding district** ● The proposed site is NOT located within 500 feet of a public school or church. ● The proposed site will cohesively fit within the commercial district. ○ The proposed site is NOT located near or within proximity to a liquor license of a similar type. ● The proposed site is a complementary use to commercial and office development. ○ The proposed site has adequate parking and will not adversely effect traffic flow.	• Need operation hours • Experienced restaurant operator & currently owns another bar • 5 other Class C On-Premise licenses • 1 very similar license at Pizza House. All within .5 mile • Qualifies: Bar/Tavern
KNOWN RESTRICTIONS	**KNOWN RESTRICTION COMMENTS**
5. Known restrictions of the applicant ○ Applicant has previously had a liquor license revoked or not renewed in Michigan? ○ Applicant is a co-partner or partnership where not all members would qualify to hold a liquor license. ○ Applicant is a corporation where not all members would qualify to hold a liquor license. ○ Applicant is convicted of a crime punishable by death or imprisonment in excess of one year, a crime involving dishonesty, theft, false statements, or crimes involving alcohol. ○ Applicant can not establish that the license will be used in six (6) months after issuance. ○ The proposed location does not support commercial zoning, land, or building use. ○ Applicant has personal property taxes, real property taxes, or other obligations that are past due owed to the Township.	

MERIDIAN TOWNSHIP LIQUOR LICENSE

REQUEST FOR LIQUOR LICENSE ISSUANCE, TRANSFER, OR RENEWAL CRITERIA

#05-2024 Liquor License Ordinance Reservation of Authority

No Applicant for a License has a right to the issuance of such License to him, her, or it, and the Township Board reserves the right to exercise reasonable discretion to determine who, if anyone, shall be entitled to the issuance of such License.

PROPOSED BENEFITS	PROPOSED BENEFIT COMMENTS

6.Proposed benefits to the community continued

- ● The proposed site would not have an adverse effect on the economic vitality of the Township or the commercial district.
- ○ The applicant has demonstrated a public need or convenience that the proposed liquor establishment will provide.
- ○ The applicant has demonstrated the uniqueness of the proposed location when compared to other existing or proposed liquor establishments.
- ○ The applicant has demonstrated the proposed establishment will be a permanent feature of the Township and further provided evidence of how the issued license will assist in the further investment in the Township.
- ○ The license type of the proposed location will support the redevelopment of a priority area of Meridian Township.
- ○ The licensed establishment will provide additional jobs in a priority redevelopment area of Meridian Township.
- ● The proposed site will not negatively affect policing or code enforcement activities.

REVIEWER ACKNOWLEDGMENT	NUMERICAL CRITERION REPRESENTATION

Date Review Conducted:

12.6.2024

Reviewer Recommendation:

13/22

I have reviewed the application for liquor license and have provided my recommendation

Employee Signature

12.19.2024

Date

The value expressed above relates only to the key criteria addressed in the Meridian Charter Township Liquor License ordinance and those presented in the submitted application. The weight given to each item of the criteria identified in the ordinance is intended to be within the sole discretion of the Township Board. An applicant must demonstrate that the proposed business meets the required criteria of the licensing policy.

Dear Meridian Township Board Members,

I hope this message finds you well. My name is Stacey Wesolek, and I am writing to introduce myself and share my background in the hospitality industry, as well as my vision for a new business venture in Meridian Township.

Since moving to the Lansing area in 2005 to pursue my college education, I have worked in various capacities within the hospitality sector, which has become my passion. My journey began as a hostess and server at The Nuthouse Sports Bar and Grill, evolving over the years into management roles at multiple establishments, including:

- **2005**: The Nuthouse Sports Bar and Grill – Hostess and Server
- **2005-2010**: Bonnie's Place – Bartender/Shift Manager
- **2010-2014**: The Tin Can Downtown – Bartender
- **2014**: Tin Can – Beverage Manager
- **2015**: Tin Can – General Manager
- **2016**: Tin Can – District Area Manager (Lansing)
- **2020**: Tin Can – Managing Partner (East Lansing & West Lansing)

I have been fortunate to work with a company that has allowed me to develop and grow a brand, successfully opening four locations of the Tin Can franchise and revitalizing Duke's Saloon for a decade. I also launched an event venue, the Studio at 414, and revitalized many bars within Doug John's Lansing portfolio.

Now, I am excited to embark on my own business journey and believe that Meridian Township is the ideal location for my new venture. The township's commitment to environmental sustainability, community engagement, and diversity resonates with my business values.

I understand the board's concerns regarding the saturation of liquor licenses within a half-mile radius. However, I believe that each establishment offers a unique experience:

1. **Michigan Athletic Club**: A private health club where many may not realize the bar/restaurant is accessible to non-members.
2. **Residence Inn**: A valuable option for out-of-town guests attending MSU events, although it may not attract many locals.
3. **Hannah Lofts**: A location not widely recognized by the local community as a dining option.
4. **Pizza House**: A popular late-night Italian/pizza destination well-known to locals.
5. **Sindu**: An authentic Indian restaurant catering primarily to sit-down diners.
6. **San Su**: A sushi and Asian cuisine establishment favored by students and visitors.

Our choice of the Hannah Plaza is intentional, as we aim to introduce authentic Mexican cuisine and a vibrant nightlife for young professionals. Since the pandemic, there has been a noticeable decrease in late-night venues, and we aspire to provide a safe and welcoming space for people to unwind after work. Our establishment will feature a pool table, jukebox, and the potential for an outdoor patio to enjoy during the warmer months. While our hours during the week will be limited, we are flexible and willing to adjust our operating hours based on customer demand.

Thank you for considering my proposal. I look forward to the opportunity to further discuss how my business can contribute positively to the Meridian Township community.

Warm regards,

Stacey Wesolek

Application for New or Transferred Liquor License

Meridian Charter Township
5151 Marsh Road- Okemos MI 48864
571.853.4560

Internal Review Only

Date Received: 11.06.2024

Non-Refundable Fee $1000 Paid: Yes

Date Sent to Depts.: 11.12.2024

Response PD: yes

Response Fire: yes

Response Bldg.: yes

Response Planning/Zoning: yes

Twp Board Action: _____

Final Action: _____

Circle One Type: Class C SDM SDD Other: _____

Check One: New _____ Transfer _____

A Non-refundable fee of $1000.00 must accompany this application

By filling out this application form in full and attaching the materials requested, you will assist in the efficient review of your application for a liquor license. Please include any additional information or materials you believe will help the Township to review your proposal. This application must bear the signature of the property owner, business representative(s)/authorized ownership interests, and the applicant or applicant's representative (if different than the property owner). Applicants will be notified of incomplete applications.

1. CONTACT INFORMATION

First Name: Stacey Last Name: Wesolek

Address: [redacted]

City/State: [redacted] Zipcode: [redacted]

Phone: [redacted] Email: [redacted]

2. LOCATION OF BUSINESS

Business Name/DBA/Legal Name

NWZ Garage Bar LLC DBA: El Camino Garage Bar

Address: [redacted]

City: [redacted] State: MI Zip Code: [redacted]

Application for New or Transferred Liquor License

Meridian Charter Township
5151 Marsh Road- Okemos MI 48864
571.853.4560

Parcel ID Number 33-02-02-90-509-080

Circle Liquor License Class Type: (Class C) SDM SDD Other:_____

Property's Existing Zoning C-2 Commercial

Property's Existing Use of Parcel Vacant - former site of Gourmet Village

Describe the Street/Road on which the property is situated:

The space is located in Hannah Plaza, and it's directly off from Hannah Blvd.
The main intersection of the road it faces is Hagadorn Rd.

Describe all the Land Uses surrounding the property, including those on each side, behind, and across the street from the property in question:

Directly behind the building is a wooded area that is a short distance from the train tracks. The suite is on the end cap of the building, and has potential for an outdoor seating area. Next to the suite is another business, Square One Bakery. The lot has ample parking spaces.

State the total square footage of each building proposed on the property:

The suite we are interested in using is 4,007 sq ft.

Seating Capacity 150

Describe the Day-to-Day Operation of the proposed business:

Please see attachment

Has there been an application for any other liquor license as this location?

Yes ____ No x____

If Yes, describe the license type and the date of issuance:

3. **APPLICANT INFORMATION**- This license will be held by:

[ ] An Individual (**Attach** copy of any Assumed Name Certificate)

[ ] A Partnership (**Attach** a copy of Partnership Certificate)

[ ] A Corporation (**Attach** a copy of Articles of Incorporation)

[X] A Limited Liability Corporation (**Attach** a copy of Articles of Incorporation)

4. **APPLICANT INFORMATION** (Complete for each owner/partner/officer/stockholder/resident agent, etc., attach additional sheets if needed.

Name: Stacey Wesolek

Type of Interest in Business: Partner

Date of Birth: [redacted]

Driver's License Number: [redacted]

Street Address: [redacted]

City: [redacted]

State: MI

Zipcode: [redacted]

Cellphone/Business Phone: [redacted]

Email: [redacted]

Have you lived at the same address the last two years? Yes [X] No [ ]

If you answered No, list any other residence addresses you have lived in the past two years:

Street Address: [ ] City: [ ]

State: [ ] Zipcode: [ ]

5. **Attach** a copy of the applicant's driver's license

6. If the Licensed Premise is to be located in a proposed/existing building for which site plan approval has not been obtained, **Attach** a conceptual plan showing proposed building elevations, floor plans, seating arrangements, site dimensions and parking areas ,

7. **Attach** a preliminary site plan drawing, showing the relationship of the proposed or existing building to the surrounding property and uses, including proposed parking facilities and lighting. An Architect's rendering or a clear photograph of the building must accompany the preliminary site plan.

8. **Attach** a statement as to the Applicant's experience in owning, managing, operating, and/or financing this type of business or any related business, including previous business references.

9. **Attach** a statement demonstrating that the proposed location and operation methods will not detrimentally and unreasonably impact nearby property owners, businesses, and residents.

10. **Attach** a statement and supporting documentation providing evidence that the Applicant is financially capable of meeting the obligations and business undertaking of which the license is to be issued.

11. **Attach** information and documentation of any previous License application(s) to the Michigan Liquor Control Commission, License history, and denial history of the Applicant and any affiliate as possible.

12. If this application involves the transfer of a Class C Liquor License within three (3) years of its original date, a copy of the executed and binding contract for the buy/sell of the License and or the business for review must be attached.

4. **APPLICANT INFORMATION** (Complete for each owner/partner/officer/stockholder/resident agent, etc., attach additional sheets if needed.

Name: Matthew Wesolek

Type of Interest in Business: Partner

Date of Birth: [redacted]

Driver's License Number: [redacted]

Street Address: [redacted]

City: [redacted]

State: MI

Zipcode: [redacted]

Cellphone/Business Phone: [redacted]

Email: [redacted]

Have you lived at the same address the last two years? Yes [X] No [ ]

If you answered No, list any other residence addresses you have lived in the past two years:

Street Address: City:

State: Zipcode:

5. **Attach** a copy of the applicant's driver's license

6. If the Licensed Premise is to be located in a proposed/existing building for which site plan approval has not been obtained, **Attach** a conceptual plan showing proposed building elevations, floor plans, seating arrangements, site dimensions and parking areas ,

7. **Attach** a preliminary site plan drawing, showing the relationship of the proposed or existing building to the surrounding property and uses, including proposed parking facilities and lighting. An Architect's rendering or a clear photograph of the building must accompany the preliminary site plan.

