

**DELHI CHARTER TOWNSHIP  
COMMITTEE OF THE WHOLE MEETING HELD ON JANUARY 20, 2009**

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The members of the Delhi Charter Township Committee of the Whole met on Tuesday, January 20, 2009, 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 Derek Bajema, John Hayhoe, Jerry Ketchum, Roy Sweet

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

**BUSINESS**

**FIRE DEPARTMENT – DECEMBER ACTIVITY REPORT**

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Rick Royston, Fire Chief, reported on the highlights of the Fire Department – December Activity Report (ATTACHMENT I).

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

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Lt. DeBruin, Ingham County Sheriff's Office/Delhi Division, reported on the highlights of the Ingham County Sheriff's Office/Delhi Division – December Activity Report (ATTACHMENT II).

**COMMUNITY DEVELOPMENT DEPARTMENT – DECEMBER ACTIVITY REPORT**

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Tracy Miller, Director of Community Development, reported on the highlights of the Community Development Department – December Activity Report (ATTACHMENT III).

**TOWNSHIP MANAGER'S REPORT**

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**Metro Act Unilateral Telecommunications Permits**

Twp. Mgr. Elsinga stated that Norlight Telecommunications, Inc. has renewed their METRO Act Unilateral Telecommunications Permit with the Township which allows them to use the Township's right-of-ways for their facilities to provide telecommunication services and signals.

A permit was also approved by the Township for MCImetro Access Transmission Services, LLC (Verizon Business). The Township had previously issued a permit to Brooks Fiber Communications of Michigan, Inc. This company has since been bought

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by Verizon Business. The term of both of these permits is December 29, 2008 to December 29, 2013.

Federal Economic Stimulus Package

The Board reviewed a letter dated December 31, 2008 from Twp. Mgr. Elsinga (ATTACHMENT IV).

Twp. Mgr. Elsinga spoke of the twelve "shovel ready" projects that have been submitted for consideration for the upcoming economic stimulus package. Twp. Mgr. Elsinga stated that the Holt Public Schools included the fiber optic connectivity between all publically-owned governmental and school facilities to their list as well.

Tri-County Area Cable Committee Update

Twp. Mgr. Elsinga stated that he attended the Tri-County Area Cable Committee meeting regarding the use of Public, Educational, and Governmental Access Channels ("Peg Channels") in a regional manner. It was stated that Meridian Township has a television studio that Lansing and East Lansing is interested in using to provide public access information opportunities to their residents.

Twp Mgr. Elsinga stated that the Board may want to look at public access information items to be broadcast with the use of Meridian Township's studio. It was stated that Peg Channels could increase the cable franchise fee an additional two percent. It was asked if Comcast is required to provide a Peg Channel for each municipality. Twp. Mgr. Elsinga answered in the affirmative but only if the municipality has the Peg Channel system in their franchise agreement. Lansing, Meridian and East Lansing have this item in their franchise and either does or are trying to receive income for this. Delhi Township may want to piggyback this effort.

**PROPOSED AMENDMENT TO ORDINANCE NO. 84 – PAYMENT OF WATER CONNECTION FEES ON AN INSTALLMENT BASIS**

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Twp. Mgr. Elsinga stated that this amendment would enable property owners whose water wells have dried up to connect to public water with greater ease. The amendment would reduce the interest rate from 8% to 5% and the unpaid balance could be paid in equal annual installments over a maximum of fifteen years. This item will be on the February 19, 2009 Board agenda.

**OUTDOOR WARNING SIREN UPGRADE**

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The Board reviewed memorandums dated January 16, 2009 from Twp. Mgr. Elsinga and January 12, 2009 from Rick Royston, Fire Chief (ATTACHMENT V).

Rick Royston, Fire Chief, stated that two accidental activations occurred with the outdoor warning sirens which were believed to be due to errant signals. The system has been temporarily shut off to avoid any further accidental activations. Chief Royston stated that currently there are nine revolving head sirens and an old siren located at 1974 Cedar Street.

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The proposal includes upgrading the operating control boxes for the sirens and eliminating the old siren on Cedar Street and setting a new siren in the Veterans Memorial Gardens.

Chief Royston stated that he has applied for a Federal grant to fund this upgrade; however, it will take approximately six weeks to get these upgrades installed and the sirens should be operating before the upcoming tornado season. Chief Royston stated that he is optimistic that the Township could be reimbursed through the grant for all or part of this upgrade.

Chief Royston stated that by going to a digital system the Township's system can go to the 911 dispatch as is the City of Lansing's. The Township will have a console at Fire Station No. 1 to control the system there if need be. There have been several siren meetings in the Metro area with the goal of having all of the outdoor warning sirens in Ingham County dispatched to 911.

Trustee Bajema asked if, because of technological advances, this item would have to be revisited again within 10-12 years. Chief Royston stated that he is unsure of this. Trustee Bajema asked if it would be possible to hold off on the upgrade and submit this item with the Federal Economic Stimulus Package. Twp. Mgr. Elsinga stated that the March/April tornado season would be missed while waiting for the stimulus.

**PROPOSED INCREASE IN FIRE DEPARTMENT AMBULANCE RATES**

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The Board reviewed memorandums dated January 13, 2009 from Twp. Mgr. Elsinga and January 5, 2009 from Rick Royston, Fire Chief (ATTACHMENT VI).

Rick Royston, Fire Chief, stated that the Fire Department typically reviews the ambulance rates on an annual basis. Upon review it is suggested that the Advanced Life Support 2 (ALS2) rate be raised an additional \$100, from \$500 to \$600 an hour and the mileage rate for all ambulance calls and standard non-emergency transports be increased from \$8 to \$10 per mile .These fees are in line with surrounding communities.

**ADJOURNMENT**

Meeting adjourned at 7:26 p.m.

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

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

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

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

/af

# Delhi Township Fire Department Monthly Report

December, 2008

## *Total Calls for December*

	<i>Delhi</i>	<i>Alaiedon</i>	<i>Total</i>
EMS / Medical	160	N/A	160
Fire / Rescue	32	8	40
Total	192	8	200

*Total Calls for 2008: 2,287  
(Increase of 165 calls over 2008 (+ 7.8 %))*

	<u>Given</u>	<u>Received</u>
Mutual Aid this Month:	15	8

### *Training:*

Total Training Hours - 468 Man Hours

### *Miscellaneous Activity:*

- Department members all recertified in Self-contained Breathing Apparatus.
- Structure Fire (Apartment) – 2226 Cedar Street – Fire out on arrival - \$2,000 loss
- Structure Fire (House) – 3240 Hullett Road, Alaiedon Twp. - \$10,000 loss
- Structure Fire (Warehouse) – 1875 Holloway Drive - \$500 loss – (sprinkler system)
- Structure Fire ( Mutual Aid Assist to Mason) – 6107 Nichols Road
- Structure Fire (House) – 3933 Moonlight Lane - \$25,000 loss
- Structure Fire (Mobile Home) – 5088 Windmill Blvd. - \$2,000 loss
- Structure Fire (Pole Bldg) – 568 Wolverine Road, Alaiedon Twp. - \$60,000 +/-

COUNTY of INGHAM  
State of Michigan  
SHERIFF'S OFFICE



**Gene L. Wriggelsworth**  
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Allan C. Spyke  
Undersheriff

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Greg S. Harless  
Chief Deputy

Sam Davis  
Major

Joel Maatman  
Major

TO: Delhi Township Board of Trustees  
FROM: Lt. Michael J. DeBruin  
DATE: January 14, 2009  
RE: December 2008 Monthly Report

**MAJOR CASES AND INTERESTING INCIDENTS:**

- 12-04-08 Dep. Young investigated an Armed Robbery that took place near the intersection of Jolly & Dunckel. The victim was on foot near the Speedway gas station when a male suspect, wearing a mask, approached her and demanded money after brandishing a handgun. The victim gave the suspect her wallet containing cash. This incident is under investigation.
- 12-06-08 Dep. Buckland observed a suspicious subject in the parking lot of the L&L Shoprite located at 2380 N. Cedar St. After identifying the subject, Dep. Buckland discovered the subject was in possession of stolen property from both L&L and the Family Dollar store. The subject was arrested and lodged on charges of Retail Fraud.
- 12-09-08 Dep. Calkins responded to a complaint of Criminal Sexual Conduct 2<sup>nd</sup> Degree at the Capital City Baptist Church located at 5100 W. Willoughby Rd. Investigation revealed inappropriate touching took place between a male and female student, both juveniles. Suspect has been identified and this case is under investigation.
- 12-10-08 Dep. Buckland investigated a Larceny From A Building complaint that took place in the 4400 block of Davlind. A relative of the victim, that had been residing with the victim, stole a video game console, video games and cash. The suspect left the residence with the stolen property and has not been seen since. Charges are being sought through the Ingham County Prosecutor's Office.

- 12-12-08 Dep. Delaney responded to a Counterfeit complaint at the L&L Shoprite located at 2380 N. Cedar St. Investigation revealed a male subject had attempted to make a purchase using a counterfeit \$20 bill. Suspect has been identified and interviewed. This case is under investigation.
- 12-14-08 Dep. A. Harrison responded to a fight call at Rocky's Roadhouse Bar located at 2470 N. Cedar St. Dep. Harrison found that the combatants involved in the fight had left prior to her arrival. Dep. Harrison noted several liquor violations. These violations are being submitted to the state Liquor Control Commission for review and action.
- 12-18-08 Dep. Grant investigated a possible ID Theft complaint which occurred in the 4700 block of Applecroft. Investigation revealed this was a civil issue between the victim and her ex-spouse regarding the ownership of a time share. The investigation was closed.
- 12-21-08 Dep. A. Harrison stopped a vehicle at Willoughby and Delhi Commerce for improper lane use. Investigation revealed the driver was intoxicated while operating his vehicle. The driver was arrested and lodged on a charge of Operating While Intoxicated 1<sup>st</sup>.
- 12-22-08 Dep. Young responded to Schroyer's Towing located at 2740 Eaton Rapids Rd. on a complaint of a stolen vehicle. The victim (an employee) had parked his vehicle in the lot when he arrived at work. The vehicle was unsecured with keys left in it. When the victim went to leave work for the day he discovered the vehicle missing. None of the other employees saw the vehicle being driven away. This case is under investigation.
- 12-23-08 Dep. Dral investigated an Embezzlement complaint at Dakota Integrated Systems located at 1875 Holloway Dr. Dep. Dral took the initial report which was turned over to Det. Lewis for follow-up. The suspect has been identified and interviewed. Charges of Embezzlement are being sought through the Ingham County Prosecutor's Office.
- 12-23-08 Sgt. Southwick investigated a Uttering & Publishing (stolen & forged checks) complaint in the 4900 block of Wilcox. Two victims had checks stolen which were ultimately forged and cashed. The suspect was identified. Dep. Buckland conducted an interview of the suspect and obtained a confession. Charges of Uttering & Publishing are being sought through the Ingham County Prosecutor's Office.
- 12-26-08 Dep. Kuch investigated a Domestic Assault which occurred in the 1500 block of N. Eifert Rd. Investigation revealed the victim had been strangled by her ex-boyfriend and witnessed by a third party. Once interviews were completed the suspect was arrested and lodged on charges of Aggravated Domestic Assault.
- 12-28-08 Dep. Huhn stopped a vehicle, near Cedar St. and Fay, for weaving all over the roadway. Investigation revealed the driver to be intoxicated. The driver was arrested and lodged on a charge of Operating While Intoxicated 1<sup>st</sup>. During the booking

procedure at the Ingham County Jail, the driver became uncooperative and assaultive. The driver was also charged with Resisting & Obstructing.

12-28-08 Dep. A. Harrison investigated an Embezzlement complaint which occurred at the Mattis Auto Wash located at 2780 Eaton Rapids Rd. The suspect was identified as one of the employees of the business. An interview with the suspect resulted in a full confession. The stolen money was recovered. At the conclusion of the investigation the owner of the business decided that he did not wish to prosecute the employee and would handle the matter himself.

12-30-08 Dep. Grant responded to a Retail Fraud complaint at the Kroger store located at 2495 N. Cedar St. Four female suspects were caught stealing makeup and other items. The suspects were identified, interviewed and released. Charges of Retail Fraud are being sought against the suspects through the Ingham County Prosecutor's Office.

12-31-08 Dep. Grant stopped a vehicle for Improper Lane Use at Willoughby and Delhi Commerce. Investigation revealed the driver to be intoxicated and that his license was suspended. The driver was arrested and lodged on a charge of Operating While Intoxicated 3<sup>rd</sup> (Felony) and Driving While License Suspended 2<sup>nd</sup>.

#### **STATISTICS:**

In December 2008, deputies took 547 written and blotter complaints. They made 91 arrests (of which 79 were self initiated). Deputies issued 124 citations. Deputies conducted 576 property/business checks, made 79 liquor inspections and spent 250 hours in Community Policing. Deputies participated in 51 hours of training.

#### **COMMUNITY POLICING OFFICERS:**

CPOs participated in 6<sup>th</sup> Annual Santa & Elves program where they dress up as Santa and his Elves and visited seniors and children of the community. Dep. Richards helped with delivering gift baskets donated by Law Enforcement in the Tri-County Area. Dep. Cousino and Dep. Dral taught safety tips for the holiday season for seniors in Delhi Township. All CPOs visited the schools and communities in preparation for the upcoming holiday season.

#### **COMMUNITY BUSINESS OFFICER:**

Dep. Delaney participated in the Santa & Elves program by dressing up as Santa Claus. Dep. Delaney gave a presentation with the Emergency Action Planning Committee at Two Men and a Truck National Headquarters.

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SHERIFF'S OFFICE



Gene L. Wriggelsworth  
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Greg S. Harless  
Chief Deputy

Sam Davis  
Major

Joel Maatman  
Major

TO: Sgt. Patrick  
FROM: Dep. Brad Delaney  
DATE: 1-6-08  
RE: January Business officer report

Complaints	29
Property / Business Checks	29
Liquor Inspections	3
Traffic Stops	6
Citations Issued	1
School Contacts	1
Community Policing Hours	23.1

**Community Policing Highlights:**

On 12-15-08 Dep. Dral, Dep. Richards, Dep. Cousino and I went to several places throughout the township for the annual Santa and Elves program. I dressed as Santa. We made stops at several assisted living homes and trailer parks. The event was again a huge success with several hundred children and adults having their picture taken with Santa. Several local businesses assisted in donating candy canes for the event. Sheriff Wriggelsworth also donated money to rent the Santa and Elves costumes.

On 12-16-08 I spoke with the Emergency Action Planning committee at Two Men and a Truck national headquarters. An open meeting was held and several topics were discussed including, natural disasters, suspicious persons, suspicious packages and emergency exit.

**Other Highlights:**

On 12-4-08 I made a traffic stop on a subject for having an improper plate. After making contact with the driver I immediately recognized him as a suspect from a fraud complaint. He is also a suspect in several larceny complaints. The suspect agreed to be interviewed at the Delhi Office. After several hours of questioning the suspect admitted to his involvement in the fraud complaint. He also implicated another suspect in several larceny complaints. Due to this interview several suspects were identified including warrants being issued in the original fraud complaint, and two home invasions.

On 12-10-08 I processed 15 abandoned vehicles.

On 12-12-08 I investigated a counterfeit complaint. A suspect was identified and linked to a different counterfeit complaint two days earlier at the same business. This investigation is open and follow-up contact with the suspect is pending.

Respectfully submitted,

Dep. Brad Delaney

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TO: Lt. DeBruin,  
FROM: Dep. James Cousino  
DATE: 01/08/09  
RE: December Monthly Report

**MONTHLY STATISTICS**

Arrests:	7 Misdemeanor / 1 OWI
Traffic Stops:	50
Citations issued:	12
Community Policing Hours	20.7
Complaints Taken:	30/16
Business/Area/Property Checks	28
Liquor inspections/Checks	0
School Visits	14

**COMMUNITY POLICING HIGHLIGHTS:**

During December, we hosted personal safety seminars at Lutheran Village, Tamarack and Stratford Square Apartments. The focus was on senior citizen safety and crime prevention. They were conducted at the facilities for ease of access for residents. The residents requested frequent visitation and would like further seminars on computer safety and further discussions on identity theft. These will be scheduled through-out the year.

School visitations were high as the holidays approached. The schools hosted numerous holiday activities with no incidents reported. Future law enforcement seminars were discussed for elementary schools to include topics of stranger safety, computer safety and citizenship.

Holiday Santa and elf visits were hosted by the Community Police officers.

I assisted Deputy Delaney with abandoned vehicles while he was on vacation.

### **ACTIVE NEIGHBORHOOD WATCHES**

No meetings were conducted due to scheduling conflicts during the holidays.

### **SCHOOL UP-DATE:**

#### **Holt High School:**

Spoke with several students who had interest in law enforcement and has been coordinating mentorship program to schedule ride-alongs.

I spoke with several parents who had concerns with their child's activities and possible drug use. I spoke with several students at request of parents to discuss ramifications of their actions as related to their future potential.

#### **Wilcox Elementary:**

I have had active involvement with school administration and frequent visits. I visited specific students during class and at home at request of school principal. I monitored the bus stop at Windmill in response to conflicts between students at Wilcox and Washington Woods. There was concern by school principal based on her student's comments. I spoke with several parents and the students once on the bus about avoiding conflicts. No known issues following actions.

#### **Holt Junior High:**

Routine visits were conducted.

#### **Sycamore Elementary:**

I had frequent visits to the school with classroom visits. I followed up with school administration to investigate possible parent disputes and concerns of one parent making statement of possible threats. All parties interviewed and no danger determined. Report processed with Sheriff Office for future reference.

#### **School Strategy for January:**

- Continue weekly visits
- Increase classroom visits
- Increase patrols in parking areas
- Continued coordination with school administrations

### **MISCELLANEOUS GOALS TO RE-INFORCE CPO REGION (UP-DATE):**

- Coordinate businesses with-in the neighborhood watches with Business Officer Dep. Delaney (*Deputy Delaney has continued to assist with business involvement.*)

- Frequent visits to schools and structure formalized interaction with the students and classrooms. *(School up-date included in this monthly)*
- High level of communication with school administration to identify at risk juveniles.
- Map and monitor persons on SOR and on Probation with-in CPO Region. *(On-going and will be continuing.)*
- Internet access to a shared neighborhood watch communication forum. *(I have initiated contact with LPD to review their program and scheduled to visit first week of January)*
- Church involvement with-in neighborhood watch areas. *(No change.)*
- Added goal of township involvement in neighborhood watch programs. *(Township continues responsive to any request including Fire Department)*

#### **SPECIFIC COMPLAINT'S AND REQUESTS FOR SERVICE RESPONDED TO BY DATE**

During December, 2008, I responded to the following specific requests for service:

- Multiple accidents due to weather and road conditions
- Several Domestic Assault reports
- Suspicious persons and situations
- Attempted home invasions
- Larcenies
- Civil and child custody disputes
- Threats Complaints
- During traffic stops several drivers were found to be suspended, had outstanding warrants and one driver was OWI

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Greg S. Harless  
Chief Deputy

Sam Davis  
Major

Joel Maatman  
Major

TO: Sergeant Danielle Patrick  
FROM: Deputy Jessica Dral #5249  
DATE: January 2, 2009  
RE: December 2008 Monthly

**MONTHLY STATISTICS:**

Arrests: (0)  
Traffic Stops: (5)  
Citations: (4)  
Complaints/ Blotters: (17) Time (26.9)  
Community Policing Hrs (52.4)

**COMMUNITY POLICING HIGHLIGHTS:**

While patrolling my assigned areas, I checked 19 businesses and schools this month.

This month, we Delhi Township Community Policing Officers revisited the seniors and children in the community with our 6<sup>th</sup> Annual Santa and Elf Program. Sheriff Gene Wriggelsworth generously rented out Santa and Elf costumes again from the Lansing Civic Players Costume Shop for Deputy Delaney, Deputy Richards, and I to wear. Many of the residents asked that their photo be taken with Santa Claus this year. I had these photographs developed for them, and delivered the photos to them for the holidays. We also had many great donations from L&L Food Center, Kroger, Rite Aid, CVS, and Quality Dairy to hand out to the residents while on our visits.

I assisted in picking up and delivering the gift baskets, donated by Law Enforcement in the Tri-County area (TRIAD). These gift baskets were delivered to seniors in the area, all referred by family or friends for the holiday season.

As Christmas neared, I visited the families in my assigned area that I have been familiar with, and delivered candy canes to the children there.

The Kiwanis Club and Edward Jones Financial Co. both came together and made approximately forty teddy bears. I was presented with these bears and distributed them to all the Delhi Township vehicles. These bears were made for the children in Delhi; to be given to the children in distraught on complaints we take. For example, the donators ask that these bears go to children who are present during violent domestic assaults involving their parents, a car crash that terrifies a child, etc. And as these bears run low in numbers, there will be more bears made for this great cause for us to distribute.

I volunteered to partake in Shop with a Hero at Meijer in Mason. I was able to shop with a 11 year female from Delhi Township. This was a great opportunity for me, and the young girl I was with had a wonderful time as well.

Deputy Cousino and I both taught safety tips for the holiday season to the seniors in Delhi Township. Tamarak Apartments, Lutheran Heritage and Stratford Place all learned more about how to stay safe while shopping, as well as in your own home.

I visited three homes in Windmill Trailer Park to talk to the children about "bullying" and getting along with one another at the bus stop. There has been a lot of violence between children ages 5 and 12 there. I also spoke with the parents about the violence and how to deal with this issue once it comes home.

I attended the Gang Task Force meeting at the Lansing Police, South Precinct. The more education we have about certain students in the area, the more proactive we can be in terms of gang activity. There were not only police attending this meeting but the Ingham County Youth Center, CATA Security/ Joe Young & Associates, Juvenile Probation /Truancy Coordinator, Michigan Dept of Corrections, etc.

**OTHER HIGHLIGHTS:**

I took an embezzlement complaint at Dakkota Intergrated Systems, Inc. where at least \$67,000.00 has been taken. The company has a possible employee as the suspect, and maybe more employees involved. This complaint was turned over to the Detective Bureau for their investigation.

I took a UDAA complaint. After I was given the information from the complainant, I investigated it thoroughly and found the vehicle had been towed for improper parking in private lot.

I have been investigating some larcenies from vehicles in one of my communities, and had located one of the suspects. I obtained a confession from this juvenile and will be seeking a warrant on him.

I made a traffic stop on Eifert / McCue for speeding in Windmill. LEIN and SOS showed the driver was driving while licensed suspended, but this was his first offense. I cited the driver for this misdemeanor and turned the vehicle over to his wife, who was a valid driver.

I responded to a violation of a Personal Protection Order in which the offender contacted the victim more than fifty times. That day I could not find the offender so the report was sent to the ordering judge from 30<sup>th</sup> Circuit Court for a show cause. The next day, another complaint was made that the offender was violating the PPO again but another officer took that call. I assisted this officer and an arrest was made on the offender when he was found that same day.

I assisted Delhi Ambulance on a medical response when an elderly female was not responding. The patient's daughter called 911 when the patient's face turned an ash color and could not respond to her daughter. The patient responded to me when I arrived on scene, but she was taken to a nearby hospital.

I responded to (2) larcenies from autos that occurred near Pine Tree and Legacy Drive. These two vehicles were locked. The vehicles were completely vandalized while the owners were at work, in the building. It is unknown at this time about any suspects, as I am still trying to contact some of the possible witnesses.

I assisted Deputy Rogers on a criminal sexual conduct assault case involving minor children. I conducted a forensic interview at the Angel House and determined there was no assault that occurred here in Ingham County. I found that there may have been one or two sexual assaults involving more than one child in another jurisdiction. This report will be turned over to that jurisdiction so that they may deal with the allegations appropriately.

I assisted other officers on 22 complaints this month.

**COUNTY of INGHAM**

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**SHERIFF'S OFFICE**



**Gene L. Wriggelsworth**  
Sheriff

**Matthew J. Myers, Ph.D.**  
Undersheriff

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**TO:** Sgt. D. Patrick  
**FROM:** Dep. P. Richards  
**DATE:** January 7, 2009  
**RE:** December Monthly

**MONTHLY STATISTICS:**

Traffic Stops:	(71)
Citations issd:	(10)
Complaints Taken:	(20)
Blotters Taken:	(11)
Personal Contacts:	(6)
Arrests:	(2Msd)
Comm. Pol. Time:	(34.5hrs)

**COMMUNITY POLICING HIGHLIGHTS:**

I participated in the annual Christmas Tree lighting ceremonies at the Delhi Township Offices. Many local residents attended this event.

I then participated in the Santa and the Elves program that has been going on for many years in Holt. Dep. Dral, Dep. Delaney, Dep Calkins, Dep. Cousino, and myself brought Santa and the Elves to many local kids and adults. We traveled to eight locations throughout Holt on December 15<sup>th</sup>. With the aid of many local businesses that supported us with many generous gifts we were able to bring Christmas a little closer for all of them.

With the gifts of candy canes, cookies, fruit punch, cups and napkins we were also able to bring

some extra refreshments to those that participated with this program. We wish to continue this event well into the next upcoming years. We enjoy doing this for the community.

I delivered many Thank you letters to all those that donated to the betterment of this program. The letters went to many local businesses in Holt that helped with donations.

I patrolled the areas within my district with many traffic stops. I had over seventy traffic stops this past month. Most of all the traffic stops were in my area. I also wrote ten citations for various reasons. I also made two bench warrant arrests as a result of these traffic stops. Both of the bench warrant arrests were in my area. I plan to continue to patrol my neighborhoods looking for violations within the community.

As soon as we get a break in the weather I plan on making patrols either on foot or on bicycle again.

I had an informal meeting with the Cedar Heights Neighborhood during this month. I spoke to the coordinators to keep the contact lines open through the construction transition phase for the neighborhood. We talked about neighbor issues.

#### **OTHER MATTERS:**

I responded to several property damage accidents within this month. Most of all the accidents involved two cars and poor driving conditions. The accidents usually resulted in minor to moderate damage to the vehicles. Most of which were still driveable. I did not respond to any personal injury accidents during this month.

I also responded to three harassment complaints during this month. All of them were mainly verbal statements over the phone from one person to another. Non threatening statements. All were resolved.

I responded to two check welfares this past month. All checks were made and found the to be ok.

I also responded to several alarm calls this past month. I responded to all the calls that were dispatched to me. I checked the areas. I checked all doors and windows. And when it was possible I conducted an interior inspection when a keyholder was available.

DELHI CHARTER TOWNSHIP  
Department of Community Development

*December 2008 Activity Report*

**New Permits:**

<u>Category</u>	<u>DDA Area Permits</u>	<u>Total Permits</u>	<u>Total Inspections</u>
Building	0	1	72
Electrical	4	8	28
Mechanical	9	23	45
Plumbing	2	5	19
Sanitary Sewer	0	0	0
<b>Totals</b>	<b>15</b>	<b>37</b>	<b>164</b>

**Soil Erosion Permits & APA Projects:**

<u>Category</u>	<u>DDA Area Permits</u>	<u>Total Permits/New Projects</u>	<u>Total Inspections</u>
Soil Erosion	0	0	31
Soil Erosion Waivers	0	0	0
APA Projects	0	0	38
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>69</b>

**New Code Enforcement Cases:**

<u>Category</u>	<u>DDA Area Cases</u>	<u>Total Cases</u>
Building Maintenance	1	1
Fence Violation	0	0
Junk & Debris	0	1
Junk Vehicles	2	2
Miscellaneous	0	1
Noxious Weeds	0	0
Sidewalk Snow	5	8
Sign	2	2
Site Plan	0	0
Yard Parking	0	0
Improper Zoning Use	1	1
<b>Totals</b>	<b>11</b>	<b>16</b>
<b>Total # of Inspections</b>		<b>45</b>

**Rental Program Information:**

Number of New Registered Rental Properties	1
Number of Initial Rental Inspections	1

DELHI CHARTER TOWNSHIP  
Department of Community Development

Number of Rental Reinspections	66
Number of Rental Investigations	0
Number of Rental Cycle Inspections	276

**Civil Infraction/Abatement Information:**

<b>Abatement/Clean-ups</b>	<b>0</b>
<i>Abatement/Clean-up Fees Issued (Year to Date)</i>	<i>\$22,359.22</i>
<b>Civil Infractions Issued</b>	<b>2</b>
<i>Civil Infraction Fines Issued (Year to Date)</i>	<i>\$4,200.00</i>

**DELHI CHARTER TOWNSHIP**  
**Building Permit Details**

Permit No.	Property Address	Permit Applicant	Work Description	Estimated Cost	Permit Fee	DDA?	Permits
PB08-339	2401 KINGLET COURT	KINGDOM HOMES INC	913 SQ FT OF BASEMENT FINISH	\$18,260	\$114.00		
				\$18,260	\$114.00		1

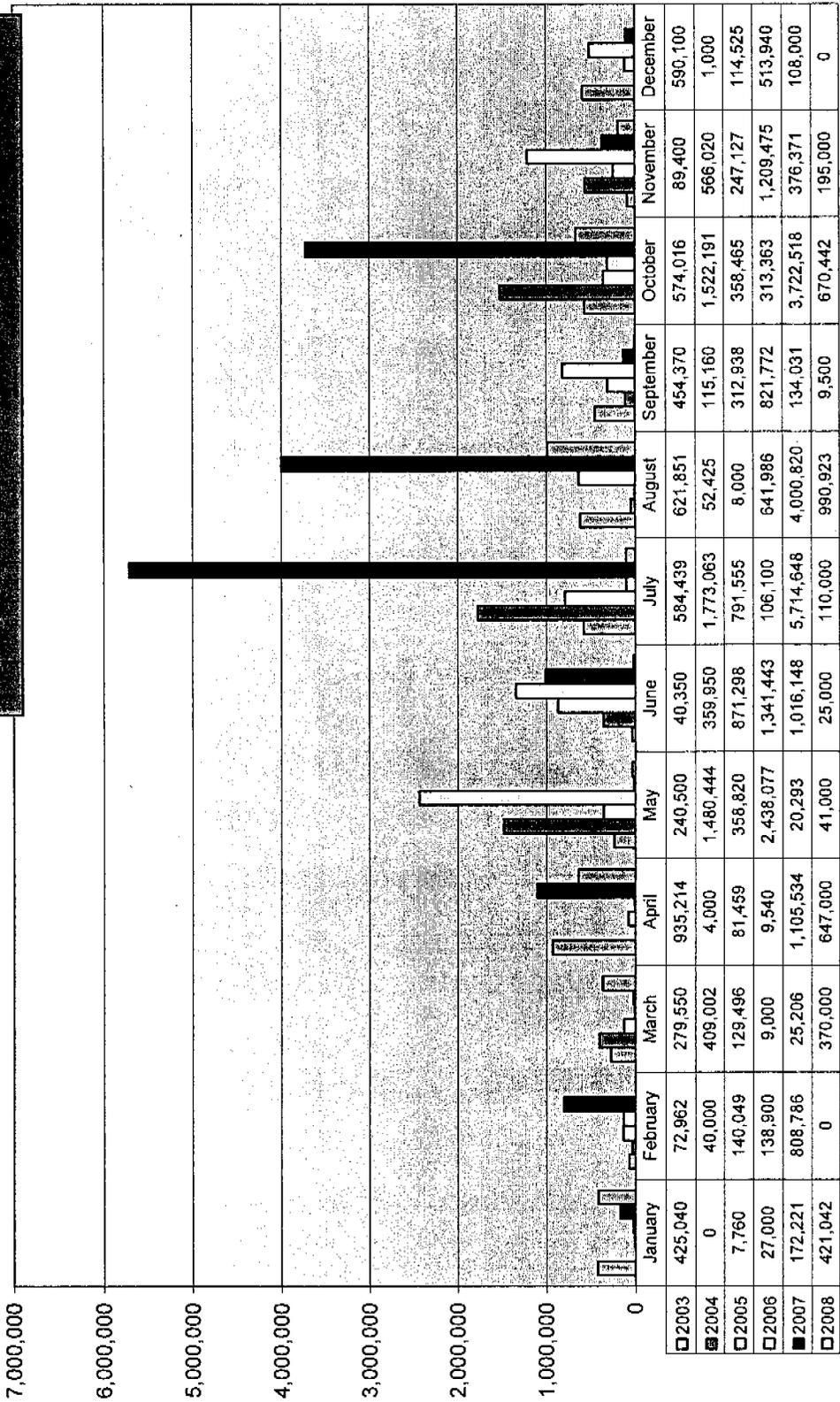
**Totals: \$18,260 \$114.00 1**

**SUMMARY OF CONSTRUCTION VALUES**

Year	2003		2004		2005		2006		2007		2008	
	Total Permits	Total Value	Total Permits	Total Value	Total Permits	Total Value						
Commercial Addition, Alteration & Commercial Misc	35	\$ 2,940,575.00	36	\$ 2,780,266.00	21	\$ 2,834,122.00	32	\$ 1,895,384.00	49	\$ 9,353,080.00	30	\$ 2,830,791.00
Commercial New Structures	10	\$ 2,286,797.00	12	\$ 6,193,397.00	4	\$ 599,072.00	6	\$ 5,665,672.00	6	\$ 2,230,506.00	1	\$ 875,903.00
Deck, Fence, Pool, Residential Misc, Residential Storage/Garage, Demolition, Sign, Sign Business, Sign Grand Openings	227	\$ 585,643.00	243	\$ 744,334.33	260	\$ 1,221,543.00	249	\$ 681,722.00	255	\$ 834,376.00	165	\$ 1,118,676.00
Pre-Manufactured Home, Residential Condo w/Garage, Residential Dwelling, Residential Dwelling/Garage	243	\$ 27,363,270.00	280	\$ 29,204,352.00	214	\$ 33,037,054.00	122	\$ 20,311,984.00	58	\$ 8,856,775.00	27	\$ 5,189,435.00
Residential Addition, Residential Alteration	90	\$ 1,273,065.00	96	\$ 1,127,953.00	70	\$ 1,274,922.00	70	\$ 1,510,922.00	47	\$ 972,435.00	51	\$ 1,013,207.00
Residential Multiple Family	25	\$ 16,702,269.00	2	\$ 123,540.00	9	\$ 8,556,012.00	3	\$ 2,738,265.00	6	\$ 7,621,380.00	0	\$ -

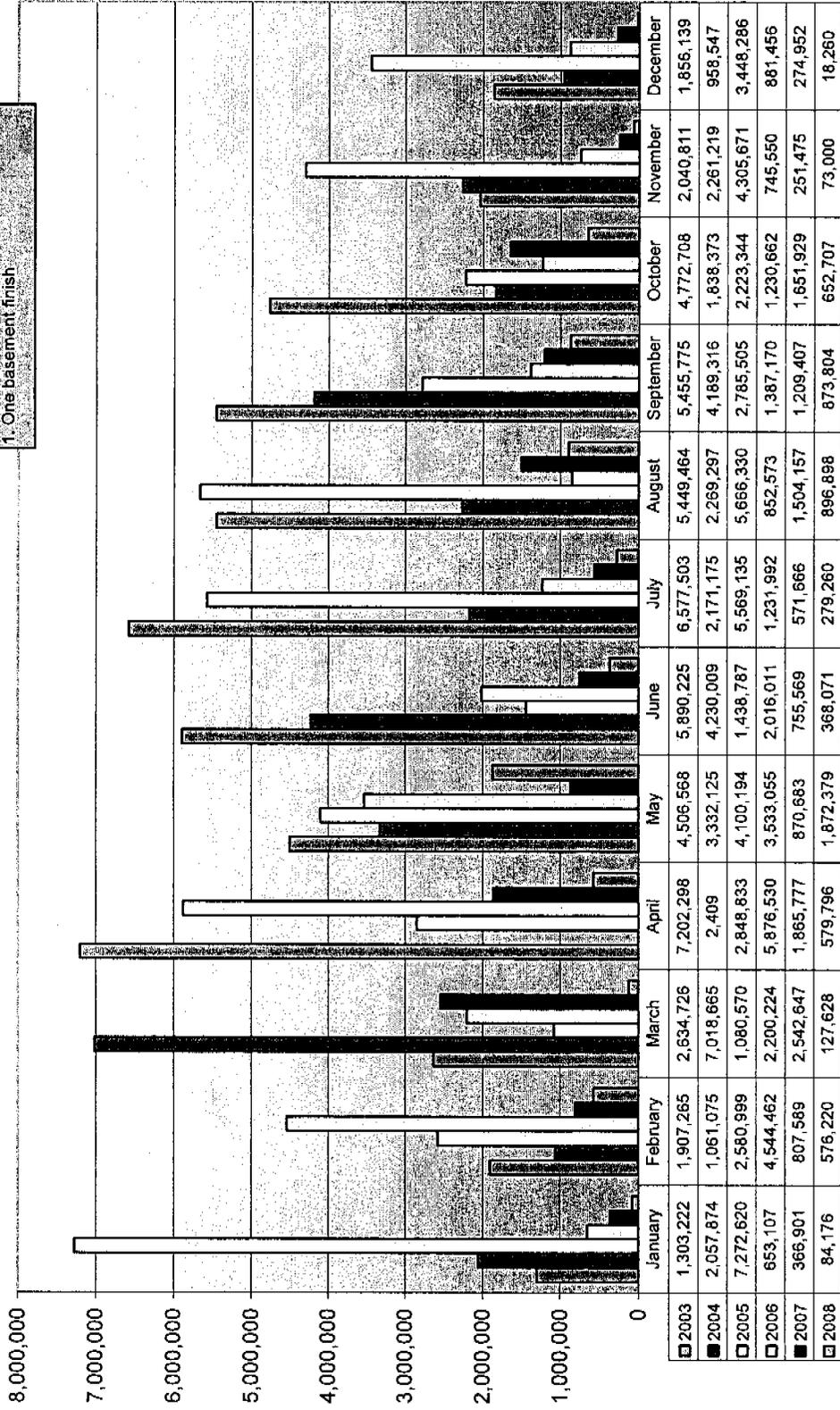
**Commercial/Industrial Building Permits**

**DECEMBER 08 ACTIVITY INCLUDES**  
 No activity



# Residential Building Permits

December 2008 Activity Includes:  
1. One basement finish





# DELHI CHARTER TOWNSHIP

2074 AURELIUS ROAD  
PHONE: (517) 694-2136

HOLT, MICHIGAN 48842-6320  
FAX: (517) 268-3069

December 31, 2008

Honorable Mike Rogers  
United States House of Representatives  
133 Cannon House Office Building  
Washington, DC 20515

Dear Representative Rogers,

It is my understanding that several economic stimulus bills passed the House and will be the starting point for economic stimulus legislation that Congress hopes to have on President-Elect Obama's desk on January 21, 2009. I have been requested by the Michigan Municipal League and the Michigan Townships Association to provide a list of projects that will be "shovel ready" in 2009 in order to determine the scope of projects in need of federal funding in Michigan.

On behalf of Delhi Charter Township I respectfully submit to you a list of twelve (12) "shovel ready" projects for your consideration to be included in the upcoming economic stimulus package. The total estimated cost for these projects is \$38,700,000 creating an estimated 549 jobs. In the event Congress extends the implementation period over two fiscal years, my staff estimates we could have an additional \$40,000,000 in infrastructure projects creating over 500 new jobs in 2010.

If you have any questions regarding this please do not hesitate to contact me at (517) 694-2137.

Sincerely,

DELHI CHARTER TOWNSHIP  
MANAGER'S OFFICE

A handwritten signature in cursive script that reads "John B. Elsinga".

John B. Elsinga  
Township Manager

Enclosure

CC: Delhi Township Board



## Projects for Submittal Federal Stimulus Package

**Project:** Cook and Thorburn Watershed Improvements

**Project Description:** Improve storm water treatment and conveyance through a portion of the Cook and Thorburn Watershed from the outlet of Cedar Lake then east and south including the installation of new culverts, new wetlands, over 3,000 feet of linear wetlands, over 6,000 feet of open channel stabilization and restoration, replacement of tile drains, installation of six riffle zones with energy dissipation pools and several water quality units and biofilters.

**Cost:** \$5,000,000

**Schedule:** Summer 2009

**Jobs Created:** approx. 71

**Project Benefits:** This is Phase II of these storm water improvements that would open up mixed-use development within half of this watershed – approximately five (5) square miles. In addition, it would improve the quality of storm water that discharges into two recreational lakes.

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**Project:** Cedar Street Improvements from Holbrook Hills to College Road

**Project Description:** The complete reconstruction of an old abandoned state highway connecting Holt and Mason. Improvements include the reconstruction of four lanes with a median, elimination of driveway crossings with turn lanes, significant storm water treatment within the medians, the enclosure of the Hancock Drain (3,000 feet) and the installation of a shared-use path.

**Cost:** \$7,500,000

**Schedule:** Summer 2009

**Jobs Created:** 107

**Project Benefits:** This old state highway has a narrow median with intermittent driveway crossings through the median. The reconstruction will dramatically improve traffic safety, the pathway will provide pedestrian safety, enhance walkable community, provide storm water treatment and prepare the corridor for significant mixed-use development to occur.

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**Project:** Sludge Dryers for Class A Solids at the Publicly Owned Treatment Works Facility (POTW)

**Project Description:** Installation of twin sludge dryers as final treatment for Class A solids production from digesters the 4.5 million gallons per day Wastewater Treatment Plant.

**Cost:** \$4,000,000

**Schedule:** Summer 2009

**Jobs Created:** 57

**Project Benefits:** The production of dry Class A sludge from a wastewater treatment plant provide endless uses for this organic by-product. It can be used as a soil conditioner for commercial uses. It can also be used as a biofuel supplement to an electric generation plant – specifically our locally-owned power plant. As such it would reduce their fuel cost, improve air quality and reduce their carbon footprint.

---

**Project:** Sewage Pumping Station Improvements at Lift Station D

**Project Description:** Installation of three additional pumps along with a new forcemain would include road improvements for two (2) miles including necessitating enclosure of road ditch with two storm water sedimentation treatment basins. Entire route would include a shared use pathway.

**Cost:** \$10,000,000

**Schedule:** Fall 2009

**Jobs Created:** 143

**Project Benefits:** Existing pumping station is approaching twenty years old and as it serves one third of a growing community it has approached its capacity. Therefore, doubling its capacity will adequately serve the future growth anticipated and avoid any sewage back-ups. Current condition of road and ditch are extremely dangerous and need immediate attention due to increased use. The inclusion of the “shared-use path” provides safe walking and required access to the new force main.

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**Project:** Pine Tree Road Sewage Pumping Station

**Project Description:** Relocation of thirty year old sewage pumping station from the south side of Sycamore Creek to the north side. Included in the improvements would be permanent standby power along with ADA restrooms accessible to the public using our adjacent 40-acre natural park.

**Cost:** \$2,500,000

**Schedule:** Summer 2009

**Jobs Created:** 36

**Project Benefits:** Current sewage pumping station is made from steel and has served its useful life and is approaching capacity. New station would be made from poured concrete, have permanent standby power, provide needed capacity to serve mixed-use development for the next fifty years. Public ADA restrooms would accommodate citizens using the 40-acre natural park surrounding the Sycamore Creek.

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**Project:** Remodel Township Hall to Meet LLED Certification

**Project Description:** Renovations to the existing Township Hall would include a geo-thermal HVAC system, a metal roof, a porous bituminous parking lot, window treatments, new lighting fixtures and permanent standby power.

**Cost:** \$2,200,000

**Schedule:** Summer 2009

**Jobs Created:** 31

**Project Benefits:** All renovations would make us LEED certified, provide a healthier and more comfortable building environments, improve storm water treatment, dramatically reduce our gas and electric bills subsequently reducing our carbon footprint.

---

**Project:** Fiber Optic Connectivity Between All Publically Owned  
Governmental and School Facilities

**Project Description:** Installation of a fiber optic ring that would utilize existing school fiber optic lines creating redundant fiber connections to all major publicly owned facilities and provide single fiber optic lines to all sewage pumping stations.

**Cost:** \$1,000,000

**Schedule:** Summer 2009

**Jobs Created:** 14

**Project Benefits:** Fiber optic lines offer connection speeds 600 to 6,000 times faster than existing T1 connections. Redundancy is critical to both the schools and Township especially facilities involved with homeland security. Significant cost reductions come from data center efficiencies, server virtualization, shared internet resources, improved security, data back-up, reduction of telephone circuits, a central access control system, surveillance and printing resources.

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**Project:** North Trail Connector from Willoughby Road (cemetery) North to  
the Jolly/Aurelius Road Intersection

**Project Description:** Construction of a shared-use path from its current terminus at Maple Ridge Cemetery west one quarter (1/4) mile along Willoughby Road then north one mile along the chain of lakes and continuing one and one half miles northwest along Sycamore Creek under I-96.

**Cost:** \$3,000,000

**Schedule:** Summer 2009

**Jobs Created:** 43

**Project Benefits:** This 15,000 feet of shared-use path would connect the existing non-motorized transportation system in Holt with Lansing's which is connected to East Lansing and Michigan State University. Therefore, in addition to its recreational function it serves to bring neighbors together promoting cultural diversity. It also encourages the use of walking or cycling to and from work along safe routes reducing dependence upon cars and further reducing our carbon footprint.

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**Project:** College Road Sanitary Sewer

**Project Description:** Extend a new gravity sewer from an existing lift station north along College Road about one half mile then west along Holt Road approximately one half mile.

**Cost:** \$1,500,000

**Schedule:** Summer 2009

**Jobs Created:** 14

**Project Benefits:** This gravity sanitary sewer is the last utility required to promote commercial development along Holt Road, a primary entrance into our community from US 127.

---

**Project:** Replace/Install Playground Equipment at Three Township Parks

**Project Description:** Install new ADA and age appropriate playground equipment at three existing parks (Kiwanis Park, Jaycee Park, and Deadman's Hill).

**Cost:** \$750,000

**Schedule:** Summer 2009

**Jobs Created:** 8

**Project Benefits:** Important to provide safe, age appropriate playground equipment that is all ADA accessible. Enable children of all age groups accompanied by adults to participate on play equipment in all of our Township parks close to their neighborhood.

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**Project:** Complete Construction of Veterans Memorial Gardens

**Project Description:** Veterans Memorial Gardens is located in the center of Holt and is approximately two thirds complete. The final construction phase needs to include a bandshell, shared-use pathways and two side gardens with walkways.

**Cost:** \$1,000,000

**Schedule:** Summer 2009

**Jobs Created:** 14

**Project Benefits:** Veterans Memorial Gardens is a passive park with a water feature, gardens and amphitheater. It offers a central gathering place for walking, civic events and special events throughout the year.

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**Project:** Construction of Two New Restrooms/Pavilions

**Project Description:** Demolish old restroom facilities at Valhalla Park and Kiwanis Park and install new restrooms with ADA accommodations along with adjoining pavilions and storage rooms.

**Cost:** \$750,000

**Schedule:** Summer 2009

**Jobs Created:** 11

**Project Benefits:** Both Valhalla and Kiwanis Parks are multipurpose heavily used recreational parks with outdated limited-use restroom facilities. Both need restrooms that are ADA compliant and adequate to handle increased use. Kiwanis Park is adjacent to school facilities such as tennis courts, soccer field and ball diamonds that attract large crowds in need of these facilities. Full service parks increase recreational opportunities within our community reducing the need to travel outside of our community which again enables our citizens to reduce their carbon footprint.

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## DELHI CHARTER TOWNSHIP

## MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: January 16, 2009

RE: Outdoor Warning Siren Upgrade

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Enclosed for your review and approval is a proposal from West Shore Services, Inc. to upgrade nine (9) sirens and completely replace and relocate one (1) siren at an approximate cost of \$104,560. The only unknown in the estimated cost is for the relocation of the one siren to Veterans Memorial Gardens, which entails installing a new pole and wiring, estimated at \$5,000.

Our current siren system, installed in 1997, is shut off due to two recent false alarms. The upgraded system would use state of the art digital technology and be actively monitored and controlled (24/7) from both the 911 Dispatch Center and our fire station.

West Shore Services, Inc. is the local dealer for this equipment and has several installations in our region including MSU, City of Lansing, City of Grand Ledge and Delta Township. Funding is available from our Fire Equipment, Training and Apparatus Fund and I highly recommend approval for this upgrade.

**Recommended Motion:**

**To approve the upgrade of nine outdoor warning sirens and the relocation and replacement of one outdoor warning siren in the estimated amount of \$104,560 from West Shore Services, Inc.**

# Delhi Township Fire Department

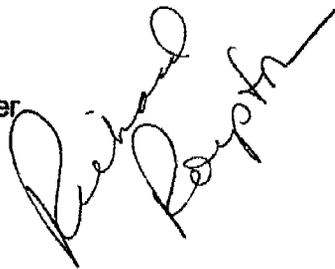
## Memo

To: John Elsinga, Township Manager

From: Richard Royston, Chief

Date: January 12, 2009

Re: Outdoor Warning Siren Upgrade



As you are aware, the outdoor warning siren system has, on two occasions, activated accidentally, and has been turned off until a solution can be found. After review of the problem by a couple consultants and I, we believe that the best solution to the problem is upgrading the system to a digitally transmitted alarm system, which is monitored both at the fire station and at 911 dispatch center.

At the present time, there are ten (10) warning sirens in Delhi Township, one of which is an old, completely outdated siren behind the old township hall on Cedar Street. Updating the nine newer sirens can be done for \$7,190 per site. This entails installing new cabinets, antennas, digital equipment and removing old equipment. The site behind the old township hall leaves several options. It can either be removed, updated with all new equipment where it is, or moved to a new location and upgraded. Since this site is currently on private property and on a shorter pole, it would make sense that the relocation of this siren to a central point of the "downtown" seems logical. My thought is to move this siren to the southwest corner of Veterans Memorial Gardens (next to the power supply). In order to do this, I estimate that it would take an additional local labor/materials cost of \$5,000 plus the new siren head, and all digital equipment at a cost of \$19,900. This would add a "revolving head" siren to the center of the triangle area, which will make it more effective for the populated downtown and make it compatible with the other siren sites.

Since the original equipment was installed in 1997, many changes in technology have taken place. One major change that is available with this updated, digital system is the ability to monitor the sirens on a constant basis. With the primary control point being at 911 Dispatch Center, all that will be involved is an upgrade of the computer software at their system at a cost of \$1,850. A second control point at the fire station will involve installation of computer, software and encoder

which would cost an additional \$13,100. This second monitoring system is also recommended since it will give us the ability to monitor the system from the fire department. A second advantage is the ability to identify power outages immediately, since those will show up as a "red" siren on the system.

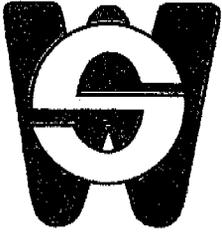
I have enclosed a copy of a memo from Jeff DuPelka of Westshore Services for this equipment and installation. It should be noted that this company is well-known throughout the country for installations of this type. We have committed to the Federal Signal brand in our initial installation, and Westshore is the dealer in Michigan and the Midwest.

A breakdown of the costs are as follows:

9 Existing Federal Model 2001 Sites – Upgrading to include new cabinets and digital equipment (9 sites X \$7,190 per site)	\$64,710
1 Existing Federal Model-5 Site (Old Township Hall) – Complete Replacement with Federal Model 2001 equipment	\$19,900
2 <sup>nd</sup> Control Station at Delhi Fire Department Software, Encoder and Computer Equipment	\$13,100
Software for 911 Dispatch Activation	\$ 1,850
Additional local costs for setting pole and wiring at Veterans Memorial Gardens	\$ 5,000
Total Proposed Cost:	\$104,560

There are funds available in the FERT fund, since the budgeted engine purchase is being delayed and will not take place this year.

Thank you for your support of this very important project.



# WEST SHORE SERVICES, INC

6620 LAKE MICHIGAN DR. • P.O. BOX 188 • ALLENDALE, MI 49401  
PHONE: 616.895.4347 • FAX: 616.895.7158

Est. 1971

December 15, 2008

Delhi Charter Township  
Attn: Chief Richard Royston  
2074 Aurelius Road  
Holt, MI 48842-6320

Dear Rick,

I appreciated the opportunity to discuss the upgrade of your existing outdoor warning system to include two-way digital status monitoring. As you know from our discussion, upgrading your system to digital two-way capability will provide the following benefits:

- New all-aluminum control cabinet.
- Digital Signaling, the most secure available.
- Two-way status monitoring. This will allow you to know the status of your system 24 hours a day, 7 days a week.
- Automatic notification for potential DC system failure, AC power failure, cabinet intrusion or lack of communication.

This system has many other features and benefits including record keeping, over the air programming, etc. just to name a few. Federal's digital two-way status monitoring is well tested. Many communities and organizations in the state of Michigan utilize this technology. Several close to you include Michigan State University, City of Durand, City of Lansing, Delta Township and the City of Grand Ledge.

The following is a scope of work along with pricing to complete this upgrade.

### **Existing 2001 Sites**

Each existing 2001 site would receive an upgrade consisting of the installation of a new all-aluminum two-way digital control cabinet, antenna cable and antenna, including delivery, removal of existing equipment and installation of the new equipment to include programming and remote siren optimization. The cost to complete this work would be \$7,190.00 per site for a nine-site total of \$64,710.00.

### **Existing Federal Model-5 Unit**

The existing Model-5 site would receive an upgrade consisting of the installation of a new all-aluminum two-way digital control cabinet, antenna cable and antenna, including delivery, removal of existing equipment and installation of the new equipment to include programming and remote siren optimization. The cost to complete this work would be \$5,210.00

### **~ SPECIALIZED SERVICES OF ALL TYPES ~**

- MUSEUM SERVICES - Artifact Installation & Transportation • FEDERAL SIGNAL WARNING SYSTEMS - Sales - Installation - Service
- SPECIALTY RIGGING - Crane Service, Rigging Hi/Lows • CONSTRUCTION SERVICES - Truck, Crane - All Terrain, Boom Trucks

To: Delhi Charter Township  
December 15, 2008  
Page Two (2 of 2)

As you know, I recommend you consider replacing this unit with a new 2001 battery backed up unit to match the other sirens in your system.

The cost for us to furnish, deliver and install a new 2001 remote siren site, including two-way digital status monitoring, is \$19,900.00. This means you could get an entire new unit and receive an approximate 25% discount by not upgrading the old existing unit.

The reasons for these recommendations are the fact that the new unit covers a radius of 5200 feet; this greatly exceeds the 2000 foot coverage radius according to FEMA standards your current unit provides. The most important consideration is the existing unit is not battery backed up so in the event of a power failure the unit would be rendered inoperable. Also due to the age of the unit the siren could fail at any time simply due to its age.

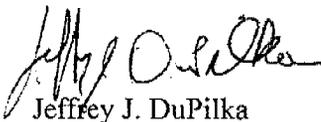
#### **Control Point**

The final item is the control point. It is my understanding that at least for now you intend to have the sirens monitored and activated from the City of Lansing's two-way digital system with the possibility of installing some DTMF backdoor tones to allow your system to be activated using the DTMF format from an existing encoder. Assuming that you use the City of Lansing's two-way digital system as the primary activation and monitoring point, the only additional cost would be \$1,850.00 for a software upgrade. This would be necessary since the City of Lansing software is only licensed for 25 remote siren sites. The next version of software will allow them to go up to 255 sites. I have enclosed a brochure on the Digital Commander Software, which explains some of the features and benefits I have outlined.

If you have any questions or need any additional information, please feel free to contact me personally. I can be reached at the office (616) 895-4347, ext 122 or my cell phone (616) 291-0769.

Thanks again for the opportunity to work on your outdoor warning needs. Best wishes to you and your family for the holidays.

Sincerely,



Jeffrey J. DuPilka  
President

JJD/wm



6620 LAKE MICHIGAN DR. • P.O. BOX 188 • ALLENDALE, MI 49401  
PHONE: 616.895.4347 • FAX: 616.895.7158

## Rick Royston - Control Point Equipment

**From:** "Jeff DuPilka" <jdupilka@westshorefire.com>  
**To:** "Rick Royston" <Rick.Royston@delhitownship.com>  
**Date:** 1/5/2009 6:14 PM  
**Subject:** Control Point Equipment

Hi Rick,

I enjoyed speaking with you this morning regarding your outdoor warning project. I am glad to hear that there is a chance this project will move ahead. This will summarize our discussion this morning as relates to a backup control and monitoring point at your fire station. If the funding is available, I strongly recommend you consider the addition of this equipment. Besides the value of having a backup control point to monitor and activate your system in the event the main control point fails, you also receive the added benefit of knowing the status of your own system on a 24 hour/7 day basis. Additionally, power outages at remote siren sites show up within 30 seconds so you are able to pinpoint how severe a power outage affecting your community can be within seconds of occurrence.

The following three components will be required:

- SS2000D encoder/decoder including delivery, installation and training \$7,300.00.
- SECWARE-10 software including necessary computer equipment, system set up and training \$5,800.00

Note: If you purchase the county software upgrade to 255 sites as included in our original proposal, I believe federal will waive the additional software charge for your station control point. If it is possible for me to get the software charge waived, the savings will be approximately \$1,800.00.

If you have any questions on our discussion, please feel free to contact me personally at any time. Thanks again for the opportunity to work on your warning needs.

Sincerely,  
Jeff

Jeffrey J. DuPilka  
President

West Shore Services, Inc./West Shore Fire, Inc.  
6620 Lake Michigan Drive  
Allendale, MI 49401

(616) 895-4347, ext 112  
(616) 291-0769 cell  
[www.westshoreservices.com](http://www.westshoreservices.com)

$$\begin{array}{r} \$7300 \\ + 5800 \\ \hline 13100 \end{array}$$
  
Control Equipment  
at Fire Station

## DELHI CHARTER TOWNSHIP

**MEMORANDUM**

**TO:** Delhi Township Board Members  
**FROM:** John B. Elsinga, Township Manager  
**DATE:** January 13, 2009  
**RE:** Proposed Increase in Ambulance Rates

---

Enclosed for your review and consideration is the Delhi Township Fire Department Proposed Rate Schedule which includes increasing the fees associated with ambulance calls.

The Fire Department is continuously monitoring our rate schedule to ensure we are charging fees that help meet our cost of providing service, are competitive with other municipalities and are acceptable to the various insurance carriers. To that end, staff has discovered that our fee for providing Advanced Life Support 2 (ALS2) should be raised an additional \$100 and that our mileage rate for all ambulance calls and standard non-emergency transports should also be increased from \$8 to \$10 per mile in order to meet these standards. The remaining rates on the Rate Schedule will remain the same.

Therefore, I recommend the Board approve the Delhi Township Fire Department Rate Schedule as presented.

**Recommended Motion:**

**To approve the Delhi Township Fire Department Rate Schedule effective January 21, 2009.**

# Delhi Township Fire Department

## Memo

To: John Elsinga, Township Manager

From: Richard Royston, Chief

Date: January 5, 2009

Re: Increase in Ambulance Rates

As you are aware, we continually review our EMS rates to make sure that they are both competitive with other rates in the area and are acceptable by BCBS and Medicare.

After examining current rate structures, they have found that we fall short in the reimbursement fee for our ALS 2 transports by \$100.07. Also, a mileage increase has gone into effect which has been raised to \$10.00 per mile.

We are suggesting that, due to a cost increase to us for reimbursable items such as defibrillator pads, intubation equipment, etc., we raise the cost of ALS 2 calls to \$700.00 and ALS transports to \$10.00 per mile, effective immediately.

Following is a breakdown of current versus proposed costs:

	<u>Current</u>	<u>Proposed</u>
BLS Calls	\$600 / \$8 mile	\$600/ \$10 mile
ALS Calls	\$600 / \$8 mile	\$600/ \$10 mile
ALS 2 Calls	\$600 / \$8 mile	\$700/ \$10 mile
Scheduled Transport	\$250 / \$8 mile	
	\$250/ \$10 mile	

(ALS = IV Therapy only / ALS 2 = monitoring, drugs, etc.)

Thank you for your support in this matter.

Delhi Township Fire Department  
Proposed Rate Schedule

**EMS Rates:**

	<u>Current</u>	<u>Proposed</u>
Ambulance Calls -	BLS - \$600 + \$8/mile ALS - \$600 + \$8/mile ALS2 - \$600 + \$8/mile (ALS - IV Therapy only / ALS2 - monitoring/drugs, etc.)	\$600 + \$10 per mile \$600 + \$10 per mile \$700 + \$10 per mile
Scheduled Non-emergency transports	\$250.00 + \$8 per mile	\$250 + \$10 per mile
Patient Assessment - No Transport	\$100	
Diabetic Assessment - No Transport	\$125	

**Fire Rates:**

Hourly apparatus rates – (Minimum of one hour)

	<u>Current</u>
Ladder Truck / Quint	\$225.00
Rescue	\$200.00
Engine	\$175.00
Tanker	\$150.00
Grass Fire Unit / Squad	\$75.00
Command Car	\$35.00

False Alarm: 2 false alarms per year will be answered without charge. After the 2<sup>nd</sup> false alarm in any given year there will be a charge amounting to the total apparatus and personnel cost.

Illegal Burning: Charge amounting to the total of apparatus and personnel cost.

Hourly Personnel rates – (Minimum of one hour)

Personnel will be billed at the "loaded rate" which includes all fringe benefits.

Administration Fee: will be assessed equal to the cost of personnel for all calls.

**Other Charges:**

Burning Permit for Brush	<u>Current</u>
Residential	\$15 for 2 days
Commercial	\$100 per day

Commercial permit is for any land clearing operation as a result of development or any request for open burning on a non-residential property.

Recreational Burning:	FREE
Plan Review and Inspections	\$100/hr
Copies of reports:	\$2.00

***SUPPORTING CALCULATIONS FOR APPARATUS COSTS:***

**Ladder Truck / Quint**

Original Cost = \$635,000

Useful Life to Delhi = 15 years

Responses in 2005 = 207

$635,000 / 15 \text{ yr} = \$42,333 \text{ per year}$

$42,333 / 207 \text{ calls} = \$204 \text{ per call}$

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**Engine**

Original Cost = \$206,000

Useful Life to Delhi = 20 years

Responses in 2005 = 65

$206,000 / 20 \text{ yr} = \$10,300 \text{ per year}$

$10,300 / 65 \text{ calls} = \$158 \text{ per call}$

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**Rescue**

Original Cost = \$287,000

Useful Life to Delhi = 15 years

Responses in 2005 = 103

$287,000 / 15 \text{ yr} = \$19,133 \text{ per year}$

$19,133 / 103 \text{ calls} = \$185 \text{ per call}$

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**Tanker**

Original Cost = \$114,000

Useful Life to Delhi = 20 years

Responses in 2005 = 40

$114,000 / 20 \text{ yr} = \$5,700 \text{ per year}$

$5,700 / 40 \text{ calls} = \$142.50 \text{ per call}$

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**Grass Fire / Squad**

Original Cost = \$54,000

Useful Life to Delhi = 15 years

Responses in 2005 = 50

$54,000 / 15 = \$3,600 \text{ per year}$

$3,600 / 50 \text{ calls} = \$72 \text{ per call}$

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**Car**

Original Cost = \$30,000

Useful Life to Delhi = 7 years

Responses in 2005 = 140

$30,000 / 7 = \$4,285 \text{ per year}$

$4,285 / 140 = \$30 \text{ per call}$

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON JANUARY 20, 2009**

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The Delhi Charter Township Board of Trustees met in a regular meeting on Tuesday, January 20, 2009 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**

Boy Scouts, Justin Walser and Mark Kreft, lead the Pledge of Allegiance.

**ROLL CALL**

Members Present: Supervisor Stuart Goodrich, Treasurer Harry Ammon, Clerk Evan Hope, Trustees Derek Bajema, John Hayhoe, Jerry Ketchum, Roy Sweet

Members Absent: None

Others Present: John Elsinga, Township Manager  
Rick Royston, Fire Chief  
Sandra Diorka, Director of Public Services  
Tracy Carney-Miller, Director of Community Development  
Amy Finch, Assistant Township Clerk/Deputy Clerk

**COMMENTS FROM THE PUBLIC**

Mark Kreft, 5699 Harper Road – asked if the warning sirens would reach his house when activated. Fire Chief Royston stated that there are ten outdoor warning sirens. When the system was being laid out it was set up so that the sirens would overlap to alert everyone in the Township. It was stated that the system is an *outdoor* warning siren.

**CONSENT AGENDA**

- A. Approval of Minutes – Committee Meeting of December 16, 2008
- B. Approval of Minutes – Regular Meeting of December 16, 2008
- C. Approval of Claims – December 16, 2008 (ATTACHMENT I)
- D. Approval of Claims – December 30, 2008 (ATTACHMENT II)
- E. Approval of Claims – January 13, 2009 (ATTACHMENT III)
- F. Approval of Payroll – December 23, 2008 (ATTACHMENT IV)
- G. Approval of Payroll – January 8, 2009 (ATTACHMENT V)
- H. Appointment to the Delhi Charter Township Board of Review – Jane Wallin (ATTACHMENT VI)

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON JANUARY 20, 2009**

---

- I. Appointment to the Delhi Charter Township Downtown Development Authority and Brownfield Redevelopment Authority – Rodger Enos (ATTACHMENT VII)

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

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

**NEW BUSINESS**

**APPOINTMENT TO THE DELHI CHARTER TOWNSHIP PARK COMMISSION – JOHN MULVANEY**

---

The Board reviewed a memorandum dated January 12, 2009 from Stuart Goodrich, Supervisor (ATTACHMENT VIII).

