

**DELHI CHARTER TOWNSHIP  
COMMITTEE OF THE WHOLE MEETING HELD ON APRIL 17, 2007**

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The members of the Delhi Charter Township Committee of the Whole met on Tuesday, April 17, 2007, in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, MI. Supervisor Goodrich called the meeting to order at 6:30 p.m.

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

Others Present: John Elsinga, Township Manager  
Al McFadyen, DDA Executive Dir.  
Lt. Jeff Cook, Delhi Div., Ing. County Sheriff's Office  
Mark Jenks, Dir. of Parks & Recreation  
Rick Royston, Fire Chief  
Sandra Diorka, Director of Public Services  
Tracy Carney-Miller, Dir. of Community Development  
Tricia Vander Ploeg, Admin. Assistant/Deputy Supervisor  
Sandy Gleason, Records Coordinator

**BUSINESS**

**COMMUNITY DEVELOPMENT DEPARTMENT – MARCH ACTIVITY REPORT**

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The Board reviewed the March Community Development Activity Report (ATTACHMENT I).

Tracy Miller, Director of Community Development, reported on the highlights of the March Community Development Department Activity Report.

**FIRE DEPARTMENT – MARCH ACTIVITY REPORT**

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

Rick Royston, Fire Chief, reported on the highlights of the March Fire Department Activity Report.

**INGHAM COUNTY SHERIFF'S DEPARTMENT/DELHI DIVISION – MARCH ACTIVITY REPORT**

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The Board reviewed the March Sheriff's Department Activity Report (ATTACHMENT III).

Lt. Jeff Cook, Ingham County Sheriff's Department/Delhi Division, reported on the highlights of the March Sheriff's Department Activity Report.

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**PROPOSED AMENDMENT TO TOWNSHIP ORDINANCE NO. 55 (PARKS  
ORDINANCE)**

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The Board reviewed a memorandum dated April 11, 2007 from Tracy Miller, Director of Community Development (ATTACHMENT IV).

Tracy Miller, Director of Community Development, reported on the proposed modifications to Township Ordinance No. 55 (Parks Ordinance).

Mark Jenks, Director of Parks and Recreation, spoke regarding the modification in Section 14, relative to skateboarding, in-line skating and freestyle BMX biking. He stated that signs will be posted prohibiting these activities in sensitive areas, such as the tennis courts and Veteran's Memorial Gardens.

Supervisor Goodrich stated that he would like to see a ban on freestyle walking added as a modification to the ordinance.

John Elsinga, Township Manager, spoke against the language in the ordinance "openly carrying any firearm" as being old language. He stated that it doesn't make a lot of sense, from a safety standpoint, that people can openly carry any form of weapon on public property. He stated that he feels this section of the ordinance is no longer relevant as we transition from a rural to an urban community. Mr. Elsinga suggested changing this by adding a preamble prohibiting carrying any firearm, air rifle, bow and arrows, sling shot, crossbow, or any other dangerous weapon, unless sanctioned by the Township or Commission (an event that has been sanctioned as part of a formal activity).

Ms. Miller inquired if it would be the intent that if someone had a CCW that they could not carry on Township property.

Trustee Krepps replied that his thoughts would be to limit it to designated events, or if you have a CCW permit or are a law enforcement officer, that it would be OK. He stated that he did not think that we should say if you have a CCW permit, and you have been authorized by law enforcement to have that permit, that you should not be able to carry that into the public lands of Delhi Township.

Trustee Ketchum stated that if you have a CCW, on the permit it states there are certain areas in which you cannot carry. He stated that if any municipality wants to restrict that right, according to State law, it has to be posted anywhere that you don't want someone to be able to carry with a CCW.

Supervisor Goodrich stated that he would like to see what language other municipalities use regarding this issue and also to have the Township attorney take a look at it. This issue will be presented to the Board again at the next meeting.

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**ADJOURNMENT**

Meeting adjourned at 7:23 p.m.

Date: \_\_\_\_\_

\_\_\_\_\_  
Evan Hope, Township Clerk

Date: \_\_\_\_\_

\_\_\_\_\_  
Stuart Goodrich, Supervisor

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**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON APRIL 17, 2007**

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The Delhi Charter Township Board of Trustees met in a regular meeting on Tuesday, April 17, 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, Clerk Evan Hope, Trustees John Hayhoe, Jerry Ketchum, Paul Krepps, Roy Sweet

