

**DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE MEETING HELD ON MARCH 4, 2008**

The members of the Delhi Charter Township Committee of the Whole met on Tuesday, March 4, 2008, 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
Marian Frane, Dir. of Accounting
Sandra Diorka, Director of Public Services
Steve Hudson, Assessor
Wendy Thielen, Assist. Twp. Mgr. of Human Resources
Amy Finch, Assistant Twp. Clerk/Deputy Clerk

BUSINESS

MARCH BOARD OF REVIEW UPDATE

The Board reviewed a memorandum dated February 27, 2008 from Steven Hudson, Assessor (ATTACHMENT I).

Steve Hudson, Assessor, stated that assessment change notices were mailed out on February 28th. A total of 7,686 assessment changes were mailed. Of these, 730 were for personal property, 256 for new construction, 21 were for IFT's and 4,423 were for changes only to the taxable value based on the CPI. Mr. Hudson stated that property taxes are based on the Taxable Value, and for 2008 the inflation rate of the taxable value is 2.3%. Assessed Values increased for 258 parcels with an average increase of 3.8%. For 1694 residential parcels the assessment was reduced by an average of 5%. Mr. Hudson stated that 304 commercial parcels were increased on average of 2%. Increases or decreases are based on County studies that the Township receives from the Equalization Department.

FY 2007 BUDGET UPDATE

Marian Frane, Director of Accounting, gave an update on FY 2007 Township finances. Ms. Frane stated that when developing the 2007 Budget, it was planned that the Township would have more expenditures than revenue in the amount of approximately \$330,000. It was planned that the Township would have to use approximately \$100,000 from the Surplus Drain Fund and approximately \$230,000 from the Undesignated Fund Balance. Due to some circumstances, the Township will not have to use that money. Additionally, there is more revenue than expenditures in the amount of approximately \$60,000.

Ms. Frane stated that the primary changes in revenue were due to increases in State Shared Revenue, ambulance fees and cable franchise fees. Ms. Frane stated that expenses were less than budgeted due to departments spending less than budgeted. Ms. Frane stated that these figures would be verified during the audit.

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DEPARTMENT OF PUBLIC SERVICES – FEBRUARY MONTHLY REPORT

The Board reviewed the Department of Public Services February 2008 Monthly Report (ATTACHMENT II).

Sandra Diorka, Director of Public Services, stated that currently, the plant uses an outdated DH Plus communication protocol and would like to change to fiber optic which would allow for a greater speed. These updates were budgeted for in 2003, 2004 and 2005; however, without knowing where the new digester complex would be located and what kind of technologies would be utilized the upgrades were put on hold. Ms. Diorka stated that this item would be presented to the Board at their March 18th meeting. The upgrade would cost approximately \$120,000.

TOWNSHIP MANAGER REPORT

KELLER’S RIDGE NO. 3 STORMWATER DETENTION ALTERNATIVES

The Board reviewed a memorandum dated March 4, 2008 from Twp. Mgr. Elsinga (ATTACHMENT III).

Twp. Mgr. Elsinga stated that in the design of Keller’s Ridge a detention system was located behind some of the properties. All the water from the south of the development moved to the north and created the detention basin which encroaches half of the property owner’s lots preventing the owner’s from effectively using their backyards and causing a safety hazard.

Alternatives have been discussed with the Drain Commissioner’s Office. One alternative is to enlarge the pipe from a 6” to an 18” or 24” pipe for approximately 1000’. Another alternative is to reestablish a detention pond on a vacant parcel of property east of the existing pond. The third alternative is to create an extended vegetative swale one-quarter to one-half mile in length southeast of the existing pond.

Preliminary engineering is needed to identify the three alternatives along with the opinion of probable cost. The Drain Code does not provide for preliminary expenditures of funding for engineering. The engineering estimates would not exceed \$7,500. This amount would be credited against any future assessment.

ADJOURNMENT

Meeting adjourned at 7:32 p.m.

