

DELHI CHARTER TOWNSHIP COMMITTEE OF THE WHOLE

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

Tuesday
February 16, 2016

6:30 p.m.

Agenda

- A. Ingham County Sheriff's Office/Delhi Division – January Activity Report
- B. Fire Department – January Activity Report
- C. Community Development Department – January Activity Report

Public Comment

COUNTY of INGHAM

State of Michigan

SHERIFF'S OFFICE



Gene L. Wriggelsworth

Sheriff

Allan C. Spyke
Undersheriff

630 North Cedar Street
Mason, Mi 48854
(517) 676-2431
FAX (517) 676-8299

Greg S. Harless
Chief Deputy

Sam Davis
Major

Joel Maatman
Major

TO: Delhi Township Board of Trustee's

FROM: Lt. Dennis Hull

DATE: February 1, 2016

RE: January 2016 Monthly Report

HIGHLIGHTED CASES AND INCIDENTS:

- 1/1/16 Deputy Lo responded to a domestic assault on Selma St. Upon arrival Deputy Lo was met at the door by a male subject that was bleeding and stated that he was stabbed by his girlfriend with a knife sharpener. It was determined through the investigation that both subjects live together and the argument stems from a night out of consuming alcohol. The female claims that he choked her. The male was transported for medical treatment. An aggravated domestic assault charge is being sought on him. She was arrested and lodged on a felonious domestic assault charge.
- 1/5/16 Deputy Hull received information that a bomb threat was found in one of the men's restroom at the Holt Jr High. She responded to the school and was assisted by Detective Delaney. They were able to identify a suspect, a 13 year old male student. After an interview with the student and his mother, the student confessed to writing bomb threat on the wall of the restroom stall. This case has been turned over to the Ingham County Prosecutor's Office for their review.
- 1/7/16 Deputy Rowley investigated a report of a larceny of two firearms at Total Firearms. The business was unable to determine when the firearms were taken and we were unable develop any suspects in the case. The firearms were entered into LEIN as stolen and a copy of the report was forwarded to the Bureau of Alcohol, Tobacco, Firearms and Explosives in Grand Rapids for their review.

- 1/10/16 Deputy Ward responded to Stonegate Mobil Home Park for a larceny report. Through his investigation it was determined that the 16 year old son had taken \$500.00 out of his dad's wallet and took his mother's vehicle without permission. The 16 year old suspect and his friend were later found in Toledo Ohio after they were caught stealing for a store there. The vehicle was located and the 16 year old has been returned to Michigan and is currently lodged at the Ingham County Youth Home on probation violation charges. He is facing charges in both Toledo and Delhi Township.
- 1/15/16 Deputy Huhn assisted 55th District Court Probation Officers with "Operation Day Hawk". This is when probation and police team up and go check on subjects who are on probation for drunk driving. They checked 9 subjects within Delhi Township on this day and all were found to be compliant.
- 1/15/16 Night shift was dispatched to an address on Holbrook for a large fight and "shots fired". Upon arrival several people left the residence and we were unable to locate them. The investigation revealed that a couple had just moved into the home and were having a "house warming/30th birthday party. The party started early in the evening when a group of people loaded a party bus to go celebrate on the town. When the bus returned to the residence they had picked up several other people. Some of these people were unknown to the home owners. A fight started outside on the front porch and ended with a gun being fired. One person sustained injuries in the fight and no one was hit with the gun shot. We located one shell casing in the front yard. We were unable to determine a suspect do to the intoxication level of the witnesses.
- 1/19/16 Night shift was dispatched to an address on Park Lane for a subject that was making suicidal and homicidal statements. It was determined that the subject was neither suicidal nor homicidal. However he had two felony warrants and one misdemeanor warrant for his arrest. He was arrested and lodged at Ingham County Jail.
- 1/24/16 The day shift was dispatched to an address on Auburn for a home invasion and stabbing. Upon arrival the suspect had already fled the scene. It was determined through the investigation the suspect was an ex-boyfriend of the female occupant of residence. He broke into the home and found that she had a male friend over. A brief struggle occurred inside the residence. The suspect ran out of the house and the male friend followed him. At this time the suspect stabbed the male friend and then fled the area. Our Detective Bureau was called in to investigate this case. Late in the afternoon they were able to get the suspect to turn himself in. He is currently lodged at the Ingham County Jail on charges of Assault with intent to do great bodily harm less than murder, felonious assault and home invasion 1st degree with a \$100,000 bond.

STATISTICS:

During the month of January, Deputies responded to 313 calls for service (written and blotter complaints). They made 100 arrests of which 38 were self – initiated, and 6 were for OWI. Deputies responded to 59 traffic crashes. Deputies issued 191 citations. Deputies conducted 242 business/property checks, 66 liquor inspections, and spent 117.6 hours in Community Policing. Deputies participated in 47.6 hours of training.

Calls for Service

	2014	2015	2016
January	311	349	313
Year to Date	3427	4402	313

Total Arrests

	2014	2015	2016
January	113	86	100
Year to Date	1270	943	100

Total Self – Initiated Arrests

	2014	2015	2016
January	58	60	38
Year to Date	728	523	38

Citations Issued

	2014	2015	2016
January	240	175	191
Year to Date	2450	2995	191

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TO: LT. Dennis Hull
FROM: Deputy Mary Hull #5353
DATE: February 1, 2016
RE: January Monthly Report

MONTHLY STATS:

Complaints: 21
Community Policing hours: 44
School Checks: 64

COMMUNITY POLICING ACTIVITY:

Early in the month I spoke with Lt. Elliott about the Safe Prom Initiative that at one time was presented to schools in the Tri-County area. With the retirement of one of the individuals that was instrumental in the initiative, Safe Prom was pushed aside. This year I will work with the SADD group at the High School to develop flyers that will focus on consequences for teens consuming alcohol and consequences for adults choosing to purchase alcohol for teens. These flyers will be delivered to local businesses that sell products to teens and adults during the prom season. I have also received the backing from Ingham Substance Abuse Prevention Coalition to use their name and likeness on the flyers and support for Safe Prom.

OTHER HIGHLIGHTS:

During the month of January I took 22 calls for service, 17 of which involved calls for service at the various schools. Some calls for service at the schools included bomb threat, threat, larceny, violation of controlled substance act, counterfeit, check welfares, and school bus accident. Non-school calls for service included a suspicious, neighbor trouble and civil matter.

On January 5, I received information that a bomb threat was found in one of the men's restroom at the Jr. High. The threat indicated that the incident would occur the next day at 10:00 am. On January 6, upon arrival for my shift I made contact with the assistant principal, to identify a possible suspect. During the investigation a name was developed, the suspects writings were compared to the writing found on the wall. Detective Delaney was asked to conduct an interview with the suspect and his/her parent. During the interview the following day the suspect admitted to making the threats. The report was forwarded to Ingham County Prosecutor's Office requesting authorization of charges.

On January 5, I received a call from a parent of a high school student complaining that her daughter was being threatened via text and social media. On January 7, I had the opportunity to speak with the victim and the two students threatening the victim. The suspects were shown the text and asked if they were the persons that made the threats. The suspects advised that the threats were in response to threats that the victim had made to them. In addition, the suspects advised that the texts were from the summertime and have not had any contact with the victim since. All three students were advised to stop with the texts and avoid one another, as the victim's parent did not want to prosecute.

On January 7, I received an e-complaint from a parent of a Jr. High student. The parent reported that her son's wallet was stolen from his locker during the first hour class. When I made contact with the victim I learned that his first hour teacher found the wallet in the classroom. The victim reported that it was not until his wallet was returned to him that he remembered taking the wallet out of his back pocket because it was bothering him. No items were missing from the wallet.

On January 11, I conducted follow up investigation for Deputy Daza. On January 8 during the home basketball game a student's cell phone was taken from her back pocket. While looking through video from January 8, I was able to develop three suspects. All three suspects were from Everett High School. I then made contact with an officer from Lansing Schools Department of Public Safety advising him of the current complaint. The officer advised that he would speak with one of the involved students and later advised that he was able to retrieve the stolen cell phone. The cell phone was subsequently turned over the victim and her parent who advised that they did not want to prosecute.

On January 13, I was asked by a member of the high school staff to check on a student that did not come to school. The staff member was concerned because

the student declared that she had been physically assault in the past by one of her parents. Additionally in recent days the student was having some problems at home. Upon arrival to the home I did not receive an answer at the door. I was however able to make contact with the students grandmother. The students' grandmother advised that the student was at an appointment that morning. The grandmother was asked about the possible physical abuse by the students' parent. The grandmother reported that her granddaughter has never by physically punished and her granddaughter ad not been truthful about being abused. The grandmother reported that her granddaughter made up a story as a way to pit her divorced parents against one another.

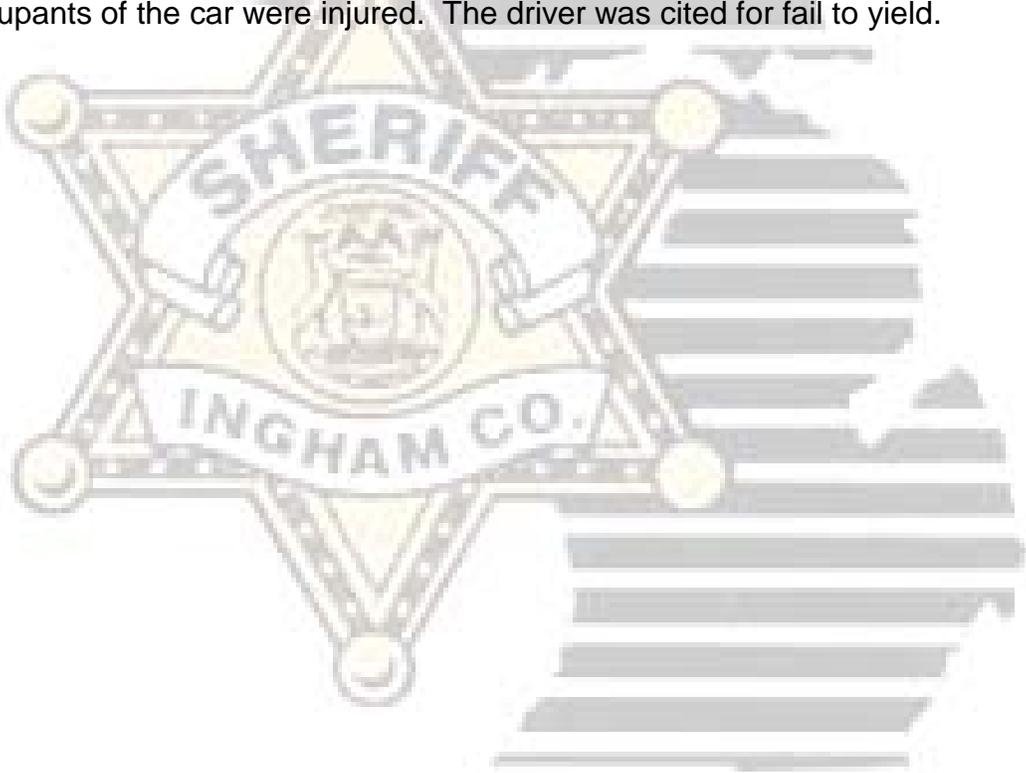
On January 13, as school began for the day three students walked into the office to sign in, when an alert staff member smelled the distinct odor of marijuana on the students. A subsequent search of the students' vehicle the students came to school in revealed rolling papers, a smoking device, and a small amount of unusable marijuana. All three students were suspended from school; the evidence collected by the staff member was tagged into evidence at Ingham County Sheriff's Office Quartermaster Division to be destroyed.

On January 19, I received a counterfeit bill complaint from the high school. On January 14, a \$100.00 bill marked "For Motion Picture Use only" was found in a gym locker room. The suspect was not identified; however, a few days prior a student did try to cash a \$100.00 bill in the cafeteria lunch line. It was not certain if the bill the student tried to cash was in fact the counterfeit bill, but the student was questioned anyway, they denied any responsibility. Contact was made with Lansing Police Department reference the use of the same sort of bills. Lansing Police Department Detective advised that similar bills were passed over the summertime in the Lansing area but no suspects were developed. The information I obtained from this incident was forwarded to Lansing Police Department.

On January 20, I conducted two check welfares. The first welfare check involved a student at Elliott Elementary that had not been to school in well over a week and contacts with the parents were not successful. The Principal advised that the absence may be due to a child custody matter, but he was not certain as the father or mother of the student refused to return calls. I was advised that the child was with the father in Owosso for parenting time; I also tried to make contact with the child's father by telephone and was not successful. On January 25, prior to sending the local police department to the father address the child was returned to the mother and was at school. The other check welfare involved a high school student that had not been to school since the beginning of December. Upon arrival to the residence I made contact with the student, who advised that his mom was withdrawing him from school and enrolling him in Nexus Academy. Later I was able to confirm with Nexus Academy that the student was in the enrollment process.

On January 22, I responded to the area of Wilcox and Aurelius for a suspicious person. An anonymous caller reported that they observed a teen aged female walking on Wilcox with a yellow car following close behind. The caller decided to call when they asked the teen if she knew the person in the car and teen reported that she did not. Contact was made with the teen and the driver of the yellow car. The driver of the yellow car was the mother of the teen walking. The teen reported that she was upset with her mom and wanted to walk home.

On January 27, I responded with Delhi Fire to a bus / car accident. As the bus was waiting at a stop sign a car behind the bus was not able to stop hitting the rear of the bus. The driver of the vehicle reported that she could not stop due to the slippery roads, and when driver realized that they could not stop they turned the wheel to try and avoid the bus. There was minor damage to the bus and moderate damage to the car. None of the children, the bus driver nor the occupants of the car were injured. The driver was cited for fail to yield.



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Greg S. Harless
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To: Lieutenant Hull

From: Deputy Rowley 5378

Date: February 5, 2016

Re: January 2016 Monthly Report

Statistics:

Traffic Stops: 5

Citations: 4

Verbal Warning: 1

Arrests: 1 Domestic Assault

DDA Business Checks: 84

My primary focus in the month of January was to introduce myself to the businesses of the DDA. This provided me the opportunity to learn the layout of the businesses themselves and the security measures currently in place. By meeting the owners and staffs at the various businesses it allowed me to hear their concerns and visions of future development. I took this time to update the ICSO Business Contact Data Sheets for these businesses.

There are 413 businesses in the DDA and completing eighty of these data sheets gives me a good start to the ultimate task of finishing all before summer begins. These data sheets update the current contact information for the business including the hours of operation, the alarm company, hazard codes, handicap codes, fire detection system, safe on location, lights on after hours and the building broker information. Once completed the data sheets will be updated for ICSO Dispatch so the most current information regarding a business is available to deputies in the field.

As a total for the month of January 2016 I completed sixteen abandoned vehicle reports for Delhi Township. These sixteen abandoned vehicle reports allow the licensed custodians within Delhi Township to process, repair or remove these vehicles so they do not become an eyesore or hazard to businesses and residents of the township.