**HAYHOE MOVED TO APPOINT JOHN MULVANEY TO THE DELHI TOWNSHIP PARK COMMISSION, EFFECTIVE JANUARY 20, 2009 AND EXPIRING WITH THE 2010 NOVEMBER GENERAL ELECTION.**

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

**PURCHASE OF SELF-CONTAINED BREATHING APPARATUS WITH FEMA GRANT MONEY**

---

The Board reviewed memorandums dated January 12, 2009 from Twp. Mgr. Elsinga and Rick Royston, Fire Chief (ATTACHMENT IX).

**AMMON MOVED TO APPROVE THE PURCHASE OF TWENTY-FOUR (24) SELF-CONTAINED BREATHING APPARATUS AND ACCESSORIES FROM WEST SHORE FIRE, INC. IN THE AMOUNT OF \$129,648 OF WHICH \$116,792 WILL BE FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) GRANT MONIES AWARDED TO THE TOWNSHIP.**

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

**OUTDOOR WARNING SIREN UPGRADE**

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The Board reviewed memorandums dated January 16, 2009 from Twp. Mgr. Elsinga and January 12, 2009 from Rick Royston, Fire Chief (ATTACHMENT X).

**KETCHUM MOVED TO APPROVE THE UPGRADE OF NINE OUTDOOR WARNING SIRENS AND THE RELOCATION AND REPLACEMENT OF ONE OUTDOOR**

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON JANUARY 20, 2009**

---

**WARNING SIREN IN THE ESTIMATED AMOUNT OF \$104,560 FROM WEST SHORE SERVICES, INC.**

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

**PROPOSED INCREASE IN FIRE DEPARTMENT AMBULANCE RATES**

---

The Board reviewed a memorandum dated January 13, 2009 from Twp. Mgr. Elsinga and January 5, 2009 from Rick Royston, Fire Chief (ATTACHMENT XI).

**SWEET MOVED TO APPROVE THE DELHI TOWNSHIP FIRE DEPARTMENT RATE SCHEDULE EFFECTIVE JANUARY 21, 2009.**

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

**AGREEMENT FOR FIRE SERVICES BETWEEN DELHI CHARTER TOWNSHIP AND ALAIEDON TOWNSHIP**

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The Board reviewed memorandums dated January 13, 2009 from Twp. Mgr. Elsinga and January 13, 2009 from Rick Royston, Fire Chief (ATTACHMENT XII).

**HAYHOE MOVED TO APPROVE THE AGREEMENT FOR FIRE SERVICES BETWEEN DELHI CHARTER TOWNSHIP AND ALAIEDON TOWNSHIP, EFFECTIVE JANUARY 1, 2009 THROUGH DECEMBER 31, 2009.**

Rick Royston, Fire Chief, stated that this is a renewal of a fire services agreement that the Township has had with Alaiedon Township since 1997. The agreement is basically the same as last year's with the exception of an increase to the basic fee for responses (from \$500 to \$600 for the first hour and \$300 to \$400 for every hour thereafter). The standby fee has been slightly reduced due to the reduction of standby apparatus.

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

**PROPOSAL FROM YOUNG'S ENVIRONMENTAL CLEANUP, INC. FOR SANITARY SEWER LATERAL REPAIRS**

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The Board reviewed memorandums dated January 16, 2009 from Twp. Mgr. Elsinga and November 21, 2008 from Sandra Diorka, Director of Public Services (ATTACHMENT XIII).

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON JANUARY 20, 2009**

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**AMMON MOVED TO ACCEPT THE PROPOSAL FROM YOUNG'S ENVIRONMENTAL CLEANUP, INC. IN THE AMOUNT OF \$21,255 TO GROUT FIFTEEN SEWER SERVICE LATERALS.**

Sandra Diorka, Director of Public Services, gave a brief history of the 2008 sewer repairs that were initially bid out as a package. The bid came back approximately double of the estimated price. The repairs were separated and rebid. This item was one of the repairs that was rebid. It is to repair laterals that were installed by the Township in the 1980s. Bob Farrier, C2AE, stated that his company solicited costs for several options. The most cost efficient way to repair these laterals at this time would be to grout the laterals.

(This item will be continued immediately following the 8:00 p.m. Public Hearing).

**PUBLIC HEARING – 8:00 P.M.**

**RESOLUTION NO. 2008-080 – ESTABLISHMENT OF AN INDUSTRIAL DEVELOPMENT DISTRICT – DART CONTAINER**

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**HOPE MOVED TO OPEN THE PUBLIC HEARING ON RESOLUTION NO. 2008-080 – ESTABLISHMENT OF AN INDUSTRIAL DEVELOPMENT DISTRICT – DART CONTAINER**

A Voice Poll was recorded as follows: All Ayes

**MOTION CARRIED**

Tracy Miller, Director of Community Development, stated that this property was purchased by Dart Container from the Hunt family. There is a small parcel, approximately 5 acres in size, that was purchased from Trinity Church that will be included in the proposed district as well. Oakwood Executive Park, which is adjacent to this property, is already an Industrial Development District. Construction of Development Drive and all required infrastructure has been completed. Dart Container anticipates creating Phase II of Oakwood Executive Park in the Development Drive area so that eligible businesses locating in Phase II could potentially apply for abatement under Act 198 in the future.

Motion to Close Public Hearing – 8:03 p.m.

**HOPE MOVED TO CLOSE THE PUBLIC HEARING.**

A Voice Poll was recorded as follows: All Ayes

**MOTION CARRIED**

**PROPOSAL FROM YOUNG'S ENVIRONMENTAL CLEANUP, INC. FOR SANITARY SEWER LATERAL REPAIRS Cont'd**

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It was stated that this sewer replaced the Aurelius Road Lift Station.

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON JANUARY 20, 2009**

---

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

**AWARD BID FOR THE SANITARY SEWER TRENCHLESS REHABILITATION PROGRAM**

---

The Board reviewed memorandums dated January 14, 2009 from Twp. Mgr. Elsinga and January 7, 2009 from Sandra Diorka, Director of Public Services (ATTACHMENT XIV).

**HOPE MOVED TO AWARD THE BID FOR THE SANITARY SEWER TRENCHLESS REHABILITATION PROGRAM TO INLAND WATERS POLLUTION CONTROL IN THE AMOUNT OF \$319,352.**

Sandra Diorka, Director of Public Services, stated that this item was part of the 2008 sewer repairs bid package that was separated and rebid individually. Three bids were received with the lowest bid coming from Inland Waters Pollution Control.

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

**RESOLUTION NO. 2009-001 – ESTABLISHMENT OF AN INDUSTRIAL DEVELOPMENT DISTRICT – DART CONTAINER OF MICHIGAN, LLC**

---

The Board reviewed memorandums dated January 13, 2009 from Twp. Mgr. Elsinga and January 13, 2009 from Tracy Miller, Director of Community Development (ATTACHMENT XV).

**KETCHUM MOVED TO ADOPT RESOLUTION NO. 2009-001 WHICH ESTABLISHES AN INDUSTRIAL DEVELOPMENT DISTRICT FOR PROPERTY LOCATED AT 3201 PINE TREE ROAD ALONG DEVELOPMENT DRIVE.**

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

**ZONING AND DEVELOPMENT**

**AMENDMENT TO ZONING ORDINANCE NO. 39 – CASE NO. 08-856 – REQUIREMENTS FOR GREEN AREAS FOR NEW CONSTRUCTION (PROPOSED ZONING ORDINANCE NO. 39.151)**

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The Board reviewed a memorandum dated January 13, 2009 from Tracy Miller, Director of Community Development (ATTACHMENT XVI).

**AMMON MOVED TO ADOPT CASE NO. 08-856 AMENDING ZONING ORDINANCE NO. 39, SECTION 6.10.1.4 – GREEN AREAS, FOR THE PURPOSE OF ADDING REQUIREMENTS FOR THE INSTALLATION OF REQUIRED GREEN AREAS FOR**

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON JANUARY 20, 2009**

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**NEW CONSTRUCTION, AS RECOMMENDED BY THE PLANNING COMMISSION AT  
THEIR JANUARY 12, 2009 MEETING (ZONING ORDINANCE NO. 39.151).**

Tracy Miller, Director of Community Development, stated that this amendment will require that the green area of a new construction be stabilized with grass or other acceptable means within two planting seasons or one year, whichever is less.

Trustee Ketchum stated that he feels that it should be the builder's responsibility to install a lawn before a Certificate of Occupancy (COP) is given. Ms. Miller stated that this could be a problem if the home is completed in the fall/winter. A COP could not be issued until months later when the lawn was installed. Many banks will not give a mortgage on a home without a COP.

Trustee Bajema stated that this amendment would give the Township an effective enforcement mechanism when deemed necessary.

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

**PETITION TO REZONE CASE NO. 08-857 – 4000-4250 DEVELOPMENT DRIVE – DART  
CONTAINER OF MICHIGAN, LLC – TAX PARCEL #33-25-05-02-400-006 – A-1,  
AGRICULTURAL TO IP, INDUSTRIAL PARK (PROPOSED ZONING ORDINANCE NO. 616)**

---

The Board reviewed a memorandum dated January 14, 2009 from Tracy Miller, Director of Community Development (ATTACHMENT XVII).

**AMMON MOVED TO APPROVE THE REZONING OF CASE NO. 08-857, 4000-4250  
DEVELOPMENT DRIVE, TAX PARCEL #33-25-05-02-400-006, DART CONTAINER OF  
MICHIGAN, LLC, FROM A-1, AGRICULTURAL, TO IP, INDUSTRIAL PARK, AS  
RECOMMENDED BY THE PLANNING COMMISSION AT THEIR JANUARY 12, 2009  
MEETING, BASED ON IT BEING CONSISTENT WITH THE PURPOSE AND INTENT  
OF THE ZONING ORDINANCE, COMPATIBLE WITH EXISTING AND COMPATIBLE  
DEVELOPMENT IN THE AREA AND PURSUANT TO THE MASTER PLAN (ZONING  
ORDINANCE NO. 616).**

Tracy Miller, Director of Community Development, stated that this property is anticipated for development as Phase II of Oakwood Executive Park. The Master Plan has anticipated and identified Sections 1 & 2 as future growth areas for commercial and industrial development. The existing land uses surrounding this property are compatible with what would be seen in industrial park zoning. Lansing Christian School and Trinity Church are adjacent to this property. These two users located in the area after some of the commercial and industrial development had occurred.

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON JANUARY 20, 2009**

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**PETITION TO REZONE CASE NO. 08-858 – 2296 CEDAR STREET – SHIRLEY FELICE – TAX PARCEL #33-25-05-15-277-011 – R-1D, ONE AND TWO FAMILY HIGH DENSITY RESIDENTIAL TO C-1, LOW IMPACT COMMERCIAL (PROPOSED ZONING ORDINANCE NO. 617)**

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The Board reviewed a memorandum dated January 14, 2009 from Tracy Miller, Director of Community Development (ATTACHMENT XVIII).

**SWEET MOVED TO APPROVE THE REZONING OF CASE NO. 08-858, 2296 CEDAR STREET, TAX PARCEL #33-25-05-15-277-011, SHIRLEY FELICE, FROM R-1D, ONE AND TWO FAMILY HIGH DENSITY RESIDENTIAL, TO C-1, LOW IMPACT COMMERCIAL, AS RECOMMENDED BY THE PLANNING COMMISSION AT THEIR JANUARY 12, 2009 MEETING, BASED ON IT BEING CONSISTENT WITH THE PURPOSE AND INTENT OF THE ZONING ORDINANCE, COMPATIBLE WITH EXISTING AND COMPATIBLE DEVELOPMENT IN THE AREA AND PURSUANT TO THE MASTER PLAN (ZONING ORDINANCE NO. 617).**

Tracy Miller, Director of Community Development, stated that Shirley Felice is the owner of this property and the Mrs. Clean cleaning service business. The property was purchased with the intent of operating the cleaning business there. In order to do so, the property needs to be rezoned to a commercial zoning because the property will not be occupied as a residence. On all sides of this property, with the exception of two residential properties on either side of the property and the Holt United Methodist Church behind it, commercial zoning is in place. Cedar Street is identified in the Master Plan as one of the Township's commercial nodes.

The property does have an existing residential home which is legally non-conforming due to setback. There is an existing 6' wooden privacy fence along the northwest side of the property which is the side that does not meet the required setback. Two members of the public spoke at the January 12, 2009 Planning Commission Public Hearing. They were concerned with how the rezoning of this property would affect their property taxes on their Tolland Street home.

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

**REPORTS**

**SUPERVISOR**

**TRI-COUNTY OFFICE ON AGING – MEALS-ON-WHEELS PROGRAM**

---

Supervisor Goodrich stated that the Township has made a contribution to the Tri-County Office on Aging Meals-on-Wheels program in the amount of \$3,434. The program provides 9,564 meals to 74 clients in Delhi Township.

**CATA FEDERAL FUNDING SUPPORT LETTERS**

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**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON JANUARY 20, 2009**

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The Board reviewed a letter dated December 22, 2008 from Sandra L. Draggoo, CEO/Executive Director of CATA (ATTACHMENT XIX).

Supervisor Goodrich stated that the Capital Area Transportation Authority (CATA) has asked the Board to send a letter of support for the Capital Area Transportation Authority's FY 2009 Federal funding request. Letters were mailed to Senators Debbie Stabenow and Carl Levin and Representatives Mike Rogers and Carolyn C. Kilpatrick on January 9, 2009.

**FEBRUARY BOARD MEETING**

---

Supervisor Goodrich reminded the Board that the next Board meeting would be held on February 17, 2009.

**TREASURER**

**WINTER PROPERTY TAXES**

---

Treasurer Ammon stated that to date, his office has collected \$4,800,000 out of \$26,000,000 in Winter Property Taxes. Out of the \$26,000,000 to be collected, Delhi Township keeps approximately 10% of that as the remainder is distributed to Lansing Community College, Ingham County, CATA, CADL, Ingham Intermediate School District, the State Education Tax and the school debt.

**MOTOR VEHICLE ORDINANCE NO. 111**

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Treasurer Ammon stated that in 2005 the Board approved a Motor Vehicle Ordinance (Ordinance No. 111). In 2006, the Township had collected a surplus of \$13,906 over and above expenses. In 2007, the Township had collected a surplus of \$27,000 and in 2008, the Township had collected a surplus of \$18,090.

**RETIREMENT HEALTH SAVINGS EMPLOYER INVESTMENT PROGRAM**

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Treasurer Ammon stated that in the budget preparation it was determined, through the requirements of GASB, that money had to be set aside for approximately 20-30 years for retiree benefits. The Township's total liability will be approximately \$4-5 million. It was decided to place the money in a Money Market account with ICMA for the time being.

**CLERK**

**DONALD ALLEN, 55<sup>TH</sup> DISTRICT COURT JUDGE**

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Clerk Hope informed the Board of an invitation to attend the Investiture of Donald Allen, 55<sup>th</sup> District Court Judge, on January 29, 2009 at 3:00 p.m. at the Ingham County Court House. Donald Allen was appointed to fill the vacancy created by Judge Aquilina.

**LIMITED PUBLIC COMMENTS**

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON JANUARY 20, 2009**

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Laura Davis, Ingham County Commissioner, thanked the Board members for the good job that they do for the Township.

**ADJOURNMENT**

Meeting adjourned at 8:55 p.m.

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

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

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

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

/af

## ACCOUNTS PAYABLE APPROVAL

December 16, 2008

**I. Certification of Authorized Signatures:** The attached Check Register and Invoice Distribution Report encompass checks dated December 16, 2008, numbered 73549 through 73675 & ACH#1089. Every invoice has a payment authorizing signature(s). signature(s).

Dated: December 16, 2008

\_\_\_\_\_  
Lora Behnke, Accounting Clerk

**II. Certification of Fund Totals:**

The attached Invoice Distribution Report and Check Register for checks dated December 16, 2008 show payments made from the following funds:

General Fund	\$	129,762.16
Parks & Recreation		8,473.20
Fire Equipment Fund		11,020.50
Brownfield Redevelopment Fund		192.50
Downtown Development Fund		1,848,973.51
CSC Debt Service Fund		112.50
Project 9 Infrstr. Bond Fund		150.00
Community Development Fund		7,898.53
Trust & Agency Fund		4,207.66
Current Tax Fund		1,532.33
Pinetree Rd. Debt Fund		75.00
Subtotal Common Savings*	\$	2,012,397.89
Sewer Fund Receiving**	\$	451,042.64
		2,463,440.53
<b>Grand Total</b>	<b>\$</b>	<b>2,463,440.53</b>

Includes the following to be reimbursed from separate bank accounts:

*Employee Flexible Spending Acct.	\$	30.00
*Current Tax Account	\$	1,532.33
**Combined Sewer Savings Account	\$	150.00

Dated: December 16, 2008

\_\_\_\_\_  
Marian Frane, Director of Accounting

**III. Approval for Distribution:** I have reviewed the above checks and invoices and all of them should be distributed. All invoices over \$10,000.00 have been approved by general policy or previous motions of the board. (HRC \$21,047.01 for Digester Improvement 12/21/04, Irish Construction \$362,303.75 for Digester Improvement 10/02/07, K & D General Contractors, Inc. \$13,450.00 for Wall Leak Repair in Fire Dept. **\*\*Will be held for Board Approval January 20, 2009\*\***).

Dated: December 16, 2008

\_\_\_\_\_  
John B. Elsinga, Township Manager

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

\_\_\_\_\_  
Harry R. Ammon, Treasurer

**IV. Board Audit and Approval:** At a regular meeting of the Township Board held on January 20, 2009, a motion was made by \_\_\_\_\_ and passed by \_\_\_\_\_ yes votes and \_\_\_\_\_ no votes (\_\_\_\_\_ absent) that the list of claims dated December 16, 2008, was reviewed, audited and approved.

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

INVOICE DISTRIBUTION REPORT FOR DELHI CHARTER TOWNSHIP  
 INVOICES TO BE PAID 12/03/2008 - 12/16/2008  
 Paid Invoices Only

Vendor	Invoice Description	Amount
Fund 101 GENERAL FUND		
Dept 000.00		
SBAM	HEALTH INSURANCE JANUARY	182.18
BANK OF AMERICA	FLAGS/BULBS/SPREADER/LOCK PIN	(18.00)
CAPITOL COMMUNICATION SYS	1ST QTR MAINTENANCE AGREEMENT	45.00
MMTA	2009 DUES-AMMON/STEWARD/TEBEAU	105.00
BANK OF AMERICA	EXCESS BYTES/MEALS/SUBSCRIPTION	202.48
SBAM	HEALTH INSURANCE JANUARY	18,831.24
RESERVE ACCOUNT	POSTAGE FOR METER	<u>2,500.00</u>
Total for Dept 000.00 :		21,847.90
Dept 171.00 MANAGER		
ADP SCREENING & SELECTION	BACKGROUND CHECKS	25.25
BANK OF AMERICA	MEAL/SEMINAR	13.66
BANK OF AMERICA	ANNUAL MAINTENANCE OF SOFTWARE	395.00
BANK OF AMERICA	MEAL/SEMINAR	<u>120.00</u>
Total for Dept 171.00 MANAGER:		553.91
Dept 191.00 ACCOUNTING		
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	35.18
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	7.00
BANK OF AMERICA	BOOK & CREDIT	228.25
BANK OF AMERICA	BOOK & CREDIT	(135.00)
LORA M. BEHNKE	12/5/08 MILEAGE	<u>22.82</u>
Total for Dept 191.00 ACCOUNTING:		158.25
Dept 215.00 CLERK		
PRINTING ESSENTIALS	TONER CARTRIDGES	189.00
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	5.83
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	4.99
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	6.90
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	14.04
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	8.89
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	8.89
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	4.04
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	4.98
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	6.98
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	8.19
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	3.68

DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	9.98
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	8.49
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	1.36
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	12.77
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	8.59
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	4.99
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	5.99
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	8.29
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	14.82
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	2.39
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	10.26
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	81.60
DBI BUSINESS INTERIORS	GENERAL TOWNSHIP SUPPLIES	4.78
DBI BUSINESS INTERIORS	GENERAL TOWNSHIP SUPPLIES	8.06
SANDRA J GLEASON	MILEAGE 7/1-12/5/08	69.03
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	25.06
GANNETT MICHIGAN NEWSPAP	NOVEMBER PUBLISHING	<u>792.82</u>

Total for Dept 215.00 CLERK: 1,335.69

Dept 228.00 COMPUTER		
MICROTECH SERVICES, INC.	MONTHLY DSL	120.00
DELL MARKETING L.P.	8 DELL OPTIPLEX MINITOWNER PC'S	<u>7,834.32</u>

Total for Dept 228.00 COMPUTER: 7,954.32

Dept 253.00 TREASURERS		
DBI BUSINESS INTERIORS	CALCULATOR FOR TREASURER'S OFF	147.68
CUSTOM MAILERS, INC.	WINTER TAX BILLS	715.69
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	10.00
BARBARA A STEWARD	MILEAGE 1/1/08-12/31/08	21.83
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	22.45
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	6.00
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	<u>12.00</u>

Total for Dept 253.00 TREASURERS: 935.65

Dept 257.00 ASSESSING		
360 SERVICES, INC.	PERSONAL PROPERTY STATEMENTS	255.50
LANSING ICE & FUEL CO	GASOLINE 11/16-31/08	25.89
INTERSTATE BATTERIES OF	CAMERA CHARGER & BATTERY	15.00
INTERSTATE BATTERIES OF	CAMERA CHARGER & BATTERY	36.00
J. RICHARD ROBINSON, P.C.	LEGAL FEES NOVEMBER	193.80
ASSESSMENT AND VALUATION	NOVEMBER CONTRACT ASSESSOR	1,870.00
MICHIGAN ASSESSOR MAG	ASSESSOR AD	75.00
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	3.57
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	<u>12.00</u>

Total for Dept 257.00 ASSESSING: 2,486.76

Dept 262.00 ELECTIONS		
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	6.36
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	3.18
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	67.76
PRINTING SYSTEMS, INC.	QVF MASTER CARDS/POLL BOOK	578.32
MC&E ELECTION SOURCE	MOCK SCHOOL ELECTION OPTECH	936.55
INGHAM COUNTY CLERK	NOVEMBER 4TH ELECTION FEES	2,634.30
INGHAM COUNTY CLERK	AUGUST 5 ELECTION FEES	2,901.46
BANK OF AMERICA	EXCESS BYTES/MEALS/SUBSCRIPTION	36.45
BANK OF AMERICA	EXCESS BYTES/MEALS/SUBSCRIPTION	77.24
BANK OF AMERICA	EXCESS BYTES/MEALS/SUBSCRIPTION	173.19
BANK OF AMERICA	EXCESS BYTES/MEALS/SUBSCRIPTION	14.82

Total for Dept 262.00 ELECTIONS: 7,429.63

Dept 265.00 BUILDING & GROUNDS		
LANSING ICE & FUEL CO	GASOLINE 11/16-31/08	53.82
BANK OF AMERICA	SWITCH/VAN RENTAL/POSTS	152.35
BANK OF AMERICA	SWITCH/VAN RENTAL/POSTS	(99.60)
BANK OF AMERICA	SWITCH/VAN RENTAL/POSTS	75.00
BANK OF AMERICA	SWITCH/VAN RENTAL/POSTS	(42.25)
LOWE'S CREDIT SERVICES	3 RV ANTI-FREEZE/BROOM/25 DRIVE	10.97
KEYSTONE DESIGN GROUP	PORCH SLAB & FOUNDATION REPAIR	1,602.50
K&D GENERAL CONTRACTORS	REPAIR LEAK IN BASEMENT WALL/FIRE	13,450.00
MAID BRIGADE OF LANSING	CLEANING SERVICES/CSC	812.50
OTIS ELEVATOR COMPANY	3 YEAR LEAK DOWN TEST ON PRESS	750.00
METRONET LONG DISTANCE	NOVEMBER LONG DISTANCE	41.70
TDS METROCOM	NOVEMBER LOCAL SERVICE	1,331.30
BOARD OF WATER & LIGHT	12-08	370.89
BANK OF AMERICA	FLAGS/BULBS/SPREADER/LOCK PIN	89.76
BANK OF AMERICA	SWITCH/VAN RENTAL/POSTS	79.95
DETECTION INSTRUMENTS CO	ODALOG/WEEKLY RENTAL & SHIPPING	345.00
DETECTION INSTRUMENTS CO	ODALOG/WEEKLY RENTAL & SHIPPING	7.86
ACE HARDWARE	3 KEYS/POCKET WATCH WALL CLOCK	5.07
JOHN E. GREEN COMPANY	HVAC REPAIR	1,053.50
ACE HARDWARE	2 KEYS/OUTDOOR TIMER	(10.76)
ACE HARDWARE	2 KEYS/OUTDOOR TIMER	3.38
ACE HARDWARE	HARDWARE	16.31
ACE HARDWARE	EPOXY/RECPT DPLX/ELECTRICAL/	40.79

Total for Dept 265.00 BUILDING & GROUNDS: 20,140.04

Dept 276.00 CEMETERY		
LANSING ICE & FUEL CO	GASOLINE 11/16-31/08	53.03
BANK OF AMERICA	FLAGS/BULBS/SPREADER/LOCK PIN	31.92
LOWE'S CREDIT SERVICES	3 RV ANTI-FREEZE/BROOM/25 DRIVE	9.57
DELHI TOWNSHIP TREASURER	MAPLE RIDGE CEMETERY	330.87

Total for Dept 276.00 CEMETERY: 425.39

Dept 336.00 FIRE DEPARTMENT

SHIFT CALENDARS, INC.	SHIFT CALENDARS	31.35
SHIFT CALENDARS, INC.	SHIFT CALENDARS	8.75
SHIFT CALENDARS, INC.	SHIFT CALENDARS	58.76
SHIFT CALENDARS, INC.	SHIFT CALENDARS	14.39
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	40.26
LANSING ICE & FUEL CO	GASOLINE 11/16-31/08	604.38
HOLMES STAMP & SIGN	4 NAME BADGES & SHIPPING	47.75
LANSING UNIFORM CO	5 COLLAR BRASS LT. BARS	30.00
NYE UNIFORM COMPANY	2 PANTS & FREIGHT/BALDWIN	82.70
NIGHTINGALE-ALAN MEDICAL	3) AIR MASK	202.91
LIFEGAS LLC	CYLINDER RENTAL	165.15
SPARROW OCC HEALTH SERV	PHYSICALS	975.42
BANK OF AMERICA	MEAL/BATTERY PACK/BATTERY	82.08
M/A-COM, INC	RADIO REPAIR	960.50
METRONET LONG DISTANCE	NOVEMBER LONG DISTANCE	4.93
TDS METROCOM	NOVEMBER LOCAL SERVICE	76.71
BOARD OF WATER & LIGHT	12-08	25.11
CONSUMERS ENERGY	ELECTRIC & GAS 6139 BISHOP	58.06
CONSUMERS ENERGY	ELECTRIC & GAS 6139 BISHOP	323.11
BANK OF AMERICA	MEAL/BATTERY PACK/BATTERY	152.91
BANK OF AMERICA	MEAL/BATTERY PACK/BATTERY	(77.94)
R & R FIRE TRUCK REPAIR INC	PUMP TEST/#698	180.00
R & R FIRE TRUCK REPAIR INC	PUMP TEST/#491	216.00
VICTORY LANE QUICK OIL	LOF/#657	54.57
ACE HARDWARE	2 RECPTCLE COVERS/6 RECEPTACLE	31.72
ACE HARDWARE	TORX PREC SCRW 6 PC SET/SQUEEGE	21.48
BANK OF AMERICA	MEALS/SIGNS	23.99
BANK OF AMERICA	MEALS/SIGNS	19.88
BANK OF AMERICA	MEALS/SIGNS	32.98
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	8.00
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	13.08
ACE HARDWARE	BATTERY/TESTER	15.98
ACE HARDWARE	BATTERIES/CABLE TIES	0.58
ADP SCREENING & SELECTION	BACKGROUND CHECKS	97.73
BANK OF AMERICA	MEALS/SIGNS	63.65

Total for Dept 336.00 FIRE DEPARTMENT: 4,646.93

Dept 446.00 INFRASTRUCTURE

CONSUMERS ENERGY	STREETLIGHTS 11/1-12/1/08	18,351.83
CONSUMERS ENERGY	STREETLIGHTS 11/1-12/1/08	82.78
DELHI TOWNSHIP TREASURER	WEST BLVD DIEHL DRAINS	35.03
DELHI TOWNSHIP TREASURER	TOLLAND AVE DRAINS	210.22
DELHI TOWNSHIP TREASURER	MAPLE ST DRAINS	13.14
DELHI TOWNSHIP TREASURER	TWP AT LARGE DRAINS	41,258.70
BANK OF AMERICA	MONTHLY SUBSCRIPTION	29.90

Total for Dept 446.00 INFRASTRUCTURE: 59,981.60

Dept 850.00 OTHER FUNCTIONS

J. RICHARD ROBINSON, P.C.	LEGAL FEES NOVEMBER	697.00
GABRIEL ROEDER SMITH & CO	ACTUARIAL VALUATION	470.00
O. WILLIAM RYE & CO LLC	PROFESSIONAL SERVICES	220.00
AUTOMATED BUSINESS EQUIP	SERVICE ON HEDMAN CHECK SIGNER	257.00
BANK OF AMERICA	EXCESS BYTES/MEALS/SUBSCRIPTION	128.48
BANK OF AMERICA	REFRESHMENTS	55.98
BANK OF AMERICA	REFRESHMENTS	37.63

Total for Dept 850.00 OTHER FUNCTIONS: 1,866.09

Total for Fund 101 GENERAL FUND: 129,762.16

Fund 208 PARKS & RECREATION FUND

Dept 000.00

SBAM	HEALTH INSURANCE JANUARY	1,302.88
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Total for Dept 000.00 : 1,302.88

Dept 752.00 ADMINISTRATION

HOLT PUBLIC SCHOOLS	PRINTING BASKETBALL FLYERS	30.50
GABRIEL ROEDER SMITH & CO	ACTUARIAL VALUATION	69.00
METRONET LONG DISTANCE	NOVEMBER LONG DISTANCE	0.52
TDS METROCOM	NOVEMBER LOCAL SERVICE	189.75
TIMOTHY O TILMA	MILEAGE 9/10-10/1/08	76.05
TIMOTHY O TILMA	MILEAGE 10/6-12/4/08	167.89
BANK OF AMERICA	MEAL/CREDIT	34.98

Total for Dept 752.00 ADMINISTRATION: 568.69

Dept 771.00 PARKS

MODEL COVERALL SERVICE	UNIFORM PANTS	76.00
MODEL COVERALL SERVICE	UNIFORM PANTS	24.00
LANSING ICE & FUEL CO	GASOLINE 11/16-31/08	60.20
AMERICAN RENTAL	PORTABLE TOILET	75.00
BOARD OF WATER & LIGHT	WATER 4030 KELLER	22.70
BOARD OF WATER & LIGHT	12-08	11.14
BOARD OF WATER & LIGHT	12-08	25.11
BOARD OF WATER & LIGHT	12-08	17.03
BOARD OF WATER & LIGHT	12-08	8.72
CONSUMERS ENERGY	AREA LIGHTING 1771 MAPLE	57.04
BRADY LAWN EQUIPMENT	PRIMMER BULB	2.00
CARQUEST THE PARTS PLACE	AMBER REV LIGHT	21.24
ADP SCREENING & SELECTION	BACKGROUND CHECKS	73.77
DELHI TOWNSHIP TREASURER	DEADMAN'S HILL DRAIN	42.35
DELHI TOWNSHIP TREASURER	MAPLE ST DRAIN	29.38

DELHI TOWNSHIP TREASURER	ST LTS SYCAMORE & HAMILTON	19.35
DELHI TOWNSHIP TREASURER	EIFERT & HOLT DRAINS/ST LTS	2,454.36
DELHI TOWNSHIP TREASURER	CENTENNIAL PARK DRAIN	35.18
DELHI TOWNSHIP TREASURER	JAYCEES PARK DRAIN	369.36
LANDSCAPE ARCHITECTS	VALHALLA PARK CONSTRUCTION DOCS	<u>3,215.00</u>

Total for Dept 771.00 PARKS: 6,638.93

Dept 774.00 RECREATION

BANK OF AMERICA	2) CLOROX WIPES	12.70
BANK OF AMERICA	MEAL/CREDIT	<u>(50.00)</u>

Total for Dept 774.00 RECREATION: (37.30)

Total for Fund 208 PARKS & RECREATION FUND: 8,473.20

Fund 211 FIRE EQUIP. & APPARATUS FUND

Dept 000.00

BANK OF AMERICA	MEALS/SIGNS	<u>(11.88)</u>
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Total for Dept 000.00 : (11.88)

Dept 339.00 EQUIPMENT & APPARATUS

FIRE SERVICE MANAGEMENT	TURNOUT CLEANING	304.33
BANK OF AMERICA	MEALS/SIGNS	211.06
BANK OF AMERICA	MEALS/SIGNS	342.42
BANK OF AMERICA	MEAL/BATTERY PACK/BATTERY	83.39
WEST SHORE SERVICES INC	SIREN REPAIR	181.53
BANK OF AMERICA	MEAL/BATTERY PACK/BATTERY	48.13
WOLVERINE ENGINEERS	CSC EXISTING PARKING LOT	<u>9,861.52</u>

Total for Dept 339.00 EQUIPMENT & APPARATUS: 11,032.38

Total for Fund 211 FIRE EQUIP. & APPARATUS FUND: 11,020.50

Fund 243 BROWNFIELD REDEVELOPMENT AUTH

Dept 733.00 BROWNFIELD ADMINISTRATION

FOSTER, SWIFT, COLLINS	LEGAL FEES NOVEMBER	<u>192.50</u>
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Total for Dept 733.00 BROWNFIELD ADMINISTRATION: 192.50

Total for Fund 243 BROWNFIELD REDEVELOPMENT AUTH: 192.50

## Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

## Dept 000.00

SMART OFFICE SYSTEMS	SENIOR CITIZEN CENTER FURNITURE	7,916.48
SBAM	HEALTH INSURANCE JANUARY	549.61
DELHI TOWNSHIP TREASURER	2017 PARK LANE	1,932.26
DELHI TOWNSHIP TREASURER	2150 DEPOT	<u>355.72</u>

Total for Dept 000.00 : 10,754.07

## Dept 728.00 DDA ADMINISTRATION

J. RICHARD ROBINSON, P.C.	LEGAL FEES NOVEMBER	1,003.90
FAHEY SCHULTZ BURZYCH	LEGAL FEES NOVEMBER	494.00
FOSTER, SWIFT, COLLINS	LEGAL FEES NOVEMBER	1,731.00
GABRIEL ROEDER SMITH & CO	ACTUARIAL VALUATION	28.00
METRONET LONG DISTANCE	NOVEMBER LONG DISTANCE	5.14
TDS METROCOM	NOVEMBER LOCAL SERVICE	198.67
MICHIGAN ECONOMIC DEVEL	12/10/08 REGISTRATION/MC FADYEN	<u>75.00</u>

Total for Dept 728.00 DDA ADMINISTRATION: 3,535.71

## Dept 729.00 DDA MARKETING &amp; PROMOTION

BLOHM CREATIVE PARTNERS	10,200 OCTOBER 2008 OUR TOWN	14,553.42
GANNETT MICHIGAN NEWSPAP	DELHI SONG BOOK AD	99.00
BANK OF AMERICA	SWITCH/VAN RENTAL/POSTS	40.00
CHARLES GRINNELL	44 HOURS @ \$20	<u>880.00</u>

Total for Dept 729.00 DDA MARKETING &amp; PROMOTION: 15,572.42

## Dept 730.00 COMM REHABILITATION REBATE PGM

AMERASSIST LIMITED PARTNER	WINDOWS & SIDING/4415 HOLT	4,083.41
DELPHI GLASS CORPORATION	AWNING/DELPHI GLASS CORP	1,486.35
EVERGREEN LAND ENTERPRISE	LANDSCAPING/1798 HOLLOWAY	20,323.50
JOHN E. GREEN COMPANY	EXTERIOR REHAB/JOHN E GREEN CO	48,182.00
BERBUN LLC	SIGNS/BIGGBY COFFEE	<u>2,426.67</u>

Total for Dept 730.00 COMM REHABILITATION REBATE PGM: 76,501.93

## Dept 731.00 DDA INFRASTRUCTURE PROJECTS

C2AE	DEPOT/DELHI NE FINAL DESIGN	889.21
DELTA ELECTRICAL	REPLACE CONCRETE POLE/KELLER	477.00
BRONNER'S CHRISTMAS	LED LIGHTS	1,020.00
BRONNER'S CHRISTMAS	LED LIGHTS	3,050.00
BRONNER'S CHRISTMAS	LED LIGHTS	47.00
LOWE'S CREDIT SERVICES	9 HOLIDAY LIGHTS	313.82
J. RICHARD ROBINSON, P.C.	LEGAL FEES NOVEMBER	3,681.66
HUBBELL, ROTH & CLARK, INC	COOK/THORBURN/HANCOCK DRAINS	4,424.07
ACE HARDWARE	2 MARKING PAINT/MISC HARDWARE	33.46
BANK OF AMERICA	3 SIGNS/3 POSTS	483.33
LANDSCAPE ARCHITECTS	DELHI CMAQ PATH EXTRAS	373.50
SOIL & MATERIALS ENGINEERS	NORTH-SOUTH SHARED USE PATH	3,903.86
LANDSCAPE ARCHITECTS	EAST HOLT ROAD SOUTH SIDEWALK	250.00
LANDSCAPE ARCHITECTS	EAST HOLT ROAD SIDEWALK ALIGN	<u>800.00</u>

Total for Dept 731.00 DDA INFRASTRUCTURE PROJECTS: 19,746.91

Dept 850.00 OTHER FUNCTIONS		
MAID BRIGADE OF LANSING	CLEANING SERVICES/SHERIFF	480.00
BOARD OF WATER & LIGHT	12-08	76.84
BOARD OF WATER & LIGHT	12-08	8.72
BOARD OF WATER & LIGHT	12-08	23.17
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	6.35
DELHI TOWNSHIP TREASURER	N CEDAR ST - DRAIN	236.55
DELHI TOWNSHIP TREASURER	1694 CEDAR	179.78
DELHI TOWNSHIP TREASURER	2185 CEDAR	2,735.73
DELHI TOWNSHIP TREASURER	4471 DECAMP	28.12
DELHI TOWNSHIP TREASURER	2024 CEDAR	3,149.02
DELHI TOWNSHIP TREASURER	HOLT RD	661.79
DELHI TOWNSHIP TREASURER	4302 VETERANS DRIVE	3,363.63
DELHI TOWNSHIP TREASURER	PARK LANE VACANT LOT	554.72
DELHI TOWNSHIP TREASURER	2017 PARK LANE	1,766.07
DELHI TOWNSHIP TREASURER	2150 DEPOT	<u>3,018.10</u>

Total for Dept 850.00 OTHER FUNCTIONS: 16,288.59

Dept 903.00 CAPITAL OUTLAY-DDA		
WOLVERINE ENGINEERS	COLLEGE ROAD SUBDIVISION	<u>6,979.00</u>

Total for Dept 903.00 CAPITAL OUTLAY-DDA: 6,979.00

Dept 903.10 2008 CONSTRUCTION PROJECTS-DDA		
F & V CONSTRUCTION MANAGE	CEDAR HEIGHTS INFRASTRUCTURE	583,432.96
INGHAM COUNTY DRAIN COMM	CEDAR HEIGHTS LABOR & EQUIPMENT	2,701.02
C2AE	DEPOT/DELHI NE CONSTRUCTION SER	64,553.65
C2AE	DEPOT/DELHI NE GEOTECHNICAL CON	6,516.70
E. T. MAC KENZIE COMPANY	DELHI NE/DEPOT INFRASTRUCTURE	581,698.77
KEYSTONE DESIGN GROUP	SENIOR CITIZENS CENTER CONSTRUCT	8,400.75
WIELAND - DAVCO CORP	SENIOR CITIZEN CENTER PAYMENT 4	315,117.88
LOWE'S CREDIT SERVICES	3 RV ANTI-FREEZE/BROOM/25 DRIVE	49.75
PROFESSIONAL SERVICE	HOLT/AURELIUS PLAZA ENGINEERING	1,138.00
MIKE & SON ASPHALT, INC.	CSC PARKING LOT/PAY ESTIMATE #3	<u>135,872.90</u>

Total for Dept 903.10 2008 CONSTRUCTION PROJECTS-DDA: 1,699,482.38

Dept 905.00 DEBT SERVICE		
US BANK	BOND AGENT FEE 4589-5	<u>112.50</u>

Total for Dept 905.00 DEBT SERVICE: 112.50

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Total for Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY: 1,848,973.51

Fund 301 COMMUNITY SERV CTR BOND ISSUE

Dept 905.00 DEBT SERVICE

US BANK	BOND AGENT FEE 4638-5	112.50
Total for Dept 905.00 DEBT SERVICE:		112.50

Total for Fund 301 COMMUNITY SERV CTR BOND ISSUE: 112.50

Fund 394 PROJECT 9 INFRASTR. BOND ISSUE

Dept 905.00 DEBT SERVICE

US BANK	BOND AGENT FEE 3200-5	150.00
Total for Dept 905.00 DEBT SERVICE:		150.00

Total for Fund 394 PROJECT 9 INFRASTR. BOND ISSUE: 150.00

Fund 542 COMMUNITY DEVELOPMENT FUND

Dept 000.00

AM ASSOC. OF CODE ENFORCE	2009 DUES/LARNER	75.00
CODE OFFICIALS CONFERENCE	MEMBERSHIP & QTRLY CONFERENCE	25.00
CODE OFFICIALS CONFERENCE	MEMBERSHIP & QTRLY CONFERENCE	25.00
SBAM	HEALTH INSURANCE JANUARY	2,651.78
HEDLUND PLUMBING	REFUND PLUM PERMIT 5935 BOXWOOD	120.00
A-1 MECHANICAL	REFUND MECH PERMIT/5935 BOXWOOD	120.00

Total for Dept 000.00 : 3,016.78

Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT

BANK OF AMERICA	CREDIT	(12.95)
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	7.23
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	18.41
LANSING ICE & FUEL CO	GASOLINE 11/16-31/08	22.36
J. RICHARD ROBINSON, P.C.	LEGAL FEES NOVEMBER	262.40
ASSOC GOVERNMENT SERVICE	AGS PAYROLL 10/17-11/14/08	1,890.00
GABRIEL ROEDER SMITH & CO	ACTUARIAL VALUATION	75.00
LSL PLANNING, INC.	HD STUDY	2,258.50
KONICA MINOLTA - ALBIN	NOVEMBER METER CHARGE	34.67
ADP SCREENING & SELECTION	BACKGROUND CHECKS	73.77
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	3.00
SPARROW OCC HEALTH SERV	PHYSICALS	121.00
PIERRE E GOULET	TRASH REMOVAL - 2207 MEADOWLAWN	128.36

Total for Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT: 4,881.75

Total for Fund 542 COMMUNITY DEVELOPMENT FUND: 7,898.53

Fund 590 SEWAGE DISPOSAL SYSTEM

Dept 000.00

NATIONAL ASSES MNGT GROUP	REF SEW 2529 KATE HOLT MI	47.30
SBAM	HEALTH INSURANCE JANUARY	401.40
MISS DIG SYSTEM, INC.	2009 MISS DIG ANNUAL MEMBERSHIP	783.48

STATE OF MICHIGAN	NPDES ANNUAL PERMIT FEE	5,500.00
UNITED STATES POSTMASTER	FIRST CLASS PERMIT 1	180.00
SBAM	HEALTH INSURANCE JANUARY	<u>10,558.07</u>

Total for Dept 000.00 : 17,470.25

Dept 548.00 ADMINISTRATION & OVERHEAD

PRINTING ESSENTIALS	TONER CARTRIDGES	292.95
J. RICHARD ROBINSON, P.C.	LEGAL FEES NOVEMBER	246.00
CUSTOM MAILERS, INC.	NOVEMBER SEWER BILLS	405.66
GABRIEL ROEDER SMITH & CO	ACTUARIAL VALUATION	<u>358.00</u>

Total for Dept 548.00 ADMINISTRATION & OVERHEAD: 1,302.61

Dept 558.00 DEPT OF PUBLIC SERVICE

BANK OF AMERICA	HP TONER	139.99
PRINTING ESSENTIALS	TONER CARTRIDGE FOR HP3800 PRINT	115.00
ACE HARDWARE	3 KEYS/POCKET WATCH WALL CLOCK	14.99
DBI BUSINESS INTERIORS	OFFICE SUPPLIES	99.36
LANSING ICE & FUEL CO	GASOLINE 11/16-31/08	394.86
MODEL COVERALL SERVICE	UNIFORMS	66.50
MODEL COVERALL SERVICE	UNIFORMS	97.50
MODEL COVERALL SERVICE	UNIFORMS	84.00
MODEL COVERALL SERVICE	UNIFORMS	65.48
MODEL COVERALL SERVICE	UNIFORMS	88.48
MODEL COVERALL SERVICE	UNIFORMS	64.00
BANK OF AMERICA	PC ANYWHERE V12.1	69.99
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	10.00
AIRGAS GREAT LAKES	CYLINDER RENTAL	68.95
BANK OF AMERICA	TIMERS/QTR SLUDGE SAMPLE TESTING	324.25
THERMO FISHER SCIENTIFIC	POTW ANNUAL LAB ORDER	397.67
ALS LABORATORY GROUP	IPP - DART	590.00
ALS LABORATORY GROUP	OERLIKON BALZERS II	20.00
ARGUS-HAZCO	2 MULTIPRO FAST CHARGERS	278.87
C2AE	SAN SEWER STD UPDATE	433.67
C2AE	GENERAL ENGINEERING	2,264.64
C2AE	TREE STREETS CIPP LINER FAILURES	213.15
HUBBELL, ROTH & CLARK, INC	LAGOON EMERGENCY POWER STUDY	407.52
HUBBELL, ROTH & CLARK, INC	RBC BUILDING CONVERSION STUDY/	2,753.61
HUBBELL, ROTH & CLARK, INC	2008 GENERAL SERVICES GIS SERVICE	114.45
UNITED PARCEL SERVICE	SHIPPING	72.33
GRANGER CONTAINER SERVICE	YARD WASTE DUMPSTER 1492 AUR	1,170.00
GRANGER III & ASSOCIATES	GREASE HAUL	85.35
WASTE MANAGEMENT OF MI	MONTHLY CONTAINER SERVICE	174.60
BANK OF AMERICA	SWITCH/VAN RENTAL/POSTS	39.99
METRONET LONG DISTANCE	NOVEMBER LONG DISTANCE	9.44
TDS METROCOM	NOVEMBER LOCAL SERVICE	537.42
USA MOBILITY WIRELESS, INC.	DECEMBER PAGERS	98.73
BOARD OF WATER & LIGHT	12-08	50.63
BOARD OF WATER & LIGHT	12-08	12.21
CONSUMERS ENERGY	ELECTRIC 1988 WAVERLY	404.94
CONSUMERS ENERGY	ELECTRIC 4000 N. MICHIGAN RD #B	110.93
CONSUMERS ENERGY	AREA LIGHTING 5961 MC CUE	20.60
BOARD OF WATER & LIGHT	12-08	50.80

BOARD OF WATER & LIGHT	12-08	119.98
CONSUMERS ENERGY	GAS 1988 WAVERLY	40.62
ACE HARDWARE	3 SNOW PUSHERS	47.97
BOBCAT OF LANSING	6) SHOE PLOW	235.80
BANK OF AMERICA	FLAGS/BULBS/SPREADER/LOCK PIN	1.45
BANK OF AMERICA	FLAGS/BULBS/SPREADER/LOCK PIN	237.29
BANK OF AMERICA	VALVE/CEILING TILES/O-RINGS/SPARK	35.25
BANK OF AMERICA	VALVE/CEILING TILES/O-RINGS/SPARK	38.08
ACE HARDWARE	SCREWDRIVER/2 TRASH BAGS	34.47
COMPLETE HITCH COMPANY	UNIT #6 PLOW REPAIR	150.00
COMPLETE HITCH COMPANY	UNIT #6 PLOW REPAIR	199.27
D & G EQUIPMENT INC	SNOWEX WALK BEHIND SALT SPREAD	499.95
CARQUEST THE PARTS PLACE	30 MINIATURE LAMP BULBS	26.04
PAPER IMAGE PRINTING	(200) RESIDENTIAL COMPLAINT FORM	211.20
BANK OF AMERICA	TIMERS/QTR SLUDGE SAMPLE TESTING	17.98
BANK OF AMERICA	TIMERS/QTR SLUDGE SAMPLE TESTING	17.98
BANK OF AMERICA	TIMERS/QTR SLUDGE SAMPLE TESTING	(17.98)
BANK OF AMERICA	VALVE/CEILING TILES/O-RINGS/SPARK	6.00
BANK OF AMERICA	VALVE/CEILING TILES/O-RINGS/SPARK	25.23
BANK OF AMERICA	VALVE/CEILING TILES/O-RINGS/SPARK	87.88
BANK OF AMERICA	VALVE/CEILING TILES/O-RINGS/SPARK	15.54
BANK OF AMERICA	VALVE/CEILING TILES/O-RINGS/SPARK	66.31
BANK OF AMERICA	SWITCH/VAN RENTAL/POSTS	114.24
THE MACOMB GROUP	STRAINER/COUPLING/ADAPTER	98.68
THE MACOMB GROUP	STRAINER/COUPLING/ADAPTER	3.36
THE MACOMB GROUP	STRAINER/COUPLING/ADAPTER	0.81
THE MACOMB GROUP	STRAINER/COUPLING/ADAPTER	8.24
ACE HARDWARE	VALVE BALL	8.99
ACE HARDWARE	FLASHING ALUM	12.99
DU BOIS-COOPER ASSOCIATES	REPAIR/REBUILD GORMAN RUPP PUMP	2,159.44
DU BOIS-COOPER ASSOCIATES	REPAIR/REBUILD GORMAN RUPP PUMP	97.25
DU BOIS-COOPER ASSOCIATES	REPAIR/REBUILD GORMAN RUPP PUMP	12.00
DU BOIS-COOPER ASSOCIATES	REPAIR/REBUILD GORMAN RUPP PUMP	3.93
DU BOIS-COOPER ASSOCIATES	REPAIR/REBUILD GORMAN RUPP PUMP	87.80
DU BOIS-COOPER ASSOCIATES	REPAIR/REBUILD GORMAN RUPP PUMP	1.58
FLIER'S QUALITY WATER SYS	LMX13 BULBS/SHIPPING	475.96
FLIER'S QUALITY WATER SYS	LMX13 BULBS/SHIPPING	5.67
USA BLUE BOOK	24" AGITATOR W/SS SHAFT	252.79
MAID BRIGADE OF LANSING	CLEANING SERVICES/POTW	260.00
MAID BRIGADE OF LANSING	CLEANING SERVICES/MAINTENANCE	195.00
ARGUS-HAZCO	LABOR TO SERVICE METER	87.06
HASSELBRING-CLARK	CANON COPIER EXCESS RATE	132.38
INTERSTATE BATTERIES OF	BATTERY/UNIT #4	109.95
CARQUEST THE PARTS PLACE	FINANCE CHARGE	0.24
ABSOPURE WATER COMPANY	DRINKING WATER	46.75
SPARROW OCC HEALTH SERV	PHYSICALS	39.00
BANK OF AMERICA	FLAGS/BULBS/SPREADER/LOCK PIN	55.25
ACE HARDWARE	2 KEYS/OUTDOOR TIMER	17.99

LOWE'S CREDIT SERVICES	CABLE TIES	41.76
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	4.75
DELHI TOWNSHIP TREASURER	WEST BLVD DRAINS	59.26
DELHI TOWNSHIP TREASURER	1492 AURELIUS DRAINS	191.18
D & G EQUIPMENT INC	FRONTIER SS1079P 3 PT SALT SPREAD	2,070.00
D & G EQUIPMENT INC	FRONTIER SS1079P 3 PT SALT SPREAD	70.00
D & G EQUIPMENT INC	FRONTIER SS1079P 3 PT SALT SPREAD	<u>80.00</u>

Total for Dept 558.00 DEPT OF PUBLIC SERVICE: 20,915.51

Dept 578.01 CAPITAL IMPR-TREATMENT PLANT

HUBBELL, ROTH & CLARK, INC	DIGESTER REHABILITATION/PAYMENT	21,047.01
SOIL & MATERIALS ENGINEERS	DIGESTER SYSTEM IMPROVEMENTS	2,572.89
HUBBELL, ROTH & CLARK, INC	HOUSEHOLD WASTE RECYCLING DROP O	9,000.00
C2AE	08 SAN SEWER REHAB	6,865.71
C2AE	COOLRIDGE SANITARY SEWER	3,598.56
IRISH CONSTRUCTION COMPANY	DIGESTER IMPROVEMENTS PAYMENT	362,303.75
CONSUMERS ENERGY	GAS SERVICE/NEW DIGESTER	4,957.35
WOLVERINE ENGINEERS	WEST TOWN SS INTERCEPTOR	<u>784.00</u>

Total for Dept 578.01 CAPITAL IMPR-TREATMENT PLANT: 411,129.27

Dept 588.01 G.O. BOND INDEBTEDNESS

US BANK	BOND AGENT FEE 3016-5	<u>150.00</u>
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Total for Dept 588.01 G.O. BOND INDEBTEDNESS: 150.00

Dept 588.02 SPECIAL ASSESSMENT BONDS

US BANK	BOND 3014-5 AGENT FEES	<u>75.00</u>
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Total for Dept 588.02 SPECIAL ASSESSMENT BONDS: 75.00

Total for Fund 590 SEWAGE DISPOSAL SYSTEM: 451,042.64

Fund 701 TRUST & AGENCY FUND

Dept 000.00

INGHAM COUNTY TREASURER	OCTOBER TRAILER PARK FEES	2,282.50
AFLAC	EMPLOYEE DEDUCTIONS	512.44
AFLAC	EMPLOYEE DEDUCTIONS	7.38
AFLAC	EMPLOYEE DEDUCTIONS	386.44
AFLAC	EMPLOYEE DEDUCTIONS	102.00
AFLAC	EMPLOYEE DEDUCTIONS	339.72
SBAM	HEALTH INSURANCE JANUARY	153.31
AFLAC	FSA FEE - NOVEMBER	30.00
HOLT FOOD BANK	CASUAL FRIDAY DONATION	274.00
DANIEL SHADDUCK	DECEMBER 2008 BOR REFUND	47.71
RICK COTTON	DECEMBER 2008 BOR REFUND	23.91
A L SHAVER	DECEMBER 2008 BOR REFUND	<u>48.25</u>

Total for Dept 000.00 : 4,207.66

Total for Fund 701 TRUST & AGENCY FUND: 4,207.66

Fund 703 CURRENT TAX ACCOUNT

Dept 000.00

TIM & MARIYA WILLIAMS

4.98

BELL TITLE AGENCY

680.50

COUNTRYWIDE

719.62

US BANCORP EQUIPMENT

127.23

Total for Dept 000.00 : 1,532.33

Total for Fund 703 CURRENT TAX ACCOUNT: 1,532.33

Fund 811 PINETREE ROAD DEBT SERVICE

Dept 905.00 DEBT SERVICE

US BANK

BOND 3014-5 AGENT FEES

75.00

Total for Dept 905.00 DEBT SERVICE: 75.00

Total for Fund 811 PINETREE ROAD DEBT SERVICE: 75.00

Total - All Funds 2,463,440.53

## ACCOUNTS PAYABLE APPROVAL

December 30, 2008

**I. Certification of Authorized Signatures:** The attached Check Register and Invoice Distribution Report encompass checks dated December 30, 2008, numbered 73676 through 73750 & ACH#1090. Every invoice has a payment authorizing signature(s).

Dated: December 30, 2008

\_\_\_\_\_  
Lora Behnke, Accounting Clerk

**II. Certification of Fund Totals:**

The attached Invoice Distribution Report and Check Register for checks dated December 30, 2008 show payments made from the following funds:

General Fund	\$	211,513.08
Parks & Recreation		2,425.85
Fire Equipment Fund		220.00
Downtown Development Fund		13,341.37
Community Development Fund		2,037.17
Trust & Agency Fund		2,347.50
Current Tax Fund		2,362.06
Subtotal Common Savings*	\$	234,247.03
Sewer Fund Receiving**		<u>167,547.69</u>
 Grand Total		 <u>\$ 401,794.72</u>

**Includes the following to be reimbursed from separate bank accounts:**

*Employee Flexible Spending Acct.	\$	60.00
*Current Tax Account		\$ 2,362.06

Dated: December 30, 2008

\_\_\_\_\_  
Marian Frane, Director of Accounting

**III. Approval for Distribution:** I have reviewed the above checks and invoices and all of them should be distributed. All invoices over \$10,000.00 have been approved by general policy or previous motions of the board. (E.T. MacKenzie Company \$22,776.11 for Emergency Cedar St. Sewer Repair, no prior Board Approval, Hoffman Brothers, Inc. \$ 61,653.76 for Coolridge Sewer replacement, 9/16/08, PVS Nolwood Chemicals, Inc. \$10,453.30 for Calcium Nitrate for Sewer Plant, no prior Board Approval, RS Technical Services \$14,098.00 for SCADA System Upgrade, 4/02/08 ).

Dated: December 30, 2008

\_\_\_\_\_  
John B. Elsinga, Township Manager

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

\_\_\_\_\_  
Harry R. Ammon, Treasurer

**IV. Board Audit and Approval:** At a regular meeting of the Township Board held on January 20 , 2009, a motion was made by \_\_\_\_\_ and passed by \_\_\_\_\_ yes votes and \_\_\_\_\_ no votes ( \_\_\_\_\_ absent) that the list of claims dated December 30, 2008, was reviewed, audited and approved.

