DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE

Community Services Center
2074 Aurelius Road, Holt, MI 48842
(517) 694-2137

Tuesday
November 1, 2016

6:30 p.m.

Agenda

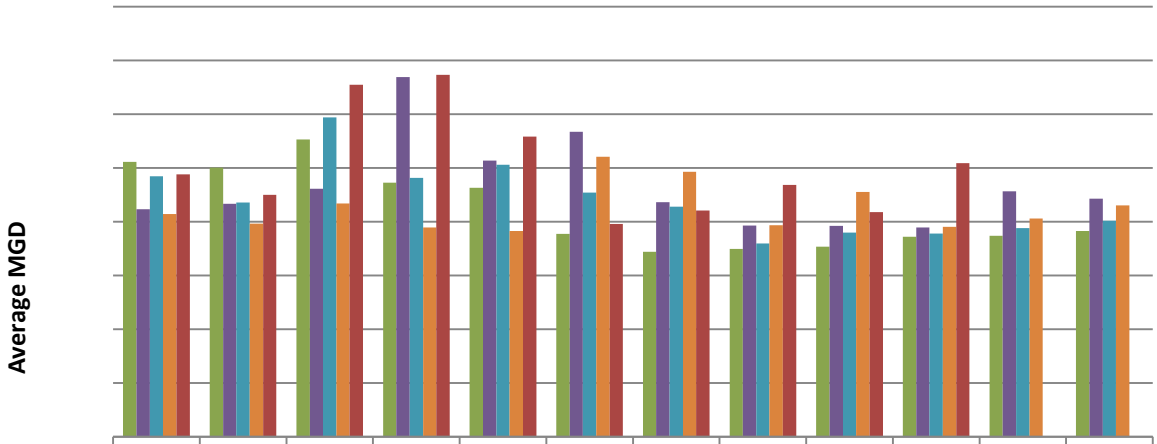
A. Department of Public Services – October Activity Report

B. Purchase of a 2016 Sidewalk Snow Removal Apparatus – Jack Doheny Companies

Public Comment

DEPARTMENT OF PUBLIC SERVICES
Monthly Report
October 2016

Flow Data – (Million Gallons per Day of water processed by the plant)



	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2012	2.56	2.50	2.76	2.36	2.31	1.89	1.72	1.75	1.77	1.86	1.87	1.91
2013	2.12	2.17	2.31	3.34	2.57	2.84	2.18	1.96	1.96	1.94	2.28	2.21
2014	2.42	2.18	2.97	2.41	2.53	2.27	2.14	1.80	1.90	1.89	1.94	2.01
2015	2.07	1.98	2.17	1.95	1.91	2.60	2.46	1.97	2.28	1.95	2.03	2.15
2016	2.44	2.25	3.27	3.37	2.79	1.98	2.10	2.34	2.09	2.54		

Laboratory Testing and Quality Control – Quality Assurance Program

Tests Run For	Number of Tests Run	% Passing
Permit Compliance	243	
Process Control	1731	
Quality Control	87	96%
Check Samples	5	100%
DMRQA-Study 36 Proficiency	0	
Miscellaneous Sampling	87	
Totals	**2153**	**98%**

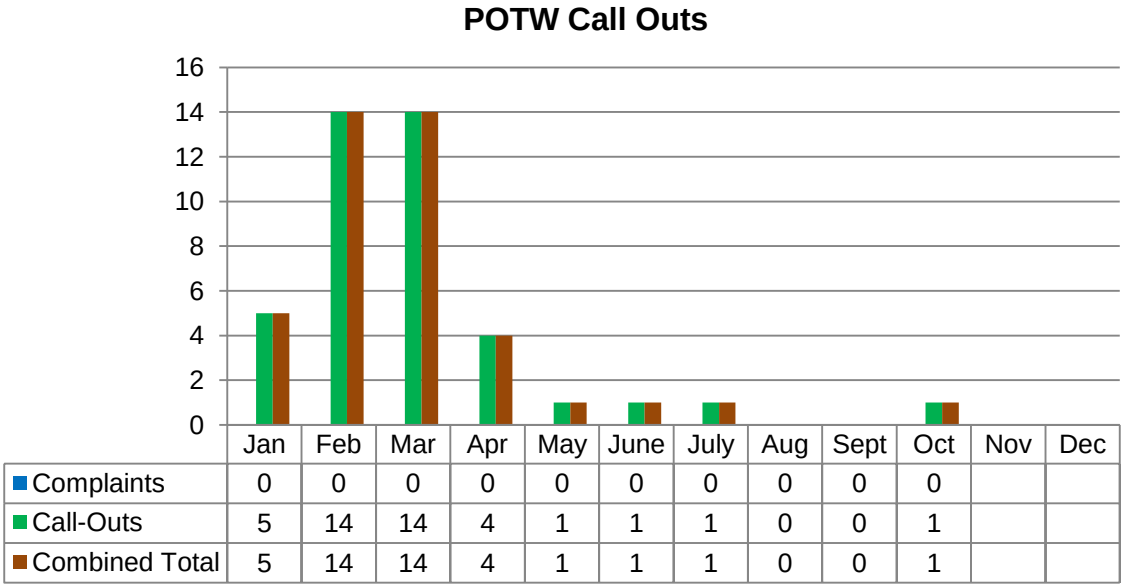
Training

Date	# of Employees Attended	Training Course Description
10/5/2016	3	MISS DIG webinar
10/6/2016	2	MWEA IPP Seminar
10/7/2016	1	2016 Regional Stormwater Summit
10/13/2016	7	Cardiopulmonary Resuscitation (CPR) Training
10/20/2016	2	MWEA Collections Seminar
10/25/2016	11	Cardiopulmonary Resuscitation (CPR) Training
10/26/2016	1	MWEA Health & Safety Seminar

Safety

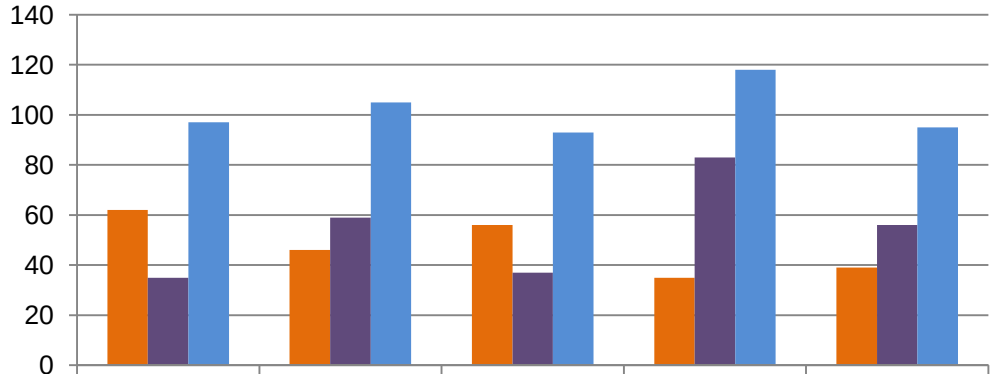
October Safety Activities	Date	Description
Safety Meeting		
	10/10/2016	Ladder Safety (Video)

Unscheduled Service Calls



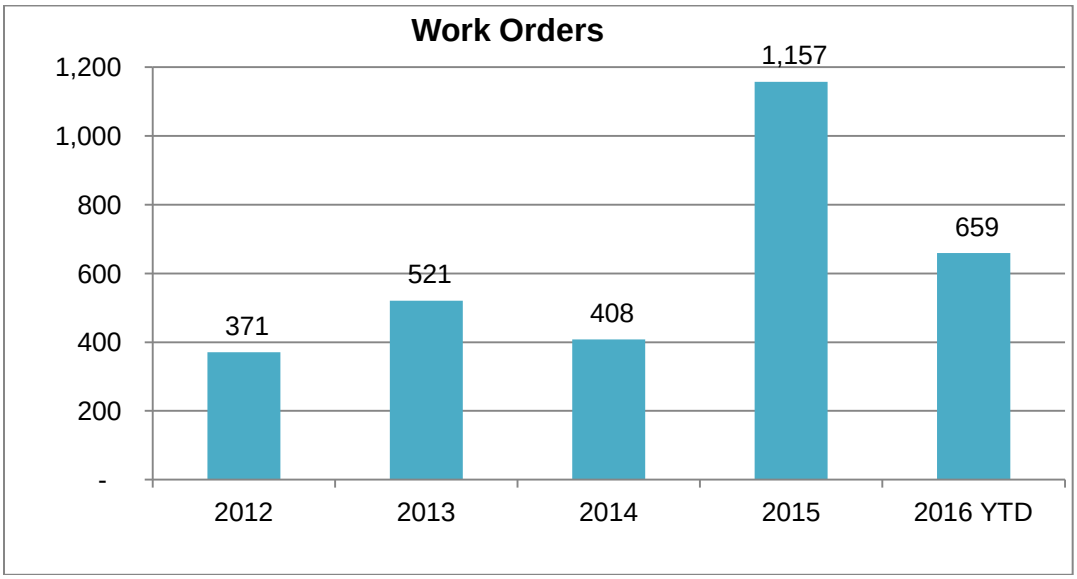
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Complaints	0	0	0	0	0	0	0	0	0	0		
Call-Outs	5	14	14	4	1	1	1	0	0	1		
Combined Total	5	14	14	4	1	1	1	0	0	1		

Collections Unscheduled Service Calls



	2012	2013	2014	2015	2016 YTD
Complaints	62	46	56	35	39
Call-Outs	35	59	37	83	56
Combined Total	97	105	93	118	95

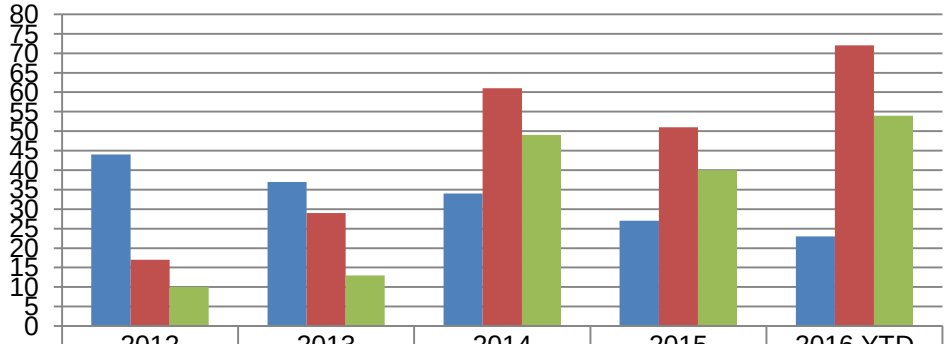
Maintenance



Note: Below are highlights of some of the repairs performed.

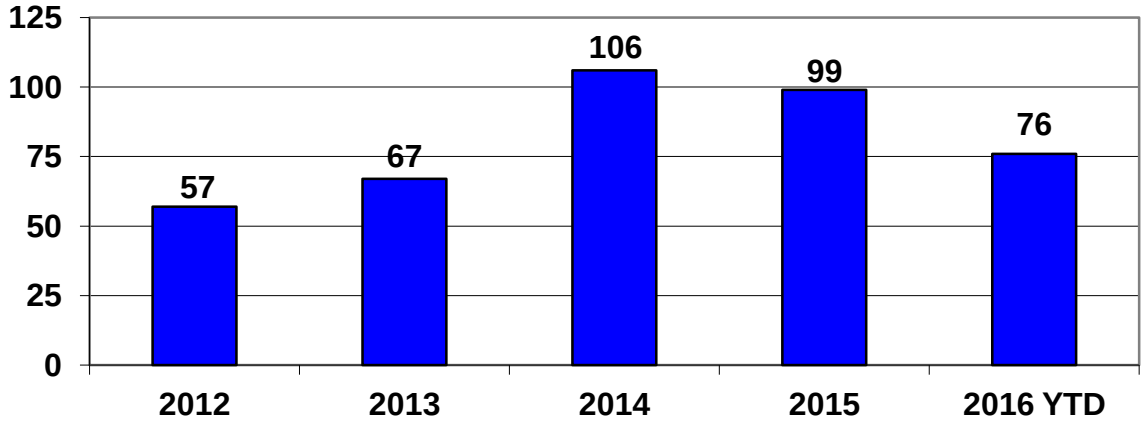
- *Water tanks winterized at Community Gardens*
- *Performed scheduled maintenance on Scag mower #6*
- *Cleaned and reorganized back storage building at maintenance facility*
- *Removed all leafy trees along ditch banks at POTW*
- *All debris from Community Garden plots removed*

Sanitary Sewer Permits

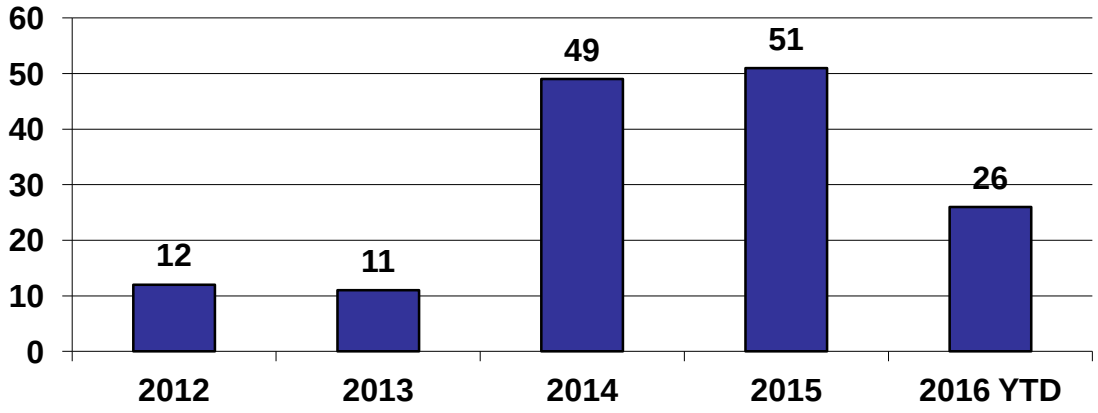


	2012	2013	2014	2015	2016 YTD
Sewer Repair	44	37	34	27	23
New Sewer	17	29	61	51	72
New Storm	10	13	49	40	54

Sanitary Sewer Inspections Performed



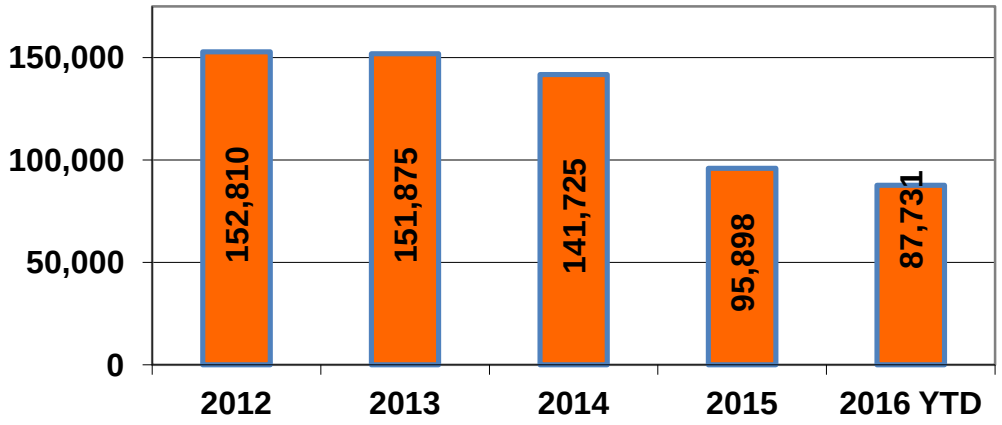
Storm Sewer Inspections Performed



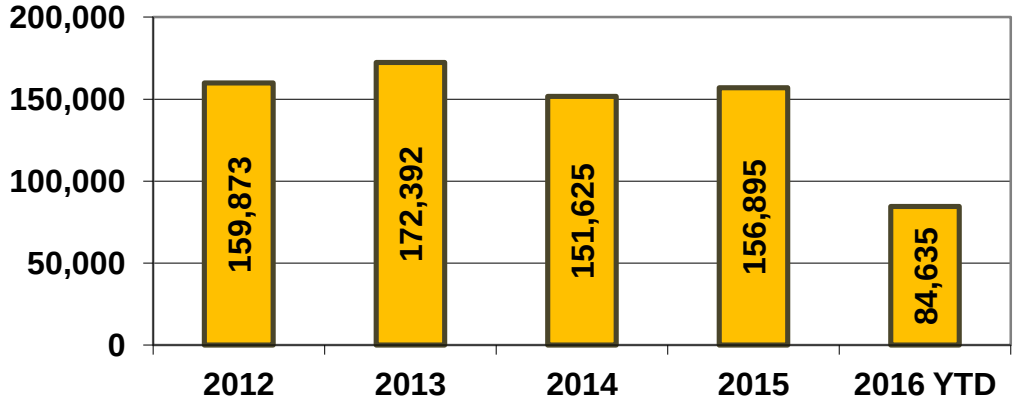
New Construction

The construction continues for the installation of sanitary sewer for Willoughby Estates; Hubbell, Roth & Clark will provide construction observation for this project.

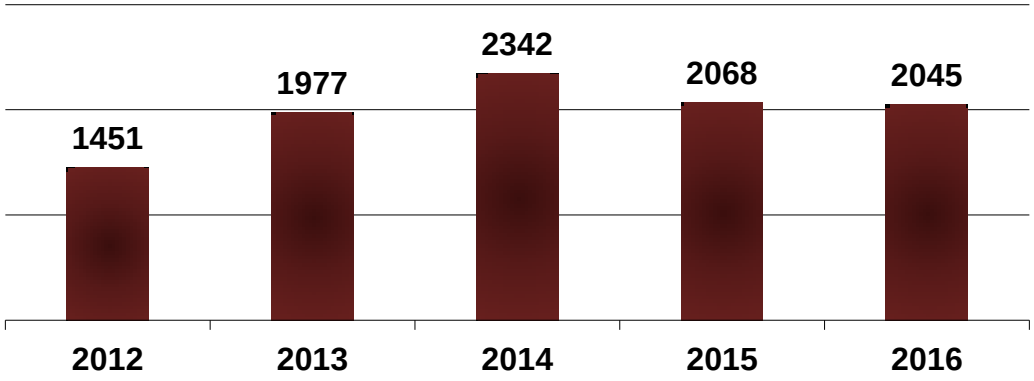
Feet of Sanitary Sewer Cleaned (Vactor Truck Work)



Feet of Sanitary Sewer Televised (Camera Truck Work)



Miss Digs Performed

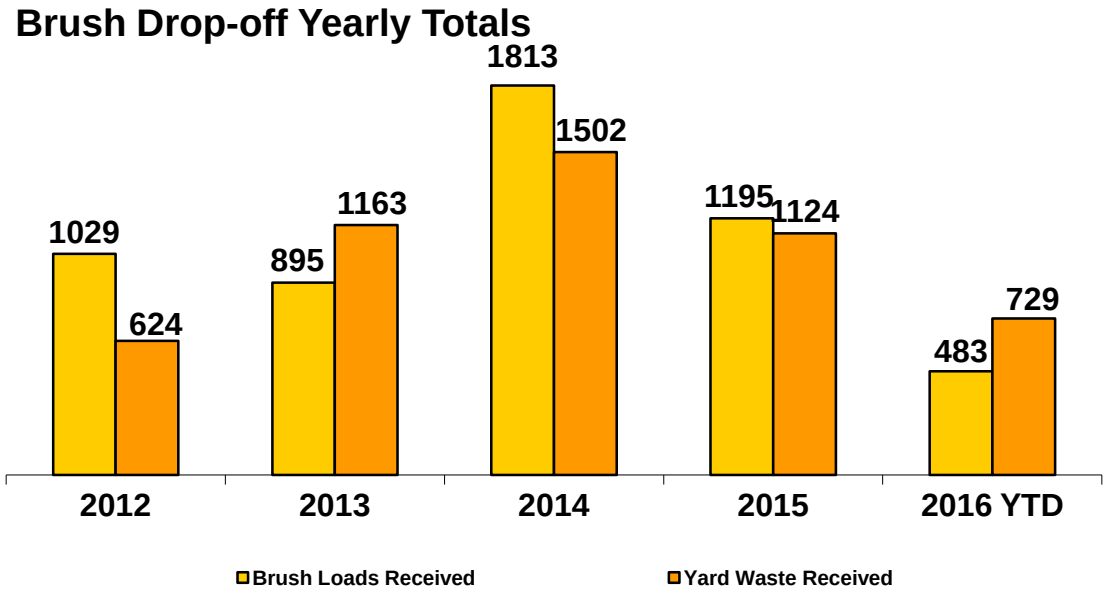


Industrial Pretreatment Program

October IPP Activities		
Review/Approval		
building plan approval	9/28/2016	2380 Cedar St., Ste. 206 - Planet Fitness
building plan review	9/30/2016	4055 English Oak - Stafford-Smtih
building plan approval	10/3/2016	2237 N Aurelius - Tim Brenner Building Renovation
building plan review	10/7/2016	2046 Depot - Trick Titanium
building plan review	10/10/2016	2169 N Cedar - Scooters Pro Cycle
building plan approval	10/13/2016	2169 N Cedar - Scooters Pro Cycle
building plan approval	10/17/2016	4055 English Oak - Stafford-Smtih
site plan review	10/17/2016	4641 Willoughby Road - R.A. Dinkel
building plan approval	10/18/2016	2575, 2585 & 2596 Martina Dr. - Willoughby Estates
building plan approval	10/19/2016	2770 Eaton Rapids Road - Gas2Go
building plan review	10/21/2016	2046 Depot - Trick Titanium
building plan approval	10/21/2016	4202 Charlar Drive - MTD Real Estates

Community Outreach

Two (2) brush drop-off events were hosted at the POTW. One hundred and one (101) loads of brush and one hundred thirty-five (135) loads of yard waste were collected. Assistance was provided by the Delhi Lions Club.



DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: October 27, 2016

RE: Purchase of a 2016 Sidewalk Snow Removal Apparatus – Jack Doheny Companies

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Enclosed for your review and consideration is a quote from Jack Doheny Companies for the purchase of a 2016 WILLE 265 snow removal apparatus in the amount of $138,415.

The apparatus (a bobcat with a plow) currently used to clear sidewalks around the triangle area of the Township is approximately 20 years old has been in need of replacement for some time now. It is no longer able to clear the sidewalks down to the concrete and sometimes creates a more hazardous walking environment by compacting the remaining snow creating a layer of ice on top. Staff and the Board have had several conversations regarding the need to look at equipment that is able to effectively clear the sidewalks around the "downtown" area enabling residents to safely walk on them.

To that end, staff has researched and had demonstrations on several types of snow removal equipment and has determined that the WILLE 265 best fits the needs of the department as well as the overall goal of clear sidewalks. Therefore, I recommend the Board approve the purchase of a 2016 WILLE 265 snow removal apparatus at a cost of $138,415.

Recommended Motion:

To approve the purchase of a 2016 WILLE 265 snow removal apparatus from Jack Doheny Companies in the amount of $138,415.

Jack Doheny COMPANIES

777 DOHENY COURT
PO BOX 609
NORTHVILLE MI 48167

t 248.349.0904
f 248.349.2774

Quote #
Date:10/27/2016

To: Delhi Township

Attn: Terry Powers

We are pleased to provide you with this proposal for the following equipment:

One (1) 2016 WILLE 265 Four Wheel Drive Articulating, Oscillating, Rubber Tired Multi-Purpose Tool Carrier, with the following standard features:

- CAT C2.2, EU Off-Road Stage 3A, 36kW (48hp), 4-cylinder diesel engine
- Block heater
- Hydrostatic transmission with variable displacement pump and 2-speed motor
- 1-Speed reduction gear
- Manually operated inching valve
- Auto-load sensing hydraulic drive system
- Inching pedal
- Automatic differential lock on front axle
- Hand operated, mechanical parking brake
- Front axle hydraulically assisted drum brakes
- Heated side mirrors
- Front and rear fenders
- Hydrostatic articulating steering
- Reverse Alarm
- 31x11.5-15 turf tires, machine width 1350mm (53") or LT 235/75-15 winter tires, machine width 1200mm (47")
- Front and rear work lights
- Beacon light with foldable arm
- Radio with AM/FM, mp3, AUX and two speakers
- Cab heater with 3-speed fan and filter
- Air conditioning
- Heated Seat
- Air ride seat
- Safety Belt
- Tilt Steering
- Manual hydraulic oil change pump
- ROPS (ISO 3471) and FOPS (ISO 3449 1365 J approved) cab

- Tow hitch
- Batter isolation switch
- Rear window wiper and washer
- Over engine attachment brackets
- 3rd Cylinder front hydraulics, hydraulic pilot control
- 4th Cylinder front hydraulics, hydraulic pilot control
- Drive hydraulics (max flow at 2600rpm):
- Front single acting – 54L/min (14.3gpm)
- Front single acting – 36L/min (9.5gpm)
- Front single acting – 90L/min (23.8gpm)
- Rear single acting – 54L/min (14.3gpm)
- Rear, double acting, hydraulic cylinder couplers
- Front lift:
- Category 1, 3 point hitch
- Hydraulic pilot control
- Ride control
- Mechanical attachment lock
- Float position

New Unit Price:	$116,070.00

Attachments:

Pronovost P480 Snow Blower- 48" Hydraulic Drive	$8,400.00
Horst Folding V-Plow	$5,680.00
GMR 48" 1300 Hydraulic Broom	$9,800.00

Additional Options

14020200- Auto Lube	$6,030.00
70101020- Auto Lube pump	$685.00
Cab Corner Mounted Strobe lights	$1,000.00

Wille Standard Warranty 2Year/ 2000Hour	
Warranty Extension 3Yr/ 3000Hr	$2,750.00
Shipping and Handling	$3,000.00
Totals are Inclusive of all above Quoted options and attachments:	**$153,415.00**
New Unit Total with 3+ Attachment Purchase Credit	**$138,415.00**

***Acceptance of this quote is subject to availability of unit**

Note: Price does not include any applicable taxes.