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12. If this application involves the transfer of a Class C Liquor License within three (3) years of its original date, a copy of the executed and binding contract for the buy/sell of the License and or the business for review must be attached.

13. PROPERTY OWNER

Name: Eyde Hannah Plaza LLC

Date of Birth: | Driver's License No.:

Street Address: [redacted] City: East Lansing

State: MI Zipcode: 48826 Cellphone/Business Phone:

Email:

14. BUSINESS HISTORY

Does the Applicant currently hold any other Liquor License? Yes [X] No [ ]

If Yes, circle the License type: (Class C) SDM SDD Other:_____

Business Name and Business ID#: Tin Can West 225368

Year the License was issued: 2011

Street Address: [redacted] City: [redacted]

State: MI Zipcode: [redacted]

Has the Applicant previously held any other Liquor License? Yes [X] No [ ]

If Yes, list the Business Name: Tin Can East Lansing

Year the License was obtained: 2016

Street Address: [redacted] City: [redacted]

State: MI Zipcode: [redacted]

Has the Applicant ever had a Liquor License suspended or revoked? Yes [ ] No [X]

If Yes, circle the license type: Class C SDM SDD Other:_____

If Yes, list the Business Name:

Business Name and Business ID#

Street Address: City:

Year the License was revoked:

15. VIOLATION HISTORY

Has Applicant/Partner/Officer/Manager/Resident Agent been convicted of: (attach additional sheets if necessary)

- A felony
- Operating under the influence of Liquor or a controlled substance
- Operating with an unlawful bodily alcohol level
- Operating while intoxicated
- Operating while visibly impaired
- Selling/furnishing alcohol to a person under 21

Name	Date of Conviction	Arresting Agency	Nature of Offense	Punishment(not including fines/costs)
Stacey Wesolek	N/A	N/A	N/A	NONE
Matthew Wesolek	N/A	N/A	N/A	NONE

Does the Applicant/Partner/Officer/Manager/Resident Agent have a permit to carry a concealed weapon?

Yes [X] No [ ]

Do you plan to keep a weapon on the premises? Yes [ ] No [X]

16. RELEVANCE TO COMMUNITY & DEVELOPMENT GOALS

Describe what you believe are the overall benefits the proposed establishment will provide to Meridian Township that are unique, attractive, enhancing, and supportive of the economic development strategies of the community.

Our vision is to create a unique dining experience that combines the rich flavors of authentic Mexican cuisine with a vibrant atmosphere that appeals to a wide range of patrons. During the workday, we aim to provide a fast and authentic Mexican dining experience, perfect for busy professionals and locals looking for a quick yet satisfying meal. Our menu will feature traditional dishes made from high-quality ingredients, allowing guests to enjoy the bold and diverse flavors of Mexico in a casual setting. With a focus on speed and efficiency, we want to ensure that our customers can enjoy a delicious meal without sacrificing their valuable time during lunch breaks.

As the day winds down, our establishment will transform into a welcoming space where friends and colleagues can unwind after work. We envision a relaxed and inviting atmosphere that encourages social interaction, making it an ideal spot for casual gatherings.

By offering this dual experience—authentic Mexican dining during the day and an energetic nightlife atmosphere in the evenings and on weekends—we hope to attract a diverse clientele. This approach not only enhances our appeal but also contributes to the local economy by drawing in both residents and visitors looking for a unique dining and entertainment experience.

Describe how the proposed establishment will provide a unique experience that other liquor license holders in Meridian Township, do not currently provide.

El Camino Bar aims to be a standout spot in the greater Lansing area by offering a unique blend of authentic Mexican cuisine and a vibrant atmosphere. During the workday, the focus is on providing quick service for lunch meetings, ensuring that professionals can enjoy a flavorful meal without delay. In the evenings, the bar transforms into a lively venue with entertainment options like a pool table, jukebox, and live DJs on weekends. This approach caters specifically to young professionals seeking a place to unwind after work, filling a niche as there are currently no nightclubs in the area tailored for this demographic. We believe that the Hannah Plaza is an ideal location due to ample parking. We also will enhance the quality of our neighbor's business (Pizza House) by attracting a late night crowd that would partake in their late night menu.

List the number of Full-time employees the establishment will hire: 2-4

List the number of Part-time employees the establishment will hire: 6-10

Describe what efforts will be made to hiring local contractors, local employees, etc. to support your business

The organization has developed a multi-faceted recruitment strategy focused on leveraging local resources in Meridian Township and surrounding areas. Key elements of this strategy include:

Active engagement in local social media groups for job postings

Utilization of established business contacts within Meridian Township

Partnership with Power House of East Lansing to attract students seeking flexible work schedules

Collaboration with a small business contractor based in Okemos and Williamston

This approach aims to tap into the local talent pool, particularly targeting students and community members seeking flexible employment opportunities. By combining online outreach, existing networks, and strategic partnerships, the organization seeks to efficiently recruit new talent while maintaining strong ties to the local community.

17. CERTIFICATION OF APPLICATION & MATERIALS

☒ I/We, the undersigned applicant(s), give permission to thee Officials of the Charter Township of Meridian and its Consultants to enter the property that is the subject of this Application for the purposes of inspection to review and verify the information on the application. An inspection of this type will only occur during business hours and will include only entry into a building upon a mutually agreeable arrangement with the applicant and/or property owner.

☒ I/We, the undersigned applicant(s), have read and understand each and every provision and requirement of the **Meridian Charter Township Code 2024-05** regarding the regulation of sales of liquor in the Township; and I will provide such other information that the Township requests and deems necessary, in its reasonable discretion, to discover the truth of the matters required to be set forth in this application or required by Township Ordinances.

☒ I/We, the undersigned applicant(s), hereby swear that all of the statements, answers and information I have provided as part of this application are true, accurate and complete to the best of my knowledge. And I/we understand and acknowledge that any falsehoods or misrepresentation contained in such statements, answer or information can, among other things, be the cause of denial of the requested license an cause for the revocation of any license issued to the applicant under Chapter Six (6) of the Meridian Township Code.

☒ I/We, understand and agree that adult entertainment will not be permitted in the establishment. Adult entertainment includes but is not limited to, nudity, nude dancing, lap dancing, topless dancing, wet t-shirt contests, or any actual or simulated sexual acts. I understand and agree that permitting adult entertainment in the establishment is grounds for the Township to request that the State revoke any liquor license issued for the establishment.

☒ I have additional attachments to supplement the Application

18. OATH

I/We, swear and affirm that if this application is granted and a license is issued, I will not violate any applicable laws or ordinances of the State of Michigan, County of Ingham, or Charter Township of Meridian in the conduct of business.

AUTHORIZED SIGNATURES

APPLICANT SIGNATURE

Stacey Wesdek 11-06-2024

APPLICANT NAME PRINTED DATE

Jason Goldie

Notary Public State of Michigan

Acknowledged before me on November 6, 2024

In Livingston County, Michigan

My Commission Expires: August 30, 2027

Acting in Ingham County, Michigan

JASON G. GOLDIE
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF LIVINGSTON
My Commission Expires August 30, 2027
Acting In the County of Ingham

PROPERTY OWNER SIGNATURE (IF APPLICABLE)

Nathaniel Eyde, Authorized Agent of Eyde Hannah Plaza, LLC

PROPERTY OWNER NAME (IF APPLICABLE) DATE 11/6/2024

Jason Goldie

Notary Public State of Michigan

Acknowledged before me on November 6, 2024

In Livingston County, Michigan

My Commission Expires: August 30, 2027

Acting in Ingham County, Michigan

JASON G. GOLDIE
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF LIVINGSTON
My Commission Expires August 30, 20
Acting in the County of

JASON G. GOLDIE
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF LIVINGSTON
My Commission Expires August 30, 2027
Acting in the County of Ingham

AUTHORIZED SIGNATURES

Matthew Wesolek

APPLICANT SIGNATURE

MATTHEW WESOLEK 11/6/2024

APPLICANT NAME PRINTED DATE

Jason Goldie

Notary Public State of Michigan

Acknowledged before me on November 6, 2024

In Livingston County, Michigan

My Commission Expires: August 30, 2027

Acting in Ingham County, Michigan

JASON G. GOLDIE
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF LIVINGSTON
My Commission Expires August 30, 2027
Acting in the County of Ingham

PROPERTY OWNER SIGNATURE (IF APPLICABLE)

PROPERTY OWNER NAME (IF APPLICABLE) DATE

Notary Public State of Michigan

Acknowledged before me on _____, 20__

In _____ County, Michigan

My Commission Expires: _____

Acting in _____ County, Michigan

Meridian Township Application for a new liquor license
Business: NWZ Garage Bar LLC DBA: El Camino Garage Bar

6. The floor plan for the business is the existing floor plan as we are in negotiation with the landlord on the space. The lease of the space is contingent on the acquisition of a liquor license. If we are granted the liquor license and lease, we can submit a new floor plan with the renovations we plan to revitalize the vacant space. We would like to first remove the bar from the middle of the space, and relocate it to the East of the space, freeing up more space for dining and dancing on the weekends. We also would remove the vestibule and coat closet to create a more open-air concept and flow. As far as outside renovations we would like to create a nice green space patio for guests to enjoy food and beverages.

7. Not applicable
8. Please see letter of reference from Jeff Parks in addition to this information listed below.
I have been in the Hospitality Business field since the age of 18, where I started my journey as a hostess and moved my way through the ranks as a server, bartender, manager, district manager, and finally partner. As a business owner, it's essential to be hands-on and involved in the day-to-day operations of the restaurant. Therefore, I have taken the liberties of cross training myself to cook and work various back of the house positions so that I can assist if my team is in the weeds. This not only helps to ensure that everything runs smoothly, but also allows you to identify areas for improvement and make adjustments as needed. I also feel that by doing this the team sees that it has a leader that is hands on and invested in the growth of the business.
9.The proposed location and operations methods will not detrimentally and unreasonably impact nearby property owners, businesses but in all actuality benefit nearby businesses by creating more foot traffic for them. Pizza House is known for their late-night kitchen, and we will be attracting more people to them because our kitchen and fryer will close at 1AM. Their kitchen closes at 4AM. Square one Bakery is directly next door and offers an early breakfast option that we do not have, so we will be referring guests onto them for breakfast options.
10. Please see attached financial institution documents.
11. I am a minority partner of Tin Can West, and attached is the documentation of licensing.

Page 2: Day to Day Operations:
Monday through Friday our primary focus is to be a fast casual Mexican style restaurant that delivers quality food during the workday. We are going to be a fast casual concept so that we can ensure guests are able to enjoy a decent meal within their lunch hour. After the workday concludes we then will transform into a local watering hole where locals can unwind from their busy day. We will have a large selection of craft cocktails, beers, seltzers, and other mixed drinks to choose from. Friday and Saturday evenings we plan to maximize the use of our space by providing a vibrate night life for the young professionals of Meridian Township. Our space will feature a pool table, card games from our game library, jukebox, and on some evenings a live DJ for night full of fun and dancing. The space will also include multiple big screen tvs for all the important sporting events.