On January 6, 2016 I provided coverage at the Holt Jr. High School for the majority of my shift. This additional coverage was in response to a threat of violence located on school property. This threat was investigated by the Delhi School Resource Officer and forwarded to the Delhi Division Detective Bureau for further investigation.

On January 7, 2016 I received a report of firearms larceny at Total Firearms on N. Cedar St. Following my investigation and interviews, no suspects or focuses timeline could be narrowed down for further follow up. The two pistols were entered as stolen into LEIN and a copy of the incident report was forwarded to the Bureau of Alcohol, Tobacco, Firearms and Explosives offices in Grand Rapids and Detroit for review.

January 11, 2016 I responded to a fight call at the El Valle Restaurant on N. Aurelius Rd during open business hours. I completed the investigation and arrested the owner of El Valle for domestic assault of her boyfriend/employee in the kitchen.

January 20, 2016 I was honored and pleased to provide a Citizens Safety speech at the Kiwanas Club in Mason. The members of the Kiwanas showed me their focus on contributions to their community through volunteering and giving. I thank them for the opportunity and their hospitality.

On January 21, 2016 I began to mentor a student at Edtrek-Holt Public Schools. Edtrek is an alternative to graduation through Holt Public Schools. This mentoring is every Thursday and lasts for an hour and a half. It has become one of my most gratifying experiences to date while working in Delhi Township.

January 20th through January 29th my primary focus was business checks and the contact data sheets. During these seven working days I was able to complete seventy-one business checks and update contact information.

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TO: Lt. Dennis Hull
FROM: Deputy Cheryl Huhn #5430
DATE: 2/5/16
RE: January 2016 Monthly

STATISTICS:

Comm. Policing Hours:	21.0
Complaints taken:	17
Training:	16
Traffic stops:	3
Citations issued:	4
Arrests:	2
Contacts (school):	6
Contacts (business):	9

COMMUNITY POLICING ACTIVITY:

During the month of January, I started going through all of the Neighborhood Watch files trying to update the contact information. I sent out an email to the neighborhood watch contacts that I had information for. I advised in the email that I was trying to update the contact list and I wanted to try and schedule neighborhood watch meetings with each group. I would like to try to initiate attending meetings with the neighborhood watch captains at least one time each quarter if not more if it is desired.

I went to Huntley Villa and make contact with Audrey and Andrea in the management office. Both advised that they did not know of any problems that were going on in their area.

I made contact at Delhi Manor with Lisa Peck and Ashley Gould. They advised that they are having problems with the residents that live in lot #37. I spoke with one of the tenants from Lot #37 while I was in the management office. The tenant was given the proper information on how to go about getting a personal protection order against the mother of his children and the eviction process. The following day I responded back to lot #37 and did a civil standby while the tenant removed his property from the residence. They were no issues. The tenant moved to a different lot inside of Delhi Manor.

I made contact with Tracy and Denise at Windmill Trailer park. There were no current issues that had been reported to the office.

On January 15th I assisted Probation Officer Jesse Besonen from 55th District Court with Operation Day hawk. Day hawk is where we go around to different residences within the township and check on individuals that are currently in sobriety court. Day hawk is always a random check and the probationer is not notified prior to our contact. If contact is made with the Probationer, they are required to submit to a preliminary breath test on site. If they are not home, due to work, etc. then a notice is posted on their door and then they have to go to a testing center and submit to a test by the next day. We went to 9 different residences and all probations that we had contact with were compliant.

During the month of January I patrolled several neighborhoods looking for traffic violations and suspicious activity. I assisted Deputy Mary Hull with maintaining the Ingham County Sheriff's Office // Delhi Division Facebook webpage.

As of January 27th I have been elected by the Sheriff's Office to be the Liaison Officer to assist with the Sobriety Court Program at 55th District Court. This is a great opportunity to be able to get to know the individuals that are currently going through Sobriety Court. I will be able to conduct random checks on the probationers that reside within the Township to make sure they are staying on track with the program. I will know who is on probation and I will be able to provide them with resources if needed. The individuals who are in the program volunteered to join the program. The program consists of 4 phases that must be completed before the individual is qualified to graduate from the program. All of the individuals are in the program because they have been arrested for some sort of substance abuse violation with either drugs and or alcohol.

I assisted Deputy Mary Hull with conducting lockdown drills at Sycamore Elementary. I assisted Deputy Hull with extra patrols at the Junior High School and the Holt High School when there were bomb threats written on the bathroom walls.

OTHER MATTERS

During the month of January I responded to 17 calls for service. Some of these calls included an assault, civil disputes, alarms, fraud, parking complaints, welfare checks, weapon complaints, assist other agencies and multiple vehicle accidents.

On January 8th I assisted Eaton County Child Protective Services worker with an abuse investigation at 1303 N Edgar Rd. The person interviewed by the work had multiple warrants for her arrest out of 55th District Court and 30th Circuit Ct. The female was taken into custody on the warrants and she was lodged at the Ingham County Jail.

On January 11th I took a walk in fraud complaint at the Delhi Township Office. The victim reported that someone used her Verizon Wireless account to purchase two apple I-phones at the Sam's Club in Royal Oak, MI. The victim's account was credited for the fraudulent transactions. No suspects were identified in the case.

On January 11th I took a walk in neighbor complaint at the Delhi Township Office. The reporting party advised that she lives in a duplex on Elliott St. The reporting party advised that the neighbor's next door are always very loud and it has caused her to develop a couple of medical conditions. I spoke with the landlord of the duplex. The landlord advised that he is aware of the issues and he is in the process of evicting some of the tenants that are causing problems. I spoke with all parties involved with the allegation and they advised that they would leave each other alone. There is a civil case pending at 55th District Court reference this complaint.

On January 15th I responded to the Holt High School North Campus for a weapons complaint. A student had a keychain of mace spray on her keys. The mace was sprayed when the student was showing another student how to use the spray. The school was temporarily evacuated until the mace dissipated. There was no intent use the mace as a weapon. Mace is considered a weapon on school property. The student was suspended. Delhi Fire Department was on scene at the school. No one needed medical treatment or needed to be transported to the hospital.

On January 21st I took a walk in complaint at the Delhi Township Office. A female wanted to report a possible PPO violation but it ended up being a child custody issue. All parties involved were advised that the Sheriff's Office would not get involved with child custody orders unless there was an apprehension order to remove the child.

On January 25th I responded to Kathy Court for a parking complaint. There was a trailer park in the roadway. The trailer was facing against the flow of traffic. The trailer did not have a license plate and it was a hazard. I made contact with the owner of the trailer. The trailer was moved off from the roadway and the owner was cited under township ordinance.

On January 28th I took an assault complaint that happened at 4800 Nichols Rd. The assault stemmed from a child custody issue where the child's grandmothers guardianship rights were terminated. The biological mother came to a daycare and provided the daycare with an ex parte order. The biological mother took her daughter back to her

residence in Detroit. While the child was getting picked up, the child's aunt and the grandmother got into a physical altercation. No one was hurt during the assault. Charges are being sought through the prosecutor's office.

On January 28th I responded to check the welfare of a subject at 4330 Keller Rd. The subject made suicidal statements when he was drinking. The subject was currently on probation and had a warrant out for his arrest. Contact was made with the subject and he was not suicidal. The male was taken into custody on the warrant and he was lodged at the Ingham County Jail.

Respectfully submitted,

Deputy Cheryl Huhn #5430



Delhi Township Fire Department Monthly Report

January, 2016

Total Calls

	<i>Delhi</i>	<i>Alaiedon</i>	<i>Total</i>
EMS / Medical	197	0	197
Fire / Rescue	51	1	52
Total Calls	248	1	249
Staff Hours	544.67	.75	545.42

Total calls in 2015: 249

Total calls for 2015:3,342

Inspections

Commercial Fire Inspections – 1

Plan Reviews – 1 (including Alaiedon)

Training

230 Personnel participated in 258.25 Hours of Training

Mutual Aid: Given – 20 Received –21 Auto Aid- 22
Overlapping Calls - 54

Miscellaneous

- January 10 Motor vehicle collision Holt and Gilbert.
- January 14 Stove fire 2100 Blk. Bertha minimal damage.
- January 19 Vehicle fire 1100 Blk. Wildflower total loss
- January 22 Building fire 1700 Blk. Waverly total loss
- January 23 Garage fire 1800 Blk. Hamilton fire and smoke damage
- January 30 Building fire 2200 Blk. Main Street fire and smoke damage

DELHI CHARTER TOWNSHIP
Department of Community Development

January 2016 Activity Report

New Permits:

Category	DDA Area Permits	Total Permits	Total Inspections
Building	5	40	116
Electrical	2	29	58
Mechanical	6	59	125
Plumbing	5	29	85
Totals	18	157	384

Soil Erosion Permits & APA Projects:

Category	DDA Area Permits	Total Permits/New Projects	Total Inspections
Soil Erosion	3	7	0
Soil Erosion Waivers	0	4	0
APA Projects	0	4	0
Totals	3	15	0

New Code Enforcement Cases:

Category	DDA Area Cases	Total Cases
Building Maintenance	0	3
Fence Violation	0	0
Junk & Debris	0	1
Junk Vehicles	0	0
Miscellaneous	0	0
Noxious Weeds	0	0
Sidewalk Snow	2	12
Sign	0	0
Site Plan	0	0
Yard Parking	2	2
Improper Zoning Use	0	0
Totals	4	18
Total # of Inspections	41	

Rental Program Information:

Number of New Registered Rental Properties	6
Number of Rental Re-inspections	70
Number of Rental Investigations	0
Number of Rental Cycle Inspections	87

Civil Infraction/Abatement Information:

Abatement/Clean-ups	2
<i>Abatement/Clean-up Fees Issued Year to Date</i>	\$228.95
Civil Infractions Issued	1
<i>Civil Infraction Fines Issued</i>	\$100.00

DELHI CHARTER TOWNSHIP

Building Permit Details

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?
COMMERCIAL ALTERATION						
PB16-011	2546 E JOLLY ROAD SUITE 4	SUSAN HOANG NAIL SALON	<i>1200 SQ FT COMMERCIAL REMODEL</i>	\$30,000	\$231.00	
PB16-018	4265 FIVE OAKS DRIVE	MOORE TROSPER CONSTRUCTION	<i>RENOVATION TO INTERIOR, TWO SMALL ADDITIONS UNDER EXISTING ROOF STRUCTURE, NEW WINDOWS</i>	\$388,537	\$2,995.30	Y
PB16-032	3960 PATIENT CARE DRIVE STE 113	VISION QUEST CONSULTING	<i>DOCTOR OFFICE REMODEL</i>	\$110,000	\$847.00	Y
COMMERCIAL ALTERATION				\$528,537	\$4,073.30	Total: 3
COMMERCIAL MISCELLANEOUS						
PB16-012	2530 E JOLLY ROAD	BRANDEL ROOFING	<i>TEAR OFF AND RE-ROOF</i>	\$8,000	\$60.00	Y
PB16-013	2775 EATON RAPIDS ROAD	BRANDEL ROOFING	<i>TEAR OFF AND RE-ROOF</i>	\$8,000	\$60.00	
PB16-029	2181 WEST BOULEVARD	AT&T	<i>REPLACING THREE ANTENNAS ON EXISTING TELECOM TOWER</i>	\$0	\$60.00	
COMMERCIAL MISCELLANEOUS				\$16,000	\$180.00	Total: 3
MOBILE HOME IN PARK						
PB16-019	4075 HOLT ROAD # 043	MOBILE AND MODULAR HOMES, INC.	<i>MOBILE HOME SET-UP</i>	\$0	\$180.00	
PB16-020	4075 HOLT ROAD # 080	MOBILE AND MODULAR HOMES, INC.	<i>MOBILE HOME SET-UP</i>	\$0	\$180.00	
PB16-021	4075 HOLT ROAD # 092	MOBILE AND MODULAR HOMES, INC.	<i>MOBILE HOME SET-UP</i>	\$0	\$180.00	
PB16-022	4075 HOLT ROAD # 105	MOBILE AND MODULAR HOMES, INC.	<i>MOBILE HOME SET-UP</i>	\$0	\$180.00	
PB16-023	4075 HOLT ROAD # 122	MOBILE AND MODULAR HOMES, INC.	<i>MOBILE HOME SET-UP</i>	\$0	\$180.00	
PB16-024	4075 HOLT ROAD # 206	MOBILE AND MODULAR HOMES, INC.	<i>MOBILE HOME SET-UP</i>	\$0	\$180.00	

DELHI CHARTER TOWNSHIP

Building Permit Details

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?
PB16-025	4075 HOLT ROAD # 252	MOBILE AND MODULAR HOMES, INC.	MOBILE HOME SET-UP	\$0	\$180.00	
PB16-026	4075 HOLT ROAD # 274	MOBILE AND MODULAR HOMES, INC.	MOBILE HOME SET-UP	\$0	\$180.00	
PB16-027	4075 HOLT ROAD # 287	MOBILE AND MODULAR HOMES, INC.	MOBILE HOME SET-UP	\$0	\$180.00	
PB16-035	2700 EATON RAPIDS ROAD #003	MOBILE AND MODULAR HOMES, INC.	MOBILE HOME SET-UP	\$0	\$180.00	
PB16-036	2700 EATON RAPIDS ROAD #009	MOBILE AND MODULAR HOMES, INC.	MOBILE HOME SET-UP	\$0	\$180.00	
PB16-037	2700 EATON RAPIDS ROAD #041	MOBILE AND MODULAR HOMES, INC.	MOBILE HOME SET-UP	\$0	\$180.00	
PB16-038	2700 EATON RAPIDS ROAD #183	MOBILE AND MODULAR HOMES, INC.	MOBILE HOME SET-UP	\$0	\$180.00	
PB16-039	2700 EATON RAPIDS ROAD #289	MOBILE AND MODULAR HOMES, INC.	MOBILE HOME SET-UP	\$0	\$180.00	
MOBILE HOME IN PARK				\$0	\$2,520.00	Total: 14
RESIDENTIAL ALTERATION						
PB16-014	692 N EDGAR ROAD	COMMUNITY BUILDING SERVICES LLC	BATHROOM REMODEL	\$5,000	\$60.00	
PB16-033	4598 GROVE STREET	L & L FAMILY CONSTRUCTION LLC	REPAIRING EXISTING SHED	\$4,000	\$60.00	
PB16-034	5966 HARPER ROAD	K FEDEWA BUILDERS INC	FINISHING BASEMENT - ONLY ONE BEDROOM IN BASEMENT. THERE IS ONLY ONE EGRESS WINDOW.	\$32,160	\$231.00	