Note: This quotation expires in 30 days.

Thank you for your consideration of this price proposal.

Sincerely yours,

Keith Veros

Keith Veros
Regional Sales Representative
248/798-9858
keithveros@dohenycompanies.com

This quotation becomes a contract for delivery and payment of the merchandise listed above only when signed by the customer or one of its officers .

Customer: _____

By: _____

Date: _____

WILLE 265

Wille 265 is agile and robust. Its minimum width is 1,200 mm and minimum height 1,990 mm. It weighs only two tonnes, and has operating hydraulics with a flow of 90 lpm. Wille's extensive range of work attachments and tyres makes it a perfect partner.

Despite its small size, Wille can readily deal with even tough snow-clearing operations. In addition to ploughing and blowing, loading and piling of snow is easy with the high-tipping bucket.

In summer too, there's plenty for Wille to do. In green areas, the wide lawn mower, and the leaf collector are in active use. In towns, the suction sweeper and the high-pressure washer help keep the stone and asphalt paved areas clean.

ENGINE
- CAT C2.2 EU Off Road Stage 3A 4-cylinder diesel engine
- Displacement 2,216 cm³
- Output 36 kW (48 hp)/2,600 rpm
- Max. torque 143 Nm/1,800 rpm
- Fuel tank 50 l

ELECTRIC SYSTEM
- Voltage 12 V
- Battery 88 Ah
- Start motor 2.0 kW
- Alternator 65 A

TRANSMISSION
- Hydrostatic transmission
- Variable displacement pump
- Variable displacement motor with 2 speeds
- Charge automation of the engine
- Driving direction to the front and rear is changed electrically
- Power-shift of speed range
- 1-speed reduction gear
- Driving speed/tractive force 0-15 kph/1,050 daN 0-36 kph/550 daN

NOISE LEVEL
- Inside cabin under LpA 77 dBA

WEIGHT
- Own weight 2,050 kg
- Front axle weight 670 kg
- Rear axle weight 1,380 kg

STEERING SYSTEM
- Hydrostatic articulated steering
- Turning angle +/- 39°
- Angle of oscillation +/- 7°

AXLES
- Automatic differential locks in the front
- Hydraulically assisted drum brake in the front
- Mechanic control of the parking brake

OPERATING HYDRAULICS
- Gear pump, 54 lpm,190 bar
- Gear pump, 36 lpm,190 bar
- Volume of the hydraulic system about 60 l

FRONT HITCH
- Optional hitching patterns: 3-point hitch KAT 1, Vila
- Lifting force at the end of the arms: in lower position 13 kN, in upper position 12 kN
- Lifting height 700 mm
- Hydraulic suspension
- Float position
- Mechanic quick-coupler for work attachment
- Hydraulic pilot control

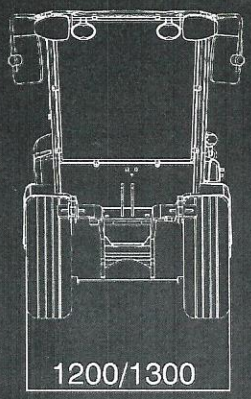
TYRES
- 31x10.5-15 (width of the machine 1,300 mm)
- 270/75R15, studded tyres (width of the machine 1,300 mm)
- 235/75 R15 (width of the machine 1,200 mm)
- Lawn tyres 31x13.5-15 (width of the machine 1,460 mm)

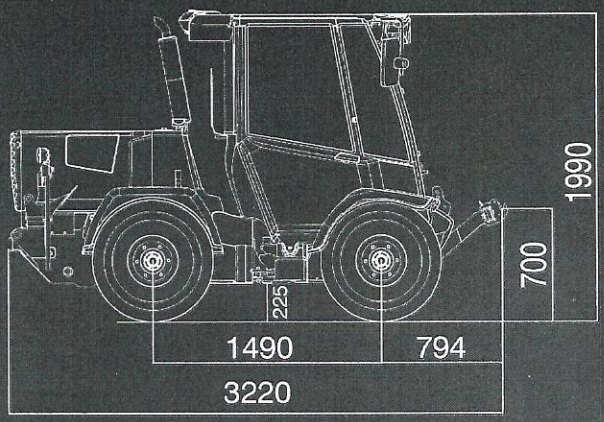
STANDARD EQUIPMENT
- Motor hydraulics (max. flow at 2,600 rpm)
- single-acting to the front 54 lpm
- single-acting to the front 36 lpm
- single-acting to the front 90 lpm
- single-acting to the rear 54 lpm
- Toplink hydraulics
- Hydraulic circuit for 3rd cylinder
- Hydraulic circuit for 4th cylinder
- Double-acting cylinder hydraulics to the rear
- Inching pedal
- Socket outlet of 12 V in the front and rear
- Beacon light with foldable shaft
- TFT display
- Radio/USB/AUX
- Rear window wiper and washer
- Rear mirrors with heating
- Work lights in the front and rear
- Adjustment of steering wheel tilt
- Seat with heating
- 2-point safety belt
- Safety cabin ROPS (ISO 3471)
- Safety cabin FOPS (ISO 3449 1365 J)
- Engine heater
- Bottom armours in the front and rear
- Refill pump for hydraulic oil
- Towing hitch
- Reverse alarm
- Brackets for work attachments above the engine space

OPTIONAL EQUIPMENT
- Rear tilt
- Float-position for rear tilt
- 3-point lift in the rear
- Hydraulic oil heater
- Manually operated inching valve
- Flow control valve for motor hydraulics with electric control
- Central pressure lubrication
- Air-conditioning
- Air-cushioned seat
- Readiness for cabin heater

Wille work attachments:
- Rotary brush
- Bucket brush
- Zoom plough
- Articulated plough 186
- U plough
- Bulldozer blade
- Ice-plough
- High-tipping bucket 550 l
- Mechanical rear blade 1801
- Rear sand spreader 180 l (250 l for salt)
- Disc gritter
- Leaf collector 900 l
- High-pressure washer
- Sprinkling tank
- Fixed platform
- Horizontal cutter 165/185

Inner turn radius 1,700 mm
Outer turn radius 3,000 mm





DELHI CHARTER TOWNSHIP BOARD MEETING

2074 Aurelius Road, Holt 48842 (517) 694-2137
Tuesday, November 1, 2016
7:30 p.m.

Agenda

Call the Meeting to Order

Pledge of Allegiance

Roll Call

Comments from the Public – FOR COMPLETE GUIDELINES FOR ADDRESSING THE BOARD, PLEASE SEE "PROCEDURES FOR ADDRESSING THE BOARD" LOCATED AT THE BACK TABLE. ANYONE WISHING TO COMMENT ON ANY MATTER NOT ON THE AGENDA MAY DO SO AT THIS TIME. ALL COMMENTS WILL BE DIRECTED ONLY TO THE TOWNSHIP BOARD MEMBERS AND PERSONS ADDRESSING THE BOARD MUST STATE THEIR NAME AND ADDRESS FOR THE RECORD AND WILL BE GIVEN TWO (2) MINUTES. ANY COMMENTS LONGER THAN 2 MINUTES SHOULD BE REDUCED TO WRITING AND SUBMITTED TO THE CLERK AND WILL BE MADE A PART OF THE RECORD.

Set/Adjust Agenda

Unfinished Business

Consent Agenda

1. a) Approval of Minutes – Committee Meeting of October 18, 2016
   b) Approval of Minutes – Regular Meeting of October 18, 2016
   c) Approval of Claims – October 25, 2016
   d) Approval of Payroll – October 20, 2016

Zoning and Development

2. Realize Cedar Sub-area Plan (Amendment to 2013 Master Plan)

New Business

3. Purchase of a 2016 Sidwalk Snow Removal Apparatus – Jack Doheny Companies
4. Purchase of Parks and Recreation Software Program – Active Network
5. Planned Equipment Maintenance Agreement
6. Resolution No. 2016-028 – FY 2017 General Fund Budget
7. Resolution No. 2016-029 – FY 2017 Water Improvement Fund Budget
8. Resolution No. 2016-030 – FY 2017 Fire Fund Budget
9. Resolution No. 2016-031 – FY 2017 Police Fund Budget
10. Resolution No. 2016-032 – FY 2017 Sewer Fund Budget
11. Resolution No. 2016-033 – FY 2017 Downtown Development Authority Fund Budget
12. Resolution No. 2016-034 – FY 2017 Brownfield Redevelopment Authority Fund Budget
13. Resolution No. 2016-035 – FY 2017 Debt Service Budget

Items Removed From Consent Agenda For Discussion

Late Agenda Items

14.
15.
16.

Reports

17. Supervisor:
18. Treasurer: a) 3rd Quarter Investment Report
19. Clerk:
20. Trustees:
21. Manager:

Limited Comments

MEMBERS OF THE PUBLIC WILL BE AFFORDED THE OPPORTUNITY TO ADDRESS THE BOARD REGARDING ANY ITEM ON THE AGENDA AT THE TIME SUCH ITEM IS OPEN FOR DISCUSSION BY THE BOARD. ANYONE WISHING TO COMMENT ON ANY MATTER NOT ON THE AGENDA MAY DO SO AT THIS TIME.

Adjournment

The Township will provide reasonable auxiliary aids and services, such as interpreters for the hearing impaired and audio tapes of printed materials considered at the meeting for the visually impaired, for individuals with disabilities at the meeting upon five (5) working days notice to the Township. Individuals with disabilities requiring auxiliary aids or services should contact Delhi Charter Township, Evan Hope, Township Clerk, 694-2135.

ALL PAGERS, CELL PHONES, RADIOS AND SIMILAR DEVICES ARE TO BE TURNED OFF OR TO SILENT MODE DURING ALL BOARD MEETINGS.

Recommended Motion:

To approve the Consent Agenda as presented.

DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE MEETING HELD ON OCTOBER 18, 2016

The members of the Delhi Charter Township Committee of the Whole met on Tuesday, October 18, 2016 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, MI. Supervisor Davis called the meeting to order at 6:30 p.m.

Members Present: Supervisor C.J. Davis, Clerk Evan Hope, Treasurer Roy Sweet, Trustees John Hayhoe, DiAnne Warfield

Members Absent: Trustees Jon Harmon, Megan Ketchum

BUSINESS

INGHAM COUNTY SHERIFF'S OFFICE/DELHI DIVISION – SEPTEMBER ACTIVITY REPORT

The Board reviewed the September Ingham County Sheriff's Office/Delhi Division Activity Report (ATTACHMENT I).

FIRE DEPARTMENT – SEPTEMBER ACTIVITY REPORT

The Board reviewed the September Fire Department Activity Report (ATTACHMENT II).

Brad Drury, Assistant Chief/Fire Marshall, stated that the Fire Department has purchased hydrogen cyanide antidote kits. The 911 Hero Run and Fire Department Open House were successful.

COMMUNITY DEVELOPMENT DEPARTMENT – SEPTEMBER ACTIVITY REPORT

The Board reviewed the September Community Development Department Activity Report (ATTACHMENT III).

Tracy Miller, Director of Community Development, stated that the official unveiling of the Happy in Holt sculpture will be held on October 24, 2016. The Lansing Economic Area Partnership, who helped fund the project, their project partners from PNC Bank along with the artist, Matt Lincoln will be present.

The final draft of the non-motorized transportation plan update has been reviewed by the Planning Commission at their October 10, 2016 meeting. A public hearing will be held on November 28, 2016; it is anticipated that the plan will be presented to the Board of Trustees at their December 6, 2016 meeting.

Ms. Miller stated that a bid opening is scheduled for November 3, 2016 for the River Pointe Road Improvement project. This is the first project that will be following the new Local Road Improvement Process policy.

The sidewalks along the north side of Holt Road are beginning to be installed as a part of the Holt Road Improvement project.

SUBJECT TO APPROVAL

The former Tailor Steel property has been purchased by Pratt Whitney and will be expanding into that location. KTM Industries purchased a building on Jarco Drive and will be relocating their manufacturing business to Delhi Township.

PUBLIC COMMENT – None

ADJOURNMENT

Meeting adjourned at 7:04 p.m.

Date: November 1, 2016

Evan Hope, Township Clerk

Date: November 1, 2016

C.J. Davis, Supervisor

/af

SUBJECT TO APPROVAL

DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON OCTOBER 18, 2016

Delhi Charter Township Board of Trustees met in a regular meeting on Tuesday, October 18, 2016 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Supervisor Davis called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Members Present: Supervisor C.J. Davis, Clerk Evan Hope, Treasurer Roy Sweet, Trustees John Hayhoe, DiAnne Warfield

Members Absent: Trustees Jon Harmon, Megan Ketchum

COMMENTS FROM THE PUBLIC - None

SET/ADJUST AGENDA

Hope moved to add Agenda Item No. 6 – 2016 Township Vehicle Purchases.

A Voice Poll was recorded as follows: All Ayes
Absent: Harmon, Ketchum
MOTION CARRIED

CONSENT AGENDA

A. Approval of Minutes – Committee Meeting of October 4, 2016

B. Approval of Minutes – Regular Meeting of October 4, 2016

C. Approval of Claims – October 11, 2016 (ATTACHMENT I)

D. Approval of Payroll – October 6, 2016 (ATTACHMENT II)

E. 2017 Holiday Schedule (ATTACHMENT III)

Warfield moved to approve the Consent Agenda as presented.

A Roll Call Vote was recorded as follows:
Ayes: Davis, Hayhoe, Hope, Sweet, Warfield
Absent: Harmon, Ketchum
MOTION CARRIED

SUBJECT TO APPROVAL

ZONING AND DEVELOPMENT

SPECIAL USE PERMIT NO. 16-280 – THOMPSON'S GARAGE – 1375 N. CEDAR STREET – TAX PARCEL #33-25-05-25-101-011 – AUTO REPAIR AND SERVICE FACILITY

The Board reviewed a memorandum dated October 11, 2016 from Tracy Miller, Director of Community Development (ATTACHMENT IV).

Hayhoe moved to adopt Special Use Permit No. 16-280 for Thompson's Garage, 1375 N. Cedar, Mason, MI, Tax Parcel # 33-25-05-25-101-011, to permit an auto repair and servicing facility, as recommended by the Planning Commission at their October 10, 2016 meeting.

A Roll Call Vote was recorded as follows:
Ayes: Hayhoe, Hope, Sweet, Warfield, Davis
Absent: Harmon, Ketchum
MOTION CARRIED

SPECIAL USE PERMIT NO. 16-281 – RAY'S DRIVEWAY SEALING – 5822 HARPER ROAD – TAX PARCEL #33-25-05-29-300-030 – CONTRACTOR'S OFFICE

The Board reviewed a memorandum dated October 11, 2016 from Tracy Miller, Director of Community Development (ATTACHMENT V).

Hayhoe moved to adopt Special Use Permit No. 16-281 for Ray's Driveway Sealing, 5822 Harper Road, Holt, MI, Tax Parcel# 33-25-05-29-300-030, to permit a Contractor's Office, as recommended by the Planning Commission at their October 10, 2016 meeting.

A Roll Call Vote was recorded as follows:
Ayes: Hope, Sweet, Warfield, Davis, Hayhoe
Absent: Harmon, Ketchum
MOTION CARRIED

NEW BUSINESS

INTERAGENCY CASH TRANSFER AGREEMENT BETWEEN DELHI TOWNSHIP AND MICHIGAN REHABILITATION SERVICES

The Board reviewed a memorandum dated October 12, 2016 from Twp. Mgr. Elsinga (ATTACHMENT VI).

Warfield moved to approve the Interagency Cash Transfer Agreement between Delhi Charter Township and Michigan Rehabilitation Services and authorize the Township Manager to execute the Agreement on behalf of the Township.

A Roll Call Vote was recorded as follows:
Ayes: Sweet, Warfield, Davis, Hayhoe, Hope
Absent: Harmon, Ketchum
MOTION CARRIED

SUBJECT TO APPROVAL

AMENDMENT NO. 1 TO RESOLUTION NO. 2016-020 – CONSUMERS ENERGY CHANGE IN STANDARD STREETLIGHTS CONTRACT – REQUEST NO. 1020982336 - AUDIT OF STREETLIGHTS IN DELHI TOWNSHIP

The Board reviewed a memorandum dated September 29, 2016 Twp. Mgr. Elsinga (ATTACHMENT VII).

> **Hayhoe moved to adopt Amendment No. 1 to Resolution 2016-020, which approves Consumers Energy Request No. 1020982336 for a change in the Standard Streetlighting Contract between Delhi Township and Consumers Energy which will adjust the Township's streetlight account according to the recent audit conducted by Consumers Energy.**

A Roll Call Vote was recorded as follows:
Ayes: Warfield, Davis, Hayhoe, Hope, Sweet
Absent: Harmon, Ketchum
MOTION CARRIED

SUBJECT TO APPROVAL

LATE AGENDA ITEM

2016 TOWNSHIP VEHICLE PURCHASES

The Board reviewed a memorandum dated October 18, 2016 Twp. Mgr. Elsinga (ATTACHMENT VIII).

> **Sweet moved to approve the purchase of two 2016 GMC Sierra 2500HD 4 x 4 Pickup Trucks from Todd Wenzel Buick GMC through the State of Michigan purchasing program in the total amount of $77,639.60.**

A Roll Call Vote was recorded as follows:
Ayes: Davis, Hayhoe, Hope, Sweet, Warfield
Absent: Harmon, Ketchum
MOTION CARRIED

REPORTS

SUPERVISOR

Supervisor Davis reported that the official unveiling of the Happy in Holt sculpture that will be placed in front of the Community Services Center building, will take place on October 24, 2016.

CLERK

Clerk Hope reported that absentee voter ballots are returning at a steady pace. The Clerk's Office is trying to raise community awareness in reference to absentee voting.

PUBLIC HEARING – 7:45 P.M.

FY 2017 – GENERAL FUND AND SPECIAL REVENUE FUNDS

Hope moved to open the public hearing on the Fiscal Year 2017 General Fund and Special Revenue Funds

A Voice Poll was recorded as follows: All Ayes
Absent: Harmon, Ketchum
MOTION CARRIED

Gail Meredith, Accounting Technician, gave an overview of the proposed 2017 Budgets. Ms. Meredith stated that tax revenues are approximately 36% of the Township's total revenues. Ms. Meredith further stated that revenues are relatively flat, with an increase of 1% expected for 2017. The Township's two largest sources of revenue are expected to remain similar to that of 2016. Ms. Meredith stated that the 2016 Fund Balance is expected to end with an unreserved Fund Balance of 31% of expenditures and transfers out, which is above the 15% level prescribed by Township policy. Ms. Meredith stated that the General Fund transfers out to the Fire Fund are approximately half of the Fire Fund budget.

Mike Hamilton, 4541 Sycamore St., commented on the Fire Fund budget.

Motion to Close Public Hearing – 7:49 p.m.

Hope moved to close the public hearing.

A Voice Poll was recorded as follows: All Ayes
Absent: Harmon, Ketchum
MOTION CARRIED

LIMITED PUBLIC COMMENTS – None

ADJOURNMENT

Meeting adjourned at 7:50 p.m.

Date: November 1, 2016

Evan Hope, Township Clerk

Date: November 1, 2016

C.J. Davis, Supervisor

/af

SUBJECT TO APPROVAL

ACCOUNTS PAYABLE APPROVAL

October 25, 2016

I. Certification of Authorized Signatures: The attached Check Register and Invoice Distribution Report encompass checks dated October 25, 2016 numbered 92203 thru 92284 & ACH 4538 thru 4563. Every invoice has a payment authorizing signature(s).

Dated: October 25, 2016

_____
Lora Behnke, Accounting Clerk

II. Certification of Fund Totals:
The attached Invoice Distribution Report and Check Register for checks dated October 25, 2016 show payments made from the following funds:

General Fund	$	191,178.35
Fire Fund		19,943.71
Police Fund		215,135.98
Fire Equip. & Apparatus Fund		9,729.91
Downtown Development Fund		10,060.59
Sewer Fund		125,836.13
Local Site Remediation Fund		21,989.75
Trust & Agency Fund		16,314.08
Grand Total	$	610,188.50

Includes the following to be reimbursed from separate bank accounts:

Dated: October 25, 2016

_____
John B. Elsinga, Township Manager

III. Approval for Distribution: I have reviewed the above checks and invoices and all of them should be distributed. All invoices over $10,000.00 have been approved by general policy or previous motions of the board. ($77,639.60 Todd Wenzel Buick, GMC, for (2) 2016 GMC Sierra 2500 HD 4X 4 Trucks, 10/18/16)

Dated: October 25, 2016

`
_____
John B. Elsinga, Township Manager

_____
Evan Hope, Township Clerk

_____
Roy W. Sweet, Treasurer

IV Board Audit and Approval: At a regular meeting of the Township Board held on November 1, 2016 a motion was made by _____and passed by ____yes votes and ____no votes (_____absent) that the list of claims dated October 25, 2016, was reviewed, audited and approved

_____
Evan Hope, Township Clerk

U:Accounting Private\Payables\Accounts Payable Approval Form
CC: Central File

INVOICE GL DISTRIBUTION REPORT FOR DELHI CHARTER TOWNSHIP
EXP CHECK RUN DATES 10/25/2016 - 10/25/2016

Vendor	Invoice Line Desc	Amount
Fund 101 GENERAL FUND		
Dept 000.00		
VERIZON WIRELESS	ACCTS RECEIVABLE-GENERAL	200.00
BLUE CROSS BLUE SHIELD	NOVEMBER RETIREES HEALTH INSUR	138.12
INGHAM COUNTY TREASURER	OCT 2015 BOR-MTT VALUE CHANGES	3,428.10
INGHAM COUNTY TREASURER	2013-2015 BOR-MTT VALUE CHANGES	916.95
	Total For Dept 000.00	4,683.17
Dept 101.00 LEGISLATIVE		
HARTFORD LIFE INSURANCE	NOVEMBER TRUSTEES LIFE INSURANCE	25.50
	Total For Dept 101.00 LEGISLATIVE	25.50
Dept 171.00 MANAGER		
BLUE CROSS BLUE SHIELD	NOVEMBER HEALTH INSURANCE	2,110.44
DELTA DENTAL PLAN OF	NOVEMBER DENTAL INSURANCE	295.46
HARTFORD LIFE INSURANCE	NOVEMBER LIFE INSURANCE	96.90
UNUM LIFE INSURANCE CO	NOVEMBER DISABILITY INSURANCE	144.53
VERIZON WIRELESS	OCTOBER CELLULAR	114.63
	Total For Dept 171.00 MANAGER	2,761.96
Dept 191.00 ACCOUNTING		
BLUE CROSS BLUE SHIELD	NOVEMBER HEALTH INSURANCE	390.81
DELTA DENTAL PLAN OF	NOVEMBER DENTAL INSURANCE	43.07
HARTFORD LIFE INSURANCE	NOVEMBER LIFE INSURANCE	23.80
UNUM LIFE INSURANCE CO	NOVEMBER DISABILITY INSURANCE	35.33
ABRAHAM & GAFFNEY, P.C.	SEPTEMBER ACCOUNTING SERVICES	1,691.25
	Total For Dept 191.00 ACCOUNTING	2,184.26
Dept 215.00 CLERK		
BLUE CROSS BLUE SHIELD	NOVEMBER HEALTH INSURANCE	3,673.71
DELTA DENTAL PLAN OF	NOVEMBER DENTAL INSURANCE	391.81
HARTFORD LIFE INSURANCE	NOVEMBER LIFE INSURANCE	85.85
UNUM LIFE INSURANCE CO	NOVEMBER DISABILITY INSURANCE	128.39
VERIZON WIRELESS	OCTOBER CELLULAR	49.95
	Total For Dept 215.00 CLERK	4,329.71
AD-INK & TONER SUPPLY	PRINTER INK/TREASURER	63.98
APPLICATION SPECIALIST KO	NOVEMBER HARDWARE & SOFTWARE	3,377.00
VERIZON WIRELESS	OCTOBER CELLULAR	49.95
APPLICATION SPECIALIST KO	NEW SERVER SOFTWARE	5,790.08
	Total For Dept 228.00 INFORMATION TECHNOLOGY	9,281.01

BLUE CROSS BLUE SHIELD	NOVEMBER HEALTH INSURANCE	1,172.46
DELTA DENTAL PLAN OF	NOVEMBER DENTAL INSURANCE	214.73
HARTFORD LIFE INSURANCE	NOVEMBER LIFE INSURANCE	45.89
UNUM LIFE INSURANCE CO	NOVEMBER DISABILITY INSURANCE	68.16
PROGRESSIVE IMPRESSIONS	POSTAGE/2016 WINTER TAX BILLS	4,400.00
BRINK'S INCORPORATED	OCTOBER SERVICE	627.69
	Total For Dept 253.00 TREASURERS	6,528.93