Filed by Corporations Division Administrator Filing Number: 224827644140 Date: 05/31/2024

LARA Corporations Online Filing System
Department of Licensing and Regulatory Affairs

Form Revision Date 02/2017

ARTICLES OF ORGANIZATION

For use by DOMESTIC LIMITED LIABILITY COMPANY

Pursuant to the provisions of Act 23, Public Acts of 1993, the undersigned executes the following Articles:

Article I

The name of the limited liability company is:

NWZ GARAGE BAR LLC

Article II

Unless the articles of organization otherwise provide, all limited liability companies formed pursuant to 1993 PA 23 have the purpose of engaging in any activity within the purposes for which a limited liability company may be formed under the Limited Liability Company Act of Michigan. You may provide a more specific purpose:

Article III

The duration of the limited liability company if other than perpetual is:

Article IV

The street address of the registered office of the limited liability company and the name of the resident agent at the registered office (P.O. Boxes are not acceptable):

1. Agent Name: STACEY WESOLEK
2. Street Address: [redacted]
   Apt/Suite/Other:
   City: [redacted]
   State: MI Zip Code: [redacted]

3. Registered Office Mailing Address:
   P.O. Box or Street Address: [redacted]
   Apt/Suite/Other:
   City: [redacted]
   State: MI Zip Code: [redacted]

Article V

(Insert any desired additional provision authorized by the Act.)

ARTICLES CONTINUE:

ARTICLE V

THE BUSINESS OF THE LIMITED LIABILITY COMPANY IS TO BE MANAGED BY ONE OR MORE MANAGERS.

ARTICLE VI

NO MANAGER OF THE LIMITED LIABILITY COMPANY SHALL BE PERSONALLY LIABLE TO THE LIMITED LIABILITY COMPANY OR ITS MEMBERS F OR ANY BREACH OF ANY DUTY ESTABLISHED PURSUANT TO SECTION 404 OF THE MICHIGAN ACT; PROVIDED, HOWEVER, THIS ARTICLE SH ALL NOT ELIMINATE OR LIMIT THE LIABILITY OF A MANAGER FOR ANY OF THE FOLLOWING:

1. THE RECEIPT OF A FINANCIAL BENEFIT TO WHICH SUCH MANAGER IS NOT ENTITLED

2. LIABILITY UNDER SECTION 308 OF THE MICHIGAN ACT

3. A KNOWING VIOLATION OF LAW

4. AN ACT OR OMISSION OCCURRING BEFORE THE DATE WHEN THE PROVISION BECOMES EFFECTIVE.

ARTICLE VII

AMENDMENTS TO THESE ARTICLES OF ORGANIZATION SHALL BE APPROVED BY NO LESS THAN AN AFFIRMATIVE VOTE OF A MAJORITY INTEREST (MORE THAN 50%).

Signed this 31st Day of May, 2024 by the organizer(s):

Signature	Title	Title if "Other" was selected
STACEY WESOLEK	Organizer	

By selecting ACCEPT, I hereby acknowledge that this electronic document is being signed in accordance with the Act. I further certify that to the best of my knowledge the information provided is true, accurate, and in compliance with the Act.

○ Decline ◉ Accept

Filed by Corporations Division Administrator Filing Number: 224827644140 Date: 05/31/2024

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

FILING ENDORSEMENT

This is to Certify that the ARTICLES OF ORGANIZATION

for

NWZ GARAGE BAR LLC

ID Number: 803225780

received by electronic transmission on May 31, 2024 ***, is hereby endorsed.***

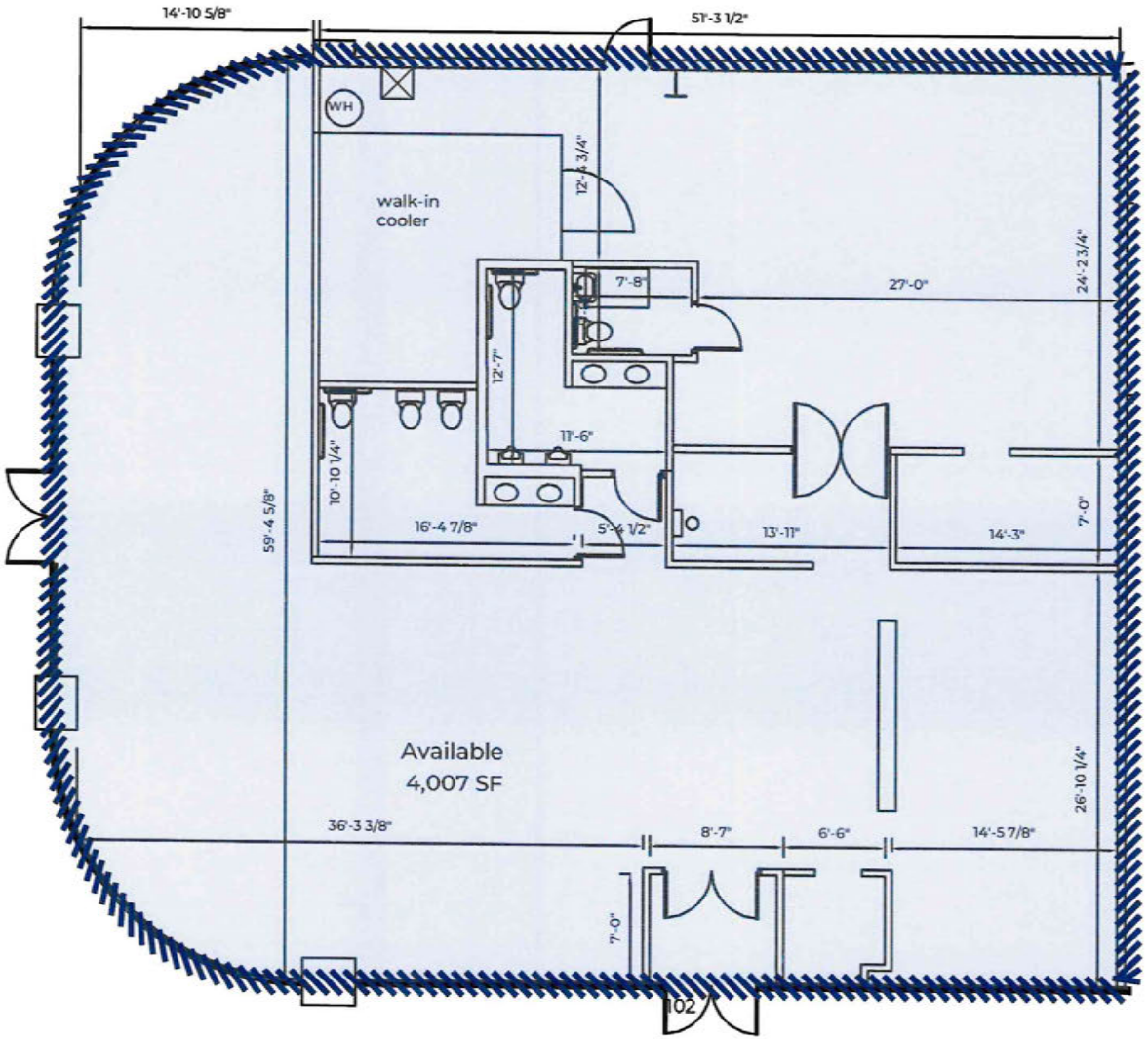
Filed on May 31, 2024 ***, by the Administrator.***

The document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.

LICENSING AND REGULATORY AFFAIRS
Corporations, Securities & Commercial Licensing Bureau
TUEBOR
CIRCUMSPICE

In testimony whereof, I have hereunto set my hand and affixed the Seal of the Department, in the City of Lansing, this 31st day of May, 2024.

Linda Clegg, Director
Corporations, Securities & Commercial Licensing Bureau



USEABLE AREA: 4,007 SF
RENTABLE AREA: 4,007 SF

Suite 102 - 4,007 SF

Meridian Township Application for a new liquor license
Business: NWZ Garage Bar LLC DBA: El Camino Garage Bar

6. The floor plan for the business is the existing floor plan as we are in negotiation with the landlord on the space. The lease of the space is contingent on the acquisition of a liquor license. If we are granted the liquor license and lease we can submit a new floor plan with the renovations we plan to revitalize the vacant space. We would like to first remove the bar from the middle of the space, and relocate it to the East of the space, freeing up more space for dining and dancing on the weekends. We also would remove the vestibule and coat closet to create a more open-air concept and flow. As far as outside renovations we would like to create a nice green space patio for guests to enjoy food and beverages.

7. Not applicable
8. Please see letter of reference from Jeff Parks in addition to this information listed below.
I have been in the Hospitality Business field since the age of 18, where I started my journey as a hostess and moved my way through the ranks as a server, bartender, manager, district manager, and finally partner. As a business owner, it's essential to be hands-on and involved in the day-to-day operations of the restaurant. Therefore, I have taken the liberties of cross training myself to cook and work various back of the house positions so that I can assist if my team is in the weeds. This not only helps to ensure that everything runs smoothly, but also allows you to identify areas for improvement and make adjustments as needed. I also feel that by doing this the team sees that it has a leader that is hands on and invested in the growth of the business.
9.The proposed location and operations methods will not detrimentally and unreasonably impact nearby property owners, businesses but in all actuality benefit nearby businesses by creating more foot traffic for them. Pizza House is known for their late night kitchen and we will be attracting more people to them because our kitchen and fryer will close at 1AM. Their kitchen closes at 4AM. Square one Bakery is directly next door and offers an early breakfast option that we do not have, so we will be referring guests onto them for breakfast options.
10. Please see attached financial institution documents.
11. I am a minority partner of Tin Can West, and attached is the documentation of licensing.

ServSafe
National Restaurant Association

ServSafe® CERTIFICATION

STACEY WESOLEK

for successfully completing the standards set forth for the ServSafe® Food Protection Manager Certification Examination, which is accredited by the ANSI (American National Standards Institute) National Accreditation Board (ANAB)–Conference for Food Protection (CFP).

26245873
CERTIFICATE NUMBER

5639
EXAM FORM NUMBER

9/18/2024
DATE OF EXAMINATION

9/18/2029
DATE OF EXPIRATION

Local laws apply. Check with your local regulatory agency for recertification requirements.

ANAB
ANSI National Accreditation Board
ACCREDITED PROGRAM
ANSI National Accreditation Board and the Conference for Food Protection
#0655

Sherman Brown
Executive Vice President, Business Services

In accordance with Maritime Labour Convention 2006, Resolution ADM N 068-2013 (Regulation 3.2, Standard A3.2).

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This document cannot be reproduced or altered.

Contact us with questions at 233 S. Wacker Drive, Suite 3600, Chicago, IL 60606-6383 or ServSafe@restaurant.org.

14th October, 2024

Jeff Parks
Waverly Robotics
Waverly Community Schools

To Whom It May Concern,

I am writing to express my utmost admiration for Stacey Wesolek, who has been an exceptional supporter of the Waverly Robotics team and a pillar of strength in the Lansing community. It is truly an honor to speak to her remarkable character, generosity, and unwavering commitment to the betterment of those around her.

