

**DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE MEETING HELD ON JANUARY 2, 2007**

The members of the Delhi Charter Township Committee of the Whole met on Tuesday, January 2, 2007, in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, MI. Supervisor Goodrich called the meeting to order at 7:00 p.m.

Members Present: Supervisor Stuart Goodrich, Clerk Evan Hope, Treasurer Harry Ammon, Trustees John Hayhoe, Jerry Ketchum, Paul Krepps, Roy Sweet

Members Absent: Clerk Evan Hope, Trustee Paul Krepps

Others Present: John Elsinga, Township Manager
Sandra Diorka, Director of Public Services
Tracy Carney-Miller, Dir. of Community Development
Tricia Vander Ploeg, Admin. Assistant/Dep. Supervisor
Amy Finch, Assistant Twp. Clerk/Deputy Clerk

BUSINESS

DEPARTMENT OF PUBLIC SERVICES – DECEMBER MONTHLY REPORT

Sandra Diorka, Director of Public Services, reported on the highlights of the Department of Public Services December 2006 monthly report.

ADJOURNMENT

Meeting adjourned at 7:29 p.m.

Date: _____

Evan Hope, Township Clerk

Date: _____

Stuart Goodrich, Supervisor

/af

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JANUARY 2, 2007**

The Delhi Charter Township Board of Trustees met in a regular meeting on Tuesday, January 2, 2007 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Supervisor Goodrich called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Members Present: Supervisor Stuart Goodrich, Treasurer Harry Ammon, Trustees John Hayhoe, Jerry Ketchum, Roy Sweet

Members Absent: Clerk Evan Hope, Trustee Paul Krepps

Others Present: John Elsinga, Township Manager
Sandra Diorka, Director of Public Services
Tracy Carney-Miller, Director of Community Development
Tricia Vander Ploeg, Administrative Assistant/Deputy Supervisor
Amy Finch, Assistant Twp. Clerk/Deputy Clerk

SET/ADJUST THE AGENDA

**GOODRICH MOVED TO ADD EXECUTIVE SESSION REGARDING THE
PURCHASE OF A PIECE OF PROPERTY.**

A Voice Poll was recorded as follows: All Ayes

Absent: Hope, Krepps

MOTION CARRIED

NEW BUSINESS

CONSENT AGENDA

- A. Approval of Minutes – Committee of the Whole Meeting of December 19, 2006
- B. Approval of Minutes – Regular Meeting of December 19, 2006
- C. Approval of Claims – December 19, 2006 (ATTACHMENT I)
- D. Approval of Payroll – December 29, 2006 (ATTACHMENT II)
- E. Utility Agreement for Sanitary Sewer between Delhi Township and Delhi Development Inc. – Evergreen Village, Phase I (ATTACHMENT III)

HAYHOE MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED.

A Roll Call Vote was recorded as follows:

Ayes: Hayhoe, Ketchum, Sweet, Ammon, Goodrich

Absent: Hope, Krepps

MOTION CARRIED

REAPPOINTMENT TO THE DELHI TOWNSHIP PLANNING COMMISSION – JOHN HAYHOE

The Board reviewed a memorandum dated December 29, 2006 from Supervisor Goodrich (ATTACHMENT IV).

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JANUARY 2, 2007**

KETCHUM MOVED TO REAPPOINT DELHI TOWNSHIP TRUSTEE JOHN HAYHOE TO THE DELHI TOWNSHIP PLANNING COMMISSION FOR A ONE-YEAR TERM, EFFECTIVE JANUARY 1, 2007 AND EXPIRING JANUARY 1, 2008.

A Roll Call Vote was recorded as follows:

Ayes: Ketchum, Sweet, Ammon, Goodrich, Hayhoe

Absent: Hope, Krepps

MOTION CARRIED

APPOINTMENT TO THE DELHI TOWNSHIP ZONING BOARD OF APPEALS – PAUL KREPPS

The Board reviewed a memorandum dated December 29, 2006 from Supervisor Goodrich (ATTACHMENT V).

AMMON MOVED TO APPOINT DELHI TOWNSHIP TRUSTEE PAUL KREPPS TO THE DELHI TOWNSHIP ZONING BOARD OF APPEALS FOR A ONE-YEAR TERM, EFFECTIVE JANUARY 1, 2007, AND EXPIRING JANUARY 1, 2008.