Date: _____

Evan Hope, Township Clerk

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Date: _____

Stuart Goodrich, Supervisor

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**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON MARCH 4, 2008**

The Delhi Charter Township Board of Trustees met in a regular meeting on Tuesday, March 4, 2008 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 John Hayhoe, Jerry Ketchum, Paul Krepps, Roy Sweet

Others Present: John Elsinga, Township Manager
Cheryl Lyons, Head Librarian
Sandra Diorka, Director of Public Services
Wendy Thielen, Assistant Township Manager of Human Resources
Amy Finch, Assistant Township Clerk/Deputy Clerk

COMMENTS FROM THE PUBLIC - None

SET/ADJUST AGENDA

HOPE MOVED TO REMOVE AGENDA ITEMS NO. 2, 3 & 13; ADD A NEW ITEM NO. 2 – APPOINTMENT AS ALTERNATIVE TO THE DELHI TOWNSHIP BOARD OF REVIEW – RAYMOND KRUCH; AND ADD LATE AGENDA ITEM NO. 14 – KELLER’S RIDGE NO. 3 STORMWATER DETENTION ALTERNATIVES.

A Voice Poll was recorded as follows: All Ayes

MOTION CARRIED

2007 ANNUAL REPORT – CAPITAL AREA DISTRICT LIBRARY – HOLT/DELHI BRANCH

Cheryl Lyons, Head Librarian, Capital Area District Library - Holt/Delhi Branch, gave the 2007 Capital Area District Library – Holt/Delhi Branch Annual Report (ATTACHMENT I). Ms. Lyons stated that there were over 180,000 patrons using the library in 2007 and spoke of various activities held at the library.

APPOINTMENT AS ALTERNATE TO THE DELHI TOWNSHIP BOARD OF REVIEW – RAYMOND KRUCH

The Board reviewed a memorandum dated March 4, 2008 from Supervisor Stuart Goodrich (ATTACHMENT II).

HAYHOE MOVED TO APPOINT RAYMOND KRUCH AS AN ALTERNATE MEMBER TO THE DELHI TOWNSHIP BOARD OF REVIEW EFFECTIVE MARCH 5, 2008 AND EXPIRING JANUARY 1, 2009.

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A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

CONSENT AGENDA

- A. Approval of Minutes – Committee Meeting of February 19, 2008
- B. Approval of Minutes – Regular Meeting of February 19, 2008
- C. Approval of Claims – February 26, 2008 (ATTACHMENT III)
- D. Approval of Payroll – February 21, 2008 (ATTACHMENT IV)
- E. Transfer from Sewer Surplus Fund to Harper/Wentland Sewer Special Assessment District (ATTACHMENT V)
- F. Petition the Lansing Board of Water and Light for Water District – Dart Development (ATTACHMENT VI)

SWEET MOVED TO APPROVE THE CONSENT AGENDA ITEMS AS PRESENTED.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

NEW BUSINESS

RESCHEDULE TUESDAY, APRIL 1, 2008 BOARD MEETINGS TO WEDNESDAY, APRIL 2, 2008

The Board reviewed a memorandum dated February 26, 2008 from Supervisor Goodrich (ATTACHMENT VII).

KREPPS MOVED TO RESCHEDULE THE APRIL 1, 2008 TOWNSHIP BOARD MEETINGS TO WEDNESDAY, APRIL 2, 2008 DUE TO THE HOLT EDUCATION FOUNDATION'S ANNUAL COMMUNITY RECOGNITION DINNER.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

PETITION THE LANSING BOARD OF WATER AND LIGHT FOR WATER DISTRICT – DUNKEL ROAD TO ENGLISH OAKS DRIVE

The Board reviewed a memorandum dated February 26, 2008 from Twp. Mgr. Elsinga (ATTACHMENT VIII).

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HAYHOE MOVED TO PETITION THE LANSING BOARD OF WATER AND LIGHT TO ESTABLISH A WATER DISTRICT TO LOOP THE 12" WATER MAIN IN SECTION 2 FROM DUNKEL ROAD TO ENGLISH OAKS DRIVE.

Twp. Mgr. Elsinga stated that the Dart Companies purchased approximately 35 acres of property to the north of their existing Oakwood Executive Park property. The Dart Companies are moving forward with connecting Pine Tree Road to Dunkel Road. Prior to construction of the Dunkel Road extension it would be beneficial to loop the dead-end water mains along Dunkel and English Oak.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

PROPOSED TOWNSHIP ORDINANCE NO. 102.6 – RENTAL PROGRAM, SECOND CONSIDERATION

The Board reviewed memorandums dated February 15, 2008 from Twp. Mgr. Elsinga and Tracy Miller, Director of Community Development (ATTACHMENT IX).

SWEET MOVED UPON SECOND CONSIDERATION, TO ADOPT TOWNSHIP ORDINANCE NO. 102.6 REGARDING THE RENTAL PROGRAM.

