

**DELHI CHARTER TOWNSHIP  
COMMITTEE OF THE WHOLE MEETING HELD ON DECEMBER 4, 2007**

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The members of the Delhi Charter Township Committee of the Whole met on Tuesday, December 4, 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 Paul Krepps, Roy Sweet

Members Absent: Trustees John Hayhoe, Jerry Ketchum

Others Present: John Elsinga, Township Manager  
Marian Frane, Director of Accounting  
Sandra Diorka, Director of Public Services  
Steve Hudson, Assessor  
Tricia Vander Ploeg, Admin. Assistant/Deputy Supervisor  
Amy Finch, Assistant Twp. Clerk/Deputy Clerk

**BUSINESS**

**DEPARTMENT OF PUBLIC SERVICES – NOVEMBER MONTHLY REPORT**

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Sandra Diorka, Director of Public Services, reported on the highlights of the POTW November 2007 Monthly Report (ATTACHMENT I).

Ms. Diorka stated that a budget adjustment for Building and Grounds will be presented to the Board at the December 18, 2007 Board of Trustees meeting.

**VERBAL UPDATE ON PROPERTY VALUES IN DELHI TOWNSHIP**

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Steven Hudson, Assessor, gave an update on property values in Delhi Township (ATTACHMENT II).

Mr. Hudson stated that there have been many newspaper articles regarding foreclosures. Mr. Hudson stated that as it is a problem, it really has not affected Delhi Township yet.

Mr. Hudson stated that residential improved owner occupied properties are the properties that are affected the most by foreclosures. The total number of improved parcels in the Township is 7,630. Total sales through November 2007 are 619. Of those, 111 were foreclosures (approximately 18% of total sales). Mr. Hudson stated that there is no certain area in the Township that is affected over another area. So, if there is only one bank foreclosure in a neighborhood, it has little impact on the other parcels in that neighborhood.

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COMMITTEE OF THE WHOLE MEETING HELD ON DECEMBER 4, 2007**

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Mr. Hudson stated that the total residential state equalized value (SEV) is \$683,264,230 and the total residential taxable value in the Township is \$606,104,452. The 2008 residential starting ratio per County Equalization is 50.56 or a 1.12% reduction of the SEV. The taxable value will increase by the rate of inflation of 2.3%

**PUBLIC COMMENT** – None

**ADJOURNMENT**

Meeting adjourned at 7:30 p.m.

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

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

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

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Stuart Goodrich, Supervisor

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**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON DECEMBER 4, 2007**

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The Delhi Charter Township Board of Trustees met in a regular meeting on Tuesday, December 4, 2007 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Supervisor Goodrich called the meeting to order at 7:35 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

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

Members Absent: Trustees John Hayhoe, Jerry Ketchum

Others Present: John Elsinga, Township Manager  
Marian Frane, Director of Accounting  
Mark Jenks, Director of Parks and Recreation  
Sandra Diorka, Director of Public Services  
Steve Hudson, Assessor  
Tracy Carney-Miller, Director of Community Development  
Tricia Vander Ploeg, Administrative Assistant/Deputy Supervisor  
Amy Finch, Assistant Township Clerk/Deputy Clerk

**COMMENTS FROM THE PUBLIC** - None

**CONSENT AGENDA**

- A. Approval of Minutes – Committee Meeting of November 20, 2007
- B. Approval of Minutes – Regular Meeting of November 20, 2007
- C. Approval of Claims – November 20, 2007 (ATTACHMENT I)
- D. Approval of Payroll – November 29, 2007 (ATTACHMENT II)
- E. Resolution No. 2007-079 - Amend the Minimum Income Standards – Poverty Guidelines for Exemptions from Property Taxes (ATTACHMENT III)
- F. Investment and Finance Transactions – Ambassador Capital Management (ATTACHMENT IV)

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

A Roll Call Vote was recorded as follows:  
Ayes: Hope, Krepps, Sweet, Ammon, Goodrich  
Absent: Hayhoe, Ketchum

**MOTION CARRIED**

**NEW BUSINESS**

**RESOLUTION NO. 2007-080 – FY 2008 GENERAL FUND BUDGET**

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The Board reviewed a memorandum dated November 27, 2007 from Twp. Mgr. Elsinga (ATTACHMENT V).