A Roll Call Vote was recorded as follows:

Ayes: Sweet, Ammon, Goodrich, Hayhoe, Ketchum

Absent: Hope, Krepps

MOTION CARRIED

REAPPOINTMENT TO THE BUILDING BOARD OF APPEALS – CAL BAXTER

The Board reviewed a memorandum dated December 27, 2006 from Supervisor Goodrich (ATTACHMENT VI).

SWEET MOVED TO REAPPOINT CAL BAXTER TO THE BUILDING BOARD OF APPEALS FOR A THREE-YEAR TERM EFFECTIVE JANUARY 1, 2007; EXPIRING JANUARY 1, 2010.

A Roll Call Vote was recorded as follows:

Ayes: Sweet, Ammon, Goodrich, Hayhoe, Ketchum

Absent: Hope, Krepps

MOTION CARRIED

REAPPOINTMENT TO THE HOUSING ADVISORY AND APPEALS BOARD – CAL BAXTER

The Board reviewed a memorandum dated December 27, 2006 from Supervisor Goodrich (ATTACHMENT VII).

HAYHOE MOVED TO REAPPOINT CAL BAXTER TO THE HOUSING ADVISORY AND APPEALS BOARD FOR A THREE-YEAR TERM EFFECTIVE JANUARY 1, 2007; EXPIRING JANUARY 1, 2010.

A Roll Call Vote was recorded as follows:

Ayes: Sweet, Ammon, Goodrich, Hayhoe, Ketchum

Absent: Hope, Krepps

MOTION CARRIED

REAPPOINTMENT TO THE FIRE CODE BOARD OF APPEALS – CAL BAXTER

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JANUARY 2, 2007**

The Board reviewed a memorandum dated December 27, 2006 from Supervisor Goodrich (ATTACHMENT VIII).

KETCHUM MOVED TO REAPPOINT CAL BAXTER TO THE FIRE CODE BOARD OF APPEALS FOR A THREE-YEAR TERM EFFECTIVE FEBRUARY 7, 2007 AND EXPIRING FEBRUARY 7, 2010.

A Roll Call Vote was recorded as follows:

Ayes: Ammon, Goodrich, Hayhoe, Ketchum, Sweet

Absent: Hope, Krepps

MOTION CARRIED

APPOINTMENT TO THE BUILDING CODE BOARD OF APPEALS – MIKE WILKINSON

The Board reviewed a memorandum dated December 28, 2006 from Supervisor Goodrich (ATTACHMENT IX).

SWEET MOVED TO APPOINT MIKE WILKINSON TO THE DELHI TOWNSHIP BUILDING BOARD OF APPEALS TO FILL THE NEW THREE-YEAR TERM VACATED BY MEMBER RANDALL JOHNSON, EFFECTIVE JANUARY 1, 2007, TERM EXPIRING JANUARY 1, 2010.

A Roll Call Vote was recorded as follows:

Ayes: Goodrich, Hayhoe, Ketchum, Sweet, Ammon

Absent: Hope, Krepps

MOTION CARRIED

APPOINTMENT TO THE HOUSING ADVISORY AND APPEALS BOARD – MIKE WILKINSON

The Board reviewed a memorandum dated December 28, 2006 from Supervisor Goodrich (ATTACHMENT X).

HAYHOE MOVED TO APPOINT MIKE WILKINSON TO THE DELHI TOWNSHIP HOUSING ADVISORY AND APPEALS BOARD TO FILL THE NEW THREE-YEAR TERM VACATED BY MEMBER RANDALL JOHNSON, EFFECTIVE JANUARY 1, 2007, TERM EXPIRING JANUARY 1, 2010.

A Roll Call Vote was recorded as follows:

Ayes: Hayhoe, Ketchum, Sweet, Ammon, Goodrich

Absent: Hope, Krepps

MOTION CARRIED

APPOINTMENT TO THE FIRE CODE BOARD OF APPEALS – MIKE WILKINSON

The Board reviewed a memorandum dated December 28, 2006 from Supervisor Goodrich (ATTACHMENT XI).

AMMON MOVED TO APPOINT MIKE WILKINSON TO THE DELHI TOWNSHIP FIRE CODE BOARD OF APPEALS TO FILL THE NEW THREE-YEAR TERM, EFFECTIVE FEBRUARY 7, 2007 AND EXPIRING FEBRUARY 7, 2010.