DELTA DENTAL PLAN OF	NOVEMBER DENTAL INSURANCE	348.73
HARTFORD LIFE INSURANCE	NOVEMBER LIFE INSURANCE	65.02
UNUM LIFE INSURANCE CO	NOVEMBER DISABILITY INSURANCE	96.94
JAMES MUNSON	MILEAGE REIMBURSEMENT/REAPPRAISALS/S	43.74
BS&A SOFTWARE	TRAINING/KONEN, TODD-LOWERY	410.00
	Total For Dept 257.00 ASSESSING	964.43

ELECTION SOURCE	10 THERMAL ROLLS & SHIPPING	31.51
LOWE'S CREDIT SERVICES	6- 25FT-4 OUTLET CORDS	93.54
EXTEND YOUR REACH	POSTAGE & FEES-SEPTEMBER	293.25
	Total For Dept 262.00 ELECTIONS	418.30

BLUE CROSS BLUE SHIELD	NOVEMBER HEALTH INSURANCE	2,501.25
DELTA DENTAL PLAN OF	NOVEMBER DENTAL INSURANCE	166.87
HARTFORD LIFE INSURANCE	NOVEMBER LIFE INSURANCE	60.34
UNUM LIFE INSURANCE CO	NOVEMBER DISABILITY INSURANCE	89.80
LANSING ICE & FUEL CO	GASOLINE-10/1 THRU 10/15/16	217.16
MODEL COVERALL SERVICE	UNIFORMS/ B & G	21.69
MODEL COVERALL SERVICE	UNIFORMS/ B & G	16.69
ZEP SALES & SERVICE	2 CASES ANTIBACTERIAL HAND SOAP	143.90
GRANGER	MONTHLY DUMPSTER SERVICE	76.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/CSC/10/3 - 10/14/16	975.00
SAFETY SYSTEMS, INC	QUARTERLY MONITORING/CSC	129.00
SAFETY SYSTEMS, INC	QUARTERLY FIRE ALARM/CSC	81.00
VERIZON WIRELESS	OCTOBER CELLULAR	49.95
BOARD OF WATER & LIGHT	WATER 2074 AURELIUS	877.77
BOARD OF WATER & LIGHT	WATER 2004 AURELIUS	98.64
DELHI TOWNSHIP TREASURER	SEWER 2074 AURELIUS-9/8 THRU 10/6/16	348.40
CONSUMERS ENERGY	ELECTRIC 2004 AURELIUS/OCTOBER	131.17
CONSUMERS ENERGY	ELECTRIC-2074 AURELIUS/OCTOBER	5,776.14
CONSUMERS ENERGY	ELECTRIC 4149 WILLOUGHBY/OCTOBER	31.92
CONSUMERS ENERGY	GAS-2074 AURELIUS/OCTOBER	205.31
SIEMENS INDUSTRY, INC.	REPLACE EXPANSION TANK/CSC BOILER	1,499.00
SIEMENS INDUSTRY, INC.	HVAC REPAIR/SHERIFF DEPT	691.18
ACE HARDWARE	SUPPLIES/CSC DRIVEWAY REPAIR	37.94
ACE HARDWARE	BULBS FOR HEAT PUMP/SR CENTER	13.47
ACE HARDWARE	PAINT THINNER/DRIVE REPAIR	9.99
ACE HARDWARE	SCREWS/DOOR PLATE REPAIR/CSC	2.25
ACE HARDWARE	HOSE NOZZLES/DRIVE REPAIR/CSC	15.98
ACE HARDWARE	KEYS FOR FARMERS MRKT & SHED	5.45
JOHN'S PRO-CLEAN, INC	CARPET CLEANING/BOARD ROOM/CSC	250.00
LOWE'S CREDIT SERVICES	LIGHT BULBS/LIBRARY	39.78
LOWE'S CREDIT SERVICES	LIGHT BULBS/CSC BASEMENT	51.28
LOWE'S CREDIT SERVICES	MATERIALS/DRIVE REPAIR/CSC	89.58
LOWE'S CREDIT SERVICES	MATERIALS/DRIVE REPAIR/CSC	26.10
	Total For Dept 265.00 BUILDING & GROUNDS	14,730.00

Dept 446.00 INFRASTRUCTURE

CONSUMERS ENERGY	LIGHTING 2228 AURELIUS/OCTOBER	153.09
CONSUMERS ENERGY	LIGHTING 3970 HOLT/OCTOBER	129.41
CONSUMERS ENERGY	LIGHTING 4115 HOLT/OCTOBER	273.00
	Total For Dept 446.00 INFRASTRUCTURE	555.50

Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT

BLUE CROSS BLUE SHIELD	NOVEMBER HEALTH INSURANCE	3,361.02
DELTA DENTAL PLAN OF	NOVEMBER DENTAL INSURANCE	445.08
HARTFORD LIFE INSURANCE	NOVEMBER LIFE INSURANCE	120.69
UNUM LIFE INSURANCE COMPAN	NOVEMBER DISABILITY INSURANCE	179.73
DBI BUSINESS INTERIORS	NAME STAMP	22.13
LANSING ICE & FUEL CO	GASOLINE-10/1 THRU 10/15/16	49.54
LANDSCAPE ARCHITECTS	NON-MOTORIZED TRANSPORTATION PLAN U	4,000.00
VERIZON WIRELESS	OCTOBER CELLULAR	277.85
	Total For Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT	8,456.04

Dept 752.00 PARKS ADMINISTRATION

BLUE CROSS BLUE SHIELD	NOVEMBER HEALTH INSURANCE	1,172.43
DELTA DENTAL PLAN OF	NOVEMBER DENTAL INSURANCE	129.21
HARTFORD LIFE INSURANCE	NOVEMBER LIFE INSURANCE	73.10
UNUM LIFE INSURANCE CO	NOVEMBER DISABILITY INSURANCE	109.17
HOLT PUBLIC SCHOOLS	"MUSIC IN THE PARK" PROGRAMS	402.00
HOLT PUBLIC SCHOOLS	YOUTH BASKETBALL FLYERS	40.50
VERIZON WIRELESS	OCTOBER CELLULAR	199.89
	Total For Dept 752.00 PARKS ADMINISTRATION	2,126.30

Dept 771.00 PARKS

BLUE CROSS BLUE SHIELD	NOVEMBER HEALTH INSURANCE	1,563.27
DELTA DENTAL PLAN OF	NOVEMBER DENTAL INSURANCE	214.73
HARTFORD LIFE INSURANCE	NOVEMBER LIFE INSURANCE	39.10
UNUM LIFE INSURANCE CO	NOVEMBER DISABILITY INSURANCE	58.36
LANSING ICE & FUEL CO	GASOLINE-10/1 THRU 10/15/16	804.27
MODEL COVERALL SERVICE	UNIFORMS/PARKS	42.56
MODEL COVERALL SERVICE	UNIFORMS/PARKS	47.56
LANSING SANITARY SUPPLY	3 CASES HAND SOAP & DISPENSER	183.96
ACE HARDWARE	9V BATTERIES (2)	17.98
ACE HARDWARE	GALVANIZED CAP	1.79
ACE HARDWARE	TAGS/TENNIS NETS & WINDSCREENS	15.18
AMERICAN RENTALS, INC.	PORTABLE TOILETS/DEADMAN'S HILL/	104.00
AMERICAN RENTALS, INC.	PORTABLE TOILETS/SKATE PARK	167.00
GRANGER	MONTHLY DUMPSTER SERVICE	150.00
QUALITY FIRST MAID SERVICE, L	CLEANING SERVICES/SR CENTER/10/4-11	260.00
SAFETY SYSTEMS, INC	QUARTERLY MONITORING/VALHALLA	150.00
BOARD OF WATER & LIGHT	WATER 2108 CEDAR	224.93
BOARD OF WATER & LIGHT	WATER 2287 PINE TREE	47.52
BOARD OF WATER & LIGHT	WATER 1750 MAPLE	19.06
BOARD OF WATER & LIGHT	WATER 2074 AURELIUS #PARK	298.90
BOARD OF WATER & LIGHT	WATER 4050 KELLER	182.20
DELHI TOWNSHIP TREASURER	SEWER 2108 CEDAR-9/8 THRU 10/6/16	121.20
DELHI TOWNSHIP TREASURER	SEWER 2287 PINE TREE-9/8 THRU 10/6/16	48.48
DELHI TOWNSHIP TREASURER	SEWER 4030 KELLER-9/8 THRU 10/6/16	90.88
DELHI TOWNSHIP TREASURER	SEWER 1750 MAPLE-9/8 THRU 10/6/16	25.75

CONSUMERS ENERGY	ELECTRIC 2287 PINE TREE 2939/OCT	58.05
CONSUMERS ENERGY	ELECTRIC 2287 PINE TREE 3200/OCT	182.35
CONSUMERS ENERGY	ELECTRIC 2074 AURELIUS #PARK/OCT	487.99
CONSUMERS ENERGY	ELECTRIC 2108 CEDAR/OCTOBER	1,145.00
CONSUMERS ENERGY	ELECTRIC 1750 MAPLE/OCTOBER	23.39
CONSUMERS ENERGY	ELECTRIC 2177 WEST BLVD/OCTOBER	29.48
CONSUMERS ENERGY	ELECTRIC 4080 KELLER/OCTOBER	105.98
CONSUMERS ENERGY	GAS 2108 CEDAR/OCTOBER	25.38
CONSUMERS ENERGY	GAS 2287 PINE TREE 2939/OCTOBER	20.33
B & D ELECTRIC, INC.	ELECTRICAL WORK ON FOUNTAIN PUMP	464.00
ACE HARDWARE	SHOCK & SWIM/FOUNTAIN	55.08
ACE HARDWARE	SCREWS/BENCH INSTALL/RAMS TRAIL	2.80
HAMMOND FARMS SOUTH	COMPOST FOR GARDENS	47.25
HAMMOND FARMS SOUTH	TOP SOIL	55.00
D & G EQUIPMENT INC	IDLER PULLEYS FOR EXMARK MOWERS	114.40
D & G EQUIPMENT INC	DECK IDLER ASSEMBLY/EXMARK MOWER	124.61
SPARTAN DISTRIBUTORS, INC	(2) 8" FOAM CASTOR WHEELS	259.84
TASMANIAN TIRE CO.	TIRE REPAIR	16.00
	Total For Dept 771.00 PARKS	8,095.61
Dept 774.00 RECREATION		
D & M SILKSCREENING	T-SHIRTS/FALL ADULT LEAGUE CHAMP	48.00
	Total For Dept 774.00 RECREATION	48.00
Dept 850.00 OTHER FUNCTIONS		
HARTFORD LIFE INSURANCE	NOVEMBER RETIREES LIFE INSURANCE	36.45
BLUE CROSS BLUE SHIELD	NOVEMBER RETIREES HEALTH INSUR	8,758.41
INTERSTATE ALL BATTERY	(2) 24 PACKS AA BATTERIES	15.98
EXTEND YOUR REACH	POSTAGE & FEES-SEPTEMBER	650.64
GRANGER	BRUSH COLLECTION-9/15 & 9/17	1,903.00
MEDICAL MANAGEMENT SYS	AMBULANCE BILLING FEES/SEPTEMBER	3,423.31
MUNICIPAL CONSULTING	JOB RECLASSIFICATION STUDY	751.84
	Total For Dept 850.00 OTHER FUNCTIONS	15,539.63
Dept 905.00 DEBT SERVICE		
PNC BANK, N.A.	PRINC PYMT-2013 CAPITAL IMPR BONDS	100,000.00
PNC BANK, N.A.	INTER PYMT-2013 CAPITAL IMPR BONDS	10,450.00
	Total For Dept 905.00 DEBT SERVICE	110,450.00
	Total For Fund 101 GENERAL FUND	191,178.35
Fund 206 FIRE FUND		
Dept 000.00		
INGHAM COUNTY TREASURER	OCT 2015 BOR-MTT VALUE CHANGES	1,193.23
	Total For Dept 000.00	1,193.23
Dept 336.00 FIRE DEPARTMENT		
HARTFORD LIFE INSURANCE	NOVEMBER RETIREES LIFE INSURANCE	4.05
BLUE CROSS BLUE SHIELD	NOVEMBER RETIREES HEALTH INSUR	943.29
BLUE CROSS BLUE SHIELD	NOVEMBER HEALTH INSURANCE	8,546.31
DELTA DENTAL PLAN OF	NOVEMBER DENTAL INSURANCE	1,723.28
HARTFORD LIFE INSURANCE	NOVEMBER LIFE INSURANCE	275.55
UNUM LIFE INSURANCE CO	NOVEMBER DISABILITY INSURANCE	555.39

BARYAMES CLEANERS	UNIFORM CLEANING FOR FIREFIGHTERS	218.70
PAPER IMAGE PRINTING	AMBULANCE FORMS	53.90
LANSING ICE & FUEL CO	GASOLINE-10/1 THRU 10/15/16	770.95
D & M SILKSCREENING	T-SHIRTS S-XL	382.50
D & M SILKSCREENING	T-SHIRTS XX & XXX	257.50
D & M SILKSCREENING	NAVY STOCKING CAPS	132.00
D & M SILKSCREENING	NAVY CFLEX CAPS	225.00
MICHIGAN STATE UNIVERSITY	MISC MEDICAL SUPPLIES	651.42
SPARROW OCC HEALTH SERV	PHYSICALS	203.50
APPLICATION SPECIALIST KO	NOVEMBER HARDWARE & SOFTWARE	1,475.00
HASSELBRING-CLARK	COPY OVERAGE-7/13 THRU 10/12/16	93.77
WEST SHORE SERVICES INC	SIREN REPAIR	218.21
VERIZON WIRELESS	OCTOBER CELLULAR	749.91
BOARD OF WATER & LIGHT	WATER 6139 BISHOP	37.48
DELHI TOWNSHIP TREASURER	SEWER 6139 BISHOP-9/8 THRU 10/6/16	37.88
THE PARTS PLACE	5 GALLON BUCKET	3.99
POSITIVE PROMOTIONS, INC.	PENCIL SHARPENER	260.00
POSITIVE PROMOTIONS, INC.	SET UP FEE	50.00
POSITIVE PROMOTIONS, INC.	EMERGENCY PREPARED PAMPHLET	381.50
POSITIVE PROMOTIONS, INC.	SET UP FEE	30.00
POSITIVE PROMOTIONS, INC.	HEAT COLOR PENCIL	249.90
POSITIVE PROMOTIONS, INC.	GLOW IN DARK BRACELET	37.98
POSITIVE PROMOTIONS, INC.	GLOW IN DARK BRACELET	37.98
POSITIVE PROMOTIONS, INC.	GLOW IN DARK BRACELET	37.98
POSITIVE PROMOTIONS, INC.	S&H	105.56
	Total For Dept 336.00 FIRE DEPARTMENT	18,750.48
	Total For Fund 206 FIRE FUND	19,943.71

Fund 207 POLICE FUND
Dept 000.00

INGHAM COUNTY TREASURER	OCT 2015 BOR-MTT VALUE CHANGES	1,193.23
	Total For Dept 000.00	1,193.23

Dept 301.00 POLICE

INGHAM COUNTY TREASURER	OCTOBER POLICE CONTRACT	213,942.75
	Total For Dept 301.00 POLICE	213,942.75
	Total For Fund 207 POLICE FUND	215,135.98

Fund 211 FIRE EQUIP. & APPARATUS FUND
Dept 339.00 EQUIPMENT & APPARATUS

FIRE SERVICE MANAGEMENT	TURNOUT GEAR CLEANING & REPAIR	529.20
FIRST DUE FIRE SUPPLY CO.	BOOTS-ADAMS	387.70
ACE HARDWARE	4 POLY TARPS/SQUAD 21	33.96
THE PARTS PLACE	OIL DRY	62.94
WEST SHORE FIRE INC	SCBA REPAIR	101.10
WEST SHORE FIRE INC	SCBA REPAIR	156.20
CRAIG'S AUTO BODY SHOP	REPLACE DOOR HANDLE/2010 FORD #373	70.20
ROGER'S CLINE TIRE & AUTO	4 NEW TIRES FOR BRUSH TRUCK #105	614.84
SPARTAN MOTORS USA, INC.	PUMP TESTING/BRAKES & MISC REPAIRS	7,753.79
THE PARTS PLACE	WIPER BLADES/BLUE VAN	19.98
	Total For Dept 339.00 EQUIPMENT & APPARATUS	9,729.91
	Total For Fund 211 FIRE EQUIP. & APPARATUS FUND	9,729.91

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY
Dept 728.00 DDA ADMINISTRATION

THRUN LAW FIRM, P.C.	SEPTEMBER LEGAL FEES	281.60
EXTEND YOUR REACH	POSTAGE & FEES-SEPTEMBER	1.41
APPLICATION SPECIALIST KO	NOVEMBER HARDWARE & SOFTWARE	118.00
APPLICATION SPECIALIST KO	WIFI EQUIPMENT/2045 CEDAR	4,275.16
	Total For Dept 728.00 DDA ADMINISTRATION	4,676.17

Dept 729.00 DDA MARKETING & PROMOTION

BLOHM CREATIVE PARTNERS	OUR TOWN VIDEO/OCTOBER	950.00
RUSSELL ROWE	190 PUMPKINS	500.00
TRAVERSE BAY FARMS/FRUIT	7 CASES SALSA	306.60
ACD.NET, INC.	WIFI 10/1 THRU 11/1/16	69.95
SAM'S CLUB DIRECT	SODA/LIGHT BULBS	43.94
SAYKLLY'S CANDIES	5 DOZ YOOPER BARS & SHIPPING	49.15
BLOHM CREATIVE PARTNERS	SEPTEMBER WEB HOST/MAINTENANCE	280.00
	Total For Dept 729.00 DDA MARKETING & PROMOTION	2,199.64

Dept 850.00 OTHER FUNCTIONS

GRANGER	MONTHLY DUMPSTER SERVICE	131.30
QUALITY FIRST MAID SERVICE	CLEANING SERVICES 9/19 THRU 9/30/16	420.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/10/03 THRU 10/14/16	420.00
SAFETY SERVICES, INC	QRTLY LEASE/MONITORING/2045 S. CED	114.00
BOARD OF WATER & LIGHT	WATER 4469 KELLER (2230 CEDAR)	39.08
BOARD OF WATER & LIGHT	WATER 2045 CEDAR	119.31
BOARD OF WATER & LIGHT	WATER 2150 CEDAR	27.21
DELHI TOWNSHIP TREASURER	SEWER 2045 CEDAR-9/8 THRU 10/6/16	46.95
DELHI TOWNSHIP TREASURER	SEWER 2150 CEDAR-9/8 THRU 10/6/16	32.63
DELHI TOWNSHIP TREASURER	SEWER 2230 CEDAR-9/8 THRU 10/6/16	156.91
CONSUMERS ENERGY	ELECTRIC-2045 CEDAR #A/OCTOBER	1,139.32
CONSUMERS ENERGY	ELECTRIC-2045 CEDAR #B/OCTOBER	80.81
CONSUMERS ENERGY	ELECTRIC-2150 CEDAR/OCTOBER	296.54
CONSUMERS ENERGY	ELECTRIC 4469 KELLER/OCTOBER	12.62
CONSUMERS ENERGY	ELECTRIC 2224 CEDAR/OCTOBER	39.82
CONSUMERS ENERGY	GAS 2224 CEDAR/OCTOBER	11.75
CONSUMERS ENERGY	GAS 2228 CEDAR/OCTOBER	16.39
CONSUMERS ENERGY	GAS 2226 1/2 CEDAR/OCTOBER	11.75
CONSUMERS ENERGY	GAS 4469 KELLER/OCTOBER	11.75
CONSUMERS ENERGY	GAS-2150 CEDAR/OCTOBER	24.25
CONSUMERS ENERGY	GAS-2045 CEDAR/OCTOBER	32.39
	Total For Dept 850.00 OTHER FUNCTIONS	3,184.78
	Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY	10,060.59

Fund 590 SEWAGE DISPOSAL SYSTEM
Dept 000.00

ALLEN EDWIN HOMES	Basic Service Charge	63.60
BARGY, WAYNE	Basic Service Charge	10.60
BAYNAI, MARK D	Basic Service Charge	84.80
CARLSON, DELORES	Basic Service Charge	15.15
CATALLO, DIANA	Basic Service Charge	58.30
COUNTRY VIEW ESTATES	Basic Service Charge	6.05

DAMESWORTH, KEVIN &	Sewer Usage	5.30
ENGELHART, JONATHAN	Basic Service Charge	23.92
ENGLAND, SHIRLEY	Basic Service Charge	46.95
EVANS, TYLER	Basic Service Charge	125.56
GRAY, GINGER	Basic Service Charge	15.15
HARRIS, VICKI & BRYAN	Basic Service Charge	68.15
HUFFMAN, NICHOLAS	Basic Service Charge	10.60
JACKSON, STEVEN	Basic Service Charge	250.00
NORTHPOINTE BANK	Basic Service Charge	15.15
PISONI, PAUL	Sewer Usage	17.40
RIL, LLC	Basic Service Charge	41.86
RUSSELL BUILDERS	Basic Service Charge	174.90
SHARP, CHARLES	Sewer Usage	42.40
STACEY, JEAN	Basic Service Charge	7.88
BLUE CROSS BLUE SHIELD	NOV RETIREES HEALTH INSURANCE	110.50
	Total For Dept 000.00	1,194.22

Dept 548.00 ADMINISTRATION & OVERHEAD

HARTFORD LIFE INSURANCE	NOVEMBER RETIREES LIFE INSURANCE	16.20
BLUE CROSS BLUE SHIELD	NOV RETIREES HEALTH INSURANCE	2,490.23
EXTEND YOUR REACH	POSTAGE & FEES-SEPTEMBER	74.21
	Total For Dept 548.00 ADMINISTRATION & OVERHEAD	2,580.64

Dept 558.00 DEPT OF PUBLIC SERVICE

BLUE CROSS BLUE SHIELD	NOVEMBER HEALTH INSURANCE	9,926.79
DELTA DENTAL PLAN OF	NOVEMBER DENTAL INSURANCE	1,513.95
HARTFORD LIFE INSURANCE	NOVEMBER LIFE INSURANCE	335.31
UNUM LIFE INSURANCE CO	NOVEMBER DISABILITY INSURANCE	500.57
LANSING ICE & FUEL CO	GASOLINE-10/1 THRU 10/15/16	690.22
MODEL COVERALL SERVICE	STAFF UNIFORMS / POTW	68.83
MODEL COVERALL SERVICE	STAFF UNIFORMS /MTC	52.06
MODEL COVERALL SERVICE	STAFF UNIFORMS / MTC	52.06
MODEL COVERALL SERVICE	STAFF UNIFORMS / POTW	68.83
MODEL COVERALL SERVICE	STAFF UNIFORMS / MTC	47.68
MODEL COVERALL SERVICE	STAFF UNIFORMS /POTW	68.83
BARYAMES CLEANERS	UNIFORM DRY CLEANING	47.70
APPLICATION SPECIALIST KO	NOVEMBER HARDWARE & SOFTWARE	2,613.00
AD-INK & TONER SUPPLY	CYAN TONER/MISS DIG PRINTER	49.99
FACILITYDUDE.COM	MOBILE 311 QUICKSTART	2,370.00
AIRGAS USA, LLC	CYLINDER RENTAL	149.20
ALEXANDER CHEMICAL CORP	HYPOCHLORITE TREATMENT CHEMICAL	3,785.40
ALEXANDER CHEMICAL CORP	SODIUM BISULFATE/CHEMICAL	884.50
ALEXANDER CHEMICAL CORP	CREDIT/DRUM DEPOSIT	(180.00)
ALEXANDER CHEMICAL CORP	SODIUM HYDROXIDE CHEMICAL	770.00
ALS LABORATORY GROUP	QUARTERLY SLUDGE TESTING	370.00
HML, INC.	SLUDGE TESTING	120.00
UNITED PARCEL SERVICE	SHIPPING CHARGES/ALS BIOSOLIDS	163.97
GRANGER	SCREENING DEBRIS	387.50
GRANGER	YARD WASTE DUMPSTER	550.00
GRANGER	MONTHLY DUMPSTER SERVICE	202.91
SPOK, INC	PAGER SERVICE	29.40
VERIZON WIRELESS	OCTOBER CELLULAR	605.59
BOARD OF WATER & LIGHT	WATER 1492 AURELIUS	78.00