Others Present: John Elsinga, Township Manager  
Al McFadyen, DDA Executive Dir.  
Lt. Jeff Cook, Delhi Div., Ing. County Sheriff's Office  
Mark Jenks, Dir. of Parks & Recreation  
Rick Royston, Fire Chief  
Jim Porcello, Deputy Fire Chief, Safety/Training Officer  
Mike Malone, Deputy Fire Chief  
Brian Ball, Shift Supervisor, Firefighter/Paramedic  
Sandra Diorka, Director of Public Services  
Tracy Carney-Miller, Dir. of Community Development  
Terry Powers, Facilities Supervisor  
Tricia Vander Ploeg, Admin. Assistant/Dep. Supervisor  
Sandy Gleason, Records Coordinator

**2006 ANNUAL REPORT – DOWNTOWN DEVELOPMENT  
AUTHORITY/BROWNFIELD REDEVELOPMENT AUTHORITY**

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Al McFadyen, DDA Executive Director, gave a Power Point presentation of the DDA/Brownfield Redevelopment Authority 2006 Annual Report – (ATTACHMENT I).

Trustee Krepps asked about the status of the farmer's market plan. Mr. McFadyen stated that the DDA Board has done some preliminary facility planning. They have also been in contact with the Michigan State University (MSU) Extension. The extension has an employee whose job is also the Coordinator of the Michigan Farmer's Market Association. This will be reviewed at the next DDA Board meeting. There will be a recommendation on the agenda to ask the DDA Board to take on the role of being the facilitator of the farmer's market project.

**CONSENT AGENDA**

- A. Approval of Minutes – Committee Meeting of April 3, 2007
- B. Approval of Minutes – Regular Meeting of April 3, 2007
- C. Approval of Claims – April 10, 2007 (ATTACHMENT II)
- D. Approval of Payroll – April 5, 2007 (ATTACHMENT III)
- E. Resolution No. 2007-017 – Water Quality Awareness Week (ATTACHMENT IV)

**HOPE MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED.**

A Roll Call Vote was recorded as follows:

Ayes: Goodrich, Hayhoe, Hope, Ketchum, Krepps, Sweet, Ammon

**MOTION CARRIED**

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**NEW BUSINESS**

**PURCHASE OF A 2007 ELITE RESCUE/PUMPER FROM ELITE FIRE APPARATUS, INC.**

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The Board reviewed memorandums dated April 11, 2007 from Twp. Mgr. Elsinga and April 9, 2007 from Rick Royston, Fire Chief (ATTACHMENT V).

**HAYHOE MOVED TO APPROVE THE PURCHASE OF A 2007 ELITE RESCUE/PUMPER TRUCK FROM ELITE APPARATUS, INC. IN THE AMOUNT OF \$489,950.**

Fire Chief Royston stated that the Committee sent specifications out to 11 fire departments and only received two bid packages back. Of these two bids, only Elite met the specifications recommended by the Fire Department.

Chief Royston stated that this apparatus will be replacing two units, both of which have been tentatively sold.

A Roll Call Vote was recorded as follows:

Ayes: Hayhoe, Hope, Ketchum, Krepps, Sweet, Ammon, Goodrich

**MOTION CARRIED**

**ADOPTION OF THE DELHI TOWNSHIP NON-MOTORIZED TRANSPORTATION PLAN**

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The Board reviewed memorandums dated April 12, 2007 from Twp. Mgr. Elsinga and Tracy Miller, Director of Community Development (ATTACHMENT VI).

**KREPPS MOVED TO ADOPT THE DELHI TOWNSHIP NON-MOTORIZED TRANSPORTATION PLAN.**

Mike Bristor from Landscape Architects and Planners (LAP) was present to answer questions from the Board regarding the Non-Motorized Transportation Plan.

Trustee Hayhoe stated that he would like to see the Plan kept on display in the library where Delhi residents can see the ongoing progress.

Supervisor Goodrich suggested this display should also show when each section has been completed.

A Roll Call Vote was recorded as follows:

Ayes: Hope, Ketchum, Krepps, Sweet, Ammon, Goodrich, Hayhoe

**MOTION CARRIED**

**PROPOSAL FROM LANDSCAPE ARCHITECTS AND PLANNERS FOR SIDEWALK DESIGN FOR HOLT ROAD AND WASHINGTON ROAD**

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The Board reviewed memorandums dated April 12, 2007 from Twp. Mgr. Elsinga and Tracy Miller, Director of Community Development (ATTACHMENT VII).

**SWEET MOVED TO APPROVE THE PROPOSAL FROM LANDSCAPE ARCHITECTS AND PLANNERS FOR THE FEASIBILITY STUDY, DESIGN AND CONSTRUCTION DOCUMENTS PREPARATION PROPOSAL FOR THE HOLT AND WASHINGTON ROAD SIDEWALKS IN THE TOTAL AMOUNT OF \$22,915.**

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Tracy Miller, Director of Community Development, stated that the sidewalk construction priorities for the Township included Washington Road (on the west side) and Holt Road (on the south side).