A Roll Call Vote was recorded as follows:

Ayes: Ketchum, Sweet, Ammon, Goodrich, Hayhoe

Absent: Hope, Krepps

MOTION CARRIED

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JANUARY 2, 2007**

APPOINTMENT TO THE BUILDING CODE BOARD OF APPEALS – GREG SMITH

The Board reviewed a memorandum dated December 28, 2006 from Supervisor Goodrich (ATTACHMENT XII).

**SWEET MOVED TO APPOINT GREG SMITH TO THE DELHI TOWNSHIP
BUILDING BOARD OF APPEALS TO FILL THE VACANCY, EFFECTIVE
JANUARY 1, 2007 AND EXPIRING JANUARY 1, 2008.**

A Roll Call Vote was recorded as follows:

Ayes: Sweet, Ammon, Goodrich, Hayhoe, Ketchum

Absent: Hope, Krepps

MOTION CARRIED

APPOINTMENT TO THE HOUSING ADVISORY AND APPEALS BOARD – GREG SMITH

The Board reviewed a memorandum dated December 28, 2006 from Supervisor Goodrich (ATTACHMENT XIII).

**AMMON MOVED TO APPOINT GREG SMITH TO THE DELHI TOWNSHIP
HOUSING ADVISORY AND APPEALS BOARD TO FILL THE VACANCY,
EFFECTIVE JANUARY 1, 2007 AND EXPIRING JANUARY 1, 2008.**

A Roll Call Vote was recorded as follows:

Ayes: Sweet, Ammon, Goodrich, Hayhoe, Ketchum

Absent: Hope, Krepps

MOTION CARRIED

APPOINTMENT TO THE FIRE CODE BOARD OF APPEALS – GREG SMITH

The Board reviewed a memorandum dated December 28, 2006 from Supervisor Goodrich (ATTACHMENT XIV).

**HAYHOE MOVED TO APPOINT GREG SMITH TO THE DELHI TOWNSHIP
FIRE CODE BOARD OF APPEALS TO FILL THE VACANCY, EFFECTIVE
FEBRUARY 7, 2007 AND EXPIRING FEBRUARY 7, 2008.**

A Roll Call Vote was recorded as follows:

Ayes: Ammon, Goodrich, Hayhoe, Ketchum, Sweet

Absent: Hope, Krepps

MOTION CARRIED

EMPLOYMENT AGREEMENT FOR SUPERINTENDENT OF DELHI TOWNSHIP

The Board reviewed a memorandum dated December 29, 2006 from Supervisor Goodrich (ATTACHMENT XV).

**KETCHUM MOVED TO APPROVE THE EMPLOYMENT AGREEMENT FOR
THE SUPERINTENDENT OF DELHI CHARTER TOWNSHIP, WHICH
PROVIDES FOR AN ANNUAL SALARY OF \$98,780, EFFECTIVE JANUARY 1,
2007.**

A Roll Call Vote was recorded as follows:

Ayes: Goodrich, Hayhoe, Ketchum, Sweet, Ammon

Absent: Hope, Krepps

MOTION CARRIED

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JANUARY 2, 2007**

INSPECTOR RATES – ELECTRICAL, PLUMBING/MECHANICAL INSPECTIONS

The Board reviewed a memorandum dated December 28, 2006 from Twp. Mgr. Elsinga (ATTACHMENT XVI).

HAYHOE MOVED TO INCREASE THE ELECTRICAL INSPECTOR RATES AND THE BACKUP ELECTRICAL AND PLUMBING/MECHANICAL INSPECTOR RATES TO \$37.50 PER INSPECTION, EFFECTIVE JANUARY 1, 2007.

A Roll Call Vote was recorded as follows:

Ayes: Hayhoe, Ketchum, Sweet, Ammon, Goodrich

Absent: Hope, Krepps

MOTION CARRIED

RESOLUTION NO. 2007-001 – POSTPONE CONSTRUCTION OF A REQUIRED SIDEWALK

The Board reviewed memorandums dated December 28, 2006 from Twp. Mgr. Elsinga and Tracy Miller, Director of Community Development (ATTACHMENT XVII).

SWEET MOVED TO ADOPT RESOLUTION NO. 2007-001 WHICH POSTPONES THE CONSTRUCTION OF A REQUIRED SIDEWALK FOR PROPERTY LOCATED AT 5035 HOLT ROAD, FROM THE WEST SIDE OF THE EXISTING DRIVEWAY TO THE WESTERN PROPERTY LINE ADJACENT TO HOLT ROAD, AND REQUIRES THE PROPERTY OWNER TO EXECUTE A SIDEWALK AGREEMENT STATING THE SAME.