DELHI CHARTER TOWNSHIP

Building Permit Details

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	# of Permits
RESIDENTIAL ALTERATION				\$41,160	\$351.00	Total:	3
RESIDENTIAL DWELLING/GARAGE							
PB16-016	1992 CROSSROADS DRIVE	COUNTRY VIEW ESTATES LLC	CONSTRUCTING SINGLE FAMILY HOME	\$193,020	\$1,358.00		
PB16-017	6475 FIREFLY DRIVE	ROZEN CONSTRUCTION	CONSTRUCTING SINGLE FAMILY HOME	\$235,948	\$1,652.00		
PB16-030	1701 JUNIPER PLACE	ALLEN EDWIN HOMES	CONSTRUCTING SINGLE FAMILY HOME	\$227,539	\$1,596.00		
PB16-031	3629 BEAL LANE	MAYBERRY HOMES, INC.	CONSTRUCTING SINGLE FAMILY HOME	\$253,066	\$1,778.00		
PB16-040	3973 SIERRA HEIGHTS	RUSSELL, JOHN	CONSTRUCTING SINGLE FAMILY HOME	\$188,736	\$1,323.00	Y	
RESIDENTIAL DWELLING/GARAGE				\$1,098,309	\$7,707.00	Total:	5
RESIDENTIAL MISCELLANEOUS							
PB16-002	4075 HOLT ROAD # 043	MOFFIT CONSTRUCTION	EXTEND EXISTING SLABS TO ACCOMMODATE A LARGER HOME	\$0	\$60.00		
PB16-003	4075 HOLT ROAD # 080	MOFFIT CONSTRUCTION	EXTEND EXISTING SLABS TO ACCOMMODATE A LARGER HOME	\$0	\$60.00		
PB16-004	4075 HOLT ROAD # 092	MOFFIT CONSTRUCTION	EXTEND EXISTING SLABS TO ACCOMMODATE A LARGER HOME	\$0	\$60.00		
PB16-005	4075 HOLT ROAD # 105	MOFFIT CONSTRUCTION	EXTEND EXISTING SLABS TO ACCOMMODATE A LARGER HOME	\$0	\$60.00		
PB16-006	4075 HOLT ROAD # 122	MOFFIT CONSTRUCTION	EXTEND EXISTING SLABS TO ACCOMMODATE A LARGER HOME	\$0	\$60.00		
PB16-007	4075 HOLT ROAD # 206	MOFFIT CONSTRUCTION	EXTEND EXISTING SLABS TO ACCOMMODATE A LARGER HOME	\$0	\$60.00		
PB16-008	4075 HOLT ROAD # 252	MOFFIT CONSTRUCTION	EXTEND EXISTING SLABS TO ACCOMMODATE A LARGER HOME	\$0	\$60.00		
PB16-009	4075 HOLT ROAD # 274	MOFFIT CONSTRUCTION	EXTEND EXISTING SLABS TO ACCOMMODATE A LARGER HOME	\$0	\$60.00		
PB16-010	4075 HOLT ROAD # 287	MOFFIT CONSTRUCTION	EXTEND EXISTING SLABS TO ACCOMMODATE A LARGER HOME	\$0	\$60.00		

DELHI CHARTER TOWNSHIP

Building Permit Details

of
Permits

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	
PB16-028	3120 PINE TREE ROAD	PALMER CONSTRUCTION SERVICES LLC	TEAR OFF AND RE-ROOF	\$8,000	\$60.00	Y	
RESIDENTIAL MISCELLANEOUS				\$8,000	\$600.00		Total: 10
RESIDENTIAL STORAGE/GARAGE							
PB16-001	2049 COLLEGE ROAD	LAM, MICHAEL	REPLACING SHED ON EXISTING SLAB BEHIND RESIDENCE	\$6,880	\$150.00		
PB16-015	5747 HARPER ROAD	QUALITY REMODELING	CONSTRUCTING 40' X 60' POLE BARN	\$45,600	\$210.00		
RESIDENTIAL STORAGE/GARAGE				\$52,480	\$360.00		Total: 2
Totals:				\$1,744,486	\$15,791.30		40

Permit.DateIssued Between 1/1/2016 12:00:00 AM AND
1/31/2016 11:59:59 PM
AND
Permit.PermitType = Building OR
Permit.PermitType = Sign

SUMMARY OF CONSTRUCTION VALUES

Year	2010		2011		2012		2013		2014		2015	
Type	Total Permits	Total Value	Total Permits	Total Value	Total Permits	Total Value	Total Permits	Total Value	Total Permits	Total Value	Total Permits	Total Value
Commercial Addition, Alteration & Commercial Misc	27	\$ 1,665,320.00	37	\$1,029,347.00	38	\$3,549,664.00	37	\$3,970,461.00	29	\$1,475,494.00	40	\$ 2,009,133.00
Commercial New Structures	3	\$ 1,712,188.00	5	\$3,951,772.00	4	\$906,716.00	1	\$396,560.00	3	\$164,680.00	7	\$ 1,401,179.00
Commercial Sub-Totals	30	\$ 3,377,508.00	42	\$ 4,981,119.00	42	\$ 4,456,380.00	38	\$4,367,021.00	32	\$1,640,174.00	47	\$ 3,410,312.00
Deck, Fence, Pool, Residential Misc, Residential Storage/Garage, Demolition, Sign, Sign Business, Sign Grand Openings	372	\$ 2,103,596.00	233	\$ 1,262,153.00	243	\$ 1,097,292.00	305	\$ 1,433,877.00	295	\$ 1,270,494.00	332	\$ 1,480,872.00
Pre-Manufactured Home, Residential Condo w/Garage, Residential Dwelling, Residential Dwelling/Garage	37	\$ 5,998,675.00	28	\$ 3,849,279.00	25	\$ 3,065,174.00	37	\$ 7,191,454.00	59	\$ 10,028,527.00	168	\$ 16,725,746.00
Residential Addition, Residential Alteration	51	\$ 1,105,827.00	46	\$ 1,021,182.00	48	\$ 1,055,333.00	46	\$ 774,740.00	47	\$ 984,157.00	50	\$ 1,031,243.00
Residential Multiple Family & Apartment Units	2	\$ 1,237,795.00	3	\$ 3,694,734.00	0	\$ -	3	\$ 4,098,671.00	5	\$ 6,512,129.00	9	\$ 6,982,113.00
Residential Sub-Totals	462	\$ 10,445,893.00	310	\$ 9,827,348.00	316	\$ 5,217,799.00	391	\$ 13,498,742.00	406	\$ 18,795,307.00	559	\$ 26,219,974.00

2016 Year to date Construction Values:

Commercial / Industrial:	\$ 544,537.00
Residential:	\$ 1,199,949.00
Total Single Family Homes:	5

DELHI CHARTER TOWNSHIP BOARD MEETING

2074 Aurelius Road, Holt 48842 (517) 694-2137

Tuesday, February 16, 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 February 2, 2016
- b) Approval of Minutes – Regular Meeting of February 2, 2016
- c) Approval of Claims – February 2, 2016
- d) Approval of Payroll – February 11, 2016

Zoning and Development

New Business

2. Proposed Delhi Township Ordinance No. 129 – Consumers Energy Company Gas Franchise, Second Consideration
3. Agreement for Fire Services between Delhi Charter Township and Alaiedon Township
4. Memorandum of Understanding between Delhi Charter Township and Meridian Township for Fire Services within Alaiedon Township
5. Memorandum of Understanding between Delhi Charter Township and the City of Mason for Fire Services within Alaiedon Township

Items Removed From Consent Agenda For Discussion

Late Agenda Items

- 6.
- 7.
- 8.

Reports

9. Supervisor:
10. Treasurer:
11. Clerk:
12. Trustees:
13. 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 FEBRUARY 2, 2016**

The members of the Delhi Charter Township Committee of the Whole met on Tuesday, February 2, 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 Jon Harmon, John Hayhoe, Megan Ketchum, DiAnne Warfield

Members Absent: None

BUSINESS

SAW GRANT QUARTERLY UPDATE

The Board reviewed a letter dated January 8, 2016 from Karyn Stickel of Hubbell, Roth and Clark, Inc. (ATTACHMENT I).

James Burton, V.P. of Hubbell, Roth and Clark, Inc., gave a quarterly update of the SAW Grant. Mr. Burton stated that the program is proceeding very well and the overall costs are closely on track.

PROPOSAL FOR PROFESSIONAL ENGINEERING SERVICES FOR RAM TRAIL PHASE II PROJECT DESIGN – HUBBELL, ROTH & CLARK, INC.

The Board reviewed a memorandum dated January 29, 2016 from Tracy Miller, Director of Community Development (ATTACHMENT II).

Tracy Miller, Director of Community Development, stated that the Township will receive Congestion Mitigation Air Quality (CMAQ) funding, available October 1, 2016, in the amount of \$696,440 for the construction of Phase II of the Ram Trail.

Design engineering for this project will have to begin as soon as possible if the CMAQ funding is to be used for the construction of Ram Trail Phase II. The proposal before the Board this evening is for the design work for the non-motorized pathway in addition to a sidewalk along the north side of Holt Road that connects to the existing sidewalk at Heatherton Drive in hopes that the sidewalk can be constructed at the same time as the Ram Trail Phase II. If it is not financially feasible to construct the sidewalk at that time, doing the design work now will position the Township to utilize CMAQ or other funding that may be available in the future.

Ram Trail Phase II will connect to the Ram Trail at the Eifert/Holt Road Intersection, head northeast through the Township owned property and connect to Jaycee Park.

Trustee Harmon asked what the total cost for this project would be, minus the CMAQ funding. Ms. Miller stated that if the Township accepts the CMAQ funding they are obligated to the 20% match of \$174,110 plus all design and construction engineering expenses.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE MEETING HELD ON FEBRUARY 2, 2016**

KIWANIS PARK PAVILION GRANT UPDATE

Mark Jenks, Director of Parks and Recreation, gave an update on the Kiwanis Park Pavilion Grant. Mr. Jenks stated that the Township was recommended for the Land and Water Conservation Fund grant of \$100,000 which requires a \$200,000 match from the Township.

DEPARTMENT OF PUBLIC SERVICES – JANUARY ACTIVITY REPORT

The Board reviewed the January Department of Public Services Activity Report (ATTACHMENT III).

PUBLIC COMMENT – None

ADJOURNMENT

Meeting adjourned at 7:16 p.m.

Date: February 16, 2016

Evan Hope, Township Clerk

Date: February 16, 2016

C.J. Davis, Supervisor

/af

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON FEBRUARY 2, 2016**

Delhi Charter Township Board of Trustees met in a regular meeting on Tuesday, February 2, 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 Jon Harmon, John Hayhoe, Megan Ketchum, DiAnne Warfield

Members Absent: None

COMMENTS FROM THE PUBLIC – None

SET/ADJUST THE AGENDA

Hope moved to move Agenda Item No. 6 (Cartago Drive Sewer Service Engineering Services Proposal – Hubbell, Roth & Clark, Inc.) & 7 (Proposal for Professional Engineering Services for Ram Trail Phase II Project Design – Hubbell, Roth & Clark, Inc.) to take place after Item No. 1 (Consent Agenda).

A Voice Poll was recorded as follows:

All Ayes

MOTION CARRIED

CONSENT AGENDA

- A. Approval of Minutes – Regular Meeting of January 5, 2016
- B. Approval of Claims – January 5, 2016 (ATTACHMENT I)
- C. Approval of Claims – January 19, 2016 (ATTACHMENT II)
- D. Approval of Payroll – January 14, 2016 (ATTACHMENT III)
- E. Approval of Payroll – January 28, 2016 (ATTACHMENT IV)
- F. Utility Agreement for Sanitary Sewer between Delhi Township and Prestwick Village Limited Dividend Housing Association LLC – Prestwick Village Apartments (ATTACHMENT V)

Harmon moved to approve the Consent Agenda as presented.

A Roll Call Vote was recorded as follows:

Ayes: Harmon, Hayhoe, Hope, Ketchum, Sweet, Warfield, Davis

MOTION CARRIED

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON FEBRUARY 2, 2016**

NEW BUSINESS

CARTAGO DRIVE SEWER SERVICE ENGINEERING SERVICES PROPOSAL – HUBBELL, ROTH & CLARK, INC.

The Board reviewed a memorandum dated January 29, 2016 from Twp. Mgr. Elsinga (ATTACHMENT VI).

Hayhoe moved to approve the Cartago Drive Sewer Service Engineering Services Proposal from Hubbell, Roth and Clark, Inc. in the estimated amount of \$33,700 and to proceed with Option 1 at an estimated cost of \$108,050 to install the necessary check and isolation valves on Cartago Drive.

A Roll Call Vote was recorded as follows:

Ayes: Warfield, Davis, Harmon, Hayhoe, Hope, Ketchum, Sweet

MOTION CARRIED

PROPOSAL FOR PROFESSIONAL ENGINEERING SERVICES FOR RAM TRAIL PHASE II PROJECT DESIGN – HUBBELL, ROTH & CLARK, INC.

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

Hope moved to approve the Proposal for Professional Engineering Services from Hubbell, Roth and Clark, Inc. in the amount of \$125,670 for the Ram Trail Phase II Project Design.

A Roll Call Vote was recorded as follows:

Ayes: Davis, Harmon, Hayhoe, Hope, Ketchum, Sweet, Warfield

MOTION CARRIED

ZONING AND DEVELOPMENT

REZONE CASE NO. 15-882 – 2450 DELHI COMMERCE DRIVE – TAX PARCEL #33-25-05-15-226-026 – C-2, GENERAL BUSINESS TO C-3, HIGHWAY SERVICE (PROPOSED ZONING ORDINANCE NO. 626)

The Board reviewed a memorandum dated January 26, 2016 from Tracy Miller, Director of Community Development (ATTACHMENT VIII).

Harmon moved to approve the rezoning of Case No. 15-882 for property located at 2450 Delhi Commerce Drive, Tax Parcel #33-25-05-15-226-026, from C-2: General Business to C-3: Highway Service, as recommended by the Planning Commission at its January 11, 2016 meeting, based on it being consistent with purpose and intent of the Zoning Ordinance, being compatible with the existing and anticipated development in the area, and pursuant to the Master Plan (Zoning Ordinance No. 626).

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON FEBRUARY 2, 2016**

Brent A. Titus, 313 S. Washington Square, Lansing, a representative of the applicant, was present.

Trustee Harmon stated that conversation took place at the Planning Commission meeting how in the past, properties were not re-zoned until there was an occupant for the building. By re-zoning this parcel there is a possibility that the other C-2 property owners in the area will request re-zoning to C-3 until the entire area is changed from C-2 to C-3 zoning. Ms. Miller stated that it would be inappropriate to wait for an end-user to be identified to base the re-zoning decision purely on that.

Clerk Hope stated that if this area needs to be re-zoned to be more successful and if this item passes this evening, it would set the tone for other property owners who feel it would be beneficial for them to re-zone their property.

A Roll Call Vote was recorded as follows:

Ayes: Hayhoe, Hope, Ketchum, Sweet, Warfield, Davis, Harmon

MOTION CARRIED

**REZONE CASE NO. 15-883 – 2046 DEPOT STREET – TAX PARCEL
#33-25-05-13-351-018 – C-2, GENERAL BUSINESS AND R-1E, ONE-FAMILY HIGH DENSITY
RESIDENTIAL TO IA, INDUSTRIAL ASSEMBLY (PROPOSED ZONING ORDINANCE NO.
627)**

The Board reviewed a memorandum dated January 26, 2016 from Tracy Miller, Director of Community Development (ATTACHMENT IX).

