

**DELHI CHARTER TOWNSHIP  
COMMITTEE OF THE WHOLE MEETING HELD ON NOVEMBER 5, 2008**

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The members of the Delhi Charter Township Committee of the Whole met on Wednesday, November 5, 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  
Mark Jenks, Director of Parks & Recreation  
Rick Royston, Fire Chief  
Sandra Diorka, Director of Public Services  
Wendy Thielen, Assistant Township Manager of Human Resources  
Tricia Vander Ploeg, Administrative Assistant/Deputy Supervisor  
Amy Finch, Assistant Township Clerk/Deputy Clerk

SUBJECT TO APPROVAL

**BUSINESS**

**BLUE CROSS BLUE SHIELD HIGH DEDUCTIBLE HEALTH PLAN RENEWAL**

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The Board reviewed a memorandum dated October 28, 2008 from Twp. Mgr. Elsinga (ATTACHMENT I).

Wendy Thielen, Assistant Township Manager of Human Resources, stated that the Blue Cross Blue Shield renewal has been received which represents a 9.2% rate increase. For 2008, the Township funded the annual deductible of \$2000/single and \$4,000/family through contributions to the employee's Health Savings Account.

It was proposed that, in order to minimize the Township's financial exposure, employer contributions be deposited on a quarterly basis rather than an annual basis. This item will be presented at the November 18, 2008 Board meeting.

**AFLAC FLEXIBLE BENEFITS PLAN/FLEXIBLE SPENDING ACCOUNTS**

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The Board reviewed a memorandum dated October 28, 2008 from Twp. Mgr. Elsinga (ATTACHMENT II).

Wendy Thielen, Assistant Township Manager of Human Resources, stated that when the health care plan calendar year was changed to January 1<sup>st</sup>, AFLAC was also changed to mirror the health care plan calendar year.

It was proposed that the AFLAC flexible spending accounts be increased from \$3,000 to \$4,000 per employee.

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

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**DELHI CHARTER TOWNSHIP  
COMMITTEE OF THE WHOLE MEETING HELD ON NOVEMBER 5, 2008**

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The Board reviewed the Department of Public Services October Monthly Report (ATTACHMENT III).

Sandra Diorka, Director of Public Services, reported on the highlights of the Public Services October Monthly Report.

**SENIOR CENTER UPDATE**

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Mark Jenks, Director of Parks and Recreation, stated that the construction of the senior center is on schedule with a February/March completion date. The sign for the facility will match the Recycling Center sign. Mr. Jenks stated that it was his understanding that the Sam Corey Senior Citizen Center name would be carried over from the old building to the new one. The Board, as well as the Parks and Recreation Commission, concurred that the name should be carried over.

Mr. Jenks stated that discussion has been held with regards to the use of the building. Currently, the old building is used for senior activities. When the seniors are not using the building, civic groups are allowed to use it. Mr. Jenks stated that it would be his wish to transfer the old building uses to the new building. The Board concurred.

**EXECUTIVE SESSION – PENDING LITIGATION INTERVENTION REGARDING THE DEPARTMENT OF ENVIRONMENTAL QUALITY AND THE INGHAM COUNTY DRAIN COMMISSIONER (INGHAM COUNTY CIRCUIT COURT FILE NO. 08-339-CE)**

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Enter into Executive Session 7:25 p.m.

**HOPE MOVED TO ENTER INTO EXECUTIVE SESSION TO DISCUSS PENDING LITIGATION INTERVENTION REGARDING THE DEPARTMENT OF ENVIRONMENTAL QUALITY AND THE INGHAM COUNTY DRAIN COMMISSIONER (INGHAM COUNTY CIRCUIT COURT FILE NO. 08-339-CE).**

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

Committee meeting reconvened at 7:36 p.m.