Stacey's contributions to our robotics program have gone beyond just financial support. She has shown a deep and genuine belief in the potential of our students and the values we strive to instill in them. Her generosity has allowed countless young minds to explore the world of STEM, nurturing their curiosity and inspiring them to dream bigger. Thanks to Stacey, our team has been able to grow and succeed in ways we never imagined possible.

What truly sets Stacey apart, however, is not just her philanthropy, but her heart. She is a person who leads with kindness and humility, always looking for ways to uplift others. In Lansing, Stacey is widely known as someone who continuously gives back, whether it's through her support of local organizations or her active involvement in community events. Her dedication to improving the lives of others is evident in everything she does.

Stacey exemplifies the qualities of a true leader—compassion, integrity, and a relentless drive to make the world a better place. Her impact on the Waverly Robotics team has been profound, and her influence on the broader Lansing community is immeasurable. She has touched the lives of so many, and for that, we are forever grateful.

It is with deep appreciation and respect that I commend Stacey Wesolek for her tireless efforts and her remarkable spirit. She is truly an inspiration to all who have the privilege of knowing her.

Sincerely,
Jeff Parks

Jeffry D. Parks

Student Activities and Grant Coordinator
Waverly Community Schools

Shawn H. O'Brien, CCIM
VICE PRESIDENT Lansing
Retail & Land Services Brokerage

2501 Coolidge Rd.
Ste. 300
East Lansing, MI 48823

Main: +1 517 662 3535
Direct: +1 517 662 3529
Mobile: +1 517 3035554
shawn.obrien@colliers.com

Colliers

October 17, 2024

Matt, Evemarie, and Nathaniel Eyde
Eyde Development Company
300 S Washington Suite 400
Lansing, MI 48933

RE: Letter of Intent for: Hannah Plaza for Suite # 102

Dear: Matt, Evemarie and Nathaniel,

On behalf of tenant NWZ Garage Bar, LLC owned by Stacey and Matt Wesolek is proposing to open a Mexican Restaurant and Bar at Hannah Plaza, in Suite #102 at Hannah Plaza. COLLIERS is pleased to present the following proposal to, Eyde Hannah Plaza, LLC for consideration. We look forward to working with you in securing a mutually beneficial lease transaction.

TENANT:	NWZ Garage Bar, LLC DBA: El Camino Garage Bar owned primarily by Stacey and Matt Wesolek. They will specialize in Mexican fair during lunch and dinner and will add to their bar food menu and offer entertainment in the evening
LANDLORD:	Eyde Hannah Plaza, LLC
PROPERTY ADDRESS:	4750 S Hagadorn Rd
SQUARE FOOTAGE:	4,007 SF
USE:	Mexican Restaurant and bar serving alcohol
LEASE TERM:	[redacted]
POSSESSION DATE:	
LEASE COMMENCEMENT:	
RENT COMMENCEMENT:	
BASE RENT:	
ESTIMATED CAM:	
SECURITY DEPOSIT:	
RENT ABATEMENT:	
RENT ESCALATION:	
RENEWAL OPTIONS:	
LANDLORD'S WORK:	
PROPERTY IMPROVEMENTS? ALLOWANCE	

Shawn H. O'Brien, CCIM
VICE PRESIDENT Lansing
Retail & Land Services Brokerage

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East Lansing, MI 48823

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Direct: +1 517 662 3529
Mobile: +1 517 3035554
shawn.obrien@colliers.com

Colliers

	In event Landlord shall be providing existing HVAC units, Landlord shall make sure the HVAC equipment is in good working condition at Lease Commencement, and Tenant shall be responsible for maintenance a replacement of HVAC unit.
SIGNAGE:	Maximum allowable by Meridian Twp. on Building Façade facing Hagadorn Rd.
PARKING:	All parking is shared for Hannah Plaza Retail Center
ASSIGNMENT:	Tenant shall be permitted, subject to Landlord's consent, to assign, or otherwise transfer interest in this Lease to another Tenant and Tenant remains responsible for the obligation to pay rent for the existing lease term, unless Landlord agreed upon otherwise.

TENANT EXPENSES:

EXPENSE	LANDLORD	TENANT	PRO- RATA
Real Estate Taxes			X
Assessments			X
Water/Sewer Charges			X (part of CAMS)
Electricity		X	
Gas or Heat		X	
Phone		X	
Janitorial		X	
Refuse Collection			X
Snow Removal			X
Lawn/Landscaping			X
Driveway, Sidewalks & Parking Lot Repairs & Maintenance			X
Casualty Insurance		X	X
Liability Insurance		X	X
Structural & Roof Repairs/Replacements			X
Nonstructural Repairs & Maintenance/Replacements		X	
Mechanical Systems Repairs & Maintenance		X *	
Mechanical Systems Replacement		X	

LIQUOR LICENSE:	The Tenant shall be required to diligently pursue obtaining a Class C liquor license from Meridian Township and Michigan Liquor Control Commission for this location following the full execution of the Lease. Tenant shall have ninety (90) days from the full execution of this Lease to receive the applicable approval from Meridian Township. Following approval from Meridian Township the Tenant shall have ninety (90) days from the date of approval to receive written approval from the Michigan Liquor Control Commission. The Tenant shall promptly notify the Landlord following approval, and if the Tenant does not receive approval within the applicable 90 day periods, then both Tenant and Landlord shall have the right to terminate the Lease.

Shawn H. O'Brien, CCIM
VICE PRESIDENT Lansing
Retail & Land Services Brokerage

2501 Coolidge Rd.
Ste. 300
East Lansing, MI 48823

Main: +1 517 662 3535
Direct: +1 517 662 3529
Mobile: +1 517 3035554
shawn.obrien@colliers.com

Colliers

BROKERAGE:	Landlord shall pay brokerage fees subject to current listing agreement between Landlord and Colliers who is representing the Landlord. there are no other brokers involved in this transaction.
CONFIDENTIALITY	This proposal and all discussions related thereto shall be held in confidence by Landlord and Tenant and will not be discussed with Third Parties except on an "as needed" basis (e.g. attorneys).

This letter is intended solely as a preliminary expression of general intentions and is to be used for discussion purposes only. The parties intend that neither shall have any contractual obligations to the other with respect to the matters referred herein unless and until a definitive agreement has been fully executed and delivered by the parties. The parties agree that this letter/proposal is not intended to create any agreement or obligation by either party to negotiate a definitive lease/purchase and sale agreement and imposes no duty whatsoever on either party to continue negotiations, including without limitation any obligation to negotiate in good faith or in any way other than at arm's length. Prior to delivery of a definitive executed agreement, and without any liability to the other party, either party may 1) propose different terms from those summarized herein; 2) enter into negotiations with other parties and/or 3) unilaterally terminate all negotiations with the other party hereto.

Sincerely,

Shawn O'Brien, CCIM
Vice President | Lansing

Colliers
2501 Coolidge Ave, Ste 300
East Lansing, MI 48823

Tenant: NWZ Garage Bar, LLC

By: _____

Its: Partner

Date: 11-01-2024

Landlord: Eyde Hannah Plaza, LLC

By: _____

Name: G. Matthew Eyde,

Title: Manager

Date: 10/17/2024

Marcus:
by Goldman Sachs®

Goldman Sachs Bank USA
PO Box 70379
Philadelphia, PA 19176-0379

Statement Period
10/01/2024 to 10/31/2024

Customer Service Information
Toll-free 1-855-730-7283
Marcus.com

251201-01-00

251201/1453353/STMT/251201/0000/000000/509445 000 01 000000
STACEY WESOLEK
[redacted]

ONLINE SAVINGS ACCOUNT STATEMENT

See reverse for important information

Account Number [redacted]
Account Name

STATEMENT SUMMARY as of 10/31/2024

Beginning Balance	[redacted]
Deposits and Other Credits	
Interest Paid this Period	
Withdrawals and Other Debits	
Ending Balance	

EARNINGS DETAILS

Statement Period	[redacted]
Days in Statement Period	
Annual Percentage Yield Earned	
Total Earnings Paid This Year	

ACCOUNT ACTIVITY

Date	Description	Credits	Debits	Balance
10/01/2024	Beginning Balance			[redacted]
10/31/2024	Interest Paid	$580.94		
10/31/2024	**Ending Balance**			

Refer a friend. Earn a Cash Bonus.

With Marcus Referred, you (and your friends) can earn a Cash Bonus totaling 0.25% of your Online Savings Account average daily balance for 3 months. Log in and select "Refer a friend" to learn more, see full terms and access your unique referral link. Send your link to a friend who has not owned a Marcus Online Savings Account or CD in the past 12 months.

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Member FDIC

In Case of Errors or Questions About Your Electronic Transfers:

If you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt, please telephone us at 1-855-730-7283 or write us at:

Goldman Sachs Bank USA
PO Box 70379
Philadelphia, PA 19176-0379

We must hear from you no later than sixty (60) days after we sent you the **FIRST** statement on which the error or problem appears.

Give us the following information:

1. Tell us your name and account number
2. Describe the error or the transfer you are unsure about and explain as clearly as you can why you believe it to be an error or why you need more information
3. Tell us the dollar amount of the suspected error

If you tell us orally, we may require that you send us your complaint or question in writing within 10 business days.

We will determine whether an error occurred within 10 business days after we hear from you and will correct any error promptly. If we need more time, however, we may take up to 45 days to investigate your complaint or question. If we decide to do this, we will credit your account within 10 business days for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation. If we ask you to put your complaint or question in writing and we do not receive it within 10 business days, we may not credit your account.

For errors involving new accounts, point-of-sale, or foreign-initiated transactions, we may take up to 90 days to investigate your complaint or question. For new accounts, we may take up to 20 business days to credit your account for the amount you think is in error.

We will tell you the results within three business days after completing our investigation. If we decide that there was no error, we will send you a written explanation. You may ask for copies of the documents that we used in our investigation.

In Case of Errors or Questions About Your Non-Electronic Transactions:

Contact us immediately if your statement is incorrect or if you need more information about any non-electronic transactions (checks or deposits) on this statement. If any such error appears, you must notify us in writing no later than 30 days after the statement was made available to you. For more information, see the Deposit Account Agreement.

GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

February 23, 2021

Licensee / Applicant Name: TIN CAN-WEST SAGINAW, LLC
Request ID: 2101-00455

Please return a copy of this notice with the forms and/or documents

NOTICE:
The Liquor Control lobby is currently closed. See below for document submission and fee payments.

It is important that you read the attached order in its entirety. The order contains provisions that you must follow in order to comply with the Liquor Control Code and administrative rules. Failure to comply with this order may result in your business being cited for violations that will have financial penalties and could cause your license to be suspended or revoked.

Completion of your request is subject to receipt of all forms, documents, and/or fees outlined in the order, which will be contained in *Section A* of the order and listed below:

1. Form LCC-301 (Report of Stockholders/Members/Partners).

Form quick links: LC-95 LCC-107 LCC-108 LCC-301

Forms, Documents, and fees - You must submit all items as ordered, otherwise the license cannot be issued. Forms are available on our website at www.michigan.gov/lcc. To submit the forms, documents, and/or fees required in the approval order, you may submit them one of the following ways:

Documentation submission only (no fees):
Email: MLCCLicensingUnit4@michigan.gov
Fax: 517-763-0059
Mail: P.O. Box 30005, Lansing, MI 48909
In person: ***LOBBY IS CURRENTLY CLOSED – PLEASE SUBMIT DOCUMENTS VIA EMAIL, FAX OR MAIL.***

If your application is a transfer of ownership of a liquor license from another licensee to you and the transfer is not completed before the next annual license renewal deadline that occurs on April 30 every year, the seller must renew the license on or before April 30 or it will be terminated. This applies whether the seller's license is active or has been placed into escrow and for applications where you may have already been issued a conditional license.

Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: 225368
Request ID: 2101-00455
(For MLCC Use Only)

Report of Stockholders, Members, or Partners

(Authorized by MCL 436.1529(1), R 436.1051, and R 436.1110)

Part 1 - Licensee Information
Please state your name as it is filed with the State of Michigan Corporation Division.

Licensee name(s): Tin Can-West Saginaw, LLC	
Address: 316 E. Michigan Avenue	
City: Lansing, MI	Zip Code: 48933

Part 2a - Corporations - Please complete this section and attach more copies of this page if more room is needed.

Name and address of all stockholders:	No. of Shares Issued:	Date Issued/Acquired:
n/a		

Name and address of Corporate Officers and Directors, pursuant to administrative rule R 436.1109:

Part 2b - Limited Liability Companies - Please complete this section and attach more copies of this page if more room is needed.

Name and address of all members:	Percent % Issued:	Date Issued/Acquired:
Lewis D. Johns II, [redacted]	[redacted]	10-27-20; 2-23-21
Stacey L. Wesolek [redacted]	[redacted]	2-23-21
David A. Sell, [redacted]	[redacted]	2-23-21

Name and address of Managers and Assignees, pursuant to administrative rule R 436.1110:

LARA is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

Alcohol Information Management System

Michigan Liquor Control Commission

(/)

Search Active/Escrowed Licensees

Licensee Details

Licensee Name	TIN CAN-WEST SAGINAW, LLC	**Doing Business As (DBA)**	TIN CAN
Business ID	225368	**Local Governmental Unit (LGU)**	DELTA TWP
Status	Active	**County**	EATON
Address	8741 W Saginaw HwySte ELansing, MI 48917-7752	**Phone**	(517) 489-2515

Go Back

Insurance / Financial Responsibility

Show 10 entries

Copy CSV Excel Print

Name	Type	Insurance Provider	Effective Date (From)	Status
IN-569002	Liquor Liability Insurance	CONIFER INSURANCE COMPANY	4/1/2024	Active

Showing 1 to 1 of 1 entries

Previous 1 Next

Subordinates

Show 10 entries

Copy CSV Excel Print

Name	Relationship To Business	Status
DAVID SELL	Member	Active
LEWIS JOHNS	Member	Inactive
LEWIS JOHNS	Member	Active
STACEY WESOLEK	Member	Active

Showing 1 to 4 of 4 entries Previous 1 Next

Licenses

To view details of a license, please click the button to expand the license details.

Show 10 entries Copy CSV Excel Print

License #	Group	Type	Subtype	Status	Issue Date	Expiration Date	Statute	Statute: Location Transferable	
L-000199440	Retail - On Premises	Class C	Regular	Active	4/1/2011	4/30/2025		Y	
L-000199441	Retail - Off Premises	Specially Designated Merchant		Active	4/1/2011	4/30/2025		Y	

Showing 1 to 2 of 2 entries Previous 1 Next

Permits

To view details of a permit or permission, please click the button to expand the permit or permission details.

Show 10 entries Copy CSV Excel Print

Permit #	Type	Specific Purpose	Status	Issue Date	Expiration Date
+ 18-13472	Sunday Sales (PM)		Issued	4/1/2011	4/30/2025
+ 18-30868	Dance-Entertainment		Issued	4/1/2011	4/30/2025
+ 18-30869	Outdoor Service Area		Terminated	4/1/2011	4/30/2024

Showing 1 to 3 of 3 entries

Previous 1 Next

Historical Sales Record

Show 10 entries

Copy CSV Excel Print

Year	Month	License	Sales Amount
2020		L-000199440	$22,947.29
2021		L-000199440	$56,137.27
2022		L-000199440	$82,043.11
2023	01	L-000199440	$4,165.77
2023	02	L-000199440	$6,639.70
2023	03	L-000199440	$10,980.10
2023	04	L-000199440	$6,638.11
2023	05	L-000199440	$8,321.68
2023	06	L-000199440	$7,888.61
2023	07	L-000199440	$6,378.57

Showing 1 to 10 of 23 entries

Previous 1 2 3 Next

Passed Controlled Buys

Show 10 entries

Copy CSV Excel Print

Year	Transac	Investigation Number	Activity Date	Comment
2018	PASS	INS-000373	02-03-2018	Passed Controlled B on 2/3/18 (Inv. Mug Haapapuro/LAN 33

Showing 1 to 1 of 1 entries

Previous 1 Next

Violations

Show 10 entries

Copy CSV Excel Print

Violation #	Date Violation Occured	Status	Violation Description	Event/Decision
CV-00148580		Closed		9/15/2011 PASSED CONTROLLED BUY OPERATION ON 9-13-11 (INV. TRIERWEILER&INV.PERILLOUX&LAN-253&LAN-264)
CV-00148903		Closed		10/11/2011 9-29-11 VIOL. WARN. NOTICE R436.2025
CV-00163275		Closed		2/10/2014 WARNING TICKET ISSUED ON 02-03-14 FOR MCL436.1901(2)
CV-00165054		Closed		5/12/2014 WARNING TICKET ISSUED ON 10-23-14 FOR MCL 436.2025(1)

Showing 1 to 4 of 4 entries

Previous 1 Next

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Alcohol Information Management System

Michigan Liquor Control Commission

(/)

Search Active/Escrowed Licensees

Licensee Details

Licensee Name	TIN CAN EAST LANSING, LLC	**Doing Business As (DBA)**	TIN CAN
Business ID	241841	**Local Governmental Unit (LGU)**	EAST LANSING CITY
Status	Active	**County**	INGHAM
Address	313-317 E Grand River AveEast Lansing, MI 48823-4324	**Phone**	(517) 371-4113

Go Back

Insurance / Financial Responsibility

Show 10 entries

Copy CSV Excel Print

Name	Type	Insurance Provider	Effective Date (From)	Status
IN-572406	Liquor Liability Insurance	CONIFER INSURANCE COMPANY	8/1/2024	Active

Showing 1 to 1 of 1 entries

Previous 1 Next

Subordinates

Show 10 entries

Copy CSV Excel Print

Name	Relationship To Business	Status
DAVID SELL	Member	Active
LEWIS JOHNS	Member	Active
STACEY WESOLEK	Member	Inactive

Showing 1 to 3 of 3 entries Previous 1 Next

Licenses

To view details of a license, please click the ⊕ button to expand the license details.

Show 10 entries Copy CSV Excel Print

License #	Group	Type	Subtype	Status	Issue Date	Expiration Date	Statute	Statute: Location Transferable
L-000257267	Retail - On Premises	Class C	Resort	Active	2/24/2016	4/30/2025	MCL 436.1531(3)	No

Showing 1 to 1 of 1 entries Previous 1 Next

Permits

To view details of a permit or permission, please click the ⊕ button to expand the permit or permission details.

Show 10 entries Copy CSV Excel Print

Permit #	Type	Specific Purpose	Status	Issue Date	Expiration Date
+ 18-18065	Sunday Sales (PM)		Issued	2/24/2016	4/30/2025
+ 18-33371	Dance-Entertainment		Issued	2/24/2016	4/30/2025

Showing 1 to 2 of 2 entries Previous 1 Next

Historical Sales Record

Show 10 entries Copy CSV Excel Print

Year	Month	License	Sales Amount
2020		L-000257267	$13,910.78
2021		L-000257267	$48,408.29
2022		L-000257267	$59,446.99
2023	01	L-000257267	$3,974.30
2023	02	L-000257267	$2,473.18
2023	03	L-000257267	$6,097.56
2023	04	L-000257267	$6,158.92
2023	05	L-000257267	$4,532.23
2023	06	L-000257267	$2,423.86
2023	07	L-000257267	$2,381.82

Showing 1 to 10 of 23 entries Previous 1 2 3 Next

Violations

Show 10 entries Copy CSV Excel Print

Violation #	Date Violation Occured	Status	Violation Description	Event/Decision
CV-00176119		Closed		3/28/2016 PASSED CONTROL BUY OPERATION ON 3-22-16 (INV. TRIERWEILER/INV. O'FARRELL/LAN-346)

Showing 1 to 1 of 1 entries Previous 1 Next

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12. D

To: **Board Members**

From: **Tavis Millerov, Fire Marshal**
Michael Hamel, Fire Chief

Date: **January 17, 2025**

Re: **Ordinance 2025-01 – 2024 International Fire Code with Township Amendments – Introduction**

The Board reviewed the ordinance changes at the December 17, 2024 meeting and consensus was to proceed with introduction. The 2024 International Fire Code is the most recent edition of the fire code as published by the International Code Council. It is a companion code to the International Building Code, from which the Michigan Building Code is derived and enacted by state statute. In an effort to remain current with rapidly changing technologies and best practices concerning energy storage systems, lithium-ion batteries, and hazardous chemicals, we are requesting the Township Board formally adopt the 2024 International Fire Code by ordinance.

The following motion is proposed for Board consideration:

> **MOVE TO APPROVE THE RESOLUTION TO INTRODUCE ORDINANCE NO. 2025-01, AN ORDINANCE TO UPDATE THE TOWNSHIP CODE PURSUANT TO THE 2024 INTERNATIONAL FIRE CODE INCLUDING APPENDIX CHAPTERS B, C, D, E, F, G, H, I, K, N, AND O AS PUBLISHED BY THE INTERNATIONAL CODE COUNCIL WITH MERIDIAN TOWNSHIP AMENDMENTS.**

Attachments:

1. Ordinance No. 2025-01
2. Resolution for Updating the Charter Township of Meridian Fire Code

ORDINANCE NO. 2025-01
ORDINANCE AMENDING THE CODE OF THE CHARTER TOWNSHIP OF MERIDIAN, MICHIGAN, CHAPTER 26, ARTICLE II, SECTIONS 26-26 AND 26-27 TO ADOPT AND INCORPORATE BY REFERENCE THE 2024 INTERNATIONAL FIRE CODE WITH MERIDIAN AMENDMENTS

THE CHARTER TOWNSHIP OF MERIDIAN ORDAINS:

Section 1. Amendment to Chapter 26, Article II, Sections 26-26 and 26-27. Section 26-26 entitled Adoption and Section 26-27 entitled Revisions; limitations; amendments of the Code of the Charter Township of Meridian, Michigan, are amended to read as follows:

26-26 Adoption.