**SWEET MOVED TO ADOPT RESOLUTION NO. 2007-080, WHICH ADOPTS THE DELHI CHARTER TOWNSHIP FY 2008 GENERAL FUND BUDGET.**

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON DECEMBER 4, 2007**

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A Roll Call Vote was recorded as follows:  
Ayes: Krepps, Sweet, Ammon, Goodrich, Hope  
Absent: Hayhoe, Ketchum

**MOTION CARRIED**

**RESOLUTION NO. 2007-081 – FY 2008 FIRE EQUIPMENT, TRAINING AND APPARATUS FUND BUDGET**

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The Board reviewed a memorandum dated November 27, 2007 from Twp. Mgr. Elsinga (ATTACHMENT VI).

**KREPPS MOVED TO ADOPT RESOLUTION NO. 2007-081, WHICH ADOPTS THE DELHI CHARTER TOWNSHIP FY 2008 FIRE EQUIPMENT, TRAINING AND APPARATUS FUND BUDGET.**

A Roll Call Vote was recorded as follows:  
Ayes: Sweet, Ammon, Goodrich, Hope, Krepps  
Absent: Hayhoe, Ketchum

**MOTION CARRIED**

**RESOLUTION NO. 2007-082 – FY 2008 PARKS AND RECREATION FUND BUDGET**

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The Board reviewed a memorandum dated November 27, 2007 from Twp. Mgr. Elsinga (ATTACHMENT VII).

**AMMON MOVED TO ADOPT RESOLUTION NO. 2007-082, WHICH ADOPTS THE DELHI CHARTER TOWNSHIP FY 2008 PARKS AND RECREATION FUND BUDGET.**

A Roll Call Vote was recorded as follows:  
Ayes: Ammon, Goodrich, Hope, Krepps, Sweet  
Absent: Hayhoe, Ketchum

**MOTION CARRIED**

**RESOLUTION NO. 2007-083 – FY 2008 WATER IMPROVEMENT FUND BUDGET**

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The Board reviewed a memorandum dated November 27, 2007 from Twp. Mgr. Elsinga (ATTACHMENT VIII).

**AMMON MOVED TO ADOPT RESOLUTION NO. 2007-083, WHICH ADOPTS THE DELHI CHARTER TOWNSHIP FY 2008 WATER IMPROVEMENT FUND BUDGET.**

A Roll Call Vote was recorded as follows:  
Ayes: Goodrich, Hope, Krepps, Sweet, Ammon  
Absent: Hayhoe, Ketchum

**MOTION CARRIED**

**RESOLUTION NO. 2007-084 – FY 2008 SEWER FUND BUDGET**

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The Board reviewed a memorandum dated November 27, 2007 from Twp. Mgr. Elsinga (ATTACHMENT IX).

**KREPPS MOVED TO ADOPT RESOLUTION NO. 2007-084, WHICH ADOPTS THE DELHI CHARTER TOWNSHIP FY 2008 SEWER FUND BUDGET.**

A Roll Call Vote was recorded as follows:

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON DECEMBER 4, 2007**

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

**MOTION CARRIED**

**RESOLUTION NO. 2007-085 – FY 2008 COMMUNITY DEVELOPMENT FUND  
BUDGET**

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The Board reviewed a memorandum dated November 27, 2007 from Twp. Mgr. Elsinga (ATTACHMENT X).

**HOPE MOVED TO ADOPT RESOLUTION NO. 2007-085, WHICH ADOPTS THE  
DELHI CHARTER TOWNSHIP FY 2008 COMMUNITY DEVELOPMENT FUND  
BUDGET.**

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

**RESOLUTION NO. 2007-086 – FY 2008 DOWNTOWN DEVELOPMENT AUTHORITY  
FUND BUDGET**

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The Board reviewed a memorandum dated November 27, 2007 from Twp. Mgr. Elsinga (ATTACHMENT XI).