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

INVOICE DISTRIBUTION REPORT FOR DELHI CHARTER TOWNSHIP  
 INVOICES TO BE PAID 12/17/2008 - 12/30/2008  
 Paid Invoices Only

Vendor	Invoice Description	Amount
Fund 101 GENERAL FUND		
Dept 000.00		
ENCOMPASS/EAP	1ST QTR 2009 EAP	596.75
HOLT POSTMASTER	POSTAGE DUE ACCOUNT	200.00
MMTA	WINTER WORKSHOP/TEBEAU	125.00
OTIS ELEVATOR COMPANY	PM ON CSC ELEVATOR	702.36
MEDICARE	REFUND 2008A-1666 (BARNER)	329.34
JOHN SMYTHE	REFUND 2008-1257	52.32
Total for Dept 000.00 :		2,005.77
Dept 101.00 GENERAL GOVERNMENT		
VERIZON WIRELESS	NOVEMBER CELLULAR PHONES	29.02
Total for Dept 101.00 GENERAL GOVERNMENT:		29.02
Dept 171.00 MANAGER		
BASIC	DEC HSA ADMINISTRATION FEE	3.30
VERIZON WIRELESS	NOVEMBER CELLULAR PHONES	87.10
Total for Dept 171.00 MANAGER:		90.40
Dept 191.00 ACCOUNTING		
BASIC	DEC HSA ADMINISTRATION FEE	3.30
MUZZALL GRAPHICS	1099'S AND W-2 FOR 2008	3.50
MUZZALL GRAPHICS	1099'S AND W-2 FOR 2008	3.50
MUZZALL GRAPHICS	1099'S AND W-2 FOR 2008	7.00
MUZZALL GRAPHICS	1099'S AND W-2 FOR 2008	43.00
MUZZALL GRAPHICS	1099'S AND W-2 FOR 2008	42.15
MUZZALL GRAPHICS	1099'S AND W-2 FOR 2008	3.36
MUZZALL GRAPHICS	1099'S AND W-2 FOR 2008	3.36
MUZZALL GRAPHICS	1099'S AND W-2 FOR 2008	13.23
REHMANN ROBSON	BANK ACCOUNT CONSOLIDATION	175.00
Total for Dept 191.00 ACCOUNTING:		297.40
Dept 215.00 CLERK		
BASIC	DEC HSA ADMINISTRATION FEE	6.60
DBI BUSINESS INTERIORS	CREDIT	(75.45)
TRIANGLE CABLES	5) HP CARTRIDGES	210.55

VERIZON WIRELESS	NOVEMBER CELLULAR PHONES	84.30
AMY D FINCH	MILEAGE 9/5-11/14/08	22.52
JOYCE C GOULET	MILEAGE 7/1-12/23/08	<u>42.53</u>

Total for Dept 215.00 CLERK: 291.05

Dept 228.00 COMPUTER		
BASIC	DEC HSA ADMINISTRATION FEE	3.30
VERIZON WIRELESS	NOVEMBER CELLULAR PHONES	<u>84.30</u>

Total for Dept 228.00 COMPUTER: 87.60

Dept 253.00 TREASURERS		
BASIC	DEC HSA ADMINISTRATION FEE	6.60
DBI BUSINESS INTERIORS	CUSTOM STAMPS FOR TREASURER	131.28
VERIZON WIRELESS	NOVEMBER CELLULAR PHONES	<u>29.31</u>

Total for Dept 253.00 TREASURERS: 167.19

Dept 257.00 ASSESSING		
BASIC	DEC HSA ADMINISTRATION FEE	6.60
LANSING ICE & FUEL CO	GASOLINE 12/1-15/08	41.52
VERIZON WIRELESS	NOVEMBER CELLULAR PHONES	<u>58.04</u>

Total for Dept 257.00 ASSESSING: 106.16

Dept 265.00 BUILDING & GROUNDS		
BASIC	DEC HSA ADMINISTRATION FEE	5.52
LANSING ICE & FUEL CO	GASOLINE 12/1-15/08	52.55
LANSING SANITARY SUPPLY INC	WET FLOOR SIGNS / HAND SOAP	41.74
SAM'S CLUB DIRECT	KLEENEX	86.94
MAID BRIGADE OF LANSING	CLEANING SERVICES/CSC	975.00
DELHI TOWNSHIP TREASURER	SEWER	253.00
CONSUMERS ENERGY	ELECTRIC	4,786.48
CONSUMERS ENERGY	GAS	4,040.68
JOHN E. GREEN COMPANY	HVAC REPAIR	711.50
WESCO DISTRIBUTION, INC	4 FLOURESCENT LAMPS	24.00
MILLCARE COMMERCIAL CARP	ANNUAL CARPET CLEANING	<u>1,521.90</u>

Total for Dept 265.00 BUILDING & GROUNDS: 12,499.31

Dept 276.00 CEMETERY		
BASIC	DEC HSA ADMINISTRATION FEE	2.97
LANSING ICE & FUEL CO	GASOLINE 12/1-15/08	<u>34.78</u>

Total for Dept 276.00 CEMETERY: 37.75

Dept 301.00 POLICE		
ROBERT J. ROBINSON, ATTN	NOV MOTOR VEH ORD	1,855.00
INGHAM COUNTY TREASURER	DECEMBER POLICE CONTRACT	<u>192,755.00</u>

Total for Dept 301.00 POLICE: 194,610.00

Dept 336.00 FIRE DEPARTMENT		
BASIC	DEC HSA ADMINISTRATION FEE	42.90
BARYAMES CLEANERS	UNIFORM CLEANING	163.24
LANSING ICE & FUEL CO	GASOLINE 12/1-15/08	589.16
GALLS	4) LT. COLLAR PINS & FREIGHT	36.95
VERIZON WIRELESS	NOVEMBER CELLULAR PHONES	370.73
DELHI TOWNSHIP TREASURER	SEWER	31.35
CONSUMERS ENERGY	ELECTRIC	39.22
CARQUEST THE PARTS PLACE	DEXIII/MERC ATF	2.92
CARQUEST THE PARTS PLACE	4) DEXIII/MERC ATF	<u>11.66</u>

Total for Dept 336.00 FIRE DEPARTMENT: 1,288.13

Dept 850.00 OTHER FUNCTIONS		
BASIC	DEC HSA ADMINISTRATION FEE	<u>3.30</u>

Total for Dept 850.00 OTHER FUNCTIONS: 3.30

Total for Fund 101 GENERAL FUND: 211,513.08

Fund 208 PARKS & RECREATION FUND

Dept 000.00		
ENCOMPASS/EAP	1ST QTR 2009 EAP	38.75
SOUTHERN MICH RECREATION	SMRPA MEMBERSHIP	<u>40.00</u>

Total for Dept 000.00 : 78.75

Dept 752.00 ADMINISTRATION		
BASIC	DEC HSA ADMINISTRATION FEE	6.60
VERIZON WIRELESS	NOVEMBER CELLULAR PHONES	260.81
SOUTHERN MICH RECREATION	SMRPA MEMBERSHIP	<u>0.00</u>

Total for Dept 752.00 ADMINISTRATION: 267.41

Dept 771.00 PARKS		
MODEL COVERALL SERVICE	UNIFORM PANTS	24.00
LANSING ICE & FUEL CO	GASOLINE 12/1-15/08	174.64
AMERICAN RENTAL	PORTABLE TOILETS	150.00
ALLIED WASTE SERVICES #249	BASIC SERVICE 12/08/VALHALLA	100.00
BOARD OF WATER & LIGHT	WATER/ELECTRIC/STREETLIGHTS	93.60
BOARD OF WATER & LIGHT	WATER 4050 KELLER	93.60
DELHI TOWNSHIP TREASURER	SEWER	11.00

DELHI TOWNSHIP TREASURER	SEWER	31.35
DELHI TOWNSHIP TREASURER	SEWER	27.50
CONSUMERS ENERGY	ELECTRIC	15.00
CONSUMERS ENERGY	ELECTRIC	21.58
CONSUMERS ENERGY	ELECTRIC	207.10
CONSUMERS ENERGY	ELECTRIC	386.38
CONSUMERS ENERGY	ELECTRIC	37.15
CONSUMERS ENERGY	ELECTRIC	365.45
ACE HARDWARE	LIQUID NAIL GLUE	1.79
CARQUEST THE PARTS PLACE	MINI-STROBE	73.07
ACE HARDWARE	4 LIGHTS	3.84

Total for Dept 771.00 PARKS: 1,817.05

Dept 774.00 RECREATION		
BASIC	DEC HSA ADMINISTRATION FEE	3.30
R. A. DINKEL & ASSOCIATES	4 PARK PLAQUES	112.00
SAM'S CLUB DIRECT	COOKIES/HOT CHOCOLATE/CUPS	147.34

Total for Dept 774.00 RECREATION: 262.64

Total for Fund 208 PARKS & RECREATION FUND: 2,425.85

Fund 211 FIRE EQUIP. & APPARATUS FUND

Dept 339.00 EQUIPMENT & APPARATUS

ARC - MID MICHIGAN CHAPTER	COURSE RECORD FEE	220.00
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Total for Dept 339.00 EQUIPMENT & APPARATUS: 220.00

Total for Fund 211 FIRE EQUIP. & APPARATUS FUND: 220.00

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

Dept 000.00

ROBERT W BAIRD & CO., INC.	P & I PYMT-AMOCO CORNER	544.53
ROBERT W BAIRD & CO., INC.	P & I PYMT-AMOCO CORNER	88.87
ROBERT HOLMES	P & I PYMT - AMOCO CORNER	544.53
ROBERT HOLMES	P & I PYMT - AMOCO CORNER	88.87
WILLIAM THORBURN	P & I PYMT - AMOCO CORNER	1,089.06
WILLIAM THORBURN	P & I PYMT - AMOCO CORNER	177.74
AMERICAN PLANNING	2009 MEMBERSHIP/MC FADYEN	250.00

Total for Dept 000.00 : 2,783.60

Dept 728.00 DDA ADMINISTRATION

VERIZON WIRELESS	NOVEMBER CELLULAR PHONES	37.32
HELEN C HARRISON	MILEAGE 9/29-12/31/08	78.39
MILLCARE COMMERCIAL CARP	ANNUAL CARPET CLEANING	507.80

ACE HARDWARE	SCREWS/BOLTS/NAILS	1.00
SAM'S CLUB DIRECT	KLEENEX	12.42
ALASTAIR MC FADYEN	REVENUE SHARING LUNCH	139.33
ALASTAIR MC FADYEN	LODGING & AMTRACK	495.92

Total for Dept 728.00 DDA ADMINISTRATION: 1,272.18

Dept 729.00 DDA MARKETING & PROMOTION

LANSING SANITARY SUPPLY INC	WET FLOOR SIGNS / HAND SOAP	123.70
LANSING SANITARY SUPPLY INC	WET FLOOR SIGNS / HAND SOAP	7.50
ACE HARDWARE	CLAMPS/EXTENSION CORDS/BULB	70.82
ACE HARDWARE	ICE MELT/MR CLEAN ERASERS/	50.43
ACE HARDWARE	SIGNS/DRILL BIT	16.21
ACE HARDWARE	SCREWS/BOLTS/NAILS	9.92
ACE HARDWARE	LAMP CLAMPS/BULB	6.00
ACE HARDWARE	LAMP CLAMP/BULBS	32.96
CHARLES GRINNELL	32 HOURS @ \$20	640.00

Total for Dept 729.00 DDA MARKETING & PROMOTION: 957.54

Dept 850.00 OTHER FUNCTIONS

BASIC	DEC HSA ADMINISTRATION FEE	3.21
LANSING ICE & FUEL CO	GASOLINE 12/1-15/08	48.85
MAID BRIGADE OF LANSING	CLEANING SERVICES/SHERIFF	480.00
BOARD OF WATER & LIGHT	WATER/ELECTRIC/STREETLIGHTS	13.54
BOARD OF WATER & LIGHT	WATER/ELECTRIC/STREETLIGHTS	8.72
DELHI TOWNSHIP TREASURER	SEWER	11.00
DELHI TOWNSHIP TREASURER	SEWER	44.00
DELHI TOWNSHIP TREASURER	SEWER	11.00
DELHI TOWNSHIP TREASURER	SEWER	26.40
DELHI TOWNSHIP TREASURER	SEWER	25.58
DELHI TOWNSHIP TREASURER	SEWER	11.00
DELHI TOWNSHIP TREASURER	SEWER	11.00
DELHI TOWNSHIP TREASURER	SEWER	34.10
CONSUMERS ENERGY	ELECTRIC	287.32
CONSUMERS ENERGY	ELECTRIC	771.48
CONSUMERS ENERGY	ELECTRIC	150.19
CONSUMERS ENERGY	ELECTRIC	1,350.50
CONSUMERS ENERGY	ELECTRIC	42.46
CONSUMERS ENERGY	ELECTRIC	357.06
CONSUMERS ENERGY	ELECTRIC	150.19
CONSUMERS ENERGY	ELECTRIC	116.91
CONSUMERS ENERGY	ELECTRIC	212.29
CONSUMERS ENERGY	GAS	52.91
CONSUMERS ENERGY	GAS	913.11

Total for Dept 850.00 OTHER FUNCTIONS: 5,132.82

Dept 903.10 2008 CONSTRUCTION PROJECTS-DDA		
SOIL & MATERIALS ENGINEERS	SENIOR CITIZENS CENTER	3,195.23

Total for Dept 903.10 2008 CONSTRUCTION PROJECTS-DDA:	3,195.23
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Total for Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY:	13,341.37
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Fund 542 COMMUNITY DEVELOPMENT FUND

Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT

BASIC	DEC HSA ADMINISTRATION FEE	13.20
CLASSIC PRINTING, INC.	200 TAGS/NOTICE OF ORDINANCE	130.00
LANSING ICE & FUEL CO	GASOLINE 12/1-15/08	67.18
ASSOC GOVERNMENT SERV	AGS PAYROLL 11/17-12/12/08	1,195.00
VERIZON WIRELESS	NOVEMBER CELLULAR PHONES	360.79
BANC OF AMERICA LEASING	DECEMBER KONICA LEASE	271.00

Total for Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT:	2,037.17
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Total for Fund 542 COMMUNITY DEVELOPMENT FUND:	2,037.17
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Fund 590 SEWAGE DISPOSAL SYSTEM

Dept 000.00

FRAKES, DOUGLAS & HOLLY	REFUND SEWER BALANCE	22.00
REMAX RIVERWOOD	REF SEW 5070 GLENDURGAN HOLT	66.01
KRISHNAN, GANAPATHY	REFUND SEWER BALANCE	94.45
ENCOMPASS/EAP	1ST QTR 2009 EAP	201.50

Total for Dept 000.00 :	383.96
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Dept 548.00 ADMINISTRATION & OVERHEAD

BASIC	DEC HSA ADMINISTRATION FEE	3.30
DBI BUSINESS INTERIORS	CUSTOM STAMPS FOR TREASURER	43.76

Total for Dept 548.00 ADMINISTRATION & OVERHEAD:	47.06
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Dept 558.00 DEPT OF PUBLIC SERVICE

BASIC	DEC HSA ADMINISTRATION FEE	47.70
CLASSIC PRINTING, INC.	100 CHANGE OF ADDRESS PADS	135.00
LANSING ICE & FUEL CO	GASOLINE 12/1-15/08	603.95
AVERY OIL & PROPANE	PREMIER WINTER FUEL	1,173.17
BARYAMES CLEANERS	UNIFORM DRY CLEANING	36.30
MODEL COVERALL SERVICE	UNIFORMS	81.98
MODEL COVERALL SERVICE	UNIFORMS	64.00
CLEANLITES RECYCLING, INC.	RECYCLING/MONITORS/LIGHT BULB	133.23
THERMO FISHER SCIENTIFIC	MISC. LAB SUPPLIES	356.83
PVS NOLWOOD CHEMICALS	CALCIUM NITRATE	10,453.30
PVS NOLWOOD CHEMICALS	SODIUM BISULFITE	840.14

KEMIRA WATER SOLUTIONS	FERRIC CHLORIDE	4,929.44
ALS LABORATORY GROUP	IPP - SERV PRO	590.00
UNITED PARCEL SERVICE	SHIPPING	96.19
VERIZON WIRELESS	NOVEMBER CELLULAR PHONES	474.49
COMCAST	HIGH SPEED INTERNET	127.90
BOARD OF WATER & LIGHT	WATER/ELECTRIC/STREETLIGHTS	113.10
BOARD OF WATER & LIGHT	WATER/ELECTRIC/STREETLIGHTS	55.00
BOARD OF WATER & LIGHT	WATER/ELECTRIC/STREETLIGHTS	89.03
DELHI TOWNSHIP TREASURER	SEWER	126.50
CONSUMERS ENERGY	ELECTRIC	56.05
CONSUMERS ENERGY	ELECTRIC	1,552.23
CONSUMERS ENERGY	ELECTRIC	188.35
CONSUMERS ENERGY	ELECTRIC	394.77
CONSUMERS ENERGY	ELECTRIC	395.96
CONSUMERS ENERGY	ELECTRIC	92.69
CONSUMERS ENERGY	ELECTRIC	345.02
CONSUMERS ENERGY	ELECTRIC	244.98
CONSUMERS ENERGY	ELECTRIC	13,099.98
CONSUMERS ENERGY	ELECTRIC	105.84
CONSUMERS ENERGY	ELECTRIC	231.56
CONSUMERS ENERGY	GAS	867.03
CONSUMERS ENERGY	GAS	1,167.10
CONSUMERS ENERGY	GAS	803.81
CONSUMERS ENERGY	GAS	45.13
CONSUMERS ENERGY	GAS	95.30
CONSUMERS ENERGY	GAS	329.13
CONSUMERS ENERGY	GAS	8,130.34
CONSUMERS ENERGY	GAS	202.68
CONSUMERS ENERGY	GAS	419.45
STATE OF MICHIGAN CASHIERS	BIOSOLIDS LAND APPLICATION FEE	3,120.20
ACE HARDWARE	TRASH CAN/SHOVEL	22.98
MILLCARE COMMERCIAL CARP	ANNUAL CARPET CLEANING	562.68
ACE HARDWARE	SCREWS/BOLTS/NAILS	1.00
BOBCAT OF LANSING	BLADE & UPPER ARM	73.30
LOWE'S CREDIT SERVICES	4) GATE HINGES	19.84
GRAINGER	2) ROLLING LADDERS	954.90
SAM'S CLUB DIRECT	KLEENEX	24.84
ACE HARDWARE	2) BATTERIES	8.58
CARQUEST THE PARTS PLACE	TAPPET GAUGE	5.19
DU BOIS-COOPER ASSOCIATES	6 FILTERS/8 GASKETS	14.40
BOBCAT OF LANSING	BLADE	20.68
GRAINGER	2 COUPLERS	43.10
JWC ENVIRONMENTAL	SEAL KIT/GASKET KIT	620.20
JWC ENVIRONMENTAL	SEAL KIT/GASKET KIT	109.07
JWC ENVIRONMENTAL	SEAL KIT/GASKET KIT	8.91
ACE HARDWARE	DIMMER/BOX/WALL PLATE	6.57
ACE HARDWARE	BREAKER	7.99
DU BOIS-COOPER ASSOCIATES	6 FILTERS/8 GASKETS	34.00
THERMO FISHER SCIENTIFIC	THERMO COUPLER	76.27

THERMO FISHER SCIENTIFIC	THERMO COUPLER	17.92
SIEMENS BUILDING TECH	HVAC REPAIR	712.00
MAID BRIGADE OF LANSING	CLEANING SERVICES/MAINTEN	195.00
MAID BRIGADE OF LANSING	CLEANING SERVICES/POTW	195.00
H & H WELDING & REPAIR LLC	2 CUTTER SHAFTS	910.00
H & H WELDING & REPAIR LLC	100 CUTTERS/100 SPACERS	2,900.00
JACK DOHENY SUPPLIES, INC	VACTOR PARTS & LABOR	3,980.06
CARQUEST THE PARTS PLACE	10 BLADES	89.07
FRANKIE D'S AUTO & TRUCK	3 WIPER BLADES/UNIT 66	24.00
FRANKIE D'S AUTO & TRUCK	LOF/99 FORD DUMP	36.00
AMERICAN STEEL CARPORTS	CARPORT BUILDING STRUCTURE	4,320.00
RS TECHNICAL SERVICES, INC.	SCADA SYSTEM UPGRADE	14,098.00

Total for Dept 558.00 DEPT OF PUBLIC SERVICE: 82,506.40

Dept 578.01 CAPITAL IMPR-TREATMENT PLANT		
REED BUSINESS INFORMATION	LEGAL AD	180.40
E. T. MAC KENZIE COMPANY	T&M CEDAR ST SEWER REPAIR	22,776.11
HOFFMAN BROS., INC.	COOLRIGE SANITARY SEWER REP	61,653.76

Total for Dept 578.01 CAPITAL IMPR-TREATMENT PLANT: 84,610.27

Total for Fund 590 SEWAGE DISPOSAL SYSTEM: 167,547.69

Fund 701 TRUST & AGENCY FUND		
Dept 000.00		
INGHAM COUNTY TREASURER	OCTOBER TRAILER PARK FEES	2,287.50
AFLAC	FSA FEE - DECEMBER	30.00
AFLAC	FSA FEE - OCTOBER	30.00

Total for Dept 000.00 : 2,347.50

Total for Fund 701 TRUST & AGENCY FUND: 2,347.50

Fund 703 CURRENT TAX ACCOUNT		
Dept 000.00		
WELLS FARGO HOME MORTGAGE	TAX OVERPMT PARCEL #21-176-003	2,362.06

Total for Dept 000.00 : 2,362.06

Total for Fund 703 CURRENT TAX ACCOUNT: 2,362.06

Total - All Funds 401,794.72

## ACCOUNTS PAYABLE APPROVAL

January 13, 2009

**I. Certification of Authorized Signatures:** The attached Check Register and Invoice Distribution Report encompass checks dated January 13, 2009, numbered 73751 through 73853 & ACH#1091 & 1092. Every invoice has a payment authorizing signature(s).

Dated: January 13, 2009

\_\_\_\_\_  
Lora Behnke, Accounting Clerk

**II. Certification of Fund Totals:**

The attached Invoice Distribution Report and Check Register for checks dated January 13, 2009 show payments made from the following funds:

General Fund	\$	71,488.73
Parks & Recreation		1,540.65
Water Improvement Fund		55,170.00
Downtown Development Authority		1,177,289.18
DDA College Rd. Bond		137.50
Community Development Fund		4,380.43
Current Tax Fund		26,888.91
Falk Cemetery Trust		179.00
Subtotal Common Savings*	\$	1,337,074.40
Sewer Fund Receiving**		<u>\$ 319,072.45</u>
 Grand Total		 <u>\$ 1,656,146.85</u>

Includes the following to be reimbursed from separate bank accounts:

*Current Tax Account	\$	26,888.91
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Dated: January 13, 2009

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Marian Frane, Director of Accounting

**III. Approval for Distribution:** I have reviewed the above checks and invoices and all of them should be distributed. All invoices over \$10,000.00 have been approved by general policy or previous motions of the board. (C2AE \$40,200.00 for Lift Station Assessment, 11/18/08, Dell Marketing \$14,169.24 for Licenses for Windows server installation, 12/16/08, DOC Contracting, Inc. \$43,213.60 for West Town Drain Sanitary Sewer Interceptor, final pymt, 1/6/04, Irish Construction \$160,347.00 for Digester Rehab, 10/2/07, RS Technical Services \$ 13,754.00 for SCADA System upgrade, 4/3/08 ).

Dated: January 13, 2009

\_\_\_\_\_  
John B. Elsinga, Township Manager

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

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Harry R. Ammon, Treasurer

**IV. Board Audit and Approval:** At a regular meeting of the Township Board held on January 20 , 2009, a motion was made by \_\_\_\_\_ and passed by \_\_\_\_\_ yes votes and \_\_\_\_\_ no votes ( \_\_\_\_\_ absent) that the list of claims dated January 13, 2009, was reviewed, audited and approved.

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

INVOICE DISTRIBUTION REPORT FOR DELHI CHARTER TOWNSHIP  
 INVOICES TO BE PAID 12/31/2008 - 01/13/2009  
 Paid Invoices Only

Vendor	Invoice Description	Amount
Fund 101 GENERAL FUND		
Dept 000.00		
BANK OF AMERICA	MEALS/ITEMS/TABLE	26.78
BANK OF AMERICA	MEALS/ITEMS/TABLE	100.34
BANK OF AMERICA	MEALS/ITEMS/TABLE	44.49
BANK OF AMERICA	MEALS/ITEMS/TABLE	102.68
BANK OF AMERICA	MEALS/ITEMS/TABLE	52.99
BANK OF AMERICA	MEALS/ITEMS/TABLE	(10.61)
Total for Dept 000.00 :		316.67
Dept 101.00 GENERAL GOVERNMENT		
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	11.40
HOLT-DIMONDALE SCHOOL	2009 MEMBERSHIP/JENKS	100.00
TRI-COUNTY OFFICE ON AGING	2009 MEALS ON WHEELS PROGRAM	3,434.00
BANK OF AMERICA	TRAINING/REFRESHMENTS/GUIDES/	259.00
Total for Dept 101.00 GENERAL GOVERNMENT:		3,804.40
Dept 171.00 MANAGER		
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	99.19
UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	137.46
BANK OF AMERICA	MEALS/ELSINGA	49.61
BANK OF AMERICA	MEALS/ELSINGA	25.55
BANK OF AMERICA	MEALS/ELSINGA	76.66
MICHIGAN TOWNSHIPS ASSOC	MICHIGAN TOWNSHIP NEWS/VANDER	30.00
MICHIGAN TOWNSHIPS ASSOC	MICHIGAN TOWNSHIP NEWS/THIELEN	30.00
ADP SCREENING & SELECTION	BACKGROUND CHECKS	25.25
BANK OF AMERICA	TRAINING/REFRESHMENTS/GUIDES/	105.00
BANK OF AMERICA	TRAINING/REFRESHMENTS/GUIDES/	27.00
Total for Dept 171.00 MANAGER:		605.72
Dept 191.00 ACCOUNTING		
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	51.87
UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	71.80
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	14.40
Total for Dept 191.00 ACCOUNTING:		138.07

Dept 215.00 CLERK		
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	84.62
UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	117.12
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	11.70
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	9.99
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	9.66
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	7.43
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	9.18
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	9.18
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	2.28
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	9.48
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	1.41
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	9.53
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	10.44
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	53.16
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	24.36
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	32.76
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	8.80
INTERSTATE ALL BATTERY	BATTERIES FOR CSC	34.34
PRINTING ESSENTIALS	TONER CARTRIDGES	165.00
PRINTING ESSENTIALS	TONER CARTRIDGES	450.00
PITNEY BOWES, INC	2/16-5/15/09 POSTAGE METER RENT	150.00
GANNETT MICHIGAN NEWSPAPER	DECEMBER LEGAL NOTICES	499.76
INTERNATIONAL INSTITUTE OF	ANNUAL MEMBERSHIP THRU 3/2010	165.00
MICHIGAN ASSOC OF CLERKS	MEMBERSHIP/HOPE/FINCH/GOULET	60.00
MICHIGAN ASSOC OF CLERKS	MEMBERSHIP/HOPE/FINCH/GOULET	40.00
MICHIGAN ASSOC OF CLERKS	MEMBERSHIP/HOPE/FINCH/GOULET	40.00
Total for Dept 215.00 CLERK:		2,015.20

Dept 228.00 COMPUTER		
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	30.94
UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	42.75
BANK OF AMERICA	ADAPTER/REPLACEMENT DRIVE	132.00
BANK OF AMERICA	ADAPTER/REPLACEMENT DRIVE	163.97
MICROTECH SERVICES, INC.	MONTHLY DSL SERVICE	120.00
JAMES E FELTON	MILEAGE 7/3-12/31/08	49.73
DELL MARKETING L.P.	RACK MOUNT SERVERS & RACK	1,000.35
BANK OF AMERICA	ADAPTER/REPLACEMENT DRIVE	1,449.40
DELL MARKETING L.P.	RACK MOUNT SERVERS & RACK	4,809.78
DELL MARKETING L.P.	SOFTWARE TO CONVERT TO WINDOWS S	3,816.89
DELL MARKETING L.P.	SOFTWARE TO CONVERT TO WINDOWS S	557.60
DELL MARKETING L.P.	SOFTWARE TO CONVERT TO WINDOWS S	2,895.96
DELL MARKETING L.P.	SOFTWARE TO CONVERT TO WINDOWS S	1,941.00
DELL MARKETING L.P.	SOFTWARE TO CONVERT TO WINDOWS S	470.79
DELL MARKETING L.P.	SOFTWARE TO CONVERT TO WINDOWS S	4,487.00
Total for Dept 228.00 COMPUTER:		21,968.16

Dept 253.00 TREASURERS		
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	74.16
UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	103.01
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	<u>39.12</u>

Total for Dept 253.00 TREASURERS: 216.29

Dept 257.00 ASSESSING		
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	57.78
UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	79.94
LANSING ICE & FUEL CO	GASOLINE 12/16-31/08	18.75
J. RICHARD ROBINSON, P.C.	LEGAL FEES DECEMBER	173.40
ASSESSMENT AND VALUATION	DECEMBER ASSESSING SERVICES	2,592.50
MICHIGAN TOWNSHIPS ASSOC	2/23/09 TRAINING/MAHIEU & WALLIN	<u>140.00</u>

Total for Dept 257.00 ASSESSING: 3,062.37

Dept 265.00 BUILDING & GROUNDS		
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	39.48
UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	54.88
LANSING ICE & FUEL CO	GASOLINE 12/16-31/08	60.20
MAID BRIGADE OF LANSING	CLEANING SERVICES/CSC	487.50
METRONET LONG DISTANCE	DECEMBER LONG DISTANCE	42.54
TDS METROCOM	DECEMBER LOCAL SERVICE	1,314.24
JOHN E. GREEN COMPANY	HVAC REPAIR	301.50
JOHN E. GREEN COMPANY	HVAC REPAIR	729.00
LOWE'S CREDIT SERVICES	CABLE TIES/TIE DOWN/PINS	<u>23.94</u>

Total for Dept 265.00 BUILDING & GROUNDS: 3,053.28

Dept 276.00 CEMETERY		
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	21.23
UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	29.51
LANSING ICE & FUEL CO	GASOLINE 12/16-31/08	<u>39.86</u>

Total for Dept 276.00 CEMETERY: 90.60

Dept 301.00 POLICE		
ROBERT J. ROBINSON, ATTN AT LAW DEC MOTOR VEH ORD		<u>1,510.00</u>

Total for Dept 301.00 POLICE: 1,510.00

Dept 336.00 FIRE DEPARTMENT		
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	240.95
UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	425.51
TRI-COUNTY EMERGENCY	200 TCEMCA REFUSAL FORMS	21.00
LANSING ICE & FUEL CO	GASOLINE 12/16-31/08	586.78

BANK OF AMERICA	SHOES/YANZ	82.98
BANK OF AMERICA	ORAL GLUCOSE	25.42
BANK OF AMERICA	ORAL GLUCOSE	(25.42)
BANK OF AMERICA	ORAL GLUCOSE	23.98
LIFEGAS LLC	OXYGEN	100.59
MAFC	MEMBERSHIP/ROYSTON	85.00
MICHIGAN STATE FIREMEN'S	2009 MEMBERSHIP	75.00
THE HUNDRED CLUB	2009 MEMBERSHIP DUES	100.00
SPARROW OCCUPATIONAL HEALTH	PRE-EMPLOYMENT PHYSICALS	324.71
COUNTY OF INGHAM	ING CO 911 FUND 7/1-9/30/08	1,186.64
BANK OF AMERICA	TRAINING/REFRESHMENTS/GUIDES/	42.39
METRONET LONG DISTANCE	DECEMBER LONG DISTANCE	6.10
TDS METROCOM	DECEMBER LOCAL SERVICE	80.35
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	30.92
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	78.16
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	528.53
CARQUEST THE PARTS PLACE	OIL	41.69
HALT FIRE, INC.	EMRGENCY REPAIR/#698	1,138.93
ADP SCREENING & SELECTION	BACKGROUND CHECKS	54.45

Total for Dept 336.00 FIRE DEPARTMENT: 5,254.66

Dept 446.00 INFRASTRUCTURE  
 BOARD OF WATER & LIGHT  
 CONSUMERS ENERGY  
 CONSUMERS ENERGY  
 BANK OF AMERICA  
 TRI-COUNTY REGIONAL

STREETLIGHTS 12/1/08-1/1/09	5,753.43
ELECTRIC/GAS/STREETLIGHTS	18,106.21
ELECTRIC/GAS/STREETLIGHTS	85.18
SEMINAR/MONTHLY SUBSCRIPTION	29.90
GLRC DUES 2009	4,000.00

Total for Dept 446.00 INFRASTRUCTURE: 27,974.72

Dept 850.00 OTHER FUNCTIONS  
 HARTFORD LIFE INSURANCE CO  
 COHL, STOKER & TOSKEY P.C.  
 J. RICHARD ROBINSON, P.C.  
 BANK OF AMERICA  
 BANK OF AMERICA

LIFE INSURANCE JANUARY	16.24
LEGAL FEES DECEMBER	51.00
LEGAL FEES DECEMBER	1,123.40
WUFOO SUBSCRIPTION/ WEB PAGE	9.00
WUFOO SUBSCRIPTION/ WEB PAGE	112.83
WEB HOSTING/WUFOO SUBSCRIPTION	65.85
WEB HOSTING/WUFOO SUBSCRIPTION	9.00
TRAINING/REFRESHMENTS/GUIDES/	8.98
TRAINING/REFRESHMENTS/GUIDES/	18.96
TRAINING/REFRESHMENTS/GUIDES/	29.28
TRAINING/REFRESHMENTS/GUIDES/	8.84
TRAINING/REFRESHMENTS/GUIDES/	5.60
REFRESHMENTS	19.61

Total for Dept 850.00 OTHER FUNCTIONS: 1,478.59

Total for Fund 101 GENERAL FUND: 71,488.73

Fund 208 PARKS & RECREATION FUND

Dept 752.00 ADMINISTRATION

HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	48.68
UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	67.23
BANK OF AMERICA	RIBBONS/LUNCH	31.81
METRONET LONG DISTANCE	DECEMBER LONG DISTANCE	3.52
TDS METROCOM	DECEMBER LOCAL SERVICE	181.26
BANK OF AMERICA	RIBBONS/LUNCH	<u>22.66</u>

Total for Dept 752.00 ADMINISTRATION: 355.16

Dept 771.00 PARKS

MODEL COVERALL SERVICE	UNIFORM PANTS	41.50
LANSING ICE & FUEL CO	GASOLINE 12/16-31/08	150.31
THE ANDERSONS	49) 50# DE-ICING SALT	225.89
ACE HARDWARE	1) EXTRACTOR SCREW 5/64"	2.79
COMPLETE HITCH COMPANY	2 STD SHOE ASSY	41.80
AMERICAN RENTAL	PORTABLE TOILET	75.00
MODEL COVERALL SERVICE	UNIFORM PANTS	15.50
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	82.56
ACE HARDWARE	SOLDER/FLEX/SOLDER GUN/ACID	54.56
ACE HARDWARE	BIKE HOOK/BULB/PAINT/TRAY/PAD	83.74
ACE HARDWARE	3) BOAT SNAPS/ROPE	52.97
SPARROW OCCUPATIONAL HEALTH	PRE-EMPLOYMENT PHYSICALS	<u>103.50</u>

Total for Dept 771.00 PARKS: 930.12

Dept 774.00 RECREATION

HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	23.21
UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	32.16
BOLLINGER INSURANCE	ASA FIELD INSURANCE	<u>200.00</u>

Total for Dept 774.00 RECREATION: 255.37

Total for Fund 208 PARKS & RECREATION FUND: 1,540.65

Fund 225 WATER IMPROVEMENT FUND

Dept 536.00 ADMINISTRATION & CONSTRUCTION

MID-MICHIGAN WATER	2009 DUES	170.00
DART CONTAINER OF MICHIGAN	ROAD REIMBURSEMENT	<u>55,000.00</u>

Total for Dept 536.00 ADMINISTRATION & CONSTRUCTION: 55,170.00

Total for Fund 225 WATER IMPROVEMENT FUND: 55,170.00

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

Dept 728.00 DDA ADMINISTRATION

HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	39.13
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UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	54.29
FAHEY SCHULTZ BURZYCH RHODES	LEFAL FEES DECEMBER	416.00
J. RICHARD ROBINSON, P.C.	LEGAL FEES DECEMBER	278.80
MICHIGAN ECONOMIC DEVELOPERS	MEMBERSHIP/MC FADYEN	240.00
MID-AMERICA ECON DEVEL	MEMBERSHIP/MC FADYEN	300.00
METRONET LONG DISTANCE	DECEMBER LONG DISTANCE	2.55
TDS METROCOM	DECEMBER LOCAL SERVICE	197.76
LOWE'S CREDIT SERVICES	CABLE TIES/TIE DOWN/PINS	44.30
MICHIGAN ECONOMIC DEVELOPERS	2/17/09 SEMINAR/MC FADYEN	<u>80.00</u>

Total for Dept 728.00 DDA ADMINISTRATION: 1,652.83

Dept 729.00 DDA MARKETING & PROMOTION		
GANNETT MICHIGAN NEWSPAPERS	AD IN ASSETS MAGAZINE	<u>499.00</u>

Total for Dept 729.00 DDA MARKETING & PROMOTION: 499.00

Dept 730.00 COMM REHABILITATION REBATE PGM		
MECHD, LLC	GREASE INTERCEPTOR REBATE	<u>13,507.00</u>

Total for Dept 730.00 COMM REHABILITATION REBATE PGM: 13,507.00

Dept 731.00 DDA INFRASTRUCTURE PROJECTS		
BANK OF AMERICA	LIFT RENTAL/DDA HOLIDAY LIGHTING	200.00
J. RICHARD ROBINSON, P.C.	LEGAL FEES DECEMBER	1,304.60
WOLVERINE ENGINEERS	CSC PARKING LOT CONSTRUCTION	<u>10,135.27</u>

Total for Dept 731.00 DDA INFRASTRUCTURE PROJECTS: 11,639.87

Dept 850.00 OTHER FUNCTIONS		
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	22.92
UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	31.87
LANSING ICE & FUEL CO	GASOLINE 12/16-31/08	55.97
MAID BRIGADE OF LANSING	CLEANING SERVICES/SHERIFF	400.00
MAID BRIGADE OF LANSING	CLEANING SERVICES/SHERIFF	80.00
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	15.00
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	7.21
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	147.69
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	18.03
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	14.10
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	454.57
DART CONTAINER OF MICHIGAN	ROAD REIMBURSEMENT	311,000.00
DART CONTAINER OF MICHIGAN	ROAD REIMBURSEMENT	<u>371,000.00</u>

Total for Dept 850.00 OTHER FUNCTIONS: 683,247.36

Dept 903.00 CAPITAL OUTLAY-DDA		
WOLVERINE ENGINEERS	4294 VETERANS DRIVE SURVEY	<u>1,368.75</u>

Total for Dept 903.00 CAPITAL OUTLAY-DDA: 1,368.75

Dept 903.10 2008 CONSTRUCTION PROJECTS-DDA		
F & V CONSTRUCTION MANAGE	CEDAR HEIGHTS CONSTRUCTION	138,293.26
F & V CONSTRUCTION MANAGE	CEDAR HEIGHTS CONSTRUCTION	138,878.46
C2AE	FINAL DESIGN LABOR/DEPOT & DELHI	827.48
C2AE	GEOTECHNICAL CONSULTANTS/DEPOT &	5,517.56
C2AE	LABOR CONSTRUCTION SERVICES/	1,736.13
DELTA ELECTRICAL	HOLT RD SIDEWALK/LIGHTING-THORB	178,128.02
SOIL & MATERIALS ENGINEERS	SENIOR CENTER CONCRETE TESTING	1,115.46
COMMUNICATION CONSULTANTS	LABOR/HOLT & AURELIUS LED SIGN	878.00

Total for Dept 903.10 2008 CONSTRUCTION PROJECTS-DDA: 465,374.37

Total for Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY: 1,177,289.18

Fund 398 DDA COLLEGE WAT/SEW BOND ISSUE

Dept 905.00 DEBT SERVICE

US BANK	PAYING AGENT FEES	137.50
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Total for Dept 905.00 DEBT SERVICE: 137.50

Total for Fund 398 DDA COLLEGE WAT/SEW BOND ISSUE: 137.50

Fund 542 COMMUNITY DEVELOPMENT FUND

Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT

HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	151.06
UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	210.11
LANSING ICE & FUEL CO	GASOLINE 12/16-31/08	43.19
AMERICAN PLANNING	4/1/09-3/31/10 MEMBERSHIP/MILLER	415.00
NTH CONSULTANTS, LTD	SITE PLAN REVIEW-BERRY FARMS	1,339.25
LSL PLANNING, INC.	HD STUDY 11/14-12/21/08	1,538.44
COMMUNICATION CONSULTANTS	LABOR/COMMUNITY DEVELOPMENT	48.50
GANNETT MICHIGAN NEWSPAPERS	DECEMBER LEGAL NOTICES	282.88
FRANKIE D'S AUTO & TRUCK	PARTS & LABOR/#57	352.00

Total for Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT: 4,380.43

Total for Fund 542 COMMUNITY DEVELOPMENT FUND: 4,380.43

Fund 590 SEWAGE DISPOSAL SYSTEM

Dept 548.00 ADMINISTRATION & OVERHEAD

HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	10.15
MUZZALL GRAPHICS	SEWER BILLING ENVELOPES	2,790.00
MUZZALL GRAPHICS	SEWER BILLING ENVELOPES	3,060.00
J. RICHARD ROBINSON, P.C.	LEGAL FEES DECEMBER	147.60
HOLT POSTMASTER	JANUARY SEWER BILLS POSTAGE	2,450.00
CUSTOM MAILERS, INC.	DECEMBER SEWER BILLS	404.99

Total for Dept 548.00 ADMINISTRATION & OVERHEAD: 8,862.74

Dept 558.00 DEPT OF PUBLIC SERVICE

HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	340.88
UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	473.89
LANSING ICE & FUEL CO	GASOLINE 12/16-31/08	691.95
MODEL COVERALL SERVICE	UNIFORMS	64.00
MODEL COVERALL SERVICE	UNIFORMS	65.48
MODEL COVERALL SERVICE	UNIFORMS	67.22
MODEL COVERALL SERVICE	UNIFORMS	288.77
CDW GOVERNMENT, INC.	HP CP3525DN DUPLEXING COLOR	875.00
BANK OF AMERICA	ADAPTER/REPLACEMENT DRIVE	72.99
LOWE'S CREDIT SERVICES	CABLE TIES/TIE DOWN/PINS	13.98
THERMO FISHER SCIENTIFIC	LABORATORY SUPPLIES	396.57
C2AE	TOWNSHIP SANITARY SEWER STAND	4,994.62
C2AE	GENERAL ENGINEERING SERVICES	4,295.13
GRANGER III & ASSOCIATES	GREASE HAUL	68.28
WASTE MANAGEMENT OF MICH	WASTE REMOVAL 5961 MC CUE	183.79
BANK OF AMERICA	MEMBERSHIPS/HEX BUSHING/CELL	31.85
BANK OF AMERICA	MEMBERSHIPS/HEX BUSHING/CELL	(0.06)
BANK OF AMERICA	MEMBERSHIPS/HEX BUSHING/CELL	(1.80)
BANK OF AMERICA	PLASTIC BAGS/HOSE/GLITTER/BATTERY	119.96
METRONET LONG DISTANCE	DECEMBER LONG DISTANCE	5.71
TDS METROCOM	DECEMBER LOCAL SERVICE	557.02
USA MOBILITY WIRELESS, INC.	JANUARY PAGERS - DPS	98.50
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	482.04
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	129.03
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	41.60
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	176.73
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	481.47
BOBCAT OF LANSING	BOBCAT SIDEWALK PLOW PARTS	107.00
BOBCAT OF LANSING	BOBCAT SIDEWALK PLOW PARTS	418.17
BOBCAT OF LANSING	BOBCAT SIDEWALK PLOW PARTS	180.00
BOBCAT OF LANSING	BOBCAT SIDEWALK PLOW PARTS	277.92
BOBCAT OF LANSING	BOBCAT SIDEWALK PLOW PARTS	102.58
ACE HARDWARE	8 HATCH PINS	5.28
D & G EQUIPMENT INC	REAR VIEW MIRROR	83.07
THE ANDERSONS	539) 50# DE-ICING SALT	2,484.79
THE ANDERSONS	CREDIT	(225.89)
BANK OF AMERICA	MEMBERSHIPS/HEX BUSHING/CELL	31.00
FERGUSON ENTERPRISES #931	1/3 HP MOTOR	746.94
JWC ENVIRONMENTAL	4) COMPRESSION DISC	162.60
JWC ENVIRONMENTAL	4) COMPRESSION DISC	6.21
ACE HARDWARE	2 CHAMPION SPARK PLUGS	5.98
ARGUS-HAZCO	3 SENSORS/SHIPPING	131.00
ARGUS-HAZCO	3 SENSORS/SHIPPING	131.00
ARGUS-HAZCO	3 SENSORS/SHIPPING	210.00
ARGUS-HAZCO	3 SENSORS/SHIPPING	7.48
BANK OF AMERICA	SWITCH/TIRES/HALOGEN BEAMS	15.49
BANK OF AMERICA	SWITCH/TIRES/HALOGEN BEAMS	28.98
BANK OF AMERICA	PLASTIC BAGS/HOSE/GLITTER/BATTERY	63.00
INTERSTATE BATTERIES OF	2 DEEP CYCLE BATTERIES	277.90
RS TECHNICAL SERVICES, INC.	2 DIAPHRAGM KITS	138.30
RS TECHNICAL SERVICES, INC.	2 DIAPHRAGM KITS	331.78
TCF AEROVENT COMPANY	AEROVENT SHUTTER	513.00

TCF AEROVENT COMPANY	AEROVENT SHUTTER	145.00
BARNHART & SON, INC.	SNOW REMOVAL	5,949.33
MAID BRIGADE OF LANSING	CLEANING SERVICES/POTW	130.00
MAID BRIGADE OF LANSING	CLEANING SERVICES/MAINTENANCE	130.00
SIEMENS BUILDING TECHNOLOGIES	BOILER PARTS & LABOR	2,751.44
BANK OF AMERICA	SWITCH/TIRES/HALOGEN BEAMS	16.26
BANK OF AMERICA	SWITCH/TIRES/HALOGEN BEAMS	16.89
BANK OF AMERICA	SWITCH/TIRES/HALOGEN BEAMS	(15.38)
SHAHEEN CHEVROLET, INC.	REPAIR ABS & REAR BRAKES/TAHOE	836.01
ABSOPURE WATER COMPANY	DRINKING WATER	29.75
BANK OF AMERICA	PLASTIC BAGS/HOSE/GLITTER/BATTERY	7.18
BANK OF AMERICA	PLASTIC BAGS/HOSE/GLITTER/BATTERY	11.97
CLINTON COUNTY	MARKETING CONCEPTS & LOGO/RRCC	350.00
BANK OF AMERICA	MEMBERSHIPS/HEX BUSHING/CELL	87.00
BANK OF AMERICA	MEMBERSHIPS/HEX BUSHING/CELL	87.00
BANK OF AMERICA	SEMINAR/MONTHLY SUBSCRIPTION	49.95
SANDRA K DIORKA	FALL SEMESTER AT WMU	1,000.00
TELEDYNE ISCO, INC.	(2) FLOW METER/FLOW MONITORING	9,118.00
TELEDYNE ISCO, INC.	(2) FLOW METER/FLOW MONITORING	70.00
RS TECHNICAL SERVICES, INC.	SCADA SYSTEM UPGRADE	13,754.00

Total for Dept 558.00 DEPT OF PUBLIC SERVICE: 55,772.58

Dept 578.01 CAPITAL IMPR-TREATMENT PLANT

C2AE	PROFESSIONAL SERVICES/CEDAR	2,163.73
C2AE	WASTEWATER LIFT STATION ASSESS	40,200.00
IRISH CONSTRUCTION COMPANY	DIGESTER PROJECT PAYMENT 15	160,347.00
RS TECHNICAL SERVICES, INC.	VIDEO SURVEILLANCE SYSTEM/POTW	8,512.80
D. O. C. CONTRACTING, INC.	WEST TOWN DRAIN SANITARY SEWER	43,213.60

Total for Dept 578.01 CAPITAL IMPR-TREATMENT PLANT: 254,437.13

Total for Fund 590 SEWAGE DISPOSAL SYSTEM: 319,072.45

Fund 703 CURRENT TAX ACCOUNT

Dept 000.00

AMERIHOM MORTGAGE CORP	TAX OVRPMT PARCEL #07-476-023	4,586.65
SUMMIT COMMUNITY BANK	TAX OVRPMT PARCEL#-11-378-021	64.81
LAND AMERICA TAX & FLOOD SER	TAX OVERPMT PARCEL#-15-452-018	35.07
LAND AMERICA TAX & FLOOD SER	TAX OVRPMT PARCEL #15-277-011	2,038.33
LAND AMERICA TAX & FLOOD SER	TAX OVERPMT PARCEL #11-278-004	99.23
FIFTH THIRD BANK	TAX OVRPMT PARCEL #17-128-001	481.78
FIFTH THIRD BANK	TAX OVRPMT PARCEL #17-256-008	3,965.19
FIRST AMERICAN R/E TAX SERVICE	TAX OVRPMT PARCEL #13-328-009	100.00
FIRST AMERICAN R/E TAX SERVICE	TAX OVRPMT PARCEL #15-377-010	3,185.89
FIRST AMERICAN R/E TAX SERVICE	TAX OVRPMT PARCEL #21-354-005	2,811.29

FIRST AMERICAN R/E TAX SERVICE	TAX OVRPMT PARCEL #21-354-009	1,442.07
FIRST AMERICAN R/E TAX SERVICE	TAX OVRPMT PARCEL #21-356-005	1,466.55
FIRST AMERICAN R/E TAX SERVICE	TAX OVRPMT PARCEL #22-380-008	3,971.78
FIRST AMERICAN R/E TAX SERVICE	TAX OVRPMT PARCEL #28-300-036	122.13
FIRST AMERICAN R/E TAX SERVICE	TAX OVRPMT PARCEL #22-426-008	2,496.40
COUNTRYWIDE TAX SERVICE	TAX OVRPMT PARCEL #17-402-002	<u>21.74</u>

Total for Dept 000.00 : 26,888.91

Total for Fund 703 CURRENT TAX ACCOUNT: 26,888.91

Fund 765 FALK CEMETERY TRUST  
Dept 000.00  
SMITH FLORAL & GREENHOUSES

WREATH & GRAVE BLANKETS/FALK	<u>179.00</u>
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Total for Dept 000.00 : 179.00

Total for Fund 765 FALK CEMETERY TRUST: 179.00

Total - All Funds 1,656,146.85

**DELHI CHARTER TOWNSHIP  
FUND TRANSFERS AND PAYROLL APPROVAL  
For Payroll Dated December 23, 2008**

**I. Certification of Preparation and Distribution**

The attached check and payroll registers encompass check numbers: 71484 through 71551 & direct deposits numbers: DD6976 through DD7036. The payroll was prepared in accordance with established payroll rates and procedures.

\_\_\_\_\_  
Lora Behnke, Accounting Clerk

The Treasurer's and Clerk's signatures were affixed to the payroll checks using the check signing machine.

\_\_\_\_\_  
Joyce Goulet, Accounts Payable Coordinator

The attached Check and Payroll Registers were reviewed. The payroll checks were distributed in accordance with established procedures.

Dated: December 23, 2008

\_\_\_\_\_  
Marian Frane, CPA, Director of Accounting

**II. Payroll Report**

The December 23, 2008 payroll encompasses the following funds and expenditures:

	Gross	Payroll	Net
	Payroll	Deductions	Pay
General Fund	\$82,910.48	\$24,419.49	\$58,490.99
Parks & Recreation Fund	10,614.50	3,013.27	\$7,601.23
DDA	5,708.36	2,457.08	\$3,251.28
Comm. Development Fund	15,561.06	4,415.78	\$11,145.28
Trust & Agency Fund	695.33	0.00	\$695.33
Subtotal-Common Savings	115,489.73	34,305.62	81,184.11
Sewer Fund/Receiving	36,632.22	10,884.58	\$25,747.64
Total Payroll	\$152,121.95	\$45,190.20	\$106,931.75
	<b>Township</b>	<b>Township</b>	<b>Total Deductions</b>
	<b>FICA</b>	<b>Pension Plan</b>	<b>&amp; TWP Liabilities</b>
General Fund	\$5,764.09	\$6,113.96	\$36,297.54
Parks & Recreation Fund	801.65	591.72	4,406.64
DDA	367.35	476.00	3,300.43
Comm. Development Fund	1,147.99	1,256.35	6,820.12
Sewer Fund/Receiving	2,578.12	3,152.64	16,615.34
Total Payroll	\$10,659.20	\$11,590.67	\$67,440.07

\_\_\_\_\_  
Marian Frane, CPA, Director of Accounting

**III. FUND TRANSFERS**

Transfers covering the foregoing payroll were made on December 23, 2008 and identified as follows:

12/23 Net Pay Disbursement in Common Savings (\$81,184.11) 12/23 Net Pay Disbursement in Sewer Receiving (\$25,747.64)

12/23 Pay Deducts from Sewer Receiving to Common Savings (\$16,615.34)

\_\_\_\_\_  
Harry R. Ammon, Treasurer

**IV. Board Audit and Approval:**

At a regular meeting of the Township Board held on January 20, 2009, a motion was made by \_\_\_\_\_ and passed by \_\_\_\_\_ yes votes and \_\_\_\_\_ no votes(\_\_\_\_\_ absent) that the payroll dated December 23, 2008 was reviewed, audited, and approved.

Attachment to Payroll Register

cc: Ammon(1)Vander Ploeg(1)

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

12/29/2008

Excel U:/accounting private/2004 payroll/PAYROLL APPROVAL.xls

**DELHI CHARTER TOWNSHIP  
FUND TRANSFERS AND PAYROLL APPROVAL  
For Payroll Dated January 8, 2009**

**I. Certification of Preparation and Distribution**

The attached check and payroll registers encompass check numbers: 71557 through 71607 & direct deposits numbers: DD7037 through DD7092. The payroll was prepared in accordance with established payroll rates and procedures.

\_\_\_\_\_  
Lora Behnke, Accounting Clerk

The Treasurer's and Clerk's signatures were affixed to the payroll checks using the check signing machine.

\_\_\_\_\_  
Joyce Goulet, Accounts Payable Coordinator

The attached Check and Payroll Registers were reviewed. The payroll checks were distributed in accordance with established procedures.

Dated: January 8, 2009

\_\_\_\_\_  
Marian Frane, CPA, Director of Accounting

**II. Payroll Report**

The January 8, 2009 payroll encompasses the following funds and expenditures:

	<b>Gross Payroll</b>	<b>Payroll Deductions</b>	<b>Net Pay</b>
General Fund	\$93,672.00	\$28,239.33	\$65,432.67
Parks & Recreation Fund	10,033.53	2,998.03	\$7,035.50
DDA	6,302.08	2,609.29	\$3,692.79
Comm. Development Fund	15,007.34	4,366.77	\$10,640.57
Subtotal-Common Savings	125,014.95	38,213.42	<b>86,801.53</b>
Sewer Fund/Receiving	39,188.36	11,310.77	\$27,877.59
<b>Total Payroll</b>	<b>\$164,203.31</b>	<b>\$49,524.19</b>	<b>\$114,679.12</b>
	<b>Township FICA</b>	<b>Township Pension Plan &amp; HAS</b>	<b>Total Deductions &amp; TWP Liabilities</b>
General Fund	\$6,826.33	\$23,301.06	\$58,366.72
Parks & Recreation Fund	750.31	3,394.08	7,142.42
DDA	396.87	778.69	3,784.85
Comm. Development Fund	1,113.39	5,355.97	10,836.13
Sewer Fund/Receiving	2,790.86	14,456.02	28,557.65
<b>Total Payroll</b>	<b>\$11,877.76</b>	<b>\$47,285.82</b>	<b>\$108,687.77</b>

\_\_\_\_\_  
Marian Frane, CPA, Director of Accounting

**III. FUND TRANSFERS**

Transfers covering the foregoing payroll were made on January 8, 2009 and identified as follows:

1/08 Net Pay Disbursement In Common Savings (\$86,801.53) 1/08 Net Pay Disbursement in Sewer Receiving (\$27,877.59)

1/08 Pay Deducts from Sewer Receiving to Common Savings (\$28,557.65)

\_\_\_\_\_  
Harry R. Ammon, Treasurer

**IV. Board Audit and Approval:**

At a regular meeting of the Township Board held on January 20, 2009, a motion was made by \_\_\_\_\_ and passed by \_\_\_\_\_ yes votes and \_\_\_\_\_ no votes( \_\_\_\_\_ absent) that the payroll dated January 8, 2009 was reviewed, audited, and approved.

Attachment to Payroll Register  
cc: Ammon(1)Vander Ploeg(1)

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

## DELHI CHARTER TOWNSHIP

**MEMORANDUM**

**TO:** Delhi Township Board Members

**FROM:** Stuart Goodrich, Township Supervisor

**DATE:** January 12, 2009

**RE:** Recommendation for Appointment to the Delhi Charter Township Board of Review

---

Board of Review member John Craig's term expired on January 1, 2009. Due to his conflicting schedule he asked to be appointed only as an alternate to the Board of Review thereby vacating his full Board of Review position. Jane Wallin has expressed interest in serving on the Board of Review and has lived in the Township for forty years. Therefore, I am recommending the Board appoint Jane Wallin to the Board of Review for the two-year term beginning January 1, 2009 and expiring January 1, 2011, effective January 20, 2009.

**RECOMMENDED MOTION:**

**To appoint Jane Wallin to the Delhi Charter Township Board of Review, for the two-year term beginning January 1, 2009 and expiring January 1, 2011, effective January 20, 2009.**

**Delhi Charter Township**  
2074 Aurelius Road  
Holt, Michigan 48842  
Phone: (517) 694-2137 Fax: (517) 699-3847

**APPLICATION FOR TOWNSHIP BOARDS AND COMMISSIONS**

Position applied for (Name of Board or Commission) Board of Review

Applicant's Name Jane R. Wallin E-mail jrwallin@sbcglobal.net

Address 2280 Thornwood Dr, Holt, MI 48842 Tel. (Res.) 699-2983 (Bus.) ---

Place of Employment State of Michigan Occupation Retired Accountant

Length of residence in Township 40 years Do you own property within the Township? Yes

Please name any boards and/or commissions you have served on, or are serving, when & where:  
(Use extra page, if necessary) Delhi Township Park Commission, 1988 to present, Secretary

State Employee Retirees Association - Board of Directors, 2000 to present, and past Treasurer,  
Lansing area

Association of Government Accountants - past Secretary and past Treasurer. Lansing area

Michigan Association of Governmental Employees, OPEIU, Local 2002 - Treasurer 1987 - 2007,  
Director 1986, Lansing area

Please list an community activities you may have been involved with, and positions held: (if any)

former Holt Senior Citizens Club - Treasurer

served on two ad hoc Township committees - member

Why are you interested in serving on this Board/Commission?

I have the time, and I am interested in Delhi Township prospering. The assessment and review  
process interests me.

Comments:

*Note: Applicant must be a registered voter in Delhi Charter Township.*

Jane R. Wallin  
Signature

January 5, 2009  
Date

## DELHI CHARTER TOWNSHIP

**MEMORANDUM**

**TO:** Delhi Township Board Members

**FROM:** Stuart Goodrich, Township Supervisor

**DATE:** January 15, 2009

**RE:** Recommendation for Appointment to the Delhi Downtown Development Authority Board and the Brownfield Redevelopment Authority

---

DDA Board member Ted Darbor has resigned from the DDA Board and the Brownfield Redevelopment Authority due to conflicts in his schedule. His term does not expire until July 21, 2010. Because the Brownfield Redevelopment Authority by-laws state that the Authority shall consist of the members of the Delhi Charter Township Downtown Development Authority Board, his term on the Brownfield Redevelopment Authority also expires on July 21, 2010.

Delhi Township resident Rodger Enos has expressed an interest in serving on the DDA Board and the Brownfield Redevelopment Authority, therefore, I recommend appointing him to fulfill the remainder of the term vacated by Ted Darbor.

**RECOMMENDED MOTION:**

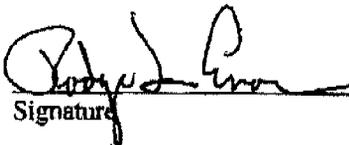
**To appoint Rodger Enos to the Delhi Township Downtown Development Authority Board and the Delhi Township Brownfield Redevelopment Authority, effective January 21, 2009; expiring July 21, 2010.**

**Delhi Charter Township**

2074 Aurelius Road

Holt, Michigan 48842

Phone: (517) 694-2137 Fax: (517) 699-3847

**APPLICATION FOR TOWNSHIP BOARDS AND COMMISSIONS**Position applied for (Name of Board or Commission) DDA.Applicant's Name RODGER L ENOSAddress 6016 HILLIARD RD Tel. (Res.) 517 394 7107 (Bus.) 517 694 0431  
LAUSINGPlace of Employment LUMBERTOWN HOLT Occupation MANAGERLength of residence in Township 1986 - 2003 Do you own property within the Township? NoPlease name any boards and/or commissions you have served on, or are serving, when & where:  
(Use extra page, if necessary)Please list any community activities you may have been involved with, and positions held: (if any)  
HDSBA; PRESIDENT 3 YEARS, CURRENTLY A DIRECTOR ON THE BOARD, MEMBER  
SOUTH LAUSING HOLT ROTARY, HOLT HIGH SCHOOL MENTORSHIP, HOLT CENTRAL  
HIGH SCHOOL MENTORSHIP, COMMUNITY VOLUNTEER, HOLT FEETWhy are you interested in serving on this Board and/or Commission? TO GIVE BACK TO DELHI  
THE BEST WAY I CAN. #1 I WOULD BRING A BUSINESS PERSPECTIVE, LARGE COMMITMENT,  
AND ENTHUSIASM TO THE BOARD. I WANT TO BE A PART OF MAKING OUR AREA  
GREAT HELPING WITH THE PROPER DEVELOPMENT AND GROWTH.Comments: I LIVED IN HOLT FOR 19 YEARS AND HAVE WORKED HERE FOR  
OVER 24 YEARS. NEVER HAVE I SEEN A COMMUNITY THAT IS SO  
WILLING TO GIVE WHATEVER IT'S WORTH. SPECIAL PLACE!**Note: Applicant must be a registered voter in Delhi Charter Township.**  
Signature1/12/09  
Date

## DELHI CHARTER TOWNSHIP

**MEMORANDUM**

**TO:** Delhi Township Board Members  
**FROM:** Stuart Goodrich, Township Supervisor  
**DATE:** January 12, 2009  
**RE:** Recommendation for Appointment to the Park Commission

---

Due to the resignation of Park Commissioner John Parker, a vacancy has occurred on the Park Commission. The four-year appointment term for this elected position does not expire until November 20, 2012. However, because there is a November General Election more than 182 days after the vacancy occurs the person we appoint to fill this vacancy will only serve until the November 2010 General Election at which time the voters will determine who will fill the remainder of the term.

Therefore, I would like to recommend the Board appoint John Mulvaney to the vacancy created by John Parker effective January 20, 2009 through November 20, 2010. Mr. Mulvaney previously served on the Park Commission and welcomes the opportunity to return. He also plans on running for the vacant Park Commission seat in the November election.

**RECOMMENDED MOTION:**

**To appoint John Mulvaney to the Delhi Township Park Commission, effective January 20, 2009 and expiring November 20, 2010 with the November General Election.**

## DELHI CHARTER TOWNSHIP

**MEMORANDUM**

**TO:** Delhi Township Board Members

**FROM:** John B. Elsinga, Township Manager

**DATE:** January 12, 2009

**RE:** Purchase of Self-Contained Breathing Apparatus with FEMA Grant Money

---

Enclosed for your review and approval is a request to purchase 24 Self-Contained Breathing Apparatus (SCBA) and accessories from Westshore Fire, Inc. in the amount of \$129,648.

The Delhi Township Fire Department recently received word that it was awarded a grant through the Federal Emergency Management Agency (FEMA) in the amount of \$129,769 of which Delhi Township is responsible for 10% of the total grant monies, or \$12,977, and FEMA contributes the remaining \$116,792. The last time we updated our SCBA equipment was in 2000 and federal requirements and technology have changed requiring us to update our equipment.

The Fire Department solicited bids for this equipment and Westshore Fire, Inc. provided the lowest bid of \$129,648. Funds for the Township's portion of this equipment is available in the Fire, Equipment, Training and Apparatus budget.

**Recommended Motion:**

**To approve the purchase of twenty-four (24) Self-Contained Breathing Apparatus and accessories from Westshore Fire, Inc. in the amount of \$129,648 of which \$116,792 will be from the Federal Emergency Management Agency (FEMA) grant monies awarded to the Township.**

# Delhi Township Fire Department

## Memo

To: John B. Elsinga, Township Manager

From: Richard Royston, Chief

Date: January 12, 2009

Re: Assistance to Firefighters Grant

I am delighted to inform you that Delhi Township Fire Department has again been the recipient of a grant from FEMA. We were notified of this grant approval a couple weeks ago. The total grant approval project is for purchase of new Self-Contained Breathing Apparatus (SCBA). Total project cost is \$129,769 with Delhi Township being responsible for a total of \$12,977 toward the purchase. Total federal share will be \$116,792.

Although it seems as though we just purchased SCBA units, the last purchase that we made was in 2000, and technology and requirements have changed since that time.

The project involves purchase of 24 new units, plus accessories. I have solicited two (2) bids for the purchase of these SCBA units. Low bidder is Westshore Services at a cost of \$129,648. The other bidder was Argus-Hazco at \$147,138.58.

I respectfully ask for approval from the Township Board of Trustees to move forward with this purchase of 24 SCBA units at a total cost of \$129,648. The FERT fund has available funds for the required \$12,977 match that is required.

I have attached both bids for your review, and will be present at the Township Public Safety meeting on Tuesday, 1/20/09 to answer any questions that may arise.

Thank you for your support.



6620 Lake Michigan Drive  
 P.O. Box 188  
 Allendale, MI 49401  
 (616)895-4347

WHERE SALES SERVICE COME TOGETHER

**West Shore Fire Inc.**  
 6620 Lake Michigan Dr.  
 PO Box 188  
 Allendale MI 49401  
 Phone: 616-895-4347  
 Watts: 800-632-6184  
 Fax: 616-895-7158

[www.westshorefire.com](http://www.westshorefire.com)

**Office of:**  
 Bruce Scheck  
 Sales Manager

Cell 269-207-1258

**QUOTATION**

[bscheck@westshorefire.com](mailto:bscheck@westshorefire.com)

\*\*\*\*\*

**Bill to** Chief Richard Royston  
**Address** Delhi Township Fire Department  
 2074 Aurelius Rd  
 Holt, MI 48842

**PO #**  
**Ship Via** Best Way  
**F.O.B.** + Freight  
**Taxable** No

**Shipping Address**

Date 1-5-09

Quote valid for 90 days

**Phone #** 517-694-3327  
**Fax #** 517-699-3879

County: Ingham

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
24	AP2140203200302 Scott Air-Pak 75 4500 PSI <b>***2007 NFPA Compliant***</b> RIC/UAC connection and Heads Up Display Standard Regulator w/Vibralert and CBRN Pak Alert SE+ Integrated Pass Devise <b>w/ PAK Tracker</b> Dual EBSS (Price above is the air frame <b>only</b> , less bottle and mask)	\$3,919.00	\$94,056.00
24	804722-01 45 Minute Carbon Cylinder 4500 PSI	\$828.00	\$19,872.00
24	804722-01 45 Minute Carbon Cylinder 4500 PSI (spare)	N/C	N/C
45	805773- AV3000 Face Piece	\$174.00	\$7,830.00
1	200266-02 Pak Tracker Receiver with	N/C	N/C
1	200433-01 Truck mount charger	N/C	N/C
1	200223-01 Scott RIT Pak II 5' RIC hose 6' EBSS hose	N/C	N/C
1	804370-02 Scott EZ Flo regulator w/QD	N/C	N/C
1	805773- AV3000 Face Piece	N/C	N/C
1	804723-01 60 Minute Carbon Cylinder 4500 PSI	N/C	N/C
			\$0.00
24	200260-01 EPIC Voice Amplifier	\$295.00	\$7,080.00
45	200264-01 EPIC Voice Amp Bracket for AV3000	\$18.00	\$810.00

Price includes fit testing, delivery and training

**FREIGHT** \$0.00  
**TOTAL QUOTE** \$129,648.00



Chesterfield Office  
 46400 Continental Drive  
 Chesterfield, Michigan 48047  
 Tel: 586.840.3200  
 Fax: 586.840.3201  
 Toll Free: 800.873.0456  
 www.argus-hazco.com

REGISTERED  
 ISO 9001:2000

January 12, 2009

Chief Richard Royston  
 Delhi Township Fire Department  
 2074 Aurelius Road  
 Holt, MI 48842-6320

Dear Chief Royston:

Thank you for your interest in our emergency and response products. We distribute a variety of the finest products available to meet the requirements of your application. It is my pleasure to submit the following price information for your consideration:

Delhi Township Fire Department  
 Bid Proposal

Bidder: Argus-Hazco

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
24	AP2140203200302 Scott Air-Pak 75 4500 PSI <b>***2007 NFPA Compliant***</b> RIC/UAC connection and Heads Up Display Standard Regulator w/Vibralert and CBRN Pak Alert SE+ Integrated Pass Devise <i>w/ PAK Tracker</i> Dual EBSS (Price above is the air frame only, less bottle and mask)	\$3,719.82	\$89,275.68
24	804722-01 45 Minute Carbon Cylinder 4500 PSI	\$810.05	\$19,441.20
24	804722-01 45 Minute Carbon Cylinder 4500 PSI ( <i>spare</i> )	\$810.05	\$19,441.20
45	805773- AV3000 Face Piece	\$166.20	\$7,479.00
1	200266-02 Pak Tracker Receiver with	\$813.96	\$813.96
1	200433-01 Truck mount charger	\$257.42	\$257.42
1	200223-01 Scott RIT Pak II 5' RIC hose 6' EBSS hose	\$1,289.05	\$1,289.05
1	804370-02 Scott EZ Flo regulator w/QD	\$544.10	\$544.10
1	805773- AV3000 Face Piece	\$166.20	\$166.20
1	804723-01 60 Minute Carbon Cylinder 4500 PSI	\$909.80	\$909.80



Offices in: Brookfield, WI    Elmhurst, IL    Chesterfield, MI    Byron Center, MI

(over)

24	200260-01 EPIC Voice Amplifier	\$281.18	\$6,748.32
45	200264-01 EPIC Voice Amp Bracket for AV3000	\$17.17	\$772.65
45	Fit testing	\$0.00	\$0.00
	Training	\$0.00	\$0.00
	FREIGHT	\$0.00	\$0.00
	TOTAL QUOTE		\$147,138.58

Terms of Sale: Net 30 days ARO  
 Freight Terms: Prepaid  
 Scott Product Delivery: 6-8 Weeks ARO  
 Expiration Date: 30 days

#### Argus Gold Service

In keeping with our goal of providing you with the lowest long-term cost of ownership of your new equipment, included in the price of each apparatus is the **Argus Gold Service** package, which includes:

**Start-up training** - Initial instruction regarding the proper use, care and maintenance of the new equipment will be provided. Training will also address some common mistakes and problems to avoid in the use of the apparatus, which will reduce unnecessary repair costs. Additional training may be scheduled at regular per-hour rate plus per-diem. *(valued at \$125 per hour)*

**Fit-Testing** - Conducted by one of our Fire Service or Technical Specialists, our fit-tests follow the Fire Act Grant mandated requirement for Quantitative fit-testing. Fit-testing will be conducted using the Portacount instrument, with computer generated records and wallet cards provided for accurate record keeping. One test per facepiece purchased with initial order. *(valued at \$75 per test)*

If you have any questions or if we may be of further assistance, contact us at (800) 873-0456.