**ADJOURNMENT**

Meeting adjourned at 7:36 p.m.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP  
COMMITTEE OF THE WHOLE MEETING HELD ON NOVEMBER 5, 2008**

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

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

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

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

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SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON NOVEMBER 5, 2008**

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The Delhi Charter Township Board of Trustees met in a regular meeting on Wednesday, November 5, 2008 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Supervisor Goodrich called the meeting to order at 7:37 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  
Sandra Diorka, Director of Public Services  
Tracy Carney-Miller, Director of Community Development  
Wendy Thielen, Assistant Township Manager of Human Resources  
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 October 21, 2008
- B. Approval of Minutes – Regular Meeting of October 21, 2008
- C. Approval of Claims – October 21, 2008 (ATTACHMENT I)
- D. Approval of Payroll – October 30, 2008 (ATTACHMENT II)
- E. Proposed Schedule of 2009 Township Board Meetings (ATTACHMENT III)
- F. Set Public Hearing – FY 2009 Budgets – General Fund and Special Revenue Funds (ATTACHMENT IV)

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

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

**NEW BUSINESS**

**AFLAC FLEXIBLE BENEFITS PLAN/FLEXIBLE SPENDING ACCOUNTS**

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SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON NOVEMBER 5, 2008**

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The Board reviewed a memorandum dated October 28, 2008 from Twp. Mgr. Elsinga (ATTACHMENT V).

**HAYHOE MOVED TO AMEND DELHI TOWNSHIP'S FLEXIBLE BENEFITS PLAN TO INCREASE THE ANNUAL ELECTION FOR THE UNREIMBURSED MEDICAL FLEXIBLE SPENDING ACCOUNT FROM \$3,000 TO \$4,000, EFFECTIVE WITH THE JANUARY 1, 2009 PLAN YEAR.**

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

**PLANNED GENERATOR EQUIPMENT MAINTENANCE AGREEMENT BETWEEN DELHI TOWNSHIP AND CUMMINS BRIDGEWAY**

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The Board reviewed memorandums dated October 27, 2008 from Twp. Mgr. Elsinga and October 24, 2008 from Sandra Diorka, Director of Public Services (ATTACHMENT VI).

**KETCHUM MOVED TO APPROVE THE PLANNED EQUIPMENT MAINTENANCE AGREEMENT BETWEEN DELHI CHARTER TOWNSHIP AND CUMMINS BRIDGEWAY, LLC IN THE AMOUNT OF \$17,340 FOR THE PREVENTATIVE MAINTENANCE OF TOWNSHIP GENERATORS.**

Sandra Diorka, Director of Public Services, stated that this agreement will allow for preventative maintenance and load bank testing to the Township generators. The agreement is the same as last year's with the exception of the addition of the 250 kilowatt generator installed this year at the POTW ponds to provide emergency backup power.

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

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

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The Board reviewed memorandums dated October 23, 2008 from Twp. Mgr. Elsinga and October 14, 2008 from Tracy Miller, Director of Community Development (ATTACHMENT VII).

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

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON NOVEMBER 5, 2008**

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**RESOLUTION NO. 2008-064 – DESIGNATION OF NON-MOTORIZED TRANSPORTATION PATHWAY**

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

**SWEET MOVED TO ADOPT RESOLUTION NO. 2008-064 WHICH DESIGNATES THE LAND AREA DESCRIBED IN ATTACHMENT A OF SAID RESOLUTION AS A NON-MOTORIZED TRANSPORTATION PATHWAY.**

Tracy Miller, Director of Community Development, stated that Ordinance No. 117 requires that the Board, by Resolution, designate certain public ways within the Township as non-motorized pathways.

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

**AMENDMENT NO. 1 TO RESOLUTION NO. 2007-075 – DESIGNATION OF TOWNSHIP PARKS AND RECREATION AND PUBLIC LAND AREAS**

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The Board reviewed memorandums dated October 24, 2008 from Twp. Mgr. Elsinga and October 23, 2008 from Tracy Miller, Director of Community Development (ATTACHMENT IX).

**AMMON MOVED TO ADOPT AMENDMENT NO. 1 TO RESOLUTION NO. 2007-075 WHICH DESIGNATES CERTAIN AREAS WITHIN DELHI CHARTER TOWNSHIP AS “TOWNSHIP PARKS AND RECREATIONAL AREAS” AND “DESIGNATED PUBLIC LAND AREAS”.**

Tracy Miller, Director of Community Development, stated that Ordinance No. 55.4 requires that the Board, by Resolution, identify areas within the Township which shall be operated and maintained as Township Parks, Recreational Areas and designated Public Land Areas. Properties that were recently acquired by the Downtown Development Authority as well as the Non-Motorized Transportation Pathway will be added to the resolution.