Warfield moved to approve the rezoning of Case No. 15-883 for a portion of property located at 2046 Depot Street, Tax Parcel #33-25-05-13-351-018, from C-2: General Business and R-1E: One Family High-Density Residential to IA: Industrial Assembly, as recommended by the Planning Commission at their January 11, 2016 meeting, based on it being consistent with purpose and intent of the Zoning Ordinance, being compatible with the existing and anticipated development in the area, and pursuant to the Master Plan (Zoning Ordinance No. 627).

Trustee Sweet left the meeting at 7:52 p.m.

A Roll Call Vote was recorded as follows:

Ayes: Hope, Ketchum, Warfield, Davis, Harmon, Hayhoe

Absent: Sweet

MOTION CARRIED

Trustee Sweet returned to the meeting at 7:54 p.m.

NEW BUSINESS cont'd

SPARTAN SPEEDWAY 2016 RACE SCHEDULE

The Board reviewed a memorandum dated January 14, 2016 from Twp. Mgr. Elsinga (ATTACHMENT X).

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON FEBRUARY 2, 2016**

Hayhoe moved to approve the 2016 Race Schedule for Spartan Speedway (Exhibit A).

A Roll Call Vote was recorded as follows:

Ayes: Ketchum, Sweet, Warfield, Davis, Harmon, Hayhoe, Hope

MOTION CARRIED

PROPOSED TOWNSHIP ORDINANCE NO. 129 – CONSUMERS ENERGY COMPANY GAS FRANCHISE, INTRODUCTION AND FIRST CONSIDERATION

The Board reviewed a memorandum dated January 28, 2016 from Twp. Mgr. Elsinga (ATTACHMENT XI).

Warfield moved upon introduction and first consideration, to adopt Township Ordinance No. 129 – Consumers Energy Company Gas Franchise.

A Roll Call Vote was recorded as follows:

Ayes: Sweet, Warfield, Davis, Harmon, Hayhoe, Hope, Ketchum

MOTION CARRIED

RESOLUTION NO. 2016-001 – DELHI TOWNSHIP POVERTY EXEMPTION GUIDELINES

The Board reviewed a memorandum dated January 27, 2016 from John Elsinga, Twp. Mgr. (ATTACHMENT XII).

Hope moved to adopt Resolution No. 2016-001, which amends the Minimum Income Standards and Maximum Asset Standards Poverty Guidelines for exemptions from property taxes.

A Roll Call Vote was recorded as follows:

Ayes: Harmon, Hayhoe, Hope, Ketchum, Sweet, Warfield, Davis

MOTION CARRIED

REPORTS

TREASURER

Treasurer Sweet 4th Quarter Investment Report

Treasurer Sweet reported on the 4th Quarter Investment Report (ATTACHMENT XIII).

TOWNSHIP MANAGER

Twp. Mgr. Elsinga reported on a transfer that was made from the Other Functions budget to the Elections Budget to cover postage.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON FEBRUARY 2, 2016**

LIMITED PUBLIC COMMENTS – None

ADJOURNMENT

Meeting adjourned at 7:58 p.m.

Date: February 16, 2016

Evan Hope, Township Clerk

Date: February 16, 2016

C.J. Davis, Supervisor

/af

SUBJECT TO APPROVAL

ACCOUNTS PAYABLE APPROVAL

February 2, 2016

I. Certification of Authorized Signatures: The attached Check Register and Invoice Distribution Report encompass checks dated February 2, 2016 numbered 90757 thru 90819 & ACH 4009 thru 4027. Every invoice has a payment authorizing signature(s).

Dated: February 2, 2016

Lora Behnke, Accounting Clerk

II. Certification of Fund Totals:

The attached Invoice Distribution Report and Check Register for checks dated February 2, 2016 show payments made from the following funds:

General Fund	\$	86,724.45
Fire Fund		9,798.60
Police Fund		213,942.75
Fire Equip. & Apparatus Fund		60.23
Water Improvement Fund		164.00
Downtown Development Fund		5,047.74
Sewer Fund		149,653.64
Local Site Remediation Fund		3,310.40
Trust & Agency Fund		431.78
Grand Total	\$	<u>469,133.59</u>

Includes the following to be reimbursed from separate bank accounts:

Employee Flexible Spending Acct \$ 431.78

Dated: February 2, 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. (\$41,222.17 to Gawne Trucking for Land Application of Biosolids, 4/19/11, \$72,616.00 to Vandenburg Builders for Lagoon Site Bldg Replacement, 8/18/15)

Dated: February 2, 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 February 16, 2016 a motion was made by _____ and passed by ___ yes votes and ___ no votes (_____ absent) that the list of claims dated February 2, 2016, was reviewed, audited and approved

Evan Hope, Township Clerk

INVOICE GL DISTRIBUTION REPORT FOR DELHI CHARTER TOWNSHIP
 EXP CHECK RUN DATES 01/20/2016 - 02/02/2016

Vendor	Invoice Line Desc	Amount
Fund 101 GENERAL FUND		
Dept 000.00		
CITY OF MASON	STANDBY FEE	513.85
CITY OF MASON	FIRE RUN OKEMOS RD	600.00
MERIDIAN TOWNSHIP FIRE	ALAIEDON STANDBY FEE DECEMBER	918.66
MERIDIAN TOWNSHIP FIRE	SMOKE DETECTOR ACTIVATION	600.00
MATTHEW WOOTEN	REFUND OF CANCELLED AFLAC POLICY	50.31
PUNNAM, SUJEETH R & A	REFUND INSPECTION OVERPAYMENT	50.00
	Total For Dept 000.00	2,732.82
Dept 101.00 LEGISLATIVE		
HARTFORD LIFE INSURANCE	TRUSTEES LIFE INSURANCE FEBRUARY	25.50
	Total For Dept 101.00 LEGISLATIVE	25.50
Dept 171.00 MANAGER		
DELTA DENTAL PLAN OF	DENTAL INSURANCE FEBRUARY	295.46
HARTFORD LIFE INSURANCE	LIFE INSURANCE FEBRUARY	96.90
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE FEBRUARY	144.53
VERIZON WIRELESS	CELLULAR JANUARY	49.98
	Total For Dept 171.00 MANAGER	586.87
Dept 191.00 ACCOUNTING		
DELTA DENTAL PLAN OF	DENTAL INSURANCE FEBRUARY	43.07
HARTFORD LIFE INSURANCE	LIFE INSURANCE FEBRUARY	23.80
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE FEBRUARY	35.33
MGFOA	MGFOA/MMTA SEMINAR/MEREDITH	103.00
	Total For Dept 191.00 ACCOUNTING	205.20
Dept 215.00 CLERK		
DELTA DENTAL PLAN OF	DENTAL INSURANCE FEBRUARY	391.81
HARTFORD LIFE INSURANCE	LIFE INSURANCE FEBRUARY	85.85
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE FEBRUARY	101.87
VERIZON WIRELESS	CELLULAR JANUARY	50.09
	Total For Dept 215.00 CLERK	629.62
Dept 228.00 INFORMATION TECHNOLOGY		
INTERSTATE ALL BATTERY	6 UPS BATTERIES	173.94
APPLICATION SPECIALIST	ASK TOTAL CARE - MONTHLY	4,600.00
VERIZON WIRELESS	CELLULAR JANUARY	49.98
	Total For Dept 228.00 INFORMATION TECHNOLOGY	4,823.92
Dept 253.00 TREASURERS		
DELTA DENTAL PLAN OF	DENTAL INSURANCE FEBRUARY	214.73
HARTFORD LIFE INSURANCE	LIFE INSURANCE FEBRUARY	45.89
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE FEBRUARY	68.16
BRINK'S INCORPORATED	BRINKS SERVICES/JANUARY	597.81
DELHI TOWNSHIP TREASURER	12/23/2015 MILEAGE/TEBEAU	10.93
	Total For Dept 253.00 TREASURERS	937.52

Dept 257.00 ASSESSING		
DELTA DENTAL PLAN OF	DENTAL INSURANCE FEBRUARY	348.73
HARTFORD LIFE INSURANCE	LIFE INSURANCE FEBRUARY	65.02
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE FEBRUARY	72.63
WHITLOCK BUSINESS SYST	2019 ASSESSMENT NOTICE POSTAGE	3,990.00
LANSING ICE & FUEL CO	GASOLINE 1/1-15/2016	22.61
DELHI TOWNSHIP TREASURER	MMAAO MEETING/ELIZABETH TOBIAS	15.00
	Total For Dept 257.00 ASSESSING	4,513.99

Dept 262.00 ELECTIONS		
DBI BUSINESS INTERIORS	OFFICE SUPPLIES	96.88
DELHI TOWNSHIP TREASURER	AV APP POSTAGE FOR 3/8/16 ELECTION	7.20
	Total For Dept 262.00 ELECTIONS	104.08

Dept 265.00 BUILDING & GROUNDS		
DELTA DENTAL PLAN OF	DENTAL INSURANCE FEBRUARY	80.73
HARTFORD LIFE INSURANCE	LIFE INSURANCE FEBRUARY	44.19
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE FEBRUARY	38.98
LANSING ICE & FUEL CO	GASOLINE 1/1-15/2016	56.33
MODEL COVERALL SERVICE	UNIFORM/POWERS	11.69
MODEL COVERALL SERVICE	UNIFORM/POWERS	14.48
MODEL FIRST AID SAFETY	2 VOMIT KITS/1 EYE WASH/DELIVERY	70.90
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/CSC	812.50
VERIZON WIRELESS	CELLULAR JANUARY	24.99
VERIZON WIRELESS	CELLULAR JANUARY	24.99
DELHI TOWNSHIP TREASURER	SEWER 2074 AURELIUS	335.60
CONSUMERS ENERGY	ELECTRIC 2004 AURELIUS	154.20
CONSUMERS ENERGY	ELECTRIC-2074 AURELIUS	6,653.70
CONSUMERS ENERGY	ELECTRIC 4149 WILLOUGHBY	55.79
CONSUMERS ENERGY	GAS-2074 AURELIUS	2,293.12
ACE HARDWARE	5 KEYS	9.95
LOWE'S CREDIT SERVICES	1 CT 300W BULBS/CSC	14.00
MARK'S LOCK SHOP, INC	86 BUILDING KEYS	286.50
OVERHEAD DOOR CO	2 SPRINGS/SPRING BOX/LABOR/	1,053.78
MAYOTTE GROUP ARCHITECT	CSC REROOFING PROJECT	4,284.85
	Total For Dept 265.00 BUILDING & GROUNDS	16,321.27

Dept 281.00 STORMWATER		
HUBBELL, ROTH & CLARK, INC	SAW-SWWP MAP & BOUNDARIES	276.00
HUBBELL, ROTH & CLARK, INC	SAW-SWWP MAP & BOUNDARIES	1,598.88
	Total For Dept 281.00 STORMWATER	1,874.88

Dept 446.00 INFRASTRUCTURE		
BOARD OF WATER & LIGHT	STREETLIGHTS	8,012.75
CONSUMERS ENERGY	LIGHTING 2116 CEDAR	494.53
CONSUMERS ENERGY	LIGHTING 2228 AURELIUS	215.28
CONSUMERS ENERGY	LIGHTING 4115 HOLT	375.20
HUBBELL, ROTH & CLARK, INC	RAM TRAIL PHASE 2	3,992.25
HUBBELL, ROTH & CLARK, INC	RAM TRAIL PHASE 2 FY2018 CMAQ APP	246.00
HUBBELL, ROTH & CLARK, INC	RAM TRAIL CONST ENGIN SERVICES	9,163.59
HUBBELL, ROTH & CLARK, INC	HOLT ROAD TRAIL	670.89
	Total For Dept 446.00 INFRASTRUCTURE	23,170.49

Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT

DELTA DENTAL PLAN OF	DENTAL INSURANCE FEBRUARY	606.54
HARTFORD LIFE INSURANCE	LIFE INSURANCE FEBRUARY	147.03
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE FEBRUARY	218.71
LANSING ICE & FUEL CO	GASOLINE 1/1-15/2016	94.84
ASSOCIATED GOVERNMENT	AGS PAYROLL 10/16-12/15/2015	7,023.00
ASSOCIATED GOVERNMENT	AGS PAYROLL 12/16-31/2015	1,765.00
ASSOCIATED GOVERNMENT	AGS PAYROLL 1/1-15-2016	1,308.00
HUBBELL, ROTH & CLARK, INC	OREILLY AUTO PARTS STUDY PLAN	346.50
HUBBELL, ROTH & CLARK, INC	STUDY PRESTWICK VILLAGE APARTMENT	70.65
MC KENNA ASSOCIATES, INC	DELHI CEDAR STREET CORRIDOR PLAN	5,530.00
VERIZON WIRELESS	CELLULAR JANUARY	278.53
THE PARTS PLACE	2 ACCUFIT CONVENTIONAL WIPER BLADES	17.64
SCHAFFER'S INC.	SNOW & ICE REMOVAL 1859 MAPLE	34.50
SCHAFFER'S INC.	1.5 BAGS CALCIUM CHLORIDE APPLIED	12.60

Total For Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT 17,453.54

Dept 752.00 PARKS ADMINISTRATION

DELTA DENTAL PLAN OF	DENTAL INSURANCE FEBRUARY	209.94
HARTFORD LIFE INSURANCE	LIFE INSURANCE FEBRUARY	112.20
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE FEBRUARY	109.17
VERIZON WIRELESS	CELLULAR JANUARY	100.52

Total For Dept 752.00 PARKS ADMINISTRATION 531.83

Dept 771.00 PARKS

LANSING ICE & FUEL CO	GASOLINE 1/1-15-2016	313.56
MODEL COVERALL SERVICE	UNIFORM PANTS	14.48
MODEL COVERALL SERVICE	UNIFORM PANTS/PARKS	11.69
LOWE'S CREDIT SERVICES	10 LB SPOOL WELDING WIRE	65.54
MENARDS LANSING SOUTH	TIRE INFLATOR/KNIFE/BLADES	24.88
ACE HARDWARE	6 MISC. MDSE.	3.00
ACE HARDWARE	4 MISC. MDSE.	3.51
AMERICAN RENTALS, INC.	PORTABLE TOILET	70.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/SENIOR CENTER	260.00
DELHI TOWNSHIP TREASURER	SEWER 1750 MAPLE	14.60
DELHI TOWNSHIP TREASURER	SEWER 2108 CEDAR	167.80
DELHI TOWNSHIP TREASURER	SEWER 2287 PINE TREE	41.60
DELHI TOWNSHIP TREASURER	SEWER 4030 KELLER	36.50
CONSUMERS ENERGY	ELECTRIC 2177 WEST BLVD	22.59
CONSUMERS ENERGY	ELECTRIC 2074 AURELIUS #PARK	1,569.85
CONSUMERS ENERGY	ELECTRIC 2108 CEDAR	1,305.29
CONSUMERS ENERGY	ELECTRIC 4080 KELLER	77.00
CONSUMERS ENERGY	ELECTRIC 2287 PINE TREE 2939	37.93
CONSUMERS ENERGY	ELECTRIC 2287 PINE TREE 3200	239.95
CONSUMERS ENERGY	GAS 2287 PINE TREE 2939	290.85
CONSUMERS ENERGY	GAS 2108 CEDAR	41.43
ACE HARDWARE	SEALERS/PAINTBRUSH SETS/PAINT	88.94
ACE HARDWARE	36" THERMOCOUPLE	12.99
MENARDS LANSING SOUTH	2 FULL OVERLAY HNG	9.88
ACE HARDWARE	2 SPRAY PAINTS/1 PAINT/TRAILER	14.97
ACE HARDWARE	2 SPRAY PAINTS/TRAILER	9.98
ACE HARDWARE	20 MISC. MDSE.	4.80
THE PARTS PLACE	(6) -25 WWS/(1) BLASTER PENETRANT	33.23