A Roll Call Vote was recorded as follows:

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

Nays: Krepps

MOTION CARRIED

LATE AGENDA ITEMS

KELLER'S RIDGE NO. 3 STORMWATER DETENTION ALTERNATIVES

The Board reviewed a memorandum dated March 4, 2008 from Twp. Mgr. Elsinga (ATTACHMENT X).

AMMON MOVED TO FINANCE AN AMOUNT NOT TO EXCEED \$7,500 FOR ENGINEERING SERVICES BY SPICER GROUP TO PROVIDE PRELIMINARY ENGINEERING ALTERNATIVES AND COSTS FOR STORMWATER DETENTION ALTERNATIVES IN KELLER'S RIDGE NO. 3.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

PUBLIC HEARING – 8:00 P.M.

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ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICTS: A) GILBERT GLENS SUBDIVISION; B) KRANTZ ROAD; C) PINE DELL SUBDIVISION; D) PHILLIPS SUBDIVISION

HOPE MOVED TO OPEN THE PUBLIC HEARING ON THE ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICTS

A Voice Poll was recorded as follows: All Ayes

MOTION CARRIED

Gilbert Glens Subdivision

Wendy Larson, 2590 Renfrew Way, spoke in opposition to this special assessment district.

Krantz Road

No comments were received from the Krantz Road district.

Phillips Subdivision

Gene Gamet, 1978 Adelpha Ave., asked if the roads would be resurfaced or chip sealed. Supervisor Goodrich stated that the roads would be resurfaced. Mr. Gamet also questioned how the driveway approaches would be addressed. Supervisor Goodrich stated that the Ingham County Road Commission (ICRC) indicated that the driveway approaches would be level with the roads. Mr. Gamet was in favor of the Special Assessment District.

Mark Conrad, 3990 Keller Road, stated that he owns a duplex on Phillips. Mr. Conrad spoke in opposition to this special assessment district.

Pine Dell Subdivision

Doug Kolmos, 2836 Memory Lane, stated that he is in favor of the road project but questioned the repair of the water main problems in this area. Supervisor Goodrich stated that the ICRC assured the Township that these problems would be repaired.

Motion to Close Public Hearing – 8:12 p.m.

HOPE MOVED TO CLOSE THE PUBLIC HEARING.

A Voice Poll was recorded as follows: All Ayes

NEW BUSINESS cont'd

RESOLUTION NO. 2008-030 – ROAD IMPROVEMENT SPECIAL ASSESSMENT DISTRICT/ROLL – GILBERT GLENS SUBDIVISION

The Board reviewed memorandums dated February 26, 2008 from Twp. Mgr. Elsinga and Tracy Miller, Director of Community Development (ATTACHMENT XI).

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HAYHOE MOVED TO ADOPT RESOLUTION NO. 2008-030, WHICH IS THE FIFTH OF FIVE RESOLUTIONS, WHICH ADOPTS AND CONFIRMS THE SPECIAL ASSESSMENT DISTRICT ROLL FOR ROAD IMPROVEMENTS FOR GILBERT GLENS SUBDIVISION IN THE AMOUNT OF \$46,483 FOR EIGHT (8) YEARS AT AN INTEREST RATE OF 6.0% PER ANNUM.

Trustee Ketchum spoke in opposition to these road improvement special assessments due to the current economic times and he felt that the public did not get a fair notice on the cost of the projects. Trustee Ketchum further stated that he felt that the ICRC should repair the primary roads first. Trustee Ketchum stated that he would be voting against these special assessments.

Trustee Krepps stated that he appreciates how the ICRC runs this program by selecting the roads in need of repair and the Township allowing the property owners to stop the project by way of petition if they so desired.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

**RESOLUTION NO. 2008-031 – ROAD IMPROVEMENT SPECIAL ASSESSMENT
DISTRICT/ROLL – KRANTZ ROAD**

The Board reviewed memorandums dated February 26, 2008 from Twp. Mgr. Elsinga and Tracy Miller, Director of Community Development (ATTACHMENT XII).

