

**DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE MEETING HELD ON SEPTEMBER 16, 2008**

The members of the Delhi Charter Township Committee of the Whole met on Tuesday, September 16, 2008, in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, MI. Supervisor Goodrich called the meeting to order at 6:32 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
Lt. Mike DeBruin, Delhi Division, Ingham County Sheriff's Office
Marian Frane, Director of Accounting
Mark Jenks, Director of Parks & Recreation
Rick Royston, Fire Chief
Sandra Diorka, Director of Public Services
Tracy Carney-Miller, Director of Community Development
Phillip Knapman, Parks & Recreation Commissioner
Amy Finch, Assistant Township Clerk/Deputy Clerk

BUSINESS

COMMUNITY DEVELOPMENT DEPARTMENT – AUGUST ACTIVITY REPORT

Tracy Miller, Director of Community Development, reported on the highlights of the Community Development Department August 2008 Activity Report (ATTACHMENT I).

FIRE DEPARTMENT – AUGUST ACTIVITY REPORT

Rick Royston, Fire Chief, reported on the highlights of the Fire Department August 2008 Activity Report (ATTACHMENT II).

INGHAM COUNTY SHERIFF'S OFFICE/DELHI DIVISION – AUGUST ACTIVITY REPORT

Lt. Michael DeBruin, Ingham County Sheriff's Office/Delhi Division reported on the highlights of the Ingham County Sheriff's Office/Delhi Division August 2008 Activity Report (ATTACHMENT III).

TOWNSHIP MANAGER'S REPORT

The Board reviewed a memorandum dated September 9, 2008 from Al McFadyen, DDA Executive Director (ATTACHMENT IV).

Senior Citizen Center Update

Mark Jenks, Director of Parks and Recreation, stated that the second construction meeting for the Senior Citizen Center was held on September 16, 2008. The concrete slab has been poured

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and the walls are currently being erected. It was decided that a smaller side meeting room would be eliminated to allow for a larger meeting room. A February 2009 completion date is anticipated.

Rainwater / Lift Stations

Sandra Diorka, Director of Public Services, reported on the large amount of rain that fell on September 14th and the impact it had on the Township's lift stations.

PURCHASE OF PLAYGROUND EQUIPMENT FOR THE VALHALLA PARK PLAYGROUND EQUIPMENT PROJECT – PHASE I

The Board reviewed memorandums dated September 11, 2008 from Twp. Mgr. Elsinga and Mark Jenks, Director of Parks and Recreation (ATTACHMENT V).

Mark Jenks, Director of Parks and Recreation, stated that the Township received bids from three companies for playground equipment for Valhalla Park. The playground that is being recommended is from Sinclair Recreation. Phase I is intended for the 5-12 year old category. Phase II will be intended for the 2-5 year old category. A walkway will connect to the Township's non-motorized walkway. Mr. Jenks reported on the Department of Natural Resources grant process, stating that the grant is a 50/50 grant up to \$75,000. An October 23-25, 2008 community build is anticipated.

PUBLIC COMMENT

Tom Christensen, 1747 N. College Road – commented on the litter located on Holloway Drive.

ADJOURNMENT

Meeting adjourned at 7:40 p.m.

Date: _____

Evan Hope, Township Clerk

Date: _____

Stuart Goodrich, Supervisor

/af

DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 16, 2008

The Delhi Charter Township Board of Trustees met in a regular meeting on Tuesday, September 16, 2008 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Supervisor Goodrich called the meeting to order at 7:44 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: Marian Frane, Director of Accounting
Mark Jenks, Director of Parks & Recreation
Rick Royston, Fire Chief
Sandra Diorka, Director of Public Services
Phillip Knapman, Parks and Recreation Commissioner
Amy Finch, Assistant Township Clerk/Deputy Clerk

COMMENTS FROM THE PUBLIC

Jolyon M. Vincent, 1961 Eifert Road – thanked the Fire Department for their response in the Delhi Manor Trailer Park for a suspicious odor. Mr. Vincent reported on a problem with the flooding at his residence. Mr. Vincent thanked the Township Board for the installation of sidewalks on Holt Road but was confused with the layout of the sidewalks.

Jeff Oesterle - introduced himself as candidate for Ingham County Drain Commissioner.

CONSENT AGENDA

- A. Approval of Minutes – Committee Meeting of August 19, 2008
- B. Approval of Minutes – Regular Meeting of August 19, 2008
- C. Approval of Claims – August 26, 2008 (ATTACHMENT I)
- D. Approval of Claims – September 9, 2008 (ATTACHMENT II)
- E. Approval of Payroll – August 21, 2008 (ATTACHMENT III)
- F. Approval of Payroll – September 4, 2008 (ATTACHMENT IV)
- G. Appointment to the Delhi Charter Township Downtown Development Authority and Brownfield Redevelopment Authority – David Leighton (ATTACHMENT V)
- H. Close out the 1993 Harper/Wentland Sanitary Sewer Special Assessment District (ATTACHMENT VI)

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AMMON MOVED TO APPROVE THE CONSENT AGENDA ITEMS AS PRESENTED.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

NEW BUSINESS

PURCHASE OF PLAYGROUND EQUIPMENT FOR THE VALHALLA PARK PLAYGROUND PROJECT – PHASE I

The Board reviewed memorandums dated September 11, 2008 from Twp. Mgr. Elsinga and Mark Jenks, Director of Parks and Recreation (ATTACHMENT VII).