Total For Dept 771.00 PARKS 4,786.84

Dept 774.00 RECREATION		
D & M SILKSCREENING	245 REVERSIBLE JERSEYS	4,900.00
PAULA K. HARNEY	SENIOR CENTER FITNESS CLASSES	100.00
ANDREW MURRAY	OFFICIAL BASKETBALL	250.00
TIMOTHY O TILMA	OFFICIAL BASKETBALL	250.00
FASTENAL COMPANY	2 HEX NUTS	1.69
FASTENAL COMPANY	HANGERS & EYHOOKS/DECORATIONS	61.67
FASTENAL COMPANY	390 SCREWS/HOLIDAY LIGHTS	31.10
LOWE'S CREDIT SERVICES	4 BLUE TOTES/CHRISTMAS DECORATIONS	83.52
	Total For Dept 774.00 RECREATION	5,677.98

Dept 850.00 OTHER FUNCTIONS		
HARTFORD LIFE INSURANCE	RETIREES LIFE INSURANCE FEBRUARY	32.40
DBI BUSINESS INTERIORS	OFFICE SUPPLIES	549.67
DBI BUSINESS INTERIORS	OFFICE SUPPLIES	23.98
DBI BUSINESS INTERIORS	PENS	32.62
DBI BUSINESS INTERIORS	OFFICE SUPPLIES	55.62
ROBERT GARDNER	CASE #14-793-CZ/COA CASE #324713	1,000.00
FAHEY SCHULTZ BURZYCH	DELQ PPT COURT ATTORNEY FEES	190.50
DELHI TOWNSHIP TREASURER	DONUTS - QTRLY MEETING	32.31
INGHAM COUNTY HEALTH	P2 REPORTING & INSPECTION FEE	380.00
DELHI TOWNSHIP TREASURER	RECORD 3 QUIT CLAIM DEEDS	51.00
	Total For Dept 850.00 OTHER FUNCTIONS	2,348.10

Total For Fund 101 GENERAL FUND	86,724.45
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Fund 206 FIRE FUND		
Dept 336.00 FIRE DEPARTMENT		
HARTFORD LIFE INSURANCE	RETIREES LIFE INSURANCE FEBRUARY	4.05
DELTA DENTAL PLAN OF	DENTAL INSURANCE FEBRUARY	1,615.08
HARTFORD LIFE INSURANCE	LIFE INSURANCE FEBRUARY	251.76
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE FEBRUARY	555.67
BARYAMES CLEANERS	UNIFORM CLEANING	70.85
BARYAMES CLEANERS	UNIFORM CLEANING	87.85
HASSELBRING-CLARK	2016 MAINTENANCE CONTRACT	713.00
PAPER IMAGE PRINTING	2,500 AMBULANCE FORMS	53.90
LANSING ICE & FUEL CO	GASOLINE 1/1-15/2016	480.76
LIFEGAS LLC	OXYGEN	113.64
LIFEGAS LLC	DELIVERY CHARGE	41.00
LIFEGAS LLC	COMPLIANCE CHARGE	9.52
LIFEGAS LLC	ENERGY SURCHARGE	5.81
INGHAM COUNTY HAZMAT	2016 HAZMAT DUES	750.00
INGHAM COUNTY 9-1-1	911 RADIO CONTRACT 10/1-12/31/15	1,384.44
PHYSIO-CONTROL, INC.	MULTITECH GATEWAY DATA PLAN	596.88
VERIZON WIRELESS	CELLULAR JANUARY	612.30
DELHI TOWNSHIP TREASURER	SEWER 6139 BISHOP	36.50
ACE HARDWARE	6 MISC. MDSE.	2.60
ACE HARDWARE	2" SAW HOLE W/ARBOR	12.99
RAFT	BLUE CARD CLASS FOR 6	2,400.00
	Total For Dept 336.00 FIRE DEPARTMENT	9,798.60

Total For Fund 206 FIRE FUND	9,798.60
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Fund 207 POLICE FUND		
Dept 301.00 POLICE		
INGHAM COUNTY TREASURER	POLICE CONTRACT JANUARY	213,942.75
	Total For Dept 301.00 POLICE	213,942.75
	Total For Fund 207 POLICE FUND	213,942.75

Fund 211 FIRE EQUIP. & APPARATUS FUND		
Dept 339.00 EQUIPMENT & APPARATUS		
SUPERIOR SAW	PETZEL LANYARD	9.95
THE PARTS PLACE	8 QTS OIL/2 WASH	34.30
THE PARTS PLACE	2 RTU EXT LIFE GAL	15.98
	Total For Dept 339.00 EQUIPMENT & APPARATUS	60.23
	Total For Fund 211 FIRE EQUIP. & APPARATUS FUND	60.23

Fund 225 WATER IMPROVEMENT FUND		
Dept 536.00 ADMINISTRATION & CONSTRUCTION		
MID-MICHIGAN WATER AUTH	2016 MMWA DUES	164.00
	Total For Dept 536.00 ADMINISTRATION & CONSTRUCTION	164.00
	Total For Fund 225 WATER IMPROVEMENT FUND	164.00

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY		
Dept 728.00 DDA ADMINISTRATION		
DBI BUSINESS INTERIORS	ACRYLIC FRAME 3 PK	18.99
SAM'S CLUB DIRECT	(2) 95XL PRINTER INK	123.96
INGHAM COUNTY HEALTH	P2 REPORTING FEE	70.00
	Total For Dept 728.00 DDA ADMINISTRATION	212.95

Dept 729.00 DDA MARKETING & PROMOTION		
BLOHM CREATIVE PARTNERS	DECEMBER OUR TOWN ACCOUNT	1,000.00
SAM'S CLUB DIRECT	COFFEE FILTERS/TOWELS/MOP HEAD	95.18
SAM'S CLUB DIRECT	WATER & POP	50.70
BLOHM CREATIVE PARTNERS	DECEMBER WEB MAINT & HOSTING	608.75
	Total For Dept 729.00 DDA MARKETING & PROMOTION	1,754.63

Dept 850.00 OTHER FUNCTIONS		
QUALITY FIRST MAID SERVICE, LICLEANING SERVICES/SHERIFF & DDA		355.00
DELHI TOWNSHIP TREASURER	SEWER 2150 CEDAR	26.58
DELHI TOWNSHIP TREASURER	SEWER 2045 CEDAR	50.30
CONSUMERS ENERGY	ELECTRIC-2150 CEDAR	289.31
CONSUMERS ENERGY	ELECTRIC-2045 CEDAR #A	1,535.31
CONSUMERS ENERGY	ELECTRIC-2045 CEDAR #B	199.94
CONSUMERS ENERGY	GAS-2045 CEDAR	369.00
CONSUMERS ENERGY	GAS-2150 CEDAR	254.72
	Total For Dept 850.00 OTHER FUNCTIONS	3,080.16
	Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY	5,047.74

Fund 590 SEWAGE DISPOSAL SYSTEM		
Dept 000.00		
BIRNDORF, ALLISON	Basic Service Charge	14.60
CAREY, TIMOTHY	Basic Service Charge	90.40

FRANGIE, NASSIM	Basic Service Charge	14.30
LORD, DANIEL & MELISSA	Basic Service Charge	14.60
OBRECHT, ERIC	Sewer Usage	5.10
PARRY, RUTH H TRUST	Sewer Usage	9.50
RAMBO, BRIE	Basic Service Charge	14.60
WELCH, LORI & TOM	Basic Service Charge	19.70
Total For Dept 000.00		182.80

Dept 548.00 ADMINISTRATION & OVERHEAD

HARTFORD LIFE INSURANCE	RETIREES LIFE INSURANCE FEBRUARY	16.20
UNEMPLOYMENT INSURANCE	UNEMPLOYMENT EXPENSE FOR 2015	1,840.00
Total For Dept 548.00 ADMINISTRATION & OVERHEAD		1,856.20

Dept 558.00 DEPT OF PUBLIC SERVICE

DELTA DENTAL PLAN OF	DENTAL INSURANCE FEBRUARY	1,551.61
HARTFORD LIFE INSURANCE	LIFE INSURANCE FEBRUARY	361.66
UNUM LIFE INSURANCE CO	DISABILITY INSURANCE FEBRUARY	539.54
LANSING ICE & FUEL CO	GASOLINE 1/1-15/2016	580.98
MODEL COVERALL SERVICE	STAFF UNIFORMS/POTW	67.54
MODEL COVERALL SERVICE	STAFF UNIFORMS/MAINTENANCE	52.19
MODEL COVERALL SERVICE	STAFF UNIFORMS/POTW	60.41
MODEL COVERALL SERVICE	STAFF UNIFORMS/MAINTENANCE	59.32
MODEL COVERALL SERVICE	STAFF UNIFORMS/POTW	60.41
MODEL COVERALL SERVICE	STAFF UNIFORMS/MAINTENANCE	59.32
BARYAMES CLEANERS	UNIFORM CLEANING	15.00
BARYAMES CLEANERS	UNIFORM DRY CLEANING	20.00
SAM'S CLUB DIRECT	CREDIT SALES TAX	(9.58)
ACE HARDWARE	2 TAPE MEASURERS/POTW	17.48
ACE HARDWARE	2 KEYS	3.98
FISHER SCIENTIFIC	POTASSIUM PERSULFATE	60.76
FISHER SCIENTIFIC	LABCONCO DISHWASHER SOAP	252.90
FISHER SCIENTIFIC	NEUTRAL ACID RINSE	52.34
FISHER SCIENTIFIC	SHIPPING	120.06
ALEXANDER CHEMICAL CORP	SODIUM BISULFITE	884.50
AQUAFIX, INC.	DEFOAMER 3000 55GAL DRUM	1,925.00
AQUAFIX, INC.	SHIPPING	129.88
AQUAFIX, INC.	OFF-SITE LAB TESTING	350.00
WESCO DISTRIBUTION, INC	ANSI CLASS 3 SAFETY JACKET	480.00
HUBBELL, ROTH & CLARK, INC	SEWER LEAD INSPECTIONS	2,150.40
HUBBELL, ROTH & CLARK, INC	SEWER LEAD INSPECTIONS	790.20
HUBBELL, ROTH & CLARK, INC	OREILLY AUTO PARTS SEWER REVIEW	115.50
HUBBELL, ROTH & CLARK, INC	2313 CEDAR ST LEAD LINING CONTRACT	70.65
HUBBELL, ROTH & CLARK, INC	2313 CEDAR ST LEAD LINING CONTRACT	57.75
HUBBELL, ROTH & CLARK, INC	4495 HOLT RD GAS STATION SEWER	570.99
HUBBELL, ROTH & CLARK, INC	SEWER REVIEW PRESTWICK VILLAGE	231.00
HUBBELL, ROTH & CLARK, INC	SEWER REVIEW PRESTWICK VILLAGE	981.63
HUBBELL, ROTH & CLARK, INC	GAS ROOM HVAC/POTW	1,266.30
HUBBELL, ROTH & CLARK, INC	GAS ROOM HVAC/POTW	207.00
HUBBELL, ROTH & CLARK, INC	DIGESTION MIXING IMPROVEMENTS	351.24
UNITED PARCEL SERVICE	SHIPPING CHARGES	114.50
UNITED PARCEL SERVICE	SHIPPING CHARGES	100.52
GAWNE TRUCKING, INC.	BIOSOLIDS HAULED & LAND APPLIED	41,034.67
GAWNE TRUCKING, INC.	CONFINED SPACE WORK-TANK CLEANING	187.50
VERIZON WIRELESS	CELLULAR JANUARY	608.10
DELHI TOWNSHIP TREASURER	SEWER 1490 AURELIUS	116.80

CONSUMERS ENERGY	ELECTRIC-1494 AURELIUS	143.66
CONSUMERS ENERGY	ELECTRIC 1490 AURELIUS	2,281.35
CONSUMERS ENERGY	ELECTRIC-4280 DELL	599.61
CONSUMERS ENERGY	ELECTRIC-2870 PINE TREE	702.16
CONSUMERS ENERGY	ELECTRIC-3505 HOLT	160.07
CONSUMERS ENERGY	ELECTRIC-4828 HOLT	257.28
CONSUMERS ENERGY	GAS 1494 AURELIUS	412.15
CONSUMERS ENERGY	GAS-3505 HOLT	41.37
CONSUMERS ENERGY	GAS-4280 DELL	102.62
CONSUMERS ENERGY	GAS-2481 DELHI COMM	39.11
CONSUMERS ENERGY	GAS-1490 AURELIUS	709.20
CONSUMERS ENERGY	GAS-1492 AURELIUS	566.35
INGHAM COUNTY HEALTH	P2 REPORTING & INSPECTION FEE	380.00
INGHAM COUNTY HEALTH	P2 REPORTING FEE	70.00
INGHAM COUNTY HEALTH	P2 REPORTING & INSPECTION FEE	380.00
INGHAM COUNTY HEALTH	P2 REPORTING & INSPECTION FEE	570.00
INGHAM COUNTY HEALTH	P2 REPORTING & INSPECTION FEE	380.00
INGHAM COUNTY HEALTH	P2 REPORTING FEE	70.00
INGHAM COUNTY HEALTH	P2 REPORTING & INSPECTION FEE	380.00
THE PARTS PLACE	FUEL FILTERS/FUEL LINE/SPARK PLUGS/	110.98
THE PARTS PLACE	6 SPARK PLUGS/WEED WHIPS	25.26
USA BLUE BOOK	BRASS PIPE FITTINGS	31.42
WOLVERINE POWER SYSTEMS	LSD GENSET REPAIR/OIL LEAK	487.34
WOLVERINE POWER SYSTEMS	8 SPARK PLUGS & LABOR/DELL RD L.S.	94.30
J.G.M. VALVE CORPORATION	VAUGHN CUTTER BAR PLATE	1,232.00
J.G.M. VALVE CORPORATION	VAUGHN MECHANICAL SEAL	1,115.00
J.G.M. VALVE CORPORATION	VAUGHN CUTTER NUT	67.00
J.G.M. VALVE CORPORATION	VAUGHN O-RING BACK PLATE UPPER	18.00
J.G.M. VALVE CORPORATION	VAUGHN O-RING BACK PLATE LOWER	18.00
J.G.M. VALVE CORPORATION	VAUGHN O-RING BUNA	14.00
J.G.M. VALVE CORPORATION	VAUGHN O-RING BUNA	18.00
J.G.M. VALVE CORPORATION	SHIPPING	45.25
LOWE'S CREDIT SERVICES	8' OUTDOOR CORD/DCC L.S.	6.83
THE PARTS PLACE	BATTERY CHARGER/L.S.	31.99
ACE HARDWARE	12 MISC. MDSE./SCAG MOWERS	6.84
ACE HARDWARE	1 MISC. MDSE.	2.29
HESCO, INC.	2 PENN VALLEY PVP420PS PRESSURE	1,861.60
HESCO, INC.	SHIPPING	30.00
LOWE'S CREDIT SERVICES	HOSE/FITTING/CLAMP	89.99
THE PARTS PLACE	MANUAL TRANSFER PUMP	45.99
THE PARTS PLACE	BATTERY/GOLF CART	89.71
THE PARTS PLACE	CREDIT	(89.71)
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/MAINTENANCE	260.00
QUALITY FIRST MAID SERVICE	CLEANING SERVICES/POTW	260.00
FRANKIE D'S AUTO & TRUCK	REPLACE LINE TO REAR BRAKE HOSE/	220.00
FRANKIE D'S AUTO & TRUCK	LOF/#28	47.00
FRANKIE D'S AUTO & TRUCK	LOF/#23	39.00
MWEA	MWEA MEMBERSHIP/BOLLEY	70.00
RAYMOND HARRIS	MILEAGE-MWEA SEMINAR	59.40
HUBBELL, ROTH & CLARK, INC	POTW LAGOONS BLDGS CONTRACT	983.43
HUBBELL, ROTH & CLARK, INC	POTW LAGOONS BLDGS CONTRACT	276.00
VANDENBURG BUILDERS, LLC	REPLACE (3) BLDGS/POTW LAGOON	72,616.00
Total For Dept 558.00 DEPT OF PUBLIC SERVICE		145,077.89