BOARD OF WATER & LIGHT	WATER 1492 AURELIUS	157.72
BOARD OF WATER & LIGHT	WATER 1988 WAVERLY	146.93
BOARD OF WATER & LIGHT	WATER 4280 DELL	23.68
BOARD OF WATER & LIGHT	WATER 5961 MC CUE	440.67
BOARD OF WATER & LIGHT	WATER 3505 HOLT	83.57
DELHI TOWNSHIP TREASURER	SEWER 1490 AURELIUS-9/8 THRU 10/6/16	174.20
BOARD OF WATER & LIGHT	ELECTRIC 2481 DELHI COMMERCE	83.23
BOARD OF WATER & LIGHT	ELECTRIC 1870 NIGHTINGALE	90.22
CONSUMERS ENERGY	ELECTRIC 1490 AURELIUS/OCTOBER	2,104.98
CONSUMERS ENERGY	ELECTRIC-1494 AURELIUS/OCTOBER	61.31
CONSUMERS ENERGY	ELECTRIC-4828 HOLT/OCTOBER	120.07
CONSUMERS ENERGY	ELECTRIC-4280 DELL/OCTOBER	474.62
CONSUMERS ENERGY	ELECTRIC-2870 PINE TREE/OCTOBER	539.22
CONSUMERS ENERGY	ELECTRIC-3505 HOLT/OCTOBER	120.07
CONSUMERS ENERGY	GAS-3505 HOLT/OCTOBER	14.71
CONSUMERS ENERGY	GAS-4280 DELL/OCTOBER	18.64
CONSUMERS ENERGY	GAS-2481 DELHI COMM/OCTOBER	15.83
CONSUMERS ENERGY	GAS-1492 AURELIUS/OCTOBER	51.80
ACE HARDWARE	2 GAL TANK SPRAYER/BATTERIES	51.95
SAM'S CLUB DIRECT	DEGREASER FOR SHOP/LS	27.36
MATERIALS TESTING	FM CONDITIONS ASSESSMENTS	1,734.05
EVOQUA WATER TECH	INSPECTION FEE/DIVERSION WEIR/POTW	3,750.00
GRAINGER	PLATFORM SCALE FOR GRIT DUMPSTER	1,880.00
ACE HARDWARE	HARDWARE FOR CHEMICAL TANK/POTW	37.32
ALTA EQUIPMENT COMPANY	FILTERS FOR SKY TRACK	372.31
ALTA EQUIPMENT COMPANY	SHIPPING/FILTERS FOR SKY TRACK	20.00
INTERSTATE BATTERIES OF	UPS BATT BACKUP REPLACEMENTS-2	83.90
INTERSTATE BATTERIES OF	UPS BATT BACKUP REPLACEMENTS-30	748.50
LOWE'S CREDIT SERVICES	SUMP PUMP/DEWATERING CLARIFIERS	228.65
TASMANIAN TIRE CO.	TIRE REPAIR/SCAG	10.00
THE PARTS PLACE	BATTERY/OIL	297.09
THE PARTS PLACE	OIL FILTER/SCAG #6	14.49
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/MTC/10/4 - 10/14/16	260.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/POTW/10/4 - 10/14	260.00
SAFETY SYSTEMS, INC	QUARTERLY MONITORING/MTC	120.00
HARPER INDUSTRIAL CONST	GROUT REPAIR/PRIMARY CLARIFIER FILL	515.00
JACK DOHENY SUPPLIES, INC	FUEL PUMP REPAIR/VACTOR	1,491.29
FRANKIE D'S AUTO & TRUCK	LOF & REPAIRS/2007 RANGER	1,429.00
MICHAEL GIBBS	REIMBURSEMENT/CDL LICENSE	47.00
TODD WENZEL BUICK GMC	(2) 2016 GMC SIERRA 2500 HD 4X4 TRUCK	77,639.60
	Total For Dept 558.00 DEPT OF PUBLIC SERVICE	122,061.27
	Total For Fund 590 SEWAGE DISPOSAL SYSTEM	125,836.13

Fund 643 LOCAL SITE REMEDIATION REVOLVING FUND
Dept 735.00 LOCAL SITE REMEDIATION

FOSTER, SWIFT, COLLINS	SEPTEMBER ENVIRONMENTAL LEGAL	3,139.75
TRITERRA	2361 CEDAR/PHASE I, II, & BEA	11,350.00
MCS EXCAVATING LLC	ASPHALT REMOVAL/2022 CEDAR	7,500.00
	Total For Dept 735.00 LOCAL SITE REMEDIATION	21,989.75
	Total For Fund 643 LOCAL SITE REMEDIATION REVOLVING FUND	21,989.75

Fund 701 TRUST & AGENCY FUND
Dept 000.00

INGHAM COUNTY TREASURER	AUGUST TRAILER PARK FEES DIST	2,347.50
AFLAC	WITH DEDUCT-AFLAC DISABILITY	596.80
AFLAC	WITH DEDUCT-AFLAC LIFE INSUR	7.62
AFLAC	WITH DEDUCT-AFLAC ACCIDENT	500.58
AFLAC	WITH DEDUCT-AFLAC SICKNESS	324.38
AFLAC	WITH DEDUCT-AFLAC CANCER	450.84
AFLAC	WITH DEDUCT-DISABILITY RIDER	18.48
AFLAC	WITH DEDUCT-AFLAC ACCIIDENT RIDER	11.88
ALLISON CLAEYS	REFUND DEMO ESCROW/4630 DONCAST	12,056.00
	Total For Dept 000.00	16,314.08
	Total For Fund 701 TRUST & AGENCY FUND	16,314.08
	Total For All Funds:	610,188.50

DELHI CHARTER TOWNSHIP
FUND TRANSFERS AND PAYROLL APPROVAL
For Payroll Dated October 20, 2016

I. Certification of Preparation and Distribution

The attached check and payroll registers encompass check numbers: 109396 through 109423 & direct deposits numbers: DD23457 through DD23554. The payroll was prepared in accordance with established payroll rates and procedures.
The Treasurer's & Clerk's signatures were printed on the payroll checks using an electronic image signature

_____
Lora Behnke, Accounting Clerk

The attached Check and Payroll Registers were reviewed. The payroll checks were distributed in accordance with established procedures.

Dated: October 20, 2016 _____
Director of Accounting

II. Payroll Report

The October 20, 2016 payroll encompasses the following funds and expenditures:

	Gross Payroll	Payroll Deductions	Net Pay
General Fund	$90,571.40	$28,147.67	$62,423.73
Fire Dept. Fund	52,869.49	17,514.67	$35,354.82
DDA	4,304.93	982.87	$3,322.06
Sewer Fund/Receiving	38,272.70	12,504.21	$25,768.49
Total Payroll	$186,018.52	$59,149.42	**$126,869.10**
	Township FICA	**Township RHS & Pension Plan**	**Total Deductions & TWP Liabilities**
General Fund	$6,616.07	$7,319.66	$42,083.40
Fire Dept. Fund	3,936.79	4,271.45	25,722.91
DDA	154.14	84.76	1,221.77
Sewer Fund/Receiving	2,820.93	4,182.37	19,507.51
Total Payroll	$13,527.93	$15,858.24	$88,535.59

_____
Director of Accounting

III. FUND TRANSFERS

Transfers covering the foregoing payroll were made on October 20, 2016 and identified as follows:

10/20 Net Pay Disbursement in Common Savings ($126,869.10)

_____
Roy W. Sweet, Treasurer

IV. Board Audit and Approval:

At a regular meeting of the Township Board held on November 1, 2016, a motion was made by _____and passed by_____yes votes and _____no votes(_____absent) that the payroll dated October 20, 2016 was reviewed, audited, and approved.

Attachment to Payroll Register
cc: Sweet(1)Vander Ploeg(1)

_____
Evan Hope, Clerk

Delhi Charter Township
Department of Community Development

MEMORANDUM

TO: John Elsinga, Township Manager

FROM: Tracy L.C. Miller, Director of Community Development

DATE: Thursday, October 27, 2016

RE: Realize Cedar Sub-area Plan (amendment to 2013 Master Plan)

At their meeting on August 16th the Township Board authorized the distribution of Realize Cedar plan, which is a sub-area plan which amends the 2013 Master Plan. The draft plan was distributed to the agencies and entities stipulated by the Michigan Planning Enabling Act (PA33 of 2008) on August 19st. The various entities then had 63 days to respond with comments. This review period ended on October 21st and no substantive comments were received. The Master Plan was also available on the Township's website.

At the October 24th meeting of the Planning Commission (PC) a public hearing was conducted for the purpose of receiving input on the Realize Cedar plan. A few members of the public spoke. A summary of their comments can be viewed in the attached draft meeting minutes. After the public hearing, the PC approved the attached resolution which adopted the Realize Cedar plan.

Due to the extensive graphics included in the Realize Cedar Plan it will be difficult to include it as a part of the Board Packets. Therefore, I would request that Board members take a moment to view the plan on the Township's website at http://www.delhitownship.com/RealizeCedar.htm.

Please let me know if you have any questions, or if there is any additional information that you require. Otherwise, I would respectfully request that the attached information be placed on the November 1st Board agenda. It is sufficient for the Board to simply receive the document and place it on file. Thank you.

Recommended Motion:

To accept and endorse the Realize Cedar sub-area plan which amends the 2013 Master Plan and thank the Steering Committee and Planning Commission for their hard work and the adoption of the same.

Delhi Charter Township
Planning Commission

A Resolution to Approve the Realize Cedar Sub-area Plan, which is an Amendment to the Delhi Charter Township 2013 Master Plan

At a regular meeting of the Planning Commission, of the Charter Township of Delhi, Ingham County, Michigan, held at the Community Services Center, 2074 Aurelius Road, Holt, Michigan on Monday, the 24th day of October, 2016, at 6:30 o'clock, p.m.

PRESENT: Kimberly Berry-Smokoski, Rita Craig, Michael Goodall, Don Leaf, Ken O'Hara, Tonia Olson

ABSENT: Jon Harmon, Matthew Lincoln, Betsy Zietlow

The following Resolution was offered by Goodall, and supported by Leaf.

WHEREAS, on October 22, 2015, the Planning Commission provided the required "Notice of Intent to Plan" to the appropriate agencies and Boards as outlined in Act 33 of 2008, and

WHEREAS, on August 8, 2016, the Planning Commission reviewed a draft of the Realize Cedar plan and forwarded that draft onto the Delhi Township Board for their review, and

WHEREAS, on August 16, 2016, the Delhi Charter Township Board reviewed the proposed amendments and authorized the distribution of the draft document to the appropriate agencies and Boards as provided in the Act, and

WHEREAS, on August 19, 2013 the Planning Commission Secretary caused to be mailed the draft to said agencies and Boards and specifically supplied a list of those entities that were sent the draft to the Ingham County Board of Commissioners in accordance with the Act, and

WHEREAS, those agencies and Boards have, by law, 63 days to provide their comments or suggestions on the proposed amendments, and

WHEREAS, the deadline to receive said comments was on October 21, 2016, and

WHEREAS, on October 9 and October 16, 2016 notice of the public hearing appeared in a newspaper of general circulation within the community and was mailed to the appropriate agencies and Boards as required by the Act, and

WHEREAS, on October 24, 2016 the Planning Commission held a public hearing for the purpose of receiving public input regarding the proposed amendments.

NOW, THEREFORE, BE IT RESOLVED; as follows:

1. The 2013 Master Plan which shall be and is hereby adopted including all of the maps and descriptive matter intended by the Planning Commission to form the plan as setforth in Exhibit A of this Resolution, and

2. That the Director of Community Development be directed to place the following information on the Realize Cedar sub-area plan, outlined in number one (1) above, including a signature by the Planning Commission Chairperson and Secretary, and

> *This Plan Approved by the Delhi Charter Township Planning Commission on October 24, 2016.*
>
> _____
>
> *Matt Lincoln, Chairperson*
> *Delhi Charter Township Planning Commission*
>
> _____
>
> *Kimberly Berry-Smokoski, Secretary*
> *Delhi Charter Township Planning Commission*

3. That the Planning Commission Secretary cause a copy of the adopted Realize Cedar to be submitted to the Delhi Township Board and each of the agencies and Boards that previously received notices throughout the planning process.

AYES: Kimberly Berry-Smokoski, Rita Craig, Michael Goodall, Don Leaf, Ken O'Hara, Tonia Olson

NAYS: None

ABSENT: Jon Harmon, Matthew Lincoln, Betsy Zietlow

The foregoing Resolution declared adopted on October 24, 2016.

_____

Kimberly Berry-Smokoski, Secretary
Delhi Charter Township Planning Commission

STATE OF MICHIGAN)

)ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified Secretary of the Delhi Charter Township Planning Commission, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of the action taken by the Planning Commission at their meeting on October 24, 2016.

IN WITNESS THEREOF, I have hereunto affixed my official signature this 27th day of October, 2016.

Kimberly Berry-Smokoski, Secretary
Delhi Charter Township Planning
Commission

EXHIBIT A: Realize Cedar Sub-Area Plan

Amendment to the adopted Delhi Township 2013 Master Plan

DELHI CHARTER TOWNSHIP
MINUTES OF THE PLANNING COMMISSION HELD ON OCTOBER 24, 2016

The Delhi Charter Township Planning Commission held a regular meeting on Monday, October 24, 2016 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Commissioner Berry-Smokoski called the meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Members Present: Kimberly Berry-Smokoski, Rita Craig, Michael Goodall, Don Leaf, Ken O'Hara, Tonia Olson

Members Absent: Jon Harmon, Matthew Lincoln, Betsy Zietlow

Others Present: Tracy Miller, Director of Community Development
Noelle Tobias, Building Secretary

SUBJECT TO APPROVAL

AMENDMENTS TO THE AGENDA: None

APPROVAL OF THE OCTOBER 10, 2016 PLANNING COMMISSION MINUTES

Goodall moved and Craig seconded to approve the October 10, 2016 meeting minutes.

A Voice Poll was recorded as follows: All Ayes

Absent: Jon Harmon, Matthew Lincoln, Betsy Zietlow

MOTION CARRIED

PUBLIC COMMENT (Non-Agenda Items): None

PUBLIC HEARING, REALIZE CEDAR PLAN

Ms. Miller discussed the Realize Cedar Plan. This is a sub-area plan which amends the existing Master Plan for the Township. Staff provided the Planning Commission (PC) with a draft resolution which, if adopted, would adopt the Realize Cedar Plan. The PC is the approval authority, but the plan will be sent to the Township Board for their acceptance and concurrence.

Paul Lippins from McKenna & Associates, who was hired to help the community create the plan, was present to discuss the plan and address any questions or concerns.

Discussion: Leaf questioned Ms. Miller about two of the letters that were written to John Elsinga and asked if she had reached out to the individuals that wrote the letters. Ms. Miller stated that

she responded to both and that she and Evan Hope had met personally with several community residents to discuss the plan.

O'Hara wanted to discuss some of the more practical applications within the plan. He asked the question that if he was a property owner on Cedar Street and was thinking about doing something with a vacant property, how would this plan affect his situation. Ms. Miller stated that it would be very similar to how it is done now. The underlying basis for zoning is the Master Plan. This will simply be a sub-plan of the Master Plan.

O'Hara asked how Chapter three (3) about the roads would affect the Township because we are not responsible for the roads. Ms. Miller stated that this plan was developed in conjunction with the Ingham County Road Department and they have been a part of this process since the very beginning. Ms. Miller stated that in all discussions with the planning consultants they were told that all recommendations must be technically feasible. Ms. Miller reminded the PC that the Township has a separate contract with Hubble Roth and Clark for this purpose to review the recommendations and vet them.

Public Hearing opened at 6:57 p.m.

SUBJECT TO APPROVAL

Public Comment: Nancy Romig, 4138 Watson, stated that the proposed development style is okay and for the most part she likes it. She is concerned about the road diet. She believes it is counter intuitive. She lives near Cedar Street and Holt Road and she thinks that the westbound traffic is a nightmare and she cannot even get out of her subdivision. She would like to encourage everyone to read a document entitled the 2012 Michigan Road Diet Study. It cautions that once you hit ten thousand (10,000) cars per day or one thousand (1,000) cars per hour the efficiencies of the road diets immensely decrease. She is also concerned that Keller Road will remain on a traffic signal due to the fact that it is too close to the intersection. She would like to ask that they consider how the entire triangle will be affected and to please look at it as a whole. She also encourages them to look at where things have failed such as inaccessibility to the turn lanes when the traffic backs up.

Dave Harper, 4203 Dallas, stated that he generally likes what he sees in the plan. His neighborhood does not like the traffic in general and the cut-thru on Dallas during rush-hour traffic. He would like the Township to take a look at the impacts of traffic concerns of the surrounding neighborhoods.

Kurt Romig, 4168 Watson, stated that he is concerned with the cut-thru traffic. He wanted to thank Evan Hope for meeting with his neighborhood regarding this cut-thru traffic and the Realize Cedar Plan. He is not really in favor of the plan because he doesn't think that it quite goes far enough. He thinks that the traffic counts are contradictory. He believes that the traffic is the biggest issue.

Public Hearing closed at 7:07 p.m.

Jamie Burton from HRC discussed the traffic analysis that was done for this project. Traffic counts were updated. Traffic counts have actually gone down on Cedar Street. He stated that relocating Keller Road will improve traffic flow but more important than anything else is the re-timing of the traffic lights at Holt and Cedar, and Aurelius and Cedar. All aspects of the triangle were considered in the study.

Mr. Burton stated that HRC used recognized traffic modeling to evaluate the recommended changes in the plan. With Keller Road being relocated, going from four to three lanes and the re-signalization, the traffic flow will improve through both intersections.

Goodall moved, seconded by Leaf to adopt the Planning Commission Resolution entitled, "A Resolution to Approve the Realize Cedar sub-area plan, which amendments the previously adopted 2013 Master Plan.

Discussion: O'Hara shared his reservations regarding doubling the physical size of the Master Plan. He worries about people not being able to find what they are looking for in the document.

Leaf stated that a developer should be to contact the Community Development Department to find out what is or is not permitted.

Ms. Miller stated that if you look back in the historic Master Plans, there is discussion of creating a Community Center. Cedar Street has not lived up to the previously communicated goals. The Realize Cedar Plan is a comprehensive implementation plan to address that particular area.

SUBJECT TO APPROVAL

A Roll Call Vote was recorded as follows:

Ayes:	Berry-Smokoski, Craig, Goodall, Leaf, O'Hara, Zietlow
Nays:	None
Absent:	Harmon, Lincoln, Olson
Abstain:	None

MOTION CARRIED

WELLHEAD PROTECTION AND ENVIRONMENTAL CHECKLIST, TRI-COUNTY REGIONAL PLANNING COMMISSION, CHRISTINE V. SPITZLEY

Christine V. Spitzley, from tri-county regional planning commission, presented their recent work on wellhead protection in the county.

GENERAL DISCUSSION AND UPDATES

There was general discussion about that status of ongoing projects.

ADJOURNMENT

Meeting adjourned at approximately 7:52 p.m.

Date: _____

_____
Kimberly Berry-Smokoski, Secretary

/nt

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: October 27, 2016

RE: Purchase of a 2016 Sidewalk Snow Removal Apparatus – Jack Doheny Companies

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Enclosed for your review and consideration is a quote from Jack Doheny Companies for the purchase of a 2016 WILLE 265 snow removal apparatus in the amount of $138,415.

The apparatus (a bobcat with a plow) currently used to clear sidewalks around the triangle area of the Township is approximately 20 years old has been in need of replacement for some time now. It is no longer able to clear the sidewalks down to the concrete and sometimes creates a more hazardous walking environment by compacting the remaining snow creating a layer of ice on top. Staff and the Board have had several conversations regarding the need to look at equipment that is able to effectively clear the sidewalks around the "downtown" area enabling residents to safely walk on them.

To that end, staff has researched and had demonstrations on several types of snow removal equipment and has determined that the WILLE 265 best fits the needs of the department as well as the overall goal of clear sidewalks. Therefore, I recommend the Board approve the purchase of a 2016 WILLE 265 snow removal apparatus at a cost of $138,415.

Recommended Motion:

To approve the purchase of a 2016 WILLE 265 snow removal apparatus from Jack Doheny Companies in the amount of $138,415.

Jack Doheny COMPANIES

777 DOHENY COURT
PO BOX 609
NORTHVILLE MI 48167

t 248.349.0904
f 248.349.2774

Quote #
Date:10/27/2016

To: Delhi Township

Attn: Terry Powers

We are pleased to provide you with this proposal for the following equipment:

One (1) 2016 WILLE 265 Four Wheel Drive Articulating, Oscillating, Rubber Tired Multi-Purpose Tool Carrier, with the following standard features:

- CAT C2.2, EU Off-Road Stage 3A, 36kW (48hp), 4-cylinder diesel engine
- Block heater
- Hydrostatic transmission with variable displacement pump and 2-speed motor
- 1-Speed reduction gear
- Manually operated inching valve
- Auto-load sensing hydraulic drive system
- Inching pedal
- Automatic differential lock on front axle
- Hand operated, mechanical parking brake
- Front axle hydraulically assisted drum brakes
- Heated side mirrors
- Front and rear fenders
- Hydrostatic articulating steering
- Reverse Alarm
- 31x11.5-15 turf tires, machine width 1350mm (53") or LT 235/75-15 winter tires, machine width 1200mm (47")
- Front and rear work lights
- Beacon light with foldable arm
- Radio with AM/FM, mp3, AUX and two speakers
- Cab heater with 3-speed fan and filter
- Air conditioning
- Heated Seat
- Air ride seat
- Safety Belt
- Tilt Steering
- Manual hydraulic oil change pump
- ROPS (ISO 3471) and FOPS (ISO 3449 1365 J approved) cab

- Tow hitch
- Batter isolation switch
- Rear window wiper and washer
- Over engine attachment brackets
- 3rd Cylinder front hydraulics, hydraulic pilot control
- 4th Cylinder front hydraulics, hydraulic pilot control
- Drive hydraulics (max flow at 2600rpm):
- Front single acting – 54L/min (14.3gpm)
- Front single acting – 36L/min (9.5gpm)
- Front single acting – 90L/min (23.8gpm)
- Rear single acting – 54L/min (14.3gpm)
- Rear, double acting, hydraulic cylinder couplers
- Front lift:
- Category 1, 3 point hitch
- Hydraulic pilot control
- Ride control
- Mechanical attachment lock
- Float position

New Unit Price:	$116,070.00

Attachments:

Pronovost P480 Snow Blower- 48" Hydraulic Drive	$8,400.00
Horst Folding V-Plow	$5,680.00
GMR 48" 1300 Hydraulic Broom	$9,800.00

Additional Options

14020200- Auto Lube	$6,030.00
70101020- Auto Lube pump	$685.00
Cab Corner Mounted Strobe lights	$1,000.00

Wille Standard Warranty 2Year/ 2000Hour	
Warranty Extension 3Yr/ 3000Hr	$2,750.00
Shipping and Handling	$3,000.00
Totals are Inclusive of all above Quoted options and attachments:	**$153,415.00**
New Unit Total with 3+ Attachment Purchase Credit	**$138,415.00**

***Acceptance of this quote is subject to availability of unit**

Note: Price does not include any applicable taxes.

Note: This quotation expires in 30 days.

Thank you for your consideration of this price proposal.

Sincerely yours,

Keith Veros

Keith Veros
Regional Sales Representative
248/798-9858
keithveros@dohenycompanies.com

This quotation becomes a contract for delivery and payment of the merchandise listed above only when signed by the customer or one of its officers .

Customer: _____

By: _____

Date: _____

WILLE 265

Wille 265 is agile and robust. Its minimum width is 1,200 mm and minimum height 1,990 mm. It weighs only two tonnes, and has operating hydraulics with a flow of 90 lpm. Wille's extensive range of work attachments and tyres makes it a perfect partner.

Despite its small size, Wille can readily deal with even tough snow-clearing operations. In addition to ploughing and blowing, loading and piling of snow is easy with the high-tipping bucket.

In summer too, there's plenty for Wille to do. In green areas, the wide lawn mower, and the leaf collector are in active use. In towns, the suction sweeper and the high-pressure washer help keep the stone and asphalt paved areas clean.

