

**SPECIAL JOINT MEETING OF THE DELHI CHARTER TOWNSHIP BOARD OF TRUSTEES AND THE DELHI CHARTER TOWNSHIP PLANNING COMMISSION  
HELD ON TUESDAY, APRIL 7, 2009**

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The Delhi Charter Township Board met in a special joint meeting with the Delhi Charter Township Planning Commission on April 7, 2009 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Supervisor Stuart Goodrich called the Board of Trustees meeting to order at 6:03 p.m. Rita Craig, Chairperson, called the Planning Commission meeting to order at 6:03 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

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

Township Board Members Absent: None

Chairperson Rita Craig, Vice-Chairperson DiAnne Warfield, Commissioners Kenneth O'Hara, Donald C. Leaf, Betsy Zietlow, James Weaver

Planning Commission Members Absent: Secretary Michael Goodall, Commissioner Roger Donaldson

Also Present: John Elsinga, Township Manager  
Kathy Malone, Planning Secretary  
Tracy Carney-Miller, Director of Community Development  
Wendy Thielen, Assistant Township Manager of Human Resources  
Amy Finch, Assistant Twp. Clerk/Deputy Clerk

**BUSINESS**

**CONSIDERATION OF A WIND ENERGY ORDINANCE**

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Tracy Miller, Director of Community Development, spoke of the consideration of a wind energy ordinance. It was thought that the legislation package that went through the Legislature in 2008 would include a local preemption of regulation; however, this did not materialize. Instead, language was included stating that a comprehensive analysis would be done by the State reviewing wind energy ordinances around the state to identify those that may be inappropriately restrictive in allowing the development of this resource.

Ms. Miller stated that when the Township develops this ordinance the language should be as permissive as possible as this analysis will be conducted over the next year or so and if a local government is viewed by the State as being unreasonably restrictive in the development of this resource, there could be legislative action to control the extent to which local government can regulate wind energy development.

Ms. Miller suggested that when the ordinance is proposed, it should be based on turbine height rather than generation capacity since generation capacity is an evolving technology that could change rather rapidly. Commissioner Leaf suggested that height could be an issue depending on how close it is to neighbors in regards to shadow flicker, noise, vibration, etc. Research seems to point to the fact that the higher the turbines, the fewer sound effects there are.

SUBJECT TO APPROVAL

**SPECIAL JOINT MEETING OF THE DELHI CHARTER TOWNSHIP BOARD OF TRUSTEES AND THE DELHI CHARTER TOWNSHIP PLANNING COMMISSION  
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The State of Michigan's research will be completed this year with possible forthcoming guidance. Ms. Miller stated that the Community Development Department receives approximately one call a week, usually from a homeowner, in regards to wind turbines. Ms. Miller further stated that she currently feels equipped to deal with wind turbines located on agricultural property; however, feels less equipped to deal with them on R-1E properties.

**STATUS OF BUSINESS EVENT SIGNS**

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Tracy Miller, Director of Community Development, stated that in 2005 the Township hired Langworthy, Strader, LeBlanc & Associates to oversee the sign section of the Township's Zoning Ordinance. One item that was inserted in the amendment was the concept of business event signs; however, the parameters regarding how these signs would be permitted were not included. At the time, the idea was that these signs would be allowed on a limited basis. The Township did not want the business owners to be responsible for enforcement action so a program was developed that would make sign companies responsible for placing and removing the signs as outlined in the ordinance. By doing this, a permit and tracking system would be created making enforcement of the temporary signs functional; however, the program has had limited response. There is only one sign company that has participated in the program. There have only been approximately three business signs since this program started. Ms. Miller stated that the Township needs to decide whether to continue the program as is, be more permissive and allow temporary signs or eliminate the business event signs language from the ordinance and not permit temporary signs.

It was questioned if complaints have been received regarding the Township's restriction of the business event signs. Ms. Miller answered in the affirmative.

Ms. Miller stated that one of the original concepts to the amendment was to have the DDA purchase a number of these signs and loan them to businesses. The discussion at the time was that the Township would ultimately be in competition with local sign suppliers; however, at this point, with only one sign company occasionally participating in the program it may not be an issue.

Ms. Miller stated that if this item is something that the Planning Commission and Board of Trustees want to entertain, she would like to return to the idea of the DDA providing the signs. Another suggestion was to allow business owners to leave a deposit with the Township that would be refunded when their sign was removed.

**ELECTRONIC BILLBOARDS**

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Tracy Miller, Director of Community Development, stated that the Township's Zoning Ordinance needs to be amended to include electronic message center signs. Ms. Miller stated that one item she would like to see in the amendment would be the transition time of messages. It is her feeling that a message that takes more than one screen, must transition in a normal reading speed. It was asked why this should be the role of the Township. Ms. Miller stated that these types of signs could become traffic nuisances if they are transiting too slow or too much is happening on them. It was also suggested that the amendment should include times of operation.