Sincerely,

*Tom Mayne*

Tom Mayne  
 Fire Service Representative

TM/bs



Offices in: Brookfield, WI Elmhurst, IL Chesterfield, MI Grand Rapids, MI

## DELHI CHARTER TOWNSHIP

## MEMORANDUM

**TO:** Delhi Township Board Members  
**FROM:** John B. Elsinga, Township Manager  
**DATE:** January 16, 2009  
**RE:** Outdoor Warning Siren Upgrade

---

Enclosed for your review and approval is a proposal from West Shore Services, Inc. to upgrade nine (9) sirens and completely replace and relocate one (1) siren at an approximate cost of \$104,560. The only unknown in the estimated cost is for the relocation of the one siren to Veterans Memorial Gardens, which entails installing a new pole and wiring, estimated at \$5,000.

Our current siren system, installed in 1997, is shut off due to two recent false alarms. The upgraded system would use state of the art digital technology and be actively monitored and controlled (24/7) from both the 911 Dispatch Center and our fire station.

West Shore Services, Inc. is the local dealer for this equipment and has several installations in our region including MSU, City of Lansing, City of Grand Ledge and Delta Township. Funding is available from our Fire Equipment, Training and Apparatus Fund and I highly recommend approval for this upgrade.

**Recommended Motion:**

**To approve the upgrade of nine outdoor warning sirens and the relocation and replacement of one outdoor warning siren in the estimated amount of \$104,560 from West Shore Services, Inc.**

# Delhi Township Fire Department

## Memo

To: John Elsinga, Township Manager

From: Richard Royston, Chief

Date: January 12, 2009

Re: Outdoor Warning Siren Upgrade



As you are aware, the outdoor warning siren system has, on two occasions, activated accidentally, and has been turned off until a solution can be found. After review of the problem by a couple consultants and I, we believe that the best solution to the problem is upgrading the system to a digitally transmitted alarm system, which is monitored both at the fire station and at 911 dispatch center.

At the present time, there are ten (10) warning sirens in Delhi Township, one of which is an old, completely outdated siren behind the old township hall on Cedar Street. Updating the nine newer sirens can be done for \$7,190 per site. This entails installing new cabinets, antennas, digital equipment and removing old equipment. The site behind the old township hall leaves several options. It can either be removed, updated with all new equipment where it is, or moved to a new location and upgraded. Since this site is currently on private property and on a shorter pole, it would make sense that the relocation of this siren to a central point of the "downtown" seems logical. My thought is to move this siren to the southwest corner of Veterans Memorial Gardens (next to the power supply). In order to do this, I estimate that it would take an additional local labor/materials cost of \$5,000 plus the new siren head, and all digital equipment at a cost of \$19,900. This would add a "revolving head" siren to the center of the triangle area, which will make it more effective for the populated downtown and make it compatible with the other siren sites.

Since the original equipment was installed in 1997, many changes in technology have taken place. One major change that is available with this updated, digital system is the ability to monitor the sirens on a constant basis. With the primary control point being at 911 Dispatch Center, all that will be involved is an upgrade of the computer software at their system at a cost of \$1,850. A second control point at the fire station will involve installation of computer, software and encoder

which would cost an additional \$13,100. This second monitoring system is also recommended since it will give us the ability to monitor the system from the fire department. A second advantage is the ability to identify power outages immediately, since those will show up as a "red" siren on the system.

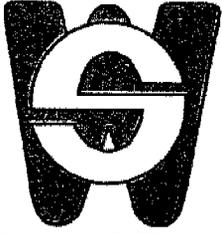
I have enclosed a copy of a memo from Jeff DuPelka of Westshore Services for this equipment and installation. It should be noted that this company is well-known throughout the country for installations of this type. We have committed to the Federal Signal brand in our initial installation, and Westshore is the dealer in Michigan and the Midwest.

A breakdown of the costs are as follows:

9 Existing Federal Model 2001 Sites – Upgrading to include new cabinets and digital equipment (9 sites X \$7,190 per site)	\$64,710
1 Existing Federal Model-5 Site (Old Township Hall) – Complete Replacement with Federal Model 2001 equipment	\$19,900
2 <sup>nd</sup> Control Station at Delhi Fire Department Software, Encoder and Computer Equipment	\$13,100
Software for 911 Dispatch Activation	\$ 1,850
Additional local costs for setting pole and wiring at Veterans Memorial Gardens	\$ 5,000
Total Proposed Cost:	\$104,560

There are funds available in the FERT fund, since the budgeted engine purchase is being delayed and will not take place this year.

Thank you for your support of this very important project.



# WEST SHORE SERVICES, INC

6620 LAKE MICHIGAN DR. • P.O. BOX 188 • ALLENDALE, MI 49401  
PHONE: 616.895.4347 • FAX: 616.895.7158

Est. 1971

December 15, 2008

Delhi Charter Township  
Attn: Chief Richard Royston  
2074 Aurelius Road  
Holt, MI 48842-6320

Dear Rick,

I appreciated the opportunity to discuss the upgrade of your existing outdoor warning system to include two-way digital status monitoring. As you know from our discussion, upgrading your system to digital two-way capability will provide the following benefits:

- New all-aluminum control cabinet.
- Digital Signaling, the most secure available.
- Two-way status monitoring. This will allow you to know the status of your system 24 hours a day, 7 days a week.
- Automatic notification for potential DC system failure, AC power failure, cabinet intrusion or lack of communication.

This system has many other features and benefits including record keeping, over the air programming, etc. just to name a few. Federal's digital two-way status monitoring is well tested. Many communities and organizations in the state of Michigan utilize this technology. Several close to you include Michigan State University, City of Durand, City of Lansing, Delta Township and the City of Grand Ledge.

The following is a scope of work along with pricing to complete this upgrade.

#### **Existing 2001 Sites**

Each existing 2001 site would receive an upgrade consisting of the installation of a new all-aluminum two-way digital control cabinet, antenna cable and antenna, including delivery, removal of existing equipment and installation of the new equipment to include programming and remote siren optimization. The cost to complete this work would be \$7,190.00 per site for a nine-site total of \$64,710.00.

#### **Existing Federal Model-5 Unit**

The existing Model-5 site would receive an upgrade consisting of the installation of a new all-aluminum two-way digital control cabinet, antenna cable and antenna, including delivery, removal of existing equipment and installation of the new equipment to include programming and remote siren optimization. The cost to complete this work would be \$5,210.00

#### **~ SPECIALIZED SERVICES OF ALL TYPES ~**

- MUSEUM SERVICES - Artifact Installation & Transportation • FEDERAL SIGNAL WARNING SYSTEMS - Sales - Installation - Service
- SPECIALTY RIGGING - Crane Service, Rigging Hi/Lows • CONSTRUCTION SERVICES - Truck, Crane - All Terrain, Boom Trucks

To: Delhi Charter Township  
December 15, 2008  
Page Two (2 of 2)

As you know, I recommend you consider replacing this unit with a new 2001 battery backed up unit to match the other sirens in your system.

The cost for us to furnish, deliver and install a new 2001 remote siren site, including two-way digital status monitoring, is \$19,900.00. This means you could get an entire new unit and receive an approximate 25% discount by not upgrading the old existing unit.

The reasons for these recommendations are the fact that the new unit covers a radius of 5200 feet; this greatly exceeds the 2000 foot coverage radius according to FEMA standards your current unit provides. The most important consideration is the existing unit is not battery backed up so in the event of a power failure the unit would be rendered inoperable. Also due to the age of the unit the siren could fail at any time simply due to its age.

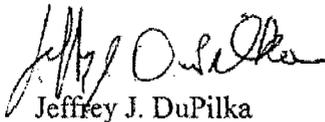
#### **Control Point**

The final item is the control point. It is my understanding that at least for now you intend to have the sirens monitored and activated from the City of Lansing's two-way digital system with the possibility of installing some DTMF backdoor tones to allow your system to be activated using the DTMF format from an existing encoder. Assuming that you use the City of Lansing's two-way digital system as the primary activation and monitoring point, the only additional cost would be \$1,850.00 for a software upgrade. This would be necessary since the City of Lansing software is only licensed for 25 remote siren sites. The next version of software will allow them to go up to 255 sites. I have enclosed a brochure on the Digital Commander Software, which explains some of the features and benefits I have outlined.

If you have any questions or need any additional information, please feel free to contact me personally. I can be reached at the office (616) 895-4347, ext 122 or my cell phone (616) 291-0769.

Thanks again for the opportunity to work on your outdoor warning needs. Best wishes to you and your family for the holidays.

Sincerely,



Jeffrey J. DuPilka  
President

JJD/wm



6620 LAKE MICHIGAN DR. • P.O. BOX 188 • ALLENDALE, MI 49401  
PHONE: 616.895.4347 • FAX: 616.895.7158

## Rick Royston - Control Point Equipment

**From:** "Jeff DuPilka" <jdupilka@westshorefire.com>  
**To:** "Rick Royston" <Rick.Royston@delhitownship.com>  
**Date:** 1/5/2009 6:14 PM  
**Subject:** Control Point Equipment

Hi Rick,

I enjoyed speaking with you this morning regarding your outdoor warning project. I am glad to hear that there is a chance this project will move ahead. This will summarize our discussion this morning as relates to a backup control and monitoring point at your fire station. If the funding is available, I strongly recommend you consider the addition of this equipment. Besides the value of having a backup control point to monitor and activate your system in the event the main control point fails, you also receive the added benefit of knowing the status of your own system on a 24 hour/7 day basis. Additionally, power outages at remote siren sites show up within 30 seconds so you are able to pinpoint how severe a power outage affecting your community can be within seconds of occurrence.

The following three components will be required:

- > SS2000D encoder/decoder including delivery, installation and training \$7,300.00.
- > ~~SECWARE-10~~ software including necessary computer equipment, system set up and training \$5,800.00

Note: If you purchase the county software upgrade to 255 sites as included in our original proposal, I believe federal will waive the additional software charge for your station control point. If it is possible for me to get the software charge waived, the savings will be approximately \$1,600.00.

If you have any questions on our discussion, please feel free to contact me personally at any time. Thanks again for the opportunity to work on your warning needs.

Sincerely,  
Jeff

Jeffrey J. DuPilka  
President

West Shore Services, Inc./West Shore Fire, Inc.  
6620 Lake Michigan Drive  
Allendale, MI 49401

(616) 895-4347, ext 112  
(616) 291-0709 cell  
www.westshoraservices.com

\$7300  
+ 5800  
-----  
13,100

Control Equipment  
at Fire Station

## DELHI CHARTER TOWNSHIP

## MEMORANDUM

**TO:** Delhi Township Board Members  
**FROM:** John B. Elsinga, Township Manager  
**DATE:** January 13, 2009  
**RE:** Proposed Increase in Ambulance Rates

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Enclosed for your review and consideration is the Delhi Township Fire Department Proposed Rate Schedule which includes increasing the fees associated with ambulance calls.

The Fire Department is continuously monitoring our rate schedule to ensure we are charging fees that help meet our cost of providing service, are competitive with other municipalities and are acceptable to the various insurance carriers. To that end, staff has discovered that our fee for providing Advanced Life Support 2 (ALS2) should be raised an additional \$100 and that our mileage rate for all ambulance calls and standard non-emergency transports should also be increased from \$8 to \$10 per mile in order to meet these standards. The remaining rates on the Rate Schedule will remain the same.

Therefore, I recommend the Board approve the Delhi Township Fire Department Rate Schedule as presented.

**Recommended Motion:**

**To approve the Delhi Township Fire Department Rate Schedule effective January 21, 2009.**

# Delhi Township Fire Department

## Memo

To: John Elsinga, Township Manager

From: Richard Royston, Chief

Date: January 5, 2009

Re: Increase in Ambulance Rates

As you are aware, we continually review our EMS rates to make sure that they are both competitive with other rates in the area and are acceptable by BCBS and Medicare.

After examining current rate structures, they have found that we fall short in the reimbursement fee for our ALS 2 transports by \$100.07. Also, a mileage increase has gone into effect which has been raised to \$10.00 per mile.

We are suggesting that, due to a cost increase to us for reimbursable items such as defibrillator pads, intubation equipment, etc., we raise the cost of ALS 2 calls to \$700.00 and ALS transports to \$10.00 per mile, effective immediately.

Following is a breakdown of current versus proposed costs:

	<u>Current</u>	<u>Proposed</u>
BLS Calls	\$600 / \$8 mile	\$600/ \$10 mile
ALS Calls	\$600 / \$8 mile	\$600/ \$10 mile
ALS 2 Calls	\$600 / \$8 mile	\$700/ \$10 mile
Scheduled Transport	\$250 / \$8 mile	
\$250/ \$10 mile		

(ALS = IV Therapy only / ALS 2 = monitoring, drugs, etc.)

Thank you for your support in this matter.

Delhi Township Fire Department  
Proposed Rate Schedule

**EMS Rates:**

	<b><u>Current</u></b>	<b><u>Proposed</u></b>
Ambulance Calls -	BLS - \$600 + \$8/mile ALS - \$600 + \$8/mile ALS2 - \$600 + \$8/mile (ALS - IV Therapy only / ALS2 - monitoring/drugs, etc.)	\$600 + \$10 per mile \$600 + \$10 per mile \$700 + \$10 per mile
Scheduled Non-emergency transports	\$250.00 + \$8 per mile	\$250 + \$10 per mile
Patient Assessment - No Transport	\$100	
Diabetic Assessment - No Transport	\$125	

**Fire Rates:**

Hourly apparatus rates -- (Minimum of one hour)

	<b><u>Current</u></b>
Ladder Truck / Quint	\$225.00
Rescue	\$200.00
Engine	\$175.00
Tanker	\$150.00
Grass Fire Unit / Squad	\$75.00
Command Car	\$35.00

False Alarm: 2 false alarms per year will be answered without charge. After the 2<sup>nd</sup> false alarm in any given year there will be a charge amounting to the total apparatus and personnel cost.

Illegal Burning: Charge amounting to the total of apparatus and personnel cost.

Hourly Personnel rates -- (Minimum of one hour)

Personnel will be billed at the "loaded rate" which includes all fringe benefits.

Administration Fee: will be assessed equal to the cost of personnel for all calls.

**Other Charges:**

Burning Permit for Brush	<b><u>Current</u></b>
Residential	\$15 for 2 days
Commercial	\$100 per day

Commercial permit is for any land clearing operation as a result of development or any request for open burning on a non-residential property.

Recreational Burning:	FREE
Plan Review and Inspections	\$100/hr
Copies of reports:	\$2.00

***SUPPORTING CALCULATIONS FOR APPARATUS COSTS:***

**Ladder Truck / Quint**

Original Cost = \$635,000  
Useful Life to Delhi = 15 years  
Responses in 2005 = 207

$635,000 / 15 \text{ yr} = \$42,333 \text{ per year}$        $42,333 / 207 \text{ calls} = \$204 \text{ per call}$

---

**Engine**

Original Cost = \$206,000  
Useful Life to Delhi = 20 years  
Responses in 2005 = 65

$206,000 / 20 \text{ yr} = \$10,300 \text{ per year}$        $10,300 / 65 \text{ calls} = \$158 \text{ per call}$

---

**Rescue**

Original Cost = \$287,000  
Useful Life to Delhi = 15 years  
Responses in 2005 = 103

$287,000 / 15 \text{ yr} = \$19,133 \text{ per year}$        $19,133 / 103 \text{ calls} = \$185 \text{ per call}$

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**Tanker**

Original Cost = \$114,000  
Useful Life to Delhi = 20 years  
Responses in 2005 = 40

$114,000 / 20 \text{ yr} = \$5,700 \text{ per year}$        $5,700 / 40 \text{ calls} = \$142.50 \text{ per call}$

---

**Grass Fire / Squad**

Original Cost = \$54,000  
Useful Life to Delhi = 15 years  
Responses in 2005 = 50

$54,000 / 15 = \$3,600 \text{ per year}$        $3,600 / 50 \text{ calls} = \$72 \text{ per call}$

---

**Car**

Original Cost = \$30,000  
Useful Life to Delhi = 7 years  
Responses in 2005 = 140

$30,000 / 7 = \$4,285 \text{ per year}$        $4,285 / 140 = \$30 \text{ per call}$

- Norlight Telecommunications, Inc. has renewed their METRO Act Unilateral Telecommunications Permit with the Township which allows them to use the Township's right-of-ways for their facilities to provide telecommunication services and signals.
- A permit was also approved by the Township for MCImetro Access Transmission Services, LLC (Verizon Business). The Township had previously issued a permit to Brooks Fiber Communications of Michigan, Inc. This company has since been bought by Verizon Business.

The term of both of these permits is December 29, 2008 to December 29, 2013.

## DELHI CHARTER TOWNSHIP

**M E M O R A N D U M**

**TO:** Delhi Township Board Members

**FROM:** John B. Elsinga, Township Manager

**DATE:** January 13, 2009

**RE:** Agreement for Fire Services between Delhi Charter Township and  
Alaiedon Township

---

Enclosed for the Township Board's review and approval is the renewal for the "Agreement for Fire Services Between Delhi Charter Township and Alaiedon Township," effective January 1, 2009 through December 31, 2009.

The standby and administrative fees have been updated to reflect the current replacement value of Delhi Township's fire apparatus, along with the 15-year depreciation value, and the percentage of total run volumes of both Delhi and Alaiedon Township.

The compensation we receive from the fire run charge has also been updated and increased by \$100. Therefore, all fire and rescue calls will be charged \$600/call along with \$400/hour for each hour after the initial hour. Cancelled calls, and inspection and site plan review charges will remain at cost plus 15%.

The Fire Chief, Supervisor and myself met with the Supervisor and Clerk of Alaiedon Township in December and concurred with the stipulations of this Agreement and the Alaiedon Township Board approved it at their January 12, 2009 meeting.

**RECOMMENDED MOTION:**

**To approve the Agreement for Fire Services between Delhi Charter Township and Alaiedon Township, effective January 1, 2009 through December 31, 2009.**

# Delhi Township Fire Department

## **Memo**

To: John B. Elsinga, Township Manager

From: Richard Royston, Chief

Date: January 13, 2009

Re: Alaiedon Township Contract

As you may recall, I went to the meeting of the Alaiedon Township Board on Monday, January 12, 2009 for the purpose of presenting the proposed Alaiedon/Delhi Township Fire Protection Contract for 2009.

The contract was presented to them as proposed, and the Alaiedon Township Board voted unanimously to approve the contract for 2009.

As a result, I am also recommending to the Delhi Township Board to approve the Alaiedon/Delhi Township Fire Protection Contract for 2009.

Thank you for your support in this matter.

**AGREEMENT FOR FIRE SERVICES BETWEEN  
DELHI CHARTER TOWNSHIP AND ALAIEDON TOWNSHIP**

THIS AGREEMENT, made and entered into as of the \_\_\_\_\_ day of \_\_\_\_\_, by and between the Charter Township of Delhi, whose address is 2074 Aurelius Road, Holt, Michigan 48842 (hereinafter referred to as "Delhi") and Alaiedon Township, whose address is 2021 W. Holt Road, Mason, Michigan 48854 (hereinafter referred to as "Alaiedon").

WITNESSETH:

WHEREAS, pursuant to PA 1951 No.33, MCL 41.801; MSA 5.2640(1), the parties have agreed that Delhi shall provide, and Alaiedon shall receive, fire protection services; and

WHEREAS, the parties desire to set forth in this Agreement the terms under which such services will be rendered;

NOW THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

1. ***Fire Protection and Rescue Service.*** Delhi will furnish to Alaiedon, upon the request of its residents or its officers, fire protection and rescue services for the protection of persons and property, within Alaiedon Township, Ingham County, Michigan. Delhi will make available for such purpose all equipment and personnel available at said time, consistent with prudent reserves for fire protection and rescue needs elsewhere. Equipment utilization and staffing shall be within the sole discretion of authorized Delhi Charter Township officers.

2. ***Compensation.*** Compensation to Delhi for each category of service shall be paid by Alaiedon as follows:

A. ***Standby and Administrative Fee.*** A standby and administrative fee shall be paid by Alaiedon to Delhi during the term of this Agreement in the amount of Thirty Thousand Eight Hundred Seventy Eight and 60/100 Dollars (\$30,878.60) (Exhibit A). Payment shall be made in equal monthly installments of Two Thousand Five Hundred Seventy Three and 22/100 Dollars (\$2,573.22), commencing on the first day of January, 2009 and continuing on the first day of each month thereafter until this Agreement shall expire.

1. **Standby Fee Formula.**  $SV \div D = A \times V = \text{Standby Fee}$ .  
Where SV = the current rolling stock replacement value:  
D = Annual depreciation over 15 years  
A = Annual depreciation amount  
V = Alaiedon Township percent of total run volume (Delhi + Alaiedon) average over the immediately preceding three (3) years.

Therefore, the standby fee set forth above is calculated:  $\$2,406,000 \div 15 = \$160,400 \times 16.74\% = \text{the standby fee of } \$26,850.96$ .

2. **Administrative Fee** =  $\$26,850.96 \times 15\% = \text{total administrative fee of } \$4,027.64$ .

Total Standby and Administrative Fee:  $\$26,850.96 + \$4,027.64 = \$30,878.60$ .

**B. Fire Run Charge.**

1. **All Fire and Rescue Calls:** \$600 per call
2. **All Additional Hours after the 1<sup>st</sup> hour:** \$400 per hour for each hour after the initial hour. Hours will be measured from time of alarm until all units and personnel have completed all tasks associated with the call. Additional hours shall be measured in quarter hour increments.
3. **Cancelled Calls:** Services wherein calls are cancelled before any units leave the station will be charged at the rate of actual cost plus fifteen percent (15%).
4. **Mutual Aid Requests to Meridian Township:** Due to response times in certain areas of Alaiedon Township, mutual aid may be requested from time to time from Meridian Township Fire Department. These requests will be made only when, in the judgement of the Delhi Township Fire Department officer in charge, there is an immediate threat to life and/or property. In these limited situations Meridian Township will charge Delhi Township for this mutual aid, and it is hereby agreed that Alaiedon Township will reimburse Delhi Township for the cost of this mutual aid assistance.

- C. **Inspection and Site Plan Review.** Services for inspection and site plan review will be charged at the rate of actual cost plus fifteen percent (15%).

Payment for fire services rendered pursuant to subparagraphs B and C above shall be made within sixty (60) days of billing.

3. **Liaison Committee.** Each party shall select two (2) representatives to serve as members of the Delhi-Alaiedon Fire Services Liaison Committee, with the Delhi Charter Township Fire Chief sitting ex officio. The Committee shall meet as its members shall deem necessary, but not less frequently than annually, to review issues arising out of the fire protection services provided in accordance with this Agreement, and shall, if necessary, make recommendations to and advise the respective Township Boards regarding such issues.

4. **Ordinance Compatibility.** Alaiedon agrees to adopt the 2006 Edition of the International Fire Code during the term of this Agreement in order that inspection and enforcement activities carried out by Delhi Charter Township within Alaiedon shall be compatible and shall authorize such activities by Delhi Charter Township personnel within Alaiedon Township. Alaiedon further agrees to adopt an Ordinance requiring installation of a "Knox" key box on all commercial properties and shall require all commercial and multi-family residential site plans submitted hereafter to be forwarded to the Delhi Charter Township for its review. It is understood, however, that such site plan review shall be limited to matters pertaining to fire safety and International Fire Code compliance.

5. **Permits.** Persons seeking permits for various burning activities within Alaiedon Township shall apply for same at the Alaiedon Township Hall. Alaiedon shall forward a complete listing of active permits via facsimile or email daily to the Delhi Charter Township Fire Department for record keeping and advice, if necessary.

6. **Employee Protection.** Delhi shall maintain all required insurance coverage pertaining to its fire fighting personnel and equipment, which coverage shall be in the same amount and equally applicable to losses which may be incurred while providing fire fighting services to Alaiedon Township required herein.

7. **Non-Discrimination.** The parties agree that neither shall discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion,

national origin, age, sex, height, weight, or marital status. Breach of this covenant may be regarded as a material breach of this contract.

8. **Joint Draftsmanship.** This Agreement shall be construed as having been drafted jointly by the parties.

9. **Term.** This contract and the obligations hereunder shall commence at 12:01 a.m. January 1, 2009 and expire at midnight December 31, 2009. This Agreement may be renewed, extended, or modified upon the mutual consent of the parties.

The persons executing this Agreement on behalf of the respective Townships warrant that they have been authorized to do so on behalf of said Townships and to bind the Townships to the terms hereof.

IN WITNESS WHEREOF, the parties have set their hands and seals as of the date above first written.

**THE TOWNSHIP OF ALAIEDON**

By: \_\_\_\_\_  
**Steven Lott**  
Its: Supervisor

By: \_\_\_\_\_  
**David Leonard**  
Its: Clerk

*And.*

**THE CHARTER TOWNSHIP OF DELHI**

By: \_\_\_\_\_  
**Stuart Goodrich**  
Its: Supervisor

By: \_\_\_\_\_  
**Evan Hope**  
Its: Clerk

**EXHIBIT A**

AGREEMENT FOR FIRE SERVICES  
 BETWEEN  
 DELHI CHARTER TOWNSHIP AND ALAIEDON TOWNSHIP  
 December 31, 2008

Replacement value of Delhi Township's fire apparatus fleet for 2008:

<u>Year</u>	<u>Description</u>	<u>Replacement Value</u>
1994	1250 gpm Pierce Pumper	\$350,000
1995	Ford F-150 Pickup	\$ 35,000
1999	Freightliner / CSI Tanker	\$150,000
2000	Ford F-350 CAFS Grass Truck	\$ 70,000
2002	Chevy Tahoe Command Car	\$ 50,000
2003	Pierce – 75 foot Quint	\$725,000
2003	Ford Type III Ambulance	\$120,000
2004	Dodge Durango Command	\$ 32,000
2004	Dodge Durango FM Car	\$ 32,000
2006	Ford Expedition Chief Car	\$ 35,000
2006	Ford Type III Ambulance	\$120,000
2008	Ford Type III Ambulance	\$120,000
2008	Pierce Rescue/Pumper	\$567,000
	13 Total Units	\$ 2,406,000

Rolling stock of \$2,406,000 divided by 15 year depreciation = \$160,400

Run Volume: <u>Year</u>	<u>Delhi Twp.**</u>	<u>Alaiedon Twp.</u>	<u>Total Runs</u>
2005	452	85	452
2006	433	70	433
2007	478	74	478
Total	1,363	229	1,363
Average	454	76	454

\*\* Numbers include Alaiedon Township calls.

**V= 16.740% of total run volume**

## DELHI CHARTER TOWNSHIP

**MEMORANDUM**

**TO:** Delhi Township Board Members  
**FROM:** John B. Elsinga, Township Manager  
**DATE:** January 16, 2009  
**RE:** Sanitary Sewer Lateral Repair

---

Enclosed for your review and approval is a proposal from Young's Environmental Cleanup, Inc. in the amount of \$21,225 to grout fifteen (15) sewer service laterals. These laterals were installed by the Township in the 1980's while we installed an interceptor sewer to eliminate a lift station at Holt and Aurelius Roads.

Since the development in that area we have observed infiltration coming into our sewer system from fifteen (15) of these sewer service laterals.

C2AE solicited costs for trenchless T-liners in conjunction with the Sanitary Sewer Trenchless Rehabilitation Project but the cost was excessive (\$141,000). The option to open cut and install T-liners was also excessive at \$103,375. Therefore, their recommendation to have Young Environmental to grout these areas for \$21,225 is the most cost effective solution.

C2AE has significant experience with Young Environment Cleanup, Inc. with this type of work and highly recommends using their expertise in grouting to repair these 15 sewer service laterals. Therefore, I recommend the same.

**Recommended Motion:**

**To accept the proposal from Young's Environmental Cleanup, Inc. in the amount of \$21,255 to grout fifteen sewer service laterals.**

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**INTEROFFICE MEMORANDUM**

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**TO:** JOHN ELSINGA, TOWNSHIP MANAGER  
**FROM:** SANDRA DIORKA, DIRECTOR OF PUBLIC SERVICES  
**SUBJECT:** SANITARY SERVICE LATERAL REPAIR – BERRY FARMS  
**DATE:** NOVEMBER 21, 2008  
**COPY TO:** TERRY POWERS, FILE

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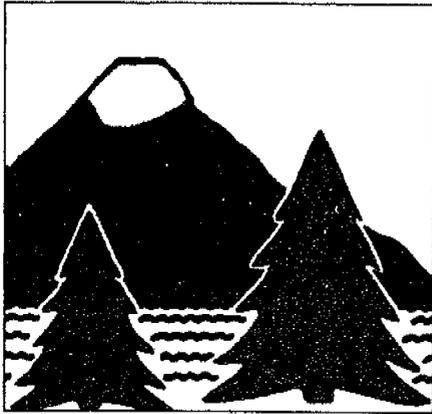
For the past several years, the Department of Public Services (DPS) and C2AE have been working together to evaluate the township sanitary sewer system. During routine vactor cleaning and televising, DPS staff discovered extensive inflow and infiltration at the sanitary sewer laterals in the Berry Farms subdivision. I requested C2AE to evaluate the repair options, request repair bids and submit their recommendation to me.

C2AE discovered that the laterals could be repaired with the following options:

Option	Description	Price
1	Install Trenchless T-Liners	\$141,000.00
2	Open cut and install T-Liners	\$103,375.00
3	Grout service laterals by means of confined space entry	\$ 21,225.00

These bids were received from Young's Environmental, the local installer of T-Liner products.

Based on C2AE's recommendation, I respectfully request that you recommend to the Board a motion to approve an expenditure of \$21,225.00 for Young's Environmental to grout the service laterals and the trunk sewer by means of confined space entry in the Berry Farms subdivision. Funds are available in the Sewer Rehab Construction Capital Improvement budget account number 590-578.01-976.310.



**YOUNG'S**  
**ENVIRONMENTAL**  
**CLEANUP, INC.**

November 24, 2008

Attn: Ms Sandra Diorka  
Delhi Charter Twp.  
1492 Aurelius Rd.  
Holt, MI 48842

RE: Calcium cleaning and grouting in  
Delhi Twp., MI

Proposal #117508-B

Ms. Diorka,

Young's Environmental Cleanup, Inc. (Young's) is pleased to present the Delhi Charter Twp. the following proposal for infrastructure rehabilitation services at a location in Delhi Twp, MI. Services as stated are in accordance with information provided by C2AE on October 21, 2008.

**Scope of Work**

Upon receipt of a written purchase order from Delhi Charter Twp., Young's will mobilize to fifteen (15) locations within the Berry Farms subdivision in order to perform calcium deposit removal and grouting of leaking connections. Calcium deposits removal and grouting will be completed manually by means of confined space entry. All confined space entry to be performed in accordance with all OSHA guidelines. Services include sewer by-pass and jetting of lines prior to grouting services. After calcium removal and grouting services are complete, a CCTV survey of all affected lines utilizing NASSCO PACP Coding will be performed and videos provided.

It is assumed that all locations will be accessible in order to allow the completion of all operations in one mobilization. Any downtime, delays or lost time due to conditions not caused by Young's or out of Young's control will result in additional charges at an agreed upon rate.

These services will be performed in accordance with the attached unit rate fee schedule (See chart on Page 3 of this Proposal/Agreement).

CORPORATE HEADQUARTERS  
G-5305 NORTH DORT HWY. • FLINT, MICHIGAN 48505 • (810) 789-7155 • FAX (810) 789-3606  
E-MAIL: [youngs@yecf.us](mailto:youngs@yecf.us) • WEBSITE: [www.youngsenvironmental.com](http://www.youngsenvironmental.com)  
24-HOUR EMERGENCY RESPONSE 1-800-496-8647  
FLINT • GRAND RAPIDS

Ms. Sandra Diorka  
Delhi Charter Twp.  
Page 2 of 4  
November 24, 2008  
Proposal # 117508-B

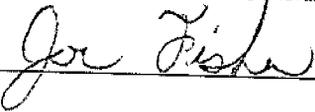
**Payment and Conditions**

By signing below you, the client, hereby acknowledge receipt of the attached Standard Conditions, which are hereby made an integral part of this Proposal/Agreement. Young's will conduct the work in accordance with the attached Standard Conditions. All work will be conducted under the direction of Delhi Charter Twp. or their representative. Payment in full is required within 30 days of completion date.

**Acceptance**

By your signature, you are entering into a contract with Young's Environmental Cleanup, Inc. which is subject to the attached Standard Conditions. Please sign below and return one (1) copy to our office indicating your acceptance. In addition, please contact me at (810) 789-7155 if you have any further questions or require additional information.

BY: YOUNG'S ENVIRONMENTAL CLEANUP, INC.

  
\_\_\_\_\_

ACCEPTED BY: DELHI CHARTER TOWNSHIP

\_\_\_\_\_



Project ID Location	Manhole Location	Proposed # of Calcium Cleaning/Grouting	Unit Pricing Per Phase					Extended Pricing Per Phase					Proposal		
			Phase 1		Phase 2			Phase 1						Phase 2	
			Lateral Locates	Main/Lateral Calcium Removal (Each)	Main/Lateral Connection Grouting	Cleanout Installation	T-Liner Installation (Each)	Extended Locate Cost	Extended Calcium Removal Cost	Extended Grouting Cost	Extended Cleanout Cost	Extended T-Liner Cost		Total Extended Cost	
Berry Farms	MH 70 - 72	6	\$0	\$540	\$625	\$0	\$0	\$0	\$0	\$0	\$3,240	\$3,750	\$0	\$0	\$6,990
Berry Farms	MH 72 - 73	5	\$0	\$540	\$625	\$0	\$0	\$0	\$0	\$0	\$2,700	\$3,125	\$0	\$0	\$5,825
Berry Farms	MH 76 - 77	3	\$0	\$540	\$625	\$0	\$0	\$0	\$0	\$0	\$1,620	\$1,875	\$0	\$0	\$3,495
Berry Farms	MH 77 - 78	1	\$0	\$540	\$625	\$0	\$0	\$0	\$0	\$0	\$540	\$625	\$0	\$0	\$1,165
	CCTV Survey	5				\$250							\$1,250		\$1,250
	Mobilization	1	\$0	\$1,000	\$1,000	\$500	\$0				\$1,000	\$1,000	\$500	\$0	\$2,500
Project Totals											\$9,100	\$10,375	\$1,750	\$0	\$21,225



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Lansing, MI 48906

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info@c2ae.com  
www.c2ae.com

November 20, 2008

Ms. Sandra Diorka  
Delhi Charter Township  
Department of Public Service  
1492 Aurelius Road  
Holt, MI 48842

Re: Sanitary Service Lateral Repair  
Berry Farms  
Delhi Charter Township

Dear Ms. Diorka:

C2AE contracted with Delhi Charter Township to provide engineering and construction services for the installation of six T-Liners along the 30-inch Berry Farms trunk sewer, as part of the 2008 Sanitary Sewer Trenchless Rehabilitation project. After notice to proceed on this contract, C2AE received the CCTV videos and CUES reports for the Berry Farms trunk sewer to review and analyze. From this engineering analysis, fifteen service lateral connections were identified as needing repaired.

Continuing with the township's preferred method of repair, fifteen T-Liners were included in the 2008 Sanitary Sewer Trenchless Rehabilitation project that bid on August 13, 2008. The resultant bid provided an inflated cost of \$141,000 to install the T-Liners and cleanouts on the fifteen identified service laterals. This cost was significantly marked-up from the budgetary quote provide to C2AE from Young's Environmental Cleanup, Inc., who is the local installer of the T-Liner product. Because of the excessive costs provided from the single bidder, the township with C2AE's recommendation rejected the bid amount and elected to separate the various segments of work into smaller contracts.

Because of the excessively high prices to install the T-Liners, C2AE began evaluating other potential solutions to repairing the service lateral connections. These potential solutions include performing an open-cut repair of the connection, contracting directly with Young's Environmental to install T-Liners or grout the connections to prevent further I/I into the trunk sewer. Open-cutting is an expensive construction option because of the necessary dewatering and asphalt restoration that would have to be performed, which was confirmed by Pat Gingrich of Barnhart & Sons. The second option is to contract directly with Young's Environmental to install T-Liners for an amount of \$103,375, per their proposal dated October 31, 2008. The third option is to grout the identified connections between to the service lateral and the trunk sewer by manual means through confined space entry, for an amount of \$21,225 per a proposal from Young's Environmental dated November 19, 2008.

The connection between the service laterals and the trunk sewer are not sealed effectively, but the connection is not structurally deteriorated. The repair to these connections needs to stop the continuous I/I into the trunk sewer, not provide a structural repair. Based on the repairs

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Ms. Sandra Diorka  
November 20, 2008  
Page 2

required, C2AE recommends contracting Young's Environmental to manually grout the identified repairs through confined space entry. C2AE has evaluated their proposal dated November 19, 2008 and agrees with the cost of \$21,225, which is broken down by task below.

<b>Item No.</b>	<b>Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Item Bid Price</b>
1	Calcium Removal	15	EA	\$540.00	\$8,100.00
2	Main/Lateral Connection Grouting	15	EA	\$625.00	\$9,375.00
3	CCTV Survey	5	EA	\$250.00	\$1,250.00
4	Mobilization	1	LS	\$2,500.00	\$2,500.00
<b>TOTAL BID AMOUNT</b>					<b>\$21,225.00</b>

If you have questions or concerns regarding this matter, please contact the undersigned at your onvenience.

Sincerely,

C2AE



Scott A. De Vries, P.E.  
Project Manager

## DELHI CHARTER TOWNSHIP

## MEMORANDUM

**TO:** Delhi Township Board Members

**FROM:** John B. Elsinga, Township Manager

**DATE:** January 14, 2009

**RE:** Award Bid for the Sanitary Sewer Trenchless Rehabilitation Program

---

In 2008, staff identified several areas of sanitary sewer lines and manholes in need of repair due to degradation from hydrogen sulfide. These needed repairs were brought to the Board's attention on several different occasions including during the 2009 budget process.

On Tuesday, December 16, 2008, the Township opened bids for our Sanitary Sewer Trenchless Rehabilitation Program which includes lining 810 feet of sanitary sewer lines on Holt Road, 350 feet of sanitary sewer lines at Eifert and McCue Road, 9 manholes along Holt Road and Eifert and McCue Roads, 1 manhole on the corner of Hamilton and Miles Road and 1 manhole near the corner of Sycamore and Burton Street.

Bids were received from three (3) companies with the lowest bid being received from Inland Waters Pollution Control in the amount of \$319,352. Our consultant, C2AE, recommends the Township proceed with the lowest bidder as they are a reputable company with the experience necessary to complete this program. Funds are available in our Sewer Rehab Capital Improvement Budget.

Therefore, I recommend the Board award the bid for the Sanitary Sewer Trenchless Rehabilitation Program to Inland Waters Pollution Control in the amount of \$319,352.

**Recommended Motion:**

**To award the bid for the Sanitary Sewer Trenchless Rehabilitation Program to Inland Waters Pollution Control in the amount of \$319,352.**

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**INTEROFFICE MEMORANDUM**

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**TO:** JOHN ELSINGA, TOWNSHIP MANAGER  
**FROM:** SANDRA DIORKA, DIRECTOR OF PUBLIC SERVICES  
**SUBJECT:** 2008 SANITARY SEWER TRENCHLESS REHABILITATION  
**DATE:** JANUARY 7, 2009  
**COPY TO:** TERRY POWERS, FILE

---

In May 2008, after identifying critical areas of the sanitary sewer severely degraded by hydrogen sulfide, Delhi contracted C2AE to prepare a bid proposal for the needed repairs. The trenchless sewer rehabilitation bid packets included:

- Cleaning, televising, and lining four (4) stretches of the southeast interceptor sewer pipe on Holt Road, approximately 810 feet (continuation of the 2003 repairs).
- Cleaning, televising, and lining two (2) stretches of the sanitary sewer west of Eifert Road at McCue Road, approximately 350 feet (continuation of the 2007 repairs).
- Installing nine (9) cured-in-place manhole liners along the stretches of sanitary sewer to be lined.
- Installing one (1) cured-in-place manhole liner on the corner of Hamilton Road and Miles Road
- Installing one (1) cured-in-place manhole liner near the corner of Sycamore and Burton

Bids were received from the following companies:

Company Name	Bid Price
Inland Waters Pollution Control	\$319,352.00
Liquiforce, Inc.	\$369,535.00
Utility Services Authority, LLC	\$423,000.00

Although the township has no previous relationship with the low bidder of this project, C2AE has reassured me that they are an established firm that is capable of completing the work to Delhi's satisfaction.

Therefore, I respectfully request that you recommend to the Board a motion to approve an expenditure of \$319,352.00 for Inland Waters Pollution Control for the above listed lining project to the township sanitary sewer system. Funds are available in the Sewer Rehab Capital Improvement budget account number 590-578.01-805.310.

**c2ae**

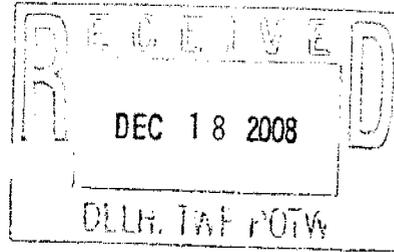


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December 17, 2008

Ms. Sandra Diorka  
Delhi Charter Township  
1492 Aurelius Road  
Holt, MI 48842

Re: 2008 Sanitary Sewer Trenchless Rehabilitation  
Delhi Charter Township, Ingham County, Michigan

Dear Ms. Diorka:

As you are aware, bids were received on Tuesday, December 16, 2008 for the 2008 Sanitary Sewer Trenchless Rehabilitation project. We have confirmed that the low bid was submitted by Inland Waters Pollution Control in the amount of \$319,352.00. A copy of the bid tabulation is enclosed for your use. The second low bid was submitted by Liquiforce, Inc. in the amount of \$369,535.00.

Inland Waters Pollution Control is an established firm with the experience required to complete the 2008 Sanitary Sewer Trenchless Rehabilitation project.

Based on the above, and on the basis of their low bid, we are recommending that the 2008 Sanitary Sewer Trenchless Rehabilitation project be awarded to Inland Waters Pollution Control.

In the interim, if you have questions/comments, or require additional information regarding the project, please contact our office. Thank you.

Sincerely,

C2AE

Scott A. De Vries, P.E.  
Project Manager

SAD/dav/08120

cc: Mr. John Elsinga, Township Manager  
File

Enclosure

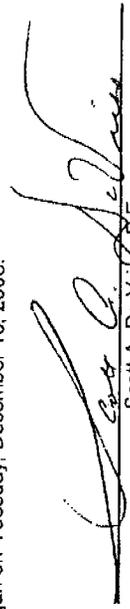
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**BID TABULATION FOR  
2008 SANITARY SEWER TRENCHLESS REHABILITATION  
DELHI CHARTER TOWNSHIP**

Item No.	Item Description	Quantity	Unit	Inland Waters Pollution Control Brownstown, MI		Liquiforce, Inc. Romulus, MI		Utility Services Authority, LLC Belleville, MI	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	Mobilization, Max. \$15,000.00	1	LS	\$10,000.00	\$10,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
2	Clean and Televise, 30 inch	810	Fl	\$4.00	\$3,240.00	\$1.00	\$810.00	\$45.00	\$36,450.00
3	Clean and Televise, 36 inch	350	Fl	\$5.00	\$1,750.00	\$1.00	\$350.00	\$45.00	\$15,750.00
4	Cured-In-Place Pipe Liner, 30 inch	810	Fl	\$140.00	\$113,400.00	\$180.00	\$145,800.00	\$180.00	\$145,800.00
5	Cured-In-Place Pipe Liner, 36 inch	350	Fl	\$165.00	\$57,750.00	\$195.00	\$68,250.00	\$200.00	\$70,000.00
6	Cured-In-Place Manhole Liner, MH ID: 1932	1	LS	\$16,126.00	\$16,126.00	\$15,025.00	\$15,025.00	\$15,000.00	\$15,000.00
7	Cured-In-Place Manhole Liner, MH ID: 1933	1	LS	\$16,000.00	\$16,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
8	Cured-In-Place Manhole Liner, MH ID: 1934	1	LS	\$12,375.00	\$12,375.00	\$12,850.00	\$12,850.00	\$13,000.00	\$13,000.00
9	Cured-In-Place Manhole Liner, MH ID: 1935	1	LS	\$16,065.00	\$16,065.00	\$16,650.00	\$16,650.00	\$16,000.00	\$16,000.00
10	Cured-In-Place Manhole Liner, MH ID: 1936	1	LS	\$12,600.00	\$12,600.00	\$13,050.00	\$13,050.00	\$13,000.00	\$13,000.00
11	Cured-In-Place Manhole Liner, MH ID: 1878	1	LS	\$10,625.00	\$10,625.00	\$11,000.00	\$11,000.00	\$11,000.00	\$11,000.00
12	Cured-In-Place Manhole Liner, MH ID: 1894	1	LS	\$10,937.50	\$10,937.50	\$11,350.00	\$11,350.00	\$12,000.00	\$12,000.00
13	Cured-In-Place Manhole Liner, MH ID: 1895	1	LS	\$11,875.00	\$11,875.00	\$12,300.00	\$12,300.00	\$12,000.00	\$12,000.00
14	Cured-In-Place Manhole Liner, MH ID: 1896	1	LS	\$11,562.50	\$11,562.50	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00
15	Cured-In-Place Manhole Liner, MHID: 279	1	LS	\$5,398.00	\$5,398.00	\$5,600.00	\$5,600.00	\$6,500.00	\$6,500.00
16	Cured-In-Place Manhole Liner, MHID: 482	1	LS	\$8,148.00	\$8,148.00	\$8,500.00	\$8,500.00	\$11,000.00	\$11,000.00
17	Maintenance of Traffic	1	LS	\$1,500.00	\$1,500.00	\$6,000.00	\$6,000.00	\$3,500.00	\$3,500.00
<b>TOTAL BID AMOUNT (Add Items 1 thru 13)</b>					<b>\$319,352.00</b>		<b>\$369,535.00</b>		<b>\$423,000.00</b>

I certify that this is a true and correct tabulation of the bid received by Delhi Charter Township, Ingham County, Michigan on Tuesday, December 16, 2008.

  
 Scott A. De Vries, P.E.  
 Date 12-16-08

## DELHI CHARTER TOWNSHIP

**MEMORANDUM**

**TO:** Delhi Township Board Members

**FROM:** John B. Elsinga, Township Manager

**DATE:** January 13, 2009

**RE:** Resolution No. 2009-001 – Establishment of an Industrial Development District – Development Drive (Dunkel Road Extension)

---

At the December 16, 2008 Board meeting, the Board reviewed a request from Dart Container of Michigan to establish an Industrial Development District for property at 3201 Pine Tree Road along Development Drive (Dunkel Road extension).

To that end, the Board set a public hearing for January 20, 2009 at 8:00 p.m. A notice of public hearing was published in the newspaper and notice was mailed to the owners of property located within the proposed Industrial Development District.

Subsequent to holding the public hearing, I recommend approval of the establishment of this Industrial Development District.

**Recommended Motion:**

**To adopt Resolution No. 2009-001 which establishes an Industrial Development District for property located at 3201 Pine Tree Road along Development Drive.**



Delhi Charter Township  
Department of Community Development

MEMORANDUM

TO: John Elsinga, Township Manager

FROM: Tracy L.C. Miller, Director of Community Development

DATE: Tuesday, January 13, 2009

RE: Establishment of IDD for Dart's "Development Drive" Property

Attached please find a draft Board resolution establishing an Industrial Development District (IDD) pursuant to Public Act 198 of 1974, as amended, for property owned by Dart Container of Michigan, located in Section 2. Dart purchased the subject property from the Hunt family and has completed construction of "Development Drive" and all required infrastructure. The company anticipates developing the property as "Phase II" of the Oakwood Industrial Park. In order to be prepared for future development, the company has requested the establishment of the IDD. As you know, this is the first step which will enable any eligible business to *apply* for tax abatement in the future.

The Township Board has scheduled the required public hearing for their January 20<sup>th</sup> meeting. I recommend that the Township Board approve the IDD, after hearing any comments from the public, at this same meeting. I respectfully request that you forward the proposed resolution, along with your concurrence, to the Township Board for their consideration and action. If you have any questions, or need additional information, please do not hesitate to ask. Thank you.

DELHI CHARTER TOWNSHIP

**RESOLUTION NO. 2009 - 001**

**A Resolution Establishing an  
Industrial Development District.**

At a Regular Meeting of the Township Board of Trustees, of Delhi Charter Township, Ingham County, Michigan held at the Community Service Center, 2074 Aurelius Road, Holt, Michigan on Tuesday, January 20, 2009, at 7:30 p.m.

PRESENT:

ABSENT:

The following Resolution was offered by \_\_\_\_\_:

**WHEREAS**, 1974 PA 198, as amended ("Act 198"), allows the Township Board to adopt a resolution creating an Industrial Development District pursuant to Act 198, and

**WHEREAS**, the Township Board has determined that it would serve the public purpose and promote economic development within the community to establish an Industrial Development District under Act 198, comprised of approximately 42.01 acres of property (the "Proposed District Property") described in the attached drawing and legal description comprising Exhibit A, and

**WHEREAS**, the Township Board has given written notice by first class mail to the owner of all real property within the proposed Industrial Development District and by publication in a local newspaper, and has held a public hearing on the establishment of the Industrial Development District at which the owner and any other residents or taxpayers were given the right to appear and be heard; and

**WHEREAS**, the proposed District property consists only of unincorporated territory of the Township; and

**WHEREAS**, the Township Board finds that it would be in the best interest of the public health, safety, and general welfare, and would promote and serve the purposes of Act 198, to establish an Industrial Development District comprised of the proposed District property.

**NOW, THEREFORE**, the Township Board of Delhi Charter Township hereby resolves as follows:

1. The Township Board hereby establishes an Industrial Development District pursuant to Act 198, comprised of the proposed District property.
2. All prior Resolutions or parts of Resolutions previously adopted that are inconsistent with this Resolution are hereby rescinded.

AYES:

NAYS:

ABSENT:

The foregoing Resolution declared adopted on the date written above.

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

STATE OF MICHIGAN     )  
COUNTY OF INGHAM    ) <sup>SS:</sup>

I, the undersigned, the duly qualified Clerk of Delhi Charter Township, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of the proceedings taken by the Township Board at a regular meeting held on January 20, 2009.

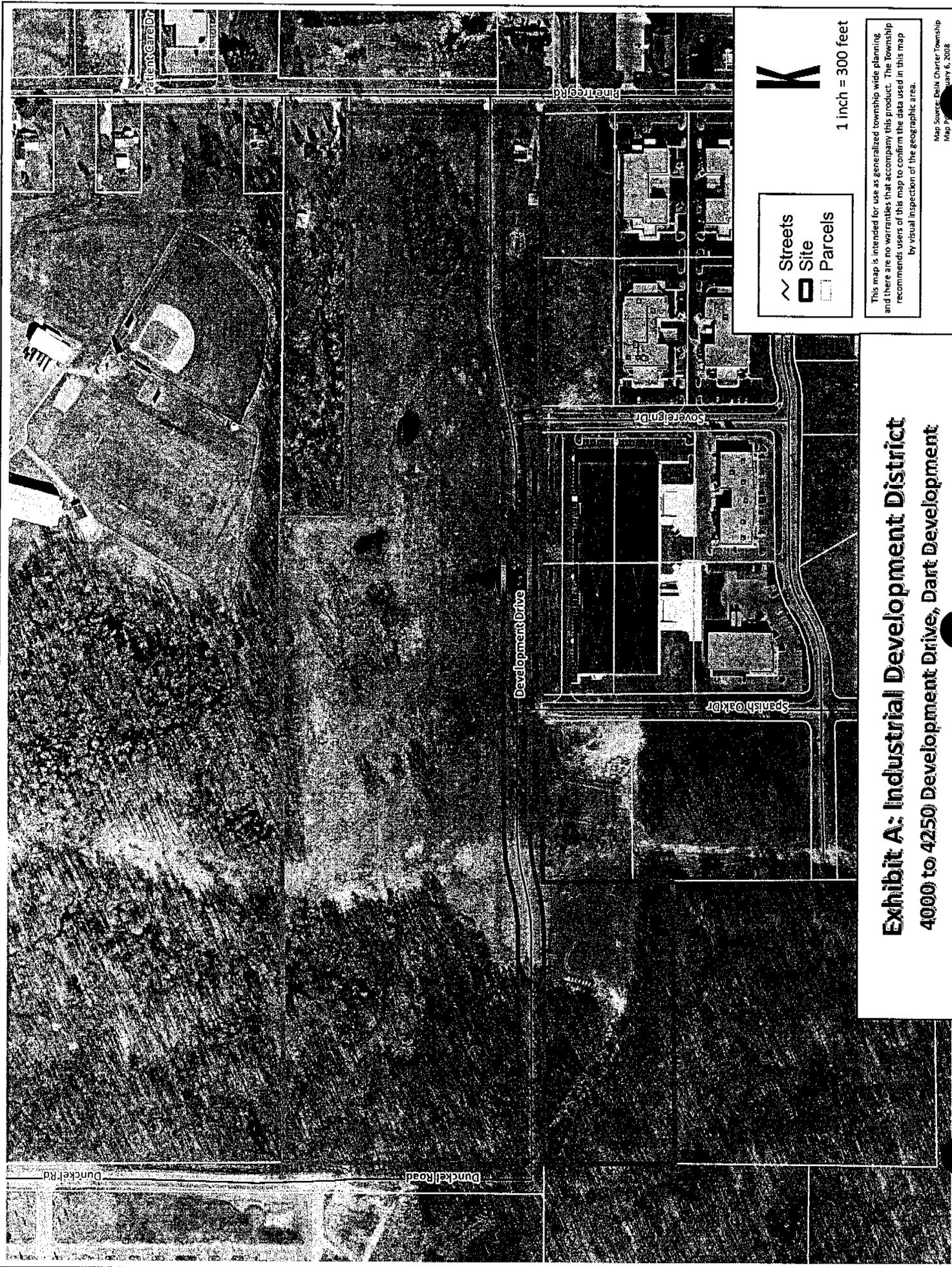
**IN WITNESS THEREOF**, I have hereunto affixed my official signature this \_\_\_\_ day of January, 2009.

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

Exhibit A:  
Legal Description & Property Drawing

2008 Parcel ID: 33-25-05-02-400-006

COM AT E 1/4 COR OF SEC 2, TH S00°46'29" E 165 FT ALONG E SEC LN TO POB, TH S00°46'29" E 492.7 FT ALONG SD E LN, TH S89°19'29" W 1979.69 FT ALONG S LN OF N 1/2 OF N 1/2 OF SE 1/4, TH S00°45'57" E 325.69 FT ALONG W LN OF PLAT OF OAKWOOD EXECUTIVE PARK, TH S89°38'30" W 713.87 FT, TH N00°46'57" W 980.54 FT ALONG NS 1/4 LN TO CEN OF SEC 2, TH N89°20'53" E 1637.72 FT ALONG EW 1/4 LN, TH S00°46'29" E 165 FT, TH N89°20'53" E 1056 FT TO POB



**K**

1 inch = 300 feet

- ~ Streets
- Site
- ▭ Parcels

This map is intended for use as generalized township wide planning and there are no warranties that accompany this product. The Township recommends users of this map to confirm the data used in this map by visual inspection of the geographic area.

Map Source: DeLis Charter Township  
Map Prepared: January 6, 2008

**Exhibit A: Industrial Development District  
4000 to 4250 Development Drive, Dart Development**



Delhi Charter Township  
Department of Community Development

## MEMORANDUM

TO: John B. Elsinga, Township Manager

FROM: Tracy L.C. Miller, Director of Community Development

DATE: January 13, 2009

RE: Zoning Ordinance Text Amendment (Case 08-856)  
Section 6.10.1.4 – Green Area

Last night at their meeting, the Planning Commission (PC) held a public hearing regarding the consideration of a text amendment to the Delhi Township Zoning Ordinance (ZO). There were no members of the public that spoke at the hearing and the PC took the following action. An excerpt from the draft meeting minutes is also attached for your reference.

*Commissioner O'Hara moved and seconded by Commissioner Donaldson to recommend approval to the Township Board of the proposed Delhi Township Zoning Ordinance text amendment (Ord. No. 39.151), Case Number 08-856 regarding requirements for the installation of required green space landscaping for new construction.*

**Roll Call Vote:**

*Ayes: Craig, Donaldson, Goodall, Hayhoe, Leaf, O'Hara, Weaver, Zietlow*

*Nays: None*

*Absent: Warfield*

**MOTION CARRIED**

The purpose of the "green area" section of the ZO is to ensure that the portions of a property that are not covered by buildings, other structures or paved areas are stabilized with grass or other acceptable means. This provision of the ZO is not new. However, the amendment would stipulate that these measures be installed for new construction projects within two planting seasons or one year, whichever is less.

It has historically been commonplace for builders (typically residential) to complete a home within a subdivision without the installation of a lawn. From time to time we have had difficulty impressing upon the new owners of the home the following facts: 1) it is now their responsibility to install the lawn, and 2) they need to do so in a timely manner so as to not detract from neighboring properties or contribute to a "noxious weed" problem. This situation sometimes turns out to be quite a problem for the new homeowner who may not have understood that the house they just purchased did not "come with grass" and who may not have the financial resources remaining after their new home purchase to install the lawn.

On the surface this may not seem to be a significant problem. However, with the depressed housing and construction market new homes do not sell for many months. This has resulted in projects going without grass for an unacceptable length of time. Additionally, we have a couple

of property owners who, because there is not currently a compliance timeframe, have lived in homes and not installed a lawn for over two years. We receive many complaints from neighbors when this situation occurs.

Additionally, now that the Township administers the Soil Erosion & Sedimentation Control (SESC) program, we have become more intimately involved. Specifically, a SESC Permit can not be released until the ground is permanently stabilized. Almost all of the time the installation of grass is the permanent stabilization measure utilized. As projects sit "open", we must continue to inspect the property for SESC compliance and cite the owner's when failures occur. There were two instances this past fall where the delay in installation of lawn has resulted in significant soil erosion and off site sedimentation requiring enforcement action.

Amending the ZO to stipulate that acceptable green area must be installed within two planting seasons or 1 year (whichever is less) from issuance of the building permit will effectively curtail this growing problem. Also, for "absentee builders" this would enable the Township to install the grass as an abatement of a code violation should it become necessary.

Hopefully this memo provides a good explanation of the proposed text amendments. However, as always, if you have any questions or require any additional information, please don't hesitate to ask. Otherwise, I respectfully request that you forward the attached information, along with your concurrence, to the Township Board for their consideration and action at the January 20<sup>th</sup> meeting. Thank you.

**Recommended Motion to Approve:**

**To adopt Case No. 08-856 amending Zoning Ordinance No. 39, Section 6.10.1.4 – Green Areas, for the purpose of adding requirements for the installation of required green areas for new construction, as recommended by the Planning Commission at their January 12, 2009 meeting (Zoning Ordinance No. 39.151).**

**-OR-**

**Recommended Motion to Deny:**

**To deny Case No. 08-856 amending Zoning Ordinance No. 39, Section 6.10.1.4 – Green Areas, for the purpose of adding requirements for the installation of required green areas for new construction.**



I, Evan Hope, Clerk of the Charter Township of Delhi, hereby certify that the foregoing constitutes a true and complete copy of Ordinance no. 39.151, duly adopted by the Board of Trustees of the Charter Township of Delhi, Ingham County, Michigan, on the \_\_\_ day of \_\_\_, 2009, and that the same was published as required by law on the \_\_\_ day of \_\_\_, 2009 in the Holt Community News and the Ingham County Community News.

IN WITNESS WHEREOF, I have affixed by official signature this \_\_\_ day of \_\_\_, 2009.

---

Evan Hope, Clerk

**EXCERPT FROM DRAFT  
PLANNING COMMISSION MEETING MINUTES  
OF JANUARY 12 2009**

**Public Hearing: Case 08-856, Text Amendment to Zoning Ordinance – 39.151-  
Green Area**

Tracy Miller, Director of Community Development, stated that this amendment would ensure that new construction provide the appropriate green area ground cover such as grass, mulch material etc. and is installed within two planting seasons or no more than one year, whichever is less.

Public Hearing Opened at 7:03 p.m.

Commissioner Leaf stated that the definition of a planting season is not located under the definition section of the ordinance. Ms. Miller stated that the definition is located in sub-section 7. It was suggested to make a reference to that point somewhere in the amendment.

Public Hearing Closed at 7:06 p.m.

**Commissioner O'Hara moved and seconded by Commissioner Donaldson to recommend approval to the Township Board of the proposed Delhi Township Zoning Ordinance text amendment (Ord. No. 39.151), Case Number 08-856 regarding requirements for the installation of required green space landscaping for new construction.**

**Roll Call Vote:**

Ayes: Craig, Donaldson, Goodall, Hayhoe, Leaf, O'Hara, Weaver, Zietlow

Nays: None

Absent: Warfield

**MOTION CARRIED**



Delhi Charter Township  
Department of Community Development

## MEMORANDUM

TO: John B. Elsinga, Township Manager

FROM: Tracy L.C. Miller, Director of Community Development

DATE: January 14, 2009

RE: Rezoning Case# 08-857, A-1: Agricultural to IP: Industrial Park  
4000 – 4250 Block of Development Drive (Dart Container of Michigan, LLC)

Dart Container of Michigan, LLC has petitioned the Township to rezone approximately 42 acres of property adjacent to Development Drive (Dunkel Road extension). The property is entirely owned by Dart and is currently zoned A-1: Agricultural. The company has requested that the property be rezoned to IP: Industrial Park so that the land can be developed as Phase II of the existing Oakwood Executive Park. As you know, all required infrastructure has been installed and the road is now a public road. Staff and the PC feel that the requested rezoning is consistent with the Township's Master Plan as well as the current and anticipated future land uses in the vicinity.

The Planning Commission (PC) held a public hearing regarding the request at their meeting on January 12<sup>th</sup>. There were no members of the public that spoke on the topic during the meeting and the PC made the following motion:

*Commissioner Leaf moved, and seconded by Commissioner Goodall, to recommend to the Township Board approval of Case 08-857 to rezone 42.1 acres in the 4000 to 4250 block of Development Drive (33-25-05-02-400-006) from A-1, Agricultural to IP, Industrial Park based on 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 adopted Master Plan, and other conditions as presented in the staff report dated January 5, 2009.*

*Roll Call Vote:*

*Ayes: Donaldson, Goodall, Hayhoe, Leaf, O'Hara, Weaver Craig*

*Nays: None*

*Abstain: Zietlow*

*Absent: Warfield*

**MOTION CARRIED**

I've attached a copy of the staff report which provides significant detail on the request, as well as a location map and an excerpt of the draft PC meeting minutes. If there is any other information that you would like, please do not hesitate to ask. Otherwise, I would request that you forward this to the Township Board for their consideration and action at the January 20<sup>th</sup> meeting. Thank you.

**Recommended Motion on Next Page.**

**Recommended Motion to Approve:**

**To approve the rezoning of Case No. 08-857, 4000-4250 Development Drive, Tax Parcel #33-25-05-02-400-006, Dart Container of Michigan, LLC, from A-1, Agricultural, to IP, Industrial Park, as recommended by the Planning Commission at their January 12, 2009 meeting, based on it being consistent with the purpose and intent of the Zoning Ordinance, compatible with existing and compatible development in the area and pursuant to the Master Plan (Zoning Ordinance No. 616)**

**-OR-**

**Recommended Motion to Deny:**

**To deny the rezoning of Case No. 08-857, 4000-4250 Development Drive, Tax Parcel #33-25-05-02-400-006, Dart Container of Michigan, LLC, from A-1, Agricultural, to IP, Industrial Park.**



**REZONING REQUEST:**

The applicant has requested rezoning from A-1, Agricultural to IP, Industrial Park for approximately 42.01 acres formerly known as the "Hunt property" and a portion of property that was previously owned by Trinity Church.

**SITE DESCRIPTION:**

The subject property is located to the north and south of the newly completed "Development Drive". The majority of the property is relatively open, however, the western portion of the property is wooded. The northwestern corner of the property contains a low area with seasonal wetness. The approximately 5 acres of land in the southwest of the property (formerly owned by Trinity Church) is also partially wooded.

There are small pieces of land between Development Drive and the south property line of the north parcel that were created by the dedication of the Development Drive right-of-way to the Ingham County Road Commission. They will be combined with plated lots in the Oakwood Executive Park subdivision to the south via a combination under the land division act. However, it is not known at this time how the remainder of the site (primarily that which is north of Development Drive and the former Trinity property) will be divided in the future. This will be determined by the owner when end users have been identified, but whether the property is divided, platted or made into condo units, all properties will have to conform to the minimum standards within the IP district.

