

**DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE MEETING HELD ON OCTOBER 21, 2008**

The members of the Delhi Charter Township Committee of the Whole met on Tuesday, October 21, 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 Jerry Ketchum, Paul Krepps, Roy Sweet

Members Absent: Trustee John Hayhoe

Others Present: John Elsinga, Township Manager
Lt. Mike DeBruin, Delhi Division, Ingham County Sheriff's Office
Rick Royston, Fire Chief
Tracy Carney-Miller, Director of Community Development
Tricia Vander Ploeg, Administrative Assistant/Deputy Supervisor
Amy Finch, Assistant Township Clerk/Deputy Clerk

BUSINESS

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

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

COMMUNITY DEVELOPMENT DEPARTMENT – SEPTEMBER ACTIVITY REPORT

Tracy Miller, Director of Community Development, reported on the highlights of the September Community Development Department Activity Report (ATTACHMENT II).

FIRE DEPARTMENT – SEPTEMBER ACTIVITY REPORT

Rick Royston, Fire Chief, reported on the highlights of the September Fire Department Activity Report (ATTACHMENT III).

Chief Royston stated that he has been appointed to the 911 Consolidation Committee, representing the out-county agencies. By-laws were adopted at their last meeting which specified how the meetings would be run and who would represent agencies at the advisory level for this committee. Chief Royston stated that it is his feeling that the out-counties are not well represented.

Chief Royston stated that James Porcello, Deputy Chief, has been awarded the Michigan State Fire Instructor of the Year award.

TOWNSHIP MANAGER'S REPORT

**DELHI CHARTER TOWNSHIP
COMMITTEE OF THE WHOLE MEETING HELD ON OCTOBER 21, 2008**

COOK & THORBURN WATERSHED MANAGEMENT PLAN UPDATE

Twp. Mgr. Elsinga stated that he attended a Cook & Thorburn Drain Watershed Management Plan steering committee meeting last week. This was the third meeting in regards to this topic. The committee takes a pro-active approach toward pollution abatement within this watershed area. The County would like the Township to adopt a plan which identifies the pollutants, the sources of the pollutants, how to reduce the pollutants, etc. in the Cook & Thorburn Drain, the Red Cedar River, and the Cedar Lake chain of lakes. Twp. Mgr. Elsinga stated that this process will take approximately 1½ years during which time the Township will continue working with the County.

CEDAR LAKE UPDATE

Twp. Mgr. Elsinga stated that Supervisor Goodrich, Township Attorney J. Richard Robinson, a representative from Hubbell, Roth and Clark and the Ingham County Drain Commissioner's office and he will meet with a mediator on October 22nd to discuss the Township's position regarding the Department of Environmental Quality's Order of Determination on the Cedar Lake issue.

KELLER'S RIDGE/BURGESS DRAIN UPDATE

Twp. Mgr. Elsinga stated that he met with the Ingham County Drain Commissioner's (ICDC) office regarding Keller's Ridge/Burgess Drain. The ICDC would like some further upstream improvements and some reconsideration of downstream improvements.

TOWNSHIP ASSESSOR VACANCY UPDATE

Twp. Mgr. Elsinga stated that the Township Assessor position has been vacant since August, 2008. The position was advertised in The Michigan Assessor magazine which drew a couple candidates. Approximately 900 mailings were recently sent to every Level 3 and Level 4 Assessor in the State. Some dialog has been received from that mailing. Options will continue to be pursued.

ADJOURNMENT

Meeting adjourned at 7:05 p.m.

Date: _____

Evan Hope, Township Clerk

Date: _____

Stuart Goodrich, Supervisor

/af

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON OCTOBER 21, 2008**

The Delhi Charter Township Board of Trustees met in a regular meeting on Tuesday, October 21, 2008 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

Cub Scout Weeblo Pack 007 and Boy Scout Troup 272 lead the Pledge of Allegiance.

ROLL CALL

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

Members Absent: Trustee John Hayhoe

Others Present: John Elsinga, Township Manager
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

State Representative Barb Byrum presented Tricia Vander Ploeg, Administrative Assistant/Deputy Supervisor with a Special Tribute for her assistance with the Extreme Makeover Home Edition project that took place at 2376 Eifert Road.

CONSENT AGENDA

- A. Approval of Minutes – Committee Meeting of October 7, 2008
- B. Approval of Minutes – Regular Meeting of October 7, 2008
- C. Approval of Claims – October 7, 2008 (ATTACHMENT I)
- D. Approval of Payroll – October 16, 2008 (ATTACHMENT II)
- E. 2009 Township Holiday Schedule (ATTACHMENT III)
- F. Transfer of West Town Drain Project Bond Funds (ATTACHMENT IV)

SWEET MOVED TO APPROVE THE CONSENT AGENDA ITEMS AS PRESENTED.

A Roll Call Vote was recorded as follows:

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

Absent: Hayhoe

MOTION CARRIED

NEW BUSINESS

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON OCTOBER 21, 2008**

PROPOSED TOWNSHIP ORDINANCE NO. 117 – DELHI CHARTER TOWNSHIP NON-MOTORIZED PATHWAY USE AND RESTRICTIONS ORDINANCE, FIRST CONSIDERATION

The Board reviewed memorandums dated October 14, 2008 from Twp. Mgr. Elsinga and Tracy Miller, Director of Community Development (ATTACHMENT V).

**KREPPS MOVED UPON FIRST CONSIDERATION, TO ADOPT TOWNSHIP
ORDINANCE NO. 117 – DELHI CHARTER TOWNSHIP NON-MOTORIZED PATHWAY
USE AND RESTRICTIONS ORDINANCE.**

Tracy Miller, Director of Community Development, stated that this ordinance will create a mechanism to prohibit the inappropriate use of the non-motorized pathways by motorized vehicles. The ordinance will establish civil fines for violation of the ordinance and will require the Board to designate, by resolution, those areas of the Township that are subject to the ordinance.