It was the consensus of the Board that the best way to approach the ultimate installation of these sidewalk sections would be to do the design work in 2007 for both of them. Ms. Miller stated that through the design work we should get a very good idea of the project budget and the project scope, and then through the normal budgeting process look at implementation in 2008 and 2009.

There is a bid proposal from Landscape Architects and Planners to do both projects. There are five tasks associated with each of the two projects. Ms. Miller suggested to the Board, that at this point, we should go ahead and look at doing the design work (which consists of tasks 1 through 4 for each of the two projects) and then recognizing that the construction administration and observation (task 5) would be a component when we actually build these 2 projects.

A Roll Call Vote was recorded as follows:

Ayes: Ketchum, Krepps, Sweet, Ammon, Goodrich, Hayhoe, Hope

**MOTION CARRIED**

**PURCHASE OF TWO GMC CANYON PICKUPS – DEPARTMENT OF PUBLIC SERVICES**

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The Board reviewed memorandums dated April 11, 2007 from Twp. Mgr. Elsinga and March 13, 2007 from Sandra Diorka, Director of Public Services/Terry Powers, Facilities Supervisor (ATTACHMENT VIII).

**HOPE MOVED TO APPROVE THE PURCHASE OF TWO (2) 2007 GMC CANYON PICKUP TRUCKS FROM GLEN BUEGE BUICK/GMC IN THE AMOUNT OF \$23,576.**

Sandra Diorka, Director of Public Services, stated that these purchases are part of the schedule that was set in 2006 for purchasing new township vehicles through the State Purchasing Plan. Two small two-wheel drive pickups are slated to be purchased for this year. They will be used first in the Maintenance Department, then go to the Community Development Department, and then go to the Parks Department. All of these new vehicles will be utilized on a ten year cycle.

Public Services will be retiring two vehicles this year. One will be going to auction and the other will be going to the Parks Department.

A Roll Call Vote was recorded as follows:

Ayes: Krepps, Sweet, Ammon, Goodrich, Hayhoe, Hope, Ketchum

**MOTION CARRIED**

**PURCHASE OF A 2007 SKAG MOWER – DEPARTMENT OF PUBLIC SERVICES**

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The Board reviewed memorandums dated April 11, 2007 from Twp. Mgr. Elsinga and Sandra Diorka, Director of Public Services/Terry Powers, Facilities Supervisor (ATTACHMENT IX).

**KREPPS MOVED TO APPROVE THE PURCHASE OF A 2007 SKAG MOWER WITH GRASS CATCHER FROM BRADY LAWN EQUIPMENT IN THE AMOUNT OF \$10,445.14.**

Sandra Diorka, Director of Public Services, stated that provisions were made in this year's budget for the replacement of the Skag mower. This mower would be purchased through the State Purchasing Program.

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A Roll Call Vote was recorded as follows:

Ayes: Sweet, Ammon, Goodrich, Hayhoe, Hope, Ketchum, Krepps

**MOTION CARRIED**

**PURCHASE OF A JOHN DEERE 3320 TRACTOR FROM D&G EQUIPMENT, INC.**

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The Board reviewed memorandums dated April 12, 2007 from Twp. Mgr. Elsinga and April 11, 2007 from Sandra Diorka, Director of Public Services/Terry Powers, Facilities Supervisor (ATTACHMENT X).

**SWEET MOVED TO APPROVE THE PURCHASE OF A JOHN DEERE 3320 TRACTOR FROM D&G EQUIPMENT, INC. IN THE AMOUNT OF \$29,857.94.**

Sandra Diorka, Director of Public Services, stated that the current John Deere 955 tractor is 10 years old and is in need of a cab, which is no longer available for that model. The FY 2007 Budget includes monies for the purchase of a new John Deere tractor to replace the current tractor.

Terry Powers, Facilities Supervisor, stated that the John Deere 3320 is as close to a replacement of the John Deere 955 as we can get. The current tractor will be sent to the Public Owned Treatment Works (POTW). He stated that the tractor will be used in the summer on Cedar Street to mow the median from Holt Road to Spartan Speedway and in the winter it will be used to blow snow at Township facilities.

A Roll Call Vote was recorded as follows:

Ayes: Ammon, Goodrich, Hayhoe, Hope, Ketchum, Krepps, Sweet

**MOTION CARRIED**

**PETITION TO REZONE CASE NO. 07-820 – 2350 CEDAR STREET – TAX PARCEL NUMBER 33-25-05-15-277-024 – C-2, GENERAL BUSINESS TO C-3, HIGHWAY SERVICE (PROPOSED ZONING ORDINANCE NO. 606)**

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The Board reviewed a memorandum dated April 11, 2007 from Tracy Miller, Director of Community Development (ATTACHMENT XI).