Tracy Miller, Director of Community Development, stated that this resolution pertains to the new Palmer Bush Funeral Home property. The western half of the frontage located on Holt Road is a regulated wetland. This property, because of the nature of its use, is required to install sidewalks. Ms. Miller stated that upon site development, it became apparent that a portion of the sidewalk would be approximately 4' to 6' lower than Holt Road.

Ms. Miller stated that this is a route that has been preliminary identified as a shared use path. The property owner agreed to partner with the Township and provide an 8' wide sidewalk as opposed to the normally required 5' wide sidewalk. However, as the site began to finalize, it became apparent that to the west of the driveway, an 8' wide concrete sidewalk may not serve the purpose of a shared use path.

Ms. Miller stated that the Board is the only entity that has the authority under the Sidewalk Ordinance to postpone the sidewalk. The property owner would sign a sidewalk agreement that would require them to install a 5' wide sidewalk at a later date.

A Roll Call Vote was recorded as follows:

Ayes: Ketchum, Sweet, Ammon, Goodrich, Hayhoe

Absent: Hope, Krepps

MOTION CARRIED

ZONING AND DEVELOPMENT

PETITION TO REZONE CASE NO. 06-817 – 1284 N. CEDAR STREET – TAX PARCEL NUMBER 33-25-05-25-176-008 – IM, INDUSTRIAL MANUFACTURING TO C-2, GENERAL BUSINESS – SECOND CONSIDERATION (PROPOSED ZONING ORDINANCE NO. 603)

The Board reviewed a memorandum dated December 12, 2006 from Tracy Miller, Director of Community Development (ATTACHMENT XVIII).

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JANUARY 2, 2007**

HAYHOE MOVED UPON SECOND CONSIDERATION TO APPROVE THE REZONING OF CASE NO. 06-817, 1284 N. CEDAR STREET, TAX PARCEL #33-25-05-25-176-008, FROM IM, INDUSTRIAL MANUFACTURING, TO C-2, GENERAL BUSINESS, AS RECOMMENDED BY THE PLANNING COMMISSION AT THEIR DECEMBER 11, 2006 MEETING, BASED ON IT BEING CONSISTENT WITH THE FUTURE LAND USE MAP (ZONING ORDINANCE NO. 603).

A Roll Call Vote was recorded as follows:

Ayes: Hayhoe, Ketchum, Sweet, Ammon, Goodrich

Absent: Hope, Krepps

MOTION CARRIED

PETITION TO REZONE CASE NO. 06-818 – 2500 BLOCK OF E. JOLLY ROAD – TAX PARCEL NUMBER 33-25-05-02-200-022 – C-2, GENERAL BUSINESS TO C-3, HIGHWAY SERVICE – SECOND CONSIDERATION (PROPOSED ZONING ORDINANCE NO. 604)

The Board reviewed a memorandum dated December 12, 2006 from Tracy Miller, Director of Community Development (ATTACHMENT XIX).

AMMON MOVED UPON SECOND CONSIDERATION TO APPROVE THE REZONING OF CASE NO. 06-818, 2500 BLOCK OF E. JOLLY ROAD, TAX PARCEL #33-25-05-02-200-022, FROM C-2, GENERAL BUSINESS TO C-3, HIGHWAY SERVICE, AS RECOMMENDED BY THE PLANNING COMMISSION AT THEIR DECEMBER 11, 2006 MEETING, BASED ON IT BEING CONSISTENT WITH THE FUTURE LAND USE MAP (ZONING ORDINANCE NO. 604).

A Roll Call Vote was recorded as follows:

Ayes: Ketchum, Sweet, Ammon, Goodrich, Hayhoe

Absent: Hope, Krepps

MOTION CARRIED

PETITION TO REZONE CASE NO. 06-819 – 2198 CEDAR STREET – TAX PARCEL NUMBER 33-25-05-14-302-006 – C-1, LOW IMPACT COMMERCIAL TO TC, TOWN CENTER – SECOND CONSIDERATION (PROPOSED ZONING ORDINANCE NO. 605)

The Board reviewed a memorandum dated December 19, 2006 from Tracy Miller, Director of Community Development (ATTACHMENT XX).