**GENERAL INFORMATION:**

APPLICANT: Steve Mills, Dart Development  
(Representing Dart Container of Michigan)

OWNER OF RECORD: Dart Container  
500 Hogsback Road  
Mason, MI 48854

LOCATION: 4000 to 4250 Development Drive

PARCEL I.D. NO.: 33-25-05-02-400-006

LEGAL DESCRIPTION: See attached

EXISTING ZONING: A-1, Agricultural

PROPOSED ZONING: IP, Industrial Park

PROPERTY SIZE: 42.01 acres

EXISTING LAND USE: Vacant and Residential

ADJACENT LAND USE: North: Lansing Christian School  
South: Oakwood Industrial Park  
East: Michigan Concrete Association  
West: Trinity Church

ADJACENT ZONING: North: A-1, Agricultural  
South: IP, Industrial Park  
East: C-2, General Business  
West: A-1, Agricultural

### CONSIDERATIONS:

1. **Master Plan:**

The 2007 amended Master Plan (MP) and Future Land Use Map (FLUM) anticipate and plan that the subject property will develop with industrial land uses. The Master Plan discusses the goal of focusing industrial development within three main areas of the Township and the applicant's property falls within one of those areas. The Master Plan states on page 68, "The primary geographic area which includes existing non-residential development and is expected to accommodate the bulk of the new non-residential development. The primary Development Area is composed of three basic nodes. The first node includes Sections 1 & 2, north of I-96 and west of U.S. 127." The MP further addresses industrial uses on page 70 stating, "The manufacturing/warehousing land use category is identified as the primary land use category, which enhances the tax base and promotes employment opportunities. This land use category recognizes the location of existing manufacturing/warehousing sites and encourages appropriate new sites, which minimize potential conflicts with adjacent residential uses. The manufacturing/warehousing category is generally implemented by the IW, IR, IA, IM, and IP Zoning Districts of the Delhi Township Zoning Ordinance."

Staff feels that the requested rezoning conforms with the Master Plan, in that it is consistent with the goals and policies of the MP concerning the implementation of industrial land uses (including IP) on the applicant's property.

2. **Current Allowable Land Uses:**

Principal uses permitted under the existing A-1, Agricultural zoning include the following uses permitted:

- a. By Right: Single family dwelling, raising of crops, raising of small animals, raising of live stock, public and private conservation areas.
- b. Under Special Conditions: Cemeteries, road side stands, railroad rights-of-way, accessory uses and buildings, duplexes and funeral homes.

- c. By Special Use Permit: Public recreation, greenhouses, riding stables, livestock auction yard, raising fur-bearing animals, hunting preserves, veterinary hospitals, seasonal labor housing, sawmills, sod farms, grain elevator, private non-commercial recreation, golf course and country clubs, institutions for human care, public buildings, sand and gravel pits, special open space uses, underground houses, auction barns, and contractor office.

**3. Proposed Allowable Land Uses:**

Principal uses permitted under the proposed IP, Industrial Park district includes the following uses permitted:

- a. By Right: Corporate headquarters, administrative offices, business or professional offices, warehouse and storage permitted in the IV district, scientific or medical laboratories, engineering testing and design facilities, research facilities permitted in the IR district, assembly operations permitted in the IA district. The district also permits retail sales of products produced or assembled on the property together with related accessories and similar supporting goods or services (less than 10% of total floor area), accessory structures, and related accessories uses (cafeterias, training rooms, and recreation facilities for employees).
- b. Special Use Permit: Uses permitted under Special Use Permit (SUP) include those uses permitted in the IV, IR, IA, and IM districts that are heavy industrial in nature. Animal day care is also permitted with a SUP.

**ANALYSIS:**

There are several criteria that may be analyzed by the Planning Commission in consideration of a change in zoning for a property. These include:

1. **Consistency with the goals, policies and the Master Plan and its Future Land Use Map (FLUM), including any sub-area, corridor, or related planning studies. If conditions have changed since the Plan was adopted, the consistency with recent development trends in the area.**

See discussion under "Considerations #1" above.

2. **Compatibility of the site's physical, geological, hydrological and other environmental features with potential impacts from all uses permitted in the proposed zoning district.**

The subject site has some environmentally sensitive areas, but those areas (wetlands) can be adequately protected from the proposed industrial land uses by development requirements during the site plan review process. The proposed rezoning and permissible future land uses are not expected to adversely impact the environment.

- 3. The compatibility of the potential allowable uses in the proposed zoning district with surrounding land uses and zoning class in terms of suitability, environmental impacts, density, nature of use, infrastructure and potential influences on property values.**

The area surrounding the applicant's site is making the transition from agricultural land uses to industrial land uses. The requested rezoning is consistent with that process. There are existing C-2 land uses on the east side of Pine Tree Road that are not expected to be adversely impacted by the allowable land uses in the IP district. All future development on the applicant's site must go through the site plan review process. It is felt all existing land uses can be adequately protected and or buffered by implementing Zoning Ordinance requirements through the site plan review process.

- 4. The availability and capacity of Township utilities and services sufficient to accommodate the uses permitted in the requested district without compromising the overall "health, safety and welfare" of the Township.**

Delhi Township currently provides sanitary sewer service, police protection and fire protection for the applicant's site. Additionally, water, electrical, gas, and telephone are available within the Pine Tree Road or Development Drive rights-of-way. All of the existing utilities and emergency services are adequate to handle the development of the applicant's site with the proposed zoning.

- 5. If a rezoning is appropriate, is the requested zoning district considered to be more appropriate from the Township's perspective than other possible zoning district?**

The proposed rezoning to IP is consistent with the Master Plan and the FLUM. The proposed IP zoning is an appropriate zoning for the applicant's site given the surrounding zoning types and land uses.

- 6. The requested rezoning will not create an isolated and unplanned spot zone.**

The requested zoning is not a "spot zoning", nor unplanned, because the Master Plan supports and recommends industrial zoning in the vicinity surrounding the applicant's site which is also consistent with existing development in the area.

**SUMMARY:**

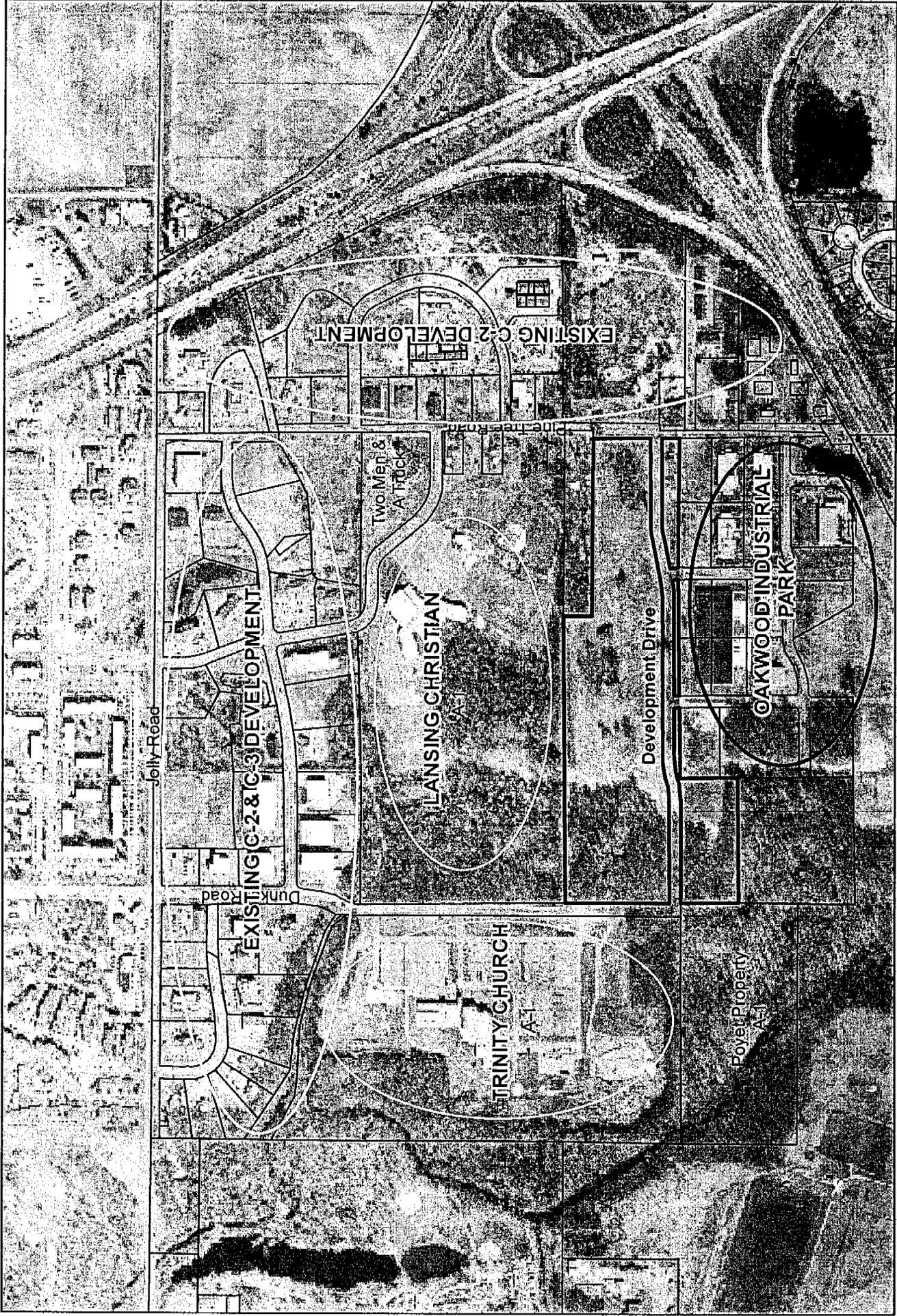
The proposed rezoning is consistent with the goals and policies of the MP which support the IP zoning district on the applicant's site. The existing development adjacent to the applicant's site to the south is industrial and the general area west of Pine Tree Road is making the transition to commercial and industrial development. The requested zoning is the most appropriate zoning for the property.

**RECOMMENDED MOTION**

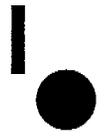
Move to recommend to the Township Board approval of Case 08-857 to rezone 42.01 acres in the 4000 to 4250 block of Development Drive (33-25-05-02-400-006) from, A-1, Agricultural to IP, Industrial Park based on being consistent with purpose and intent of the Zoning Ordinance, being compatible with the existing and anticipated development in the area, pursuant to the adopted Master Plan, and other conditions as presented in the staff report dated January 5, 2009.

**MOTION TO DENY**

Move to recommend to the Township Board denial of Case 08-857 to rezone 42.01 acres in the 4000 to 4250 block of Development Drive (33-25-05-02-400-006) from, A-1, Agricultural to IP, Industrial Park based on.....(INSERT SPECIFIC REASONS FOR DENIAL)



**REZONING 08-857 - DEVELOPMENT DRIVE**  
**Existing Adjacent Land Use / Zoning Map**





**K**

1 inch = 300 feet

- ~ Streets
- Site
- Parcels

This map is intended for use as generalized township wide planning and there are no warranties that accompany this product. The Township recommends users of this map to confirm the data used in this map by visual inspection of the geographic area.

Map Source: Delhi Charter Township  
Map Printed: January 6, 2008

**4000 to 4250 Development Drive, Dart Development  
Rezoning 08-857**

**EXCERPT FROM DRAFT  
PLANNING COMMISSION MEETING  
MINUTES OF 1/12/09**

**Public Hearing: Case 08-857, 3201 Pine Tree Road, 33-25-05-02-400-006, Rezoning from "A-1" to "IP"**

Tracy Miller, Director of Community Development, gave an over view of this rezoning request. Dart Container Corporation has requested the rezoning of approximately 42.01 acres of property that was formally owned by the Hunt family and a portion of property that was previously owned by Trinity Church. The Master Plan and Future Land Use Map anticipate that the subject property will develop with industrial land uses. All public utilities are available for the site, including the new public road "Development Drive". Ms. Miller provided information about surrounding land uses and zoning and anticipated future land uses in the area.

Public Hearing Opened at 7:18 p.m.  
Public Hearing Closed at 7:19 p.m.

Commissioner Leaf asked about the parcel that the house is located on. Ms. Miller explained that the house will be legally non-conforming, but that the plan is to demolish the house in the future once it is no longer occupied. The parcel has been combined with the adjacent property to the south.

Commissioner Weaver asked if there are other agricultural properties in this area that may be rezoned. Ms. Miller stated that at some point in the future the parcel that is immediately north, between the school and this parcel, may want to be something other than it currently is, as well as the Poyet property, but that at this time there was not any future development identified for these pieces.

Zietlow stated that she would be abstaining on this item due to the fact that Dart Development is one of the primary clients of the company that she is employed by.

**Commissioner Leaf moved, and seconded by Commissioner Goodall, to recommend to the Township Board approval of Case 08-857 to rezone 42.1 acres in the 4000 to 4250 block of Development Drive (33-25-05-02-400-006) from A-1, Agricultural to IP, Industrial Park based on 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 adopted Master Plan, and other conditions as presented in the staff report dated January 5, 2009.**

Roll Call Vote:

Ayes: Donaldson, Goodall, Hayhoe, Leaf, O'Hara, Weaver Craig

Nays: None

Abstain: Zietlow

Absent: Warfield

**MOTION CARRIED**



**Delhi Charter Township**  
**Department of Community Development**

## MEMORANDUM

TO: John B. Elsinga, Township Manager

FROM: Tracy L.C. Miller, Director of Community Development

DATE: January 14, 2009

RE: Rezoning Case# 08-858, R-1D: One & Two Family High-Density Residential to C-1: Low Impact Commercial; 2296 Cedar Street (Shirley Felice)

Ms. Felice is the new owner of property located at 2296 Cedar Street, across from the Marathon gas station and Wild Strawberry florist. The property is approximately .128 acres in size and has an existing residential structure on the site. Ms. Felice has petitioned to have the property rezoned from R-1D to C-1 so that she could operate a cleaning business from the premises. The Township's Master Plan anticipates this property and area continuing to develop with commercial land uses and identifies this area as one of the major commercial nodes. The existing and future land uses in the area are compatible with those that would be permitted under the new zoning.

The Planning Commission (PC) held a public hearing regarding the request at their meeting on January 12<sup>th</sup>. There were two members of the public that spoke on the topic during the meeting,, but they were not opposed to the rezoning and really attended in order to receive answers to a couple of questions that they had. An excerpt of the draft meeting minutes is attached and provides details about their inquiries. After the hearing and deliberation, the PC made the following motion:

*Commissioner Leaf moved, and seconded by Commissioner O'Hara, to recommend to the Township Board approval of Case 08-858 to rezone 0.13 acres at 2296 Cedar Street (33-25-05-15-277-011) from R-1D, One and Two Family High-Density Residential to C-1, Low Impact Commercial based on being consistent with purpose and intent of the Zoning Ordinance, being compatible with the existing and anticipated development in the area, pursuant to the Master Plan, and the other conditions presented in the staff report dated January 5, 2009.*

*Roll Call Vote:*

*Ayes: Goodall, Hayhoe, Leaf, O'Hara, Weaver, Zietlow, Craig, Donaldson*

*Nays: None*

*Absent: Warfield*

**MOTION CARRIED**

I've attached a copy of the staff report which provides significant detail on the request, as well as a location map. If there is any other information that you would like, please do not hesitate to ask. Otherwise, I would request that you forward this to the Township Board for their consideration and action at the January 20<sup>th</sup> meeting. Thank you.

**Recommended Motion on Next Page.**

**Recommended Motion to Approve:**

**To approve the rezoning of Case No. 08-858, 2296 Cedar Street, Tax Parcel #33-25-05-15-277-011, Shirley Felice, from R-1D, One and Two Family High Density Residential, to C-1, Low Impact Commercial, as recommended by the Planning Commission at their January 12, 2009 meeting, based on it being consistent with the purpose and intent of the Zoning Ordinance, compatible with existing and compatible development in the area and pursuant to the Master Plan (Zoning Ordinance No. 617)**

**-OR-**

**Recommended Motion to Deny:**

**To deny the rezoning of Case No. 08-858, 2296 Cedar Street, Tax Parcel #33-25-05-15-277-011, Shirley Felice, from R-1D, One and Two Family High Density Residential, to C-1, Low Impact Commercial.**



**REZONING REQUEST:**

The applicant has requested rezoning from R-1D, One and Two Family High-Density Residential to C-1, Low Impact Commercial for the property at 2296 Cedar Street.

**SITE DESCRIPTION:**

The subject property is located on the northeast side of Cedar Street across from the Wild Strawberry Florist and the Marathon gas station. The site, which is slightly trapezoidal in shape, contains approximately 5,576 SF of land. The Cedar Street frontage is 55 feet in length, the northwest property line is 100 feet in length, northeast property line is 50 feet in length, and the south east property line is 109.5 feet in length. The structure, which currently has a front setback of approximately 12 feet, is located approximately 9 feet from the northwest property line. The drive enters the site between the structure and the southeast property line. The site is adjacent to a single family residence on both sides (one is a rental) and it backs up to property owned by Holt United Methodist Church.

**GENERAL INFORMATION:**

APPLICANT: Shirley Felice

OWNER OF RECORD: Joseph and Shirley Felice  
2220 Meadowlawn Drive  
Holt, MI 48842

LOCATION: 2296 Cedar Street

PARCEL I.D. NO.: 33-25-05-15-277-011

LEGAL DESCRIPTION: LOT 8 OF SUPERVISOR'S PLAT NUMBER 1 OF DELHI.

EXISTING ZONING: R-1D, One and Two Family High-Density Residential

PROPOSED ZONING: C-1, Low Impact Commercial

PROPERTY SIZE: 0.128 acres

EXISTING LAND USE: Residential

ADJACENT LAND USE: Northeast: Holt United Methodist Church  
Southwest: Wild Strawberry florist and Marathon gas station  
Southeast: Residential  
Northwest: Residential

ADJACENT ZONING:      Northeast:    R-1D, One and Two Family High-Density Residential  
                                 Southwest:    R-1D, One and Two Family High-Density Residential  
                                 Southeast:   R-1D, One and Two Family High-Density Residential  
                                 Southwest:   C-2, General Business (across Cedar St.)

**CONSIDERATIONS:**

**1. Master Plan:**

The 2007 Master Plan and its Future Land Use Map its (FLUM) show the subject parcel developing with commercial land uses which includes C-1, C-2 and C-3 zoning districts. The Master Plan discusses Office/Commercial development within three areas of the Township and the applicant's property falls within one of those areas. The Master Plan states on page 70, "The office/commercial category is the land use area, which offers the Township the majority of retail, office, and personal services for the residents of the Township. Typically concentrated along major transportation corridors, these non-residential land uses have been focused in three major areas... Cedar Street, eastern Holt Road, and the Waverly/I-96 location. This land use category is generally implemented by the C-1, C-2, and C-3 Zoning Districts."

Staff feels that the requested rezoning conforms with the Master Plan, in that it is consistent with the goals and policies of the MP concerning the implementation of commercial land uses (including C-1) on the applicant's property.

**2. Current Allowable Land Uses:**

Principal uses permitted under the existing R-1D: One & Two Family Residential zoning include the following uses permitted:

- a. By Right: One and two family residences, accessory buildings, public recreation, cemeteries, private swimming pools
- b. Under Special Conditions: Railroad rights-of-way, golf course and country club, cemeteries, and funeral homes.
- c. Special Use Permit: Religious, educational, social, and adult care institutions, public buildings, and public service installations.

**3. Proposed Allowable Land Uses:**

Principal uses permitted under the existing C-1, Low Impact Commercial district includes the following uses permitted:

- d. By Right: Professional offices such as medical, architect, engineer, urban planner, artist, graphic arts, executive, administrative, legal, writing,

clerical, accounting, insurance, real estate, and other similar enterprises.

- e. Special Conditions: Educational, social and religious institutions, funeral homes, and veterinary clinics with no outdoor keeping of animals.
- f. Special Use Permit: Uses permitted under Special Use Permit include barber and beauty shops, banks and financial institutions, research laboratories, veterinary clinics, small retail shops (less than 4,000 SF), and non drive-thru restaurants.

**ANALYSIS:**

There are several criteria that may be analyzed by the Planning Commission in consideration of a change in zoning for a property. These include:

1. **Consistency with the goals, policies and the Master Plan and its Future Land Use Map (FLUM), including any sub-area, corridor, or related planning studies. If conditions have changed since the Plan was adopted, the consistency with recent development trends in the area.**

See discussion under "Considerations #1" above.

2. **Compatibility of the site's physical, geological, hydrological and other environmental features with potential impacts from all uses permitted in the proposed zoning district.**

The subject site is adjacent to two residential homes and Holt United Methodist Church property. It appears that none of the original physical, geological and hydrological features of the site remain. The proposed rezoning of the property would permit the existing house to be used as a commercial office. The change in use is not expected to adversely impact the environment.

3. **The compatibility of all of the potential allowable uses in the proposed zoning district with surrounding land uses and zoning class in terms of suitability, environmental impacts, density, nature of use, infrastructure and potential influences on property values.**

The land uses permitted by the proposed C-1 zoning fall into two categories concerning compatibility with the existing land uses. The first category contains those uses that are compatible with the adjacent residential land uses, such as office, barber and beauty shops and small retail land uses. The other category contains uses that may not be compatible with the adjacent land uses, but the applicant's site is too small to accommodate those uses. Educational, social or religious institutions, funeral homes, veterinary clinics, financial institutions, research laboratories and non drive-thru restaurants are all examples of possible incompatible permitted land uses that required more land area than the applicant's site. These land uses are permitted under special conditions or with a Special Use Permit.

- 4. The availability and capacity of Township utilities and services sufficient to accommodate the uses permitted in the requested district without compromising the overall "health, safety and welfare" of the Township.**

Delhi Township currently provides sanitary sewer service, police protection and fire protection for the applicant's site. Additionally, water, electricity, gas, and telephone are available within the Cedar Street right-of-way. All of the existing utilities and emergency services are adequate to handle the development of the applicant's site.

- 5. If a rezoning is appropriate, is the requested zoning district considered to be more appropriate from the Township's perspective than other possible zoning district?**

The proposed rezoning to C-1 is consistent with the Master Plan and its FLUM. Based on the location of the property, it is eligible for any of the commercial zones (C-1, C-2 or C-3). The site has 55 feet of frontage along Cedar Street and it is 5,576 SF in size. If the site is granted zoning other than C-1, the site would not meet the minimum lot frontage and lot size for the C-2 and C-3 districts.

- 6. The requested rezoning will not create an isolated and unplanned spot zone.**

The requested zoning is not considered a spot zoning nor unplanned because the Master Plan and the FLUM both support a mix of C-1, C-2 and C-3 in the vicinity surrounding the applicant's site which is consistent with recent development in the area.

- 7. The property will conform to the requirements of the Zoning Ordinance with the requested zoning.**

The applicant's site is currently developed with a single family residential house. It is located approximately 12 feet from the front property line, approximately 9 feet from the northwest property line, approximately 52 feet from the rear property line and approximately 18 feet from the southeast property line. The property is currently legally non-conforming because a front yard setback of 25 feet is required in the R-1D zoning district and the existing structure is only 12 feet from the front property line. Granting the requested C-1 zoning, the front setback will be 13 feet short of the required setback of 25 feet and side setback on the northwest property line will be 9 foot short of the required setback of 10 feet.

The front setback of 12 feet is consistent with existing adjacent buildings and is not expected to adversely impact the adjacent land uses or the community as a whole. The northeast side yard setback is only 1 foot less than the required 10 feet, and the property line currently has a privacy fence that is 6 feet in height and there are several mature trees near the property line. The combination of a setback of 9 feet, the privacy

fence and the mature trees on the property line is considered to be an adequate buffer between the proposed office use and the existing residential house.

**SUMMARY:**

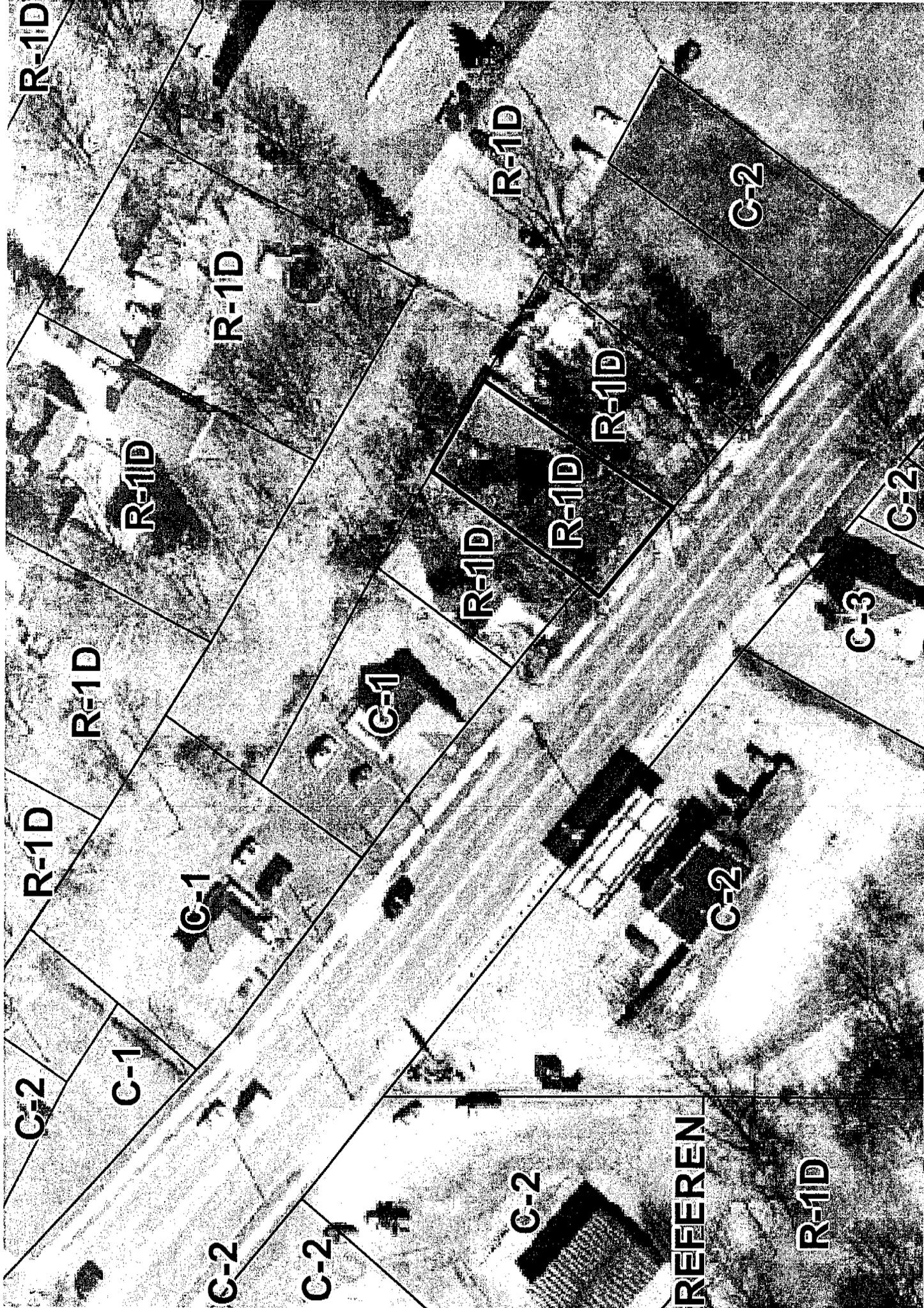
The proposed rezoning is consistent with the goals and policies of the MP which support the C-1 zoning districts on the applicant's site. The existing and anticipated future use of the property is commercial and the C-1 zoning is consistent with the land use types that are expected to continue in the area. The existing and new non-conformities, as discussed in number 7 above, are not considered to be sufficient to deny the requested zoning.

**RECOMMENDED MOTION**

Move to recommend to the Township Board approval of Case 08-858 to rezone 0.13 acres at 2296 Cedar Street (33-25-05-15-277-011) from, R-1D, One and Two Family High-Density Residential to C-1, Low Impact Commercial based on being consistent with purpose and intent of the Zoning Ordinance, being compatible with the existing and anticipated development in the area, pursuant to the Master Plan, and the other conditions presented in the staff report dated January 5, 2009.

**MOTION TO DENY**

Move to recommend to the Township Board denial of Case 08-858 to rezone 0.13 acres at 2296 Cedar Street (33-15-05-15-277-011) from R-1D, One and Two Family High-Density Residential to C-1, Low Impact Commercial based on (INSERT SPECIFIC REASON FOR DENIAL).



R-1D

R-1D

C-2

R-1D

C-1

R-1D

C-1

C-2

R-1D

C-2

C-1

R-1D

C-2

R-1D

R-1D

REFEREN

C-2

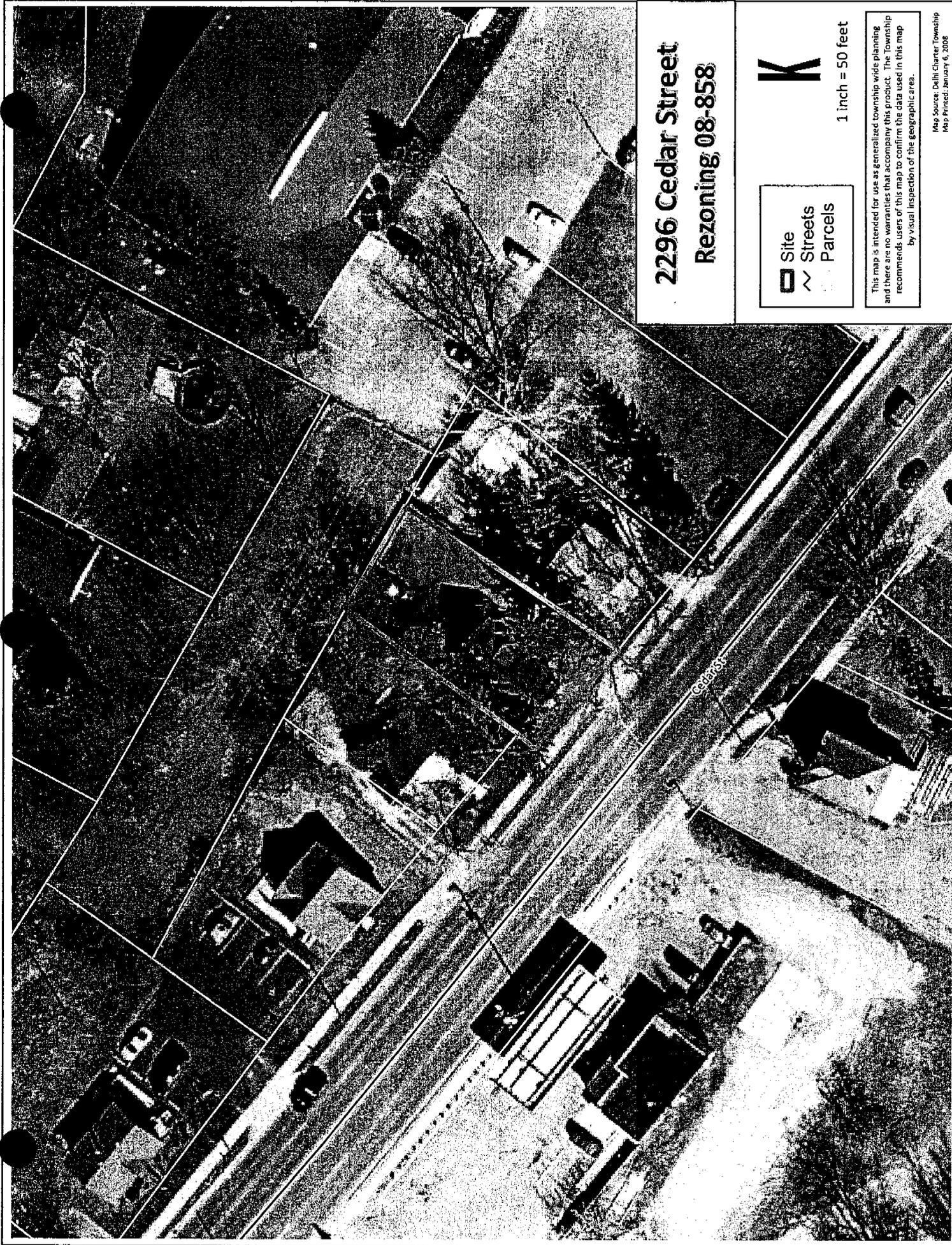
C-2

R-1D

C-3

C-2





# 2296 Cedar Street Rezoning 08-858

	Site
	Streets
	Parcels

# K

1 inch = 50 feet

This map is intended for use as generalized township wide planning and there are no warranties that accompany this product. The Township recommends users of this map to confirm the data used in this map by visual inspection of the geographic area.

**EXCERPT FROM DRAFT  
PLANNING COMMISSION MEETING  
MINUTES OF 1/12/09**

**Public Hearing: Case 08-858, 2296 Cedar Street, 33-25-05-15-277-011, Rezoning from "R-1D" to "C-1"**

Tracy Miller, Director of Community Development gave an overview of this rezoning request. The applicant recently purchased this property and is the owner of Mrs. Clean Cleaning Service. The property was purchased with the intent to discontinue its use as a residence and to run the cleaning service from this location.

There is an existing home on the property that is currently legally non-conforming under R-1D due to setbacks. If the property was rezoned to C-1, almost everything about the property would be conforming except for the front yard setback and the side yard setback, which is not unique to this area. There is a property to the north, as well as the south, that is zoned R-1D. The Holt United Methodist Church is also zoned R-1D. Many of the other properties in the area are currently zoned C-1, C-2 or C-3. This area in the Master Plan is identified for future and continued commercial development.

Commissioner Leaf asked if a property can be rezoned that does not meet the ordinance. Miller answered in the affirmative. Commissioner O'Hara also provided some historical information confirming that it could.

Public Hearing Opened at 7:40 p.m.

Charles Slaughterbeck, 4580 Tolland -- questioned if this would cause an increase of property taxes for the surrounding properties and asked if this would be a benefit for the Township.

Julie Slaughterbeck, 4580 Tolland -- was concerned with the increase of property taxes for the surrounding parcels and with the condition of the building/property.

Commissioner Donaldson spoke of bringing the building up to commercial code.

Shirley Felice (applicant), 2220 Meadowlawn -- stated that the sewer has been repaired.

Public Hearing Closed at 7:50 p.m.

**Commissioner Leaf moved, and seconded by Commissioner O'Hara, to recommend to the Township Board approval of Case 08-858 to rezone 0.13 acres at 2296 Cedar Street (33-25-05-15-277-011) from R-1D, One and Two Family High-Density Residential to C-1, Low Impact Commercial based on being consistent with purpose and intent of the Zoning Ordinance, being compatible with the existing and anticipated development in the area, pursuant to the Master Plan, and the other conditions presented in the staff report dated January 5, 2009.**

Roll Call Vote:

Ayes: Goodall, Hayhoe, Leaf, O'Hara, Weaver, Zietlow, Craig, Donaldson

Nays: None

Absent: Warfield

**MOTION CARRIED**

# Capital Area Transportation Authority

Patricia K. Munshaw, Board Chair

Sandra L. Draggoo, CEO/Executive Director

December 22, 2008



Mr. Stuart Goodrich  
Supervisor  
Delhi Charter Township  
2074 Aurelius Road  
Holt, MI 48842

Dear Mr. Goodrich:

In February 2009, Debbie Alexander and I expect to be traveling to Washington, DC to meet with members of both the House and Senate to gain support for CATA's upcoming capital program. Each year, CATA meets with our Congressional Representatives to present our annual funding request. Our FY 2010 request includes funding for large hybrid buses, small buses, storage facility renovation/expansion, and an Alternatives Analysis Study. CATA's FY 2010 funding request totals \$7,484,828.

Each year, we include letters of support from our regional partners with our requests to the congressional members. The congressional members comment on how important these letters are in their efforts to secure funds.

Listed below are the details of the projects we are requesting funding for this year:

## **HYBRID BUSES**

CATA is currently operating many buses that have greatly exceeded the 12-year standard for vehicle service life. These funds would be used to replace our 1981 older, less-efficient buses with three (3) 40' and two (2) 60' diesel-electric hybrid buses. These new buses offer greater fuel efficiency, lower cost of maintenance, and dramatically reduced emissions compared to the nearly 27-year old buses they will be replacing. The new hybrid buses are of low-floor design, allowing for greater accessibility for passengers with mobility impairments.

## **URBAN PARATRANSIT SMALL BUSES**

These buses are used to provide Spec-Tran service for persons with disabilities. The funds would be used to replace buses that have exceeded their expected service life of five (5) years and 150,000 miles. The new buses will significantly reduce operating costs and will improve vehicle reliability and passenger comfort.

## **RURAL SERVICE BUSES**

These buses are used to provide paratransit service to the out-county areas. The funds would be used to replace rural service buses that have exceeded their expected service life of five (5) years and 150,000 miles. The new buses will significantly reduce operating costs and will improve vehicle reliability and passenger comfort.

**BUS STORAGE FACILITY RENOVATION AND EXPANSION**

CATA's current enclosed bus storage area is not sufficient to accommodate CATA's fleet. It is in need of expansion and several updates. Storing buses inside extends the life of our buses beyond the typical expectancy. The new addition will allow CATA to store its fleet within the storage area, and the renovation will update the current storage area's lighting, heating, air management system, floor-drain system, electrical system, and safety system. These updates to the current storage facility will make it safer, more energy efficient, and will extend the lifetime of CATA's bus fleet.

**ALTERNATIVES ANALYSIS — GRAND RIVER/MICHIGAN AVENUE CORRIDOR**

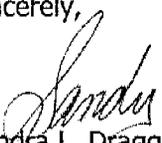
These funds will be used to conduct the Environmental Clearance Study. Also, the Design & Engineering Study for the Michigan Avenue/Grand River Corridor from the Michigan State Capitol to the Meridian Mall. This is a comprehensive, multi-modal study along a 7 mile corridor. It is to include roadway, vehicular movements, intersection modifications, improved public transportation alternatives, pedestrian walkways, bike lanes, and other modes as necessary.

We have appreciated Delhi Township's continued support of CATA in the past. We are hoping we can include a letter of support from Delhi Charter Township in our package. Please send us your support regarding CATA's FY 2010 funding request, on your organization's letterhead, for inclusion in our presentation package. For your convenience, I have enclosed sample letters for your review. If you would like an electronic version of the sample letters for ease of editing, please contact Valerie Campbell at (517) 394-1100 or [vcampbell@cata.org](mailto:vcampbell@cata.org).

It would be greatly appreciated if you could send all letters of support to the attention of Valerie Campbell by January 15, 2009. This allows us sufficient time to prepare our presentation with your letters included, when we travel to Washington, DC.

Thank you so much for your continued support!!

Sincerely,

  
Sandra L. Draggoo  
CEO/Executive Director

*Have a great Holiday Season!*

Enclosures

:vmc

## **CONTACT INFORMATION**

### **UNITED STATES SENATE AND UNITED STATES HOUSE OF REPRESENTATIVES**

**Honorable Debbie Stabenow**  
United States Senate  
133 Hart Senate Office Building  
Washington, DC 20510

(202) 224-4822

**Honorable Carl Levin**  
United States Senate  
269 Russell Senate Office Building  
Washington, DC 20510-2202

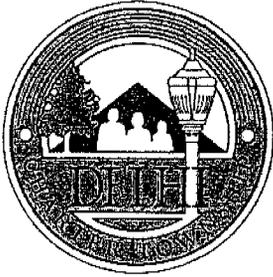
(202) 224-6221

**Honorable Mike Rogers**  
United States House of Representatives  
133 Cannon House Office Building  
Washington, DC 20515

(202) 225-4872

**Honorable Carolyn C. Kilpatrick**  
United States House of Representatives  
2264 Rayburn House Office Building  
Washington, D.C. 20515-2215

(202) 225-2261



# DELHI CHARTER TOWNSHIP

2074 AURELIUS ROAD  
PHONE: (517) 694-2136

HOLT, MICHIGAN 48842-6320  
FAX: (517) 268-3069

January 9, 2008

Honorable Debbie Stabenow  
United States Senate  
133 Hart Senate Office Bldg.  
Washington, DC 20510

Dear Senator Stabenow,

Delhi Charter Township is pleased to write this letter in support of the Capital Area Transportation Authority's ("CATA") FY 2010 federal funding request. CATA has been providing services to the Greater Lansing area for over thirty-five years and is an integral part of our community.

Last year, CATA provided over 11.3 million rides to our regional community of 277,000 people. More and more people are choosing public transportation for their daily commute.

It is critical that CATA continues to receive the financial resources it needs to provide service to our community. They are in need of funding for new buses. CATA is still using 1981 buses in their operation today. They do an excellent job of keeping them in good condition, but it is time to replace them with more energy-efficient buses.

CATA is also working in conjunction with area communities and the Michigan Department of Transportation to enhance transportation along the Michigan Avenue/Grand River corridor. Public Transportation provides over 10% of the total trips taken on that corridor. An advanced public transportation system is needed to grow transit utilization in that corridor. Please help provide the funds to conduct this study.

Senator Stabenow, in the past you have been very successful in getting funding for CATA. Please do all you can again this year to bring this needed funding to CATA so they can continue to grow this award-winning system.

Sincerely,

Stuart Goodrich  
Township Supervisor

CC: Township Board

## ACCOUNTS PAYABLE APPROVAL

December 16, 2008

**I. Certification of Authorized Signatures:** The attached Check Register and Invoice Distribution Report encompass checks dated December 16, 2008, numbered 73549 through 73675 & ACH#1089. Every invoice has a payment authorizing signature(s). signature(s).

Dated: December 16, 2008

\_\_\_\_\_  
Lora Behnke, Accounting Clerk

**II. Certification of Fund Totals:**

The attached Invoice Distribution Report and Check Register for checks dated December 16, 2008 show payments made from the following funds:

General Fund	\$	129,762.16
Parks & Recreation		8,473.20
Fire Equipment Fund		11,020.50
Brownfield Redevelopment Fund		192.50
Downtown Development Fund		1,848,973.51
CSC Debt Service Fund		112.50
Project 9 Infrstr. Bond Fund		150.00
Community Development Fund		7,898.53
Trust & Agency Fund		4,207.66
Current Tax Fund		1,532.33
Pinetree Rd. Debt Fund		75.00
Subtotal Common Savings*	\$	2,012,397.89
Sewer Fund Receiving**		<u>451,042.64</u>
 Grand Total		 <u>\$ 2,463,440.53</u>

Includes the following to be reimbursed from separate bank accounts:

*Employee Flexible Spending Acct.	\$	30.00
*Current Tax Account		\$ 1,532.33
**Combined Sewer Savings Account		\$ 150.00

Dated: December 16, 2008

\_\_\_\_\_  
Marian Frane, Director of Accounting

**III. Approval for Distribution:** I have reviewed the above checks and invoices and all of them should be distributed. All invoices over \$10,000.00 have been approved by general policy or previous motions of the board. (HRC \$21,047.01 for Digester Improvement 12/21/04, Irish Construction \$362,303.75 for Digester Improvement 10/02/07, K & D General Contractors, Inc. \$13,450.00 for Wall Leak Repair in Fire Dept. **\*\*Will be held for Board Approval January 20, 2009\*\***).

Dated: December 16, 2008

\_\_\_\_\_  
John B. Elsinga, Township Manager

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

\_\_\_\_\_  
Harry R. Ammon, Treasurer

**IV. Board Audit and Approval:** At a regular meeting of the Township Board held on January 20, 2009, a motion was made by \_\_\_\_\_ and passed by \_\_\_\_\_ yes votes and \_\_\_\_\_ no votes (\_\_\_\_\_ absent) that the list of claims dated December 16, 2008, was reviewed, audited and approved.

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

INVOICE DISTRIBUTION REPORT FOR DELHI CHARTER TOWNSHIP  
 INVOICES TO BE PAID 12/03/2008 - 12/16/2008  
 Paid Invoices Only

Vendor	Invoice Description	Amount
Fund 101 GENERAL FUND		
Dept 000.00		
SBAM	HEALTH INSURANCE JANUARY	182.18
BANK OF AMERICA	FLAGS/BULBS/SPREADER/LOCK PIN	(18.00)
CAPITOL COMMUNICATION SYS	1ST QTR MAINTENANCE AGREEMENT	45.00
MMTA	2009 DUES-AMMON/STEWARD/TEBEAU	105.00
BANK OF AMERICA	EXCESS BYTES/MEALS/SUBSCRIPTION	202.48
SBAM	HEALTH INSURANCE JANUARY	18,831.24
RESERVE ACCOUNT	POSTAGE FOR METER	<u>2,500.00</u>
Total for Dept 000.00 :		21,847.90
Dept 171.00 MANAGER		
ADP SCREENING & SELECTION	BACKGROUND CHECKS	25.25
BANK OF AMERICA	MEAL/SEMINAR	13.66
BANK OF AMERICA	ANNUAL MAINTENANCE OF SOFTWARE	395.00
BANK OF AMERICA	MEAL/SEMINAR	<u>120.00</u>
Total for Dept 171.00 MANAGER:		553.91
Dept 191.00 ACCOUNTING		
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	35.18
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	7.00
BANK OF AMERICA	BOOK & CREDIT	228.25
BANK OF AMERICA	BOOK & CREDIT	(135.00)
LORA M. BEHNKE	12/5/08 MILEAGE	<u>22.82</u>
Total for Dept 191.00 ACCOUNTING:		158.25
Dept 215.00 CLERK		
PRINTING ESSENTIALS	TONER CARTRIDGES	189.00
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	5.83
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	4.99
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	6.90
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	14.04
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	8.89
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	8.89
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	4.04
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	4.98
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	6.98
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	8.19
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	3.68

DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	9.98
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	8.49
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	1.36
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	12.77
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	8.59
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	4.99
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	5.99
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	8.29
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	14.82
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	2.39
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	10.26
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	81.60
DBI BUSINESS INTERIORS	GENERAL TOWNSHIP SUPPLIES	4.78
DBI BUSINESS INTERIORS	GENERAL TOWNSHIP SUPPLIES	8.06
SANDRA J GLEASON	MILEAGE 7/1-12/5/08	69.03
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	25.06
GANNETT MICHIGAN NEWSPAP	NOVEMBER PUBLISHING	<u>792.82</u>

Total for Dept 215.00 CLERK: 1,335.69

Dept 228.00 COMPUTER		
MICROTECH SERVICES, INC.	MONTHLY DSL	120.00
DELL MARKETING L.P.	8 DELL OPTIPLEX MINITOWNER PC'S	<u>7,834.32</u>

Total for Dept 228.00 COMPUTER: 7,954.32

Dept 253.00 TREASURERS		
DBI BUSINESS INTERIORS	CALCULATOR FOR TREASURER'S OFF	147.68
CUSTOM MAILERS, INC.	WINTER TAX BILLS	715.69
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	10.00
BARBARA A STEWARD	MILEAGE 1/1/08-12/31/08	21.83
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	22.45
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	6.00
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	<u>12.00</u>

Total for Dept 253.00 TREASURERS: 935.65

Dept 257.00 ASSESSING		
360 SERVICES, INC.	PERSONAL PROPERTY STATEMENTS	255.50
LANSING ICE & FUEL CO	GASOLINE 11/16-31/08	25.89
INTERSTATE BATTERIES OF	CAMERA CHARGER & BATTERY	15.00
INTERSTATE BATTERIES OF	CAMERA CHARGER & BATTERY	36.00
J. RICHARD ROBINSON, P.C.	LEGAL FEES NOVEMBER	193.80
ASSESSMENT AND VALUATION	NOVEMBER CONTRACT ASSESSOR	1,870.00
MICHIGAN ASSESSOR MAG	ASSESSOR AD	75.00
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	3.57
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	<u>12.00</u>

Total for Dept 257.00 ASSESSING: 2,486.76

Dept 262.00 ELECTIONS		
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	6.36
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	3.18
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	67.76
PRINTING SYSTEMS, INC.	QVF MASTER CARDS/POLL BOOK	578.32
MC&E ELECTION SOURCE	MOCK SCHOOL ELECTION OPTECH	936.55
INGHAM COUNTY CLERK	NOVEMBER 4TH ELECTION FEES	2,634.30
INGHAM COUNTY CLERK	AUGUST 5 ELECTION FEES	2,901.46
BANK OF AMERICA	EXCESS BYTES/MEALS/SUBSCRIPTION	36.45
BANK OF AMERICA	EXCESS BYTES/MEALS/SUBSCRIPTION	77.24
BANK OF AMERICA	EXCESS BYTES/MEALS/SUBSCRIPTION	173.19
BANK OF AMERICA	EXCESS BYTES/MEALS/SUBSCRIPTION	14.82

Total for Dept 262.00 ELECTIONS: 7,429.63

Dept 265.00 BUILDING & GROUNDS		
LANSING ICE & FUEL CO	GASOLINE 11/16-31/08	53.82
BANK OF AMERICA	SWITCH/VAN RENTAL/POSTS	152.35
BANK OF AMERICA	SWITCH/VAN RENTAL/POSTS	(99.60)
BANK OF AMERICA	SWITCH/VAN RENTAL/POSTS	75.00
BANK OF AMERICA	SWITCH/VAN RENTAL/POSTS	(42.25)
LOWE'S CREDIT SERVICES	3 RV ANTI-FREEZE/BROOM/25 DRIVE	10.97
KEYSTONE DESIGN GROUP	PORCH SLAB & FOUNDATION REPAIR	1,602.50
K&D GENERAL CONTRACTORS	REPAIR LEAK IN BASEMENT WALL/FIRE	13,450.00
MAID BRIGADE OF LANSING	CLEANING SERVICES/CSC	812.50
OTIS ELEVATOR COMPANY	3 YEAR LEAK DOWN TEST ON PRESS	750.00
METRONET LONG DISTANCE	NOVEMBER LONG DISTANCE	41.70
TDS METROCOM	NOVEMBER LOCAL SERVICE	1,331.30
BOARD OF WATER & LIGHT	12-08	370.89
BANK OF AMERICA	FLAGS/BULBS/SPREADER/LOCK PIN	89.76
BANK OF AMERICA	SWITCH/VAN RENTAL/POSTS	79.95
DETECTION INSTRUMENTS CO	ODALOG/WEEKLY RENTAL & SHIPPING	345.00
DETECTION INSTRUMENTS CO	ODALOG/WEEKLY RENTAL & SHIPPING	7.86
ACE HARDWARE	3 KEYS/POCKET WATCH WALL CLOCK	5.07
JOHN E. GREEN COMPANY	HVAC REPAIR	1,053.50
ACE HARDWARE	2 KEYS/OUTDOOR TIMER	(10.76)
ACE HARDWARE	2 KEYS/OUTDOOR TIMER	3.38
ACE HARDWARE	HARDWARE	16.31
ACE HARDWARE	EPOXY/RECPT DPLX/ELECTRICAL/	40.79

Total for Dept 265.00 BUILDING & GROUNDS: 20,140.04

Dept 276.00 CEMETERY		
LANSING ICE & FUEL CO	GASOLINE 11/16-31/08	53.03
BANK OF AMERICA	FLAGS/BULBS/SPREADER/LOCK PIN	31.92
LOWE'S CREDIT SERVICES	3 RV ANTI-FREEZE/BROOM/25 DRIVE	9.57
DELHI TOWNSHIP TREASURER	MAPLE RIDGE CEMETERY	330.87

Total for Dept 276.00 CEMETERY: 425.39

Dept 336.00 FIRE DEPARTMENT

SHIFT CALENDARS, INC.	SHIFT CALENDARS	31.35
SHIFT CALENDARS, INC.	SHIFT CALENDARS	8.75
SHIFT CALENDARS, INC.	SHIFT CALENDARS	58.76
SHIFT CALENDARS, INC.	SHIFT CALENDARS	14.39
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	40.26
LANSING ICE & FUEL CO	GASOLINE 11/16-31/08	604.38
HOLMES STAMP & SIGN	4 NAME BADGES & SHIPPING	47.75
LANSING UNIFORM CO	5 COLLAR BRASS LT. BARS	30.00
NYE UNIFORM COMPANY	2 PANTS & FREIGHT/BALDWIN	82.70
NIGHTINGALE-ALAN MEDICAL	3) AIR MASK	202.91
LIFEGAS LLC	CYLINDER RENTAL	165.15
SPARROW OCC HEALTH SERV	PHYSICALS	975.42
BANK OF AMERICA	MEAL/BATTERY PACK/BATTERY	82.08
M/A-COM, INC	RADIO REPAIR	960.50
METRONET LONG DISTANCE	NOVEMBER LONG DISTANCE	4.93
TDS METROCOM	NOVEMBER LOCAL SERVICE	76.71
BOARD OF WATER & LIGHT	12-08	25.11
CONSUMERS ENERGY	ELECTRIC & GAS 6139 BISHOP	58.06
CONSUMERS ENERGY	ELECTRIC & GAS 6139 BISHOP	323.11
BANK OF AMERICA	MEAL/BATTERY PACK/BATTERY	152.91
BANK OF AMERICA	MEAL/BATTERY PACK/BATTERY	(77.94)
R & R FIRE TRUCK REPAIR INC	PUMP TEST/#698	180.00
R & R FIRE TRUCK REPAIR INC	PUMP TEST/#491	216.00
VICTORY LANE QUICK OIL	LOF/#657	54.57
ACE HARDWARE	2 RECPTCLE COVERS/6 RECEPTACLE	31.72
ACE HARDWARE	TORX PREC SCRW 6 PC SET/SQUEEGE	21.48
BANK OF AMERICA	MEALS/SIGNS	23.99
BANK OF AMERICA	MEALS/SIGNS	19.88
BANK OF AMERICA	MEALS/SIGNS	32.98
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	8.00
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	13.08
ACE HARDWARE	BATTERY/TESTER	15.98
ACE HARDWARE	BATTERIES/CABLE TIES	0.58
ADP SCREENING & SELECTION	BACKGROUND CHECKS	97.73
BANK OF AMERICA	MEALS/SIGNS	63.65

Total for Dept 336.00 FIRE DEPARTMENT: 4,646.93

Dept 446.00 INFRASTRUCTURE

CONSUMERS ENERGY	STREETLIGHTS 11/1-12/1/08	18,351.83
CONSUMERS ENERGY	STREETLIGHTS 11/1-12/1/08	82.78
DELHI TOWNSHIP TREASURER	WEST BLVD DIEHL DRAINS	35.03
DELHI TOWNSHIP TREASURER	TOLLAND AVE DRAINS	210.22
DELHI TOWNSHIP TREASURER	MAPLE ST DRAINS	13.14
DELHI TOWNSHIP TREASURER	TWP AT LARGE DRAINS	41,258.70
BANK OF AMERICA	MONTHLY SUBSCRIPTION	29.90

Total for Dept 446.00 INFRASTRUCTURE: 59,981.60

Dept 850.00 OTHER FUNCTIONS

J. RICHARD ROBINSON, P.C.	LEGAL FEES NOVEMBER	697.00
GABRIEL ROEDER SMITH & CO	ACTUARIAL VALUATION	470.00
O. WILLIAM RYE & CO LLC	PROFESSIONAL SERVICES	220.00
AUTOMATED BUSINESS EQUIP	SERVICE ON HEDMAN CHECK SIGNER	257.00
BANK OF AMERICA	EXCESS BYTES/MEALS/SUBSCRIPTION	128.48
BANK OF AMERICA	REFRESHMENTS	55.98
BANK OF AMERICA	REFRESHMENTS	37.63

Total for Dept 850.00 OTHER FUNCTIONS: 1,866.09

Total for Fund 101 GENERAL FUND: 129,762.16

Fund 208 PARKS & RECREATION FUND

Dept 000.00

SBAM	HEALTH INSURANCE JANUARY	1,302.88
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Total for Dept 000.00 : 1,302.88

Dept 752.00 ADMINISTRATION

HOLT PUBLIC SCHOOLS	PRINTING BASKETBALL FLYERS	30.50
GABRIEL ROEDER SMITH & CO	ACTUARIAL VALUATION	69.00
METRONET LONG DISTANCE	NOVEMBER LONG DISTANCE	0.52
TDS METROCOM	NOVEMBER LOCAL SERVICE	189.75
TIMOTHY O TILMA	MILEAGE 9/10-10/1/08	76.05
TIMOTHY O TILMA	MILEAGE 10/6-12/4/08	167.89
BANK OF AMERICA	MEAL/CREDIT	34.98

Total for Dept 752.00 ADMINISTRATION: 568.69

Dept 771.00 PARKS

MODEL COVERALL SERVICE	UNIFORM PANTS	76.00
MODEL COVERALL SERVICE	UNIFORM PANTS	24.00
LANSING ICE & FUEL CO	GASOLINE 11/16-31/08	60.20
AMERICAN RENTAL	PORTABLE TOILET	75.00
BOARD OF WATER & LIGHT	WATER 4030 KELLER	22.70
BOARD OF WATER & LIGHT	12-08	11.14
BOARD OF WATER & LIGHT	12-08	25.11
BOARD OF WATER & LIGHT	12-08	17.03
BOARD OF WATER & LIGHT	12-08	8.72
CONSUMERS ENERGY	AREA LIGHTING 1771 MAPLE	57.04
BRADY LAWN EQUIPMENT	PRIMMER BULB	2.00
CARQUEST THE PARTS PLACE	AMBER REV LIGHT	21.24
ADP SCREENING & SELECTION	BACKGROUND CHECKS	73.77
DELHI TOWNSHIP TREASURER	DEADMAN'S HILL DRAIN	42.35
DELHI TOWNSHIP TREASURER	MAPLE ST DRAIN	29.38

DELHI TOWNSHIP TREASURER	ST LTS SYCAMORE & HAMILTON	19.35
DELHI TOWNSHIP TREASURER	EIFERT & HOLT DRAINS/ST LTS	2,454.36
DELHI TOWNSHIP TREASURER	CENTENNIAL PARK DRAIN	35.18
DELHI TOWNSHIP TREASURER	JAYCEES PARK DRAIN	369.36
LANDSCAPE ARCHITECTS	VALHALLA PARK CONSTRUCTION DOCS	<u>3,215.00</u>

Total for Dept 771.00 PARKS: 6,638.93

Dept 774.00 RECREATION

BANK OF AMERICA	2) CLOROX WIPES	12.70
BANK OF AMERICA	MEAL/CREDIT	<u>(50.00)</u>

Total for Dept 774.00 RECREATION: (37.30)

Total for Fund 208 PARKS & RECREATION FUND: 8,473.20

Fund 211 FIRE EQUIP. & APPARATUS FUND

Dept 000.00

BANK OF AMERICA	MEALS/SIGNS	<u>(11.88)</u>
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Total for Dept 000.00 : (11.88)

Dept 339.00 EQUIPMENT & APPARATUS

FIRE SERVICE MANAGEMENT	TURNOUT CLEANING	304.33
BANK OF AMERICA	MEALS/SIGNS	211.06
BANK OF AMERICA	MEALS/SIGNS	342.42
BANK OF AMERICA	MEAL/BATTERY PACK/BATTERY	83.39
WEST SHORE SERVICES INC	SIREN REPAIR	181.53
BANK OF AMERICA	MEAL/BATTERY PACK/BATTERY	48.13
WOLVERINE ENGINEERS	CSC EXISTING PARKING LOT	<u>9,861.52</u>

Total for Dept 339.00 EQUIPMENT & APPARATUS: 11,032.38

Total for Fund 211 FIRE EQUIP. & APPARATUS FUND: 11,020.50

Fund 243 BROWNFIELD REDEVELOPMENT AUTH

Dept 733.00 BROWNFIELD ADMINISTRATION

FOSTER, SWIFT, COLLINS	LEGAL FEES NOVEMBER	<u>192.50</u>
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Total for Dept 733.00 BROWNFIELD ADMINISTRATION: 192.50

Total for Fund 243 BROWNFIELD REDEVELOPMENT AUTH: 192.50

## Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

## Dept 000.00

SMART OFFICE SYSTEMS	SENIOR CITIZEN CENTER FURNITURE	7,916.48
SBAM	HEALTH INSURANCE JANUARY	549.61
DELHI TOWNSHIP TREASURER	2017 PARK LANE	1,932.26
DELHI TOWNSHIP TREASURER	2150 DEPOT	<u>355.72</u>

Total for Dept 000.00 : 10,754.07

## Dept 728.00 DDA ADMINISTRATION

J. RICHARD ROBINSON, P.C.	LEGAL FEES NOVEMBER	1,003.90
FAHEY SCHULTZ BURZYCH	LEGAL FEES NOVEMBER	494.00
FOSTER, SWIFT, COLLINS	LEGAL FEES NOVEMBER	1,731.00
GABRIEL ROEDER SMITH & CO	ACTUARIAL VALUATION	28.00
METRONET LONG DISTANCE	NOVEMBER LONG DISTANCE	5.14
TDS METROCOM	NOVEMBER LOCAL SERVICE	198.67
MICHIGAN ECONOMIC DEVEL	12/10/08 REGISTRATION/MC FADYEN	<u>75.00</u>

Total for Dept 728.00 DDA ADMINISTRATION: 3,535.71

## Dept 729.00 DDA MARKETING &amp; PROMOTION

BLOHM CREATIVE PARTNERS	10,200 OCTOBER 2008 OUR TOWN	14,553.42
GANNETT MICHIGAN NEWSPAP	DELHI SONG BOOK AD	99.00
BANK OF AMERICA	SWITCH/VAN RENTAL/POSTS	40.00
CHARLES GRINNELL	44 HOURS @ \$20	<u>880.00</u>

Total for Dept 729.00 DDA MARKETING &amp; PROMOTION: 15,572.42

## Dept 730.00 COMM REHABILITATION REBATE PGM

AMERASSIST LIMITED PARTNER	WINDOWS & SIDING/4415 HOLT	4,083.41
DELPHI GLASS CORPORATION	AWNING/DELPHI GLASS CORP	1,486.35
EVERGREEN LAND ENTERPRISE	LANDSCAPING/1798 HOLLOWAY	20,323.50
JOHN E. GREEN COMPANY	EXTERIOR REHAB/JOHN E GREEN CO	48,182.00
BERBUN LLC	SIGNS/BIGGBY COFFEE	<u>2,426.67</u>

Total for Dept 730.00 COMM REHABILITATION REBATE PGM: 76,501.93

## Dept 731.00 DDA INFRASTRUCTURE PROJECTS

C2AE	DEPOT/DELHI NE FINAL DESIGN	889.21
DELTA ELECTRICAL	REPLACE CONCRETE POLE/KELLER	477.00
BRONNER'S CHRISTMAS	LED LIGHTS	1,020.00
BRONNER'S CHRISTMAS	LED LIGHTS	3,050.00
BRONNER'S CHRISTMAS	LED LIGHTS	47.00
LOWE'S CREDIT SERVICES	9 HOLIDAY LIGHTS	313.82
J. RICHARD ROBINSON, P.C.	LEGAL FEES NOVEMBER	3,681.66
HUBBELL, ROTH & CLARK, INC	COOK/THORBURN/HANCOCK DRAINS	4,424.07
ACE HARDWARE	2 MARKING PAINT/MISC HARDWARE	33.46
BANK OF AMERICA	3 SIGNS/3 POSTS	483.33
LANDSCAPE ARCHITECTS	DELHI CMAQ PATH EXTRAS	373.50
SOIL & MATERIALS ENGINEERS	NORTH-SOUTH SHARED USE PATH	3,903.86
LANDSCAPE ARCHITECTS	EAST HOLT ROAD SOUTH SIDEWALK	250.00
LANDSCAPE ARCHITECTS	EAST HOLT ROAD SIDEWALK ALIGN	<u>800.00</u>

Total for Dept 731.00 DDA INFRASTRUCTURE PROJECTS: 19,746.91

Dept 850.00 OTHER FUNCTIONS		
MAID BRIGADE OF LANSING	CLEANING SERVICES/SHERIFF	480.00
BOARD OF WATER & LIGHT	12-08	76.84
BOARD OF WATER & LIGHT	12-08	8.72
BOARD OF WATER & LIGHT	12-08	23.17
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	6.35
DELHI TOWNSHIP TREASURER	N CEDAR ST - DRAIN	236.55
DELHI TOWNSHIP TREASURER	1694 CEDAR	179.78
DELHI TOWNSHIP TREASURER	2185 CEDAR	2,735.73
DELHI TOWNSHIP TREASURER	4471 DECAMP	28.12
DELHI TOWNSHIP TREASURER	2024 CEDAR	3,149.02
DELHI TOWNSHIP TREASURER	HOLT RD	661.79
DELHI TOWNSHIP TREASURER	4302 VETERANS DRIVE	3,363.63
DELHI TOWNSHIP TREASURER	PARK LANE VACANT LOT	554.72
DELHI TOWNSHIP TREASURER	2017 PARK LANE	1,766.07
DELHI TOWNSHIP TREASURER	2150 DEPOT	<u>3,018.10</u>