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

**RESOLUTION NO. 2008-065 – EXTEND VALUE OF THE INDUSTRIAL FACILITIES TAX (IFT) EXEMPTION CERTIFICATE – DART CONTAINER OF MICHIGAN, LLC**

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The Board reviewed memorandums dated October 28, 2008 from Twp. Mgr. Elsinga and from Tracy Miller, Director of Community Development (ATTACHMENT X).

**SWEET MOVED TO ADOPT RESOLUTION NO. 2008-065 WHICH EXTENDS THE VALUE OF THE INDUSTRIAL FACILITIES TAX (IFT) ABATEMENT CERTIFICATE FOR DART CONTAINER OF MICHIGAN, LLC TO REFLECT THE FULL VALUE OF REAL PROPERTY.**

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON NOVEMBER 5, 2008**

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Tracy Miller, Director of Community Development, stated that in 2007, Dart Container received an IFT certificate from the State of Michigan for \$2,150,000 in real property investments and \$826,000 in new personal property investments. After construction it was determined that the company has invested more than was originally projected. Resolution No. 2008-065 will extend the value of the IFT Certificate to represent the full value of the building and land improvements.

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

**ZONING AND DEVELOPMENT**

**SPECIAL USE PERMIT NO. 08-193A – DTN ENTERPRISES – ASPEN LAKES PLANNED UNIT DEVELOPMENT**

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The Board reviewed a memorandum dated October 29, 2008 from Tracy Miller, Director of Community Development (ATTACHMENT XI).

**AMMON MOVED TO ADOPT SPECIAL USE PERMIT NO. 08-193A FOR DTN ENTERPRISES, ASPEN LAKES PLANNED UNIT DEVELOPMENT, TAX PARCEL NUMBERS 33-25-05-13-302-002 THROUGH 004, 33-25-05-13-329-001 THROUGH 058, 33-25-05-13-352-001 THROUGH 058, 33-25-05-13-353-001 THROUGH 008, 33-25-05-13-354-001 THROUGH 020, 33-25-05-13-377-002 AND 003, AS RECOMMENDED BY THE PLANNING COMMISSION AT THEIR OCTOBER 27, 2008 MEETING.**

Tracy Miller, Director of Community Development, stated that in 2001 a Special Use Permit was approved that authorized the Planned Unit Development approving up to 559 units and described how the units would be made up. In 2005, the site plan approval was granted for Aspen Circle which included eight-unit condominium buildings. Several of the buildings were built, sold etc. as condominiums. Recently, these units have ceased or slowed selling and are currently being leased to own, etc. The applicant has petitioned to amend the original Special Use Permit to allow the remaining 8-unit buildings to be constructed as apartments rather than as condominium units. DTN has offered to record a master deed that would convert the units back into condominium units in ten years.

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

**REPORTS**

**SUPERVISOR**

**TOWNSHIP MANAGER REVIEW**

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SUBJECT TO APPROVAL

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Supervisor Goodrich asked to move the Township Manager evaluation from the December 2, 2008 Board meeting to the November 18, 2008 Board meeting.

**CHRISTMAS TREE LIGHTING CEREMONY**

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Supervisor Goodrich stated that the Christmas Tree Lighting Ceremony will be held on Wednesday, December 3, 2008 at 6:00 p.m.

**ASSESSOR**

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Supervisor Goodrich stated that the Township has contracted with a part-time Level 4 Assessor.

**CLERK**

**GENERAL ELECTION**

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Clerk Hope stated that total turnout for the November 4, 2008 General Election was 79%. A record number of 3,892 absentee ballots were returned which may have been due to the information about Absentee Voting that was printed in the DelHi Neighbor Newsletter.

**ADJOURNMENT**

Meeting adjourned at 8:09 p.m.

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

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Evan Hope, Township Clerk

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

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Stuart Goodrich, Supervisor

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SUBJECT TO APPROVAL