That a certain document, a copy of which is on file in the office of the Township Clerk, being marked and designated as the International Fire Code, 2024 edition, including Appendix Chapters B, C, D, E, F, G, H, I, K, N, and O (International Fire Code Section 101.2.1, 2024 edition), as published by the International Code Council, is hereby adopted, and incorporated by reference into the Township Code of Ordinances, with Meridian Amendments, as the Fire Code of the Charter Township of Meridian, in the State of Michigan, to regulate and govern the safeguarding of life and property from fire and explosion hazards arising from the storage, handling and use of hazardous substances, materials and devices, and from conditions hazardous to life or property in the occupancy of buildings and premises in the Township and to provide for the issuance of permits and collection of fees. Such adoption and incorporation shall include all amendments to the 2018 International Fire Code effective as of the date this ordinance is adopted, and including all amendments thereafter made to the 2018 International Fire Code. Amendments made to the 2018 International Fire Code, as adopted by reference herein, become effective the same date they become effective in the 2018 International Fire Code. The penalties and procedures prescribed pursuant to the 2018 International Fire Code are applicable to violations occurring in the Township.

26-27 Revisions; limitations; amendments.

(a) The following sections of the 2024 International Fire Code, as amended, are hereby revised as follows:

Section 101.1: Title. These regulations shall be known as the *Fire Code* of **THE CHARTER TOWNSHIP OF MERIDIAN**, hereinafter referred to after as "this code."

Section 113.4: Violation Penalties. Persons who shall violate provisions of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the *approved construction documents* or directive of the *fire code official,* or of a permit or certificate used under provisions of this code, shall be responsible for a **CIVIL INFRACTION**, punishable by a fine of not more than **$500.00** dollars; or shall be guilty of a misdemeanor punishable by a fine of not more than $500.00 dollars or by imprisonment not exceeding **NINETY (90)**

DAYS, or both such fine and imprisonment. Each day that a violation continues after due notice has been served shall be deemed as a separate offense.

Section 507.5.1: Where Required. Where a portion of the facility or building hereinafter constructed or moved into or within the jurisdiction is more than **150** feet (46 m) from a hydrant on a fire apparatus access road, as measured by an *approved* route around the exterior of the facility or building, on-site fire hydrants and mains shall be provided where required by the *fire code official.*

Exceptions:

1. For Group R-3 and Group U occupancies, the distance requirement shall be **250** feet (76 m).
2. For buildings equipped throughout with an *approved automatic sprinkler system* installed in accordance with Section 903.1.1 or 903.3.1.2, the distance requirement shall be **250** feet (76 m).

Section 507.5.1.1: Hydrant for **FIRE PROTECTION** systems. Buildings equipped with a **FIRE PROTECTION** system installed in accordance with **CHAPTER 9** shall have a fire hydrant within 100 feet (30 m) of the fire department connections.

Section 1103.5.3 Group I-2 Condition 2: In addition to the requirements of Section 1103.5.2, existing buildings of Group I-2, Condition 2 occupancy shall be equipped throughout with an *approved automatic sprinkler system* in accordance with Section 903.3.1.1. The *automatic sprinkler system* shall be installed as established by the **limits set forth by the Michigan Bureau of Fire Services rules for each respective facility.**

Section 2. Validity and Severability. The provisions of this Ordinance are severable and the invalidity of any phrase, clause or part of this Ordinance shall not affect the validity or effectiveness of the remainder of the Ordinance.

Section 3. Repealer Clause. All ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 4. Savings Clause. This Ordinance does not affect rights and duties matured, penalties that were incurred, and proceedings that were begun, before its effective date.

Section 5. Effective Date. This Ordinance shall be effective thirty (30) days after its publication.

_____	_____
Scott Hendrickson	Angela Demas
Township Supervisor	Township Clerk

ORDINANCE NO. 2025-01
CHAPTER 26
FIRE PREVENTION & PROTECTION
SECTIONS 26-26 & 26-27
INTRODUCTION

RESOLUTION FOR UPDATING THE CHARTER TOWNSHIP OF MERIDIAN FIRE CODE

At a meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal building in said township on the 21st day of January, 2025 at 6:00 p.m. local time.

PRESENT: _____

_____

ABSENT: _____

_____

The following resolution was offered by _____ and supported by _____.

WHEREAS, pursuant to Section 23 of the Charter Township Act, being MCL 42.23, the Charter Township of Meridian may adopt any provision of state law or detailed technical regulations as a township ordinance; and

WHEREAS, the Township Board has previously adopted a Uniform Fire Code being Article II of Chapter 26 of the Township's Code of Ordinances; and

WHEREAS, the Township Uniform Fire Code Article II of Chapter 26 incorporates by reference the 2018 International Fire Code, as published by the International Conference of Building Officials; and

WHEREAS, the International Conference of Building Officials updated the International Fire Code and has now adopted and published the 2024 International Fire Code; and

WHEREAS, the Township Board has reviewed the proposed ordinance at its December 17th meeting, and deems it in the best interest of the public health, safety, and welfare of the citizenry of the Charter Township of Meridian to incorporate by reference the International Fire Code, 2024 edition, with amendments.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, that the Township Board hereby INTRODUCES FOR PUBLICATION AND SUBSEQUENT ADOPTION Ordinance No. 2025-01, titled "Ordinance Amending the Code of the Charter Township of Meridian, Chapter 26, Article II, Sections 26-26 and 26-27, to Adopt and Incorporate by Reference the 2024 International Fire Code with Meridian Amendments."

BE IT FURTHER RESOLVED, that the Clerk of the Charter Township of Meridian is directed to publish the Ordinance once prior to the next regular meeting of the Township Board.

ADOPTED: YEAS: _____

_____

NAYS: _____

_____

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, do hereby certify that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Township Board held on the 21st day of January, 2025.

_____
Angela Demas, Clerk
Charter Township of Meridian

To: **Township Board Members**

From: **Timothy R. Schmitt, *AICP***
Interim Township Manager &
Director of Community Planning and Development

Date: **January 17, 2025**

Re: **Purchasing Policy Update**

As part of the Finance Director duties that Plante Moran is assisting us with, they are going through our policies and procedures for best practices, to ensure that we are doing everything in as efficient a way as possible, given the amount of turnover we've had in the Finance Department over the last 18 months.

The purchasing policy in general is in good shape, but they are recommending two changes in how things get approved.

- Currently, the Finance Director touches every single approval in the Township, along with the Department head and each member of the Finance Department. Plante Moran recommends removing the Finance Director from invoices and purchase orders under $1,000, making the process more streamlined. They are finding that the amount of time that goes into approving every single transaction is large and we are one of the only communities they are aware of that have this in place.
- After speaking with the Department heads, it is clear that we spend a great deal of time trying to process monthly payments for recurring items (i.e. Comcast, Verizon, etc.) where the amount and service are predictable, but the timeframe to pay the bill often results in us paying late fees, due to how our current policy is set up. The second change being proposed is to allow these services to be placed under a Blanket Purchase Order, which is already permitted in the policy for some other small dollar items. This will save a tremendous amount of Staff time and late fees.

The attached purchasing policy update would implement this change. The majority of the work will be on the backend in our purchasing systems, where we will remove the Finance Director from the approval cycle. We will continue work on a cash handling policy update and a minor change to the credit card policy, which we will bring forward in the near future. We look forward to discussing this matter with the Board next week.

MERIDIAN CHARTER TOWNSHIP
PURCHASING POLICY

Purpose

The purpose of this policy is to establish transparent and standard guidelines of the procurement function for the Charter Township of Meridian in coordination with established governmental best practices.

The policy shall ensure the best overall value for the Township in the acquisition of goods and services through competition among qualified vendors. Policy adherence shall result in financial accountability and efficient use of funds.

The policy shall be utilized for every expenditure by Meridian Township regardless of the funding source.

This policy provides the process for the efficient means of disposal of surplus real and personal property.

Authority

This policy is designed to serve as a guide for all purchases by Charter Township of Meridian employees and elected officials for the Township. All purchases are ultimately the responsibility of the Township Manager, and may be approved or disapproved by their designee, in accordance with the provision of this policy and the limitations of the Township budget. The interpretation of the requirements contained herein and any revision to this policy shall be made by the Township Board.

The Department Director shall serve as the principal procurement administrator for their respective department(s) and shall be responsible for the execution of procurement in accordance with this policy, as well as the management and disposal of surplus property. The Finance Department shall work cooperatively with departments in making determinations relative to procurements. The Finance Department shall adopt this policy and procedures with respect to procurement and shall ensure their consistent application.

The Charter Township of Meridian utilizes a decentralized purchasing system with individual Department Directors responsible for the actual purchasing for their departments. Department Directors must anticipate and plan for the purchasing needs of their departments. All purchases must be budgeted and properly documented. The procedure and documentation will vary depending upon the nature of the purchase as defined within this policy.

Purchase Order Approvals

	Department Supervisor	Department Director	Accounts Payable	Accounting	Finance Director
Administrative Services department		X	X	X	X (if PO greater than $1,000)
Clerk department		X	X	X	X (if PO greater than $1,000)
Treasurer department		X	X	X	X (if PO greater than $1,000)
Admin & Human Resources department		X	X	X	X (if PO greater than $1,000)
Police department		X	X	X	X (if PO greater than $1,000)
Dev. – Planning/Admin department		X	X	X	X (if PO greater than $1,000)
Cable TV department		X	X	X	X (if PO greater than $XXX)
Capital Outlay department		X	X	X	X (if PO greater than $1,000)
Accounting department		X	X	X	
Other	X (if applicable)	X	X	X	X (if PO greater than $1,000)

Accounts Payable Invoice Approvals

	Department Supervisor	Department Director	Accounts Payable	Accounting	Finance Director
Administrative Services department		**X**	**X**	**X**	**X (if invoice greater than $1,000)**
Clerk department		**X**	**X**	**X**	**X (if invoice greater than $1,000)**
Information Technology department		**X**	**X**	**X**	**X (if invoice greater than $1,000)**
Assessing department		**X**	**X**	**X**	**X (if invoice greater than $1,000)**
Treasurer department		**X**	**X**	**X**	**X (if invoice greater than $1,000)**
Elections department		**X**	**X**	**X**	**X (if invoice greater than $1,000)**
Admin & Human Resources department		**X**	**X**	**X**	**X (if invoice greater than $1,000)**
Police department		**X**	**X**	**X**	**X (if invoice greater than $1,000)**
Fire department		**X**	**X**	**X**	**X (if invoice greater than $1,000)**
Water/Sewer Administration department		**X**	**X**	**X**	**X (if invoice greater than $1,000)**
Dev. – Planning/Admin department		**X**	**X**	**X**	**X (if invoice greater than $1,000)**
Dev. – Building Division department		**X**	**X**	**X**	**X (if invoice greater than $1,000)**
Parks & Recreation Admin department		**X**	**X**	**X**	**X (if invoice greater than $1,000)**

Cable TV department		**X**	**X**	**X**	**X (if invoice greater than $1,000)**
Capital Outlay department		**X**	**X**	**X**	**X (if invoice greater than $1,000)**
Cemetery department	**X**	**X**	**X**	**X**	**X (if invoice greater than $1,000)**
Engineering department	**X**	**X**	**X**	**X**	**X (if invoice greater than $1,000)**
Harris Nature Center department	**X**	**X**	**X**	**X**	**X (if invoice greater than $1,000)**
Accounting department		**X**	**X**	**X**	
Other	**X (if applicable)**	**X**	**X**	**X**	**X (if invoice greater than $1,000)**

Electronic Funds Transfer (EFT) Approvals

Department Supervisor	Department Director	Accounts Payable	Accounting	Finance Director
			X	**X**

Purchase Card Approvals

Department Supervisor	Department Director	Accounts Payable	Accounting	Finance Director
X (if applicable)	**X**	**X**		**X**

Ethical Standards and Professional Conduct

The Charter Township of Meridian's decentralized purchasing system provides for responsive support to departments and empowers Department Directors to procure their department's requirements timely and with minimal impediments. The Township places a high degree of trust in their employees with regard to proper purchasing ethics. Decentralized purchasing requires those employees in the approval and purchasing process to adhere to high ethical standards when engaged in purchasing tasks to ensure the integrity of township government and protect township assets. As such these employees must, at all times, avoid the appearance of impropriety

and unethical conduct.