Total for Dept 850.00 OTHER FUNCTIONS: 16,288.59

Dept 903.00 CAPITAL OUTLAY-DDA		
WOLVERINE ENGINEERS	COLLEGE ROAD SUBDIVISION	<u>6,979.00</u>

Total for Dept 903.00 CAPITAL OUTLAY-DDA: 6,979.00

Dept 903.10 2008 CONSTRUCTION PROJECTS-DDA		
F & V CONSTRUCTION MANAGE	CEDAR HEIGHTS INFRASTRUCTURE	583,432.96
INGHAM COUNTY DRAIN COMM	CEDAR HEIGHTS LABOR & EQUIPMENT	2,701.02
C2AE	DEPOT/DELHI NE CONSTRUCTION SER	64,553.65
C2AE	DEPOT/DELHI NE GEOTECHNICAL CON	6,516.70
E. T. MAC KENZIE COMPANY	DELHI NE/DEPOT INFRASTRUCTURE	581,698.77
KEYSTONE DESIGN GROUP	SENIOR CITIZENS CENTER CONSTRUCT	8,400.75
WIELAND - DAVCO CORP	SENIOR CITIZEN CENTER PAYMENT 4	315,117.88
LOWE'S CREDIT SERVICES	3 RV ANTI-FREEZE/BROOM/25 DRIVE	49.75
PROFESSIONAL SERVICE	HOLT/AURELIUS PLAZA ENGINEERING	1,138.00
MIKE & SON ASPHALT, INC.	CSC PARKING LOT/PAY ESTIMATE #3	<u>135,872.90</u>

Total for Dept 903.10 2008 CONSTRUCTION PROJECTS-DDA: 1,699,482.38

Dept 905.00 DEBT SERVICE		
US BANK	BOND AGENT FEE 4589-5	<u>112.50</u>

Total for Dept 905.00 DEBT SERVICE: 112.50

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Total for Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY: 1,848,973.51

Fund 301 COMMUNITY SERV CTR BOND ISSUE

Dept 905.00 DEBT SERVICE

US BANK	BOND AGENT FEE 4638-5	112.50
Total for Dept 905.00 DEBT SERVICE:		112.50

Total for Fund 301 COMMUNITY SERV CTR BOND ISSUE: 112.50

Fund 394 PROJECT 9 INFRASTR. BOND ISSUE

Dept 905.00 DEBT SERVICE

US BANK	BOND AGENT FEE 3200-5	150.00
Total for Dept 905.00 DEBT SERVICE:		150.00

Total for Fund 394 PROJECT 9 INFRASTR. BOND ISSUE: 150.00

Fund 542 COMMUNITY DEVELOPMENT FUND

Dept 000.00

AM ASSOC. OF CODE ENFORCE	2009 DUES/LARNER	75.00
CODE OFFICIALS CONFERENCE	MEMBERSHIP & QTRLY CONFERENCE	25.00
CODE OFFICIALS CONFERENCE	MEMBERSHIP & QTRLY CONFERENCE	25.00
SBAM	HEALTH INSURANCE JANUARY	2,651.78
HEDLUND PLUMBING	REFUND PLUM PERMIT 5935 BOXWOOD	120.00
A-1 MECHANICAL	REFUND MECH PERMIT/5935 BOXWOOD	120.00

Total for Dept 000.00 : 3,016.78

Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT

BANK OF AMERICA	CREDIT	(12.95)
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	7.23
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	18.41
LANSING ICE & FUEL CO	GASOLINE 11/16-31/08	22.36
J. RICHARD ROBINSON, P.C.	LEGAL FEES NOVEMBER	262.40
ASSOC GOVERNMENT SERVICE	AGS PAYROLL 10/17-11/14/08	1,890.00
GABRIEL ROEDER SMITH & CO	ACTUARIAL VALUATION	75.00
LSL PLANNING, INC.	HD STUDY	2,258.50
KONICA MINOLTA - ALBIN	NOVEMBER METER CHARGE	34.67
ADP SCREENING & SELECTION	BACKGROUND CHECKS	73.77
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	3.00
SPARROW OCC HEALTH SERV	PHYSICALS	121.00
PIERRE E GOULET	TRASH REMOVAL - 2207 MEADOWLAWN	128.36

Total for Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT: 4,881.75

Total for Fund 542 COMMUNITY DEVELOPMENT FUND: 7,898.53

Fund 590 SEWAGE DISPOSAL SYSTEM

Dept 000.00

NATIONAL ASSES MNGT GROUP	REF SEW 2529 KATE HOLT MI	47.30
SBAM	HEALTH INSURANCE JANUARY	401.40
MISS DIG SYSTEM, INC.	2009 MISS DIG ANNUAL MEMBERSHIP	783.48

STATE OF MICHIGAN	NPDES ANNUAL PERMIT FEE	5,500.00
UNITED STATES POSTMASTER	FIRST CLASS PERMIT 1	180.00
SBAM	HEALTH INSURANCE JANUARY	<u>10,558.07</u>

Total for Dept 000.00 : 17,470.25

Dept 548.00 ADMINISTRATION & OVERHEAD

PRINTING ESSENTIALS	TONER CARTRIDGES	292.95
J. RICHARD ROBINSON, P.C.	LEGAL FEES NOVEMBER	246.00
CUSTOM MAILERS, INC.	NOVEMBER SEWER BILLS	405.66
GABRIEL ROEDER SMITH & CO	ACTUARIAL VALUATION	<u>358.00</u>

Total for Dept 548.00 ADMINISTRATION & OVERHEAD: 1,302.61

Dept 558.00 DEPT OF PUBLIC SERVICE

BANK OF AMERICA	HP TONER	139.99
PRINTING ESSENTIALS	TONER CARTRIDGE FOR HP3800 PRINT	115.00
ACE HARDWARE	3 KEYS/POCKET WATCH WALL CLOCK	14.99
DBI BUSINESS INTERIORS	OFFICE SUPPLIES	99.36
LANSING ICE & FUEL CO	GASOLINE 11/16-31/08	394.86
MODEL COVERALL SERVICE	UNIFORMS	66.50
MODEL COVERALL SERVICE	UNIFORMS	97.50
MODEL COVERALL SERVICE	UNIFORMS	84.00
MODEL COVERALL SERVICE	UNIFORMS	65.48
MODEL COVERALL SERVICE	UNIFORMS	88.48
MODEL COVERALL SERVICE	UNIFORMS	64.00
BANK OF AMERICA	PC ANYWHERE V12.1	69.99
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	10.00
AIRGAS GREAT LAKES	CYLINDER RENTAL	68.95
BANK OF AMERICA	TIMERS/QTR SLUDGE SAMPLE TESTING	324.25
THERMO FISHER SCIENTIFIC	POTW ANNUAL LAB ORDER	397.67
ALS LABORATORY GROUP	IPP - DART	590.00
ALS LABORATORY GROUP	OERLIKON BALZERS II	20.00
ARGUS-HAZCO	2 MULTIPRO FAST CHARGERS	278.87
C2AE	SAN SEWER STD UPDATE	433.67
C2AE	GENERAL ENGINEERING	2,264.64
C2AE	TREE STREETS CIPP LINER FAILURES	213.15
HUBBELL, ROTH & CLARK, INC	LAGOON EMERGENCY POWER STUDY	407.52
HUBBELL, ROTH & CLARK, INC	RBC BUILDING CONVERSION STUDY/	2,753.61
HUBBELL, ROTH & CLARK, INC	2008 GENERAL SERVICES GIS SERVICE	114.45
UNITED PARCEL SERVICE	SHIPPING	72.33
GRANGER CONTAINER SERVICE	YARD WASTE DUMPSTER 1492 AUR	1,170.00
GRANGER III & ASSOCIATES	GREASE HAUL	85.35
WASTE MANAGEMENT OF MI	MONTHLY CONTAINER SERVICE	174.60
BANK OF AMERICA	SWITCH/VAN RENTAL/POSTS	39.99
METRONET LONG DISTANCE	NOVEMBER LONG DISTANCE	9.44
TDS METROCOM	NOVEMBER LOCAL SERVICE	537.42
USA MOBILITY WIRELESS, INC.	DECEMBER PAGERS	98.73
BOARD OF WATER & LIGHT	12-08	50.63
BOARD OF WATER & LIGHT	12-08	12.21
CONSUMERS ENERGY	ELECTRIC 1988 WAVERLY	404.94
CONSUMERS ENERGY	ELECTRIC 4000 N. MICHIGAN RD #B	110.93
CONSUMERS ENERGY	AREA LIGHTING 5961 MC CUE	20.60
BOARD OF WATER & LIGHT	12-08	50.80

BOARD OF WATER & LIGHT	12-08	119.98
CONSUMERS ENERGY	GAS 1988 WAVERLY	40.62
ACE HARDWARE	3 SNOW PUSHERS	47.97
BOBCAT OF LANSING	6) SHOE PLOW	235.80
BANK OF AMERICA	FLAGS/BULBS/SPREADER/LOCK PIN	1.45
BANK OF AMERICA	FLAGS/BULBS/SPREADER/LOCK PIN	237.29
BANK OF AMERICA	VALVE/CEILING TILES/O-RINGS/SPARK	35.25
BANK OF AMERICA	VALVE/CEILING TILES/O-RINGS/SPARK	38.08
ACE HARDWARE	SCREWDRIVER/2 TRASH BAGS	34.47
COMPLETE HITCH COMPANY	UNIT #6 PLOW REPAIR	150.00
COMPLETE HITCH COMPANY	UNIT #6 PLOW REPAIR	199.27
D & G EQUIPMENT INC	SNOWEX WALK BEHIND SALT SPREAD	499.95
CARQUEST THE PARTS PLACE	30 MINIATURE LAMP BULBS	26.04
PAPER IMAGE PRINTING	(200) RESIDENTIAL COMPLAINT FORM	211.20
BANK OF AMERICA	TIMERS/QTR SLUDGE SAMPLE TESTING	17.98
BANK OF AMERICA	TIMERS/QTR SLUDGE SAMPLE TESTING	17.98
BANK OF AMERICA	TIMERS/QTR SLUDGE SAMPLE TESTING	(17.98)
BANK OF AMERICA	VALVE/CEILING TILES/O-RINGS/SPARK	6.00
BANK OF AMERICA	VALVE/CEILING TILES/O-RINGS/SPARK	25.23
BANK OF AMERICA	VALVE/CEILING TILES/O-RINGS/SPARK	87.88
BANK OF AMERICA	VALVE/CEILING TILES/O-RINGS/SPARK	15.54
BANK OF AMERICA	VALVE/CEILING TILES/O-RINGS/SPARK	66.31
BANK OF AMERICA	SWITCH/VAN RENTAL/POSTS	114.24
THE MACOMB GROUP	STRAINER/COUPLING/ADAPTER	98.68
THE MACOMB GROUP	STRAINER/COUPLING/ADAPTER	3.36
THE MACOMB GROUP	STRAINER/COUPLING/ADAPTER	0.81
THE MACOMB GROUP	STRAINER/COUPLING/ADAPTER	8.24
ACE HARDWARE	VALVE BALL	8.99
ACE HARDWARE	FLASHING ALUM	12.99
DU BOIS-COOPER ASSOCIATES	REPAIR/REBUILD GORMAN RUPP PUMP	2,159.44
DU BOIS-COOPER ASSOCIATES	REPAIR/REBUILD GORMAN RUPP PUMP	97.25
DU BOIS-COOPER ASSOCIATES	REPAIR/REBUILD GORMAN RUPP PUMP	12.00
DU BOIS-COOPER ASSOCIATES	REPAIR/REBUILD GORMAN RUPP PUMP	3.93
DU BOIS-COOPER ASSOCIATES	REPAIR/REBUILD GORMAN RUPP PUMP	87.80
DU BOIS-COOPER ASSOCIATES	REPAIR/REBUILD GORMAN RUPP PUMP	1.58
FLIER'S QUALITY WATER SYS	LMX13 BULBS/SHIPPING	475.96
FLIER'S QUALITY WATER SYS	LMX13 BULBS/SHIPPING	5.67
USA BLUE BOOK	24" AGITATOR W/SS SHAFT	252.79
MAID BRIGADE OF LANSING	CLEANING SERVICES/POTW	260.00
MAID BRIGADE OF LANSING	CLEANING SERVICES/MAINTENANCE	195.00
ARGUS-HAZCO	LABOR TO SERVICE METER	87.06
HASSELBRING-CLARK	CANON COPIER EXCESS RATE	132.38
INTERSTATE BATTERIES OF	BATTERY/UNIT #4	109.95
CARQUEST THE PARTS PLACE	FINANCE CHARGE	0.24
ABSOPURE WATER COMPANY	DRINKING WATER	46.75
SPARROW OCC HEALTH SERV	PHYSICALS	39.00
BANK OF AMERICA	FLAGS/BULBS/SPREADER/LOCK PIN	55.25
ACE HARDWARE	2 KEYS/OUTDOOR TIMER	17.99

LOWE'S CREDIT SERVICES	CABLE TIES	41.76
DELHI TOWNSHIP TREASURER	REIMBURSE PETTY CASH	4.75
DELHI TOWNSHIP TREASURER	WEST BLVD DRAINS	59.26
DELHI TOWNSHIP TREASURER	1492 AURELIUS DRAINS	191.18
D & G EQUIPMENT INC	FRONTIER SS1079P 3 PT SALT SPREAD	2,070.00
D & G EQUIPMENT INC	FRONTIER SS1079P 3 PT SALT SPREAD	70.00
D & G EQUIPMENT INC	FRONTIER SS1079P 3 PT SALT SPREAD	<u>80.00</u>

Total for Dept 558.00 DEPT OF PUBLIC SERVICE: 20,915.51

Dept 578.01 CAPITAL IMPR-TREATMENT PLANT

HUBBELL, ROTH & CLARK, INC	DIGESTER REHABILITATION/PAYMENT	21,047.01
SOIL & MATERIALS ENGINEERS	DIGESTER SYSTEM IMPROVEMENTS	2,572.89
HUBBELL, ROTH & CLARK, INC	HOUSEHOLD WASTE RECYCLING DROP O	9,000.00
C2AE	08 SAN SEWER REHAB	6,865.71
C2AE	COOLRIDGE SANITARY SEWER	3,598.56
IRISH CONSTRUCTION COMPANY	DIGESTER IMPROVEMENTS PAYMENT	362,303.75
CONSUMERS ENERGY	GAS SERVICE/NEW DIGESTER	4,957.35
WOLVERINE ENGINEERS	WEST TOWN SS INTERCEPTOR	<u>784.00</u>

Total for Dept 578.01 CAPITAL IMPR-TREATMENT PLANT: 411,129.27

Dept 588.01 G.O. BOND INDEBTEDNESS

US BANK	BOND AGENT FEE 3016-5	<u>150.00</u>
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Total for Dept 588.01 G.O. BOND INDEBTEDNESS: 150.00

Dept 588.02 SPECIAL ASSESSMENT BONDS

US BANK	BOND 3014-5 AGENT FEES	<u>75.00</u>
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Total for Dept 588.02 SPECIAL ASSESSMENT BONDS: 75.00

Total for Fund 590 SEWAGE DISPOSAL SYSTEM: 451,042.64

Fund 701 TRUST & AGENCY FUND

Dept 000.00

INGHAM COUNTY TREASURER	OCTOBER TRAILER PARK FEES	2,282.50
AFLAC	EMPLOYEE DEDUCTIONS	512.44
AFLAC	EMPLOYEE DEDUCTIONS	7.38
AFLAC	EMPLOYEE DEDUCTIONS	386.44
AFLAC	EMPLOYEE DEDUCTIONS	102.00
AFLAC	EMPLOYEE DEDUCTIONS	339.72
SBAM	HEALTH INSURANCE JANUARY	153.31
AFLAC	FSA FEE - NOVEMBER	30.00
HOLT FOOD BANK	CASUAL FRIDAY DONATION	274.00
DANIEL SHADDUCK	DECEMBER 2008 BOR REFUND	47.71
RICK COTTON	DECEMBER 2008 BOR REFUND	23.91
A L SHAVER	DECEMBER 2008 BOR REFUND	<u>48.25</u>

Total for Dept 000.00 : 4,207.66

Total for Fund 701 TRUST & AGENCY FUND: 4,207.66

Fund 703 CURRENT TAX ACCOUNT

Dept 000.00

TIM & MARIYA WILLIAMS

4.98

BELL TITLE AGENCY

680.50

COUNTRYWIDE

719.62

US BANCORP EQUIPMENT

127.23

Total for Dept 000.00 : 1,532.33

Total for Fund 703 CURRENT TAX ACCOUNT: 1,532.33

Fund 811 PINETREE ROAD DEBT SERVICE

Dept 905.00 DEBT SERVICE

US BANK

BOND 3014-5 AGENT FEES

75.00

Total for Dept 905.00 DEBT SERVICE: 75.00

Total for Fund 811 PINETREE ROAD DEBT SERVICE: 75.00

Total - All Funds 2,463,440.53

## ACCOUNTS PAYABLE APPROVAL

December 30, 2008

**I. Certification of Authorized Signatures:** The attached Check Register and Invoice Distribution Report encompass checks dated December 30, 2008, numbered 73676 through 73750 & ACH#1090. Every invoice has a payment authorizing signature(s).

Dated: December 30, 2008

\_\_\_\_\_  
Lora Behnke, Accounting Clerk

**II. Certification of Fund Totals:**

The attached Invoice Distribution Report and Check Register for checks dated December 30, 2008 show payments made from the following funds:

General Fund	\$	211,513.08
Parks & Recreation		2,425.85
Fire Equipment Fund		220.00
Downtown Development Fund		13,341.37
Community Development Fund		2,037.17
Trust & Agency Fund		2,347.50
Current Tax Fund		2,362.06
Subtotal Common Savings*	\$	234,247.03
Sewer Fund Receiving**		<u>167,547.69</u>
 Grand Total		 <u>\$ 401,794.72</u>

**Includes the following to be reimbursed from separate bank accounts:**

*Employee Flexible Spending Acct.	\$	60.00
*Current Tax Account		\$ 2,362.06

Dated: December 30, 2008

\_\_\_\_\_  
Marian Frane, Director of Accounting

**III. Approval for Distribution:** I have reviewed the above checks and invoices and all of them should be distributed. All invoices over \$10,000.00 have been approved by general policy or previous motions of the board. (E.T. MacKenzie Company \$22,776.11 for Emergency Cedar St. Sewer Repair, no prior Board Approval, Hoffman Brothers, Inc. \$ 61,653.76 for Coolridge Sewer replacement, 9/16/08, PVS Nolwood Chemicals, Inc. \$10,453.30 for Calcium Nitrate for Sewer Plant, no prior Board Approval, RS Technical Services \$14,098.00 for SCADA System Upgrade, 4/02/08 ).

Dated: December 30, 2008

\_\_\_\_\_  
John B. Elsinga, Township Manager

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

\_\_\_\_\_  
Harry R. Ammon, Treasurer

**IV. Board Audit and Approval:** At a regular meeting of the Township Board held on January 20 , 2009, a motion was made by \_\_\_\_\_ and passed by \_\_\_\_\_ yes votes and \_\_\_\_\_ no votes ( \_\_\_\_\_ absent) that the list of claims dated December 30, 2008, was reviewed, audited and approved.

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

INVOICE DISTRIBUTION REPORT FOR DELHI CHARTER TOWNSHIP  
 INVOICES TO BE PAID 12/17/2008 - 12/30/2008  
 Paid Invoices Only

Vendor	Invoice Description	Amount
Fund 101 GENERAL FUND		
Dept 000.00		
ENCOMPASS/EAP	1ST QTR 2009 EAP	596.75
HOLT POSTMASTER	POSTAGE DUE ACCOUNT	200.00
MMTA	WINTER WORKSHOP/TEBEAU	125.00
OTIS ELEVATOR COMPANY	PM ON CSC ELEVATOR	702.36
MEDICARE	REFUND 2008A-1666 (BARNER)	329.34
JOHN SMYTHE	REFUND 2008-1257	<u>52.32</u>
Total for Dept 000.00 :		2,005.77
Dept 101.00 GENERAL GOVERNMENT		
VERIZON WIRELESS	NOVEMBER CELLULAR PHONES	<u>29.02</u>
Total for Dept 101.00 GENERAL GOVERNMENT:		29.02
Dept 171.00 MANAGER		
BASIC	DEC HSA ADMINISTRATION FEE	3.30
VERIZON WIRELESS	NOVEMBER CELLULAR PHONES	<u>87.10</u>
Total for Dept 171.00 MANAGER:		90.40
Dept 191.00 ACCOUNTING		
BASIC	DEC HSA ADMINISTRATION FEE	3.30
MUZZALL GRAPHICS	1099'S AND W-2 FOR 2008	3.50
MUZZALL GRAPHICS	1099'S AND W-2 FOR 2008	3.50
MUZZALL GRAPHICS	1099'S AND W-2 FOR 2008	7.00
MUZZALL GRAPHICS	1099'S AND W-2 FOR 2008	43.00
MUZZALL GRAPHICS	1099'S AND W-2 FOR 2008	42.15
MUZZALL GRAPHICS	1099'S AND W-2 FOR 2008	3.36
MUZZALL GRAPHICS	1099'S AND W-2 FOR 2008	3.36
MUZZALL GRAPHICS	1099'S AND W-2 FOR 2008	13.23
REHMANN ROBSON	BANK ACCOUNT CONSOLIDATION	<u>175.00</u>
Total for Dept 191.00 ACCOUNTING:		297.40
Dept 215.00 CLERK		
BASIC	DEC HSA ADMINISTRATION FEE	6.60
DBI BUSINESS INTERIORS	CREDIT	(75.45)
TRIANGLE CABLES	5) HP CARTRIDGES	210.55

VERIZON WIRELESS	NOVEMBER CELLULAR PHONES	84.30
AMY D FINCH	MILEAGE 9/5-11/14/08	22.52
JOYCE C GOULET	MILEAGE 7/1-12/23/08	<u>42.53</u>

Total for Dept 215.00 CLERK: 291.05

Dept 228.00 COMPUTER	DEC HSA ADMINISTRATION FEE	3.30
BASIC	NOVEMBER CELLULAR PHONES	<u>84.30</u>

Total for Dept 228.00 COMPUTER: 87.60

Dept 253.00 TREASURERS	DEC HSA ADMINISTRATION FEE	6.60
BASIC	CUSTOM STAMPS FOR TREASURER	131.28
DBI BUSINESS INTERIORS	NOVEMBER CELLULAR PHONES	<u>29.31</u>

Total for Dept 253.00 TREASURERS: 167.19

Dept 257.00 ASSESSING	DEC HSA ADMINISTRATION FEE	6.60
BASIC	GASOLINE 12/1-15/08	41.52
LANSING ICE & FUEL CO	NOVEMBER CELLULAR PHONES	<u>58.04</u>

Total for Dept 257.00 ASSESSING: 106.16

Dept 265.00 BUILDING & GROUNDS	DEC HSA ADMINISTRATION FEE	5.52
BASIC	GASOLINE 12/1-15/08	52.55
LANSING ICE & FUEL CO	WET FLOOR SIGNS / HAND SOAP	41.74
LANSING SANITARY SUPPLY INC	KLEENEX	86.94
SAM'S CLUB DIRECT	CLEANING SERVICES/CSC	975.00
MAID BRIGADE OF LANSING	SEWER	253.00
DELHI TOWNSHIP TREASURER	ELECTRIC	4,786.48
CONSUMERS ENERGY	GAS	4,040.68
CONSUMERS ENERGY	HVAC REPAIR	711.50
JOHN E. GREEN COMPANY	4 FLOURESCENT LAMPS	24.00
WESCO DISTRIBUTION, INC	ANNUAL CARPET CLEANING	<u>1,521.90</u>

Total for Dept 265.00 BUILDING & GROUNDS: 12,499.31

Dept 276.00 CEMETERY	DEC HSA ADMINISTRATION FEE	2.97
BASIC	GASOLINE 12/1-15/08	<u>34.78</u>

Total for Dept 276.00 CEMETERY: 37.75

Dept 301.00 POLICE		
ROBERT J. ROBINSON, ATTN	NOV MOTOR VEH ORD	1,855.00
INGHAM COUNTY TREASURER	DECEMBER POLICE CONTRACT	<u>192,755.00</u>

Total for Dept 301.00 POLICE: 194,610.00

Dept 336.00 FIRE DEPARTMENT		
BASIC	DEC HSA ADMINISTRATION FEE	42.90
BARYAMES CLEANERS	UNIFORM CLEANING	163.24
LANSING ICE & FUEL CO	GASOLINE 12/1-15/08	589.16
GALLS	4) LT. COLLAR PINS & FREIGHT	36.95
VERIZON WIRELESS	NOVEMBER CELLULAR PHONES	370.73
DELHI TOWNSHIP TREASURER	SEWER	31.35
CONSUMERS ENERGY	ELECTRIC	39.22
CARQUEST THE PARTS PLACE	DEXIII/MERC ATF	2.92
CARQUEST THE PARTS PLACE	4) DEXIII/MERC ATF	<u>11.66</u>

Total for Dept 336.00 FIRE DEPARTMENT: 1,288.13

Dept 850.00 OTHER FUNCTIONS		
BASIC	DEC HSA ADMINISTRATION FEE	<u>3.30</u>

Total for Dept 850.00 OTHER FUNCTIONS: 3.30

Total for Fund 101 GENERAL FUND: 211,513.08

Fund 208 PARKS & RECREATION FUND

Dept 000.00		
ENCOMPASS/EAP	1ST QTR 2009 EAP	38.75
SOUTHERN MICH RECREATION	SMRPA MEMBERSHIP	<u>40.00</u>

Total for Dept 000.00 : 78.75

Dept 752.00 ADMINISTRATION		
BASIC	DEC HSA ADMINISTRATION FEE	6.60
VERIZON WIRELESS	NOVEMBER CELLULAR PHONES	260.81
SOUTHERN MICH RECREATION	SMRPA MEMBERSHIP	<u>0.00</u>

Total for Dept 752.00 ADMINISTRATION: 267.41

Dept 771.00 PARKS		
MODEL COVERALL SERVICE	UNIFORM PANTS	24.00
LANSING ICE & FUEL CO	GASOLINE 12/1-15/08	174.64
AMERICAN RENTAL	PORTABLE TOILETS	150.00
ALLIED WASTE SERVICES #249	BASIC SERVICE 12/08/VALHALLA	100.00
BOARD OF WATER & LIGHT	WATER/ELECTRIC/STREETLIGHTS	93.60
BOARD OF WATER & LIGHT	WATER 4050 KELLER	93.60
DELHI TOWNSHIP TREASURER	SEWER	11.00

DELHI TOWNSHIP TREASURER	SEWER	31.35
DELHI TOWNSHIP TREASURER	SEWER	27.50
CONSUMERS ENERGY	ELECTRIC	15.00
CONSUMERS ENERGY	ELECTRIC	21.58
CONSUMERS ENERGY	ELECTRIC	207.10
CONSUMERS ENERGY	ELECTRIC	386.38
CONSUMERS ENERGY	ELECTRIC	37.15
CONSUMERS ENERGY	ELECTRIC	365.45
ACE HARDWARE	LIQUID NAIL GLUE	1.79
CARQUEST THE PARTS PLACE	MINI-STROBE	73.07
ACE HARDWARE	4 LIGHTS	3.84

Total for Dept 771.00 PARKS: 1,817.05

Dept 774.00 RECREATION		
BASIC	DEC HSA ADMINISTRATION FEE	3.30
R. A. DINKEL & ASSOCIATES	4 PARK PLAQUES	112.00
SAM'S CLUB DIRECT	COOKIES/HOT CHOCOLATE/CUPS	147.34

Total for Dept 774.00 RECREATION: 262.64

Total for Fund 208 PARKS & RECREATION FUND: 2,425.85

Fund 211 FIRE EQUIP. & APPARATUS FUND

Dept 339.00 EQUIPMENT & APPARATUS

ARC - MID MICHIGAN CHAPTER	COURSE RECORD FEE	220.00
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Total for Dept 339.00 EQUIPMENT & APPARATUS: 220.00

Total for Fund 211 FIRE EQUIP. & APPARATUS FUND: 220.00

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

Dept 000.00

ROBERT W BAIRD & CO., INC.	P & I PYMT-AMOCO CORNER	544.53
ROBERT W BAIRD & CO., INC.	P & I PYMT-AMOCO CORNER	88.87
ROBERT HOLMES	P & I PYMT - AMOCO CORNER	544.53
ROBERT HOLMES	P & I PYMT - AMOCO CORNER	88.87
WILLIAM THORBURN	P & I PYMT - AMOCO CORNER	1,089.06
WILLIAM THORBURN	P & I PYMT - AMOCO CORNER	177.74
AMERICAN PLANNING	2009 MEMBERSHIP/MC FADYEN	250.00

Total for Dept 000.00 : 2,783.60

Dept 728.00 DDA ADMINISTRATION

VERIZON WIRELESS	NOVEMBER CELLULAR PHONES	37.32
HELEN C HARRISON	MILEAGE 9/29-12/31/08	78.39
MILLCARE COMMERCIAL CARP	ANNUAL CARPET CLEANING	507.80

ACE HARDWARE	SCREWS/BOLTS/NAILS	1.00
SAM'S CLUB DIRECT	KLEENEX	12.42
ALASTAIR MC FADYEN	REVENUE SHARING LUNCH	139.33
ALASTAIR MC FADYEN	LODGING & AMTRACK	495.92

Total for Dept 728.00 DDA ADMINISTRATION: 1,272.18

Dept 729.00 DDA MARKETING & PROMOTION

LANSING SANITARY SUPPLY INC	WET FLOOR SIGNS / HAND SOAP	123.70
LANSING SANITARY SUPPLY INC	WET FLOOR SIGNS / HAND SOAP	7.50
ACE HARDWARE	CLAMPS/EXTENSION CORDS/BULB	70.82
ACE HARDWARE	ICE MELT/MR CLEAN ERASERS/	50.43
ACE HARDWARE	SIGNS/DRILL BIT	16.21
ACE HARDWARE	SCREWS/BOLTS/NAILS	9.92
ACE HARDWARE	LAMP CLAMPS/BULB	6.00
ACE HARDWARE	LAMP CLAMP/BULBS	32.96
CHARLES GRINNELL	32 HOURS @ \$20	640.00

Total for Dept 729.00 DDA MARKETING & PROMOTION: 957.54

Dept 850.00 OTHER FUNCTIONS

BASIC	DEC HSA ADMINISTRATION FEE	3.21
LANSING ICE & FUEL CO	GASOLINE 12/1-15/08	48.85
MAID BRIGADE OF LANSING	CLEANING SERVICES/SHERIFF	480.00
BOARD OF WATER & LIGHT	WATER/ELECTRIC/STREETLIGHTS	13.54
BOARD OF WATER & LIGHT	WATER/ELECTRIC/STREETLIGHTS	8.72
DELHI TOWNSHIP TREASURER	SEWER	11.00
DELHI TOWNSHIP TREASURER	SEWER	44.00
DELHI TOWNSHIP TREASURER	SEWER	11.00
DELHI TOWNSHIP TREASURER	SEWER	26.40
DELHI TOWNSHIP TREASURER	SEWER	25.58
DELHI TOWNSHIP TREASURER	SEWER	11.00
DELHI TOWNSHIP TREASURER	SEWER	11.00
DELHI TOWNSHIP TREASURER	SEWER	34.10
CONSUMERS ENERGY	ELECTRIC	287.32
CONSUMERS ENERGY	ELECTRIC	771.48
CONSUMERS ENERGY	ELECTRIC	150.19
CONSUMERS ENERGY	ELECTRIC	1,350.50
CONSUMERS ENERGY	ELECTRIC	42.46
CONSUMERS ENERGY	ELECTRIC	357.06
CONSUMERS ENERGY	ELECTRIC	150.19
CONSUMERS ENERGY	ELECTRIC	116.91
CONSUMERS ENERGY	ELECTRIC	212.29
CONSUMERS ENERGY	GAS	52.91
CONSUMERS ENERGY	GAS	913.11

Total for Dept 850.00 OTHER FUNCTIONS: 5,132.82

Dept 903.10 2008 CONSTRUCTION PROJECTS-DDA		
SOIL & MATERIALS ENGINEERS	SENIOR CITIZENS CENTER	3,195.23

Total for Dept 903.10 2008 CONSTRUCTION PROJECTS-DDA:	3,195.23
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Total for Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY:	13,341.37
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Fund 542 COMMUNITY DEVELOPMENT FUND

Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT

BASIC	DEC HSA ADMINISTRATION FEE	13.20
CLASSIC PRINTING, INC.	200 TAGS/NOTICE OF ORDINANCE	130.00
LANSING ICE & FUEL CO	GASOLINE 12/1-15/08	67.18
ASSOC GOVERNMENT SERV	AGS PAYROLL 11/17-12/12/08	1,195.00
VERIZON WIRELESS	NOVEMBER CELLULAR PHONES	360.79
BANC OF AMERICA LEASING	DECEMBER KONICA LEASE	271.00

Total for Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT:	2,037.17
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Total for Fund 542 COMMUNITY DEVELOPMENT FUND:	2,037.17
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Fund 590 SEWAGE DISPOSAL SYSTEM

Dept 000.00

FRAKES, DOUGLAS & HOLLY	REFUND SEWER BALANCE	22.00
REMAX RIVERWOOD	REF SEW 5070 GLENDURGAN HOLT	66.01
KRISHNAN, GANAPATHY	REFUND SEWER BALANCE	94.45
ENCOMPASS/EAP	1ST QTR 2009 EAP	201.50

Total for Dept 000.00 :	383.96
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Dept 548.00 ADMINISTRATION & OVERHEAD

BASIC	DEC HSA ADMINISTRATION FEE	3.30
DBI BUSINESS INTERIORS	CUSTOM STAMPS FOR TREASURER	43.76

Total for Dept 548.00 ADMINISTRATION & OVERHEAD:	47.06
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Dept 558.00 DEPT OF PUBLIC SERVICE

BASIC	DEC HSA ADMINISTRATION FEE	47.70
CLASSIC PRINTING, INC.	100 CHANGE OF ADDRESS PADS	135.00
LANSING ICE & FUEL CO	GASOLINE 12/1-15/08	603.95
AVERY OIL & PROPANE	PREMIER WINTER FUEL	1,173.17
BARYAMES CLEANERS	UNIFORM DRY CLEANING	36.30
MODEL COVERALL SERVICE	UNIFORMS	81.98
MODEL COVERALL SERVICE	UNIFORMS	64.00
CLEANLITES RECYCLING, INC.	RECYCLING/MONITORS/LIGHT BULB	133.23
THERMO FISHER SCIENTIFIC	MISC. LAB SUPPLIES	356.83
PVS NOLWOOD CHEMICALS	CALCIUM NITRATE	10,453.30
PVS NOLWOOD CHEMICALS	SODIUM BISULFITE	840.14

KEMIRA WATER SOLUTIONS	FERRIC CHLORIDE	4,929.44
ALS LABORATORY GROUP	IPP - SERV PRO	590.00
UNITED PARCEL SERVICE	SHIPPING	96.19
VERIZON WIRELESS	NOVEMBER CELLULAR PHONES	474.49
COMCAST	HIGH SPEED INTERNET	127.90
BOARD OF WATER & LIGHT	WATER/ELECTRIC/STREETLIGHTS	113.10
BOARD OF WATER & LIGHT	WATER/ELECTRIC/STREETLIGHTS	55.00
BOARD OF WATER & LIGHT	WATER/ELECTRIC/STREETLIGHTS	89.03
DELHI TOWNSHIP TREASURER	SEWER	126.50
CONSUMERS ENERGY	ELECTRIC	56.05
CONSUMERS ENERGY	ELECTRIC	1,552.23
CONSUMERS ENERGY	ELECTRIC	188.35
CONSUMERS ENERGY	ELECTRIC	394.77
CONSUMERS ENERGY	ELECTRIC	395.96
CONSUMERS ENERGY	ELECTRIC	92.69
CONSUMERS ENERGY	ELECTRIC	345.02
CONSUMERS ENERGY	ELECTRIC	244.98
CONSUMERS ENERGY	ELECTRIC	13,099.98
CONSUMERS ENERGY	ELECTRIC	105.84
CONSUMERS ENERGY	ELECTRIC	231.56
CONSUMERS ENERGY	GAS	867.03
CONSUMERS ENERGY	GAS	1,167.10
CONSUMERS ENERGY	GAS	803.81
CONSUMERS ENERGY	GAS	45.13
CONSUMERS ENERGY	GAS	95.30
CONSUMERS ENERGY	GAS	329.13
CONSUMERS ENERGY	GAS	8,130.34
CONSUMERS ENERGY	GAS	202.68
CONSUMERS ENERGY	GAS	419.45
STATE OF MICHIGAN CASHIERS	BIOSOLIDS LAND APPLICATION FEE	3,120.20
ACE HARDWARE	TRASH CAN/SHOVEL	22.98
MILLCARE COMMERCIAL CARP	ANNUAL CARPET CLEANING	562.68
ACE HARDWARE	SCREWS/BOLTS/NAILS	1.00
BOBCAT OF LANSING	BLADE & UPPER ARM	73.30
LOWE'S CREDIT SERVICES	4) GATE HINGES	19.84
GRAINGER	2) ROLLING LADDERS	954.90
SAM'S CLUB DIRECT	KLEENEX	24.84
ACE HARDWARE	2) BATTERIES	8.58
CARQUEST THE PARTS PLACE	TAPPET GAUGE	5.19
DU BOIS-COOPER ASSOCIATES	6 FILTERS/8 GASKETS	14.40
BOBCAT OF LANSING	BLADE	20.68
GRAINGER	2 COUPLERS	43.10
JWC ENVIRONMENTAL	SEAL KIT/GASKET KIT	620.20
JWC ENVIRONMENTAL	SEAL KIT/GASKET KIT	109.07
JWC ENVIRONMENTAL	SEAL KIT/GASKET KIT	8.91
ACE HARDWARE	DIMMER/BOX/WALL PLATE	6.57
ACE HARDWARE	BREAKER	7.99
DU BOIS-COOPER ASSOCIATES	6 FILTERS/8 GASKETS	34.00
THERMO FISHER SCIENTIFIC	THERMO COUPLER	76.27

THERMO FISHER SCIENTIFIC	THERMO COUPLER	17.92
SIEMENS BUILDING TECH	HVAC REPAIR	712.00
MAID BRIGADE OF LANSING	CLEANING SERVICES/MAINTEN	195.00
MAID BRIGADE OF LANSING	CLEANING SERVICES/POTW	195.00
H & H WELDING & REPAIR LLC	2 CUTTER SHAFTS	910.00
H & H WELDING & REPAIR LLC	100 CUTTERS/100 SPACERS	2,900.00
JACK DOHENY SUPPLIES, INC	VACTOR PARTS & LABOR	3,980.06
CARQUEST THE PARTS PLACE	10 BLADES	89.07
FRANKIE D'S AUTO & TRUCK	3 WIPER BLADES/UNIT 66	24.00
FRANKIE D'S AUTO & TRUCK	LOF/99 FORD DUMP	36.00
AMERICAN STEEL CARPORTS	CARPORT BUILDING STRUCTURE	4,320.00
RS TECHNICAL SERVICES, INC.	SCADA SYSTEM UPGRADE	14,098.00

Total for Dept 558.00 DEPT OF PUBLIC SERVICE: 82,506.40

Dept 578.01 CAPITAL IMPR-TREATMENT PLANT		
REED BUSINESS INFORMATION	LEGAL AD	180.40
E. T. MAC KENZIE COMPANY	T&M CEDAR ST SEWER REPAIR	22,776.11
HOFFMAN BROS., INC.	COOLRIGE SANITARY SEWER REP	61,653.76

Total for Dept 578.01 CAPITAL IMPR-TREATMENT PLANT: 84,610.27

Total for Fund 590 SEWAGE DISPOSAL SYSTEM: 167,547.69

Fund 701 TRUST & AGENCY FUND		
Dept 000.00		
INGHAM COUNTY TREASURER	OCTOBER TRAILER PARK FEES	2,287.50
AFLAC	FSA FEE - DECEMBER	30.00
AFLAC	FSA FEE - OCTOBER	30.00

Total for Dept 000.00 : 2,347.50

Total for Fund 701 TRUST & AGENCY FUND: 2,347.50

Fund 703 CURRENT TAX ACCOUNT		
Dept 000.00		
WELLS FARGO HOME MORTGAGE	TAX OVERPMT PARCEL #21-176-003	2,362.06

Total for Dept 000.00 : 2,362.06

Total for Fund 703 CURRENT TAX ACCOUNT: 2,362.06

Total - All Funds 401,794.72



INVOICE DISTRIBUTION REPORT FOR DELHI CHARTER TOWNSHIP  
 INVOICES TO BE PAID 12/31/2008 - 01/13/2009  
 Paid Invoices Only

Vendor	Invoice Description	Amount
Fund 101 GENERAL FUND		
Dept 000.00		
BANK OF AMERICA	MEALS/ITEMS/TABLE	26.78
BANK OF AMERICA	MEALS/ITEMS/TABLE	100.34
BANK OF AMERICA	MEALS/ITEMS/TABLE	44.49
BANK OF AMERICA	MEALS/ITEMS/TABLE	102.68
BANK OF AMERICA	MEALS/ITEMS/TABLE	52.99
BANK OF AMERICA	MEALS/ITEMS/TABLE	(10.61)
Total for Dept 000.00 :		316.67
Dept 101.00 GENERAL GOVERNMENT		
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	11.40
HOLT-DIMONDALE SCHOOL	2009 MEMBERSHIP/JENKS	100.00
TRI-COUNTY OFFICE ON AGING	2009 MEALS ON WHEELS PROGRAM	3,434.00
BANK OF AMERICA	TRAINING/REFRESHMENTS/GUIDES/	259.00
Total for Dept 101.00 GENERAL GOVERNMENT:		3,804.40
Dept 171.00 MANAGER		
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	99.19
UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	137.46
BANK OF AMERICA	MEALS/ELSINGA	49.61
BANK OF AMERICA	MEALS/ELSINGA	25.55
BANK OF AMERICA	MEALS/ELSINGA	76.66
MICHIGAN TOWNSHIPS ASSOC	MICHIGAN TOWNSHIP NEWS/VANDER	30.00
MICHIGAN TOWNSHIPS ASSOC	MICHIGAN TOWNSHIP NEWS/THIELEN	30.00
ADP SCREENING & SELECTION	BACKGROUND CHECKS	25.25
BANK OF AMERICA	TRAINING/REFRESHMENTS/GUIDES/	105.00
BANK OF AMERICA	TRAINING/REFRESHMENTS/GUIDES/	27.00
Total for Dept 171.00 MANAGER:		605.72
Dept 191.00 ACCOUNTING		
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	51.87
UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	71.80
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	14.40
Total for Dept 191.00 ACCOUNTING:		138.07

Dept 215.00 CLERK		
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	84.62
UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	117.12
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	11.70
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	9.99
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	9.66
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	7.43
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	9.18
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	9.18
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	2.28
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	9.48
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	1.41
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	9.53
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	10.44
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	53.16
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	24.36
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	32.76
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	8.80
INTERSTATE ALL BATTERY	BATTERIES FOR CSC	34.34
PRINTING ESSENTIALS	TONER CARTRIDGES	165.00
PRINTING ESSENTIALS	TONER CARTRIDGES	450.00
PITNEY BOWES, INC	2/16-5/15/09 POSTAGE METER RENT	150.00
GANNETT MICHIGAN NEWSPAPER	DECEMBER LEGAL NOTICES	499.76
INTERNATIONAL INSTITUTE OF	ANNUAL MEMBERSHIP THRU 3/2010	165.00
MICHIGAN ASSOC OF CLERKS	MEMBERSHIP/HOPE/FINCH/GOULET	60.00
MICHIGAN ASSOC OF CLERKS	MEMBERSHIP/HOPE/FINCH/GOULET	40.00
MICHIGAN ASSOC OF CLERKS	MEMBERSHIP/HOPE/FINCH/GOULET	40.00
Total for Dept 215.00 CLERK:		2,015.20

Dept 228.00 COMPUTER		
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	30.94
UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	42.75
BANK OF AMERICA	ADAPTER/REPLACEMENT DRIVE	132.00
BANK OF AMERICA	ADAPTER/REPLACEMENT DRIVE	163.97
MICROTECH SERVICES, INC.	MONTHLY DSL SERVICE	120.00
JAMES E FELTON	MILEAGE 7/3-12/31/08	49.73
DELL MARKETING L.P.	RACK MOUNT SERVERS & RACK	1,000.35
BANK OF AMERICA	ADAPTER/REPLACEMENT DRIVE	1,449.40
DELL MARKETING L.P.	RACK MOUNT SERVERS & RACK	4,809.78
DELL MARKETING L.P.	SOFTWARE TO CONVERT TO WINDOWS S	3,816.89
DELL MARKETING L.P.	SOFTWARE TO CONVERT TO WINDOWS S	557.60
DELL MARKETING L.P.	SOFTWARE TO CONVERT TO WINDOWS S	2,895.96
DELL MARKETING L.P.	SOFTWARE TO CONVERT TO WINDOWS S	1,941.00
DELL MARKETING L.P.	SOFTWARE TO CONVERT TO WINDOWS S	470.79
DELL MARKETING L.P.	SOFTWARE TO CONVERT TO WINDOWS S	4,487.00
Total for Dept 228.00 COMPUTER:		21,968.16

Dept 253.00 TREASURERS		
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	74.16
UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	103.01
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLY ORDER	<u>39.12</u>

Total for Dept 253.00 TREASURERS: 216.29

Dept 257.00 ASSESSING		
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	57.78
UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	79.94
LANSING ICE & FUEL CO	GASOLINE 12/16-31/08	18.75
J. RICHARD ROBINSON, P.C.	LEGAL FEES DECEMBER	173.40
ASSESSMENT AND VALUATION	DECEMBER ASSESSING SERVICES	2,592.50
MICHIGAN TOWNSHIPS ASSOC	2/23/09 TRAINING/MAHIEU & WALLIN	<u>140.00</u>

Total for Dept 257.00 ASSESSING: 3,062.37

Dept 265.00 BUILDING & GROUNDS		
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	39.48
UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	54.88
LANSING ICE & FUEL CO	GASOLINE 12/16-31/08	60.20
MAID BRIGADE OF LANSING	CLEANING SERVICES/CSC	487.50
METRONET LONG DISTANCE	DECEMBER LONG DISTANCE	42.54
TDS METROCOM	DECEMBER LOCAL SERVICE	1,314.24
JOHN E. GREEN COMPANY	HVAC REPAIR	301.50
JOHN E. GREEN COMPANY	HVAC REPAIR	729.00
LOWE'S CREDIT SERVICES	CABLE TIES/TIE DOWN/PINS	<u>23.94</u>

Total for Dept 265.00 BUILDING & GROUNDS: 3,053.28

Dept 276.00 CEMETERY		
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	21.23
UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	29.51
LANSING ICE & FUEL CO	GASOLINE 12/16-31/08	<u>39.86</u>

Total for Dept 276.00 CEMETERY: 90.60

Dept 301.00 POLICE		
ROBERT J. ROBINSON, ATTN AT LAW DEC MOTOR VEH ORD		<u>1,510.00</u>

Total for Dept 301.00 POLICE: 1,510.00

Dept 336.00 FIRE DEPARTMENT		
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	240.95
UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	425.51
TRI-COUNTY EMERGENCY	200 TCEMCA REFUSAL FORMS	21.00
LANSING ICE & FUEL CO	GASOLINE 12/16-31/08	586.78

BANK OF AMERICA	SHOES/YANZ	82.98
BANK OF AMERICA	ORAL GLUCOSE	25.42
BANK OF AMERICA	ORAL GLUCOSE	(25.42)
BANK OF AMERICA	ORAL GLUCOSE	23.98
LIFEGAS LLC	OXYGEN	100.59
MAFC	MEMBERSHIP/ROYSTON	85.00
MICHIGAN STATE FIREMEN'S	2009 MEMBERSHIP	75.00
THE HUNDRED CLUB	2009 MEMBERSHIP DUES	100.00
SPARROW OCCUPATIONAL HEALTH	PRE-EMPLOYMENT PHYSICALS	324.71
COUNTY OF INGHAM	ING CO 911 FUND 7/1-9/30/08	1,186.64
BANK OF AMERICA	TRAINING/REFRESHMENTS/GUIDES/	42.39
METRONET LONG DISTANCE	DECEMBER LONG DISTANCE	6.10
TDS METROCOM	DECEMBER LOCAL SERVICE	80.35
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	30.92
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	78.16
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	528.53
CARQUEST THE PARTS PLACE	OIL	41.69
HALT FIRE, INC.	EMRGENCY REPAIR/#698	1,138.93
ADP SCREENING & SELECTION	BACKGROUND CHECKS	54.45

Total for Dept 336.00 FIRE DEPARTMENT: 5,254.66

Dept 446.00 INFRASTRUCTURE  
 BOARD OF WATER & LIGHT  
 CONSUMERS ENERGY  
 CONSUMERS ENERGY  
 BANK OF AMERICA  
 TRI-COUNTY REGIONAL

STREETLIGHTS 12/1/08-1/1/09	5,753.43
ELECTRIC/GAS/STREETLIGHTS	18,106.21
ELECTRIC/GAS/STREETLIGHTS	85.18
SEMINAR/MONTHLY SUBSCRIPTION	29.90
GLRC DUES 2009	4,000.00

Total for Dept 446.00 INFRASTRUCTURE: 27,974.72

Dept 850.00 OTHER FUNCTIONS  
 HARTFORD LIFE INSURANCE CO  
 COHL, STOKER & TOSKEY P.C.  
 J. RICHARD ROBINSON, P.C.  
 BANK OF AMERICA  
 BANK OF AMERICA

LIFE INSURANCE JANUARY	16.24
LEGAL FEES DECEMBER	51.00
LEGAL FEES DECEMBER	1,123.40
WUFOO SUBSCRIPTION/ WEB PAGE	9.00
WUFOO SUBSCRIPTION/ WEB PAGE	112.83
WEB HOSTING/WUFOO SUBSCRIPTION	65.85
WEB HOSTING/WUFOO SUBSCRIPTION	9.00
TRAINING/REFRESHMENTS/GUIDES/	8.98
TRAINING/REFRESHMENTS/GUIDES/	18.96
TRAINING/REFRESHMENTS/GUIDES/	29.28
TRAINING/REFRESHMENTS/GUIDES/	8.84
TRAINING/REFRESHMENTS/GUIDES/	5.60
REFRESHMENTS	19.61

Total for Dept 850.00 OTHER FUNCTIONS: 1,478.59

Total for Fund 101 GENERAL FUND: 71,488.73

Fund 208 PARKS & RECREATION FUND

Dept 752.00 ADMINISTRATION

HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	48.68
UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	67.23
BANK OF AMERICA	RIBBONS/LUNCH	31.81
METRONET LONG DISTANCE	DECEMBER LONG DISTANCE	3.52
TDS METROCOM	DECEMBER LOCAL SERVICE	181.26
BANK OF AMERICA	RIBBONS/LUNCH	<u>22.66</u>

Total for Dept 752.00 ADMINISTRATION: 355.16

Dept 771.00 PARKS

MODEL COVERALL SERVICE	UNIFORM PANTS	41.50
LANSING ICE & FUEL CO	GASOLINE 12/16-31/08	150.31
THE ANDERSONS	49) 50# DE-ICING SALT	225.89
ACE HARDWARE	1) EXTRACTOR SCREW 5/64"	2.79
COMPLETE HITCH COMPANY	2 STD SHOE ASSY	41.80
AMERICAN RENTAL	PORTABLE TOILET	75.00
MODEL COVERALL SERVICE	UNIFORM PANTS	15.50
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	82.56
ACE HARDWARE	SOLDER/FLEX/SOLDER GUN/ACID	54.56
ACE HARDWARE	BIKE HOOK/BULB/PAINT/TRAY/PAD	83.74
ACE HARDWARE	3) BOAT SNAPS/ROPE	52.97
SPARROW OCCUPATIONAL HEALTH	PRE-EMPLOYMENT PHYSICALS	<u>103.50</u>

Total for Dept 771.00 PARKS: 930.12

Dept 774.00 RECREATION

HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	23.21
UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	32.16
BOLLINGER INSURANCE	ASA FIELD INSURANCE	<u>200.00</u>

Total for Dept 774.00 RECREATION: 255.37

Total for Fund 208 PARKS & RECREATION FUND: 1,540.65

Fund 225 WATER IMPROVEMENT FUND

Dept 536.00 ADMINISTRATION & CONSTRUCTION

MID-MICHIGAN WATER	2009 DUES	170.00
DART CONTAINER OF MICHIGAN	ROAD REIMBURSEMENT	<u>55,000.00</u>

Total for Dept 536.00 ADMINISTRATION & CONSTRUCTION: 55,170.00

Total for Fund 225 WATER IMPROVEMENT FUND: 55,170.00

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

Dept 728.00 DDA ADMINISTRATION

HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	39.13
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UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	54.29
FAHEY SCHULTZ BURZYCH RHODES	LEFAL FEES DECEMBER	416.00
J. RICHARD ROBINSON, P.C.	LEGAL FEES DECEMBER	278.80
MICHIGAN ECONOMIC DEVELOPERS	MEMBERSHIP/MC FADYEN	240.00
MID-AMERICA ECON DEVEL	MEMBERSHIP/MC FADYEN	300.00
METRONET LONG DISTANCE	DECEMBER LONG DISTANCE	2.55
TDS METROCOM	DECEMBER LOCAL SERVICE	197.76
LOWE'S CREDIT SERVICES	CABLE TIES/TIE DOWN/PINS	44.30
MICHIGAN ECONOMIC DEVELOPERS	2/17/09 SEMINAR/MC FADYEN	<u>80.00</u>

Total for Dept 728.00 DDA ADMINISTRATION: 1,652.83

Dept 729.00 DDA MARKETING & PROMOTION		
GANNETT MICHIGAN NEWSPAPERS	AD IN ASSETS MAGAZINE	<u>499.00</u>

Total for Dept 729.00 DDA MARKETING & PROMOTION: 499.00

Dept 730.00 COMM REHABILITATION REBATE PGM		
MECHD, LLC	GREASE INTERCEPTOR REBATE	<u>13,507.00</u>

Total for Dept 730.00 COMM REHABILITATION REBATE PGM: 13,507.00

Dept 731.00 DDA INFRASTRUCTURE PROJECTS		
BANK OF AMERICA	LIFT RENTAL/DDA HOLIDAY LIGHTING	200.00
J. RICHARD ROBINSON, P.C.	LEGAL FEES DECEMBER	1,304.60
WOLVERINE ENGINEERS	CSC PARKING LOT CONSTRUCTION	<u>10,135.27</u>

Total for Dept 731.00 DDA INFRASTRUCTURE PROJECTS: 11,639.87

Dept 850.00 OTHER FUNCTIONS		
HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	22.92
UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	31.87
LANSING ICE & FUEL CO	GASOLINE 12/16-31/08	55.97
MAID BRIGADE OF LANSING	CLEANING SERVICES/SHERIFF	400.00
MAID BRIGADE OF LANSING	CLEANING SERVICES/SHERIFF	80.00
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	15.00
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	7.21
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	147.69
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	18.03
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	14.10
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	454.57
DART CONTAINER OF MICHIGAN	ROAD REIMBURSEMENT	311,000.00
DART CONTAINER OF MICHIGAN	ROAD REIMBURSEMENT	<u>371,000.00</u>

Total for Dept 850.00 OTHER FUNCTIONS: 683,247.36

Dept 903.00 CAPITAL OUTLAY-DDA		
WOLVERINE ENGINEERS	4294 VETERANS DRIVE SURVEY	<u>1,368.75</u>

Total for Dept 903.00 CAPITAL OUTLAY-DDA: 1,368.75

Dept 903.10 2008 CONSTRUCTION PROJECTS-DDA		
F & V CONSTRUCTION MANAGE	CEDAR HEIGHTS CONSTRUCTION	138,293.26
F & V CONSTRUCTION MANAGE	CEDAR HEIGHTS CONSTRUCTION	138,878.46
C2AE	FINAL DESIGN LABOR/DEPOT & DELHI	827.48
C2AE	GEOTECHNICAL CONSULTANTS/DEPOT &	5,517.56
C2AE	LABOR CONSTRUCTION SERVICES/	1,736.13
DELTA ELECTRICAL	HOLT RD SIDEWALK/LIGHTING-THORB	178,128.02
SOIL & MATERIALS ENGINEERS	SENIOR CENTER CONCRETE TESTING	1,115.46
COMMUNICATION CONSULTANTS	LABOR/HOLT & AURELIUS LED SIGN	878.00

Total for Dept 903.10 2008 CONSTRUCTION PROJECTS-DDA: 465,374.37

Total for Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY: 1,177,289.18

Fund 398 DDA COLLEGE WAT/SEW BOND ISSUE

Dept 905.00 DEBT SERVICE

US BANK	PAYING AGENT FEES	137.50
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Total for Dept 905.00 DEBT SERVICE: 137.50

Total for Fund 398 DDA COLLEGE WAT/SEW BOND ISSUE: 137.50

Fund 542 COMMUNITY DEVELOPMENT FUND

Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT

HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	151.06
UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	210.11
LANSING ICE & FUEL CO	GASOLINE 12/16-31/08	43.19
AMERICAN PLANNING	4/1/09-3/31/10 MEMBERSHIP/MILLER	415.00
NTH CONSULTANTS, LTD	SITE PLAN REVIEW-BERRY FARMS	1,339.25
LSL PLANNING, INC.	HD STUDY 11/14-12/21/08	1,538.44
COMMUNICATION CONSULTANTS	LABOR/COMMUNITY DEVELOPMENT	48.50
GANNETT MICHIGAN NEWSPAPERS	DECEMBER LEGAL NOTICES	282.88
FRANKIE D'S AUTO & TRUCK	PARTS & LABOR/#57	352.00

Total for Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT: 4,380.43

Total for Fund 542 COMMUNITY DEVELOPMENT FUND: 4,380.43

Fund 590 SEWAGE DISPOSAL SYSTEM

Dept 548.00 ADMINISTRATION & OVERHEAD

HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	10.15
MUZZALL GRAPHICS	SEWER BILLING ENVELOPES	2,790.00
MUZZALL GRAPHICS	SEWER BILLING ENVELOPES	3,060.00
J. RICHARD ROBINSON, P.C.	LEGAL FEES DECEMBER	147.60
HOLT POSTMASTER	JANUARY SEWER BILLS POSTAGE	2,450.00
CUSTOM MAILERS, INC.	DECEMBER SEWER BILLS	404.99

Total for Dept 548.00 ADMINISTRATION & OVERHEAD: 8,862.74

Dept 558.00 DEPT OF PUBLIC SERVICE

HARTFORD LIFE INSURANCE CO	LIFE INSURANCE JANUARY	340.88
UNUM LIFE INSURANCE COMPANY	DISABILITY INSURANCE JANUARY	473.89
LANSING ICE & FUEL CO	GASOLINE 12/16-31/08	691.95
MODEL COVERALL SERVICE	UNIFORMS	64.00
MODEL COVERALL SERVICE	UNIFORMS	65.48
MODEL COVERALL SERVICE	UNIFORMS	67.22
MODEL COVERALL SERVICE	UNIFORMS	288.77
CDW GOVERNMENT, INC.	HP CP3525DN DUPLEXING COLOR	875.00
BANK OF AMERICA	ADAPTER/REPLACEMENT DRIVE	72.99
LOWE'S CREDIT SERVICES	CABLE TIES/TIE DOWN/PINS	13.98
THERMO FISHER SCIENTIFIC	LABORATORY SUPPLIES	396.57
C2AE	TOWNSHIP SANITARY SEWER STAND	4,994.62
C2AE	GENERAL ENGINEERING SERVICES	4,295.13
GRANGER III & ASSOCIATES	GREASE HAUL	68.28
WASTE MANAGEMENT OF MICH	WASTE REMOVAL 5961 MC CUE	183.79
BANK OF AMERICA	MEMBERSHIPS/HEX BUSHING/CELL	31.85
BANK OF AMERICA	MEMBERSHIPS/HEX BUSHING/CELL	(0.06)
BANK OF AMERICA	MEMBERSHIPS/HEX BUSHING/CELL	(1.80)
BANK OF AMERICA	PLASTIC BAGS/HOSE/GLITTER/BATTERY	119.96
METRONET LONG DISTANCE	DECEMBER LONG DISTANCE	5.71
TDS METROCOM	DECEMBER LOCAL SERVICE	557.02
USA MOBILITY WIRELESS, INC.	JANUARY PAGERS - DPS	98.50
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	482.04
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	129.03
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	41.60
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	176.73
CONSUMERS ENERGY	ELECTRIC/GAS/STREETLIGHTS	481.47
BOBCAT OF LANSING	BOBCAT SIDEWALK PLOW PARTS	107.00
BOBCAT OF LANSING	BOBCAT SIDEWALK PLOW PARTS	418.17
BOBCAT OF LANSING	BOBCAT SIDEWALK PLOW PARTS	180.00
BOBCAT OF LANSING	BOBCAT SIDEWALK PLOW PARTS	277.92
BOBCAT OF LANSING	BOBCAT SIDEWALK PLOW PARTS	102.58
ACE HARDWARE	8 HATCH PINS	5.28
D & G EQUIPMENT INC	REAR VIEW MIRROR	83.07
THE ANDERSONS	539) 50# DE-ICING SALT	2,484.79
THE ANDERSONS	CREDIT	(225.89)
BANK OF AMERICA	MEMBERSHIPS/HEX BUSHING/CELL	31.00
FERGUSON ENTERPRISES #931	1/3 HP MOTOR	746.94
JWC ENVIRONMENTAL	4) COMPRESSION DISC	162.60
JWC ENVIRONMENTAL	4) COMPRESSION DISC	6.21
ACE HARDWARE	2 CHAMPION SPARK PLUGS	5.98
ARGUS-HAZCO	3 SENSORS/SHIPPING	131.00
ARGUS-HAZCO	3 SENSORS/SHIPPING	131.00
ARGUS-HAZCO	3 SENSORS/SHIPPING	210.00
ARGUS-HAZCO	3 SENSORS/SHIPPING	7.48
BANK OF AMERICA	SWITCH/TIRES/HALOGEN BEAMS	15.49
BANK OF AMERICA	SWITCH/TIRES/HALOGEN BEAMS	28.98
BANK OF AMERICA	PLASTIC BAGS/HOSE/GLITTER/BATTERY	63.00
INTERSTATE BATTERIES OF	2 DEEP CYCLE BATTERIES	277.90
RS TECHNICAL SERVICES, INC.	2 DIAPHRAGM KITS	138.30
RS TECHNICAL SERVICES, INC.	2 DIAPHRAGM KITS	331.78
TCF AEROVENT COMPANY	AEROVENT SHUTTER	513.00

TCF AEROVENT COMPANY	AEROVENT SHUTTER	145.00
BARNHART & SON, INC.	SNOW REMOVAL	5,949.33
MAID BRIGADE OF LANSING	CLEANING SERVICES/POTW	130.00
MAID BRIGADE OF LANSING	CLEANING SERVICES/MAINTENANCE	130.00
SIEMENS BUILDING TECHNOLOGIES	BOILER PARTS & LABOR	2,751.44
BANK OF AMERICA	SWITCH/TIRES/HALOGEN BEAMS	16.26
BANK OF AMERICA	SWITCH/TIRES/HALOGEN BEAMS	16.89
BANK OF AMERICA	SWITCH/TIRES/HALOGEN BEAMS	(15.38)
SHAHEEN CHEVROLET, INC.	REPAIR ABS & REAR BRAKES/TAHOE	836.01
ABSOPURE WATER COMPANY	DRINKING WATER	29.75
BANK OF AMERICA	PLASTIC BAGS/HOSE/GLITTER/BATTERY	7.18
BANK OF AMERICA	PLASTIC BAGS/HOSE/GLITTER/BATTERY	11.97
CLINTON COUNTY	MARKETING CONCEPTS & LOGO/RRCC	350.00
BANK OF AMERICA	MEMBERSHIPS/HEX BUSHING/CELL	87.00
BANK OF AMERICA	MEMBERSHIPS/HEX BUSHING/CELL	87.00
BANK OF AMERICA	SEMINAR/MONTHLY SUBSCRIPTION	49.95
SANDRA K DIORKA	FALL SEMESTER AT WMU	1,000.00
TELEDYNE ISCO, INC.	(2) FLOW METER/FLOW MONITORING	9,118.00
TELEDYNE ISCO, INC.	(2) FLOW METER/FLOW MONITORING	70.00
RS TECHNICAL SERVICES, INC.	SCADA SYSTEM UPGRADE	13,754.00

Total for Dept 558.00 DEPT OF PUBLIC SERVICE: 55,772.58

Dept 578.01 CAPITAL IMPR-TREATMENT PLANT

C2AE	PROFESSIONAL SERVICES/CEDAR	2,163.73
C2AE	WASTEWATER LIFT STATION ASSESS	40,200.00
IRISH CONSTRUCTION COMPANY	DIGESTER PROJECT PAYMENT 15	160,347.00
RS TECHNICAL SERVICES, INC.	VIDEO SURVEILLANCE SYSTEM/POTW	8,512.80
D. O. C. CONTRACTING, INC.	WEST TOWN DRAIN SANITARY SEWER	43,213.60

Total for Dept 578.01 CAPITAL IMPR-TREATMENT PLANT: 254,437.13

Total for Fund 590 SEWAGE DISPOSAL SYSTEM: 319,072.45

Fund 703 CURRENT TAX ACCOUNT

Dept 000.00

AMERIHOM MORTGAGE CORP	TAX OVRPMT PARCEL #07-476-023	4,586.65
SUMMIT COMMUNITY BANK	TAX OVRPMT PARCEL#-11-378-021	64.81
LAND AMERICA TAX & FLOOD SER	TAX OVERPMT PARCEL#-15-452-018	35.07
LAND AMERICA TAX & FLOOD SER	TAX OVRPMT PARCEL #15-277-011	2,038.33
LAND AMERICA TAX & FLOOD SER	TAX OVERPMT PARCEL #11-278-004	99.23
FIFTH THIRD BANK	TAX OVRPMT PARCEL #17-128-001	481.78
FIFTH THIRD BANK	TAX OVRPMT PARCEL #17-256-008	3,965.19
FIRST AMERICAN R/E TAX SERVICE	TAX OVRPMT PARCEL #13-328-009	100.00
FIRST AMERICAN R/E TAX SERVICE	TAX OVRPMT PARCEL #15-377-010	3,185.89
FIRST AMERICAN R/E TAX SERVICE	TAX OVRPMT PARCEL #21-354-005	2,811.29

FIRST AMERICAN R/E TAX SERVICE	TAX OVRPMT PARCEL #21-354-009	1,442.07
FIRST AMERICAN R/E TAX SERVICE	TAX OVRPMT PARCEL #21-356-005	1,466.55
FIRST AMERICAN R/E TAX SERVICE	TAX OVRPMT PARCEL #22-380-008	3,971.78
FIRST AMERICAN R/E TAX SERVICE	TAX OVRPMT PARCEL #28-300-036	122.13
FIRST AMERICAN R/E TAX SERVICE	TAX OVRPMT PARCEL #22-426-008	2,496.40
COUNTRYWIDE TAX SERVICE	TAX OVRPMT PARCEL #17-402-002	<u>21.74</u>

Total for Dept 000.00 : 26,888.91

Total for Fund 703 CURRENT TAX ACCOUNT: 26,888.91

Fund 765 FALK CEMETERY TRUST  
Dept 000.00  
SMITH FLORAL & GREENHOUSES

WREATH & GRAVE BLANKETS/FALK	<u>179.00</u>
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Total for Dept 000.00 : 179.00

Total for Fund 765 FALK CEMETERY TRUST: 179.00

Total - All Funds 1,656,146.85

**DELHI CHARTER TOWNSHIP  
FUND TRANSFERS AND PAYROLL APPROVAL  
For Payroll Dated December 23, 2008**

**I. Certification of Preparation and Distribution**

The attached check and payroll registers encompass check numbers: 71484 through 71551 & direct deposits numbers: DD6976 through DD7036. The payroll was prepared in accordance with established payroll rates and procedures.