**HAYHOE MOVED TO APPROVE THE REZONING OF CASE NO. 07-820, 2350 CEDAR STREET, TAX PARCEL NUMBER 33-25-05-15-277-024 (1.54 ACRES), MEDAWAR PROPERTY COMPANY LLC, FROM C-2, GENERAL BUSINESS, TO C-3, HIGHWAY SERVICE, AS RECOMMENDED BY THE PLANNING COMMISSION AT THEIR APRIL 9, 2007 MEETING, BASED ON IT BEING CONSISTENT WITH THE MASTER PLAN AND COMPATIBLE WITH EXISTING DEVELOPMENT IN THE AREA (ZONING ORDINANCE NO. 606)**

Tracy Miller, Director of Community Development, stated that this property is currently owned by Medawar Property Company, LLC and is located at 2350 Cedar Street. It is currently zoned as C-2, General Business. The requested rezoning is for C-3, Highway Service. Ms. Miller stated that the land usages in the surrounding area are legally non-conforming since all drive-through businesses require C-3 zoning. Ms. Miller feels that it is a good decision to rezone this property because the land uses in that area are actually C-3 businesses.

Trustee Hayhoe reported that everyone on the Planning Commission voted in favor of the rezoning and that no one from the community came to object to it.

A Roll Call Vote was recorded as follows:

Ayes: Goodrich, Hayhoe, Hope, Ketchum, Krepps, Sweet, Ammon

**MOTION CARRIED**

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**REPORTS**

**SUPERVISOR**

Supervisor Goodrich reminded the Board of the Goals and Objectives meeting with Department Heads on June 6, 2007. He also reminded the Board of the June 19, 2007 Goals and Objectives meeting with Lynn Harvey at 3:00 p.m.

**TREASURER**

**REPORT ON MOTOR VEHICLE CODE ORDINANCE**

Treasurer Ammon reported that in 2006 we had revenues from Motor Vehicle Code violations of \$28,946.00 and expenses of \$15,040.00, with a net profit of \$13,906.00. He stated that Twp. Mgr. Elsinga will look into the original assumptions and seek answers to why the net profit is not closer to what was expected.

**TRUSTEES**

**KREPPS**

**ZONING BOARD OF APPEALS MEETING**

Trustee Krepps reported that there was an appeal to the Delhi Four Seasons Plan. The Board listened to the appellant. Township Attorney, Richard Robinson, was there to explain the Township's perspective on the plan. The unanimous opinion of the Board was that the appeal was without merit and that all the objections were sufficiently answered by Attorney Robinson. The appeal was denied.

**TOWNSHIP MANAGER**

**COUNTY-WIDE PUBLIC SAFETY MILLAGE**

Twp. Mgr. Elsinga reported that he met with Matt Myers, Ingham County Controller, regarding an idea that he would like to revisit – which is consideration for a county-wide public safety millage of 1 mill. Twp. Mgr. Elsinga stated that this would certainly help offset our public safety expenses and that the Township should be supportive of this millage.

**CABLE FRANCHISE**

Twp. Mgr. Elsinga reported that the cable franchise statute has been changed and that there could be something coming from Comcast this spring. We currently have a 3% franchise fee – which will be replaced by a new agreement that is in compliance with the new statute. Twp. Mgr. Elsinga will be recommending a franchise fee of 5% to the Board at a future meeting.

**CEDAR LAKE**

Twp. Mgr. Elsinga reported that the Township has had meetings with the Department of Environmental Quality (DEQ) and the Ingham County Drain Office regarding Cedar Lake. Twp. Mgr. Elsinga and Al McFadyen, Executive Director of DDA, feel that it is to our community's advantage to hire Hubbell, Roth and Clark (HRC) to at least evaluate all the data that is out there to help us determine the most cost effective solutions in accordance with the DEQ, along with what are some cost effective strategies that make sense, as the DDA wants to make improvements.

Twp. Mgr. Elsinga stated that the Board needs to always be a partner with the DDA

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in what is in the best interest of its citizens and the DDA. Therefore, a recommendation will be made at the next Board meeting that we share this cost with the DDA.

**ADJOURNMENT**

Meeting adjourned at 8:57 p.m.

Date: \_\_\_\_\_

\_\_\_\_\_  
Evan Hope, Township Clerk

Date: \_\_\_\_\_

\_\_\_\_\_  
Stuart Goodrich, Supervisor

/sg