Ethical Standards and Professional Conduct are detailed in the Purchasing Procedures Manual. This expands on the following examples that are listed as a quick guide. Employees may not:

a. Disclose, for financial gain for the employee's grandparent, parent, parent-in-law, stepparent, sibling, spouse, child, or stepchild (Immediate Family), any confidential information that is not available to members of the general public.
b. Engage in or agree to engage in, for financial gain of the employee's Immediate Family, any business transaction or private arrangement that accrues from or is based on the employee's official position or on confidential information gained by reason of the employee's position.
c. Solicit, accept, or agree to accept anything under any circumstances that could reasonably be expected to influence the manner in which the employee performs work or makes decisions.
d. Make available any consideration, treatment, advantage, or favor beyond that which is generally granted or made available to others under similar circumstances.
e. Represent or act as an agent for any private interests, whether for compensation or otherwise, in any transaction in which the township has a direct and substantial interest and which could reasonably be expected to result in a conflict between the employee's private interest's and official township responsibilities.
f. Exercise any decision-making authority of the Township regarding any purchasing with respect to any business or entity in which the employee or a member of the employee's Immediate Family has any financial interest.

An employee may accept *advertising items* (contractor or vendor promotional items that contain contractor or vendor logo) that have a fair market value of less than $20.00. The aggregate fair market value of any advertising items must not exceed $80.00 in any three-month period. The $80.00 limit is an aggregate cap across all advertising items, from any combination of contractors or vendors. Any item that does not have a company logo on it is considered a gift and cannot be accepted.

All purchasing tasks, regardless of dollar amount, shall adhere to the listed standards and conduct. The Finance Department shall assist any employee with any questions in this regard.

Table of Contents

Chapter 1. Quick Reference Chart……5

Chapter 2. Small Purchases……6
2.1. Purchases Less Than $1,000
2.2. Purchases or Contracts Between $1,000 - $4,999

Chapter 3. Competitive Purchases……7
3.1. Request for Quotation: $5,000 - $24,999
3.2. Purchases or Contracts $25,000+
3.2.A. All Purchases and Contracts $25,000+
3.2.B. Request for Proposal (RFP): $25,000+

Chapter 4. Exceptions to Competitive Purchases……10
4.1. Cooperative Procurement
4.2. Sole Source Procurement
4.3. Emergency Procurement

Chapter 5. Purchasing Types……12
5.1. Purchase Order
5.1.A. Blanket Purchase Orders
5.2. Electronic Purchase Requisition and Purchase Order System
5.3. PCard System

Chapter 6. General Guidelines……15
6.1. Fund Availability
6.2. Purchase of Unbudgeted Capital Outlay Items

Chapter 7. Disposal of Property……16

Chapter 1. Quick Reference Chart

	Amount ($) or Type	Documents Required or Condition for Use	PCard[1] & AP.Net Processing	Requisition & Purchase Order[2]	Written Quote[3]	Sealed Bid or Proposal	Manager Approval	Department Director Approval
Small Purchases	$0 - $999		YES					YES
	$1,000 - $4,999	Verbal Quote Record from 2 sources or 2 emailed quotations	YES or RQ/PO	YES or PCard	YES			YES
Competitive Purchases	$5,000 - $24,999 Request for Quotation (RFQ)	Written Quotation from 3 sources.		YES	YES			YES
	$25,000 + Request For Bid (RFP)	When vendors are needed to develop or propose ideas or solutions to fulfill a need.		YES	YES	YES		YES
Exceptions to	Cooperative Procurement (e.g. SourceWell, MiDeal)	When a joint purchase with another governmental unit can be made or when the Board determines that the public interest will be best served without competitive bidding.		YES	YES ≥$5,000		YES	YES
	Sole Source Procurement	When only 1 vendor can meet requirements.		YES	YES ≥$5,000		YES	YES
	Emergency Procurement	When Township Manager directs as such.		YES	YES ≥$5,000		YES	YES

Purchases may not be artificially divided such that lower levels of approval may be obtained.

[1]Up to individual PCard limits.

[2]Requisition to be completed and purchase order created before order is placed. Purchase Order number to be included on all vendor invoices.

[3]Written quote includes Verbal Quote Record, RFQ, and RFP. Written quote number of bidders waived for Emergency Procurement

Chapter 2. Small Purchases

***Preface**: Any purchase less than $5,000 shall be considered a Small Purchase. Small Purchases do not require a sealed bid or sealed proposal.*

Required Approvals: All Small Purchases shall be approved by the Department Supervisor and/or Department Director.

Section 2.1. Purchases Less Than $1,000

Departments may make purchases less than $1,000 without securing competitive quotes. Professional conduct and fiduciary duty of course still apply.

Either PCard transactions (up to individual PCard limits) or invoice entered into the Accounts Payable (AP.Net) application.

Section 2.2. Purchases or Contracts Between $1,000 - $4,999

Additional Required Approvals & Documentation: Purchases and Contracts within this range shall require either a verbal quotation or email quote from two sources.

Verbal quotations shall be transcribed on the available Verbal Quotation Record. Vendors submitting emailed quotations shall include all the mandatory information requested on the Verbal Quotation Record. Received quotation shall be made part of the purchasing electronic file.

Either PCard transactions (up to individual PCard limits) or Requisition & Purchase Order transactions are acceptable.

Chapter 3. Competitive Purchases

***Preface:** Any purchase of $5,000 or greater shall be considered a Competitive Purchase and is further distinguished by amount. A purchase between $5,000 - $24,999 shall require three written quotes. A purchase of $25,000 or greater shall require a sealed bid. Request for Quotation (RFQ) and Request for Proposals (RFP) shall all qualify as Competitive Purchases. Board approval is not required to issue an RFQ or RFP.*

Required Approvals & Documentation: All Competitive Purchases require a Purchase Requisition and a Purchase Order to effect a purchase. Competitive Purchases shall be approved by the Department Director.

Specifications and Advertisement: The solicitation for quotes, bids, and proposals shall include a clear and accurate description of the requirements of the goods or services to be procured. The description should not contain features that unduly restrict competition. The performance requirements of a solicitation may be described by stating "brand name or equivalent" to convey functionality without requiring the specific brand. Solicitations for sealed bids shall be sent to prospective bidders, placed with trade sources, and posted on the township website.

Evaluation & Final Award: All written quotes, bids, and proposals shall be technically evaluated and vendor responsibility shall be assessed. No criteria may be used in quote/bid/proposal evaluations that are not set forth in the solicitation. Also, failure of a vendor to supply information in connection with an inquiry may result in a determination of non-responsibility. The Township Manager reserves the right to accept or reject any and/or all quotes, bids, or proposals, to award the contract to other than the lowest bidder, to accept any or all alternates, to waive irregularities and/or informalities, and in general to make the award in any manner deemed by it, in its sole discretion, to be in the best interest of the Township. Quotes, bids and proposals will be available to the public after an award is made.

Section 3.1. Request for Quotation (RFQ): $5,000 - $24,999

Additional Required Documentation: Comparative, written quotes are required from vendors for products and services except when the Department Director determines that no advantage to the Township would result from acquiring multiple quotes, or when the purchase is for the acquisition of professional services from pre-qualified providers.

Request for Quotation from prospective vendors may be made in person, by telephone, by written communication, or through an e-procurement system; however, the vendor's response must be written as specified.

Quote Evaluation and Final Award: Quote evaluation and technical approval will normally be executed by the Department Director. A purchase shall be made from the vendor who quotes the best overall value while meeting specifications.

Section 3.2. Purchases or Contracts $25,000 +

***Preface:* Purchases or Contracts that are $25,000 or greater will require a sealed Request for Proposal (RFP). The requirements below apply to the RFP. The RFP have additional unique requirements that shall be followed. The Conditions for Use statements will dictate when to use a RFP and the additional requirements for each are documented in Sections 3.2.B., and 3.2.C., respectively.**

Section 3.2.A. All Purchases and Contracts $25,000 +

Solicitation Advertisement, Distribution, Posting, and Acceptance**:** Sealed Bids/proposals shall be solicited from a reasonable number of known, qualified, prospective vendors by distributing electronic and/or written notices, placed with trade sources, and posted on the township website. Bids/proposals shall be unconditionally accepted without alteration or correction.

Bid Opening: Bids/proposals shall be opened publicly at the Township Hall and at the time designated in the notice requesting the bid/proposal. Minimally, a representative from the Clerk's office and a representative from the using department shall be present during the Bid Opening.

Correction or Withdrawal of Bid/Proposal: Prior to Bid Opening, corrections or withdrawals of bids/proposals are permitted through written or e-mail notice to the initiating office. After award, if an awarded vendor alleges a mistake, the vendor must request in writing that the award be terminated or modified. The Board or designee may reject the request and hold the vendor to the awarded contract. The Board or designee may do otherwise when the mistake is alleged in writing and evidence of the mistake is clear and convincing. All decisions shall be documented through a written determination by the Board or designee.

Failure to Execute a Contract: Security deposits shall be retained by the Township until a contract is awarded and signed by the selected vendor. If the selected vendor fails/refuses to enter into the proposed contract and/or fails to file a required bond within ten (10) Township business days after signing such contract, the deposit accompanying the bid shall be forfeited to the Township. The Board shall then consider the interests of the public when determining to award the contract to a different qualified bidder or re-post the solicitation.

Section 3.2.B. Request for Proposal (RFP): $25,000 +

In addition to the requirements in the Chapter 3 Preface and in Section 3.2.A., the following procedures apply to sealed RFP's.

Condition for Use: A Request for Proposal (RFP) is issued when

a. There exists a complex need that is difficult to specify and the need may be expressed as a statement or scope of work to be done along with criteria to evaluate responses from potential vendors.
b. Requirements for the RFP are not clearly known and are qualitative rather than quantitative.
c. When supplier selection is being made based on a combination of non-price factors.

Bid Opening: The amount of each proposal, the vendor name, and relevant information shall be recorded; however, only the vendor name shall be revealed to the public.

Correction or Withdrawal of Proposal**:** Mistakes in proposals after bid opening and prior to award have little impact since discussions and corrections to proposals are permitted.

Chapter 4. Exceptions to Competitive Bid

Preface: Some procurements are exempt from competitive bidding. Utilize the Conditions for Use descriptions to determine if a purchase is exempt.

Required Approvals & Documentation: When exempt from competitive bidding, Department Director approval is required. Board approval is required for purchases and contracts as listed.