ENGINE
- CAT C2.2 EU Off Road Stage 3A 4-cylinder diesel engine
- Displacement 2,216 cm³
- Output 36 kW (48 hp)/2,600 rpm
- Max. torque 143 Nm/1,800 rpm
- Fuel tank 50 l

ELECTRIC SYSTEM
- Voltage 12 V
- Battery 88 Ah
- Start motor 2.0 kW
- Alternator 65 A

TRANSMISSION
- Hydrostatic transmission
- Variable displacement pump
- Variable displacement motor with 2 speeds
- Charge automation of the engine
- Driving direction to the front and rear is changed electrically
- Power-shift of speed range
- 1-speed reduction gear
- Driving speed/tractive force 0-15 kph/1,050 daN 0-36 kph/550 daN

NOISE LEVEL
- Inside cabin under LpA 77 dBA

WEIGHT
- Own weight 2,050 kg
- Front axle weight 670 kg
- Rear axle weight 1,380 kg

STEERING SYSTEM
- Hydrostatic articulated steering
- Turning angle +/- 39°
- Angle of oscillation +/- 7°

AXLES
- Automatic differential locks in the front
- Hydraulically assisted drum brake in the front
- Mechanic control of the parking brake

OPERATING HYDRAULICS
- Gear pump, 54 lpm,190 bar
- Gear pump, 36 lpm,190 bar
- Volume of the hydraulic system about 60 l

FRONT HITCH
- Optional hitching patterns: 3-point hitch KAT 1, Vila
- Lifting force at the end of the arms: in lower position 13 kN, in upper position 12 kN
- Lifting height 700 mm
- Hydraulic suspension
- Float position
- Mechanic quick-coupler for work attachment
- Hydraulic pilot control

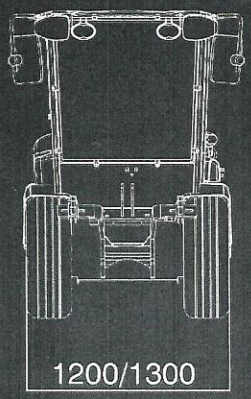
TYRES
- 31x10.5-15 (width of the machine 1,300 mm)
- 270/75R15, studded tyres (width of the machine 1,300 mm)
- 235/75 R15 (width of the machine 1,200 mm)
- Lawn tyres 31x13.5-15 (width of the machine 1,460 mm)

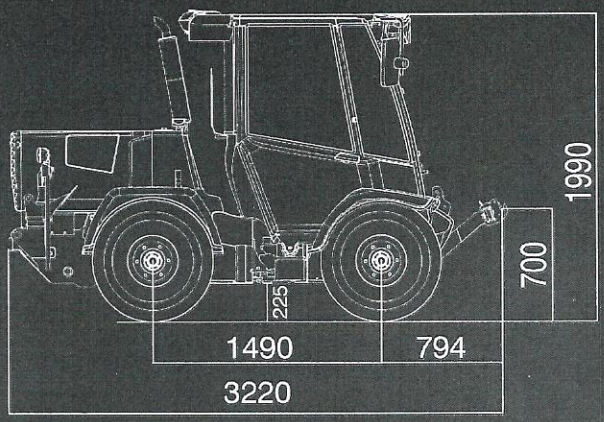
STANDARD EQUIPMENT
- Motor hydraulics (max. flow at 2,600 rpm)
- single-acting to the front 54 lpm
- single-acting to the front 36 lpm
- single-acting to the front 90 lpm
- single-acting to the rear 54 lpm
- Toplink hydraulics
- Hydraulic circuit for 3rd cylinder
- Hydraulic circuit for 4th cylinder
- Double-acting cylinder hydraulics to the rear
- Inching pedal
- Socket outlet of 12 V in the front and rear
- Beacon light with foldable shaft
- TFT display
- Radio/USB/AUX
- Rear window wiper and washer
- Rear mirrors with heating
- Work lights in the front and rear
- Adjustment of steering wheel tilt
- Seat with heating
- 2-point safety belt
- Safety cabin ROPS (ISO 3471)
- Safety cabin FOPS (ISO 3449 1365 J)
- Engine heater
- Bottom armours in the front and rear
- Refill pump for hydraulic oil
- Towing hitch
- Reverse alarm
- Brackets for work attachments above the engine space

OPTIONAL EQUIPMENT
- Rear tilt
- Float-position for rear tilt
- 3-point lift in the rear
- Hydraulic oil heater
- Manually operated inching valve
- Flow control valve for motor hydraulics with electric control
- Central pressure lubrication
- Air-conditioning
- Air-cushioned seat
- Readiness for cabin heater

Wille work attachments:
- Rotary brush
- Bucket brush
- Zoom plough
- Articulated plough 186
- U plough
- Bulldozer blade
- Ice-plough
- High-tipping bucket 550 l
- Mechanical rear blade 1801
- Rear sand spreader 180 l (250 l for salt)
- Disc gritter
- Leaf collector 900 l
- High-pressure washer
- Sprinkling tank
- Fixed platform
- Horizontal cutter 165/185

Inner turn radius 1,700 mm
Outer turn radius 3,000 mm





DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: October 25, 2016

RE: Purchase of Parks and Recreation Software Program – Active Network

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Enclosed for your review and approval is a proposal from Active Network in the amount of $14,260 for the purchase of a parks and recreation software program and credit card reader.

The FY 2016 Parks and Recreation budget includes up to $25,000 for the purchase of a software program to enable residents to register for recreation programs online any time of day. Staff have researched and had demonstrations on various recreation software packages and have determined that Active Network best meets the needs of the Township. Delta Township also uses Active Network and is very pleased with the ease of use and reliability of the program.

The total cost of the software package, along with a credit card reader, is $14,260 which is well below the budgeted amount. Therefore, I recommend the Board approve the purchase of the same.

Recommended Motion:

To approve the purchase of a recreation software package and credit card reader from Active Network in the amount of $14,260 to enable online registration for recreation programs.

DELHI CHARTER TOWNSHIP

Department of Parks & Recreation

2074 Aurelius Road Holt, Michigan 48842-6230
Phone: (517) 694-1549 Fax: (517) 268-3069

To: John Elsinga, Township Manager

From: Mark Jenks, Director of Parks & Recreation

Date: October 25, 20016

Re: Recreation Program Software

In the 2016 Parks and Recreation budget $25,000 was budgeted for recreation program software to allow for on-line registration. Township staff reviewed several software programs designed for this purpose and concluded that the Active Network best met the township needs.

Please place this item on the November 1st Township Board Meeting Agenda for their consideration. I will be in attendance at the meeting to answer any question the board may have.

Thank you

Schedule		
ACTIVE Net - Service Package Standard 2	ACTIVE Net Service Package Standard 2 consists of the following Services: • remote business process review • remote functionality review & data collection preparation • remote data collection review • remote data entry (system inventory and policy controls) • remote user testing • remote train the trainer training • remote Go Live preparation • remote hardware configuration The scope of Services is contained to the 2 functionalities listed below. 50% of total Service costs will be billed at Service initiation, payable within 30 days of the date of invoice. 50% of total Service costs will be billed at Service completion, payable within 30 days of the date of invoice.	$13,800.00

Included Functionalities
Facility Reservation
Activity Registration
Customer Management
Communication – Emailing, Texting, etc.
Public Access (Online Registration)
Marketing/Email Tools
Reporting

3rd Party Hardware	Quantity	Unit Price	Extended Price
ACTIVE Net - IPP320 Debit Pin Pad	1	$460.00	$460.00

Hardware Total: $460.00

SaaS	Fee
ACTIVE Net - Staff Interface - Technology Fee	2.52%
ACTIVE Net - Public Interface - Online Transaction Fee	5.52%
ACTIVE Net - Staff Interface - Payment Processing Fee - Credit Card	3.00%
ACTIVE Net - Staff Interface - Payment Processing Fee - Electronic Cheque/Check Processing	0.50%
ACTIVE Net - Support Standard Package	

SaaS	Fee
ACTIVE Net - (credit card refunds - flat fee)	$0.10

Quote Summary	
Total Services Costs	$13,800.00
Technical Services	$0.00
Maintenance Costs	$0.00
Total Third Party Hardware Costs	$460.00

All fees described herein are in consideration of the Software and Services that Active provides. Active and Client acknowledge that certain credit card network rules and laws prohibit imposing a surcharge that is based on the type of payment method used (e.g., having a different fee for the use of a credit card vs. debit card), and therefore, each agree not to impose such a surcharge on any End User.

The payment options we offer may include MasterCard, Visa, American Express and Discover.

If your order includes hardware, please note that all hardware orders have a 30-day return policy, and it is recommended that you inspect your purchases upon delivery.

*Sales tax and shipping not included in total price. Sales tax and shipping, where applicable, will be added to your invoice.

Delhi Charter Township

Preston Key
ACTIVE Network
214-996-7328
Preston.Key@activenetwork.com

EXECUTIVE SUMMARY

At the ACTIVE Network, **we power the world's activities and connect people with the things they love, want, and need to do**. Our solutions go beyond software technology to not only help you centralize operations, improve access to participants, increase efficiency with your staff, but also transform your recreation department.

ACTIVE has the experience and resources for long-term viability. We started more than 15 years ago and have grown to be a global company, supporting more than 47,000 organizations across our 16 offices with more than 2,500 employees. More than 2,000 of those clients are Municipal Parks & Recreation organizations making ACTIVE the leading software provider in the industry. We strive to help our customers get more participants, manage their programs, and build stronger communities.

Proposed Solution

ACTIVE Net is a fully-hosted, web-based Software-as-a-Service (SaaS) solution giving your team on-demand access to your organization's data from any computer with an internet connection. ACTIVE Net supports an unlimited number of workstations, users, and concurrent users within the application. It also supports an unlimited number of online registration sessions so your customers have access to your offering 24/7.

There are no software license fees, annual maintenance costs or online user costs to budget for. There are also no additional technical support or upgrade costs, as these are all built into our SaaS pricing model. The only initial costs are for the implementation services outlined in the proposal. The implementation services empower your staff throughout the five stages of implementation so they can operate your organization smoothly after the transition. We have implemented more than 2,000 recreation organizations with a proven train-the-trainer approach and best practices from our years of our experience with Parks and Recreation customers.

Why ACTIVE?

Attract New Participants: Many vendors help their customers manage their data, but what is unique about ACTIVE is our ability to help you attract more participants to your programs through our ACTIVE.com and ACTIVEkids.com web properties along with integrated marketing tools. An advantage of ACTIVE Net is that all of your programs, memberships and camps will be added to the ACTIVE Networks channels, so you can extend your reach in your community without any additional cost or effort.

Increase Efficiency: Managing data is the key to improving efficiency at any organization. ACTIVE Net is designed to be a centralized tool for your activities, private lessons, facilities, camps, child care, memberships, and communication. ACTIVE Net allows your staff and citizens **24/7 access, anytime, anywhere in real-time**, so you can better manage your operations and serve your community.

Build Stronger Relationships: The ability to easily collect the data about your participants through user-friendly tools is important, but what has the most impact is the ability to use that data to help you create better relationships. ACTIVE Net gives you a **360-degree view** of your family's participation, facility rental, donor history and memberships, which allows you to better connect with them and improve their personal experience.

SOLUTION OVERVIEW

Membership Management

- Quickly and efficiently fulfill member requests, providing a better member experience
- Promote member interaction and retention with customized emails and offers
- Provide the convenience of online membership purchases and renewals
- Quickly generate detailed membership, demographic, and historical comparison reports

Online Access

- Customize your public access website with colors, images, links, and information
- Make all activities available to online registration and facilities available for reservation

Communication and Marketing

- Build brochures, catalogues, and newsletters with the Catalogue Export tool
- Create custom lists based on age, location, history and more to improve targeting
- Visit the eMarketing Center for tips, templates and one on one marketing advice
- Send text messages for updates and promotions to organized lists instantaneously

Program Registration

- Manage registrations, private lessons, withdrawals, and waiting lists
- Make faster, better-informed decisions using a variety of automated reports

Point of Sale

- Customize your POS interface designs including buttons
- Use for drop-in activities, equipment lending, and fines

Resource Reservations

- Allow participants to view availability and to request or book online
- View area maps and the bookable items nearby (e.g. field)
- Schedule courts, meeting rooms, picnic shelters, gyms, lockers, equipment, and more
- Set Scheduling Calendars to view multiple facilities at once by day, week or month

League Scheduling and Management

- Register players, assign them to teams and securely collect fees online
- Track all game results with home and away team scores, ties, and postponement details
- Create balanced league schedules with built-in site and team conflict rules
- Provide online, text and email updates for parents to keep up with league information

Fund Raising and Development

- Create and post an online donation form to securely collect funds 24/7
- View progress, top donors, prospects and more through an easy drag and drop builder
- Set a goal and automatically update progress through an online graphic
- View donor information, goal progress, and financial reports to track results

Child Care

- Offer parents the convenience of online enrollment
- Track special medical alerts and pick up and drop off authorizations
- Set up recurring fees and payments based on child care schedules
- Generate attendance lists and enrollment and revenue reports

IMPLEMENTATION, TRAINING AND SUPPORT

ACTIVE offers technical support, 24x7x365 for system critical technical support. We also have a dedicated account management team to help with non-technical needs. Plus, during your upgrade to ACTIVE Net you'll have a dedicated consultant to help you through the entire implementation.

METHODOLOGY

ACTIVE Net implementations operate within the framework of the Project Management Body of Knowledge as advocated by the Project Management Institute and leverage industry best practices gained through more than 30 years of market-leading experience.

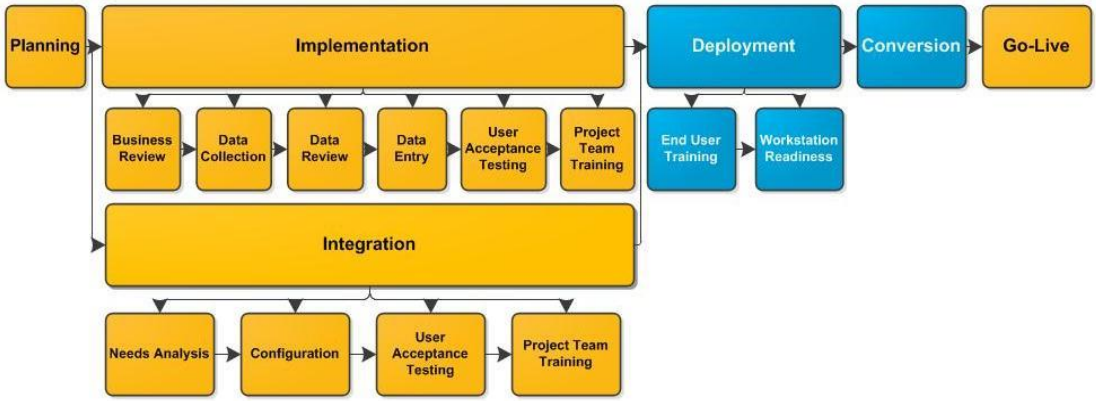
As part of your implementation, you are provided access to project management software called Basecamp that is used to manage the schedule and associated tasks for the project. Responsibilities are defined clearly by assigning owners to tasks. Basecamp is also be the repository for all documentation associated with the project so your team, as well as your consultant, have shared access to information needed by all parties. An orientation to Basecamp as well as login credentials are provided during the project launch meeting.

IMPLEMENTATION AND TRAINING

ACTIVE Net implementation provides the users with the greatest overall advantages for learning the system. Effective training allows successful use and desired outputs of any solution. It's through effective training that key persons (those who will be using the system themselves as well as training future staff) become comfortable and confident using it and are able to experience and make use of the full depth and breadth of the product.

Training focuses on the system administration functions specifically related to effectively managing your operations with ACTIVE Net.

Our consultants work with your team to ensure your organization will be ready to take advantage of all ACTIVE Net has to offer through the 5 phases of implementation.



Planning — Discuss objectives, review agenda, refine project scope, identify project team, and address technical requirements.

Implementation – Each phase will be performed with guidance of a consultant.

- **Business Review** – Review business rules against industry best practices and prepare for data collection.
- **Data Collection** – Capture your organization's inventory in data collection forms.
- **Data Review** – Review completed data collection forms with your consultant.
- **Data Entry** – Entry of organization's inventory into ACTIVE Net. To be performed by ACTIVE's data analyst team!
- **User Testing** – Validate system operations against business needs.
- **Project Team Training** – Train project team on full system operation and develop an end user training plan.

Integration – Each phase will be performed with guidance of a technical consultant.

- **Needs Analysis** – Assess business requirements.
- **Configuration** – Build integration as per business requirements.
- **User Testing** – Validate system operations against business requirements.
- **Project Team Training** – Train project team on system operation.

Deployment – Each phase will be performed by members of your project team.

- **End User Training** – Project team trains all end users on system operation.
- **Workstation Readiness** – Configure all workstations to ensure readiness with ACTIVE Net system requirements.

Go-Live! — Successful use of the ACTIVE Net system as part of your day-to-day business operations.

Standard Service Package

Service level Standard is the most cost effective and expedited method of implementing *ACTIVE Net*. Service level Standard consists of:

- **Business Process Review**
  - The Business Process Review is a meeting that assesses the accounting and IT aspects of the implementation. A review of the data assessment sheet, a document that contains pertinent questions on current business practices, is also addressed during this meeting

- **Weekly 1 day engagements**
  - Services are conducted as weekly one-day engagements. With this approach the consultant will engage your organization on the same day each week for the duration of the project.

- **Remote services**
  - With this service package all services are delivered remote. Remote services are conducted using conferencing and desktop sharing software.

- **Train the trainer services**
  - Train the trainer services are delivered by the consultants. Training sessions focus on providing your trainers the knowledge to train staff on system operations.

- **Data entry services**
  - The data analyst team delivers data entry services. Data entry includes the entry of all policy controls and inventory items required for go-live.

- **Quick reference guides**
  - The quick reference guides provide step-by-step instructions to guide users on best practices for commonly used functionality

- **Basecamp login**
  - The Basecamp login provides access to an online project management tool that offers a central environment for tracking project activity and storing project artifacts.

- **Go Live Preparation**
  - The Go-live Preparation meeting is designed to address any outstanding issues associated with the upcoming go-live as well as prepare the client for the rollout of the ACTIVE Net. Topics include strategies around end user training, deployment and conversion. Key post go-live contacts from ACTIVE such as the Account Manager and Support will also be introduced during this meeting

Based on this proposal and the number of functionalities requested, below is the anticipated schedule for your training.

Schedule		
Initiation	Project Launch	Remote
Week 1	Business Process Review	Remote
Week 2	Module 1&2 Review & Data Collection Preparation	Remote
Week 3	Module 1&2 Data Collection Review	Remote
Week 4	Module 1&2 User Testing	Remote
Week 5	Module 1&2 Training	Remote
Week 6	Go Live Preparation	Remote

Available Support

- ACTIVE's Customer Support Analysts accessible via phone, messaging and email.
- Self-service support:
  - Searchable knowledgebase
  - User guides & Online forums
- Online Services Team and eMarketing Center
  - Tips and templates for promoting online registration through email campaigns & website optimization
- Launch Consultants
  - Complimentary One on One engagements to plan your digital marketing strategy and execution
  - Tips and Templates for driving optimal conversion

Account Management

- All of our software partners have a dedicated Account Manager assigned as your main point of contact throughout ACTIVE. Their role is to help support you with market knowledge and as a non-technical point of contact to help with all of your needs.

Software as a Service

One of the challenges that many organizations face today is doing more with less. That is especially true in today's economy. Our Software as a Service (SaaS) model provides organizations with an affordable way to meet this challenge enabling them to focus their resources on providing their services to their communities.

The key difference between ACTIVE's SaaS model and the traditional software license/maintenance model is that ACTIVE's success is directly tied the success of your organization. Our model ties us to the success of your customers, so we have a much stronger vested interest to your success and supporting your needs.

No License or Support and Maintenance Fees

With ACTIVE's SaaS model all of the traditional expenses with purchasing software such as the licensing and annual maintenance for technical support and hosting facilities are bundled into a single technology fee. There is no limit to the number of users, workstations, facilities or locations, you can grow into, so the solution will scale with you at no additional cost.

Upgrades are Timely, Seamless and Free

Unlike traditional software, where upgrades happen annually or every six months, ACTIVE continuously pushes new features and updates to our solutions. In addition, having a flexible cloud based solution like ACTIVE Net allows us to release 3-4 full upgrades per year without any additional cost or downtime for you.

Low Cost of Entry

Deployment of a fully web-based solution is faster and more cost effective since there is no infrastructure to maintain, no redundancy measures to plan for and little IT time involved. ACTIVE hosts the application and is responsible for ensuring it is secure and PCI compliant – both of which can be costly to any organization.

Online Registration	Software Licensing & Maintenance	Product Upgrades
ACTIVE will help you with online adoption to ensure your online registration site gets the most traffic possible.	Our software supports unlimited users and locations.	ACTIVE manages all updates and upgrades so there's no additional work for you.
Support	**Infrastructure Costs**	**PCI Compliance**
ACTIVE offers unlimited technical support, 24x7x365 system critical technical support and a dedicated account management team to help with non-technical needs.	ACTIVE hosts and manages the IT infrastructure in SSAE 16 Compliant and top level, tier 4 Data Centers, which means peace of mind and lower costs for you.	ACTIVE maintains PCI level 1 compliance, taking the responsibility for risk and validation requirements at the point card data is entered into ACTIVE Net.
Payment Processing	**One-Stop Shop**	**Predictable Processing Costs**
ACTIVE Net includes credit card processing for all transactions regardless of brand, rewards or type used.	ACTIVE provides the application, hosting and payment processing. Includes all gateway, authorization, 'card-not-present' and interchange fees.	Our rates do not change by the card brand or type used (rewards/affinity programs).

SOFTWARE AS A SERVICE (SAAS) FEES

As a fully-hosted technology, ACTIVE Net virtually eliminates the need for costly software and IT infrastructure investments.

Safe, Secure and Fully-Hosted

ACTIVE owns and maintains the entire databases and web server infrastructure hosting your ACTIVE Net solution, meaning low-cost automation for your team. We provide our own merchant account (so you don't have to), securely process all online and offline transaction and safely store your data.

Staff-Interface Transactions (Walk-In, Phone-In, Mail-In)

Each offline transaction (those entered into ACTIVE Net by your staff) is assessed the technology fee.

Staff Interface Technology Fees		
Technology Base Fee	2.52%	
Additional Fee for Credit Cards	3.00%	(5.52% total)
Additional Fee for ECP	0.50%	(3.02% total)

Staff Interface CASH / CHECK Transaction Example:	
Class / Program Fee:	$100.00
Standard Technology Fee:	$2.52
Participant Pays:	$100.00
Organization Nets:	$97.48
ACTIVE Collects:	$2.52

Staff Interface CREDIT CARD Transaction Example:	
Class / Program Fee:	$100.00
Standard Technology Fee:	$2.52
Additional Credit Card Fee:	$3.00
Participant Pays:	$100.00
Organization Nets:	$94.48
ACTIVE Collects:	$5.52

Public Interface Transactions (Self-Serve Online)

Each Online transaction (entered by your Customers through the self-serve Public Access website) is assessed an Online Processing Fee, which is made up of the technology fee and a credit card processing fee. Depending on your community and your organization, there are three (3) ways your Customers handle the Online Technology Fee:

- Pass the Processing Fee on to the Participant
- Organization Absorbs 100% of the Processing Fee

- Organization Splits Processing Fees with Participant

Public Interface Transaction Fees	
Online Processing Fee:	5.52%

Public Interface Transaction Example:	
Class / Program Fee:	$100.00
Online Processing Fee:	$5.52
Participant Pays:	$105.52
Organization Nets:	$100.00
The ACTIVE Network Collects:	$5.52

PROPOSED SOLUTION

Company Address	717 North Harwood Street		
	Suite #2500	Created Date	10/12/2016
	Dallas, Texas	Quote Number	01950226
	75201	Currency	USD
	USA		

Prepared By	Preston Key	Contact Name	Tim Tilma
Email	Preston.Key@activenetwork.com	Phone	(517) 694-1549
		Email	tim.tilma@delhitownship.com

Bill To Name	Delhi Charter Township		
Bill To Contact	Tim Tilma	Ship To Contact	Tim Tilma
Bill To Address	2074 Aurelius Rd.	Ship To Address	2074 Aurelius Rd.
	Holt, MI		Holt, MI
	48842		48842
	United States		United States

Schedule		
ACTIVE Net - Service Package Standard 2	ACTIVE Net Service Package Standard 2 consists of the following Services: • remote business process review • remote functionality review & data collection preparation • remote data collection review • remote data entry (system inventory and policy controls) • remote user testing • remote train the trainer training • remote Go Live preparation • remote hardware configuration The scope of Services is contained to the 2 functionalities listed below. 50% of total Service costs will be billed at Service initiation, payable within 30 days of the date of invoice. 50% of total Service costs will be billed at Service completion, payable within 30 days of the date of invoice.	$13,800.00

Included Functionalities
Facility Reservation
Activity Registration
Customer Management
Communication – Emailing, Texting, etc.
Public Access (Online Registration)
Marketing/Email Tools
Reporting

3rd Party Hardware	Quantity	Unit Price	Extended Price
ACTIVE Net - IPP320 Debit Pin Pad	1	$460.00	$460.00

Hardware Total: $460.00

SaaS	Fee
ACTIVE Net - Staff Interface - Technology Fee	2.52%
ACTIVE Net - Public Interface - Online Transaction Fee	5.52%
ACTIVE Net - Staff Interface - Payment Processing Fee - Credit Card	3.00%
ACTIVE Net - Staff Interface - Payment Processing Fee - Electronic Cheque/Check Processing	0.50%
ACTIVE Net - Support Standard Package	

SaaS	Fee
ACTIVE Net - (credit card refunds - flat fee)	$0.10

Quote Summary	
Total Services Costs	$13,800.00
Technical Services	$0.00
Maintenance Costs	$0.00
Total Third Party Hardware Costs	$460.00

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The payment options we offer may include MasterCard, Visa, American Express and Discover.

If your order includes hardware, please note that all hardware orders have a 30-day return policy, and it is recommended that you inspect your purchases upon delivery.

*Sales tax and shipping not included in total price. Sales tax and shipping, where applicable, will be added to your invoice.

Third-Party Hardware

Below is a list of **supported** peripheral hardware that may be needed by your organization when using the Membership and Point of Sale features of ACTIVE Net. You are welcome to purchase your own hardware from other sources, however our Support team is only required to answer hardware-related questions if the devices were purchased through ACTIVE.

The only piece of hardware that is ***REQUIRED and MUST be purchased from ACTIVE*** is a credit card processing terminal for staff-entered transactions. These devices are encoded specifically for ACTIVE Net to encrypt and protect your customers' information and credit card data. PCI regulations require secure credit card entry devices to maintain the security of cardholder data and PCI compliance.