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**TOWNSHIP ROADS**

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**Primary Roads**

Twp. Mgr. Elsinga stated that there are approximately 50 miles of primary roads in Delhi Township that require 100% funding from the Ingham County Road Commission (ICRC). This year, Holt Road from Heatherton Drive to Thorburn Street will be repaired using the funds from the Federal Economic Stimulus program, the DDA and the Township. Next year, Cedar Street will be repaired with an 80/20 funding with the ICRC asking for 10% from the Township. It is recommended that Cedar Street become three lanes making it safer for drivers and pedestrians.

**Local Roads**

There are approximately 100 miles of local roads in Delhi Township. The ICRC has budgeted \$66,000 betterment money as their 50% match for local road repair this year. It is estimated that over \$1,000,000 should be budgeted annually for road repairs. The roads are in poor condition and very little money is coming in from the State or the County for repairs.

**Roundabouts**

A roundabout was constructed on Cedar Street last year. It was stated that roundabouts improve safety by eliminating head-on and high-speed right angle collisions, reduce speed and congestion and therefore operate as a traffic calming device.

**Pedestrian Crossings**

Mid-block crossings will be reviewed by the ICRC and DDA on Holt Road, Cedar Street and Aurelius Road.

**Sidewalks**

The Township installed a Holt Road sidewalk from Heatherton Drive to Eifert Road last year. Another sidewalk will be installed on Washington Road in 2010 after the road improvements in that area are completed.

**ADJOURNMENT**

Meeting adjourned at 7:11 p.m.

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

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

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

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

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SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON APRIL 7, 2009**

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The Delhi Charter Township Board of Trustees met in a regular meeting on Tuesday, April 7, 2009 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Supervisor Goodrich called the meeting to order at 7:30 p.m.

**PLEDGE OF ALLEGIANCE**

**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  
Sandra Diorka, Director of Public Services  
Rick Royston, Fire Chief  
Tracy Carney-Miller, Director of Community Development  
Wendy Thielen, Assistant Township Manager of Human Resources  
Amy Finch, Assistant Township Clerk/Deputy Clerk

**COMMENTS FROM THE PUBLIC** – None

**ENVIRONMENTAL PROTECTION AGENCY AWARD PRESENTED TO DELHI CHARTER TOWNSHIP**

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Steven E. Chester, Director of the State of Michigan Department of Environmental Quality, presented Delhi Charter Township with the Performance and Innovation in the SRF Creating Environmental Success (PISCES) Award.

Mr. Chester stated that each year the U.S. Environmental Protection Agency (EPA) recognizes achievement in the Clean Water and Drinking Water State Revolving Fund programs. Awards are given by the EPA for innovative and outstanding projects that advance the environmental and public health goals of the Federal Clean Water laws and by extension, Michigan's Clean Water laws. The award being presented this evening is the PISCES Award. These awards are national honors given to facilities throughout the United States. Projects that are nominated for the awards are nominated by the States. The award has become an important means to recognize the achievements by SRF and Drinking Water Revolving Loan recipients. This award is given in recognition of the Township's innovative bio-solids treatment system installed at the Publicly Owned Treatment Works (POTW) plant. This project uses innovative technologies to cost effectively produce bio-solids that will be stabilized through a process that produces methane gas. The captured methane will fuel two microturbines that can generate up to 60 kilowatts of electrical energy. Exhaust heat recovered from the turbines will heat the digesters in lieu of having to use natural gas. This renewable source of onsite electricity and heat production will save the Township approximately \$75,000 each year.

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON APRIL 7, 2009**

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**SET/ADJUST AGENDA**

**HOPE MOVED TO ADD AGENDA ITEM 9 – DISPOSAL/TRADE-IN OF 1999 BUICK CENTURY.**

A Voice Poll was recorded as follows: All Ayes

**MOTION CARRIED**

**CONSENT AGENDA**

- A. Approval of Minutes – Committee Meeting of March 17, 2009
- B. Approval of Minutes – Regular Meeting of March 17, 2009
- C. Approval of Claims – March 24, 2009 (ATTACHMENT I)
- D. Approval of Payroll – March 19, 2009 (ATTACHMENT II)
- E. Approval of Payroll – April 2, 2009 (ATTACHMENT III)
- F. Recommendation for Reappointment to the Planning Commission – Donald Leaf (ATTACHMENT IV)
- G. Resolution No. 2009-005 – Set Public Hearing – Application for Industrial Facilities Tax Exemption Certificate – SciTex, LLC (ATTACHMENT V)

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

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

**2008 ANNUAL REPORT – DEPARTMENT OF PUBLIC SERVICES**

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Sandra Diorka, Director of Public Services, gave the Department of Public Services 2008 Annual Report (ATTACHMENT VI).

**NEW BUSINESS**

**AMENDMENT TO TOWNSHIP ORDINANCE NO. 91 – SIDEWALK ORDINANCE, FIRST CONSIDERATION**

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The Board reviewed memorandums dated March 30, 2009 from Twp. Mgr. Elsinga and April 1, 2009, from Tracy Miller, Director of Community Development (ATTACHMENT VII).