HOPE MOVED TO APPROVE THE PURCHASE OF PLAYGROUND EQUIPMENT FROM SINCLAIR RECREATION IN THE AMOUNT OF \$96,216 OF WHICH 50% WILL BE REIMBURSED FROM THE MICHIGAN DEPARTMENT OF NATURAL RESOURCES LAND AND WATER CONSERVATION FUND GRANT.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

PURCHASE OF A “SPARKY HAZARD HOUSE” WITH FEMA GRANT MONIES

The Board reviewed memorandums dated September 10, 2008 from Twp. Mgr. Elsinga and September 9, 2008 from Rick Royston, Fire Chief (ATTACHMENT VIII).

SWEET MOVED TO APPROVE THE PURCHASE OF A SPARKY’S HAZARD HOUSE FROM MODELTECH INTERNATIONAL, INC. IN THE AMOUNT OF \$14,390 OF WHICH \$8,815 WILL BE REIMBURSED BY THE TOWNSHIP’S FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) GRANT.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

AMENDMENT NO. 1 TO RESOLUTION NO. 2007-080 – GENERAL FUND BUDGET

The Board reviewed memorandums dated September 5, 2008 from Twp. Mgr. Elsinga and September 4, 2008 from Marian Frane, Director of Accounting (ATTACHMENT IX).

KREPPS MOVED TO ADOPT AMENDMENT NO. 1 TO RESOLUTION NO. 2007-080 FOR THE FY 2008 GENERAL FUND BUDGET.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

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**AMENDMENT NO. 1 TO RESOLUTION NO. 2007-081 – FY 2008 FIRE EQUIPMENT,
TRAINING AND APPARATUS FUND BUDGET**

The Board reviewed memorandums dated September 5, 2008 from Twp. Mgr. Elsinga and Marian Frane, Director of Accounting (ATTACHMENT X).

**HAYHOE MOVED TO ADOPT AMENDMENT NO. 1 TO RESOLUTION NO. 2007-081
FOR THE FY 2008 FIRE EQUIPMENT, TRAINING AND APPARATUS FUND BUDGET.**

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

**AMENDMENT NO. 1 TO RESOLUTION NO. 2007-082 – FY 2008 PARKS AND RECREATION
FUND BUDGET**

The Board reviewed memorandums dated September 5, 2008 from Twp. Mgr. Elsinga and Marian Frane, Director of Accounting (ATTACHMENT XI).

**KREPPS MOVED TO ADOPT AMENDMENT NO. 1 TO RESOLUTION NO. 2007-082
FOR THE FY 2008 PARKS AND RECREATION FUND BUDGET.**

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

**AMENDMENT NO. 1 TO RESOLUTION NO. 2007-083 – FY 2008 WATER IMPROVEMENT
FUND BUDGET**

The Board reviewed memorandums dated September 5, 2008 from Twp. Mgr. Elsinga and Marian Frane, Director of Accounting (ATTACHMENT XII).

**HOPE MOVED TO ADOPT AMENDMENT NO. 1 TO RESOLUTION NO. 2007-083 FOR
THE FY 2008 WATER IMPROVEMENT FUND BUDGET.**

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

AMENDMENT NO. 1 TO RESOLUTION NO. 2007-084 – FY 2008 SEWER FUND BUDGET

The Board reviewed memorandums dated September 8, 2008 from Twp. Mgr. Elsinga and September 5, 2008 from Marian Frane, Director of Accounting (ATTACHMENT XIII).

**SWEET MOVED TO ADOPT AMENDMENT NO. 1 TO RESOLUTION NO. 2007-084
FOR THE FY 2008 SEWER FUND BUDGET.**

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A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

AMENDMENT NO. 1 TO RESOLUTION NO. 2007-085 – FY 2008 COMMUNITY DEVELOPMENT FUND BUDGET

The Board reviewed memorandums dated September 8, 2008 from Twp. Mgr. Elsinga and September 5, 2008 from Marian Frane, Director of Accounting (ATTACHMENT XIV).

HOPE MOVED TO ADOPT AMENDMENT NO. 1 TO RESOLUTION NO. 2007-085 FOR THE FY 2008 COMMUNITY DEVELOPMENT FUND BUDGET.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

AMENDMENT NO. 1 TO RESOLUTION NO. 2007-086 – FY 2008 DOWNTOWN DEVELOPMENT AUTHORITY FUND BUDGET

The Board reviewed memorandums dated September 9, 2008 from Twp. Mgr. Elsinga and September 8, 2008 from Marian Frane, Director of Accounting (ATTACHMENT XV).