KREPPS MOVED TO ADOPT RESOLUTION NO. 2008-031, WHICH IS THE FIFTH OF FIVE RESOLUTIONS, WHICH ADOPTS AND CONFIRMS THE SPECIAL ASSESSMENT DISTRICT ROLL FOR ROAD IMPROVEMENTS FOR KRANTZ ROAD IN THE AMOUNT OF \$4,661.50 FOR TEN (10) YEARS AT AN INTEREST RATE OF 6.0% PER ANNUM.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

**RESOLUTION NO. 2008-032 – ROAD IMPROVEMENT SPECIAL ASSESSMENT
DISTRICT/ROLL – PINE DELL SUBDIVISION**

The Board reviewed memorandums dated February 26, 2008 from Twp. Mgr. Elsinga and Tracy Miller, Director of Community Development (ATTACHMENT XIII).

SWEET MOVED TO ADOPT RESOLUTION NO. 2008-032, WHICH IS THE FIFTH OF FIVE RESOLUTIONS, WHICH ADOPTS AND CONFIRMS THE SPECIAL ASSESSMENT DISTRICT ROLL FOR ROAD IMPROVEMENTS FOR PINE DELL SUBDIVISION IN THE AMOUNT OF \$32,723 FOR FIVE (5) YEARS AT AN INTEREST RATE OF 6.0% PER ANNUM.

Janice Frankovich, 2808 Memory Lane, was concerned with the correct repair of the roads in this district.

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Doug Kolmos, 2836 Memory Lane, stated that the roads in the district are in need of repair. Trustee Ketchum stated that he changed his vote because he understands that if a road repair is delayed the cost will only increase.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

**RESOLUTION NO. 2008-033 – ROAD IMPROVEMENT SPECIAL ASSESSMENT
DISTRICT/ROLL – PHILLIPS SUBDIVISION**

The Board reviewed memorandums dated February 26, 2008 from Twp. Mgr. Elsinga and Tracy Miller, Director of Community Development (ATTACHMENT XIV).

HAYHOE MOVED TO ADOPT RESOLUTION NO. 2008-033, WHICH IS THE FIFTH OF FIVE RESOLUTIONS, WHICH ADOPTS AND CONFIRMS THE SPECIAL ASSESSMENT DISTRICT ROLL FOR ROAD IMPROVEMENTS FOR PHILLIPS SUBDIVISION IN THE AMOUNT OF \$33,513.50 FOR THREE (3) YEARS AT AN INTEREST RATE OF 6.0% PER ANNUM.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

RESOLUTION NO. 2008-034 – ESTABLISH FEES FOR THE RESIDENTIAL RENTAL PROGRAM

The Board reviewed a memorandum dated February 27, 2008 from Twp. Mgr. Elsinga (ATTACHMENT XV).

AMMON MOVED TO ADOPT RESOLUTION NO. 2008-034, WHICH ESTABLISHES FEES FOR THE REGISTRATION, INSPECTION AND OTHER FUNCTIONS ASSOCIATED WITH THE RESIDENTIAL RENTAL PROGRAM PURSUANT TO TOWNSHIP ORDINANCE NO. 102.6.

Trustee Krepps commented that he has had a number of objections throughout the course of discussions on this issue. Trustee Krepps stated that it is his thought that this item is discriminatory to the landlords as no other business owner is subject to these requirements or costs. Trustee Krepps asked the Board members to reconsider their support for this fee structure.

Treasurer Ammon stated that when a business rents space, it is the business or the renter that takes care of the site as opposed to rental housing where the landlord takes care of the property. Treasurer Ammon stated that rental inspection fees will help maintain the rental properties.

Trustee Sweet stated that the Board has progressed since the first discussion on this topic took place. Trustee Sweet stated that he is happy with the fee structure as presented but would not oppose a decrease in a couple of the fees. Trustee Sweet stated that he would vote in favor of this item.

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Trustee Ketchum stated that if, at a later date, a fee or fees needed to be adjusted, this item could always be revisited. Trustee Ketchum stated that he felt that the origination fee is too excessive.

Trustee Krepps stated that it would be difficult to decrease the fees at a later date. Trustee Krepps further stated that he felt this particular group of property owners was being singled out.

The following individuals spoke in opposition to this item:

Arlene Thornton, 2615 Kate Street
Dave Rothermel, 647 N. Aurelius Road
Gerry Schwab, 820 Onondaga Road
Richard Peffley, 6414 Delta River Dr., Lansing

Mark Conrad, 3990 Keller Road
Chuck Hill, 2825 Chateau Way
Ron Lewis, 1930 Gunn Road

Trustee Ketchum stated that he would like to offer an amendment to the motion adjusting the fees; however, he is not clear as to which fees the rental property owners disagree with.