Section 4.1. Cooperative Purchase

Condition for Use: For purchases which meet one of the following criteria:

1. When the Board determines that the public interest and cost effectiveness will be best served by purchase from or joint purchase with another unit of government.
2. When cooperative contracts exist:
   a. Michigan Department of Technology, Management and Budget (Member #: 890) MiDeal www.michigan.gov/dtmb/0,5552,7-358-82550_85753---,00.html
   b. Sourcewell (Formerly NJPA) (Member #: 5167) www.sourcewell-mn.gov
   c. Other governmental entities contracts offered as cooperatives and of value to the Township.

Final Award: The Township may award a contract to a public entity or approved vendor of the cooperative contract. When applicable, an award will be made by complying with the terms of the stated cooperative contract.

Section 4.2. Sole Source Purchase

Conditions for Use: For purchases or contracts that the Department Director determines in writing, after a good faith review of potential vendors, that there is only one vendor for the required product or service, especially when the procurement is for a product that is a part of a system in which selection of an alternative brand would alter the ability of the using department to operate and/or maintain the system.

Sole Source Vendors: A list of current sole source vendors shall be kept by the Finance Department. The list shall include the sole source determination from the using Department which must be re-established every three years.

Section 4.3. Emergency Purchase

When an event occurs that is a threat to public health, maintenance of an essential Township service, welfare of persons or public property, or the security of the Township or its interests, the Township Manager in cooperation with the Township Supervisor, or in the Manager's absence, the Finance Director, may authorize purchases. The emergency need not be officially declared. Failure to plan does not constitute an emergency.

CHAPTER 5. Purchasing Types

Preface: The Township utilizes both Purchase Orders and PCard transactions to conduct business with vendors. Each have unique approval paths and usages.

Required Approvals & Documentation: Department Director approval is required for all purchases. Purchase Orders first require an approved purchase requisition, PCard transactions require approval post transaction.

Section 5.1. Purchase Order

A purchase order is the approval of a purchase for a specific item(s), from a specific vendor, at a specific rate. A purchase requisition is the departmental approval document to create a purchase order. Any significant change in the purchase order may void that purchase order, and the employee making the significant change in the purchase order may be held liable for that purchase. A significant change is a change in vendor, item(s) being purchased, or a change in price of greater than five percent (5%).

Section 5.1.A Blanket Purchase Order

Blanket Purchase Orders: For some items, such as small hardware supplies, auto parts, or small plumbing supplies, which are purchased in large volume (as a class of item not as a specific item), or recurring items (such as utilities, telephone, internet) a blanket purchase order may be placed with a vendor. The blanket purchase order eliminates the need to get a purchase order for each specific item purchased or service received from the vendor. Department Directors are responsible for approving all invoices from purchases made on a blanket purchase order by their department.

Employees making purchases on a blanket purchase order shall submit to the Finance Department a record of the purchase which shall include the same information as an invoice.

Section 5.2 Electronic Purchase Requisition and Purchase Order System

Purpose: The electronic purchase requisition and purchase order system is designed to provide a method to screen and approve requests for purchase (purchase requisitions), to encumber available funds in the appropriate ledger accounts, to record the disbursement of funds, and keep track of purchases to be delivered (purchase orders). Purchase requisitions and purchase orders are to be used for all purchases, except purchases less than $1,000, procurement card purchases, and emergency needs as authorized by the Township Manager. Failure of an employee to secure approval for a purchase may result in that employee being held liable for that purchase.

Guidelines: The purchase requisition is a request for a purchase. If the requisition is approved, a purchase order will be authorized and created. The purchase order is the authorization to make a purchase.

Exceptions: Under normal circumstances, no purchase orders will be issued without a completed purchase requisition. In situations where an unforeseen need for services, supplies, or materials arises, such as the need for emergency repairs on vehicles or complications in the course of normal maintenance, purchase requisitions may be approved by the Department Director after the purchase occurrs. The Township Manager may, at their discretion, establish authorization levels for Department Director for approving such purchases. After the emergency purchase has concluded, the electronic requisition shall be completed, along with a note that a purchase has been made, and sent through the approval process for a purchase order to be created. The Department Director will approve the invoice for payment.

Changes in Purchase Orders: If for any reason, a significant change must be made in a purchase order after it has been received by an employee, that employee must notify the Finance Director. A significant change shall be defined as a change that:

a. Switches the purchase order from one vendor to another vendor
b. Changes the item being ordered (i.e. from roofing nails to finishing nails)
c. Changes the price of the purchase order by more than 5% or price estimated on the purchase requisition.

Failure of an employee to notify the Finance Director's Office of a significant change in the purchase order may result in that employee being held liable for that purchase.

Completion of Transaction: When an order has been filled, it is the responsibility of the Department Director to have the shipment or services requested inspected to ensure the proper quantity and quality of goods or services have been received.

Invoices: An invoice is an itemized listing of quantities and charges for the purchase of supplies, materials, equipment, or services which have been furnished to the Township. An invoice is the means by which the vendor informs the purchaser of his obligation and it should contain the same basic information as the purchase order plus any conditions imposed by the vendor, such as discounts, time of expected payment, etc.

Prompt processing of invoices for the settlement of obligations is very important because it may favorably affect the relationship between the purchaser and the vendor. An invoice should contain:

a. Purchase Order Number (if applicable)
b. Date of order
c. Date of delivery
d. Destination of delivery (building where shipped and who received it, if signed delivery)
e. Itemized list of materials or services rendered
f. Quantities, prices (both in unit and total), terms and any
g. Quantities, prices (both in unit and total), terms and any

Section 5.3. PCard System

Purpose: The purpose of a purchasing card (also known as a procurement card or PCard) program is to provide an efficient, cost-effective method of purchasing and paying for small-dollar purchases. This program is used as an alternative to traditional requisitioning and purchase order process.

a. The Township Manager or designee (Finance Director) is responsible for issuing, accounting for, monitoring, retrieving and generally overseeing compliance with the Township's procurement card policy.
b. Township procurement cards may be used only by an officer or employee of the Township for the purchase of goods or services for the official business of the Township.
c. An official or employee who is issued a procurement card is responsible for its protection and custody. If a procurement card is lost or stolen, the Township Manager or designee (Finance Director) shall be notified. The entity issuing the lost or stolen procurement card shall be immediately notified to cancel the card.
d. An officer or employee issued a procurement card shall return the procurement card to Township Manager or designee (Finance Director) upon termination of their employment or service with the Township.
e. Each employee shall sign an agreement that the employee has received and read a copy of the PCard policy.
f. Officers and employees who use a Township procurement card in a manner contrary to this policy shall be subject to disciplinary action, including possible termination of employment, reimbursement to the Township for unauthorized expenditures, legal action or criminal liability.

Chapter 6. General Guidelines

Section 6.1. Fund Availability

The Department Director shall certify that sufficient funds will be available for payment of a Purchase Order, contract or other agreement for purchases of $5,000 and greater.

In the case of a purchase order, contract, or other agreement that requires periodic payments in future fiscal years for the furnishing of a continuing service or the leasing of property, such certification need not cover those payments which will be due in future fiscal years. This exception shall not apply to a contract for purchase of construction being financed by an installment contract.

Section 6.2 Purchase of Unbudgeted Capital Outlay Items

Capital Items Under $5,000: Items of Capital Outlay not specifically authorized by Township Board approval may be purchased upon the approval of the Manager only if the cost of the unbudgeted Capital Outlay item is equal to or less than Five Thousand Dollars ($5,000).

Transfer to Other Line Items Within Activity: Amounts authorized for Capital Outlay by the Township Board may not be transferred to other line items within an Activity Budget without Township Board approval.

Transfer between Activity Budgets: Amounts authorized for Capital Outlay by the Township Board may not be transferred to other Activity Budgets without Township Board approval.

Related Activity Budget Policies: These actions shall replace all other existing policies relating to the purchase of Capital Outlay or Transfers within or between Activity Budgets.

CHAPTER 7. Disposal of Surplus Property

Whenever any Township property, real or personal, is no longer needed for Township or public purposes, the property may be disposed in accordance with this provision, except where the property is restricted by law.

Authority to Dispose of Surplus Property

a. Per Article IX, Section 18 of the Michigan Constitution and MCL 41.2(3) the Township "may not give away public property without a consideration". "Consideration" must be something of sufficiently fair value". The Township has the express legal authority to sell or lease property which has value that is no longer needed for public purposes. The Township also has the implied power to throw away property that is no longer needed and that has no value. The Township has no legal authority to make a gift or donation of the property to any individual or entity, public or private.
b. The Board or designee, in consultation with the Department Director, shall make the initial determination as to whether the surplus property has any value, or is without value.
c. The Board or designee is authorized to determine the permissible method of disposing of surplus Township property. The Township Board or designee, as the legislative or executive body of the Township government, is the judge of what constitutes "fair value".
d. Surplus property that is used for trade-in purposes for new, similar or like items, is considered surplus property with value and can be disposed of to the vendor during the purchase and receiving process. The value received from the purchase process will be considered the value of the surplus property.

Methods for Disposal of Surplus Property without value

a. Surplus property without value shall be discarded or thrown away. Exceptions are items that could be recycled.
b. Surplus property shall not be "given away" to employees or the general public.

Methods for Disposal of Surplus Property with value

a. Disposal of surplus property with value shall be consistent with the fiduciary duty of public officials. In general, the sale of surplus property will be accomplished through online auction sites, such as Repocast, govdeal.com and eBay.

Unsold Surplus Property: If property with value remains unsold after reasonable attempts to obtain cash for the item, it may be discarded or thrown away.

Records: Records regarding the disposition of the property are to be on file in the Finance Department.

Real Property: Real Property is real estate and buildings owned by the Township. All Board of Trustee members shall, on the behalf of the constituents, have the right and the responsibility to thoroughly review all information relating to real property prior to any decision regarding its sale. Township Real Property:

a. Should not be sold when facts have been established that support prohibiting such sales;
b. Should not be sold when there have been no facts established that support consummating such sales;
c. May be sold when full fact-finding, with transparency to the Board and the public, demonstrates a compelling need to do so.

13. B

To: **Board Members**

From: **Rick Grillo, Chief of Police**

Date: **January 21, 2025**

Re: **Rifle Purchase Program Update**

On April 27, 2012 the Township Board authorized the rifle purchase program for sworn officers. The program allows officers to purchase AR-15 rifles and accessories on an interest-free loan from the Township. The loan is paid back by the employee through regular payroll deductions. The goal is to allow officers to customize their rifle to their preference and train with their rifle, leading to more comfort, accuracy, and proficiency. In addition, to ensure all rifles are stored safely and in accordance with Public Act 17 of 2023, all participants must own a gun safe capable of storing their rifle.

The current agreement allows for a maximum of $2,000 for the rifle and accessories on a two year loan. Due to rising costs of rifles and accessories, the police department is requesting an increase on the loan to $2,500 for the rifle and accessories with an additional $500 if the employee needs to purchase a gun safe. Officers will have the option to repay over the course of three years.

The following motion is proposed for Board consideration:

MOVE TO AUTHORIZE AN INCREASE IN THE MAXIMUM AMOUNT ALLOWED FOR THE RIFLE PURCHASE PROGRAM FROM $2,000 TO A MAXIMUM OF $3,000 ON AN INTEREST FREE LOAN FOR UP TO THREE YEARS WITH PROGRAM RULES SET BY THE TOWNSHIP MANAGER AND CHIEF OF POLICE.