**Unit prices are subject to change.*

	Credit Card Mechanisms	
	Ingenico IPP320 – Pin Pad *EMV – Chip & Pin Credit Card Reader	$460.00
	Digital Signature Pad for Waivers	
	Electronic Signature Pad Color 5.7 in (Dual Serial / HID USB Backlit) with Software	$597.50
	Tilt Stand	$157.50
	Membership Hardware	
	DataCard SD260 ID Card Printer UltraCard PVC Cards, 30mil, 500 count SD 260 – Green Color Ribbon YMCKT 500 cards Datacard Alcohol Cleaning Card Kit 10/pack	$1,395.90 $46.20 $137.50 $8.80
	Metrologic M9520 Barcode Scanner	$174.90
	Honeywell Orbital Scanner USB Pass Validation (MK7120-71A38 – USB)	$321.10
	Honeywell MK7580 Genesis Imager, 110V Stand build-in, USB *for smartphone scanning	$453.00
	MK7580 Cable, USB, Black	$25.00
	Microsoft LifeCam HD-3000	$55.00

Microsoft LifeCam	$93.50

Point of Sale Hardware

EPSON T-88V Thermal Receipt Printer	$354.20
Thermal Receipt Paper	$93.50

APG Series 4000 Cash Drawer	
Connects via the Thermal Receipt Printer	$189.20
Connects directly to the workstation	$245.30
Under Counter Mounting Bracket	$38.50

Data Centers and Security

Maintaining a Software-as-a-Service (SaaS) environment with market leading availability and security is a core strength of ACTIVE, and it's what sets us apart from other vendors. We maintain a private cloud in a state-of-the-art data center and application infrastructure that is supported by a team of highly skilled, highly trained, technology professionals to keep your data always safe, secure and available.

Our primary datacenter is designed to meet the Uptime Institute's Tier IV datacenter standards and incorporates multiple, active power and cooling distribution paths, has redundant components, and is fault tolerant; providing 99.995% availability of those functions. In the event of any local/regional blackouts or disaster, the datacenter would continue to provide uninterrupted access. All of our Datacenters hold a current SSAE16 certificate, which can be provided upon request.

Security

Datacenter facilities have security guards on site 24x7. Closed circuit surveillance cameras have been installed on the interior and exterior of the buildings, as well as covering each colocation floor of the facilities. Video from these cameras is monitored locally and digitally recorded to disk for later review. The datacenter is monitored around-the-clock by operations staff.

Customers wishing to access their servers must present valid identification (e.g., driver's license) to the security guards at the facility and be on a list that allows their access. Once their identity and access authority has been confirmed, the customer will be given the key to their rack and unescorted access into the colocation section of the facility. Electronic key readers have been installed at every entrance to the facilities. Every cabinet in the datacenter is locked and access is controlled by the on-site security guard's key management system.

At present, ACTIVE's datacenters implement five layers of physical security:

1. Perimeter: Blast walls, locked gates, no clear avenue of approach/entry, and lack of exterior signage.
2. Exterior Walls: Reinforced concrete with a minimum of reinforced, alarmed doors, perimeter video cameras, entry to lobby requires verification against an authorized list.
3. Mantraps: Once inside the lobby, steel mantraps block entry to the datacenter.
4. Manned Access Control: Access beyond the mantrap requires ID and biometric authentication controlled by 24/7-armed guards. Additional audio and camera surveillance are implemented.
5. Caged Spaces: Within the datacenter, all ACTIVE Network operated equipment is separated and contained within an individually locked and monitored cage.

Security staff members at our primary datacenter are hired with military and security experience and complete an extensive training period, which includes security system instruction, procedure and policy instruction, and non-lethal weapon training.

Network Security

Digital traffic into and out of the facility goes through multiple layers of firewall and denial-of-service hardware based protection using best-in-class equipment from manufacturers such as Juniper and Cisco. All network communication to the ACTIVE Network equipment is via SSL cryptographic protocol. This ensures information is secured at the transport layer, end-to-end, using 128-bit encryption keys. Application and data servers for each of our environments reside in their own segmented network environment, separated from network access by a DMZ that is protected by our own double layer of enterprise class firewalls.

Our team of Certified Information Systems Security Professionals (CISSP) uses a comprehensive suite of software and hardware tools to inspect network activity, watching for and protecting against any external threats.

Data Security

All customer account information is encrypted in the database and strong passwords are enforced by the application interface. Data access is only allowed through specific service accounts that have server and process specific permissions.

Our integrated application security architecture prevents anyone but the customer from accessing their data. This security model is reapplied with every request and enforced for the entire duration of a user session.

Systems Security

Our information security team is constantly apprised of new vulnerabilities from our technology vendors and security forums. Frequent infrastructure scans also serve to detect and notify staff of potential risks in our environment. Upon discovery, new risks are ranked in accordance to the National Vulnerability Database Common Vulnerability Scoring System. Remediation is prioritized according to the risk and can be fully tested and deployed within a matter of days if needed.

Anti-virus software is utilized on all company computers and servers and managed via a central management console that continually keeps the software and virus definitions up-to-date.

PCI Compliance

The PCI standards cover everything from network security, to application security, to background screening of our employees. We participate in Visa's Payment Card Industry (PCI) data security standards compliance audit and hold the highest available certification, a Level 1 Payment Processor Certification for all our payment processing.

Operations

Monitoring and Response

All systems required for supporting the application and services are fully monitored by a suite of tools. We perform monitoring, alerting and notification on multiple tiers of the technology architecture.

- Core Infrastructure Monitoring – Our entire technology stack is monitored 24x7.
- Customer Experience Monitoring – We implement a separate 3rd party service that continuously tests our web facing products for key functions from a variety of geographic locations, beyond our own data centers. Should error conditions occur in any of our monitoring tools, alerts are immediately forwarded to engineering staff for investigation and resolution.
- We also operate a network operations center (NOC) that is fully staffed 7/24/365.

Data Protection and Recovery

We protect critical customer data contained in the database with backups on a regular basis throughout each day. We replicate both nightly incremental and full backups to a secondary server within the local data center for online storage, and create tape backups for offsite storage. Online storage allows duplication of data to occur in near-real time versus the hours or days it may take to recover from tape-based media only.

All systems and services have the confidence of maximized uptime through the following:

- Fully Redundant Data Center Facilities
- Replicated databases, redundant servers as well as offsite data storage
- Production Data protected by continual real-time mirroring, replication and digital backup
- Uninterruptible power supplies and generator backup for all production systems
- Back up timing:
  - Transaction Log – Every 10 minutes

- Incremental Backup – Nightly
- Full Backup – Weekly
- Backup Storage – Every 2 months

Minimum Requirements for ACTIVE Net

ACTIVE Net requires the installation of several third-party applications to run optimally. The following applications* are supported for use with ACTIVE Net.

**This list gets updated as new versions are released and supported. Updates are provided as part of standard Release Notes for ACTIVE Net.*

ACTIVE Net Admin Portal (AUI) – Staff Interface

- **Microsoft Windows**: Windows 7, 8, and 8.1
- **Java**: version 7 update 76, 8 update 45 and 8 update 51
- **Adobe Reader**: 11.0.06 or later
- **Flash**: 12.0.0.44 or later
- **Browsers**:
  - Internet Explorer: 9, 10 or 11 (IE 9 is not supported for digital signature pads, ACTIVE Nets Insights and taking picture in ACTIVE Net.

ACTIVE Net Consumer Portal (CUI) – Public Interface

- **Microsoft Windows**: Windows 7, 8, and 8.1
- **Apple iOS**: Operating system 8.1 (registration module only)
- **Browsers**:
  - **Internet Explorer**: 10 or 11
  - **Google Chrome**: latest version
  - **Apple Safari**: On iOS devices

Contact Us

Please let us know if you need more detail on anything presented in this proposal or if you have any questions about ACTIVE or our solution, ACTIVE Net. We are always here to help answer questions.

Sincerely,

Preston Key
ACTIVE Network
214-996-7328
Preston.Key@activenetwork.com

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: October 26, 2016

RE: Planned Equipment Maintenance Agreement

Enclosed for your review and approval is a three-year Planned Equipment Maintenance Agreement between Delhi Charter Township and Wolverine Power Systems in the amount of $16,115 for the first two years and $16,590 the final year. This Agreement would provide us with a semi-annual preventative maintenance program for all seventeen (17) of our Township-owned standby power generators.

Staff solicited bids from three qualified vendors with the lowest bid received from Wolverine Power Systems. The basic contract service of $9,755 provides for the preventative maintenance and oil on the generators. The additional $6,360 would pay for the testing and monitoring of them under their intended load condition. Together, this program will insure our standby power generators are always ready and available to provide electricity in times of outages.

This contract also guarantees service response times along with a backup generator in case any one of our seventeen fails to perform. Therefore, I recommend approval of this Agreement.

Recommended Motion:

To approve the three-year Planned Equipment Maintenance Agreement between Delhi Charter Township and Wolverine Power Systems in the amount of $16,115 the first two years and $16,590 the third year for the preventative maintenance of Township generators.

INTEROFFICE MEMORANDUM

TO: JOHN ELSINGA, TOWNSHIP MANAGER

FROM: SANDRA DIORKA, DIRECTOR OF PUBLIC SERVICES

SUBJECT: **EMERGENCY GENERATOR MAINTENANCE AGREEMENT**

DATE: OCTOBER 21, 2016

COPY TO: JEFF RANES, TERRY POWERS, FILE

Bids for the Planned Equipment Maintenance Agreement for the township generators were requested from Cummins Bridgeway, Wolverine Power Systems, and W.W.Williams. The Township asked each company to provide a bid price, contract duration, and if they owned or rented emergency generators in the event a township generator was out of service.

This contract includes semi-annual maintenance, load bank testing, guaranteed emergency response, and automatic reservation of portable emergency power in the event of a generator fail for all generators as follows: two CSC generators, one Ingham County Sheriff Department generator, and fourteen sewer fund owned generators (two at POTW, one at the POTW Ponds, three portable units, eight lift stations). Load bank testing is accomplished by attaching a devise to the generator which will simulate full load; ensuring the generator can indeed generate up to its electrical output rating. The contract does not include labor, travel, or parts needed for corrective maintenance.

The following responses were received from each company:

Company	Bid Price	Contract Duration	Temporary Generators Available?
Cummins Bridgeway	$21,047.34 $21,047.34 $21,793.84	Year 1 Year 2 Year 3	Own 160 units
Wolverine Power Systems	$16,115.00 $16,115.00 $16,590.00	Year 1 Year 2 Year 3	Own generator rental fleet
WW Williams	$16,735.00	3 year	Rent

As the lowest responsive bid, I respectfully request approval of the Planned Equipment Maintenance Agreement with Wolverine Power Systems. Using Wolverine Power Systems for lift station generator maintenance will free Maintenance Mechanics for other tasks while also guaranteeing the performance of the generators.

I respectfully request that you recommend to the Board at its next meeting on November 1, 2016, a motion to approve the Wolverine Power Systems contract of $16,115.00, year 1 and 2, and $16,590.00, year 3, for Township Preventive Generator Maintenance.

August 16, 2016

DELHI CHARTER TOWNSHIP
Attn: *Jim Lenon*
1492 Aurelius Rd.
Holt, MI 48842

We would like to offer you one of our scheduled maintenance programs for your backup power system. Regular scheduled maintenance is a vital part to keeping your generators functional and ready to work when you need them.

Below you will find options for providing regular maintenance on your generators and their respective pricing. You will find a detailed description of what is included in each program on the enclosed Maintenance Program Checklist. To sign up, simply check your preferred level of maintenance then return the signed agreement to us within sixty (60) days to secure the rates quoted below:

	YR 2016	YR 2017	YR 2018
☐ ***Level 1*** Maintenance on *17 units** (See attached checklist for details)	*$ 7,800*	*$ 7,800*	*$ 8,030*
☐ ***Oil & Fuel*** Sample Analysis on 17 units*	*$ 1,955*	*$ 1,955*	*$ 2,010*
☐ ***2 HR Load Bank*** test *each on 17 units**	*$ 6,360*	*$ 6,360*	*$ 6,550*
TOTAL.....	***$16,115***	***$16,115***	***$16,590***

*** See ADDENDUM for the price breakdown.**

Scheduling Contact: _____ Phone: _____

Secondary Phone Number: _____ Email: _____

This agreement renews annually and payment is due after each inspection. Prices do not include applicable tax or surcharges and are subject to change with a 60-day written notice. Customer must submit a 30-day written notice to cancel the agreement and any related inspections. Wolverine Power Systems reserves the right to cancel this agreement at any time and is not liable for losses or contingent liabilities arising from the operation of this system or the failure of this system to operate.

_____
Authorized By

_____ _____
Signature Date

ADDENDUM

	Location	Make	Rating	Oil & Fuel Level 1	Sample	2hr LB	Year 1	Year 2	Year 3
1	College Road Lift Station	Onan	70	$350	$115	$320	*$ 785*	*$ 785*	*$ 810*
2	St. Lawrence Lift Station	Kohler	25	$260	$115	$320	*$ 695*	*$ 695*	*$ 715*
3	POTW, North Genset	Onan	500	$730	$115	$420	*$ 1,265*	*$1,265*	*$ 1,300*
4	POTW, South Genset	Cummins	600	$1,140	$115	$420	*$ 1,675*	*$1,675*	*$ 1,725*
5	POTW, Ponds Genset	Caterpillar	250	$630	$115	$420	*$ 1,165*	*$ 1,165*	*$ 1,200*
6	Lift Station D	Generac	276	$630	$115	$420	*$ 1,165*	*$ 1,165*	*$ 1,200*
7	Maintenance G1, Portable	Sullair	150	$370	$115	$420	*$ 905*	*$ 905*	*$ 930*
8	Maintenance G2, Portable	Sullair	75	$350	$115	$320	*$ 785*	*$ 785*	*$ 810*
9	Maintenance G4, Portable	Sullair	75	$350	$115	$320	*$ 785*	*$ 785*	*$ 810*
10	Pleasant River Lift Station	Sullair	75	$350	$115	$320	*$ 785*	*$ 785*	*$ 810*
11	Pinetree Lift Station	Kohler	180	$410	$115	$420	*$ 945*	*$ 945*	*$ 970*
12	CSC Fire Side Genset	Onan*	60	$395	$115	$380	*$ 890*	*$ 890*	*$ 920*
13	CSC Office side genset	Onan*	80	$415	$115	$380	*$ 910*	*$ 910*	*$ 940*
14	Sheriff Dept genset	Katolight	60	$330	$115	$320	*$ 765*	*$ 765*	*$ 780*
15	Eifert Rd. Lift Station	Cummins	150	$370	$115	$420	*$ 905*	*$ 905*	*$ 930*
16	Dell Rd. Lift Station	Onan	80	$350	$115	$320	*$ 785*	*$ 785*	*$ 810*
17	Waverly Rd. Lift Station	Cummins	150	$370	$115	$420	*$ 905*	*$ 905*	*$ 930*
				$7,800	***$1,955***	***$6,360***	***$16,115***	***$16,115***	***$16,590***

*Units at Town Hall – service time: 6am -8am only.

Note: PM prices are *the same* for years 1 & 2; applied 3% increase only to year 3.

In addition to regular scheduled maintenance, Wolverine Power Systems also offers services and repairs that fall outside the normal scope of works on a time and materials (T&M) basis using the following Travel fees and Labor rates:

NORMAL SERVICE CALL..... $160 *per trip*
OVERTIME TRAVEL..... $ 55 *addt'l per hour – round trip*

NORMAL LABOR, 8am – 5pm..... $ 110 *per hour*
OVERTIME/EMERGENCY LABOR..... $ 165 *per hour*
HOLIDAY LABOR ..... $ 220 *per hour*

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: October 27, 2016

RE: Resolution No. 2016-028 – FY 2017 General Fund Budget

Enclosed for your review and consideration is Resolution No. 2016-028, which adopts the FY 2017 General Fund Budget.

The Township Board met with staff earlier this year to discuss the Board's goals and objectives which were then used to help prepare the Township budgets. Then, in September, the Board met again to review, discuss and develop the proposed 2017 budget documents. This budget was developed through several public meetings, including a Public Hearing held on October 18, 2016; I therefore recommend the adoption of the same.

RECOMMENDED MOTION:

To adopt Resolution No. 2016-028, which adopts the Delhi Charter Township Fiscal Year 2017 General Fund Budget.

DELHI CHARTER TOWNSHIP

RESOLUTION NO. 2016-028

ADOPTING FISCAL YEAR ENDING DECEMBER 31, 2017 GENERAL FUND BUDGET

At a regular meeting of the Township Board of the Charter Township of Delhi, Ingham County, Michigan held at the Community Services Center, 2074 Aurelius Road, Holt, MI, 48842, on Tuesday, November 1, 2016, at 7:30 P.M.

PRESENT:

ABSENT:

The following resolution was offered by

WHEREAS, the Uniform Budgeting and Accounting Act (Michigan Public Act 2 of 1968, as amended) and/or the Charter Township Act (Michigan Public Act 359 of 1947, as amended) requires, among other things:

A. That the Township pass a general appropriations act for all funds except trust or agency, internal service, enterprise, debt service, or capital project funds;

B. That responsibility for the budget is designated;

C. That the budget include revenues (by source) and expenditures (by budgetary centers) for the most recently completed fiscal year, estimated revenues and expenditures for the current fiscal year, and estimated revenues and expenditures for the ensuing fiscal year; and

D. That the budget include amounts of surplus or deficit that have accumulated from prior years, current year, and estimated surplus or deficits for the budget year; and

WHEREAS, the FY 2017 General Fund Budget was presented to the Township Board members on September 1, 2016; and

WHEREAS, the Township Board met and deliberated over the FY 2017 General Fund Budget on September 7, 2016; and

WHEREAS, a public hearing, properly noticed to the public, has been announced and held at the Township Board Meeting held on Tuesday, October 18, 2016 at 7:45 p.m., and copies of the proposed General Fund Budget having been made available for public inspection; and

WHEREAS, the Township Board desires to appropriate monies for General Fund activities for FY 2017;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF DELHI, INGHAM COUNTY, MICHIGAN, as follows:

1. The Delhi Charter Township Board adopts the FY 2017 General Fund Budget as itemized in the attached Exhibit A.

2. This budget is an "Activity" budget, and appropriations are made based on the total of the line items in each department or budget activity.

3. The Township Manager as Chief Administrative Officer is designated as responsible for the General Fund Budget and is hereby authorized to make budgetary transfers between General Fund Departmental/Activity Budgets in consultation with the department heads whose budgets are affected

and in amounts not to exceed $10,000 per transfer, with said transfers to be reported to the Board at its next regular meeting.

4. The Township Treasurer and Director of Accounting are hereby directed to transfer monies from the Sewer Fund to the General Fund for payment of administrative services for fiscal year 2017 in the total amount of $354,960. These administrative services are performed by General Fund employees and include, but are not limited to, sewer billing and administration, payroll, accounts payable, accounting, personnel functions, clerical and record retention services, and management services. One-fourth of this annual charge shall be transferred at the end of each fiscal year quarter.

The following itemization of accumulated surpluses/use of surpluses are accepted:

GENERAL FUND

01-01-16	Fund Balance	$6,777,530
2016	Estimated Revenue and Other Sources	12,664,880
2016	Estimated Expenditures and Other Uses	(12,479,470)
12-31-16	Estimated Fund Balance	6,962,940
2017	Budgeted Revenues and Other Sources	9,048,450
2017	Budgeted Expenditures and Other Uses	(12,697,520)
12-31-17	Projected Fund Balance	$3,313,870

The operating millage to be levied for the General Fund is 4.2982 mills.

Ayes:

Nays:

Absent:

Resolution declared adopted: 11/01/2016.

Evan Hope, Township Clerk

STATE OF MICHIGAN)
)SS
COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Township Clerk for the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said Township at a regular meeting held on the 1st day of November, 2016.

Evan Hope, Township Clerk

EXHIBIT A

GENERAL FUND REVENUE, EXPENDITURES AND FUND BALANCE

Description	2015 Actual	2016 Budget	2016 Projected	2017 Budget
Revenue				
Taxes	$ 2,978,813	$ 3,156,000	$ 3,177,300	$ 3,173,000
Licenses and Permits	505,559	228,400	540,660	320,700
Grants & Revenue Sharing	2,046,676	2,141,000	2,018,670	2,256,770
Intergovernmental-Local	143,493	140,900	140,900	138,810
Charges for services	687,098	626,700	617,690	593,460
Other Revenue	1,365,843	1,287,210	1,305,370	1,385,710
Fines & Forfeitures	22,616	18,000	18,850	18,000
Interest & Rentals	24,465	20,740	31,740	29,300
Franchise Fees	494,518	487,750	515,350	515,300
Total Revenue	**8,269,081**	**8,106,700**	**8,366,530**	**8,431,050**
Expenditures				
Legislative	103,881	101,980	107,980	107,930
Manager	330,422	343,430	342,900	346,760
Accounting	133,457	144,210	144,030	146,840
Clerk	263,703	325,260	324,750	337,110
Information Technology	221,298	241,630	348,250	301,940
Treasurer	248,535	265,900	265,390	271,860
Assessing	372,311	417,290	347,650	402,500
Elections	34,472	101,430	134,930	25,200
Building & Grounds	437,274	1,153,450	1,996,660	2,363,690
Cemetery	105,330	-	-	-
Stormwater	426,833	451,230	509,690	701,020
Infrastructure	879,524	1,269,800	1,366,280	1,675,240
Community Development	634,803	732,180	793,890	755,150
Parks Administration	243,408	269,700	261,610	266,800
Parks	448,861	908,420	618,540	972,310
Recreation	44,903	90,780	98,280	65,780
Other Functions	493,986	551,400	2,115,790	565,850
Debt Service	161,553	158,320	158,320	401,030
Total Expenditures	**5,584,553**	**7,526,410**	**9,934,940**	**9,707,010**
Other Financing Sources (Uses)				
Sale of Fixed Assets	3,145	82,300	-	80,000
Bond/Loan Proceeds	-	17,550	4,298,350	537,400
Transfer Out to Fire Fund	(647,539)	(1,142,550)	(1,074,610)	(1,441,280)
Transfer Out to Police Fund	(1,426,595)	(1,481,620)	(1,469,920)	(1,549,230)
Total Other Financing Sources (Uses)	**(2,070,989)**	**(2,524,320)**	**1,753,820**	**(2,373,110)**
Revenues Over (Under) Expenditures	**613,539**	**(1,944,030)**	**185,410**	**(3,649,070)**
Fund Balance, Beginning	6,163,993	6,777,532	6,777,532	6,962,942
***Total Fund Balance, Ending**	**$ 6,777,532**	**$ 4,833,502**	**$ 6,962,942**	**$ 3,313,872**
* Includes Fund Balance set aside for:				
CSC Roof	300,000	-	-	-
CSC Carpeting	15,000	30,000	30,000	-
Cemetery Improvements	45,000	55,000	55,000	65,000
Total Set Aside for Future Capital Outlay	360,000	85,000	85,000	65,000

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: October 27, 2016

RE: Resolution No. 2016-029 – FY 2017 Water Improvement Fund Budget

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Enclosed for your review and consideration is Resolution No. 2016-029, which adopts the FY 2017 Water Improvement Fund Budget.

The Township Board met with staff earlier this year to discuss the Board's goals and objectives which were then used to help prepare the Township budgets. Then, in September, the Board met again to review, discuss and develop the proposed 2017 budget documents. This budget was developed through several public meetings, including a Public Hearing held on October 18, 2016; I therefore recommend the adoption of the same.

RECOMMENDED MOTION:

To adopt Resolution No. 2016-029, which adopts the Delhi Charter Township Fiscal Year 2017 Water Improvement Fund Budget.

DELHI CHARTER TOWNSHIP

RESOLUTION NO. 2016-029

ADOPTING FISCAL YEAR ENDING DECEMBER 31, 2017 WATER IMPROVEMENT FUND BUDGET

At a regular meeting of the Township Board of the Charter Township of Delhi, Ingham County, Michigan held at the Community Services Center, 2074 Aurelius Road, Holt, MI., 48842, on Tuesday, November 1, 2016 at 7:30 P.M.

PRESENT:

ABSENT:

The following resolution was offered by

WHEREAS, the Uniform Budgeting and Accounting Act (Michigan Public Act 2 of 1968, as amended) and/or the Charter Township Act (Michigan Public Act 359 of 1947, as amended) requires, among other things:

A. That the Township pass a general appropriations act for all funds, except trust or agency, internal service, enterprise, debt service, or capital projects funds;

B. That responsibility for the budget is designated;

C. That the budget include revenues (by source) and expenditures (by budgetary centers) for the most recently completed fiscal year, estimated revenues and expenditures for the current fiscal year, and estimated revenues and expenditures for the ensuing fiscal year; and

D. That the budget include amounts of surplus or deficit that have accumulated from prior years, current year, and estimated surplus or deficits for the budget year; and

WHEREAS, the FY 2017 Water Improvement Fund Budget was presented to the Township Board members on September 1, 2016; and

WHEREAS, the Delhi Township Board met and deliberated over the FY 2017 Water Improvement Fund Budget on September 7, 2016; and

WHEREAS, a Public Hearing, properly noticed to the public, has been announced and held at the Township Board meeting on Tuesday, October 18, 2016 at 7:45 p.m., and copies of the proposed Water Improvement Fund Budget have been made available for public inspection; and

WHEREAS, the Township Board now desires to appropriate monies for Water Improvement Fund activities for the fiscal year 2017;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF DELHI, INGHAM COUNTY, MICHIGAN, as follows:

1. The Delhi Charter Township Board adopts the FY 2017 Special Revenue Fund - Water Improvement Fund Budget as itemized in the attached Exhibit A.