\_\_\_\_\_  
Lora Behnke, Accounting Clerk

The Treasurer's and Clerk's signatures were affixed to the payroll checks using the check signing machine.

\_\_\_\_\_  
Joyce Goulet, Accounts Payable Coordinator

The attached Check and Payroll Registers were reviewed. The payroll checks were distributed in accordance with established procedures.

Dated: December 23, 2008

\_\_\_\_\_  
Marian Frane, CPA, Director of Accounting

**II. Payroll Report**

The December 23, 2008 payroll encompasses the following funds and expenditures:

	Gross	Payroll	Net
	Payroll	Deductions	Pay
General Fund	\$82,910.48	\$24,419.49	\$58,490.99
Parks & Recreation Fund	10,614.50	3,013.27	\$7,601.23
DDA	5,708.36	2,457.08	\$3,251.28
Comm. Development Fund	15,561.06	4,415.78	\$11,145.28
Trust & Agency Fund	695.33	0.00	\$695.33
Subtotal-Common Savings	115,489.73	34,305.62	81,184.11
Sewer Fund/Receiving	36,632.22	10,884.58	\$25,747.64
Total Payroll	\$152,121.95	\$45,190.20	\$106,931.75
	<b>Township</b>	<b>Township</b>	<b>Total Deductions</b>
	<b>FICA</b>	<b>Pension Plan</b>	<b>&amp; TWP Liabilities</b>
General Fund	\$5,764.09	\$6,113.96	\$36,297.54
Parks & Recreation Fund	801.65	591.72	4,406.64
DDA	367.35	476.00	3,300.43
Comm. Development Fund	1,147.99	1,256.35	6,820.12
Sewer Fund/Receiving	2,578.12	3,152.64	16,615.34
Total Payroll	\$10,659.20	\$11,590.67	\$67,440.07

\_\_\_\_\_  
Marian Frane, CPA, Director of Accounting

**III. FUND TRANSFERS**

Transfers covering the foregoing payroll were made on December 23, 2008 and identified as follows:

12/23 Net Pay Disbursement in Common Savings (\$81,184.11) 12/23 Net Pay Disbursement in Sewer Receiving (\$25,747.64)

12/23 Pay Deducts from Sewer Receiving to Common Savings (\$16,615.34)

\_\_\_\_\_  
Harry R. Ammon, Treasurer

**IV. Board Audit and Approval:**

At a regular meeting of the Township Board held on January 20, 2009, a motion was made by \_\_\_\_\_ and passed by \_\_\_\_\_ yes votes and \_\_\_\_\_ no votes(\_\_\_\_\_ absent) that the payroll dated December 23, 2008 was reviewed, audited, and approved.

Attachment to Payroll Register

cc: Ammon(1)Vander Ploeg(1)

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

12/29/2008

Excel U:/accounting private/2004 payroll/PAYROLL APPROVAL.xls

**DELHI CHARTER TOWNSHIP  
FUND TRANSFERS AND PAYROLL APPROVAL  
For Payroll Dated January 8, 2009**

**I. Certification of Preparation and Distribution**

The attached check and payroll registers encompass check numbers: 71557 through 71607 & direct deposits numbers: DD7037 through DD7092. The payroll was prepared in accordance with established payroll rates and procedures.

\_\_\_\_\_  
Lora Behnke, Accounting Clerk

The Treasurer's and Clerk's signatures were affixed to the payroll checks using the check signing machine.

\_\_\_\_\_  
Joyce Goulet, Accounts Payable Coordinator

The attached Check and Payroll Registers were reviewed. The payroll checks were distributed in accordance with established procedures.

Dated: January 8, 2009

\_\_\_\_\_  
Marian Frane, CPA, Director of Accounting

**II. Payroll Report**

The January 8, 2009 payroll encompasses the following funds and expenditures:

	<b>Gross Payroll</b>	<b>Payroll Deductions</b>	<b>Net Pay</b>
General Fund	\$93,672.00	\$28,239.33	\$65,432.67
Parks & Recreation Fund	10,033.53	2,998.03	\$7,035.50
DDA	6,302.08	2,609.29	\$3,692.79
Comm. Development Fund	15,007.34	4,366.77	\$10,640.57
Subtotal-Common Savings	125,014.95	38,213.42	<b>86,801.53</b>
Sewer Fund/Receiving	39,188.36	11,310.77	\$27,877.59
<b>Total Payroll</b>	<b>\$164,203.31</b>	<b>\$49,524.19</b>	<b>\$114,679.12</b>
	<b>Township FICA</b>	<b>Township Pension Plan &amp; HAS</b>	<b>Total Deductions &amp; TWP Liabilities</b>
General Fund	\$6,826.33	\$23,301.06	\$58,366.72
Parks & Recreation Fund	750.31	3,394.08	7,142.42
DDA	396.87	778.69	3,784.85
Comm. Development Fund	1,113.39	5,355.97	10,836.13
Sewer Fund/Receiving	2,790.86	14,456.02	28,557.65
<b>Total Payroll</b>	<b>\$11,877.76</b>	<b>\$47,285.82</b>	<b>\$108,687.77</b>

\_\_\_\_\_  
Marian Frane, CPA, Director of Accounting

**III. FUND TRANSFERS**

Transfers covering the foregoing payroll were made on January 8, 2009 and identified as follows:

1/08 Net Pay Disbursement In Common Savings (\$86,801.53) 1/08 Net Pay Disbursement in Sewer Receiving (\$27,877.59)

1/08 Pay Deducts from Sewer Receiving to Common Savings (\$28,557.65)

\_\_\_\_\_  
Harry R. Ammon, Treasurer

**IV. Board Audit and Approval:**

At a regular meeting of the Township Board held on January 20, 2009, a motion was made by \_\_\_\_\_ and passed by \_\_\_\_\_ yes votes and \_\_\_\_\_ no votes( \_\_\_\_\_ absent) that the payroll dated January 8, 2009 was reviewed, audited, and approved.

Attachment to Payroll Register  
cc: Ammon(1)Vander Ploeg(1)

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

## DELHI CHARTER TOWNSHIP

**MEMORANDUM**

**TO:** Delhi Township Board Members

**FROM:** Stuart Goodrich, Township Supervisor

**DATE:** January 12, 2009

**RE:** Recommendation for Appointment to the Delhi Charter Township Board of Review

---

Board of Review member John Craig's term expired on January 1, 2009. Due to his conflicting schedule he asked to be appointed only as an alternate to the Board of Review thereby vacating his full Board of Review position. Jane Wallin has expressed interest in serving on the Board of Review and has lived in the Township for forty years. Therefore, I am recommending the Board appoint Jane Wallin to the Board of Review for the two-year term beginning January 1, 2009 and expiring January 1, 2011, effective January 20, 2009.

**RECOMMENDED MOTION:**

**To appoint Jane Wallin to the Delhi Charter Township Board of Review, for the two-year term beginning January 1, 2009 and expiring January 1, 2011, effective January 20, 2009.**

**Delhi Charter Township**  
2074 Aurelius Road  
Holt, Michigan 48842  
Phone: (517) 694-2137 Fax: (517) 699-3847

**APPLICATION FOR TOWNSHIP BOARDS AND COMMISSIONS**

Position applied for (Name of Board or Commission) Board of Review

Applicant's Name Jane R. Wallin E-mail jrwallin@sbcglobal.net

Address 2280 Thornwood Dr, Holt, MI 48842 Tel. (Res.) 699-2983 (Bus.) ---

Place of Employment State of Michigan Occupation Retired Accountant

Length of residence in Township 40 years Do you own property within the Township? Yes

Please name any boards and/or commissions you have served on, or are serving, when & where:  
(Use extra page, if necessary) Delhi Township Park Commission, 1988 to present, Secretary

State Employee Retirees Association - Board of Directors, 2000 to present, and past Treasurer,  
Lansing area

Association of Government Accountants - past Secretary and past Treasurer. Lansing area

Michigan Association of Governmental Employees, OPEIU, Local 2002 - Treasurer 1987 - 2007,  
Director 1986, Lansing area

Please list an community activities you may have been involved with, and positions held: (if any)

former Holt Senior Citizens Club - Treasurer

served on two ad hoc Township committees - member

Why are you interested in serving on this Board/Commission?

I have the time, and I am interested in Delhi Township prospering. The assessment and review  
process interests me.

Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Note: Applicant must be a registered voter in Delhi Charter Township.*

Jane R. Wallin  
Signature

January 5, 2009  
Date

## DELHI CHARTER TOWNSHIP

**MEMORANDUM**

**TO:** Delhi Township Board Members

**FROM:** Stuart Goodrich, Township Supervisor

**DATE:** January 15, 2009

**RE:** Recommendation for Appointment to the Delhi Downtown Development Authority Board and the Brownfield Redevelopment Authority

---

DDA Board member Ted Darbor has resigned from the DDA Board and the Brownfield Redevelopment Authority due to conflicts in his schedule. His term does not expire until July 21, 2010. Because the Brownfield Redevelopment Authority by-laws state that the Authority shall consist of the members of the Delhi Charter Township Downtown Development Authority Board, his term on the Brownfield Redevelopment Authority also expires on July 21, 2010.

Delhi Township resident Rodger Enos has expressed an interest in serving on the DDA Board and the Brownfield Redevelopment Authority, therefore, I recommend appointing him to fulfill the remainder of the term vacated by Ted Darbor.

**RECOMMENDED MOTION:**

**To appoint Rodger Enos to the Delhi Township Downtown Development Authority Board and the Delhi Township Brownfield Redevelopment Authority, effective January 21, 2009; expiring July 21, 2010.**

**Delhi Charter Township**

2074 Aurelius Road

Holt, Michigan 48842

Phone: (517) 694-2137 Fax: (517) 699-3847

**APPLICATION FOR TOWNSHIP BOARDS AND COMMISSIONS**

Position applied for (Name of Board or Commission) DDA.

Applicant's Name RODGER L ENOS

Address 6016 HILLIARD RD Tel. (Res.) 517 394 7107 (Bus.) 517 694 0431  
LAUSING

Place of Employment LUMBERTOWN HOLT Occupation MANAGER

Length of residence in Township 1986 - 2003 Do you own property within the Township? No

Please name any boards and/or commissions you have served on, or are serving, when & where:  
(Use extra page, if necessary)

Please list any community activities you may have been involved with, and positions held: (if any)  
HDSBA; PRESIDENT 3 YEARS, CURRENTLY A DIRECTOR ON THE BOARD, MEMBER  
SOUTH LAUSING HOLT ROTARY, HOLT HIGH SCHOOL MENTORSHIP, HOLT CENTRAL  
HIGH SCHOOL MENTORSHIP, COMMUNITY VOLUNTEER, HOLT FEET

Why are you interested in serving on this Board and/or Commission? TO GIVE BACK TO DELHI  
THE BEST WAY I CAN. #1 I WOULD BRING A BUSINESS PERSPECTIVE, LARGE COMMITMENT,  
AND ENTHUSIASM TO THE BOARD. I WANT TO BE A PART OF MAKING OUR AREA  
GREAT HELPING WITH THE PROPER DEVELOPMENT AND GROWTH.

Comments: I LIVED IN HOLT FOR 19 YEARS AND HAVE WORKED HERE FOR  
OVER 24 YEARS. NEVER HAVE I SEEN A COMMUNITY THAT IS SO  
WILLING TO GIVE WHATEVER IT'S WORTH. SPECIAL PLACE!

Note: Applicant must be a registered voter in Delhi Charter Township.

Rodger L Enos  
Signature

1/12/09  
Date

## DELHI CHARTER TOWNSHIP

**MEMORANDUM**

**TO:** Delhi Township Board Members  
**FROM:** Stuart Goodrich, Township Supervisor  
**DATE:** January 12, 2009  
**RE:** Recommendation for Appointment to the Park Commission

---

Due to the resignation of Park Commissioner John Parker, a vacancy has occurred on the Park Commission. The four-year appointment term for this elected position does not expire until November 20, 2012. However, because there is a November General Election more than 182 days after the vacancy occurs the person we appoint to fill this vacancy will only serve until the November 2010 General Election at which time the voters will determine who will fill the remainder of the term.

Therefore, I would like to recommend the Board appoint John Mulvaney to the vacancy created by John Parker effective January 20, 2009 through November 20, 2010. Mr. Mulvaney previously served on the Park Commission and welcomes the opportunity to return. He also plans on running for the vacant Park Commission seat in the November election.

**RECOMMENDED MOTION:**

**To appoint John Mulvaney to the Delhi Township Park Commission, effective January 20, 2009 and expiring November 20, 2010 with the November General Election.**

## DELHI CHARTER TOWNSHIP

**MEMORANDUM**

**TO:** Delhi Township Board Members

**FROM:** John B. Elsinga, Township Manager

**DATE:** January 12, 2009

**RE:** Purchase of Self-Contained Breathing Apparatus with FEMA Grant Money

---

Enclosed for your review and approval is a request to purchase 24 Self-Contained Breathing Apparatus (SCBA) and accessories from Westshore Fire, Inc. in the amount of \$129,648.

The Delhi Township Fire Department recently received word that it was awarded a grant through the Federal Emergency Management Agency (FEMA) in the amount of \$129,769 of which Delhi Township is responsible for 10% of the total grant monies, or \$12,977, and FEMA contributes the remaining \$116,792. The last time we updated our SCBA equipment was in 2000 and federal requirements and technology have changed requiring us to update our equipment.

The Fire Department solicited bids for this equipment and Westshore Fire, Inc. provided the lowest bid of \$129,648. Funds for the Township's portion of this equipment is available in the Fire, Equipment, Training and Apparatus budget.

**Recommended Motion:**

**To approve the purchase of twenty-four (24) Self-Contained Breathing Apparatus and accessories from Westshore Fire, Inc. in the amount of \$129,648 of which \$116,792 will be from the Federal Emergency Management Agency (FEMA) grant monies awarded to the Township.**

# Delhi Township Fire Department

## Memo

To: John B. Elsinga, Township Manager

From: Richard Royston, Chief

Date: January 12, 2009

Re: Assistance to Firefighters Grant

I am delighted to inform you that Delhi Township Fire Department has again been the recipient of a grant from FEMA. We were notified of this grant approval a couple weeks ago. The total grant approval project is for purchase of new Self-Contained Breathing Apparatus (SCBA). Total project cost is \$129,769 with Delhi Township being responsible for a total of \$12,977 toward the purchase. Total federal share will be \$116,792.

Although it seems as though we just purchased SCBA units, the last purchase that we made was in 2000, and technology and requirements have changed since that time.

The project involves purchase of 24 new units, plus accessories. I have solicited two (2) bids for the purchase of these SCBA units. Low bidder is Westshore Services at a cost of \$129,648. The other bidder was Argus-Hazco at \$147,138.58.

I respectfully ask for approval from the Township Board of Trustees to move forward with this purchase of 24 SCBA units at a total cost of \$129,648. The FERT fund has available funds for the required \$12,977 match that is required.

I have attached both bids for your review, and will be present at the Township Public Safety meeting on Tuesday, 1/20/09 to answer any questions that may arise.

Thank you for your support.



6620 Lake Michigan Drive  
 P.O. Box 188  
 Allendale, MI 49401  
 (616)895-4347

WHERE SALES SERVICE COME TOGETHER

**West Shore Fire Inc.**  
 6620 Lake Michigan Dr.  
 PO Box 188  
 Allendale MI 49401  
 Phone: 616-895-4347  
 Watts: 800-632-6184  
 Fax: 616-895-7158

[www.westshorefire.com](http://www.westshorefire.com)

**Office of:**  
 Bruce Scheck  
 Sales Manager

Cell 269-207-1258

**QUOTATION**

[bscheck@westshorefire.com](mailto:bscheck@westshorefire.com)

\*\*\*\*\*

**Bill to** Chief Richard Royston  
**Address** Delhi Township Fire Department  
 2074 Aurelius Rd  
 Holt, MI 48842

**PO #**  
**Ship Via** Best Way  
**F.O.B.** + Freight  
**Taxable** No

**Shipping Address**

Date 1-5-09

Quote valid for 90 days

**Phone #** 517-694-3327  
**Fax #** 517-699-3879

County: Ingham

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
24	AP2140203200302 Scott Air-Pak 75 4500 PSI <b>***2007 NFPA Compliant***</b> RIC/UAC connection and Heads Up Display Standard Regulator w/Vibralert and CBRN Pak Alert SE+ Integrated Pass Devise <b>w/ PAK Tracker</b> Dual EBSS (Price above is the air frame <b>only</b> , less bottle and mask)	\$3,919.00	\$94,056.00
24	804722-01 45 Minute Carbon Cylinder 4500 PSI	\$828.00	\$19,872.00
24	804722-01 45 Minute Carbon Cylinder 4500 PSI (spare)	N/C	N/C
45	805773- AV3000 Face Piece	\$174.00	\$7,830.00
1	200266-02 Pak Tracker Receiver with	N/C	N/C
1	200433-01 Truck mount charger	N/C	N/C
1	200223-01 Scott RIT Pak II 5' RIC hose 6' EBSS hose	N/C	N/C
1	804370-02 Scott EZ Flo regulator w/QD	N/C	N/C
1	805773- AV3000 Face Piece	N/C	N/C
1	804723-01 60 Minute Carbon Cylinder 4500 PSI	N/C	N/C
			\$0.00
24	200260-01 EPIC Voice Amplifier	\$295.00	\$7,080.00
45	200264-01 EPIC Voice Amp Bracket for AV3000	\$18.00	\$810.00

Price includes fit testing, delivery and training

**FREIGHT** \$0.00  
**TOTAL QUOTE** \$129,648.00



Chesterfield Office  
 46400 Continental Drive  
 Chesterfield, Michigan 48047  
 Tel: 586.840.3200  
 Fax: 586.840.3201  
 Toll Free: 800.873.0456  
 www.argus-hazco.com

REGISTERED  
 ISO 9001:2000

January 12, 2009

Chief Richard Royston  
 Delhi Township Fire Department  
 2074 Aurelius Road  
 Holt, MI 48842-6320

Dear Chief Royston:

Thank you for your interest in our emergency and response products. We distribute a variety of the finest products available to meet the requirements of your application. It is my pleasure to submit the following price information for your consideration:

Delhi Township Fire Department  
 Bid Proposal

Bidder: Argus-Hazco

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
24	AP2140203200302 Scott Air-Pak 75 4500 PSI <b>***2007 NFPA Compliant***</b> RIC/UAC connection and Heads Up Display Standard Regulator w/Vibralert and CBRN Pak Alert SE+ Integrated Pass Devise <i>w/ PAK Tracker</i> Dual EBSS (Price above is the air frame only, less bottle and mask)	\$3,719.82	\$89,275.68
24	804722-01 45 Minute Carbon Cylinder 4500 PSI	\$810.05	\$19,441.20
24	804722-01 45 Minute Carbon Cylinder 4500 PSI ( <i>spare</i> )	\$810.05	\$19,441.20
45	805773- AV3000 Face Piece	\$166.20	\$7,479.00
1	200266-02 Pak Tracker Receiver with	\$813.96	\$813.96
1	200433-01 Truck mount charger	\$257.42	\$257.42
1	200223-01 Scott RIT Pak II 5' RIC hose 6' EBSS hose	\$1,289.05	\$1,289.05
1	804370-02 Scott EZ Flo regulator w/QD	\$544.10	\$544.10
1	805773- AV3000 Face Piece	\$166.20	\$166.20
1	804723-01 60 Minute Carbon Cylinder 4500 PSI	\$909.80	\$909.80



Offices in: Brookfield, WI    Elmhurst, IL    Chesterfield, MI    Byron Center, MI

(over)

24	200260-01 EPIC Voice Amplifier	\$281.18	\$6,748.32
45	200264-01 EPIC Voice Amp Bracket for AV3000	\$17.17	\$772.65
45	Fit testing	\$0.00	\$0.00
	Training	\$0.00	\$0.00
	FREIGHT	\$0.00	\$0.00
	<b>TOTAL QUOTE</b>		<b>\$147,138.58</b>

Terms of Sale: Net 30 days ARO  
 Freight Terms: Prepaid  
 Scott Product Delivery: 6-8 Weeks ARO  
 Expiration Date: 30 days

#### Argus Gold Service

In keeping with our goal of providing you with the lowest long-term cost of ownership of your new equipment, included in the price of each apparatus is the **Argus Gold Service** package, which includes:

**Start-up training** - Initial instruction regarding the proper use, care and maintenance of the new equipment will be provided. Training will also address some common mistakes and problems to avoid in the use of the apparatus, which will reduce unnecessary repair costs. Additional training may be scheduled at regular per-hour rate plus per-diem. *(valued at \$125 per hour)*

**Fit-Testing** - Conducted by one of our Fire Service or Technical Specialists, our fit-tests follow the Fire Act Grant mandated requirement for Quantitative fit-testing. Fit-testing will be conducted using the Portacount instrument, with computer generated records and wallet cards provided for accurate record keeping. One test per facepiece purchased with initial order. *(valued at \$75 per test)*

If you have any questions or if we may be of further assistance, contact us at (800) 873-0456.

Sincerely,

*Tom Mayne*

Tom Mayne  
 Fire Service Representative

TM/bs



Offices in: Brookfield, WI Elmhurst, IL Chesterfield, MI Grand Rapids, MI

## DELHI CHARTER TOWNSHIP

## MEMORANDUM

**TO:** Delhi Township Board Members  
**FROM:** John B. Elsinga, Township Manager  
**DATE:** January 16, 2009  
**RE:** Outdoor Warning Siren Upgrade

---

Enclosed for your review and approval is a proposal from West Shore Services, Inc. to upgrade nine (9) sirens and completely replace and relocate one (1) siren at an approximate cost of \$104,560. The only unknown in the estimated cost is for the relocation of the one siren to Veterans Memorial Gardens, which entails installing a new pole and wiring, estimated at \$5,000.

Our current siren system, installed in 1997, is shut off due to two recent false alarms. The upgraded system would use state of the art digital technology and be actively monitored and controlled (24/7) from both the 911 Dispatch Center and our fire station.

West Shore Services, Inc. is the local dealer for this equipment and has several installations in our region including MSU, City of Lansing, City of Grand Ledge and Delta Township. Funding is available from our Fire Equipment, Training and Apparatus Fund and I highly recommend approval for this upgrade.

**Recommended Motion:**

**To approve the upgrade of nine outdoor warning sirens and the relocation and replacement of one outdoor warning siren in the estimated amount of \$104,560 from West Shore Services, Inc.**

# Delhi Township Fire Department

## Memo

To: John Elsinga, Township Manager

From: Richard Royston, Chief

Date: January 12, 2009

Re: Outdoor Warning Siren Upgrade



As you are aware, the outdoor warning siren system has, on two occasions, activated accidentally, and has been turned off until a solution can be found. After review of the problem by a couple consultants and I, we believe that the best solution to the problem is upgrading the system to a digitally transmitted alarm system, which is monitored both at the fire station and at 911 dispatch center.

At the present time, there are ten (10) warning sirens in Delhi Township, one of which is an old, completely outdated siren behind the old township hall on Cedar Street. Updating the nine newer sirens can be done for \$7,190 per site. This entails installing new cabinets, antennas, digital equipment and removing old equipment. The site behind the old township hall leaves several options. It can either be removed, updated with all new equipment where it is, or moved to a new location and upgraded. Since this site is currently on private property and on a shorter pole, it would make sense that the relocation of this siren to a central point of the "downtown" seems logical. My thought is to move this siren to the southwest corner of Veterans Memorial Gardens (next to the power supply). In order to do this, I estimate that it would take an additional local labor/materials cost of \$5,000 plus the new siren head, and all digital equipment at a cost of \$19,900. This would add a "revolving head" siren to the center of the triangle area, which will make it more effective for the populated downtown and make it compatible with the other siren sites.

Since the original equipment was installed in 1997, many changes in technology have taken place. One major change that is available with this updated, digital system is the ability to monitor the sirens on a constant basis. With the primary control point being at 911 Dispatch Center, all that will be involved is an upgrade of the computer software at their system at a cost of \$1,850. A second control point at the fire station will involve installation of computer, software and encoder

which would cost an additional \$13,100. This second monitoring system is also recommended since it will give us the ability to monitor the system from the fire department. A second advantage is the ability to identify power outages immediately, since those will show up as a "red" siren on the system.

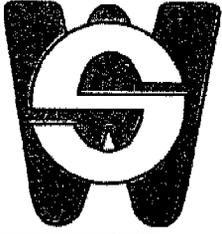
I have enclosed a copy of a memo from Jeff DuPelka of Westshore Services for this equipment and installation. It should be noted that this company is well-known throughout the country for installations of this type. We have committed to the Federal Signal brand in our initial installation, and Westshore is the dealer in Michigan and the Midwest.

A breakdown of the costs are as follows:

9 Existing Federal Model 2001 Sites – Upgrading to include new cabinets and digital equipment (9 sites X \$7,190 per site)	\$64,710
1 Existing Federal Model-5 Site (Old Township Hall) – Complete Replacement with Federal Model 2001 equipment	\$19,900
2 <sup>nd</sup> Control Station at Delhi Fire Department Software, Encoder and Computer Equipment	\$13,100
Software for 911 Dispatch Activation	\$ 1,850
Additional local costs for setting pole and wiring at Veterans Memorial Gardens	\$ 5,000
Total Proposed Cost:	\$104,560

There are funds available in the FERT fund, since the budgeted engine purchase is being delayed and will not take place this year.

Thank you for your support of this very important project.



# WEST SHORE SERVICES, INC

6620 LAKE MICHIGAN DR. • P.O. BOX 188 • ALLENDALE, MI 49401

PHONE: 616.895.4347 • FAX: 616.895.7158

Est. 1971

December 15, 2008

Delhi Charter Township  
Attn: Chief Richard Royston  
2074 Aurelius Road  
Holt, MI 48842-6320

Dear Rick,

I appreciated the opportunity to discuss the upgrade of your existing outdoor warning system to include two-way digital status monitoring. As you know from our discussion, upgrading your system to digital two-way capability will provide the following benefits:

- New all-aluminum control cabinet.
- Digital Signaling, the most secure available.
- Two-way status monitoring. This will allow you to know the status of your system 24 hours a day, 7 days a week.
- Automatic notification for potential DC system failure, AC power failure, cabinet intrusion or lack of communication.

This system has many other features and benefits including record keeping, over the air programming, etc. just to name a few. Federal's digital two-way status monitoring is well tested. Many communities and organizations in the state of Michigan utilize this technology. Several close to you include Michigan State University, City of Durand, City of Lansing, Delta Township and the City of Grand Ledge.

The following is a scope of work along with pricing to complete this upgrade.

#### **Existing 2001 Sites**

Each existing 2001 site would receive an upgrade consisting of the installation of a new all-aluminum two-way digital control cabinet, antenna cable and antenna, including delivery, removal of existing equipment and installation of the new equipment to include programming and remote siren optimization. The cost to complete this work would be \$7,190.00 per site for a nine-site total of \$64,710.00.

#### **Existing Federal Model-5 Unit**

The existing Model-5 site would receive an upgrade consisting of the installation of a new all-aluminum two-way digital control cabinet, antenna cable and antenna, including delivery, removal of existing equipment and installation of the new equipment to include programming and remote siren optimization. The cost to complete this work would be \$5,210.00

#### **~ SPECIALIZED SERVICES OF ALL TYPES ~**

- MUSEUM SERVICES - Artifact Installation & Transportation • FEDERAL SIGNAL WARNING SYSTEMS - Sales - Installation - Service
- SPECIALTY RIGGING - Crane Service, Rigging Hi/Lows • CONSTRUCTION SERVICES - Truck, Crane - All Terrain, Boom Trucks

To: Delhi Charter Township  
December 15, 2008  
Page Two (2 of 2)

As you know, I recommend you consider replacing this unit with a new 2001 battery backed up unit to match the other sirens in your system.

The cost for us to furnish, deliver and install a new 2001 remote siren site, including two-way digital status monitoring, is \$19,900.00. This means you could get an entire new unit and receive an approximate 25% discount by not upgrading the old existing unit.

The reasons for these recommendations are the fact that the new unit covers a radius of 5200 feet; this greatly exceeds the 2000 foot coverage radius according to FEMA standards your current unit provides. The most important consideration is the existing unit is not battery backed up so in the event of a power failure the unit would be rendered inoperable. Also due to the age of the unit the siren could fail at any time simply due to its age.

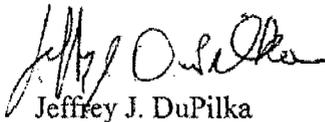
#### **Control Point**

The final item is the control point. It is my understanding that at least for now you intend to have the sirens monitored and activated from the City of Lansing's two-way digital system with the possibility of installing some DTMF backdoor tones to allow your system to be activated using the DTMF format from an existing encoder. Assuming that you use the City of Lansing's two-way digital system as the primary activation and monitoring point, the only additional cost would be \$1,850.00 for a software upgrade. This would be necessary since the City of Lansing software is only licensed for 25 remote siren sites. The next version of software will allow them to go up to 255 sites. I have enclosed a brochure on the Digital Commander Software, which explains some of the features and benefits I have outlined.

If you have any questions or need any additional information, please feel free to contact me personally. I can be reached at the office (616) 895-4347, ext 122 or my cell phone (616) 291-0769.

Thanks again for the opportunity to work on your outdoor warning needs. Best wishes to you and your family for the holidays.

Sincerely,



Jeffrey J. DuPilka  
President

JJD/wm



6620 LAKE MICHIGAN DR. • P.O. BOX 188 • ALLENDALE, MI 49401  
PHONE: 616.895.4347 • FAX: 616.895.7158

## Rick Royston - Control Point Equipment

**From:** "Jeff DuPilka" <jdupilka@westshorefire.com>  
**To:** "Rick Royston" <Rick.Royston@delhitownship.com>  
**Date:** 1/5/2009 6:14 PM  
**Subject:** Control Point Equipment

Hi Rick,

I enjoyed speaking with you this morning regarding your outdoor warning project. I am glad to hear that there is a chance this project will move ahead. This will summarize our discussion this morning as relates to a backup control and monitoring point at your fire station. If the funding is available, I strongly recommend you consider the addition of this equipment. Besides the value of having a backup control point to monitor and activate your system in the event the main control point fails, you also receive the added benefit of knowing the status of your own system on a 24 hour/7 day basis. Additionally, power outages at remote siren sites show up within 30 seconds so you are able to pinpoint how severe a power outage affecting your community can be within seconds of occurrence.

The following three components will be required:

- > SS2000D encoder/decoder including delivery, installation and training \$7,300.00.
- > ~~SECWARE-10~~ software including necessary computer equipment, system set up and training \$5,800.00

Note: If you purchase the county software upgrade to 255 sites as included in our original proposal, I believe federal will waive the additional software charge for your station control point. If it is possible for me to get the software charge waived, the savings will be approximately \$1,600.00.

If you have any questions on our discussion, please feel free to contact me personally at any time. Thanks again for the opportunity to work on your warning needs.

Sincerely,  
Jeff

Jeffrey J. DuPilka  
President

West Shore Services, Inc./West Shore Fire, Inc.  
6620 Lake Michigan Drive  
Allendale, MI 49401

(616) 895-4347, ext 112  
(616) 291-0769 cell  
www.westshoraservices.com

\$7300  
+ 5800  
-----  
13,100

Control Equipment  
at Fire Station

## DELHI CHARTER TOWNSHIP

## MEMORANDUM

**TO:** Delhi Township Board Members  
**FROM:** John B. Elsinga, Township Manager  
**DATE:** January 13, 2009  
**RE:** Proposed Increase in Ambulance Rates

---

Enclosed for your review and consideration is the Delhi Township Fire Department Proposed Rate Schedule which includes increasing the fees associated with ambulance calls.

The Fire Department is continuously monitoring our rate schedule to ensure we are charging fees that help meet our cost of providing service, are competitive with other municipalities and are acceptable to the various insurance carriers. To that end, staff has discovered that our fee for providing Advanced Life Support 2 (ALS2) should be raised an additional \$100 and that our mileage rate for all ambulance calls and standard non-emergency transports should also be increased from \$8 to \$10 per mile in order to meet these standards. The remaining rates on the Rate Schedule will remain the same.

Therefore, I recommend the Board approve the Delhi Township Fire Department Rate Schedule as presented.

**Recommended Motion:**

**To approve the Delhi Township Fire Department Rate Schedule effective January 21, 2009.**

# Delhi Township Fire Department

## Memo

To: John Elsinga, Township Manager

From: Richard Royston, Chief

Date: January 5, 2009

Re: Increase in Ambulance Rates

As you are aware, we continually review our EMS rates to make sure that they are both competitive with other rates in the area and are acceptable by BCBS and Medicare.

After examining current rate structures, they have found that we fall short in the reimbursement fee for our ALS 2 transports by \$100.07. Also, a mileage increase has gone into effect which has been raised to \$10.00 per mile.

We are suggesting that, due to a cost increase to us for reimbursable items such as defibrillator pads, intubation equipment, etc., we raise the cost of ALS 2 calls to \$700.00 and ALS transports to \$10.00 per mile, effective immediately.

Following is a breakdown of current versus proposed costs:

	<u>Current</u>	<u>Proposed</u>
BLS Calls	\$600 / \$8 mile	\$600/ \$10 mile
ALS Calls	\$600 / \$8 mile	\$600/ \$10 mile
ALS 2 Calls	\$600 / \$8 mile	\$700/ \$10 mile
Scheduled Transport	\$250 / \$8 mile	
\$250/ \$10 mile		

(ALS = IV Therapy only / ALS 2 = monitoring, drugs, etc.)

Thank you for your support in this matter.

Delhi Township Fire Department  
Proposed Rate Schedule

**EMS Rates:**

	<b><u>Current</u></b>	<b><u>Proposed</u></b>
Ambulance Calls -	BLS - \$600 + \$8/mile ALS - \$600 + \$8/mile ALS2 - \$600 + \$8/mile (ALS - IV Therapy only / ALS2 - monitoring/drugs, etc.)	\$600 + \$10 per mile \$600 + \$10 per mile \$700 + \$10 per mile
Scheduled Non-emergency transports	\$250.00 + \$8 per mile	\$250 + \$10 per mile
Patient Assessment - No Transport	\$100	
Diabetic Assessment - No Transport	\$125	

**Fire Rates:**

Hourly apparatus rates – (Minimum of one hour)

	<b><u>Current</u></b>
Ladder Truck / Quint	\$225.00
Rescue	\$200.00
Engine	\$175.00
Tanker	\$150.00
Grass Fire Unit / Squad	\$75.00
Command Car	\$35.00

False Alarm: 2 false alarms per year will be answered without charge. After the 2<sup>nd</sup> false alarm in any given year there will be a charge amounting to the total apparatus and personnel cost.

Illegal Burning: Charge amounting to the total of apparatus and personnel cost.

Hourly Personnel rates – (Minimum of one hour)

Personnel will be billed at the "loaded rate" which includes all fringe benefits.

Administration Fee: will be assessed equal to the cost of personnel for all calls.

**Other Charges:**

Burning Permit for Brush	<b><u>Current</u></b>
Residential	\$15 for 2 days
Commercial	\$100 per day

Commercial permit is for any land clearing operation as a result of development or any request for open burning on a non-residential property.

Recreational Burning:	FREE
Plan Review and Inspections	\$100/hr
Copies of reports:	\$2.00

***SUPPORTING CALCULATIONS FOR APPARATUS COSTS:***

**Ladder Truck / Quint**

Original Cost = \$635,000  
Useful Life to Delhi = 15 years  
Responses in 2005 = 207

$635,000 / 15 \text{ yr} = \$42,333 \text{ per year}$        $42,333 / 207 \text{ calls} = \$204 \text{ per call}$

---

**Engine**

Original Cost = \$206,000  
Useful Life to Delhi = 20 years  
Responses in 2005 = 65

$206,000 / 20 \text{ yr} = \$10,300 \text{ per year}$        $10,300 / 65 \text{ calls} = \$158 \text{ per call}$

---

**Rescue**

Original Cost = \$287,000  
Useful Life to Delhi = 15 years  
Responses in 2005 = 103

$287,000 / 15 \text{ yr} = \$19,133 \text{ per year}$        $19,133 / 103 \text{ calls} = \$185 \text{ per call}$

---

**Tanker**

Original Cost = \$114,000  
Useful Life to Delhi = 20 years  
Responses in 2005 = 40

$114,000 / 20 \text{ yr} = \$5,700 \text{ per year}$        $5,700 / 40 \text{ calls} = \$142.50 \text{ per call}$

---

**Grass Fire / Squad**

Original Cost = \$54,000  
Useful Life to Delhi = 15 years  
Responses in 2005 = 50

$54,000 / 15 = \$3,600 \text{ per year}$        $3,600 / 50 \text{ calls} = \$72 \text{ per call}$

---

**Car**

Original Cost = \$30,000  
Useful Life to Delhi = 7 years  
Responses in 2005 = 140

$30,000 / 7 = \$4,285 \text{ per year}$        $4,285 / 140 = \$30 \text{ per call}$

- Norlight Telecommunications, Inc. has renewed their METRO Act Unilateral Telecommunications Permit with the Township which allows them to use the Township's right-of-ways for their facilities to provide telecommunication services and signals.
- A permit was also approved by the Township for MCImetro Access Transmission Services, LLC (Verizon Business). The Township had previously issued a permit to Brooks Fiber Communications of Michigan, Inc. This company has since been bought by Verizon Business.

The term of both of these permits is December 29, 2008 to December 29, 2013.

## DELHI CHARTER TOWNSHIP

**M E M O R A N D U M**

**TO:** Delhi Township Board Members

**FROM:** John B. Elsinga, Township Manager

**DATE:** January 13, 2009

**RE:** Agreement for Fire Services between Delhi Charter Township and Alaiedon Township

---

Enclosed for the Township Board's review and approval is the renewal for the "Agreement for Fire Services Between Delhi Charter Township and Alaiedon Township," effective January 1, 2009 through December 31, 2009.

The standby and administrative fees have been updated to reflect the current replacement value of Delhi Township's fire apparatus, along with the 15-year depreciation value, and the percentage of total run volumes of both Delhi and Alaiedon Township.

The compensation we receive from the fire run charge has also been updated and increased by \$100. Therefore, all fire and rescue calls will be charged \$600/call along with \$400/hour for each hour after the initial hour. Cancelled calls, and inspection and site plan review charges will remain at cost plus 15%.

The Fire Chief, Supervisor and myself met with the Supervisor and Clerk of Alaiedon Township in December and concurred with the stipulations of this Agreement and the Alaiedon Township Board approved it at their January 12, 2009 meeting.

**RECOMMENDED MOTION:**

**To approve the Agreement for Fire Services between Delhi Charter Township and Alaiedon Township, effective January 1, 2009 through December 31, 2009.**

# Delhi Township Fire Department

## **Memo**

To: John B. Elsinga, Township Manager

From: Richard Royston, Chief

Date: January 13, 2009

Re: Alaiedon Township Contract

As you may recall, I went to the meeting of the Alaiedon Township Board on Monday, January 12, 2009 for the purpose of presenting the proposed Alaiedon/Delhi Township Fire Protection Contract for 2009.

The contract was presented to them as proposed, and the Alaiedon Township Board voted unanimously to approve the contract for 2009.

As a result, I am also recommending to the Delhi Township Board to approve the Alaiedon/Delhi Township Fire Protection Contract for 2009.

Thank you for your support in this matter.

**AGREEMENT FOR FIRE SERVICES BETWEEN  
DELHI CHARTER TOWNSHIP AND ALAIEDON TOWNSHIP**

THIS AGREEMENT, made and entered into as of the \_\_\_\_\_ day of \_\_\_\_\_, by and between the Charter Township of Delhi, whose address is 2074 Aurelius Road, Holt, Michigan 48842 (hereinafter referred to as "Delhi") and Alaiedon Township, whose address is 2021 W. Holt Road, Mason, Michigan 48854 (hereinafter referred to as "Alaiedon").

WITNESSETH:

WHEREAS, pursuant to PA 1951 No.33, MCL 41.801; MSA 5.2640(1), the parties have agreed that Delhi shall provide, and Alaiedon shall receive, fire protection services; and

WHEREAS, the parties desire to set forth in this Agreement the terms under which such services will be rendered;

NOW THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

1. ***Fire Protection and Rescue Service.*** Delhi will furnish to Alaiedon, upon the request of its residents or its officers, fire protection and rescue services for the protection of persons and property, within Alaiedon Township, Ingham County, Michigan. Delhi will make available for such purpose all equipment and personnel available at said time, consistent with prudent reserves for fire protection and rescue needs elsewhere. Equipment utilization and staffing shall be within the sole discretion of authorized Delhi Charter Township officers.

2. ***Compensation.*** Compensation to Delhi for each category of service shall be paid by Alaiedon as follows:

A. ***Standby and Administrative Fee.*** A standby and administrative fee shall be paid by Alaiedon to Delhi during the term of this Agreement in the amount of Thirty Thousand Eight Hundred Seventy Eight and 60/100 Dollars (\$30,878.60) (Exhibit A). Payment shall be made in equal monthly installments of Two Thousand Five Hundred Seventy Three and 22/100 Dollars (\$2,573.22), commencing on the first day of January, 2009 and continuing on the first day of each month thereafter until this Agreement shall expire.

1. **Standby Fee Formula.**  $SV \div D = A \times V = \text{Standby Fee}$ .  
Where SV = the current rolling stock replacement value:  
D = Annual depreciation over 15 years  
A = Annual depreciation amount  
V = Alaiedon Township percent of total run volume (Delhi + Alaiedon) average over the immediately preceding three (3) years.

Therefore, the standby fee set forth above is calculated:  $\$2,406,000 \div 15 = \$160,400 \times 16.74\% = \text{the standby fee of } \$26,850.96$ .

2. **Administrative Fee** =  $\$26,850.96 \times 15\% = \text{total administrative fee of } \$4,027.64$ .

Total Standby and Administrative Fee:  $\$26,850.96 + \$4,027.64 = \$30,878.60$ .

**B. Fire Run Charge.**

1. **All Fire and Rescue Calls:** \$600 per call
2. **All Additional Hours after the 1<sup>st</sup> hour:** \$400 per hour for each hour after the initial hour. Hours will be measured from time of alarm until all units and personnel have completed all tasks associated with the call. Additional hours shall be measured in quarter hour increments.
3. **Cancelled Calls:** Services wherein calls are cancelled before any units leave the station will be charged at the rate of actual cost plus fifteen percent (15%).
4. **Mutual Aid Requests to Meridian Township:** Due to response times in certain areas of Alaiedon Township, mutual aid may be requested from time to time from Meridian Township Fire Department. These requests will be made only when, in the judgement of the Delhi Township Fire Department officer in charge, there is an immediate threat to life and/or property. In these limited situations Meridian Township will charge Delhi Township for this mutual aid, and it is hereby agreed that Alaiedon Township will reimburse Delhi Township for the cost of this mutual aid assistance.

- C. **Inspection and Site Plan Review.** Services for inspection and site plan review will be charged at the rate of actual cost plus fifteen percent (15%).

Payment for fire services rendered pursuant to subparagraphs B and C above shall be made within sixty (60) days of billing.

3. **Liaison Committee.** Each party shall select two (2) representatives to serve as members of the Delhi-Alaiedon Fire Services Liaison Committee, with the Delhi Charter Township Fire Chief sitting *ex officio*. The Committee shall meet as its members shall deem necessary, but not less frequently than annually, to review issues arising out of the fire protection services provided in accordance with this Agreement, and shall, if necessary, make recommendations to and advise the respective Township Boards regarding such issues.

4. **Ordinance Compatibility.** Alaiedon agrees to adopt the 2006 Edition of the International Fire Code during the term of this Agreement in order that inspection and enforcement activities carried out by Delhi Charter Township within Alaiedon shall be compatible and shall authorize such activities by Delhi Charter Township personnel within Alaiedon Township. Alaiedon further agrees to adopt an Ordinance requiring installation of a "Knox" key box on all commercial properties and shall require all commercial and multi-family residential site plans submitted hereafter to be forwarded to the Delhi Charter Township for its review. It is understood, however, that such site plan review shall be limited to matters pertaining to fire safety and International Fire Code compliance.

5. **Permits.** Persons seeking permits for various burning activities within Alaiedon Township shall apply for same at the Alaiedon Township Hall. Alaiedon shall forward a complete listing of active permits via facsimile or email daily to the Delhi Charter Township Fire Department for record keeping and advice, if necessary.

6. **Employee Protection.** Delhi shall maintain all required insurance coverage pertaining to its fire fighting personnel and equipment, which coverage shall be in the same amount and equally applicable to losses which may be incurred while providing fire fighting services to Alaiedon Township required herein.

7. **Non-Discrimination.** The parties agree that neither shall discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion,

national origin, age, sex, height, weight, or marital status. Breach of this covenant may be regarded as a material breach of this contract.

8. **Joint Draftsmanship.** This Agreement shall be construed as having been drafted jointly by the parties.

9. **Term.** This contract and the obligations hereunder shall commence at 12:01 a.m. January 1, 2009 and expire at midnight December 31, 2009. This Agreement may be renewed, extended, or modified upon the mutual consent of the parties.

The persons executing this Agreement on behalf of the respective Townships warrant that they have been authorized to do so on behalf of said Townships and to bind the Townships to the terms hereof.

IN WITNESS WHEREOF, the parties have set their hands and seals as of the date above first written.

**THE TOWNSHIP OF ALAIEDON**

By: \_\_\_\_\_  
**Steven Lott**  
Its: Supervisor

By: \_\_\_\_\_  
**David Leonard**  
Its: Clerk

*And.*

**THE CHARTER TOWNSHIP OF DELHI**

By: \_\_\_\_\_  
**Stuart Goodrich**  
Its: Supervisor

By: \_\_\_\_\_  
**Evan Hope**  
Its: Clerk

**EXHIBIT A**

AGREEMENT FOR FIRE SERVICES  
 BETWEEN  
 DELHI CHARTER TOWNSHIP AND ALAIEDON TOWNSHIP  
 December 31, 2008

Replacement value of Delhi Township's fire apparatus fleet for 2008:

<u>Year</u>	<u>Description</u>	<u>Replacement Value</u>
1994	1250 gpm Pierce Pumper	\$350,000
1995	Ford F-150 Pickup	\$ 35,000
1999	Freightliner / CSI Tanker	\$150,000
2000	Ford F-350 CAFS Grass Truck	\$ 70,000
2002	Chevy Tahoe Command Car	\$ 50,000
2003	Pierce – 75 foot Quint	\$725,000
2003	Ford Type III Ambulance	\$120,000
2004	Dodge Durango Command	\$ 32,000
2004	Dodge Durango FM Car	\$ 32,000
2006	Ford Expedition Chief Car	\$ 35,000
2006	Ford Type III Ambulance	\$120,000
2008	Ford Type III Ambulance	\$120,000
2008	Pierce Rescue/Pumper	\$567,000
13 Total Units		\$ 2,406,000

Rolling stock of \$2,406,000 divided by 15 year depreciation = \$160,400

Run Volume: <u>Year</u>	<u>Delhi Twp.**</u>	<u>Alaiedon Twp.</u>	<u>Total Runs</u>
2005	452	85	452
2006	433	70	433
2007	478	74	478
Total	1,363	229	1,363
Average	454	76	454

\*\* Numbers include Alaiedon Township calls.

**V= 16.740% of total run volume**

## DELHI CHARTER TOWNSHIP

## MEMORANDUM

**TO:** Delhi Township Board Members  
**FROM:** John B. Elsinga, Township Manager  
**DATE:** January 16, 2009  
**RE:** Sanitary Sewer Lateral Repair

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Enclosed for your review and approval is a proposal from Young's Environmental Cleanup, Inc. in the amount of \$21,225 to grout fifteen (15) sewer service laterals. These laterals were installed by the Township in the 1980's while we installed an interceptor sewer to eliminate a lift station at Holt and Aurelius Roads.

Since the development in that area we have observed infiltration coming into our sewer system from fifteen (15) of these sewer service laterals.

C2AE solicited costs for trenchless T-liners in conjunction with the Sanitary Sewer Trenchless Rehabilitation Project but the cost was excessive (\$141,000). The option to open cut and install T-liners was also excessive at \$103,375. Therefore, their recommendation to have Young Environmental to grout these areas for \$21,225 is the most cost effective solution.

C2AE has significant experience with Young Environment Cleanup, Inc. with this type of work and highly recommends using their expertise in grouting to repair these 15 sewer service laterals. Therefore, I recommend the same.

**Recommended Motion:**

**To accept the proposal from Young's Environmental Cleanup, Inc. in the amount of \$21,255 to grout fifteen sewer service laterals.**

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**INTEROFFICE MEMORANDUM**

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**TO:** JOHN ELSINGA, TOWNSHIP MANAGER  
**FROM:** SANDRA DIORKA, DIRECTOR OF PUBLIC SERVICES  
**SUBJECT:** SANITARY SERVICE LATERAL REPAIR – BERRY FARMS  
**DATE:** NOVEMBER 21, 2008  
**COPY TO:** TERRY POWERS, FILE

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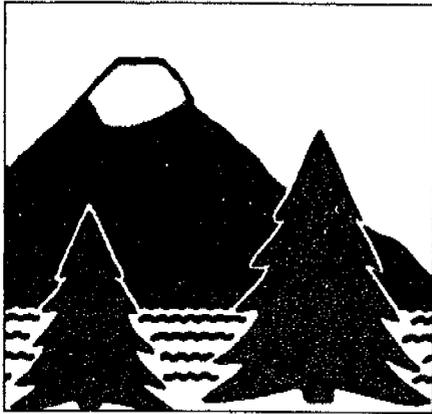
For the past several years, the Department of Public Services (DPS) and C2AE have been working together to evaluate the township sanitary sewer system. During routine vactor cleaning and televising, DPS staff discovered extensive inflow and infiltration at the sanitary sewer laterals in the Berry Farms subdivision. I requested C2AE to evaluate the repair options, request repair bids and submit their recommendation to me.

C2AE discovered that the laterals could be repaired with the following options:

Option	Description	Price
1	Install Trenchless T-Liners	\$141,000.00
2	Open cut and install T-Liners	\$103,375.00
3	Grout service laterals by means of confined space entry	\$ 21,225.00

These bids were received from Young's Environmental, the local installer of T-Liner products.

Based on C2AE's recommendation, I respectfully request that you recommend to the Board a motion to approve an expenditure of \$21,225.00 for Young's Environmental to grout the service laterals and the trunk sewer by means of confined space entry in the Berry Farms subdivision. Funds are available in the Sewer Rehab Construction Capital Improvement budget account number 590-578.01-976.310.



**YOUNG'S**  
**ENVIRONMENTAL**  
**CLEANUP, INC.**

November 24, 2008

Attn: Ms Sandra Diorka  
Delhi Charter Twp.  
1492 Aurelius Rd.  
Holt, MI 48842

RE: Calcium cleaning and grouting in  
Delhi Twp., MI

Proposal #117508-B

Ms. Diorka,

Young's Environmental Cleanup, Inc. (Young's) is pleased to present the Delhi Charter Twp. the following proposal for infrastructure rehabilitation services at a location in Delhi Twp, MI. Services as stated are in accordance with information provided by C2AE on October 21, 2008.

**Scope of Work**

Upon receipt of a written purchase order from Delhi Charter Twp., Young's will mobilize to fifteen (15) locations within the Berry Farms subdivision in order to perform calcium deposit removal and grouting of leaking connections. Calcium deposits removal and grouting will be completed manually by means of confined space entry. All confined space entry to be performed in accordance with all OSHA guidelines. Services include sewer by-pass and jetting of lines prior to grouting services. After calcium removal and grouting services are complete, a CCTV survey of all affected lines utilizing NASSCO PACP Coding will be performed and videos provided.

It is assumed that all locations will be accessible in order to allow the completion of all operations in one mobilization. Any downtime, delays or lost time due to conditions not caused by Young's or out of Young's control will result in additional charges at an agreed upon rate.

These services will be performed in accordance with the attached unit rate fee schedule (See chart on Page 3 of this Proposal/Agreement).

CORPORATE HEADQUARTERS  
G-5305 NORTH DORT HWY. • FLINT, MICHIGAN 48505 • (810) 789-7155 • FAX (810) 789-3606  
E-MAIL: [youngs@yecf.us](mailto:youngs@yecf.us) • WEBSITE: [www.youngsenvironmental.com](http://www.youngsenvironmental.com)  
24-HOUR EMERGENCY RESPONSE 1-800-496-8647  
FLINT • GRAND RAPIDS

Ms. Sandra Diorka  
Delhi Charter Twp.  
Page 2 of 4  
November 24, 2008  
Proposal # 117508-B

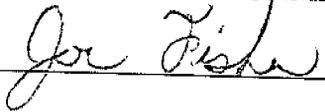
**Payment and Conditions**

By signing below you, the client, hereby acknowledge receipt of the attached Standard Conditions, which are hereby made an integral part of this Proposal/Agreement. Young's will conduct the work in accordance with the attached Standard Conditions. All work will be conducted under the direction of Delhi Charter Twp. or their representative. Payment in full is required within 30 days of completion date.

**Acceptance**

By your signature, you are entering into a contract with Young's Environmental Cleanup, Inc. which is subject to the attached Standard Conditions. Please sign below and return one (1) copy to our office indicating your acceptance. In addition, please contact me at (810) 789-7155 if you have any further questions or require additional information.

BY: YOUNG'S ENVIRONMENTAL CLEANUP, INC.

  
\_\_\_\_\_

ACCEPTED BY: DELHI CHARTER TOWNSHIP

\_\_\_\_\_



Project ID Location	Manhole Location	Proposed # of Calcium Cleaning/Grouting	Unit Pricing Per Phase					Extended Pricing Per Phase					Proposal		
			Phase 1		Phase 2			Phase 1						Phase 2	
			Lateral Locates	Main/Lateral Calcium Removal (Each)	Main/Lateral Connection Grouting	Cleanout Installation	T-Liner Installation (Each)	Extended Locate Cost	Extended Calcium Removal Cost	Extended Grouting Cost	Extended Cleanout Cost	Extended T-Liner Cost		Total Extended Cost	
Berry Farms	MH 70 - 72	6	\$0	\$540	\$625	\$0	\$0	\$0	\$0	\$0	\$3,240	\$3,750	\$0	\$0	\$6,990
Berry Farms	MH 72 - 73	5	\$0	\$540	\$625	\$0	\$0	\$0	\$0	\$0	\$2,700	\$3,125	\$0	\$0	\$5,825
Berry Farms	MH 76 - 77	3	\$0	\$540	\$625	\$0	\$0	\$0	\$0	\$0	\$1,620	\$1,875	\$0	\$0	\$3,495
Berry Farms	MH 77 - 78	1	\$0	\$540	\$625	\$0	\$0	\$0	\$0	\$0	\$540	\$625	\$0	\$0	\$1,165
	CCTV Survey	5				\$250							\$1,250		\$1,250
	Mobilization	1	\$0	\$1,000	\$1,000	\$500	\$0				\$1,000	\$1,000	\$500	\$0	\$2,500
Project Totals											\$9,100	\$10,375	\$1,750	\$0	\$21,225



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725 Prudden Street  
Lansing, MI 48906

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info@c2ae.com  
www.c2ae.com

November 20, 2008

Ms. Sandra Diorka  
Delhi Charter Township  
Department of Public Service  
1492 Aurelius Road  
Holt, MI 48842

Re: Sanitary Service Lateral Repair  
Berry Farms  
Delhi Charter Township

Dear Ms. Diorka:

C2AE contracted with Delhi Charter Township to provide engineering and construction services for the installation of six T-Liners along the 30-inch Berry Farms trunk sewer, as part of the 2008 Sanitary Sewer Trenchless Rehabilitation project. After notice to proceed on this contract, C2AE received the CCTV videos and CUES reports for the Berry Farms trunk sewer to review and analyze. From this engineering analysis, fifteen service lateral connections were identified as needing repaired.

Continuing with the township's preferred method of repair, fifteen T-Liners were included in the 2008 Sanitary Sewer Trenchless Rehabilitation project that bid on August 13, 2008. The resultant bid provided an inflated cost of \$141,000 to install the T-Liners and cleanouts on the fifteen identified service laterals. This cost was significantly marked-up from the budgetary quote provide to C2AE from Young's Environmental Cleanup, Inc., who is the local installer of the T-Liner product. Because of the excessive costs provided from the single bidder, the township with C2AE's recommendation rejected the bid amount and elected to separate the various segments of work into smaller contracts.

Because of the excessively high prices to install the T-Liners, C2AE began evaluating other potential solutions to repairing the service lateral connections. These potential solutions include performing an open-cut repair of the connection, contracting directly with Young's Environmental to install T-Liners or grout the connections to prevent further I/I into the trunk sewer. Open-cutting is an expensive construction option because of the necessary dewatering and asphalt restoration that would have to be performed, which was confirmed by Pat Gingrich of Barnhart & Sons. The second option is to contract directly with Young's Environmental to install T-Liners for an amount of \$103,375, per their proposal dated October 31, 2008. The third option is to grout the identified connections between to the service lateral and the trunk sewer by manual means through confined space entry, for an amount of \$21,225 per a proposal from Young's Environmental dated November 19, 2008.

The connection between the service laterals and the trunk sewer are not sealed effectively, but the connection is not structurally deteriorated. The repair to these connections needs to stop the continuous I/I into the trunk sewer, not provide a structural repair. Based on the repairs

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Ms. Sandra Diorka  
November 20, 2008  
Page 2

required, C2AE recommends contracting Young's Environmental to manually grout the identified repairs through confined space entry. C2AE has evaluated their proposal dated November 19, 2008 and agrees with the cost of \$21,225, which is broken down by task below.

<b>Item No.</b>	<b>Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Item Bid Price</b>
1	Calcium Removal	15	EA	\$540.00	\$8,100.00
2	Main/Lateral Connection Grouting	15	EA	\$625.00	\$9,375.00
3	CCTV Survey	5	EA	\$250.00	\$1,250.00
4	Mobilization	1	LS	\$2,500.00	\$2,500.00
<b>TOTAL BID AMOUNT</b>					<b>\$21,225.00</b>

If you have questions or concerns regarding this matter, please contact the undersigned at your onvenience.

Sincerely,

C2AE



Scott A. De Vries, P.E.  
Project Manager

## DELHI CHARTER TOWNSHIP

## MEMORANDUM

**TO:** Delhi Township Board Members

**FROM:** John B. Elsinga, Township Manager

**DATE:** January 14, 2009

**RE:** Award Bid for the Sanitary Sewer Trenchless Rehabilitation Program

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In 2008, staff identified several areas of sanitary sewer lines and manholes in need of repair due to degradation from hydrogen sulfide. These needed repairs were brought to the Board's attention on several different occasions including during the 2009 budget process.

On Tuesday, December 16, 2008, the Township opened bids for our Sanitary Sewer Trenchless Rehabilitation Program which includes lining 810 feet of sanitary sewer lines on Holt Road, 350 feet of sanitary sewer lines at Eifert and McCue Road, 9 manholes along Holt Road and Eifert and McCue Roads, 1 manhole on the corner of Hamilton and Miles Road and 1 manhole near the corner of Sycamore and Burton Street.

Bids were received from three (3) companies with the lowest bid being received from Inland Waters Pollution Control in the amount of \$319,352. Our consultant, C2AE, recommends the Township proceed with the lowest bidder as they are a reputable company with the experience necessary to complete this program. Funds are available in our Sewer Rehab Capital Improvement Budget.

Therefore, I recommend the Board award the bid for the Sanitary Sewer Trenchless Rehabilitation Program to Inland Waters Pollution Control in the amount of \$319,352.

**Recommended Motion:**

**To award the bid for the Sanitary Sewer Trenchless Rehabilitation Program to Inland Waters Pollution Control in the amount of \$319,352.**

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**INTEROFFICE MEMORANDUM**

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**TO:** JOHN ELSINGA, TOWNSHIP MANAGER  
**FROM:** SANDRA DIORKA, DIRECTOR OF PUBLIC SERVICES  
**SUBJECT:** 2008 SANITARY SEWER TRENCHLESS REHABILITATION  
**DATE:** JANUARY 7, 2009  
**COPY TO:** TERRY POWERS, FILE

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In May 2008, after identifying critical areas of the sanitary sewer severely degraded by hydrogen sulfide, Delhi contracted C2AE to prepare a bid proposal for the needed repairs. The trenchless sewer rehabilitation bid packets included:

- Cleaning, televising, and lining four (4) stretches of the southeast interceptor sewer pipe on Holt Road, approximately 810 feet (continuation of the 2003 repairs).
- Cleaning, televising, and lining two (2) stretches of the sanitary sewer west of Eifert Road at McCue Road, approximately 350 feet (continuation of the 2007 repairs).
- Installing nine (9) cured-in-place manhole liners along the stretches of sanitary sewer to be lined.
- Installing one (1) cured-in-place manhole liner on the corner of Hamilton Road and Miles Road
- Installing one (1) cured-in-place manhole liner near the corner of Sycamore and Burton

Bids were received from the following companies:

Company Name	Bid Price
Inland Waters Pollution Control	\$319,352.00
Liquiforce, Inc.	\$369,535.00
Utility Services Authority, LLC	\$423,000.00

Although the township has no previous relationship with the low bidder of this project, C2AE has reassured me that they are an established firm that is capable of completing the work to Delhi's satisfaction.

Therefore, I respectfully request that you recommend to the Board a motion to approve an expenditure of \$319,352.00 for Inland Waters Pollution Control for the above listed lining project to the township sanitary sewer system. Funds are available in the Sewer Rehab Capital Improvement budget account number 590-578.01-805.310.