Dept 578.01 CAPITAL IMPROVEMENTS

TRANSNATION TITLE AGENCY	TITLE COMMITMENT-1925 EIFERT	250.00
TRANSNATION TITLE AGENCY	TITLE COMMITMENT-WEST BLVD	265.75
TRANSNATION TITLE AGENCY	TITLE COMMITMENT-EIFERT RD	255.25
TRANSNATION TITLE AGENCY	TITLE COMMITMENT-2340 EIFERT	255.25
TRANSNATION TITLE AGENCY	TITLE COMMITMENT-2320 EIFERT	255.25
TRANSNATION TITLE AGENCY	TITLE COMMITMENT-2304 EIFERT	255.25
TRANSNATION TITLE AGENCY	TITLE COMMITMENT-1855 EIFERT	250.00
TRANSNATION TITLE AGENCY	TITLE COMMITMENT-2265 EIFERT	250.00
TRANSNATION TITLE AGENCY	TITLE COMMITMENT-1941 EIFERT	250.00
TRANSNATION TITLE AGENCY	TITLE COMMITMENT-1905 EIFERT	250.00
Total For Dept 578.01 CAPITAL IMPROVEMENTS		<u>2,536.75</u>

Total For Fund 590 SEWAGE DISPOSAL SYSTEM 149,653.64

Fund 643 LOCAL SITE REMEDIATION REVOLVING FUND

Dept 735.00 LOCAL SITE REMEDIATION

FOSTER, SWIFT, COLLINS	ENVIRONMENTAL LEGAL FEES NOV/DEC	3,310.40
Total For Dept 735.00 LOCAL SITE REMEDIATION		<u>3,310.40</u>

Total For Fund 643 LOCAL SITE REMEDIATION REVOLVING FUND 3,310.40

Fund 701 TRUST & AGENCY FUND

Dept 000.00

C. J. DAVIS	AFLAC_URM (FSA)	431.78
Total For Dept 000.00		<u>431.78</u>

Total For Fund 701 TRUST & AGENCY FUND 431.78

Total For All Funds: 469,133.59

**DELHI CHARTER TOWNSHIP
FUND TRANSFERS AND PAYROLL APPROVAL
For Payroll Dated February 11, 2016**

I. Certification of Preparation and Distribution

The attached check and payroll registers encompass check numbers: 108672 through 108693 & direct deposits numbers: DD21868 through DD21942. 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: February 11, 2016

Director of Accounting

II. Payroll Report

The February 11, 2016 payroll encompasses the following funds and expenditures:

	Gross Payroll	Payroll Deductions	Net Pay
General Fund	\$69,576.85	\$21,124.34	\$48,452.51
Fire Dept. Fund	49,231.86	16,742.80	\$32,489.06
DDA	3,549.59	785.62	\$2,763.97
Sewer Fund/Receiving	38,214.74	12,242.00	\$25,972.74
Total Payroll	\$160,573.04	\$50,894.76	\$109,678.28
	Township FICA	Township RHS & Pension Plan	Total Deductions & TWP Liabilities
General Fund	\$5,018.62	\$6,109.35	\$32,252.31
Fire Dept. Fund	3,624.49	3,899.28	24,266.57
DDA	99.25	83.37	968.24
Sewer Fund/Receiving	2,816.13	4,159.84	19,217.97
Total Payroll	\$11,558.49	\$14,251.84	\$76,705.09

Director of Accounting

III. FUND TRANSFERS

Transfers covering the foregoing payroll were made on February 11, 2016 and identified as follows:

2/11 Net Pay Disbursement in Common Savings (\$109,678.28)

Roy W. Sweet, Treasurer

IV. Board Audit and Approval:

At a regular meeting of the Township Board held on February 16, 2016, a motion was made by _____ and passed by _____ yes votes and _____ no votes(_____ absent) that the payroll dated February 11, 2016 was reviewed, audited, and approved.

Attachment to Payroll Register

cc: Sweet(1)\Vander Ploeg(1)

Evan Hope, Clerk

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: January 28, 2016

RE: Proposed Township Ordinance No. 129 – Consumers Energy Company Gas Franchise, Second Consideration

Enclosed for your review and approval is proposed Delhi Township Ordinance No. 129 which grants Consumers Energy a non-exclusive revocable gas franchise to continue to serve customers within Delhi Township for the next thirty years.

Ordinance No. 129 is similar in its terms to the ordinance adopted by the Board in 1986 which will be revoked upon final approval of Ordinance No. 129. Legal counsel had reviewed the ordinance and determined it to be in acceptable form. Therefore, I recommend the Board adopt Ordinance No. 129.

Recommended Motion:

Upon second consideration, to adopt Township Ordinance No. 129 – Consumers Energy Company Gas Franchise.

ORDINANCE NO. 129

CONSUMERS ENERGY COMPANY GAS FRANCHISE ORDINANCE

AN ORDINANCE, granting to CONSUMERS ENERGY COMPANY, its successors and assigns, the right, power and authority to lay, maintain and operate gas mains, pipes and services on, along, across and under the highways, streets, alleys, bridges, waterways, and other public places, and to do a local gas business in the CHARTER TOWNSHIP OF DELHI, INGHAM COUNTY, MICHIGAN, for a period of thirty years.

THE CHARTER TOWNSHIP OF DELHI ORDAINS:

SECTION 1. GRANT, TERM. The CHARTER TOWNSHIP OF DELHI, INGHAM COUNTY, MICHIGAN, hereby grants to the Consumers Energy Company, a Michigan corporation, its successors and assigns, hereinafter called the "Grantee," the right, power and authority to lay, maintain and operate gas mains, pipes and services on, a long, across and under the highways, streets, alleys, bridges, waterways, and other public places, and to do a local gas business in the CHARTER TOWNSHIP OF DELHI, INGHAM COUNTY, MICHIGAN, for a period of thirty years.

SECTION 2. CONSIDERATION. In consideration of the rights, power and authority hereby granted, said Grantee shall faithfully perform all things required by the terms hereof.

SECTION 3. CONDITIONS. No highway, street, alley, bridge, waterway or other public place used by said Grantee shall be obstructed longer than necessary during the work of construction or repair, and shall be restored to the same order and condition as when said work was commenced. All of Grantee's pipes and mains shall be so placed in the highways and other public places as not to unnecessarily interfere with the use thereof for highway purposes.

SECTION 4. HOLD HARMLESS. S aid Grantee shall at all times keep and save the Charter Township, its officers, board members, employees and agents, free and harmless from all loss, costs and expense to which it may be subject by reason of the negligent construction and maintenance of the structures and equipment hereby authorized. In case any action is commenced against the Charter Township, its officers, board members, employees and agents, on account of the permission herein given, said Grantee shall, upon notice, defend the Charter Township, its officers, board members, employees and agents, and save it free and harmless from all loss, cost and damage arising out of such negligent construction and maintenance.

SECTION 5. EXTENSIONS. Said Grantee shall construct and extend its gas distribution system within said Charter Township and shall furnish gas to applicants residing therein in accordance with applicable laws, rules and regulations.

SECTION 6. FRANCHISE NOT EXCLUSIVE. The rights, power and authority herein granted, are not exclusive. Either manufactured or natural gas may be furnished hereunder.

SECTION 7. RATES. S aid Grantee shall be entitled to charge the inhabitants of said Charter Township for gas furnished therein, the rates as approved by the Michigan Public Service Commission, to which Commission or its successors authority and jurisdiction to fix and regulate gas rates and rules regulating such service in said Charter Township, are hereby granted for the term of this franchise. Such rates and rules shall be subject to review and change at any time upon petition therefor being made by either said Charter Township, acting by its Charter Township Board, or by said Grantee.

SECTION 8. REVOCATION. The franchise granted by this ordinance is subject to revocation upon sixty (60) days written notice by the party desiring such revocation.

SECTION 9. MICHIGAN PUBLIC SERVICE COMMISSION, JURISDICTION. Said Grantee shall, as to all other conditions and elements of service not herein fixed, be and remain subject to the reasonable rules and regulations of the Michigan Public Service Commission or its successors, applicable to gas service in said Charter Township.

SECTION 10. COMPLIANCE WITH LAWS. Said Grantee shall comply with all applicable laws, statutes, ordinances, rules and regulations regarding the installation, construction, maintenance, or use of its gas distribution system within said Charter Township, whether federal, state or local, now in force or which hereafter may be promulgated. Furthermore, Grantee shall secure all necessary permits, licenses and approvals from all appropriate departments, agencies, commissions or boards of the Township or other governmental entities as required by applicable law or regulation. Nothing herein shall be construed as a waiver by Grantee of any of its existing or future rights under state or Federal law.

SECTION 11. REPEALER. This ordinance, when accepted and published as herein provided, shall repeal and supersede the provisions of a gas ordinance adopted by the Charter Township Board on April 15, 1986 entitled:

AN ORDINANCE, granting to CONSUMERS POWER COMPANY, its successors and assigns, the right, power and authority to lay, maintain and operate gas mains, pipes and services on, along, across and under the highways, streets, alleys, bridges and other public places, and to do a local gas business in the CHARTER TOWNSHIP OF DELHI, INGHAM COUNTY, MICHIGAN.

and amendments, if any, to such ordinance whereby a gas franchise was granted to Consumers Energy Company.

SECTION 12. EFFECTIVE DATE. This ordinance shall take effect upon the day after the date of publication thereof; provided, however, it shall cease and be of no effect after thirty days from its adoption unless within said period the Grantee shall accept the same in writing filed with the Charter Township Clerk. Upon acceptance and publication hereof, this ordinance shall constitute a contract between said Charter Township and said Grantee.

We certify that the foregoing Franchise Ordinance was duly enacted by the Charter Township Board of the CHARTER TOWNSHIP OF DELHI, INGHAM COUNTY, MICHIGAN, on the _____ day of _____, 2016.

C.J. Davis, Charter Township Supervisor

Attest:

Evan Hope, Charter Township Clerk

DELHI CHARTER TOWNSHIP

M E M O R A N D U M

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: February 11, 2016

RE: Agreement for Fire Services between Delhi Charter Township and Alaiedon Township

Enclosed for the Township Board's review and approval is the renewal for the "Agreement for Fire Services Between Delhi Charter Township and Alaiedon Township," effective January 1, 2016 through December 31, 2016.

The standby and administrative fees have been updated to reflect the replacement value of Delhi Township's fire apparatus, along with the 15-year depreciation value, and the percentage of total run volumes of both Delhi and Alaiedon Township.

All fire and rescue calls will remain \$600/call along with \$400/hour for each hour after the initial hour. Cancelled calls, and inspection and site plan review charges will also remain at cost plus 15%.

We continue to incorporate our common goal "to provide Alaiedon Township with the most responsive fire service available" which enables us to use both Meridian Township and Mason fire departments to become the first responders in areas 1 and 3 respectively.

The Alaiedon Township Board approved this Agreement at their meeting on January 25th; therefore, I recommend the Board approve the same.

RECOMMENDED MOTION:

To approve the Agreement for Fire Services between Delhi Charter Township and Alaiedon Township, effective January 1, 2016 through December 31, 2016.

**AGREEMENT FOR FIRE SERVICES BETWEEN
DELHI CHARTER TOWNSHIP AND ALAIEDON TOWNSHIP**

THIS AGREEMENT, made and entered into as of the 1st day of January 2016, by and between the Charter Township of Delhi, whose address is 2074 Aurelius Road, Holt, Michigan 48842 (hereinafter referred to as "Delhi") and Alaiedon Township, whose address is 2021 W. Holt Road, Mason, Michigan 48854 (hereinafter referred to as "Alaiedon").

WITNESSETH:

WHEREAS, pursuant to PA 1951 No.33, MCL 41.801; MSA 5.2640(1), the parties have agreed that Delhi shall provide, and Alaiedon shall receive, fire protection services; and

WHEREAS, the parties desire to set forth in this Agreement the terms under which such services will be rendered;

NOW THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

1. **Fire Protection and Rescue Service.** Delhi will furnish to Alaiedon, upon the request of its residents or its officers, fire protection and rescue services for the protection of persons and property, within Alaiedon Township, Ingham County, Michigan. Delhi will make available for such purpose all equipment and personnel available at said time, consistent with prudent reserves for fire protection and rescue needs elsewhere. Equipment utilization and staffing shall be within the sole discretion of authorized Delhi Charter Township officers.

2. **Compensation.** Compensation to Delhi for each category of service shall be paid by Alaiedon as follows:

A. **Standby and Administrative Fee.** A standby and administrative fee shall be paid by Alaiedon to Delhi during the term of this Agreement in the amount of Thirty One Thousand two hundred and sixty eight and 50/100 dollars (\$31,268.50) (Exhibit A). Payment shall be made in equal monthly installments of Two Thousand Six Hundred Five and 67/100 Dollars (\$2,605.54), commencing on the first day of January, 2016 and continuing on the first day of each month thereafter until this Agreement shall expire.