**SWEET MOVED TO ADOPT RESOLUTION NO. 2007-086, WHICH APPROVES  
THE DELHI CHARTER TOWNSHIP FY 2008 DOWNTOWN DEVELOPMENT  
AUTHORITY FUND BUDGET.**

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

**RESOLUTION NO. 2007-087 – FY 2008 BROWNFIELD REDEVELOPMENT  
AUTHORITY FUND BUDGET**

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The Board reviewed a memorandum dated November 27, 2007 from Twp. Mgr. Elsinga (ATTACHMENT XII).

**KREPPS MOVED TO ADOPT RESOLUTION NO. 2007-087, WHICH  
APPROVES THE DELHI CHARTER TOWNSHIP FY 2008 BROWNFIELD  
REDEVELOPMENT AUTHORITY FUND BUDGET.**

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

**RESOLUTION NO. 2007-088 – FY 2008 DEBT SERVICE FUND BUDGETS**

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The Board reviewed a memorandum dated November 27, 2007 from Twp. Mgr. Elsinga (ATTACHMENT XIII).

**AMMON MOVED TO ADOPT RESOLUTION NO. 2007-088, WHICH ADOPTS  
THE DELHI CHARTER TOWNSHIP FY 2008 DEBT SERVICE FUND BUDGETS.**

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON DECEMBER 4, 2007**

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A Roll Call Vote was recorded as follows:  
Ayes: Krepps, Sweet, Ammon, Goodrich, Hope  
Absent: Hayhoe, Ketchum  
**MOTION CARRIED**

**ZONING AND DEVELOPMENT**

**REVISED PRELIMINARY PLAT – BERRY FARMS SUBDIVISION**

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The Board reviewed a memorandum dated November 27, 2007 from Tracy Miller, Director of Community Development (ATTACHMENT XIV).

**AMMON MOVED TO APPROVE THE REVISED PRELIMINARY PLAT FOR BERRY FARMS SUBDIVISION, A PART OF THE SOUTHEAST ¼ OF SECTION 22 AND PART OF THE NORTHEAST ¼ OF SECTION 27, T3N, R2W, DELHI TOWNSHIP, AS RECOMMENDED BY THE PLANNING COMMISSION AT THEIR NOVEMBER 26, 2007 MEETING, WITH THE FOLLOWING CONDITIONS:**

- 1. DURING THE CONSTRUCTION OF PHASE 1 THE DEVELOPER SHALL CONSTRUCT A HAUL ROAD FROM DAVLIND DRIVE TO THIMBLEBERRY LANE RUNNING BETWEEN LOTS 59 AND 60 OF THE PLAT.**
- 2. THE 21<sup>ST</sup> BUILDING PERMIT SHALL NOT BE ISSUED UNTIL A HAUL ROAD IS COMPLETE. BEGINNING WITH THE 21<sup>ST</sup> BUILDING PERMIT, ALL CONSTRUCTION TRAFFIC SHALL USE THE HAUL ROAD OR THE PERMANENT COUNTY ROAD ONCE IT IS CONSTRUCTED.**
- 3. THE HAUL ROAD SHALL BE CONVERTED TO A PERMANENT COUNTY ROAD BEFORE ISSUANCE OF THE 70<sup>TH</sup> BUILDING PERMIT.**

Tracy Miller, Director of Community Development, stated that this preliminary plat was originally approved in 2005. There were many residents at that time that were concerned with construction traffic on this plat, which is where the conditions regarding the haul road originated from. After the approval, the developer started construction of Phase One, however, was stopped because the Ingham County Drain Commissioner's Office and the Michigan Department of Environmental Quality conducted a wetlands assessment that was different than the one that was prepared and approved as part of the original preliminary plat. The preliminary plat thus required an accommodation that no development would occur in the wetlands area.

The substantial difference of the revised preliminary plat is that the number of lots has been reduced from 157 to 118.