A Roll Call Vote was recorded as follows:

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

Absent: Hayhoe

MOTION CARRIED

**RESOLUTION NO. 2008-062 – OBJECTION OF THE TRANSFER OF INGHAM COUNTY
FORECLOSED PROPERTIES**

The Board reviewed memorandums dated October 13, 2008 from Twp. Mgr. Elsinga and Tracy Miller, Director of Community Development (ATTACHMENT VI).

**AMMON MOVED TO ADOPT RESOLUTION NO. 2008-062 WHICH OBJECTS TO THE
TRANSFER OF PROPERTY TO DELHI TOWNSHIP THAT HAS BEEN FORECLOSED
BY THE INGHAM COUNTY TREASURER LOCATED ON KELLER ROAD (TAX
PARCEL #33-25-05-14-176-015) AND HORSTMAYER ROAD (TAX PARCEL #33-25-
05-18-226-017).**

Tracy Miller, Director of Community Development, stated that when properties go through the tax foreclosure process, the Township has the first opportunity to obtain them. If the Township does not respond, the property is automatically transferred to the Township. Ms. Miller stated that the two properties that are referenced are of no benefit to the Township and that the best use of these properties is to have them taken over by the Ingham County Land Bank Authority.

A Roll Call Vote was recorded as follows:

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

Absent: Hayhoe

MOTION CARRIED

**UNIFORM VIDEO SERVICE LOCAL FRANCHISE AGREEMENT BETWEEN DELHI
TOWNSHIP AND MICHIGAN BELL TELEPHONE CO. (dba AT&T MICHIGAN)**

The Board reviewed a memorandum dated October 17, 2008 from Twp. Mgr. Elsinga (ATTACHMENT VII).

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON OCTOBER 21, 2008**

**KREPPS MOVED TO APPROVE THE UNIFORM VIDEO SERVICE LOCAL
FRANCHISE AGREEMENT BETWEEN DELHI CHARTER TOWNSHIP AND
MICHIGAN BELL TELEPHONE CO. (DOING BUSINESS AS AT&T MICHIGAN),
RESOLUTION NO. 2008-063.**

Twp. Mgr. Elsinga stated that this agreement is patterned after the franchise agreement that the Township has with Comcast. The 2006 Public Act 480, effective January 1, 2007, provides for uniform video service local franchises. A franchise fee of 5% will be charged.

A Roll Call Vote was recorded as follows:

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

Absent: Hayhoe

MOTION CARRIED

ZONING AND DEVELOPMENT

**SPECIAL USE PERMIT NO. 08-261 - PRAIRIE HILLS OF HOLT, LLC – 4136 AND 4184
WILLOUGHBY ROAD – TAX PARCELS 33-25-05-11-452-001, 33-25-05-11-452-004 AND 33-
25-05-11-452-005 – DWELLING UNITS PER ACRE**

The Board reviewed a memorandum dated October 14, 2008 from Tracy Miller, Director of Community Development (ATTACHMENT VIII).

**SWEET MOVED TO ADOPT SPECIAL USE PERMIT NO. 08-261 FOR PRAIRIE HILLS
OF HOLT, LLC, 4136 AND 4184 WILLOUGHBY ROAD, TAX PARCELS 33-25-05-11-
452-001, 33-25-05-11-452-004 AND 33-25-05-11-452-005, AS RECOMMENDED BY
THE PLANNING COMMISSION AT THEIR OCTOBER 13, 2008 MEETING.**

Tracy Miller, Director of Community Development, stated that this property is located on the north side of Willoughby Road on the former Décor property. Most of the building that is located on this site has been demolished. At one point, there were underground storage tanks located on this property. The Township has partnered with the Ingham County Brownfield Redevelopment Authority, who will conduct additional Phase I and Phase II environmental assessments of this property through a grant that they received from the U.S. Environmental Protection Agency at no charge to the potential developer. It is believed that this property will qualify as a Brownfield property under the State Act. The property is slightly over forty acres in size, with approximately 10 acres of ponds located on it. The development that is being proposed requiring a special use permit would permit 9 units per acre and a maximum of 360 units.

A Roll Call Vote was recorded as follows:

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

Absent: Hayhoe

MOTION CARRIED

REPORTS

SUPERVISOR

**DELHI CHARTER TOWNSHIP
MINUTES OF REGULAR MEETING HELD ON OCTOBER 21, 2008**

URBAN SERVICES BOUNDARY MEETING UPDATE

Supervisor Goodrich stated that he attended the Urban Services Boundary meeting on October 15th. Discussion was held regarding the need for collaboration between all the jurisdictions renewing their contracts with the Lansing Board of Water & Light.

TOWNSHIP MANAGER'S REVIEW

Supervisor Goodrich distributed the Township Manager's review packets to the Board members. It was asked that the packets be returned no later than the second Board meeting in November.

TREASURER

2008 3RD QUARTER INVESTMENT REPORT

The Board reviewed the 2008 3rd Quarter Investment Report (ATTACHMENT IX).

Treasurer Ammon presented the 2008 3rd Quarter Investment Report.

CLERK

Clerk Hope stated that his office is busy with the upcoming election. Since the August Primary Election, 1,321 new valid voter registration cards have been issued, which is an 8% increase in the current voter registration roll. As of today, 2,947 absentee ballots have been issued.

ADJOURNMENT

Meeting adjourned at 8:18 p.m.

Date: _____

Evan Hope, Township Clerk

Date: _____

Stuart Goodrich, Supervisor

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