1. **Standby Fee Formula.** $SV \div D = A \times V = \text{Standby Fee}$.
Where SV = the current rolling stock replacement value:
D = Annual depreciation over 15 years
A = Annual depreciation amount
V = Alaiedon Township percent of total run volume (Delhi + Alaiedon) average over the immediately preceding three (3) years with "V" not going below 15 for purposes of calculation.

Therefore, the standby fee set forth above is calculated: $\$2,719,000 \div 15 = \$181,266.67 \times 15\% = \text{the standby fee of } \$27,190$.

2. **Administrative Fee** = $\$27,190 \times 15\% = \text{total administrative fee of } \$4,078.50$.

Total Standby and Administrative Fee: $\$27,190 + \$4,078.50 = \$31,268.50$.

B. Fire Run Charge.

1. **All Fire and Rescue Calls:** \$600 per call
2. **All Additional Hours after the 1st hour:** \$400 per hour for each hour after the initial hour. Hours will be measured from time of alarm until all units and personnel have completed all tasks associated with the call. Additional hours shall be measured in quarter hour increments.
3. **Cancelled Calls:** Services wherein calls are cancelled before any units leave the station will be charged at the rate of actual cost plus fifteen percent (15%).
4. **Mutual Aid Compensation:** A goal of Delhi Township is to provide Alaiedon Township with the most responsive fire service available. To that end, Delhi Township may enter into formal mutual aid agreements with Meridian Township and the City of Mason to become first responders within certain designated areas of Alaiedon Township (see Appendix B). Any costs incurred by Delhi Township for mutual aid in Alaiedon Township will be reimbursed by Alaiedon Township according to the compensation charges defined in paragraph 2 of this Agreement.

- C. **Inspection and Site Plan Review.** Services for fire inspection will be charged at the rate of actual cost plus fifteen percent (15%). Site plan review and inspections associated will be charged according to rate schedule in Exhibit B Delhi Township Plan Review and Inspection Application.

Payment for fire services rendered pursuant to subparagraphs B and C above shall be made within sixty (60) days of billing.

3. **Liaison Committee.** Each party shall select two (2) representatives to serve as members of the Delhi-Alaiedon Fire Services Liaison Committee, with the Delhi Charter Township Fire Chief sitting *ex officio*. The Committee shall meet as its members shall deem necessary, but not less frequently than annually, to review issues arising out of the fire protection services provided in accordance with this Agreement, and shall, if necessary, make recommendations to and advise the respective Township Boards regarding such issues.

4. **Ordinance Compatibility.** Alaiedon agrees to adopt the 2012 Edition of the International Fire Code during the term of this Agreement in order that inspection and enforcement activities carried out by Delhi Charter Township within Alaiedon shall be compatible and shall authorize such activities by Delhi Charter Township personnel within Alaiedon Township. Alaiedon further agrees to adopt an Ordinance requiring installation of a "Knox" key box on all commercial properties and shall require all commercial and multi-family residential site plans submitted hereafter to be forwarded to the Delhi Charter Township for its review. It is understood, however, that such site plan review shall be limited to matters pertaining to fire safety and International Fire Code compliance.

5. **Permits.** Persons seeking permits for various burning activities within Alaiedon Township shall apply for same at the Alaiedon Township Hall. Alaiedon shall forward a complete listing of active permits via facsimile or email daily to the Delhi Charter Township Fire Department for record keeping and advice, if necessary.

6. **Employee Protection.** Delhi shall maintain all required insurance coverage pertaining to its fire fighting personnel and equipment, which coverage shall be in the same amount and equally applicable to losses which may be incurred while providing fire fighting services to Alaiedon Township required herein.

7. **Non-Discrimination.** The parties agree that neither shall discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion,

national origin, age, sex, height, weight, or marital status. Breach of this covenant may be regarded as a material breach of this contract.

8. **Joint Draftsmanship.** This Agreement shall be construed as having been drafted jointly by the parties.

9. **Term.** This contract and the obligations hereunder shall commence at 12:01 a.m. January 1, 2016 and expire at midnight December 31, 2016. This Agreement may be renewed, extended, or modified upon the mutual consent of the parties.

The persons executing this Agreement on behalf of the respective Townships warrant that they have been authorized to do so on behalf of said Townships and to bind the Townships to the terms hereof.

IN WITNESS WHEREOF, the parties have set their hands and seals as of the date above first written.

THE TOWNSHIP OF ALAIEDON

By:



Steven Lott

Its:

Supervisor

By:



David Leonard

Its:

Clerk

And.

THE CHARTER TOWNSHIP OF DELHI

By:

C.J Davis

Its:

Supervisor

By:

Evan Hope

Its:

Clerk

AGREEMENT FOR FIRE SERVICES
BETWEEN
DELHI CHARTER TOWNSHIP AND ALAIEDON TOWNSHIP
December 31, 2015

Replacement value of Delhi Township’s fire apparatus fleet for 2014:

<u>Year</u>	<u>Description</u>	<u>Replacement Value</u>
1994	1250 gpm Pierce Pumper	\$480,000
1995	Ford F-150 Pickup/grass fire	\$ 45,000
1999	Freightliner / CSI Tanker	\$150,000
2000	Ford F-350 utility	\$ 40,000
2003	Pierce – 75 foot Quint	\$800,000
2004	Dodge Durango Command	\$ 32,000
2006	Ford Expedition Chief Car	\$ 40,000
2008	Pierce Rescue/Pumper	\$650,000
2008	Ford Type III Ambulance	\$120,000
2010	Ford Type III Ambulance	\$120,000
2013	Ford Type III Ambulance	\$120,000
2013	Ford Explorer Chief Car	\$ 50,000
2014	Chevy Tahoe A/C Car	\$ 50,000
2014	Bobcat ATV Rescue Unit	\$ 22,000
	13 Total Units	\$ 2,719,000

Rolling stock of \$2,699,000 divided by 15 year depreciation = \$181,266.67

Run Volume:	<u>Year</u>	<u>Delhi Twp.**</u>	<u>Alaiedon Twp.</u>	<u>Total Runs</u>
	2013	533	55	533
	2014	526	58	526
	2015	585	48	585
	Total	1,644	161	1,644
	Average	548	53	548

** Numbers include Alaiedon Township calls.

V= 15 % of total run volume

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: February 11, 2016

RE: Agreement between Delhi Charter Township and Meridian Charter Township for Fire and Rescue Services within Alaiedon Township

Enclosed for your review and approval is an Agreement between Delhi Charter Township and Meridian Charter Township to provide fire and rescue services to Alaiedon Township.

This Agreement defines the service area (all property along and north of Sandhill Drive, bordered by College Road on the west and Meridian Road on the east) wherein the Meridian Township Fire Department personnel would become the first responders for all fire and rescue calls. It also provides for the compensation of this service through receiving a portion of standby fees and the same hourly rates for service calls as defined in our Alaiedon Township Fire Agreement.

This is our third year in collaborating with both Mason and Meridian to provide quick, effective service to the residents of Alaiedon Township. This opportunity is an outcome of both our on-going fire regional collaboration and the merger of the 911 Dispatch Center serving Ingham County. With the assistance of our mutual neighbor, Meridian Township, our staff will become more available to serve our residents' fire and EMS needs. Therefore, I recommend approval of this Agreement.

Recommended Motion:

To approve the Agreement between Delhi Charter Township and Meridian Charter Township for Fire and Rescue Services within Alaiedon Township.

**MEMORANDUM OF UNDERSTANDING BETWEEN
DELHI CHARTER TOWNSHIP AND MERIDIAN TOWNSHIP
FOR FIRE SERVICES WITHIN
ALAIEDON TOWNSHIP**

THIS AGREEMENT, made and entered into as of the 1st day of January 2016, by and between the Charter Township of Delhi, whose address is 2074 Aurelius Road, Holt, Michigan 48842 (hereinafter referred to as "Delhi") and Meridian Charter Township, whose address is 5151 Marsh Road, Okemos, Michigan 48864 (hereinafter referred to as "Meridian").

The Charter Township of Delhi provides contract fire protection to Alaiedon Township and, in order to provide the best delivery of services, Meridian hereby agrees to provide mutual aid fire response and services to Delhi within Alaiedon Township per the following policy.

1. **Fire Protection and Rescue Service.** All fire and rescue calls dispatched by Ingham County 911 Center in Alaiedon Township for properties located along and north of Sandhill Road, including I-96 from College Road to Meridian Road, all of Stillman Road, and all streets and roads north of I-96 will be served by Meridian. Meridian will make available for such purpose all equipment and personnel available at said time, consistent with prudent reserves for fire protection and rescue needs elsewhere. Equipment utilization and staffing shall be within the sole discretion of authorized Meridian Charter Township officers. On I-96, response will be provided to only those calls wherein fire or extrication is needed. This agreement shall not include any ambulance or EMS service within the boundaries of Alaiedon Township.

2. **Compensation.** Compensation to Meridian for each category of service shall be paid by Delhi as follows:

2A. **Standby and Administrative Fee.** An annual standby and administrative fee shall be paid by Delhi to Meridian during the term of this Agreement in the amount of Twelve Thousand dollars and no cents (\$12,000.00) Payment shall be made in equal monthly installments of One Thousand dollars and no cents (\$1000.00), commencing on the first day of January 2016 and continuing on the first day of each month thereafter through the end of the term of this agreement. This annual fee may be modified in the following manner based on the annual contract price between Delhi and Alaiedon Township.

A party proposing to modify this annual fee may do so by giving the other written notice of such, and such modified annual fee becomes the new annual fee, unless within 60 days after receipt of such notice, the other party objects in writing to such a modified fee.

If not objected to, the modified fee shall be the new annual fee 60 days after the initial notice and shall be paid in monthly installments over the remaining term of the agreement, unless the parties agree otherwise. The modified annual fee and monthly payments shall be noted in an attached Exhibit A to the agreement, but the failure to attach or update Exhibit A shall not mean that the fee has not been modified.

B. Fire Run Charge.

1. **All Fire and Rescue Calls:** \$600 per call
2. **All Additional Hours after the 1st hour:** \$400 per hour for each hour after the initial hour. Hours will be measured from time of alarm until all units and personnel have completed all tasks associated with the call. Additional hours shall be measured in quarter hour increments.
3. **Cancelled Calls:** Calls which are cancelled prior to any unit leaving the station will not be charged.

C. Reporting / Invoicing Required

1. **Reports:** Copies of NFIRS Incident reports for all incidents which Meridian covers within Alaiedon Township during any month will be provided to Delhi no later than the 5th of the following month. Reports will include the name, address and phone number of those persons who received the fire and/or rescue service.
2. **Invoice:** An invoice will be provided to Delhi along with the NFIRS copies. Invoices will indicate date, time, address, total hours and total fee due for each call.

Payment for fire services rendered pursuant to subparagraphs B and C above shall be made within sixty (60) days of billing.

3. **Employee Protection.** Meridian shall maintain all required insurance coverage pertaining to its fire fighting personnel and equipment, which coverage shall be in the same amount and equally applicable to losses which may be incurred while providing fire fighting services to Alaiedon Township required herein.

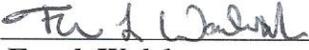
4. **Non-Discrimination.** The parties agree that neither shall discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, or marital status. Breach of this covenant may be regarded as a material breach of this contract which allows the non-discriminatory party to immediately terminate this agreement.

5. **Term.** This agreement shall commence at 12:01 a.m. on January 1, 2016 and shall continue until midnight December 31, 2016. This agreement may be renewed, extended or modified upon the mutual consent of both parties. In the event of renewal, the then-current annual standby and administrative fee under paragraph 2A shall continue for another year.

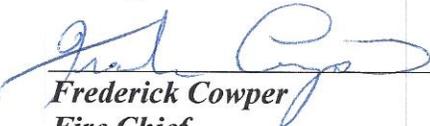
a. Notwithstanding anything in this paragraph to the contrary, either party to this agreement may terminate it upon 60-days' written notice to the other.

IN WITNESS WHEREOF, the parties have set their hands and seals as of the date above first written

THE CHARTER TOWNSHIP OF MERIDIAN

By: 
Frank Walsh

Its: **Manager**

By: 
Frederick Cowper

Its: **Fire Chief**

And.

THE CHARTER TOWNSHIP OF DELHI

By: _____
John Elsinga

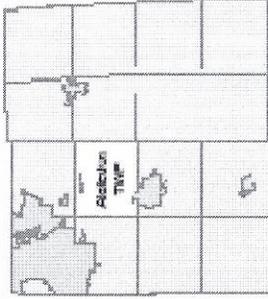
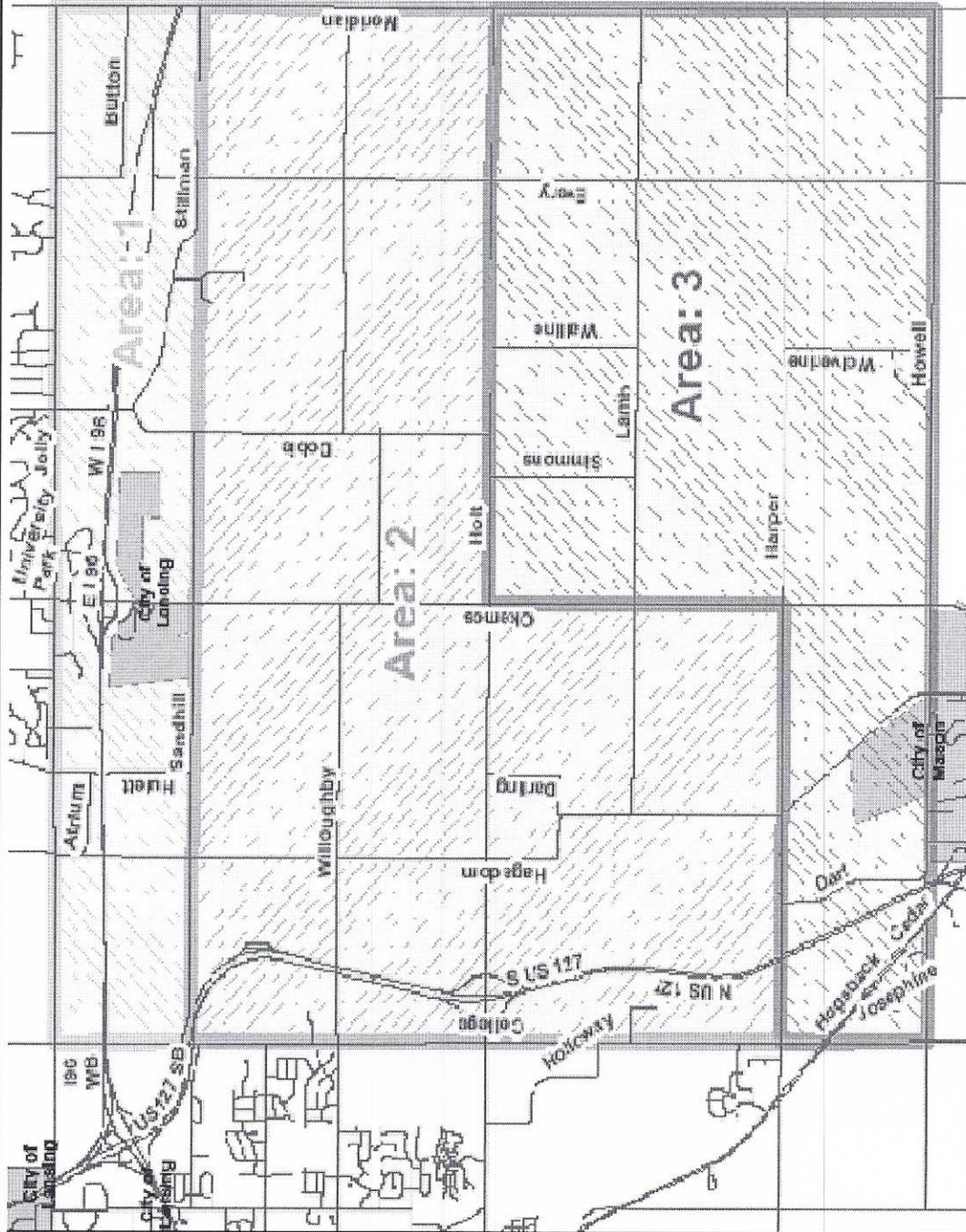
Its: **Manager**

By: _____
Brian J. Ball

Its: **Fire Chief**

Appendix A

Alaiedon Response Areas



- Legend**
- Cities
 - Fire Areas
 - 1, Meridian Township
 - 2, DeHill Township Fire
 - 3, Mason Fire

1 inch = 5,000 feet



Notes:



This map is intended for use as a general reference only. It is not intended to be used as a legal document. The boundaries shown on this map are based on the data provided to the City of Lansing. The City of Lansing is not responsible for any errors or omissions in this map. For more information, please contact the City of Lansing, Michigan.