2. This budget is an "Activity" budget, and appropriations are made based on the total of the line items

in each budget activity.

3. The Township Manager is designated as responsible for this Budget.

4. The following itemization of accumulated surpluses/use of surplus is accepted:

WATER IMPROVEMENT FUND

12-31-16	Projected Fund Balance	$289,739
2017	Estimated Revenue	26,870
2017	Estimated Expenditures	(76,050)
12-31-17	Projected Fund Balance	$ 240,559

Ayes:

Nays:

Absent:

Resolution declared adopted: 11/01/2016

Evan Hope, Township Clerk

STATE OF MICHIGAN)
)SS
COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Township Clerk for the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said Township at a regular meeting held on the 1st day of November, 2016.

Evan Hope, Township Clerk

EXHIBIT A

WATER IMPROVEMENT FUND SUMMARY

	2015 Actual	2016 Budget	2016 Projected	2017 Budget
Revenues				
Charges for Services	$ 60,686	$ 25,000	$ 95,000	$ 25,000
Interest	277	100	1,000	100
Other	1,744	1,770	1,770	1,770
Total Revenues	62,707	26,870	97,770	26,870
Expenditures				
Other	2,365	3,060	44,580	2,600
Debt Service	77,067	76,780	82,030	73,450
Total Expenditures	79,432	79,840	126,610	76,050
Other Financing Sources (Uses)				
Bond Proceeds	-	-	414,580	-
Payment to Escrow	-	-	(415,810)	-
Total Other Financing Sources (Uses)	-	-	(1,230)	-
Revenues over (under) expenditures	(16,725)	(52,970)	(30,070)	(49,180)
Fund Balance, Beginning	336,534	319,809	319,809	289,739
Fund Balance, Ending	$ 319,809	$ 266,839	$ 289,739	$ 240,559

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: October 27, 2016

RE: Resolution No. 2016-030– FY 2017 Fire Fund Budget

Enclosed for your review and consideration is Resolution No. 2016-030, which adopts the FY 2017 Fire Fund Budget.

The Township Board met with staff earlier this year to discuss the Board's goals and objectives which were then used to help prepare the Township budgets. Then, in September, the Board met again to review, discuss and develop the proposed 2017 budget documents. This budget was developed through several public meetings, including a Public Hearing held on October 18, 2017; I therefore recommend the adoption of the same.

RECOMMENDED MOTION:

To adopt Resolution No. 2016-030, which adopts the Delhi Charter Township Fiscal Year 2017 Fire Fund Budget.

DELHI CHARTER TOWNSHIP

RESOLUTION NO. 2016-030

ADOPTING FISCAL YEAR ENDING DECEMBER 31, 2017 FIRE FUND BUDGET

At a regular meeting of the Township Board of the Charter Township of Delhi, Ingham County, Michigan held at the Community Services Center, 2074 Aurelius Road, Holt, MI., 48842, on Tuesday, November 1, 2016 at 7:30 P.M.

PRESENT:

ABSENT:

The following resolution was offered by

WHEREAS, the Uniform Budgeting and Accounting Act (Michigan Public Act 2 of 1968, as amended) and/or the Charter Township Act (Michigan Public Act 359 of 1947, as amended) requires, among other things:

A. That the Township pass a general appropriations act for all funds, except trust or agency, internal service, enterprise, debt service, or capital projects funds;

B. That responsibility for the budget is designated;

C. That the budget include revenues (by source) and expenditures (by budgetary centers) for the most recently completed fiscal year, estimated revenues and expenditures for the current fiscal year, and estimated revenues and expenditures for the ensuing fiscal year; and

D. That the budget include amounts of surplus or deficit that have accumulated from prior years, current year, and estimated surplus or deficits for the budget year; and

WHEREAS, the FY 2017 Fire Fund Budget was presented to the Township Board members on September 1, 2016; and

WHEREAS, the Delhi Township Board met and deliberated over the FY 2017 Fire Fund Budget on September 7, 2016; and

WHEREAS, a Public Hearing, properly noticed to the public, has been announced and held at the Township Board meeting on Tuesday, October 18, 2016 at 7:45 p.m., and copies of the proposed Fire Fund Budget have been made available for public inspection; and

WHEREAS, the Township Board now desires to appropriate monies for Fire Fund for FY 2017;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF DELHI, INGHAM COUNTY, MICHIGAN, as follows:

1. The Delhi Charter Township Board adopts the FY 2017 Special Revenue Fund - Fire Fund Budget as itemized in the attached Exhibit A.

2. This budget is an "Activity" budget, and appropriations are made based on the total of the line items in each budget activity.

3. The Township Manager is designated as responsible for this Budget.

The following itemization of accumulated surpluses/use of surplus is accepted:

FIRE FUND

12-31-16	Projected Fund Balance	54,974
2017	Estimated Revenue and Other Sources	2,566,330
2017	Estimated Expenditures	(2,566,330)
12-31-17	Projected Fund Balance	54,974

The millage to be levied for the Fire Fund is 1.5 mills.

Ayes:

Nays:

Absent:

Resolution declared adopted: 11/01/2016

_____
Evan Hope, Township Clerk

STATE OF MICHIGAN)
)SS
COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Township Clerk for the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said Township at a regular meeting held on the 1st day of November, 2016.

_____
Evan Hope, Township Clerk

EXHIBIT A

FIRE FUND SUMMARY (206)

	2015 Actual	2016 Budget	2016 Projected	2017 Budget
Revenues				
Taxes	$ 1,043,984	$ 1,060,700	$ 1,072,400	$ 1,069,650
Grants and Revenue Sharing	169,890	38,400	32,910	38,400
Other	228,613	17,000	17,000	17,000
Total Revenues	**1,442,487**	**1,116,100**	**1,122,310**	**1,125,050**
Expenditures				
Public Safety	2,054,859	2,258,650	2,196,920	2,566,330
Total Expenditures	**2,054,859**	**2,258,650**	**2,196,920**	**2,566,330**
Other Financing Sources (Uses)				
Transfer in from General Fund	647,539	1,142,550	1,074,610	1,441,280
Total Other Financing Sources	**647,539**	**1,142,550**	**1,074,610**	**1,441,280**
Revenues over (under) expenditures	35,167	-	-	-
Fund Balance, Beginning	**19,807**	**54,974**	**54,974**	**54,974**
Fund Balance, Ending	**$ 54,974**	**$ 54,974**	**$ 54,974**	**$ 54,974**

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: October 27, 2016

RE: Resolution No. 2016-031 – FY 2017 Police Fund Budget

Enclosed for your review and consideration is Resolution No. 2016-031, which adopts the FY 2017 Police Fund Budget.

The Township Board met with staff earlier this year to discuss the Board's goals and objectives which were then used to help prepare the Township budgets. Then, in September, the Board met again to review, discuss and develop the proposed 2017 budget documents. This budget was developed through several public meetings, including a Public Hearing held on October 18, 2016; I therefore recommend the adoption of the same.

RECOMMENDED MOTION:

To adopt Resolution No. 2016-031, which adopts the Delhi Charter Township Fiscal Year 2017 Police Fund Budget.

DELHI CHARTER TOWNSHIP

RESOLUTION NO. 2016-031

ADOPTING FISCAL YEAR ENDING DECEMBER 31, 2017 POLICE FUND BUDGET

At a regular meeting of the Township Board of the Charter Township of Delhi, Ingham County, Michigan held at the Community Services Center, 2074 Aurelius Road, Holt, MI., 48842, on Tuesday, November 1, 2016 at 7:30 P.M.

PRESENT:

ABSENT:

The following resolution was offered by

WHEREAS, the Uniform Budgeting and Accounting Act (Michigan Public Act 2 of 1968, as amended) and/or the Charter Township Act (Michigan Public Act 359 of 1947, as amended) requires, among other things:

A. That the Township pass a general appropriations act for all funds, except trust or agency, internal service, enterprise, debt service, or capital projects funds;

B. That responsibility for the budget is designated;

C. That the budget include revenues (by source) and expenditures (by budgetary centers) for the most recently completed fiscal year, estimated revenues and expenditures for the current fiscal year, and estimated revenues and expenditures for the ensuing fiscal year; and

D. That the budget include amounts of surplus or deficit that have accumulated from prior years, current year, and estimated surplus or deficits for the budget year; and

WHEREAS, the FY 2017 Police Fund Budget was presented to the Township Board members on September 1, 2016; and

WHEREAS, the Delhi Township Board met and deliberated over the FY 2017 Police Fund Budget on September 7, 2016; and

WHEREAS, a Public Hearing, properly noticed to the public, has been announced and held at the Township Board meeting on Tuesday, October 18, 2016 at 7:45 p.m., and copies of the proposed Police Fund Budget have been made available for public inspection; and

WHEREAS, the Township Board now desires to appropriate monies for Police Fund for FY 2017;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF DELHI, INGHAM COUNTY, MICHIGAN, as follows:

1. The Delhi Charter Township Board adopts the FY 2017 Special Revenue Fund - Police Fund Budget as itemized in the attached Exhibit A.

2. This budget is an "Activity" budget, and appropriations are made based on the total of the line items in each budget activity.

3. The Township Manager is designated as responsible for this Budget.

The following itemization of accumulated surpluses/use of surplus is accepted:

POLICE FUND

12-31-16	Projected Fund Balance	-0-
2017	Estimated Revenue and Other Sources	2,673,880
2017	Estimated Expenditures	(2,673,880)
12-31-17	Projected Fund Balance	-0-

The millage to be levied for the Police Fund is 1.5 mills.

Ayes:

Nays:

Absent:

Resolution declared adopted: 11/01/2016

Evan Hope, Township Clerk

STATE OF MICHIGAN)
)SS
COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Township Clerk for the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said Township at a regular meeting held on the 1st day of November, 2016.

Evan Hope, Township Clerk

EXHIBIT A

POLICE FUND SUMMARY (207)

	2015 Actual	2016 Budget	2016 Projected	2017 Budget
Revenues				
Taxes	$ 1,043,984	$ 1,060,700	$ 1,072,400	$ 1,069,650
Other	56,631	55,000	55,000	55,000
Total Revenues	**1,100,615**	**1,115,700**	**1,127,400**	**1,124,650**
Expenditures				
Public Safety	2,527,210	2,597,320	2,597,320	2,673,880
Total Expenditures	**2,527,210**	**2,597,320**	**2,597,320**	**2,673,880**
Other Financing Sources				
Transfer-in from General Fund	1,426,595	1,481,620	1,469,920	1,549,230
Total Other Financing Sources	**1,426,595**	**1,481,620**	**1,469,920**	**1,549,230**
Revenues over (under) expenditures	**-**	**-**	**-**	**-**
Fund Balance, Beginning	**-**	**-**	**-**	**-**
Fund Balance, Ending	**$ -**	**$ -**	**$ -**	**$ -**

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: October 27, 2016

RE: Resolution No. 2016-032 – FY 2017 Sewer Fund Budget

Enclosed for your review and consideration is Resolution No. 2016-032, which adopts the FY 2017 Sewer Fund Budget.

The Township Board met with staff earlier this year to discuss the Board's goals and objectives which were then used to help prepare the Township budgets. Then, in September, the Board met again to review, discuss and develop the proposed 2017 budget documents. This budget was developed through several public meetings, therefore, I recommend the adoption of the same.

RECOMMENDED MOTION:

To adopt Resolution No. 2016-032, which adopts the Delhi Charter Township Fiscal Year 2017 Sewer Fund Budget.

DELHI CHARTER TOWNSHIP

RESOLUTION NO. 2016-032

ADOPTING THE FISCAL YEAR ENDING DECEMBER 31, 2017 SEWER FUND BUDGET

At a regular meeting of the Township Board of the Charter Township of Delhi, Ingham County, Michigan held at the Community Services Center, 2074 Aurelius Road, Holt, MI., 48842, on Tuesday, November 1, 2016, at 7:30 P.M.

PRESENT:

ABSENT:

The following resolution was offered by

WHEREAS, the Uniform Budgeting and Accounting Act (Michigan Public Act 2 of 1968, as amended) and/or the Charter Township Act (Michigan Public Act 359 of 1947, as amended) recommends, makes provision, or requires, among other things:

A. That the Township may pass general appropriations act for enterprise funds;

B. That responsibility for the budget is designated;

C. That the budget include revenues (by source) and expenditures (by budgetary centers) for the most recently completed fiscal year, estimated revenues and expenditures for the current fiscal year, and estimated revenues and expenditures for the ensuing fiscal year; and

WHEREAS, the Township Board now desires to appropriate monies for Sewer Fund activities for FY 2017;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF DELHI, INGHAM COUNTY, MICHIGAN, as follows:

1. The Delhi Charter Township Board adopts the FY 2017 Sewer Fund Budget as itemized in the attached Exhibit A.

2. This budget is an "Activity" budget, and appropriations are made based on the total of the line items in each budget activity.

3. The Township Manager is designated as responsible for this Budget and is hereby authorized to make budgetary transfers between Sewer Fund Activity Budgets in consultation with the department heads whose budgets are affected and in amounts not to exceed $10,000 per transfer, with said transfers to be reported to the Board at its next regular meeting.

4. The Township Treasurer and Director of Accounting are hereby directed to transfer monies from the Sewer Fund to the General Fund for payment of administrative services for fiscal year 2017 in the total amount of $354,960. These administrative services are performed by General Fund employees and include, but are not limited to, sewer billing and administration, payroll, accounts payable, accounting, personnel functions, clerical and record retention services, and management services. One-fourth of this annual charge shall be transferred at the end of each fiscal year quarter.

Ayes:

Nays:

Absent:

Resolution declared adopted: 11/01/2016

_____
Evan Hope, Township Clerk

STATE OF MICHIGAN)
)SS
COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Township Clerk for the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said Township at a regular meeting held on the 1st day of November, 2016.

_____
Evan Hope, Township Clerk

EXHIBIT A

SEWER FUND SUMMARY

	2015 Actual	2016 Budget	2016 Projected	2017 Budget
Revenues				
Licenses and Permits	$ 228,630	$ 148,500	$ 558,090	$ 176,200
Charges for Services	5,691,531	5,917,080	5,824,670	6,042,840
Grants	543,905	875,000	341,250	491,250
Interest & Rentals	19,576	14,940	20,150	20,780
Other	148,947	64,820	68,020	80,320
Total Revenues	**6,632,589**	**7,020,340**	**6,812,180**	**6,811,390**
Expenditures				
Public Works				
Administration	734,849	710,130	717,390	719,910
Public Services*	3,040,740	4,268,010	3,565,370	3,906,180
Depreciation/Amortization	2,478,747	-	-	-
General Obligation Debt**	439,671	1,763,500	1,752,020	1,881,390
Capital Outlay***	-	905,390	1,966,620	1,938,860
Total Expenditures	**6,694,007**	**7,647,030**	**8,001,400**	**8,446,340**
Other Financing Sources				
Sale of Fixed Assets	62,393	104,990	50,460	-
Transfer In	6,267	51,500	67,410	24,500
Total Other Financing Sources	**68,660**	**156,490**	**117,870**	**24,500**
Revenues Over (Under) Expenditures	**7,242**	**(470,200)**	**(1,071,350)**	**(1,610,450)**
Beginning Fund Balance	**34,047,903**	**34,055,145**	**34,055,145**	**32,983,795**
Ending Fund Balance	**$ 34,055,145**	**$ 33,584,945**	**$ 32,983,795**	**$ 31,373,345**

The Sewer Fund uses the modified accrual basis for budgeting but the accrual basis for accounting.

*Capital and Replacement expenditures moved from Public services to Capital Outlay.

** 2015 Actual General Obligation Debt reflects interest, amortization, and paying agent fees only. Principal payments have been reclassified against the liability

***2015 Actual Capital Outlay reflects the number after capital outlay has been reclassified from expense to asset.

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: October 27, 2016

RE: Resolution No. 2016-033 – FY 2017 Downtown Development Authority Budget

---

Enclosed for your review and approval is Resolution No. 2016-033, which approves the FY 2017 Downtown Development Authority Budget. On October 25, 2016, the DDA Board held a public hearing on this proposed budget to hear comments from the public and, subsequently, approved the budget for submittal to the Township Board for approval of the same.

RECOMMENDED MOTION:

To adopt Resolution No. 2016-033, which approves the Fiscal Year 2017 Downtown Development Authority Budget.

DELHI CHARTER TOWNSHIP

RESOLUTION NO. 2016-033

APPROVING THE FISCAL YEAR ENDING DECEMBER 31, 2017 DOWNTOWN DEVELOPMENT AUTHORITY BUDGETS

At a regular meeting of the Township Board of the Charter Township of Delhi, Ingham County, Michigan held at the Community Services Center, 2074 Aurelius Road, Holt, MI., 48842, on Tuesday, November 1, 2016, at 7:30 P.M.

PRESENT:

ABSENT:

The following resolution was offered by

WHEREAS, Delhi Township Ordinance No. 80 established the Downtown Development Authority pursuant to Act 197, Public Acts of Michigan, 1975; and

WHEREAS, Section 10 (b) of Ordinance 80 requires that the Downtown Development Authority Board annually prepare a budget and submit same to the Township on the same date that the proposed budget for the Township is required to be submitted to the Township Board of Trustees; and

WHEREAS, the Downtown Development Authority Director submitted its proposed budgets on September 1, 2016 and discussed the DDA Budgets at the Township Budget Workshop held on September 9, 2016; and

WHEREAS, the Downtown Development Authority Board made a motion at its regular meeting held October 25, 2016 to submit the 2017 proposed budgets attached hereto as Exhibits A and B to the Township Board for approval;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF DELHI, INGHAM COUNTY, MICHIGAN, as follows:

1. The Delhi Charter Township Board approves the FY 2017 Downtown Development Authority Budget, and the DDA 2008 Bond Debt Service Fund as itemized in the attached Exhibits A, and B.

2. This approval is for an "Activity" budget, and approval is made based on the total of the line items in each budget activity.

3. This budgets shall be finally adopted by the Downtown Development Authority Board in accordance with the provisions of Michigan Public Act 2 of 1968, as amended, which requires an appropriations act adopting budgets for all Special Revenue Funds and requiring that responsibility for the budget be designated;

4. The Downtown Development Director is designated as responsible for the DDA Budget and is hereby authorized to make budgetary transfers between activity budgets in amounts not to exceed $10,000 per transfer, with said transfers to be reported to the Board at its next regular meeting. Amendments made by the Downtown Development Authority Board and budget transfers made by the Authority's Director shall be promptly reported to the Township Accounting Department.

5. The Township shall approve subsequent amendments to this budget made by the Downtown Development Authority Board that make a net increase or decrease in 2017 Estimated Use of Fund

Balance

6. The following of accumulated surpluses is approved as outlined in Exhibit A:

DOWNTOWN DEVELOPMENT AUTHORITY

01-01-16	Fund Balance	$ 1,855,372
2016	Projected Revenue & Other Sources	7,651,890
2016	Projected Expenditures & Other Uses	(6,723,060)
12-31-16	Projected Fund Balance	$ 2,784,202
2017	Estimated Revenue & Other Sources	$ 1,485,080
2017	Estimated Expenditures	(1,986,040)
12-31-17	Projected Fund Balance	$ 2,283,242

AYES:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED: 11/01/2016

_____
Evan Hope, Township Clerk

STATE OF MICHIGAN)
) ss
COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Township Clerk for the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said Township at a regular meeting held on the 1st of November, 2016.

_____
Evan Hope, Township Clerk

EXHIBIT A

DOWNTOWN DEVELOPMENT AUTHORITY FUND SUMMARY

Description	2015 Actual	2016 Budget	2016 Projected	2017 Budget
Revenues				
Property Taxes	$ 2,357,679	$ 1,581,150	$ 1,532,940	$ 1,400,280
Grants	2,700	2,500	4,800	4,000
Interest and rentals	36,419	29,330	34,330	34,980
Intergovernmental	-	-	1,565,000	30,000
Other	13,089	7,820	15,820	15,820
Total Revenues	**2,409,887**	**1,620,800**	**3,152,890**	**1,485,080**
Expenditures				
Community and Economic Dev				
Administration	98,612	110,320	125,260	123,890
Marketing & Promotion	148,004	160,450	167,840	169,500
Other Functions	203,985	202,130	221,180	313,290
Infrastructure Projects	15,502	45,000	45,000	50,000
Capital Outlay	69,649	160,000	290,000	220,000
Development Capital Outlay/Improvemts	-	-	406,700	320,000
Debt Service	163,487	164,190	204,790	87,850
Total Expenditures	**699,239**	**842,090**	**1,460,770**	**1,284,530**
Other Financing Sources (Uses)				
Sale of Assets	-	-	-	-
Bond/Loan Proceeds-Refunding			4,499,000	-
Payment to Escrow			(4,568,790)	-
Transfer to DDA Debt Service Funds	(1,296,640)	(778,750)	(693,500)	(701,510)
Total Other Financing Sources (Uses)	**(1,296,640)**	**(778,750)**	**(763,290)**	**(701,510)**
Revenues over (under) expenditures	**414,008**	**(40)**	**928,830**	**(500,960)**
Fund Balance, Beginning	**1,441,364**	**1,855,372**	**1,855,372**	**2,784,202**
Fund Balance, Ending	**$ 1,855,372**	**$ 1,855,332**	**$ 2,784,202**	**$ 2,283,242**

EXHIBIT B

DDA 2016 REFUNDING BOND DEBT SERVICE FUND SUMMARY (391)
2017-2024 (8 YEARS)

This bond was issued in 2016 to defease the callable portion of the 2008 DDA Bonds. The 2008 Bonds funded the following six projects in the DDA district: reconstruction of Cedar St. from Dallas to Holbrook, infrastructure for Cedar Hts. neighborhood, infrastructure for Delhi NE/Depot St. area, sidewalks and lighting along Holt Rd. from Thorburn to Aspen Lakes, construction of Senior Citizens' Center, and landscaping corner of Holt & Aurelius Rds. The revenue for 90% of the bond payments comes from the Downtown Development authority, with the remaining portion paid by the Sewer Fund.

	2015 Actual	2016 Budget	2016 Projected	2017 Budget
Revenues	**$ -**	**$ -**	**$ -**	**$ -**
Expenditures				
Debt Service	-	-	-	92,380
Total Expenditures	**-**	**-**	**-**	**92,380**
Revenues over (under) expenditures	**-**	**-**	**-**	**(92,380)**
Other financing sources (uses)				
Transfer from DDA	-	-	-	92,380
Total other financing sources (uses)	**-**	**-**	**-**	**92,380**
Fund Balance, Beginning	**-**	**-**	**-**	**-**
Fund Balance, Ending	**$ -**	**$ -**	**$ -**	**$ -**

DDA 2008 BOND DEBT SERVICE FUND SUMMARY (392)
2008-2018

This bond was issued in 2008 to fund the following six projects in the DDA district: reconstruction of Cedar St. from Dallas to Holbrook, infrastructure for Cedar Hts. neighborhood, infrastructure for Delhi NE/Depot St. area, sidewalks and lighting along Holt Rd. from Thorburn to Aspen Lakes, construction of Senior Citizens' Center, and landscaping corner of Holt & Aurelius Rds. The revenue for 90% of the bond payments comes from the Downtown Development authority, with the remaining portion paid by the Sewer Fund.

The original maturity of the bond series was 2024. In 2016 the bonds maturing from 2019 through 2024 were called.

	2015 Actual	2016 Budget	2016 Projected	2017 Budget
Revenues	**$ -**	**$ -**	**$ -**	**$ -**
Expenditures				
Debt Service	766,258	778,750	693,500	609,130
Total Expenditures	**766,258**	**778,750**	**693,500**	**609,130**
Revenues over (under) expenditures	**(766,258)**	**(778,750)**	**(693,500)**	**(609,130)**
Other financing sources (uses)				
Transfer from DDA	766,258	778,750	693,500	609,130
Total other financing sources (uses)	**766,258**	**778,750**	**693,500**	**609,130**
Fund Balance, Beginning	**-**	**-**	**-**	**-**
Fund Balance, Ending	**$ -**	**$ -**	**$ -**	**$ -**

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: October 27, 2016

RE: Resolution No. 2016-034 – FY 2017 Brownfield Redevelopment Authority Budget

---

Enclosed for your review and approval is Resolution No. 2016-034, which approves the FY 2017 Brownfield Redevelopment Authority Budget. The Brownfield Authority Board held a public hearing on this proposed budget to hear comments from the public and approved the budget on October 25, 2016 for submittal to the Township Board for approval of the same.

RECOMMENDED MOTION:

To adopt Resolution No. 2016-034, which approves the Delhi Charter Township Fiscal Year 2017 Brownfield Redevelopment Authority Budget.