Twp. Mgr. Elsinga stated that he feels that the rental property owners do not agree with the introduction of the first re-inspection fee or the origination fee.

Amendment to the Motion:

**KETCHUM MOVED TO ADJUST THE FIRST RE-INSPECTION FEE TO \$10 AND THE
ORIGINATION REGISTRATION FEE TO \$500.**

Trustee Sweet stated that he would support the amendment; however, if the first re-inspection fee was decreased, he would like to see the second re-inspection increased. Twp. Mgr. Elsinga stated that an escalation of fees that far exceeds the cost of doing business is not reasonable.

Clerk Hope stated that he would vote in favor of this amendment because of the minor violations. Clerk Hope stated that he realizes that every violation can not be listed in the fee schedule in terms of its seriousness; however, they could be listed in the ordinance. Clerk Hope further stated that there should be a fee for a major violation but a sign and release letter would work for a minor violation. Clerk Hope stated that he will be observing this program to see how it is working and if it's not, he would like to see the Board amend the ordinance again.

Jerry Schwab, 820 Onondaga Road, asked the Board to distinguish between major and minor violations.

Lonnie Smrkovski, 3829 Tartan Lane, thanked the Board for their consideration in this matter and stated that he appreciates Clerk Hope's comment on a sign and release letter for minor violations.

Trustee Hayhoe stated that this topic has been discussed many times with many of the rental property owners. The Board has listened to the property owners and adjusted the fees in regards to the comments made at these meetings.

Roll Call Vote on Amended Motion:

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

MOTION CARRIED

Roll Call Vote on Main Motion:

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

MOTION CARRIED

Main Motion Now Reads:

AMMON MOVED TO ADOPT RESOLUTION NO. 2008-034, WHICH ESTABLISHES FEES FOR THE REGISTRATION, INSPECTION AND OTHER FUNCTIONS ASSOCIATED WITH THE RESIDENTIAL RENTAL PROGRAM PURSUANT TO TOWNSHIP ORDINANCE NO. 102.6 ADJUSTING THE FIRST RE-INSPECTION FEE TO \$10 AND THE ORIGINATION REGISTRATION FEE TO \$500.

REPORTS

SUPERVISOR

JOINT BOARD/SCHOOL BOARD MEETING

Supervisor Goodrich reminded the Board members of the Joint Board/School Board meeting on Monday, March 10th at 6:00 p.m. The meeting will be held at the Holt Public Schools Board of Education meeting room located at 5780 W. Holt Road.

BUDGET MEETINGS

Supervisor Goodrich stated that the June 4th, June 17th and September 9th are the budget meetings that the Board will need to attend.

TREASURER

STATE REVENUE FUNDING

Treasurer Ammon stated that the State Revenue Sharing check in the amount of \$311,305 was received on February 29th.

WINTER PROPERTY TAXES

Treasurer Ammon stated that the total amount collected for summer taxes was \$8,252,670 out of a roll of \$10,096,574 (81.7%). The total amount of winter taxes that were collected was \$29,187,431 out of a roll of \$32,464,772 (92.8%).

POTW DIGESTER PROJECT

Sandra Diorka, Director of Public Services, stated that with the POTW Digester Project being state of the art and toured by people across the country, she would like to see the two large digesters bricked in a wave pattern which would give some architectural and art interest. Ms. Diorka stated that the cost of this improvement would be approximately \$50,000. The two smaller digesters would be done in dark brick. Trustee Ketchum stated that he did not have a problem spending the extra money on a project of this size; however, he did not care for the wave design. Clerk Hope stated that when he first heard of this topic, he thought \$50,000 on a \$10,000,000

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project was not a lot of money; but, it is additional money and he was not in favor of it. However, with this facility being toured by people from all over the country, the project deserved some architectural interest.

The Board gave a general consensus in approval of the design.

LIMITED PUBLIC COMMENTS

Ron Lewis, 1930 Gunn Road, asked when assessment notices were due out. Supervisor Goodrich stated that the assessments were mailed out last week. Mr. Lewis asked what the Township plans were for the Holt Road property that was purchased by the Township. It was stated that this property was purchased because it adjoins with other Township property. Mr. Lewis also asked what happens when taxes are uncollected. Treasurer Ammon stated that the Township will then receive its portion of the taxes.

ADJOURNMENT

Meeting adjourned at 10:00 p.m.

Date: _____

Evan Hope, Township Clerk

Date: _____

Stuart Goodrich, Supervisor

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