0 0.5 1 2 3 4 Feet

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: February 11, 2016

RE: Agreement between Delhi Charter Township and City of Mason for Fire and Rescue Services within Alaiedon Township

Enclosed for your review and approval is an Agreement between Delhi Charter Township and the City of Mason to provide fire and rescue services to Alaiedon Township.

This Agreement is similar to the one with Meridian Township and defines the service area (primarily all property south of Holt Road between Meridian Road and College Road) wherein the City of Mason Fire Department personnel would become the first responders for all fire and rescue calls. It also provides for the compensation of this service through receiving a portion of standby fees and the same hourly rates for service calls as defined in our Alaiedon Township Fire Agreement.

This is our third year in collaborating with both Mason and Meridian to provide quick, effective service to the residents of Alaiedon Township. This opportunity is an outcome of both our on-going fire regional collaboration and the merger of the 911 Dispatch Center serving Ingham County. With the assistance of our mutual neighbors, both the City of Mason and Meridian Township, our staff will become more available to serve our residents' fire and EMS needs. Therefore, I recommend approval of this Agreement.

Recommended Motion:

To approve the Agreement between Delhi Charter Township and the City of Mason for Fire and Rescue Services within Alaiedon Township.

**MEMORANDUM OF UNDERSTANDING BETWEEN
DELHI CHARTER TOWNSHIP AND THE CITY OF MASON
FOR FIRE SERVICES WITHIN
ALAIEDON TOWNSHIP**

THIS AGREEMENT, made and entered into as of the 1st day of January 2016, by and between the Charter Township of Delhi, whose address is 2074 Aurelius Road, Holt, Michigan 48842 (hereinafter referred to as "Delhi") and The City of Mason, whose address is 201 W. As Street, Mason, Michigan 48854 (hereinafter referred to as "Mason").

The Charter Township of Delhi provides contract fire protection to Alaiedon Township and, in order to provide the best delivery of services, Mason hereby agrees to provide mutual aid fire response and services to Delhi within Alaiedon Township per the following policy.

1. **Fire Protection and Rescue Service.** All fire and rescue calls dispatched by Ingham County 911 Center in Alaiedon Township for properties located within the following described boundaries will be served by Mason. Mason will make available for such purpose all equipment and personnel available at said time, consistent with prudent reserves for fire protection and rescue needs elsewhere. Equipment utilization and staffing shall be within the sole discretion of authorized Mason Fire Department officers. On US-127, response will be provided to only those calls wherein fire or extrication is needed. This agreement shall not include any ambulance or EMS service within the boundaries of Alaiedon Township. The response area includes the following: (As described as "Area 3" in Appendix A)

Description: ***Beginning at the corner of Meridian Road and Holt Road then west to Okemos Road, then south to Harper Road, then west to College Road, then south to Howell Road, then east to Meridian, then north to the point of beginning at Holt Road. As outlined in area "3" in Appendix A.***

2. **Compensation.** Compensation to Mason for each category of service shall be paid by Delhi as follows:

2A. **Standby and Administrative Fee.** An annual standby and administrative fee shall be paid by Delhi to Mason during the term of this Agreement in the amount of Seven thousand Two hundred dollars and no cents (\$7,200). Payment shall be made in equal monthly installments of Six hundred dollars and no cents (\$600.00), commencing on the first day of January, 2016 and continuing on the first day of each month thereafter through the end of the term of this agreement. This annual fee may be modified in the following manner based on the annual contract price between Delhi and Alaiedon Township.

A party proposing to modify this annual fee may do so by giving the other written notice of such, and such modified annual fee becomes the new annual fee, unless within 60 days after receipt of such notice, the other party objects in writing to such a modified fee.

If not objected to, the modified fee shall be the new annual fee 60 days after the initial notice and shall be paid in monthly installments over the remaining term of the agreement, unless the parties agree otherwise. The modified annual fee and monthly payments shall be noted in an attached Exhibit A to the agreement, but the failure to attach or update Exhibit A shall not mean that the fee has not been modified.

B. Fire Run Charge.

1. **All Fire and Rescue Calls:** \$600 per call
2. **All Additional Hours after the 1st hour:** \$400 per hour for each hour after the initial hour. Hours will be measured from time of alarm until all units and personnel have completed all tasks associated with the call. Additional hours shall be measured in quarter hour increments.
3. **Cancelled Calls:** Calls which are cancelled prior to any unit leaving the station will not be charged.

C. Reporting / Invoicing Required

1. **Reports:** Copies of NFIRS Incident reports for all incidents which Mason covers within Alaiedon Township during any month will be provided to Delhi no later than the 5th of the following month. Reports will include the name, address and phone number of those persons who received the fire and/or rescue service.
2. **Invoice:** An invoice will be provided to Delhi along with the NFIRS copies. Invoices will indicate date, time, address, total hours and total fee due for each call.

Payment for fire services rendered pursuant to subparagraphs B and C above shall be made within sixty (60) days of billing.

3. **Employee Protection.** Mason shall maintain all required insurance coverage pertaining to its fire fighting personnel and equipment, which coverage shall be in the same amount and equally applicable to losses which may be incurred while providing fire fighting services to Alaiedon Township required herein

4. ***Fire Chief Discretion.*** The level of response, the selection of the appropriate units, personnel and apparatus for response, and a determination of priorities between the City, Township and neighboring calls for cooperative fire enforcement activities under mutual aid shall be solely the responsibility of the Mason Fire Chief or the chief's designee. It is understood that the City may enter into agreements similar to this Agreement with other townships for fire protection in such townships or portions thereof and this Agreement shall not be construed to restrict or limit the authority of the City to enter into such Agreements or mutual aid agreements or to cooperate with or assist other city, county, or state fire agencies in performing any official powers or duties as authorized by law. The parties hereto agree that in the event emergencies shall arise or exist in two or more places to which the City may have contracted to render fire protection service, then and in such event the place to which the City fire department shall apply itself shall be at the sole discretion of the Fire Chief or the Chief's designee, and the City shall be relieved from all direct obligation under this Agreement to furnish fire protection to the property of the individual township, if in such discretion the said fire department shall respond and apply itself to one such emergency and not to another. The City shall, however, maintain sufficient agreements for mutual aid with other fire departments and shall call on said fire departments to respond to a call for fire protection in the Township in the event the City is unable to respond. Neither the City nor the Department, nor its officers or employees, shall be liable to any party for failure to respond to a request for fire protection services for any reason.

5. ***Governmental Immunity.*** In signing this Agreement, neither governmental entity waives its governmental immunity nor any defenses available to them or their elected or appointed officers or employees under the Michigan Governmental Immunity Act, being 1964 PA 170, as amended, MCL 691.1401, *et seq.*, or any other defenses which may be available to each governmental unit, its elected and appointed officers and officials, and its agents and employees.

6. ***No Third-Party Rights.*** Nothing in this Agreement shall create any rights, remedies, or benefits or be construed to create or be intended to create any rights, remedies, or benefits to any person or party other than the parties to this Agreement.

7. **Non-Discrimination.** The parties agree that neither shall discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, or marital status. Breach of this covenant may be regarded as a material breach of this contract which allows the non-discriminatory party to immediately terminate this agreement.

8. **Term.** This agreement shall commence at 12: 01 a.m. on January 1, 2016 and shall continue until midnight December 31, 2016. This agreement may be renewed, extended or modified upon the mutual consent of both parties. In the event of renewal, the then-current annual standby and administrative fee under paragraph 2A shall continue for another year.

9. **Termination.** Notwithstanding anything in this paragraph to the contrary, either party to this agreement may terminate it upon 60- days' written notice to the other.

10. **Parties' Authority.** The parties hereby represent that their respective signatories execute this Agreement with the requisite authority to sign and bind the parties and that each party respectively has complied in all respects with their applicable by-laws, charters, articles, and constitutions and has passed all necessary resolutions before executing this Agreement.

IN WITNESS WHEREOF, the parties have set their hands and seals as of the date above first written.

THE CITY OF MASON

By: Deborah Stuart
Deborah Stuart
Its: **City Administrator**

By: Kerry Minshall
Kerry Minshall
Its: **Fire Chief**

And.

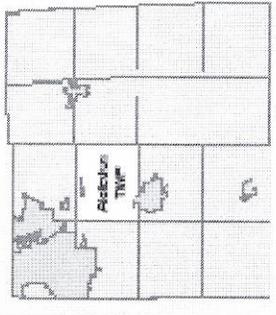
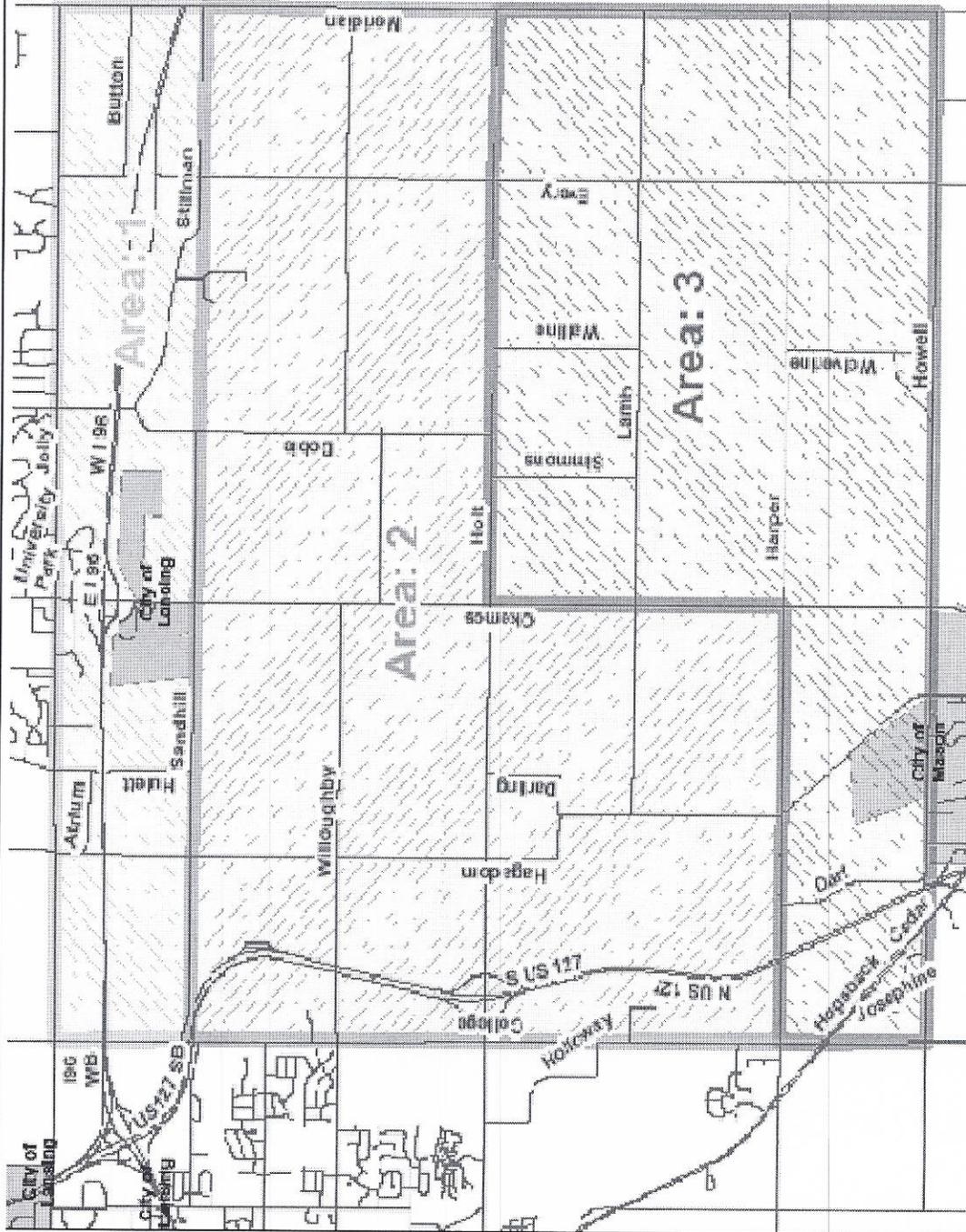
THE CHARTER TOWNSHIP OF DELHI

By: _____
John Elsinga
Its: **Manager**

By: _____
Brian J. Ball
Its: **Fire Chief**

Appendix A

Alaiedon Response Areas



Legend

Cities

Fire Areas

- 1. Meridian Township
- 2. DeHill Township Fire
- 3. Mason Fire

1 Inch = 5,000 Feet

Notes:



This map is provided for use as a general reference only. It is not intended to be used as a legal document. The Board of Supervisors and users of this map to confirm the data used in it to help verify the accuracy of the geographic areas. Any Township Board of Supervisors should consult with the Alaiedon Township Board of Supervisors for more information. Map Source: Esri, DeLorme, Garmin, etc. Map Projection: NAD 83, UTM, Zone 18N, Datum: NAD 83, Units: Meter



9) Supervisor's Report

10) Treasurer's Report

11) Clerk's Report

12) Trustee Reports

13) Manager's Report