DELHI CHARTER TOWNSHIP

RESOLUTION NO. 2016-034

APPROVING THE FISCAL YEAR ENDING DECEMBER 31, 2017 BROWNFIELD REDEVELOPMENT AUTHORITY BUDGET

At a regular meeting of the Township Board of the Charter Township of Delhi, Ingham County, Michigan held at the Community Services Center, 2074 Aurelius Road, Holt, MI., 48842, on Tuesday, November 1, 2016, at 7:30 P.M.

PRESENT:

ABSENT:

The following resolution was offered by

WHEREAS, Delhi Township Resolution No. 2001-167 established the Brownfield Redevelopment Authority pursuant to Act 381, Public Acts of Michigan, 1996; and

WHEREAS, the Uniform Budgeting and Accounting Act (Michigan Public Act 2 of 1968, as amended) requires, among other things:

A. That the Authority shall prepare and approve a budget for the operation of the Authority

B. That the responsibility for the budget be designated

C. That the budget includes revenue (by source) and expenditures (by budgetary centers) for the most recently completed fiscal year, estimated revenues and expenditures for the current fiscal year, and estimated revenues and expenditures for the ensuing fiscal year; and

D. That the budget include amounts of surplus or deficit that have accumulated from prior years, current year, and estimated surplus or deficits for the budget year; and

E. That the Township pass a general appropriations act for all funds except trust or agency, internal service, enterprise, debt service, or capital project funds;

WHEREAS, the Brownfield Redevelopment Authority Director submitted its proposed budget on September 1, 2016 and discussed the Budget at the Township Budget Workshop held on September 7, 2016; and

WHEREAS, the Brownfield Redevelopment Authority Board made a motion at its regular meeting held October 25, 2016 to submit the 2017 proposed budget attached hereto as Exhibits A and B to the Township Board for approval;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF DELHI, INGHAM COUNTY, MICHIGAN, as follows:

1. The Delhi Charter Township Board approves the FY 2017 Brownfield Redevelopment Authority Budget as itemized in the attached Exhibit A.

2. This approval is for an "Activity" budget, and approval is made based on the total of the line items in each budget activity.

3. This budget shall be finally adopted by the Brownfield Redevelopment Authority Board in accordance with the provisions of Michigan Public Act 2 of 1968, as amended, which requires an appropriations act adopting budgets for all Special Revenue Funds and requiring that responsibility for the budget be designated;

4. The following of accumulated surpluses is approved as outlined in Exhibit A:

BROWNFIELD REDEVELOPMENT AUTHORITY

12-31-16	Projected Fund Balance	$ 0
2017	Estimated Revenue	0
2017	Estimated Expenditures	(0)
12-31-17	Projected Fund Balance	$ 0

LOCAL SITE REMEDIATION FUND

12-31-16	Projected Fund Balance	$ 329,088
2017	Estimated Revenue	202,900
2017	Estimated Expenditures	(150,550)
12-31-17	Projected Fund Balance	$ 381,438

5. The Township shall approve subsequent amendments to this budget made by the Brownfield Redevelopment Authority Board that make a net increase or decrease in 2017 Estimated Use of Fund Balance. All other amendments made by the Brownfield Redevelopment Authority Board and budget transfers made by the Authority's Director shall be promptly reported to the Township Accounting Department.

AYES:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED: 11/01/2016

_____
Evan Hope, Township Clerk

STATE OF MICHIGAN)
)ss
COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Township Clerk for the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said Township at a regular meeting held on the 1st day of November, 2016

_____
Evan Hope, Township Clerk

LOCAL SITE REMEDIATION FUND SUMMARY

	2015 Actual	2016 Budget	2016 Projected	2017 Budget
Revenues				
Taxes	$ 189,971	$ 204,000	$ 198,580	$ 202,900
Total Revenue	**189,971**	**204,000**	**198,580**	**202,900**
Expenditures				
Community and Economic Developmt				
Administration	44,162	20,350	35,510	30,550
Remediation	104,587	85,000	60,000	120,000
Total Expenditures	**148,749**	**105,350**	**95,510**	**150,550**
Other Financing Sources (Uses)				
Transfer In from Brownfield Fund	9,948	-	-	-
Total Other Financing Sources (Uses)	**9,948**	**-**	**-**	**-**
Revenues over (under) expenditures	**51,170**	**98,650**	**103,070**	**52,350**
Fund Balance, Beginning	**174,848**	**226,018**	**226,018**	**329,088**
Fund Balance, Ending	**$ 226,018**	**$ 324,668**	**$ 329,088**	**$ 381,438**

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: October 27, 2016

RE: Resolution No. 2016-035– FY 2017 Debt Service Budget

Enclosed for your review and consideration is Resolution No. 2016-035, which adopts the FY 2017 Debt Service Budget.

The Township Board met with staff earlier this year to discuss the Board's goals and objectives which were then used to help prepare the Township budgets. Then, in September, the Board met again to review, discuss and develop the proposed 2017 budget documents. This budget was developed through several public meetings, including a Public Hearing held on October 18, 2017; I therefore recommend the adoption of the same.

RECOMMENDED MOTION:

To adopt Resolution No. 2016-035, which adopts the Delhi Charter Township Fiscal Year 2017 Debt Service Budget.

DELHI CHARTER TOWNSHIP

RESOLUTION NO. 2016-035

ADOPTING FISCAL YEAR ENDING DECEMBER 31, 2017 DEBT SERVICE BUDGETS

At a regular meeting of the Township Board of the Charter Township of Delhi, Ingham County, held at the Community Services Center, 2074 Aurelius Road, Holt, MI., 48842, on Tuesday, November 1, 2016, at 7:30 P.M.

PRESENT:

ABSENT:

The following resolution was offered by:

WHEREAS, the Uniform Budgeting and Accounting Act (Michigan Public Act 2 of 1968, as amended) and/or the Charter Township Act (Michigan Public Act 359 of 1947, as amended) recommends, makes provision, or requires, among other things:

A. That the Township may pass a general appropriations act for debt service funds;

B. That responsibility for budget be designated;

C. That the budget include revenues (by source) and expenditures (by budgetary centers) for the most recently completed fiscal year, estimated revenues and expenditures for the current fiscal year, and estimated revenues and expenditures for the ensuing fiscal year; and

WHEREAS, the Delhi Township Board wishes to adopt Debt Service Budgets for government funds for fiscal management and received the FY 2017 Debt Service Budgets on September 1, 2016; and reviewed and deliberated over the FY2017 Debt Service Budgets on September 7, 2016; and

WHEREAS, a Public Hearing, properly noticed to the Public, was held at the Township Board meeting on Tuesday, October 18, 2016;

NOW THEREFORE BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF DELHI, INGHAM COUNTY, MICHIGAN, as follows:

1. The Delhi Charter Township Board adopts the FY 2017 Debt Service Budgets for the 2017 DDA Development Bonds (Fund 395); as itemized in the attached Exhibit A.

2. These are activity budgets, and appropriations are made based on the total of the line items in each budget activity.

3. The Township Manager is designated as responsible for these Budgets.

4. The Township Treasurer is hereby authorized to make all bond payments of principal, interest, and agent paying fees according to the respective bond payment schedules and prior resolutions of the Township Board.

Ayes:

Nays:

Absent:

Resolution declared adopted: 11/01/16

_____
Evan Hope, Township Clerk

STATE OF MICHIGAN)
)SS
COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Township Clerk for the Charter Township of Delhi, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said Township at a regular meeting held on the 1st day of November, 2016.

_____
Evan Hope, Township Clerk

Attachment - Exhibit A

EXHIBIT A

2016 DDA DEVELOPMENT BOND DEBT SERVICE FUND SUMMARY (395)
2017-2035 (19 YEARS)

This bond was issued in 2016 to fund various improvements to land, buildings, and infrastructure. The revenue for bond payments will come from DDA captured tax revenue.

	2015 Actual	2016 Budget	2016 Projected	2017 Budget
Intergovernmental Revenue	$ -	$ -	$ 8,450	$ 108,820
Revenues	**-**	**-**	**8,450**	**108,820**
Expenditures				
Debt Service	-	-	8,450	108,820
Total Expenditures	**-**	**-**	**8,450**	**108,820**
Revenues over (under) expenditures	**-**	**-**	**-**	**-**
Other financing sources (uses)				
	-	-	-	-
Total other financing sources (uses)	**-**	**-**	**-**	**-**
Fund Balance, Beginning	**-**	**-**	**-**	**-**
Fund Balance, Ending	**$ -**	**$ -**	**$ -**	**$ -**

17) Supervisor's Report

18) Treasurer's Report

a) 3rd Quarter Investment Report

19) Clerk's Report

20) Trustee Reports

21) Manager's Report

Roy W. Sweet
Treasurer
2074 Aurelius Road
Holt, Mi 48842
517-694-0333 X3014

Delhi Charter Township

October 20, 2016

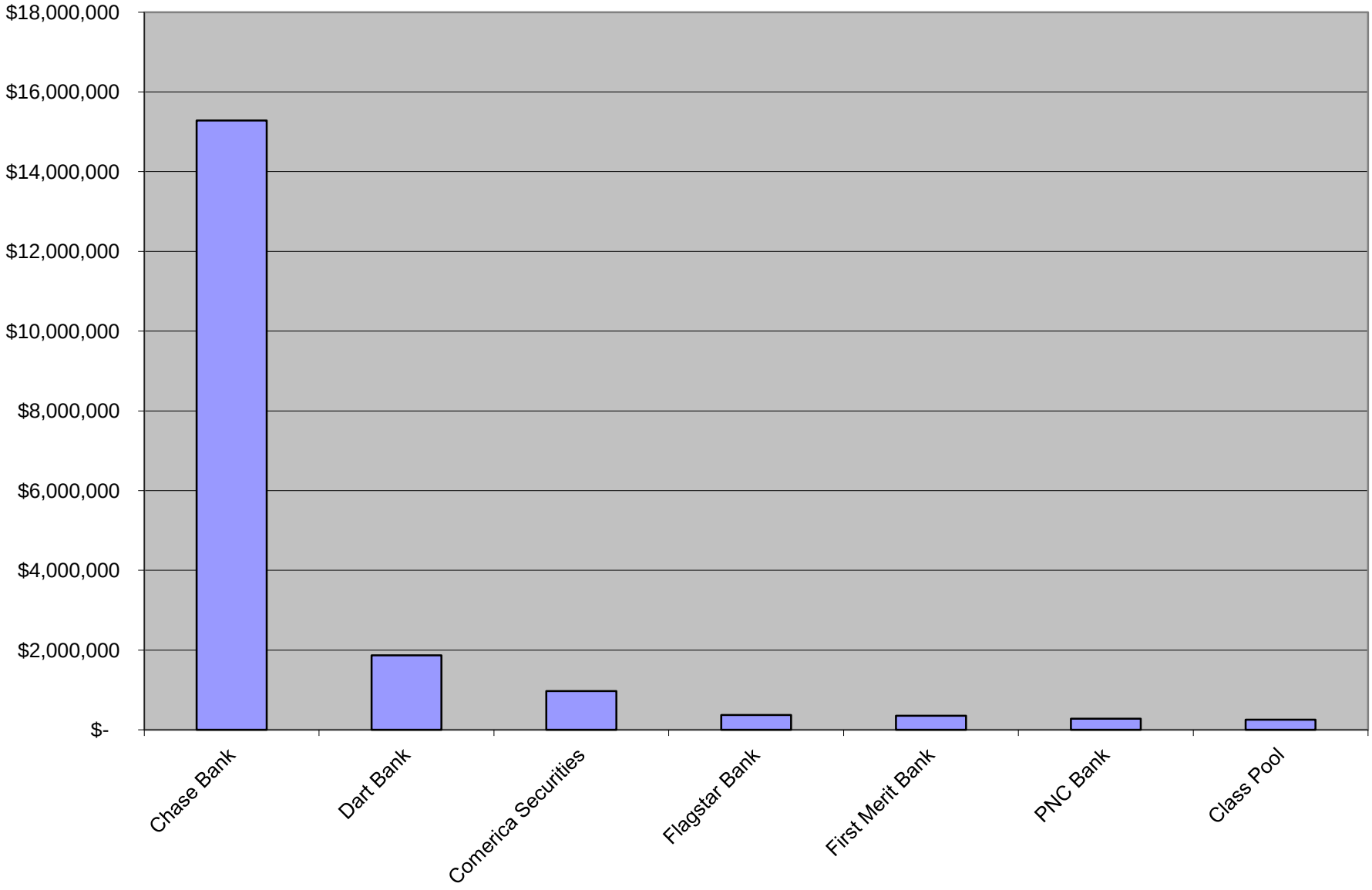
To: Delhi Charter Township Board of Trustees

From: Roy W. Sweet, Treasurer

Subject: 3rd Quarter Investment Report

Please see the attached report. If you have any questions or comments please contact me at my office.

Excellence in Customer Service is our Goal


$18,000,000
$16,000,000
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$-
Chase Bank
Dart Bank
Comerica Securities
Flagstar Bank
First Merit Bank
PNC Bank
Class Pool

DELHI CHARTER TOWNSHIP CASH AND INVESTMENTS
Third Quarter Report 2016
September 30, 2016

INSTITUTION	Code	NAME OF ACCOUNT	9/30/2016 G.L. Balance	INTEREST RATE, MATURITY, ETC.
General Fund (101):				
Chase Bank	1	General Fund Pooled Account	$ 5,426,227	Checking/Investment Acct. No interest earned in Sept.
Class Pool	2	General Fund Class Pool Investmt	50,138	0.66% Sept. Average Yield
Dart Bank	4	General Fund I.T. Account	3,500	Non-interest bearing account
PNC Bank	8	General Fund	277,292	Sept. Annual % Yield Earned = 0.25%
Flagstar Bank	6	General Fund CD	100,608	0.65%, due 10/4/16
First Merit Bank	5	General Fund CD	100,606	0.5%, due 8/2/17
Dart Bank	4	General Fund CD	250,000	1.925%, due 1/17/17
Comerica Bank	3	General Fund CD	100,000	0.92%, due 8/21/17
Comerica Securities	7	General Fund Securities	739,979	0.9%, 2%, 1.82%, 1.73%, 1.948%, 1.49%, 1%; Matures 6/23/17, 11/01/19, 5/01/19, 10/1/18, 5/1/19, 5/1/18, 9/30/21
		TOTAL		$7,048,350
Fire Fund (206):				
Chase Bank	1	Fire Fund Pooled Account	$ 536,647	Checking/Investment Acct. No interest earned in Sept.
Police Fund (207):				
Chase Bank	1	Police Fund Pooled Account	$ 278,184	Checking/Investment Acct. No interest earned in Sept.
Fire Equipment Fund (211):				
Chase Bank	1	Fire Equipment Pooled Account	$ 22,693	Checking/Investment Acct. No interest earned in Sept.
Water Improvement (225):				
Chase Bank	1	Water Improvemt Pooled Acct	$ 136,946	Checking/Investment Acct. No interest earned in Sept.
Class Pool	2	Water Impr Class Pool Investment	203,545	0.66% Sept. Average Yield
		TOTAL		$340,491
Sycamore Trail Construction Fund				
Chase Bank	1	Sycamore Trail Construction	$ 216,962	Checking/Investment Acct. No interest earned in Sept.
Sewer Fund (590):				
Chase Bank	1	Sewer Receiving Account	$ 2,664,251	Checking/Investment Acct. No interest earned in Sept.
First Merit Bank	5	Combined Sewer Investment	252,052	0.19% Sept. annual % Yield
Dart Bank	4	Sewer Replacemt CD 's	461,155	0.40%, due 3/10/17; 0.35%, due 10/31/16
Flagstar Bank	6	Sewer Replacemt CD	203,661	0.65%, due 10/4/16
Dart Bank	4	Combined Sewer Savings	1,154,650	Muni Money Market Pooled for Sewer Replacement, Surplus, and Bond Pymt. 9/30 Annual % Yield - 0.30%
Comerica Securities	7	Sewer Fund Securities	230,985	1.6%, 2.155%, Matures 6/30/21, 5/01/19
		TOTAL		$4,966,754
Local Site Remediation Fund (643)				
Chase Bank	1	LSR Pooled Account	$ 326,022	Checking/Investment Acct. No interest earned in Sept.
Trust and Agency Fund (701):				
Chase Bank	1	Trust & Agency Pooled Account	$ 16,793	Checking/Investment Acct. No interest earned in Sept.
Chase Bank	1	Delinquent PP Tax Account	4,365	Checking/Investment Acct. No interest earned in Sept.
Chase Bank	1	Employee Flex Spending (Includes Twp. deposit of $9000)	6,879	Non-interest bearing account
		TOTAL		$28,037
Current Tax (703):				
Chase Bank	1	Current Tax Savings	$ 5,646,835	Checking/Investment Acct. No interest earned in Sept.
Falk Cemetery Trust Fund)765):				
Flagstar Bank	6	Falk Cemetery Trust CD	$ 70,768	0.8%, due 1/20/2017
Chase Bank	1	Falk Cemetery Trust	(61)	Checking/Investment Acct. No interest earned in Sept.

Total Delhi Township Cash & Investments **$ 19,481,682**

DELHI CHARTER TOWNSHIP CASH AND INVESTMENTS
Third Quarter Report 2016
September 30, 2016

Cash and Investments by Institution

INSTITUTION	Code	NAME OF ACCOUNT	9/30/2016 G.L. Balance	INTEREST RATE, MATURITY, ETC.
Chase Bank	1	General Fund Pooled Account	$ 5,426,227	Checking/Investment Acct. No interest earned in Sept.
Chase Bank	1	Fire Fund Pooled Account	536,647	Checking/Investment Acct. No interest earned in Sept.
Chase Bank	1	Police Fund Pooled Account	278,184	Checking/Investment Acct. No interest earned in Sept.
Chase Bank	1	Fire Equipment Pooled Account	22,693	Checking/Investment Acct. No interest earned in Sept.
Chase Bank	1	Water Improvemt Pooled Acct	136,946	Checking/Investment Acct. No interest earned in Sept.
Chase Bank	1	Sycamore Trail Construction	216,962	Checking/Investment Acct. No interest earned in Sept.
Chase Bank	1	Sewer Receiving Account	2,664,251	Checking/Investment Acct. No interest earned in Sept.
Chase Bank	1	LSR Pooled Account	326,022	Checking/Investment Acct. No interest earned in Sept.
Chase Bank	1	Trust & Agency Pooled Account	16,793	Checking/Investment Acct. No interest earned in Sept.
Chase Bank	1	Delinquent PP Tax Account	4,365	Checking/Investment Acct. No interest earned in Sept.
Chase Bank	1	Employee Flex Spending	6,879	Non-interest bearing account
Chase Bank	1	Current Tax Savings	5,646,835	Checking/Investment Acct. No interest earned in Sept.
Chase Bank	1	Falk Cemetery Trust	(61)	Checking/Investment Acct. No interest earned in Sept.
		TOTAL		$ 15,282,743
Class Pool	2	Water Impr Class Pool Investment	$ 203,545	0.66% Sept. Average Yield
Class Pool	2	General Fund Class Pool Investmt	50,138	0.66% Sept. Average Yield
		TOTAL		$ 253,683
Comerica Bank	3	General Fund CD	$ 100,000	0.92%, due 8/21/17
Dart Bank	4	Combined Sewer Savings	$ 1,154,650	Muni Money Market Pooled for Sewer Replacement, Surplus, and Bond Pymt. 9/30 Annual % Yield - 0.30%
Dart Bank	4	Sewer Replacemt CD 's	461,155	0.40%, due 3/10/17; 0.35%, due 10/31/16
Dart Bank	4	General Fund CD	250,000	1.925%, due 1/17/17
Dart Bank	4	General Fund I.T. Account	3,500	Non-interest bearing account
		TOTAL		$ 1,869,305
First Merit Bank	5	Combined Sewer Investment	$ 252,052	0.19% Sept. annual % Yield
First Merit Bank	5	General Fund CD	100,606	0.5%, due 8/2/17
		TOTAL		$ 352,658
Flagstar Bank	6	Sewer Replacemt CD	$ 203,661	0.65%, due 10/4/16
Flagstar Bank	6	General Fund CD	100,608	0.65%, due 10/4/16
Flagstar Bank	6	Falk Cemetery Trust CD	70,768	0.8%, due 1/20/2017
		TOTAL		$ 375,037
Comerica Securities	7	Sewer Fund Securities	$ 230,985	1.6%, 2.155%, Matures 6/30/21, 5/01/19
Comerica Securities	7	General Fund Securities	739,979	0.9%, 2%, 1.82%, 1.73%, 1.948%, 1.49%, 1%; Matures 6/23/17, 11/01/19, 5/01/19, 10/1/18, 5/1/19, 5/1/18, 9/30/21
		TOTAL		$ 970,964
PNC Bank	8	General Fund	$ 277,292	Sept. Annual % Yield Earned = 0.25%

Total Delhi Township Cash & Investments **$ 19,481,682**

Downtown Development Authority Cash & Investments

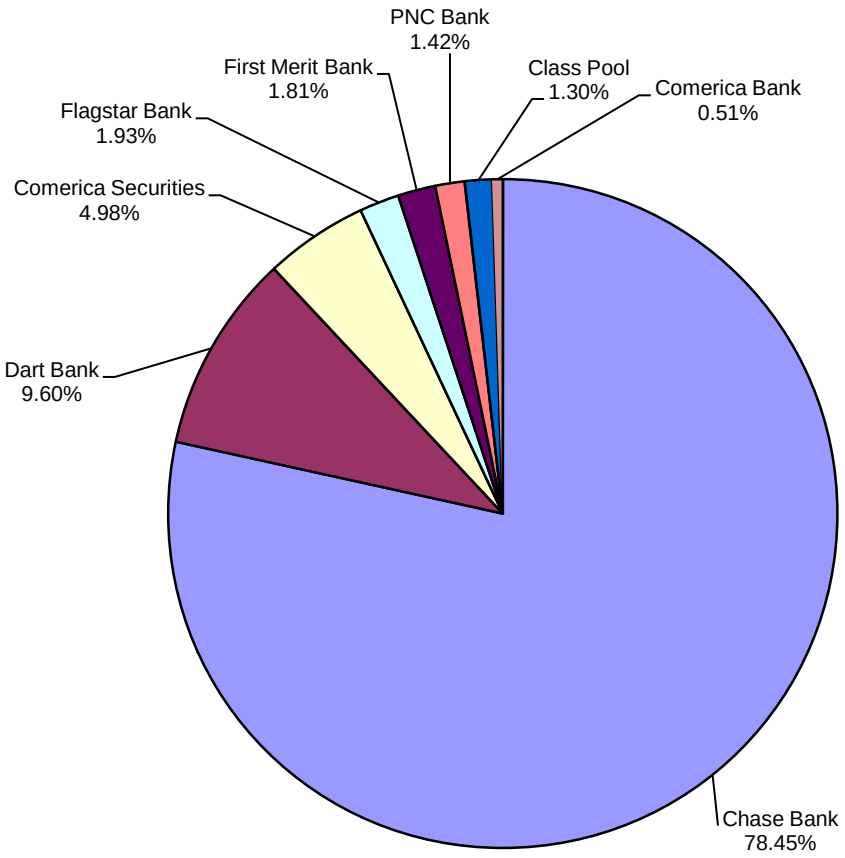
INSTITUTION		NAME OF ACCOUNT	9/30/2016 G.L. Balance	INTEREST RATE, MATURITY, ETC.
Chase Bank		Pooled Savings	$ 578,488	Checking/Investment Acct. No interest earned in Sept.
Chase Bank		Pooled Savings-2016 DDA Develop	953,300	Checking/Investment Acct. No interest earned in Sept.
Dart Bank		Hi-Fi Savings	1,376,899	Muni Money Market, 9/30 Annual Yield = 0.30%
Comerica Bank		CD-2016 DDA Development	500,000	CD due 8/25/2017, 0.93%
Flagstar Bank		Investment	758,603	Sept. Interest Rate = .50%

Total DDA Cash & Investments **$ 4,167,290**

DELHI CHARTER TOWNSHIP CASH AND INVESTMENTS
Third Quarter Report - Institution Summary
September 30, 2016

INSTITUTION	TYPE OF ACCOUNT	TOTAL CASH/INVESTMENTS at September 30, 2016
Chase Bank	Checking and Investment	$ 15,282,743
Dart Bank	Hi-Fi Money Market & CD's	1,869,305
Comerica Securities	Certificates of Deposit, Securities	970,964
Flagstar Bank	Certificate of Deposit	375,037
First Merit Bank	Investment Savings	352,658
PNC Bank	Money Market	277,292
Class Pool	Investment Savings	253,683
Comerica Bank	Certificate of Deposit	100,000
	Total Delhi Township	$ 19,481,682

Delhi Downtown Development Authority Cash & Investments

INSTITUTION	TYPE OF ACCOUNT	TOTAL CASH/INVESTMENTS at September 30, 2016
Chase Bank	Checking and Investment	$ 578,488
Chase Bank-DDA Develop	Checking and Investment	953,300
Dart Bank	Hi-Fi Savings/Checking	1,376,899
Flagstar Bank	Investment	758,603
Comerica Bank-DDA Dev	Certificate of Deposit	500,000
	Total Downtown Development Authority	$ 4,167,290

Delhi Charter Township Investments
as of 9/30/16