A Roll Call Vote was recorded as follows:  
Ayes: Sweet, Ammon, Goodrich, Hope, Krepps  
Absent: Hayhoe, Ketchum  
**MOTION CARRIED**

**PETITION TO REZONE CASE NO. 07-845 – 1125 CEDAR STREET – RANDY POTTS AND DM LEASING COMPANY – TAX PARCEL #33-25-05-25-376-009 – C-2, GENERAL BUSINESS, TO C-3, HIGHWAY SERVICE (PROPOSED ZONING ORDINANCE NO. 610)**

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The Board reviewed a memorandum dated November 28, 2007 from Tracy Miller, Director of Community Development (ATTACHMENT XV).

**SWEET MOVED TO APPROVE THE REZONING OF CASE NO. 07-845, 1125 CEDAR STREET, TAX PARCEL NUMBER 33-25-05-25-376-009 (6.63 ACRES),**

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON DECEMBER 4, 2007**

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**RANDY POTTS AND DM LEASING COMPANY, FROM C-2, GENERAL BUSINESS TO C-3, HIGHWAY SERVICE, AS RECOMMENDED BY THE PLANNING COMMISSION AT THEIR NOVEMBER 26, 2007 MEETING, BASED ON IT BEING CONSISTENT WITH THE PURPOSE AND INTENT OF THE ZONING ORDINANCE, BEING COMPATIBLE WITH THE EXISTING AND ANTICIPATED DEVELOPMENT IN THE AREA, PURSUANT TO THE MASTER PLAN, REPRESENTING GOOD PLANNING BASED ON TRANSITIONAL LAND USES, AND THE RECOMMENDATION OF THE CEDAR STREET CORRIDOR PLAN (ZONING ORDINANCE NO. 610).**

Tracy Miller, Director of Community Development, stated that this property is currently occupied by Stafford-Smith. John E. Green will take possession of the property on February 1, 2008. The rezoning has been requested by John E. Green.

The land uses permitted in the C-3 district are generally compatible with the existing and proposed development within the Cedar Street corridor.

Trustee Sweet questioned if the company is requesting the C-3 zoning because they will be requesting outdoor storage and if so, would they be required to get a Special Use Permit. Ms. Miller answered in the affirmative.

A Roll Call Vote was recorded as follows:

Ayes: Ammon, Goodrich, Hope, Krepps, Sweet

Absent: Hayhoe, Ketchum

**MOTION CARRIED**

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**SPECIAL USE PERMIT NO. 07-255 – 2363 CEDAR STREET – TAX PARCEL #33-25-05-15-201-016 – DELHI FOUR SEASONS – PERMIT ADDITIONAL DWELLING UNITS PER ACRE**

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The Board reviewed a memorandum dated November 28, 2007 from Tracy Miller, Director of Community Development (ATTACHMENT XVI).

**AMMON MOVED TO ADOPT SPECIAL USE PERMIT NO. 07-255 FOR DELHI FOUR SEASONS, 2363 CEDAR STREET, TAX PARCEL #33-25-05-15-201-016, AS RECOMMENDED BY THE PLANNING COMMISSION AT THEIR NOVEMBER 26, 2007 MEETING.**

Tracy Miller, Director of Community Development, stated that this property is located at the former Holt Manor mobile home park on Cedar Street immediately to the south of the Delhi Stratford Place Apartments and east of Main Street.

Ms. Miller stated the seven conditions of the Special Use Permit and specifics of the development. Ms. Miller stated that a traffic impact study was submitted in 2005. The study accounted for the same number of units that will be built at this time. Wolverine Engineering will review the study and verify that it is still accurate.

Ms. Miller stated that the applicant requested a public hearing be held, which it was at the November 26, 2007 Planning Commission meeting.

Treasurer Ammon stated that condition number five of the SUP calls for 40% open space; however, the Township ordinance only requires a minimum of 35% open space. Treasurer Ammon stated that open space is described as no structure being allowed in the open space, which could include a sidewalk, a tennis court, etc. Treasurer Ammon further stated that his concern with this restriction is that a unit could possibly have to be eliminated to allow for the open space which could hurt the development as far as the MSHDA program was concerned. Treasurer Ammon stated that he did not feel that the Township should put further restrictions on the project and would like to see that figure changed.