SWEET MOVED UPON SECOND CONSIDERATION TO APPROVE THE REZONING OF CASE NO. 06-819, 2198 CEDAR STREET, TAX PARCEL #33-25-05-14-302-006, FROM C-1, LOW IMPACT COMMERCIAL TO TC, TOWN CENTER, AS RECOMMENDED BY THE PLANNING COMMISSION AT THEIR DECEMBER 11, 2006 MEETING, BASED ON IT BEING CONSISTENT WITH THE FUTURE LAND USE MAP (ZONING ORDINANCE NO. 605).

A Roll Call Vote was recorded as follows:

Ayes: Sweet, Ammon, Goodrich, Hayhoe, Ketchum

Absent: Hope, Krepps

MOTION CARRIED

REPORTS

SUPERVISOR

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JANUARY 2, 2007**

RED TEAM MEETING

Supervisor Goodrich stated that the RED Team would be meeting at Lansing Community College on January 4, 2007.

TREASURER

WINTER TAX COLLECTION

Treasurer Ammon stated that the Treasurer's Office has collected \$15 million of the \$31 million to be collected in property taxes.

CLERK

PUBLICATION AND SECOND CONSIDERATION OF ZONING ORDINANCES

The Board reviewed a memorandum dated December 28, 2006 from Clerk Hope (ATTACHMENT XXI).

Twp. Mgr. Elsinga stated that pursuant to the new Michigan Zoning Enabling Act (PA 110 of 2006), zoning ordinances can be adopted by the Board at the same meeting they are introduced. This pertains to zoning ordinances only.

TRUSTEES

KETCHUM

HOLT MANOR MOBILE HOME PARK

Trustee Ketchum stated that he has received a complaint regarding the clean up of the Holt Manor Mobile Home Park. Supervisor Goodrich stated that he has been in contact with Jackson McDaniel, President of Diversified Financial Realty Services, regarding this situation. Mr. McDaniel informed Supervisor Goodrich that the bid for removal of the mobile homes has been asked for.

PETROLEUM PIPELINE COMPANY

Trustee Ketchum stated that a letter was received by a Beryl Street resident from a petroleum pipeline company asking the resident to contact them if they were going to be doing any construction on their property.

Supervisor Goodrich asked Trustee Ketchum if he could give him or Twp. Mgr. Elsinga a copy of the letter so that it could be followed up on.

TOWNSHIP MANAGER

2006 JOB ANALYSIS QUESTIONNAIRE

Twp. Mgr. Elsinga reported on the annual 2006 Job Analysis Questionnaire. Six employees participated in 2006. The results are as follows:

- The Superintendent of Public Services position has been changed to Director of Public Services (from a pay grade 11 to a pay grade 12).
- The Maintenance Supervisor position changed to Facilities Supervisor (from a pay grade 8 to pay grade 9).
- The Maintenance Technician position changed to Collections Systems Supervisor (from a pay grade 7 to a pay grade 9).

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON JANUARY 2, 2007**

- The POTW Secretary position changed to Administrative Secretary (from a pay grade 5 to a pay grade 6).
- The Fire Marshall/Safety Officer position changed to Assistant Chief-EMT/Fire Marshall (pay grade to remain the same).
- The Accounting Technician position title did not change; however, the pay grade increased from a pay grade 6 to a pay grade 7.

LIMITED COMMENTS

Frank Badalamente, 1900 Persimmon Path, asked various questions regarding the pending litigation of the Cook and Thorburn and Hancock Drain.

Mr. Badalamente questioned if Township services were being affected due to the reduced State Revenue Sharing.

Mr. Badalamente questioned Cable Franchise fees.

EXECUTIVE SESSION – THE PURCHASE OF PROPERTY

Enter into Executive Session 8:21 p.m.

SWEET MOVED TO ENTER INTO EXECUTIVE SESSION FOR LAND DISCUSSION.

A Voice Poll was recorded as follows: All Ayes

Absent: Hope, Krepps

MOTION CARRIED

Regular Board meeting reconvened at 8:40 p.m.

ADJOURNMENT

Meeting adjourned at 8:41 p.m.

FYI

1. Tri-County Metro Narcotics Squad Monthly Report - November 2006.

Date: _____

Evan Hope, Township Clerk

Date: _____

Stuart Goodrich, Supervisor

/af