AMMON MOVED TO ADOPT AMENDMENT NO. 1 TO RESOLUTION NO. 2007-086 FOR THE FY 2008 DOWNTOWN DEVELOPMENT AUTHORITY FUND BUDGET.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

AMENDMENT NO. 1 TO RESOLUTION NO. 2007-087 – FY 2008 BROWNFIELD REDEVELOPMENT AUTHORITY FUND BUDGET

The Board reviewed memorandums dated September 9, 2008 from Twp. Mgr. Elsinga and September 8, 2008 from Marian Frane, Director of Accounting (ATTACHMENT XVI).

HAYHOE MOVED TO ADOPT AMENDMENT NO. 1 TO RESOLUTION NO. 2007-087 FOR THE FY 2008 BROWNFIELD REDEVELOPMENT AUTHORITY FUND BUDGET.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

AMENDMENT NO. 1 TO RESOLUTION NO. 2007-088 – FY 2008 DEBT SERVICE FUNDS

The Board reviewed memorandums dated September 8, 2008 from Twp. Mgr. Elsinga and September 5, 2008 from Marian Frane, Director of Accounting (ATTACHMENT XVII).

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**AMMON MOVED TO ADOPT AMENDMENT NO. 1 TO RESOLUTION NO. 2007-088
FOR THE FY 2008 DEBT SERVICE FUNDS BUDGETS.**

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

RESOLUTION NO. 2008-059 – CERTIFICATION OF DECEMBER 1, 2008 TAX LEVY

The Board reviewed memorandums dated September 8, 2008 from Twp. Mgr. Elsinga and September 5, 2008 from Marian Frane, Director of Accounting (ATTACHMENT XVIII).

**KREPPS MOVED TO ADOPT RESOLUTION NO. 2008-059, WHICH CERTIFIES THE
DECEMBER 1, 2008 TAX LEVY ON TAXABLE PROPERTY WITHIN DELHI CHARTER
TOWNSHIP.**

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

LATE AGENDA ITEMS

REPLACEMENT OF DAMAGED SANITARY SEWER PIPE – COOLRIDGE ROAD

The Board reviewed memorandums dated September 16, 2008 from Twp. Mgr. Elsinga and Sandra Diorka, Director of Public Services (ATTACHMENT XIX).

**HAYHOE MOVED TO APPROVE THE REPLACEMENT OF DAMAGED SANITARY
SEWER PIPE ON COOLRIDGE ROAD BY HOFFMAN BROTHERS, INC. IN THE
ESTIMATED AMOUNT OF \$61,505.**

Sandra Diorka, Director of Public Services, stated that through televising and rating, it was determined that one stretch of pipe on Coolridge Road had multiple problems. This project was sent out to bid to five pre-qualified contractors. Hoffman Brothers, Inc. submitted the lowest bid in the estimated amount of \$61,505.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

**REPLACEMENT OF DAMAGED SANITARY SEWER PIPE – PUBLICLY OWNED
TREATMENT WORKS (POTW)**

The Board reviewed memorandums dated September 16, 2008 from Twp. Mgr. Elsinga and Sandra Diorka, Director of Public Services (ATTACHMENT XX).

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**AMMON MOVED TO APPROVE THE REPLACEMENT OF DAMAGED SANITARY
SEWER PIPE AT THE PUBLICLY OWNED TREATMENT WORKS BY BARNHART &
SON, INC. IN THE ESTIMATED AMOUNT OF \$59,632.**

Sandra Diorka, Director of Public Services, stated that this sewer pipe was initially going to be relined; however, it was determined to be less expensive to replace the sewer pipe.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

REPORTS

SUPERVISOR

Supervisor Goodrich stated that the Potter Park Wonderland of Lights-Delhi Night is usually held in December and stated that volunteers would be needed.

TREASURER

Treasurer Ammon stated that September 15, 2008 was the last day to collect Summer Property Taxes without penalty. The Treasurer's Office needed to collect \$11,000,000 in Summer Property Taxes. As of September 1st \$3,270,000 was collected and as of September 15th his office had collected \$9,429,000.

TRUSTEES

HAYHOE

PLANNING COMMISSION RESOLUTION OF APPRECIATION FOR NORM HETTINGER

Trustee Hayhoe stated that the Planning Commission approved a resolution recognizing Norm Hettinger's contribution to the citizens of Delhi Township through his service on the Planning Commission. The resolution will be presented to Mr. Hettinger's widow.

ADJOURNMENT

Meeting adjourned at 8:21 p.m.

FYI

1. Letters from Patrick Watza, Firefighter/EMT and Brian Britten, Firefighter/P.M. Supervisor, thanking Fire Chief Richard Royston for allowing them to attend the NIMS ISC class at the National Fire Academy in Emmitsburg, Maryland.

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Date: _____

Evan Hope, Township Clerk

Date: _____

Stuart Goodrich, Supervisor

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