Amended Motion

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON DECEMBER 4, 2007**

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**AMMON MOVED TO AMEND THE FIFTH CONDITION OF THE SPECIAL USE PERMIT TO READ, "THAT A MINIMUM OF 35% OPEN SPACE BE PROVIDED PURSUANT TO SECTION 5.7.8(7) OF THE ZONING ORDINANCE".**

Paul Furtaw of Levy Design stated that it is in the developers' best interest to provide as much open space as possible.

Renee Sumerix, 2616 Frank Street, spoke about the open space minimums and is in disagreement with the density zoning for this parcel. Ms. Sumerix also stated that she feels that an impact traffic study should be redone and that the school district should be contacted to see if they can accommodate the additional students. Ms. Sumerix stated that she appreciates the improvements to the site plan that were done to improve this development.

Trustee Krepps asked if the ordinance specifies 35% as the minimum for open space. Ms. Miller stated that the ordinance does refer to exceeding the minimum, how much more is a function of good site design. Ms. Miller stated that if the plan had exactly 35% open space it would not be eligible for site plan approval.

Supervisor Goodrich stated that the schools had an increase of students in 2006 and a decrease in 2007. Ms. Miller stated that the schools are aware of this project and approved the project in 2005. Twp. Mgr. Elsinga stated that this is not a 91 unit increase but a 4 unit differential because the prior use had 87 spaces for mobile homes.

Roll Call Vote on the Amended Motion

A Roll Call vote was recorded as follows:

Ayes: Goodrich, Hope, Krepps, Sweet, Ammon

Absent: Hayhoe, Ketchum

**MOTION CARRIED**

Amended Motion now reads

**AMMON MOVED TO ADOPT SPECIAL USE PERMIT NO. 07-255 FOR DELHI FOUR SEASONS, 2363 CEDAR STREET, TAX PARCEL #33-25-05-15-201-016 AMENDING THE FIFTH CONDITION OF THE SPECIAL USE PERMIT TO READ, "THAT A MINIMUM OF 35% OPEN SPACE BE PROVIDED PURSUANT TO SECTION 5.7.8(7) OF THE ZONING ORDINANCE".**

Roll Call Vote on the Main Motion

A Roll Call Vote was recorded as follows:

Ayes: Goodrich, Hope, Krepps, Sweet, Ammon

Absent: Hayhoe, Ketchum

**MOTION CARRIED**

**REPORTS**

**SUPERVISOR**

**CHRISTMAS TREE LIGHTING CEREMONY**

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Supervisor Goodrich stated that the Christmas Tree Lighting Ceremony will be held on December 5, 2007 at 6:30 p.m.

**DDA UPDATES**

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Supervisor Goodrich reported on DDA updates. The Senior Center designs will be reviewed again next week. The Holt and Aurelius Roads project will be underway shortly.

**EVALUATION OF TOWNSHIP MANAGER**

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SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON DECEMBER 4, 2007**

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Supervisor Goodrich handed out the Township Manager evaluation forms. Supervisor Goodrich asked the members to return them to Tricia Vander Ploeg, Deputy Supervisor, by December 11, 2007.

**POSSIBLE ALTERNATIVES TO FORECLOSURE**

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Supervisor Goodrich stated that Delhi Township will be sponsoring an informational meeting on December 17, 2007 at 7:00 p.m. regarding foreclosures. Ingham County Treasurer, Eric Schertzing, and area banks will be invited to this meeting to discuss the foreclosure process and inform individuals of options that may be available to them.

**TREASURER**

**WINTER TAXES**

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Treasurer Ammon stated that his office is in the process of collecting Winter Taxes.

**CLERK**

**PRESIDENTIAL PRIMARY**

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Clerk Hope stated that a Presidential Primary election will be held on January 15, 2007.

**LIMITED PUBLIC COMMENTS** – None

**ADJOURNMENT**

Meeting adjourned at 8:30 p.m.

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

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

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

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

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SUBJECT TO APPROVAL