**c2ae**

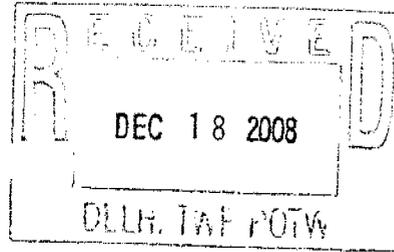


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Lansing, MI 48906

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info@c2ae.com  
www.c2ae.com



December 17, 2008

Ms. Sandra Diorka  
Delhi Charter Township  
1492 Aurelius Road  
Holt, MI 48842

Re: 2008 Sanitary Sewer Trenchless Rehabilitation  
Delhi Charter Township, Ingham County, Michigan

Dear Ms. Diorka:

As you are aware, bids were received on Tuesday, December 16, 2008 for the 2008 Sanitary Sewer Trenchless Rehabilitation project. We have confirmed that the low bid was submitted by Inland Waters Pollution Control in the amount of \$319,352.00. A copy of the bid tabulation is enclosed for your use. The second low bid was submitted by Liquiforce, Inc. in the amount of \$369,535.00.

Inland Waters Pollution Control is an established firm with the experience required to complete the 2008 Sanitary Sewer Trenchless Rehabilitation project.

Based on the above, and on the basis of their low bid, we are recommending that the 2008 Sanitary Sewer Trenchless Rehabilitation project be awarded to Inland Waters Pollution Control.

In the interim, if you have questions/comments, or require additional information regarding the project, please contact our office. Thank you.

Sincerely,

C2AE

Scott A. De Vries, P.E.  
Project Manager

SAD/dav/08120

cc: Mr. John Elsinga, Township Manager  
File

Enclosure

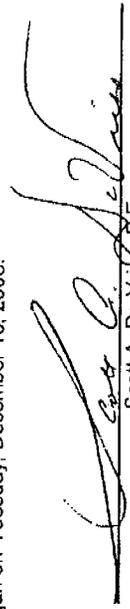
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**BID TABULATION FOR  
2008 SANITARY SEWER TRENCHLESS REHABILITATION  
DELHI CHARTER TOWNSHIP**

Item No.	Item Description	Quantity	Unit	Inland Waters Pollution Control Brownstown, MI		Liquiforce, Inc. Romulus, MI		Utility Services Authority, LLC Belleville, MI	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	Mobilization, Max. \$15,000.00	1	LS	\$10,000.00	\$10,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
2	Clean and Televis, 30 inch	810	Fl	\$4.00	\$3,240.00	\$1.00	\$810.00	\$45.00	\$36,450.00
3	Clean and Televis, 36 inch	350	Fl	\$5.00	\$1,750.00	\$1.00	\$350.00	\$45.00	\$15,750.00
4	Cured-In-Place Pipe Liner, 30 inch	810	Fl	\$140.00	\$113,400.00	\$180.00	\$145,800.00	\$180.00	\$145,800.00
5	Cured-In-Place Pipe Liner, 36 inch	350	Fl	\$165.00	\$57,750.00	\$195.00	\$68,250.00	\$200.00	\$70,000.00
6	Cured-In-Place Manhole Liner, MH ID: 1932	1	LS	\$16,126.00	\$16,126.00	\$15,025.00	\$15,025.00	\$15,000.00	\$15,000.00
7	Cured-In-Place Manhole Liner, MH ID: 1933	1	LS	\$16,000.00	\$16,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
8	Cured-In-Place Manhole Liner, MH ID: 1934	1	LS	\$12,375.00	\$12,375.00	\$12,850.00	\$12,850.00	\$13,000.00	\$13,000.00
9	Cured-In-Place Manhole Liner, MH ID: 1935	1	LS	\$16,065.00	\$16,065.00	\$16,650.00	\$16,650.00	\$16,000.00	\$16,000.00
10	Cured-In-Place Manhole Liner, MH ID: 1936	1	LS	\$12,600.00	\$12,600.00	\$13,050.00	\$13,050.00	\$13,000.00	\$13,000.00
11	Cured-In-Place Manhole Liner, MH ID: 1878	1	LS	\$10,625.00	\$10,625.00	\$11,000.00	\$11,000.00	\$11,000.00	\$11,000.00
12	Cured-In-Place Manhole Liner, MH ID: 1894	1	LS	\$10,937.50	\$10,937.50	\$11,350.00	\$11,350.00	\$12,000.00	\$12,000.00
13	Cured-In-Place Manhole Liner, MH ID: 1895	1	LS	\$11,875.00	\$11,875.00	\$12,300.00	\$12,300.00	\$12,000.00	\$12,000.00
14	Cured-In-Place Manhole Liner, MH ID: 1896	1	LS	\$11,562.50	\$11,562.50	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00
15	Cured-In-Place Manhole Liner, MHID: 279	1	LS	\$5,398.00	\$5,398.00	\$5,600.00	\$5,600.00	\$6,500.00	\$6,500.00
16	Cured-In-Place Manhole Liner, MHID: 482	1	LS	\$8,148.00	\$8,148.00	\$8,500.00	\$8,500.00	\$11,000.00	\$11,000.00
17	Maintenance of Traffic	1	LS	\$1,500.00	\$1,500.00	\$6,000.00	\$6,000.00	\$3,500.00	\$3,500.00
<b>TOTAL BID AMOUNT (Add Items 1 thru 13)</b>					<b>\$319,352.00</b>		<b>\$369,535.00</b>		<b>\$423,000.00</b>

I certify that this is a true and correct tabulation of the bid received by Delhi Charter Township, Ingham County, Michigan on Tuesday, December 16, 2008.

  
 Scott A. De Vries, P.E.

12-16-08  
Date

## DELHI CHARTER TOWNSHIP

**MEMORANDUM**

**TO:** Delhi Township Board Members

**FROM:** John B. Elsinga, Township Manager

**DATE:** January 13, 2009

**RE:** Resolution No. 2009-001 – Establishment of an Industrial Development District – Development Drive (Dunkel Road Extentsion)

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At the December 16, 2008 Board meeting, the Board reviewed a request from Dart Container of Michigan to establish an Industrial Development District for property at 3201 Pine Tree Road along Development Drive (Dunkel Road extension).

To that end, the Board set a public hearing for January 20, 2009 at 8:00 p.m. A notice of public hearing was published in the newspaper and notice was mailed to the owners of property located within the proposed Industrial Development District.

Subsequent to holding the public hearing, I recommend approval of the establishment of this Industrial Development District.

**Recommended Motion:**

**To adopt Resolution No. 2009-001 which establishes an Industrial Development District for property located at 3201 Pine Tree Road along Development Drive.**



Delhi Charter Township  
Department of Community Development

MEMORANDUM

TO: John Elsinga, Township Manager

FROM: Tracy L.C. Miller, Director of Community Development

DATE: Tuesday, January 13, 2009

RE: Establishment of IDD for Dart's "Development Drive" Property

Attached please find a draft Board resolution establishing an Industrial Development District (IDD) pursuant to Public Act 198 of 1974, as amended, for property owned by Dart Container of Michigan, located in Section 2. Dart purchased the subject property from the Hunt family and has completed construction of "Development Drive" and all required infrastructure. The company anticipates developing the property as "Phase II" of the Oakwood Industrial Park. In order to be prepared for future development, the company has requested the establishment of the IDD. As you know, this is the first step which will enable any eligible business to *apply* for tax abatement in the future.

The Township Board has scheduled the required public hearing for their January 20<sup>th</sup> meeting. I recommend that the Township Board approve the IDD, after hearing any comments from the public, at this same meeting. I respectfully request that you forward the proposed resolution, along with your concurrence, to the Township Board for their consideration and action. If you have any questions, or need additional information, please do not hesitate to ask. Thank you.

DELHI CHARTER TOWNSHIP

**RESOLUTION NO. 2009 - 001**

**A Resolution Establishing an  
Industrial Development District.**

At a Regular Meeting of the Township Board of Trustees, of Delhi Charter Township, Ingham County, Michigan held at the Community Service Center, 2074 Aurelius Road, Holt, Michigan on Tuesday, January 20, 2009, at 7:30 p.m.

PRESENT:

ABSENT:

The following Resolution was offered by \_\_\_\_\_:

**WHEREAS**, 1974 PA 198, as amended ("Act 198"), allows the Township Board to adopt a resolution creating an Industrial Development District pursuant to Act 198, and

**WHEREAS**, the Township Board has determined that it would serve the public purpose and promote economic development within the community to establish an Industrial Development District under Act 198, comprised of approximately 42.01 acres of property (the "Proposed District Property") described in the attached drawing and legal description comprising Exhibit A, and

**WHEREAS**, the Township Board has given written notice by first class mail to the owner of all real property within the proposed Industrial Development District and by publication in a local newspaper, and has held a public hearing on the establishment of the Industrial Development District at which the owner and any other residents or taxpayers were given the right to appear and be heard; and

**WHEREAS**, the proposed District property consists only of unincorporated territory of the Township; and

**WHEREAS**, the Township Board finds that it would be in the best interest of the public health, safety, and general welfare, and would promote and serve the purposes of Act 198, to establish an Industrial Development District comprised of the proposed District property.

**NOW, THEREFORE**, the Township Board of Delhi Charter Township hereby resolves as follows:

1. The Township Board hereby establishes an Industrial Development District pursuant to Act 198, comprised of the proposed District property.
2. All prior Resolutions or parts of Resolutions previously adopted that are inconsistent with this Resolution are hereby rescinded.

AYES:

NAYS:

ABSENT:

The foregoing Resolution declared adopted on the date written above.

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

STATE OF MICHIGAN     )  
COUNTY OF INGHAM    ) <sup>SS:</sup>

I, the undersigned, the duly qualified Clerk of Delhi Charter Township, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of the proceedings taken by the Township Board at a regular meeting held on January 20, 2009.

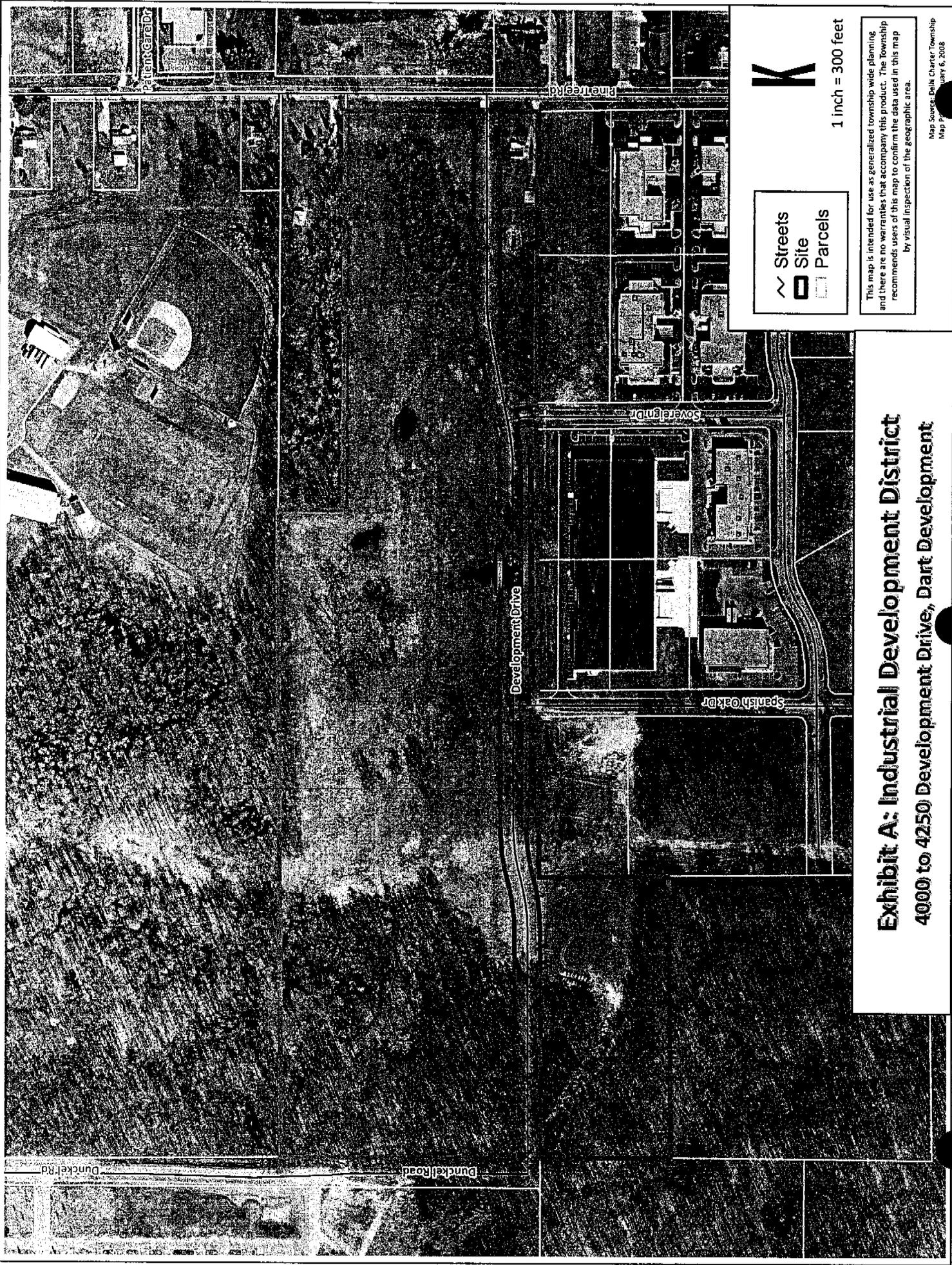
**IN WITNESS THEREOF**, I have hereunto affixed my official signature this \_\_\_\_ day of January, 2009.

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

Exhibit A:  
Legal Description & Property Drawing

2008 Parcel ID: 33-25-05-02-400-006

COM AT E 1/4 COR OF SEC 2, TH S00°46'29" E 165 FT ALONG E SEC LN TO POB, TH S00°46'29" E 492.7 FT ALONG SD E LN, THE S89°19'29" W 1979.69 FT ALONG S LN OF N 1/2 OF N 1/2 OF SE 1/4, TH S00°45'57" E 325.69 FT ALONG W LN OF PLAT OF OAKWOOD EXECUTIVE PARK, TH S89°38'30" W 713.87 FT, TH N00°46'57" W 980.54 FT ALONG NS 1/4 LN TO CEN OF SEC 2, TH N89°20'53" E 1637.72 FT ALONG EW 1/4 LN, TH S00°46'29" E 165 FT, TH N89°20'53" E 1056 FT TO POB



**K**

1 inch = 300 feet

-  Streets
-  Site
-  Parcels

This map is intended for use as generalized township wide planning and there are no warranties that accompany this product. The Township recommends users of this map to confirm the data used in this map by visual inspection of the geographic area.

Map Source: DeLis Charter Township  
 Map Prepared: January 6, 2008

**Exhibit A: Industrial Development District  
 4000 to 4250 Development Drive, Dart Development**



Delhi Charter Township  
Department of Community Development

## MEMORANDUM

TO: John B. Elsinga, Township Manager

FROM: Tracy L.C. Miller, Director of Community Development

DATE: January 13, 2009

RE: Zoning Ordinance Text Amendment (Case 08-856)  
Section 6.10.1.4 – Green Area

Last night at their meeting, the Planning Commission (PC) held a public hearing regarding the consideration of a text amendment to the Delhi Township Zoning Ordinance (ZO). There were no members of the public that spoke at the hearing and the PC took the following action. An excerpt from the draft meeting minutes is also attached for your reference.

*Commissioner O'Hara moved and seconded by Commissioner Donaldson to recommend approval to the Township Board of the proposed Delhi Township Zoning Ordinance text amendment (Ord. No. 39.151), Case Number 08-856 regarding requirements for the installation of required green space landscaping for new construction.*

**Roll Call Vote:**

*Ayes: Craig, Donaldson, Goodall, Hayhoe, Leaf, O'Hara, Weaver, Zietlow*

*Nays: None*

*Absent: Warfield*

**MOTION CARRIED**

The purpose of the "green area" section of the ZO is to ensure that the portions of a property that are not covered by buildings, other structures or paved areas are stabilized with grass or other acceptable means. This provision of the ZO is not new. However, the amendment would stipulate that these measures be installed for new construction projects within two planting seasons or one year, whichever is less.

It has historically been commonplace for builders (typically residential) to complete a home within a subdivision without the installation of a lawn. From time to time we have had difficulty impressing upon the new owners of the home the following facts: 1) it is now their responsibility to install the lawn, and 2) they need to do so in a timely manner so as to not detract from neighboring properties or contribute to a "noxious weed" problem. This situation sometimes turns out to be quite a problem for the new homeowner who may not have understood that the house they just purchased did not "come with grass" and who may not have the financial resources remaining after their new home purchase to install the lawn.

On the surface this may not seem to be a significant problem. However, with the depressed housing and construction market new homes do not sell for many months. This has resulted in projects going without grass for an unacceptable length of time. Additionally, we have a couple

of property owners who, because there is not currently a compliance timeframe, have lived in homes and not installed a lawn for over two years. We receive many complaints from neighbors when this situation occurs.

Additionally, now that the Township administers the Soil Erosion & Sedimentation Control (SESC) program, we have become more intimately involved. Specifically, a SESC Permit can not be released until the ground is permanently stabilized. Almost all of the time the installation of grass is the permanent stabilization measure utilized. As projects sit "open", we must continue to inspect the property for SESC compliance and cite the owner's when failures occur. There were two instances this past fall where the delay in installation of lawn has resulted in significant soil erosion and off site sedimentation requiring enforcement action.

Amending the ZO to stipulate that acceptable green area must be installed within two planting seasons or 1 year (whichever is less) from issuance of the building permit will effectively curtail this growing problem. Also, for "absentee builders" this would enable the Township to install the grass as an abatement of a code violation should it become necessary.

Hopefully this memo provides a good explanation of the proposed text amendments. However, as always, if you have any questions or require any additional information, please don't hesitate to ask. Otherwise, I respectfully request that you forward the attached information, along with your concurrence, to the Township Board for their consideration and action at the January 20<sup>th</sup> meeting. Thank you.

**Recommended Motion to Approve:**

**To adopt Case No. 08-856 amending Zoning Ordinance No. 39, Section 6.10.1.4 – Green Areas, for the purpose of adding requirements for the installation of required green areas for new construction, as recommended by the Planning Commission at their January 12, 2009 meeting (Zoning Ordinance No. 39.151).**

**-OR-**

**Recommended Motion to Deny:**

**To deny Case No. 08-856 amending Zoning Ordinance No. 39, Section 6.10.1.4 – Green Areas, for the purpose of adding requirements for the installation of required green areas for new construction.**



I, Evan Hope, Clerk of the Charter Township of Delhi, hereby certify that the foregoing constitutes a true and complete copy of Ordinance no. 39.151, duly adopted by the Board of Trustees of the Charter Township of Delhi, Ingham County, Michigan, on the \_\_\_ day of \_\_\_, 2009, and that the same was published as required by law on the \_\_\_ day of \_\_\_, 2009 in the Holt Community News and the Ingham County Community News.

IN WITNESS WHEREOF, I have affixed by official signature this \_\_\_ day of \_\_\_, 2009.

---

Evan Hope, Clerk

**EXCERPT FROM DRAFT  
PLANNING COMMISSION MEETING MINUTES  
OF JANUARY 12 2009**

**Public Hearing: Case 08-856, Text Amendment to Zoning Ordinance – 39.151-  
Green Area**

Tracy Miller, Director of Community Development, stated that this amendment would ensure that new construction provide the appropriate green area ground cover such as grass, mulch material etc. and is installed within two planting seasons or no more than one year, whichever is less.

Public Hearing Opened at 7:03 p.m.

Commissioner Leaf stated that the definition of a planting season is not located under the definition section of the ordinance. Ms. Miller stated that the definition is located in sub-section 7. It was suggested to make a reference to that point somewhere in the amendment.

Public Hearing Closed at 7:06 p.m.

**Commissioner O'Hara moved and seconded by Commissioner Donaldson to recommend approval to the Township Board of the proposed Delhi Township Zoning Ordinance text amendment (Ord. No. 39.151), Case Number 08-856 regarding requirements for the installation of required green space landscaping for new construction.**

**Roll Call Vote:**

Ayes: Craig, Donaldson, Goodall, Hayhoe, Leaf, O'Hara, Weaver, Zietlow

Nays: None

Absent: Warfield

**MOTION CARRIED**



Delhi Charter Township  
Department of Community Development

## MEMORANDUM

TO: John B. Elsinga, Township Manager

FROM: Tracy L.C. Miller, Director of Community Development

DATE: January 14, 2009

RE: Rezoning Case# 08-857, A-1: Agricultural to IP: Industrial Park  
4000 – 4250 Block of Development Drive (Dart Container of Michigan, LLC)

Dart Container of Michigan, LLC has petitioned the Township to rezone approximately 42 acres of property adjacent to Development Drive (Dunkel Road extension). The property is entirely owned by Dart and is currently zoned A-1: Agricultural. The company has requested that the property be rezoned to IP: Industrial Park so that the land can be developed as Phase II of the existing Oakwood Executive Park. As you know, all required infrastructure has been installed and the road is now a public road. Staff and the PC feel that the requested rezoning is consistent with the Township's Master Plan as well as the current and anticipated future land uses in the vicinity.

The Planning Commission (PC) held a public hearing regarding the request at their meeting on January 12<sup>th</sup>. There were no members of the public that spoke on the topic during the meeting and the PC made the following motion:

*Commissioner Leaf moved, and seconded by Commissioner Goodall, to recommend to the Township Board approval of Case 08-857 to rezone 42.1 acres in the 4000 to 4250 block of Development Drive (33-25-05-02-400-006) from A-1, Agricultural to IP, Industrial Park based on 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 adopted Master Plan, and other conditions as presented in the staff report dated January 5, 2009.*

*Roll Call Vote:*

*Ayes: Donaldson, Goodall, Hayhoe, Leaf, O'Hara, Weaver Craig*

*Nays: None*

*Abstain: Zietlow*

*Absent: Warfield*

**MOTION CARRIED**

I've attached a copy of the staff report which provides significant detail on the request, as well as a location map and an excerpt of the draft PC meeting minutes. If there is any other information that you would like, please do not hesitate to ask. Otherwise, I would request that you forward this to the Township Board for their consideration and action at the January 20<sup>th</sup> meeting. Thank you.

**Recommended Motion on Next Page.**

**Recommended Motion to Approve:**

**To approve the rezoning of Case No. 08-857, 4000-4250 Development Drive, Tax Parcel #33-25-05-02-400-006, Dart Container of Michigan, LLC, from A-1, Agricultural, to IP, Industrial Park, as recommended by the Planning Commission at their January 12, 2009 meeting, based on it being consistent with the purpose and intent of the Zoning Ordinance, compatible with existing and compatible development in the area and pursuant to the Master Plan (Zoning Ordinance No. 616)**

**-OR-**

**Recommended Motion to Deny:**

**To deny the rezoning of Case No. 08-857, 4000-4250 Development Drive, Tax Parcel #33-25-05-02-400-006, Dart Container of Michigan, LLC, from A-1, Agricultural, to IP, Industrial Park.**



**REZONING REQUEST:**

The applicant has requested rezoning from A-1, Agricultural to IP, Industrial Park for approximately 42.01 acres formerly known as the "Hunt property" and a portion of property that was previously owned by Trinity Church.

**SITE DESCRIPTION:**

The subject property is located to the north and south of the newly completed "Development Drive". The majority of the property is relatively open, however, the western portion of the property is wooded. The northwestern corner of the property contains a low area with seasonal wetness. The approximately 5 acres of land in the southwest of the property (formerly owned by Trinity Church) is also partially wooded.

There are small pieces of land between Development Drive and the south property line of the north parcel that were created by the dedication of the Development Drive right-of-way to the Ingham County Road Commission. They will be combined with plated lots in the Oakwood Executive Park subdivision to the south via a combination under the land division act. However, it is not known at this time how the remainder of the site (primarily that which is north of Development Drive and the former Trinity property) will be divided in the future. This will be determined by the owner when end users have been identified, but whether the property is divided, platted or made into condo units, all properties will have to conform to the minimum standards within the IP district.

**GENERAL INFORMATION:**

APPLICANT: Steve Mills, Dart Development  
(Representing Dart Container of Michigan)

OWNER OF RECORD: Dart Container  
500 Hogsback Road  
Mason, MI 48854

LOCATION: 4000 to 4250 Development Drive

PARCEL I.D. NO.: 33-25-05-02-400-006

LEGAL DESCRIPTION: See attached

EXISTING ZONING: A-1, Agricultural

PROPOSED ZONING: IP, Industrial Park

PROPERTY SIZE: 42.01 acres

EXISTING LAND USE: Vacant and Residential

ADJACENT LAND USE: North: Lansing Christian School  
South: Oakwood Industrial Park  
East: Michigan Concrete Association  
West: Trinity Church

ADJACENT ZONING: North: A-1, Agricultural  
South: IP, Industrial Park  
East: C-2, General Business  
West: A-1, Agricultural

### CONSIDERATIONS:

1. **Master Plan:**

The 2007 amended Master Plan (MP) and Future Land Use Map (FLUM) anticipate and plan that the subject property will develop with industrial land uses. The Master Plan discusses the goal of focusing industrial development within three main areas of the Township and the applicant's property falls within one of those areas. The Master Plan states on page 68, "The primary geographic area which includes existing non-residential development and is expected to accommodate the bulk of the new non-residential development. The primary Development Area is composed of three basic nodes. The first node includes Sections 1 & 2, north of I-96 and west of U.S. 127." The MP further addresses industrial uses on page 70 stating, "The manufacturing/warehousing land use category is identified as the primary land use category, which enhances the tax base and promotes employment opportunities. This land use category recognizes the location of existing manufacturing/warehousing sites and encourages appropriate new sites, which minimize potential conflicts with adjacent residential uses. The manufacturing/warehousing category is generally implemented by the IW, IR, IA, IM, and IP Zoning Districts of the Delhi Township Zoning Ordinance."

Staff feels that the requested rezoning conforms with the Master Plan, in that it is consistent with the goals and policies of the MP concerning the implementation of industrial land uses (including IP) on the applicant's property.

2. **Current Allowable Land Uses:**

Principal uses permitted under the existing A-1, Agricultural zoning include the following uses permitted:

- a. By Right: Single family dwelling, raising of crops, raising of small animals, raising of live stock, public and private conservation areas.
- b. Under Special Conditions: Cemeteries, road side stands, railroad rights-of-way, accessory uses and buildings, duplexes and funeral homes.

- c. By Special Use Permit: Public recreation, greenhouses, riding stables, livestock auction yard, raising fur-bearing animals, hunting preserves, veterinary hospitals, seasonal labor housing, sawmills, sod farms, grain elevator, private non-commercial recreation, golf course and country clubs, institutions for human care, public buildings, sand and gravel pits, special open space uses, underground houses, auction barns, and contractor office.

**3. Proposed Allowable Land Uses:**

Principal uses permitted under the proposed IP, Industrial Park district includes the following uses permitted:

- a. By Right: Corporate headquarters, administrative offices, business or professional offices, warehouse and storage permitted in the IW district, scientific or medical laboratories, engineering testing and design facilities, research facilities permitted in the IR district, assembly operations permitted in the IA district. The district also permits retail sales of products produced or assembled on the property together with related accessories and similar supporting goods or services (less than 10% of total floor area), accessory structures, and related accessories uses (cafeterias, training rooms, and recreation facilities for employees).
- b. Special Use Permit: Uses permitted under Special Use Permit (SUP) include those uses permitted in the IW, IR, IA, and IM districts that are heavy industrial in nature. Animal day care is also permitted with a SUP.

**ANALYSIS:**

There are several criteria that may be analyzed by the Planning Commission in consideration of a change in zoning for a property. These include:

1. **Consistency with the goals, policies and the Master Plan and its Future Land Use Map (FLUM), including any sub-area, corridor, or related planning studies. If conditions have changed since the Plan was adopted, the consistency with recent development trends in the area.**

See discussion under "Considerations #1" above.

2. **Compatibility of the site's physical, geological, hydrological and other environmental features with potential impacts from all uses permitted in the proposed zoning district.**

The subject site has some environmentally sensitive areas, but those areas (wetlands) can be adequately protected from the proposed industrial land uses by development requirements during the site plan review process. The proposed rezoning and permissible future land uses are not expected to adversely impact the environment.

- 3. The compatibility of the potential allowable uses in the proposed zoning district with surrounding land uses and zoning class in terms of suitability, environmental impacts, density, nature of use, infrastructure and potential influences on property values.**

The area surrounding the applicant's site is making the transition from agricultural land uses to industrial land uses. The requested rezoning is consistent with that process. There are existing C-2 land uses on the east side of Pine Tree Road that are not expected to be adversely impacted by the allowable land uses in the IP district. All future development on the applicant's site must go through the site plan review process. It is felt all existing land uses can be adequately protected and or buffered by implementing Zoning Ordinance requirements through the site plan review process.

- 4. The availability and capacity of Township utilities and services sufficient to accommodate the uses permitted in the requested district without compromising the overall "health, safety and welfare" of the Township.**

Delhi Township currently provides sanitary sewer service, police protection and fire protection for the applicant's site. Additionally, water, electrical, gas, and telephone are available within the Pine Tree Road or Development Drive rights-of-way. All of the existing utilities and emergency services are adequate to handle the development of the applicant's site with the proposed zoning.

- 5. If a rezoning is appropriate, is the requested zoning district considered to be more appropriate from the Township's perspective than other possible zoning district?**

The proposed rezoning to IP is consistent with the Master Plan and the FLUM. The proposed IP zoning is an appropriate zoning for the applicant's site given the surrounding zoning types and land uses.

- 6. The requested rezoning will not create an isolated and unplanned spot zone.**

The requested zoning is not a "spot zoning", nor unplanned, because the Master Plan supports and recommends industrial zoning in the vicinity surrounding the applicant's site which is also consistent with existing development in the area.

**SUMMARY:**

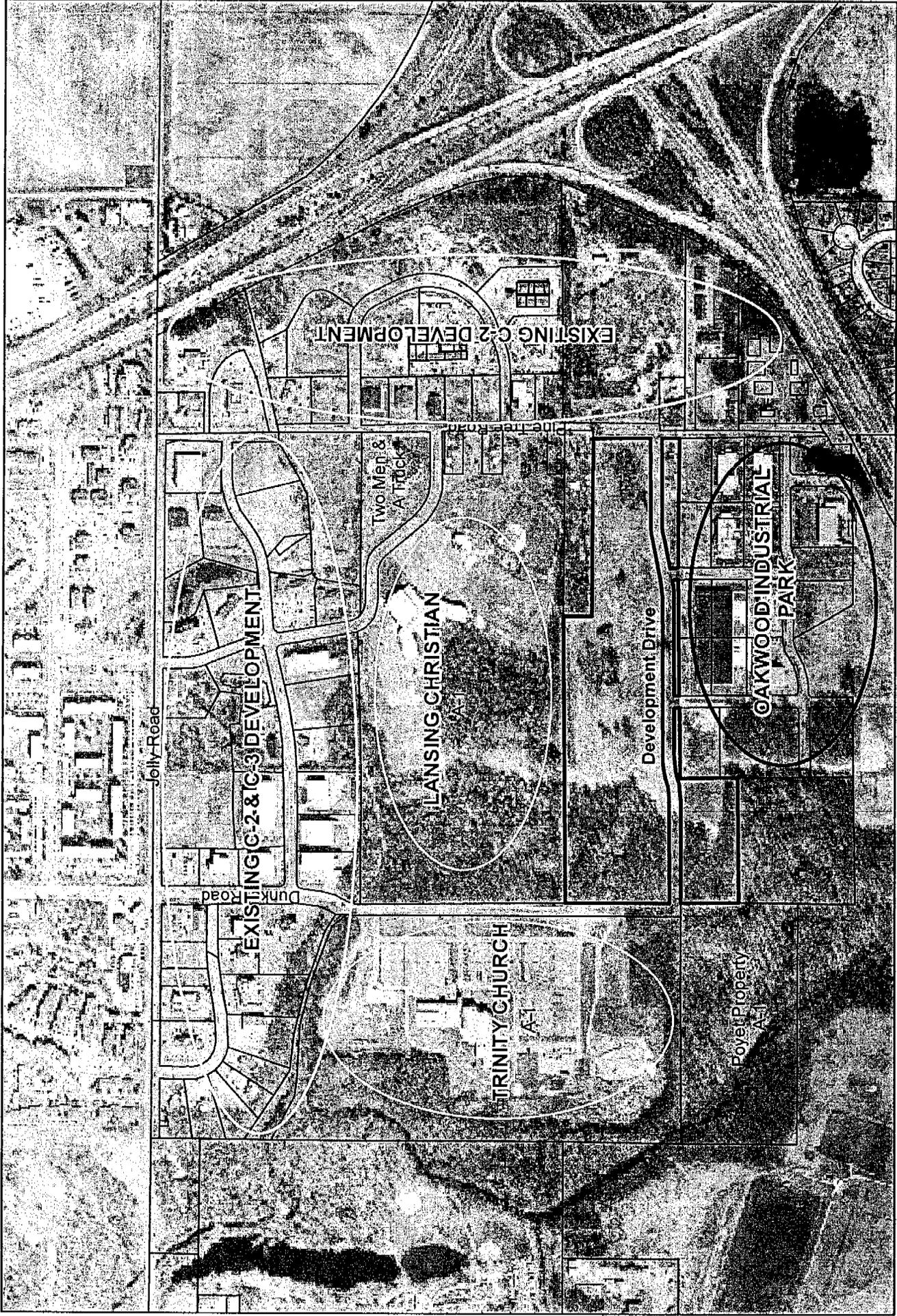
The proposed rezoning is consistent with the goals and policies of the MP which support the IP zoning district on the applicant's site. The existing development adjacent to the applicant's site to the south is industrial and the general area west of Pine Tree Road is making the transition to commercial and industrial development. The requested zoning is the most appropriate zoning for the property.

**RECOMMENDED MOTION**

Move to recommend to the Township Board approval of Case 08-857 to rezone 42.01 acres in the 4000 to 4250 block of Development Drive (33-25-05-02-400-006) from, A-1, Agricultural to IP, Industrial Park based on being consistent with purpose and intent of the Zoning Ordinance, being compatible with the existing and anticipated development in the area, pursuant to the adopted Master Plan, and other conditions as presented in the staff report dated January 5, 2009.

**MOTION TO DENY**

Move to recommend to the Township Board denial of Case 08-857 to rezone 42.01 acres in the 4000 to 4250 block of Development Drive (33-25-05-02-400-006) from, A-1, Agricultural to IP, Industrial Park based on.....(INSERT SPECIFIC REASONS FOR DENIAL)



# REZONING 08-857 - DEVELOPMENT DRIVE

## Existing Adjacent Land Use / Zoning Map





**K**

1 inch = 300 feet

- ~ Streets
- Site
- Parcels

This map is intended for use as generalized township wide planning and there are no warranties that accompany this product. The Township recommends users of this map to confirm the data used in this map by visual inspection of the geographic area.

Map Source: Delhi Charter Township  
Map Printed: January 6, 2008

**4000 to 4250 Development Drive, Dart Development  
Rezoning 08-857**

**EXCERPT FROM DRAFT  
PLANNING COMMISSION MEETING  
MINUTES OF 1/12/09**

**Public Hearing: Case 08-857, 3201 Pine Tree Road, 33-25-05-02-400-006, Rezoning from "A-1" to "IP"**

Tracy Miller, Director of Community Development, gave an over view of this rezoning request. Dart Container Corporation has requested the rezoning of approximately 42.01 acres of property that was formally owned by the Hunt family and a portion of property that was previously owned by Trinity Church. The Master Plan and Future Land Use Map anticipate that the subject property will develop with industrial land uses. All public utilities are available for the site, including the new public road "Development Drive". Ms. Miller provided information about surrounding land uses and zoning and anticipated future land uses in the area.

Public Hearing Opened at 7:18 p.m.  
Public Hearing Closed at 7:19 p.m.

Commissioner Leaf asked about the parcel that the house is located on. Ms. Miller explained that the house will be legally non-conforming, but that the plan is to demolish the house in the future once it is no longer occupied. The parcel has been combined with the adjacent property to the south.

Commissioner Weaver asked if there are other agricultural properties in this area that may be rezoned. Ms. Miller stated that at some point in the future the parcel that is immediately north, between the school and this parcel, may want to be something other than it currently is, as well as the Poyet property, but that at this time there was not any future development identified for these pieces.

Zietlow stated that she would be abstaining on this item due to the fact that Dart Development is one of the primary clients of the company that she is employed by.

**Commissioner Leaf moved, and seconded by Commissioner Goodall, to recommend to the Township Board approval of Case 08-857 to rezone 42.1 acres in the 4000 to 4250 block of Development Drive (33-25-05-02-400-006) from A-1, Agricultural to IP, Industrial Park based on 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 adopted Master Plan, and other conditions as presented in the staff report dated January 5, 2009.**

Roll Call Vote:

Ayes: Donaldson, Goodall, Hayhoe, Leaf, O'Hara, Weaver Craig

Nays: None

Abstain: Zietlow

Absent: Warfield

**MOTION CARRIED**



**Delhi Charter Township**  
**Department of Community Development**

## MEMORANDUM

TO: John B. Elsinga, Township Manager

FROM: Tracy L.C. Miller, Director of Community Development

DATE: January 14, 2009

RE: Rezoning Case# 08-858, R-1D: One & Two Family High-Density Residential to C-1: Low Impact Commercial; 2296 Cedar Street (Shirley Felice)

Ms. Felice is the new owner of property located at 2296 Cedar Street, across from the Marathon gas station and Wild Strawberry florist. The property is approximately .128 acres in size and has an existing residential structure on the site. Ms. Felice has petitioned to have the property rezoned from R-1D to C-1 so that she could operate a cleaning business from the premises. The Township's Master Plan anticipates this property and area continuing to develop with commercial land uses and identifies this area as one of the major commercial nodes. The existing and future land uses in the area are compatible with those that would be permitted under the new zoning.

The Planning Commission (PC) held a public hearing regarding the request at their meeting on January 12<sup>th</sup>. There were two members of the public that spoke on the topic during the meeting,, but they were not opposed to the rezoning and really attended in order to receive answers to a couple of questions that they had. An excerpt of the draft meeting minutes is attached and provides details about their inquiries. After the hearing and deliberation, the PC made the following motion:

*Commissioner Leaf moved, and seconded by Commissioner O'Hara, to recommend to the Township Board approval of Case 08-858 to rezone 0.13 acres at 2296 Cedar Street (33-25-05-15-277-011) from R-1D, One and Two Family High-Density Residential to C-1, Low Impact Commercial based on being consistent with purpose and intent of the Zoning Ordinance, being compatible with the existing and anticipated development in the area, pursuant to the Master Plan, and the other conditions presented in the staff report dated January 5, 2009.*

*Roll Call Vote:*

*Ayes: Goodall, Hayhoe, Leaf, O'Hara, Weaver, Zietlow, Craig, Donaldson*

*Nays: None*

*Absent: Warfield*

**MOTION CARRIED**

I've attached a copy of the staff report which provides significant detail on the request, as well as a location map. If there is any other information that you would like, please do not hesitate to ask. Otherwise, I would request that you forward this to the Township Board for their consideration and action at the January 20<sup>th</sup> meeting. Thank you.

**Recommended Motion on Next Page.**

**Recommended Motion to Approve:**

**To approve the rezoning of Case No. 08-858, 2296 Cedar Street, Tax Parcel #33-25-05-15-277-011, Shirley Felice, from R-1D, One and Two Family High Density Residential, to C-1, Low Impact Commercial, as recommended by the Planning Commission at their January 12, 2009 meeting, based on it being consistent with the purpose and intent of the Zoning Ordinance, compatible with existing and compatible development in the area and pursuant to the Master Plan (Zoning Ordinance No. 617)**

**-OR-**

**Recommended Motion to Deny:**

**To deny the rezoning of Case No. 08-858, 2296 Cedar Street, Tax Parcel #33-25-05-15-277-011, Shirley Felice, from R-1D, One and Two Family High Density Residential, to C-1, Low Impact Commercial.**



**REZONING REQUEST:**

The applicant has requested rezoning from R-1D, One and Two Family High-Density Residential to C-1, Low Impact Commercial for the property at 2296 Cedar Street.

**SITE DESCRIPTION:**

The subject property is located on the northeast side of Cedar Street across from the Wild Strawberry Florist and the Marathon gas station. The site, which is slightly trapezoidal in shape, contains approximately 5,576 SF of land. The Cedar Street frontage is 55 feet in length, the northwest property line is 100 feet in length, northeast property line is 50 feet in length, and the south east property line is 109.5 feet in length. The structure, which currently has a front setback of approximately 12 feet, is located approximately 9 feet from the northwest property line. The drive enters the site between the structure and the southeast property line. The site is adjacent to a single family residence on both sides (one is a rental) and it backs up to property owned by Holt United Methodist Church.

**GENERAL INFORMATION:**

APPLICANT: Shirley Felice

OWNER OF RECORD: Joseph and Shirley Felice  
2220 Meadowlawn Drive  
Holt, MI 48842

LOCATION: 2296 Cedar Street

PARCEL I.D. NO.: 33-25-05-15-277-011

LEGAL DESCRIPTION: LOT 8 OF SUPERVISOR'S PLAT NUMBER 1 OF DELHI.

EXISTING ZONING: R-1D, One and Two Family High-Density Residential

PROPOSED ZONING: C-1, Low Impact Commercial

PROPERTY SIZE: 0.128 acres

EXISTING LAND USE: Residential

ADJACENT LAND USE: Northeast: Holt United Methodist Church  
Southwest: Wild Strawberry florist and Marathon gas station  
Southeast: Residential  
Northwest: Residential

ADJACENT ZONING:      Northeast:    R-1D, One and Two Family High-Density Residential  
                                 Southwest:    R-1D, One and Two Family High-Density Residential  
                                 Southeast:   R-1D, One and Two Family High-Density Residential  
                                 Southwest:   C-2, General Business (across Cedar St.)

**CONSIDERATIONS:**

**1. Master Plan:**

The 2007 Master Plan and its Future Land Use Map its (FLUM) show the subject parcel developing with commercial land uses which includes C-1, C-2 and C-3 zoning districts. The Master Plan discusses Office/Commercial development within three areas of the Township and the applicant's property falls within one of those areas. The Master Plan states on page 70, "The office/commercial category is the land use area, which offers the Township the majority of retail, office, and personal services for the residents of the Township. Typically concentrated along major transportation corridors, these non-residential land uses have been focused in three major areas... Cedar Street, eastern Holt Road, and the Waverly/I-96 location. This land use category is generally implemented by the C-1, C-2, and C-3 Zoning Districts."

Staff feels that the requested rezoning conforms with the Master Plan, in that it is consistent with the goals and policies of the MP concerning the implementation of commercial land uses (including C-1) on the applicant's property.

**2. Current Allowable Land Uses:**

Principal uses permitted under the existing R-1D: One & Two Family Residential zoning include the following uses permitted:

- a. By Right: One and two family residences, accessory buildings, public recreation, cemeteries, private swimming pools
- b. Under Special Conditions: Railroad rights-of-way, golf course and country club, cemeteries, and funeral homes.
- c. Special Use Permit: Religious, educational, social, and adult care institutions, public buildings, and public service installations.

**3. Proposed Allowable Land Uses:**

Principal uses permitted under the existing C-1, Low Impact Commercial district includes the following uses permitted:

- d. By Right: Professional offices such as medical, architect, engineer, urban planner, artist, graphic arts, executive, administrative, legal, writing,

clerical, accounting, insurance, real estate, and other similar enterprises.

- e. Special Conditions: Educational, social and religious institutions, funeral homes, and veterinary clinics with no outdoor keeping of animals.
- f. Special Use Permit: Uses permitted under Special Use Permit include barber and beauty shops, banks and financial institutions, research laboratories, veterinary clinics, small retail shops (less than 4,000 SF), and non drive-thru restaurants.

**ANALYSIS:**

There are several criteria that may be analyzed by the Planning Commission in consideration of a change in zoning for a property. These include:

1. **Consistency with the goals, policies and the Master Plan and its Future Land Use Map (FLUM), including any sub-area, corridor, or related planning studies. If conditions have changed since the Plan was adopted, the consistency with recent development trends in the area.**

See discussion under "Considerations #1" above.

2. **Compatibility of the site's physical, geological, hydrological and other environmental features with potential impacts from all uses permitted in the proposed zoning district.**

The subject site is adjacent to two residential homes and Holt United Methodist Church property. It appears that none of the original physical, geological and hydrological features of the site remain. The proposed rezoning of the property would permit the existing house to be used as a commercial office. The change in use is not expected to adversely impact the environment.

3. **The compatibility of all of the potential allowable uses in the proposed zoning district with surrounding land uses and zoning class in terms of suitability, environmental impacts, density, nature of use, infrastructure and potential influences on property values.**

The land uses permitted by the proposed C-1 zoning fall into two categories concerning compatibility with the existing land uses. The first category contains those uses that are compatible with the adjacent residential land uses, such as office, barber and beauty shops and small retail land uses. The other category contains uses that may not be compatible with the adjacent land uses, but the applicant's site is too small to accommodate those uses. Educational, social or religious institutions, funeral homes, veterinary clinics, financial institutions, research laboratories and non drive-thru restaurants are all examples of possible incompatible permitted land uses that required more land area than the applicant's site. These land uses are permitted under special conditions or with a Special Use Permit.

- 4. The availability and capacity of Township utilities and services sufficient to accommodate the uses permitted in the requested district without compromising the overall "health, safety and welfare" of the Township.**

Delhi Township currently provides sanitary sewer service, police protection and fire protection for the applicant's site. Additionally, water, electricity, gas, and telephone are available within the Cedar Street right-of-way. All of the existing utilities and emergency services are adequate to handle the development of the applicant's site.

- 5. If a rezoning is appropriate, is the requested zoning district considered to be more appropriate from the Township's perspective than other possible zoning district?**

The proposed rezoning to C-1 is consistent with the Master Plan and its FLUM. Based on the location of the property, it is eligible for any of the commercial zones (C-1, C-2 or C-3). The site has 55 feet of frontage along Cedar Street and it is 5,576 SF in size. If the site is granted zoning other than C-1, the site would not meet the minimum lot frontage and lot size for the C-2 and C-3 districts.

- 6. The requested rezoning will not create an isolated and unplanned spot zone.**

The requested zoning is not considered a spot zoning nor unplanned because the Master Plan and the FLUM both support a mix of C-1, C-2 and C-3 in the vicinity surrounding the applicant's site which is consistent with recent development in the area.

- 7. The property will conform to the requirements of the Zoning Ordinance with the requested zoning.**

The applicant's site is currently developed with a single family residential house. It is located approximately 12 feet from the front property line, approximately 9 feet from the northwest property line, approximately 52 from the rear property line and approximately 18 feet from the southeast property line. The property is currently legally non-conforming because a front yard setback of 25 feet is required in the R-1D zoning district and the existing structure is only 12 feet from the front property line. Granting the requested C-1 zoning, the front setback will be 13 feet short of the required setback of 25 feet and side setback on the northwest property line will be 9 foot short of the required setback of 10 feet.

The front setback of 12 feet is consistent with existing adjacent buildings and is not expected to adversely impact the adjacent land uses or the community as a whole. The northeast side yard setback is only 1 foot less than the required 10 feet, and the property line currently has a privacy fence that is 6 feet in height and there are several mature trees near the property line. The combination of a setback of 9 feet, the privacy

fence and the mature trees on the property line is considered to be an adequate buffer between the proposed office use and the existing residential house.

**SUMMARY:**

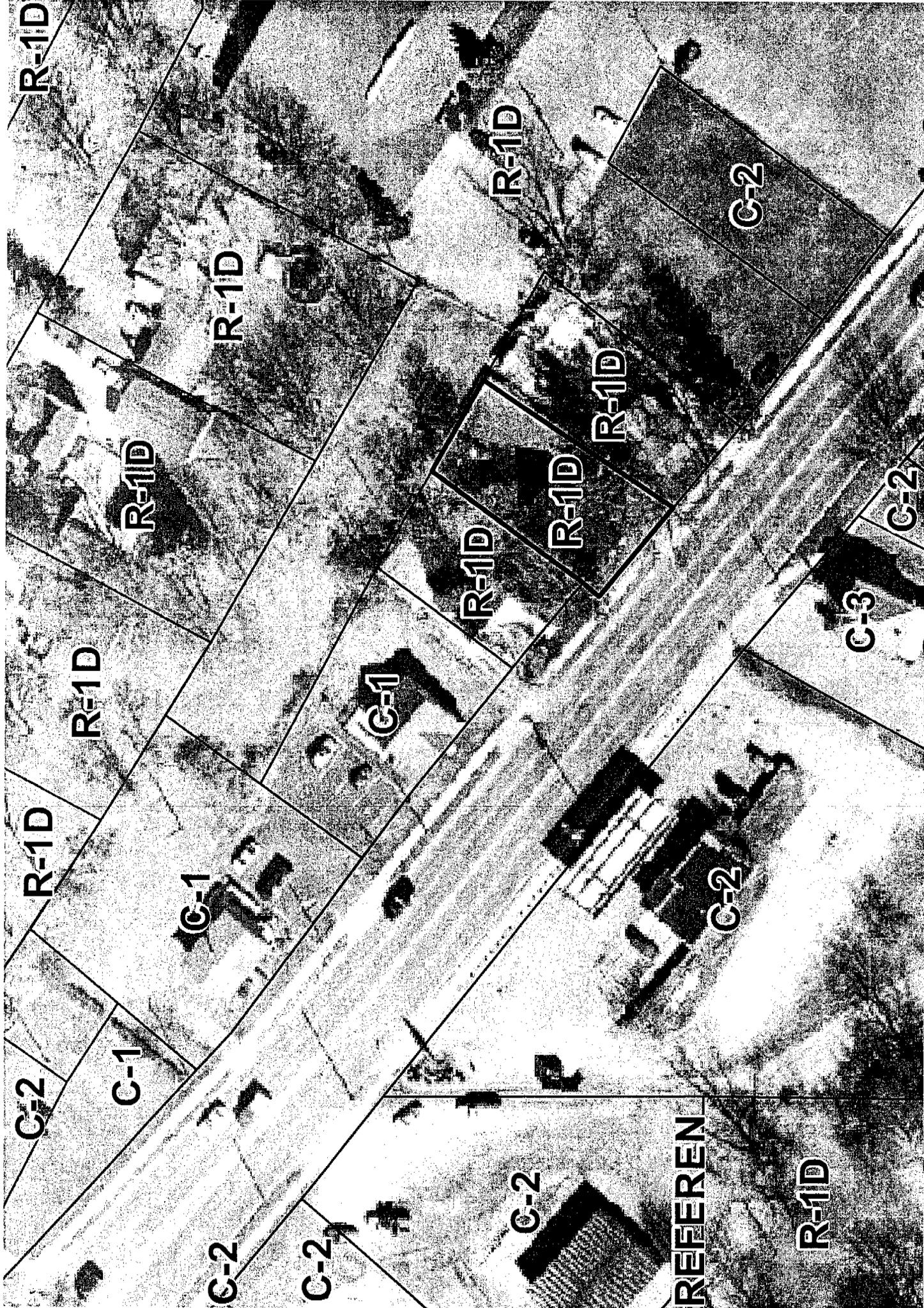
The proposed rezoning is consistent with the goals and policies of the MP which support the C-1 zoning districts on the applicant's site. The existing and anticipated future use of the property is commercial and the C-1 zoning is consistent with the land use types that are expected to continue in the area. The existing and new non-conformities, as discussed in number 7 above, are not considered to be sufficient to deny the requested zoning.

**RECOMMENDED MOTION**

Move to recommend to the Township Board approval of Case 08-858 to rezone 0.13 acres at 2296 Cedar Street (33-25-05-15-277-011) from, R-1D, One and Two Family High-Density Residential to C-1, Low Impact Commercial based on being consistent with purpose and intent of the Zoning Ordinance, being compatible with the existing and anticipated development in the area, pursuant to the Master Plan, and the other conditions presented in the staff report dated January 5, 2009.

**MOTION TO DENY**

Move to recommend to the Township Board denial of Case 08-858 to rezone 0.13 acres at 2296 Cedar Street (33-15-05-15-277-011) from R-1D, One and Two Family High-Density Residential to C-1, Low Impact Commercial based on (INSERT SPECIFIC REASON FOR DENIAL).



R-1D

R-1D

C-2

R-1D

C-1

R-1D

C-1

C-2

R-1D

C-2

C-1

R-1D

C-2

R-1D

R-1D

REFEREN

C-2

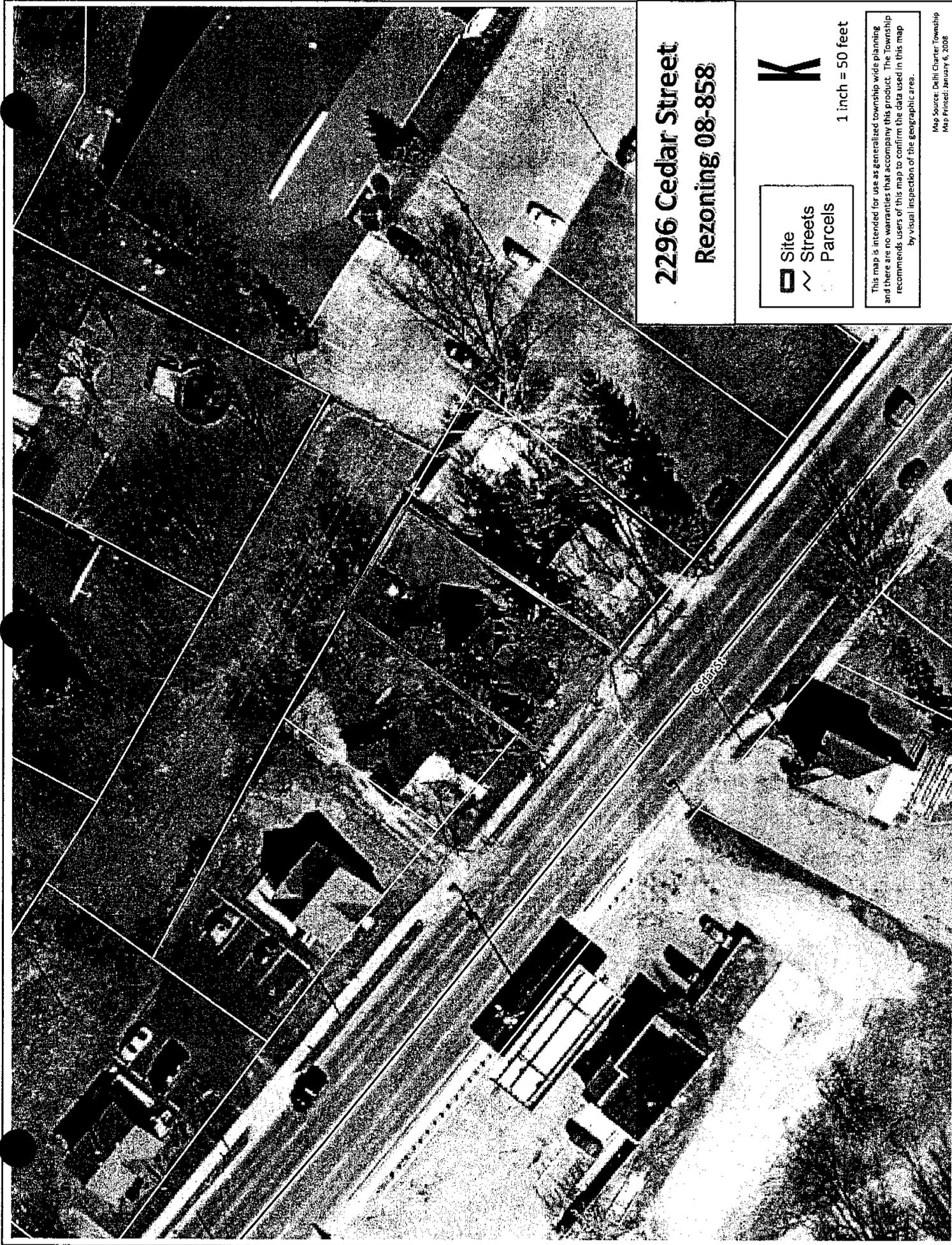
C-2

R-1D

C-3

C-2





# 2296 Cedar Street Rezoning 08-858

Site  
 Streets  
 Parcels

# K

1 inch = 50 feet

This map is intended for use as generalized township wide planning and there are no warranties that accompany this product. The Township recommends users of this map to confirm the data used in this map by visual inspection of the geographic area.

**EXCERPT FROM DRAFT  
PLANNING COMMISSION MEETING  
MINUTES OF 1/12/09**

**Public Hearing: Case 08-858, 2296 Cedar Street, 33-25-05-15-277-011, Rezoning from "R-1D" to "C-1"**

Tracy Miller, Director of Community Development gave an overview of this rezoning request. The applicant recently purchased this property and is the owner of Mrs. Clean Cleaning Service. The property was purchased with the intent to discontinue its use as a residence and to run the cleaning service from this location.

There is an existing home on the property that is currently legally non-conforming under R-1D due to setbacks. If the property was rezoned to C-1, almost everything about the property would be conforming except for the front yard setback and the side yard setback, which is not unique to this area. There is a property to the north, as well as the south, that is zoned R-1D. The Holt United Methodist Church is also zoned R-1D. Many of the other properties in the area are currently zoned C-1, C-2 or C-3. This area in the Master Plan is identified for future and continued commercial development.

Commissioner Leaf asked if a property can be rezoned that does not meet the ordinance. Miller answered in the affirmative. Commissioner O'Hara also provided some historical information confirming that it could.

Public Hearing Opened at 7:40 p.m.

Charles Slaughterbeck, 4580 Tolland -- questioned if this would cause an increase of property taxes for the surrounding properties and asked if this would be a benefit for the Township.

Julie Slaughterbeck, 4580 Tolland -- was concerned with the increase of property taxes for the surrounding parcels and with the condition of the building/property.

Commissioner Donaldson spoke of bringing the building up to commercial code.

Shirley Felice (applicant), 2220 Meadowlawn -- stated that the sewer has been repaired.

Public Hearing Closed at 7:50 p.m.

**Commissioner Leaf moved, and seconded by Commissioner O'Hara, to recommend to the Township Board approval of Case 08-858 to rezone 0.13 acres at 2296 Cedar Street (33-25-05-15-277-011) from R-1D, One and Two Family High-Density Residential to C-1, Low Impact Commercial based on being consistent with purpose and intent of the Zoning Ordinance, being compatible with the existing and anticipated development in the area, pursuant to the Master Plan, and the other conditions presented in the staff report dated January 5, 2009.**

Roll Call Vote:

Ayes: Goodall, Hayhoe, Leaf, O'Hara, Weaver, Zietlow, Craig, Donaldson

Nays: None

Absent: Warfield

**MOTION CARRIED**

# Capital Area Transportation Authority

Patricia K. Munshaw, Board Chair

Sandra L. Draggoo, CEO/Executive Director

December 22, 2008



Mr. Stuart Goodrich  
Supervisor  
Delhi Charter Township  
2074 Aurelius Road  
Holt, MI 48842

Dear Mr. *Stu* Goodrich:

In February 2009, Debbie Alexander and I expect to be traveling to Washington, DC to meet with members of both the House and Senate to gain support for CATA's upcoming capital program. Each year, CATA meets with our Congressional Representatives to present our annual funding request. Our FY 2010 request includes funding for large hybrid buses, small buses, storage facility renovation/expansion, and an Alternatives Analysis Study. CATA's FY 2010 funding request totals \$7,484,828.

Each year, we include letters of support from our regional partners with our requests to the congressional members. The congressional members comment on how important these letters are in their efforts to secure funds.

Listed below are the details of the projects we are requesting funding for this year:

## **HYBRID BUSES**

CATA is currently operating many buses that have greatly exceeded the 12-year standard for vehicle service life. These funds would be used to replace our 1981 older, less-efficient buses with three (3) 40' and two (2) 60' diesel-electric hybrid buses. These new buses offer greater fuel efficiency, lower cost of maintenance, and dramatically reduced emissions compared to the nearly 27-year old buses they will be replacing. The new hybrid buses are of low-floor design, allowing for greater accessibility for passengers with mobility impairments.

## **URBAN PARATRANSIT SMALL BUSES**

These buses are used to provide Spec-Tran service for persons with disabilities. The funds would be used to replace buses that have exceeded their expected service life of five (5) years and 150,000 miles. The new buses will significantly reduce operating costs and will improve vehicle reliability and passenger comfort.

## **RURAL SERVICE BUSES**

These buses are used to provide paratransit service to the out-county areas. The funds would be used to replace rural service buses that have exceeded their expected service life of five (5) years and 150,000 miles. The new buses will significantly reduce operating costs and will improve vehicle reliability and passenger comfort.

**BUS STORAGE FACILITY RENOVATION AND EXPANSION**

CATA's current enclosed bus storage area is not sufficient to accommodate CATA's fleet. It is in need of expansion and several updates. Storing buses inside extends the life of our buses beyond the typical expectancy. The new addition will allow CATA to store its fleet within the storage area, and the renovation will update the current storage area's lighting, heating, air management system, floor-drain system, electrical system, and safety system. These updates to the current storage facility will make it safer, more energy efficient, and will extend the lifetime of CATA's bus fleet.

**ALTERNATIVES ANALYSIS — GRAND RIVER/MICHIGAN AVENUE CORRIDOR**

These funds will be used to conduct the Environmental Clearance Study. Also, the Design & Engineering Study for the Michigan Avenue/Grand River Corridor from the Michigan State Capitol to the Meridian Mall. This is a comprehensive, multi-modal study along a 7 mile corridor. It is to include roadway, vehicular movements, intersection modifications, improved public transportation alternatives, pedestrian walkways, bike lanes, and other modes as necessary.

We have appreciated Delhi Township's continued support of CATA in the past. We are hoping we can include a letter of support from Delhi Charter Township in our package. Please send us your support regarding CATA's FY 2010 funding request, on your organization's letterhead, for inclusion in our presentation package. For your convenience, I have enclosed sample letters for your review. If you would like an electronic version of the sample letters for ease of editing, please contact Valerie Campbell at (517) 394-1100 or [vcampbell@cata.org](mailto:vcampbell@cata.org).

It would be greatly appreciated if you could send all letters of support to the attention of Valerie Campbell by January 15, 2009. This allows us sufficient time to prepare our presentation with your letters included, when we travel to Washington, DC.

Thank you so much for your continued support!!

Sincerely,

  
Sandra L. Draggoo  
CEO/Executive Director

*Have a great Holiday Season!*

Enclosures

:vmc

## **CONTACT INFORMATION**

### **UNITED STATES SENATE AND UNITED STATES HOUSE OF REPRESENTATIVES**

**Honorable Debbie Stabenow**  
United States Senate  
133 Hart Senate Office Building  
Washington, DC 20510

(202) 224-4822

**Honorable Carl Levin**  
United States Senate  
269 Russell Senate Office Building  
Washington, DC 20510-2202

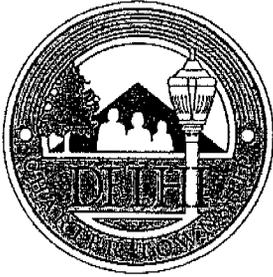
(202) 224-6221

**Honorable Mike Rogers**  
United States House of Representatives  
133 Cannon House Office Building  
Washington, DC 20515

(202) 225-4872

**Honorable Carolyn C. Kilpatrick**  
United States House of Representatives  
2264 Rayburn House Office Building  
Washington, D.C. 20515-2215

(202) 225-2261



# DELHI CHARTER TOWNSHIP

2074 AURELIUS ROAD  
PHONE: (517) 694-2136

HOLT, MICHIGAN 48842-6320  
FAX: (517) 268-3069

January 9, 2008

Honorable Debbie Stabenow  
United States Senate  
133 Hart Senate Office Bldg.  
Washington, DC 20510

Dear Senator Stabenow,

Delhi Charter Township is pleased to write this letter in support of the Capital Area Transportation Authority's ("CATA") FY 2010 federal funding request. CATA has been providing services to the Greater Lansing area for over thirty-five years and is an integral part of our community.

Last year, CATA provided over 11.3 million rides to our regional community of 277,000 people. More and more people are choosing public transportation for their daily commute.

It is critical that CATA continues to receive the financial resources it needs to provide service to our community. They are in need of funding for new buses. CATA is still using 1981 buses in their operation today. They do an excellent job of keeping them in good condition, but it is time to replace them with more energy-efficient buses.

CATA is also working in conjunction with area communities and the Michigan Department of Transportation to enhance transportation along the Michigan Avenue/Grand River corridor. Public Transportation provides over 10% of the total trips taken on that corridor. An advanced public transportation system is needed to grow transit utilization in that corridor. Please help provide the funds to conduct this study.

Senator Stabenow, in the past you have been very successful in getting funding for CATA. Please do all you can again this year to bring this needed funding to CATA so they can continue to grow this award-winning system.

Sincerely,

Stuart Goodrich  
Township Supervisor

CC: Township Board