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON APRIL 7, 2009**

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**SWEET MOVED UPON FIRST CONSIDERATION, TO AMEND TOWNSHIP  
ORDINANCE NO. 91 – DELHI CHARTER TOWNSHIP SIDEWALK ORDINANCE  
(PROPOSED TOWNSHIP ORDINANCE NO. 91.5).**

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

**PUBLICLY OWNED TREATMENT WORKS (POTW) LABORATORY SUPPLY AND  
EQUIPMENT ORDER**

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The Board reviewed memorandums dated April 1, 2009 from Twp. Mgr. Elsinga and Sandra Diorka, Director of Public Services (ATTACHMENT VIII).

**HAYHOE MOVED TO APPROVE THE PUBLICLY OWNED TREATMENT WORKS  
(POTW) EXPENDITURE FOR LABORATORY, EQUIPMENT AND OPERATING  
SUPPLIES FROM FISHER SCIENTIFIC COMPANY IN THE AMOUNT OF \$22,347.87.**

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

**AMBULANCE COLLECTION FEE AGREEMENT**

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The Board reviewed memorandums dated April 1, 2009 from Twp. Mgr. Elsinga and March 5, 2009 from Rick Royston, Fire Chief (ATTACHMENT IX).

**HOPE MOVED TO APPROVE THE COLLECTION FEE AGREEMENT BETWEEN  
DELHI CHARTER TOWNSHIP, ASSURED BENEFITS CENTER, PLC AND McGRAW  
LAW FIRM, PLC FOR THE COLLECTION OF DELINQUENT AMBULANCE FEES FOR  
SERVICE EFFECTIVE JUNE 1, 2009.**

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

**LAMOREAUX AREA ROAD IMPROVEMENTS**

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The Board reviewed memorandums dated April 2, 2009 from Twp. Mgr. Elsinga and Tracy Miller, Director of Community Development (ATTACHMENT X).

**AMMON MOVED TO BUDGET \$63,783 FROM FISCAL YEAR 2008 FUND BALANCE  
IN SUPPORT OF A VALID PETITION RECEIVED FROM THE BENEFITING  
PROPERTY OWNERS OF LAMOREAUX NO. 3 FOR ROAD IMPROVEMENTS.**

Tracy Miller, Director of Community Development, stated that the cost of the improvement would be approximately \$127,000 with 23 benefitting properties. With this road improvement being

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON APRIL 7, 2009**

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outside of the normal betterment program, it would be reasonable to ask the benefitting property owners to circulate a petition amongst them to get a 51% buy in so that the Township could be assured that if the Board pledges the financing the project would move forward. It was thought that the Township could contribute what the Ingham County Road Commission (ICRC) contributes through their betterment program.

Trustee Hayhoe asked if another subdivision came in with a request to have their roads repaired would they be repaired. Twp. Mgr. Elsinga answered in the negative, stating that the cut off point (up to \$66,000, which is the amount to be contributed by the ICRC through their betterment program) would have been met by the Lamoreaux repairs, subject to receiving a valid petition.

A Roll Call Vote was recorded as follows:

Ayes: Ammon

Nays: Hope, Ketchum, Sweet, Bajema, Goodrich, Hayhoe

**MOTION FAILED**

**ZONING AND DEVELOPMENT**

**FINAL PLAT "DDA SUBDIVISION"**

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The Board reviewed a memorandum dated April 1, 2009 from Tracy Miller, Director of Community Development (ATTACHMENT XI).

**HAYHOE MOVED TO APPROVE THE FINAL PLAT FOR THE DDA SUBDIVISION, A PART OF THE NORTHEAST ¼ OF SECTION 24, T3N, R2W, DELHI TOWNSHIP.**

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

**LATE AGENDA ITEM**

**DISPOSAL/TRADE-IN OF 1999 BUICK CENTURY**

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The Board reviewed memorandums dated April 7, 2009 from Twp. Mgr. Elsinga and March 24, 2009 from Sandra Diorka, Director of Public Services (ATTACHMENT XII).

**SWEET MOVED TO APPROVE THE SALE (TRADE-IN) OF THE TOWNSHIP'S 1999 BUICK CENTURY, VIN #2G4WS52MXX1435992, TO TJ'S AUTO SALES IN THE AMOUNT OF \$1,500.**

A Roll Call Vote was recorded as follows:

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

**MOTION CARRIED**

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON APRIL 7, 2009**

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**REPORTS**

**SUPERVISOR**

**INGHAM COUNTY SHERIFF'S OFFICE**

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Supervisor Goodrich stated that he attended a meeting of the Township Supervisors of Ingham County in regards to the Ingham County Board of Commissioners reducing funds given to the Ingham County Sheriff's Office which in turn would reduce the out-county road patrol. It was stated that the Sheriff's Office would like to regionalize the townships. The Townships are looking for some direction from the Michigan Townships Association.

**WIRELESS LAPTOP COMPUTER CONNECTION**

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Supervisor Goodrich stated that he received a request to have the Board of Trustees' laptop computers setup for wireless internet connection. Discussion was held and it was decided to set the laptops up for wireless internet connections. Clerk Hope cautioned the Board members not to use their e-mail during a Board meeting to avoid being in violation of the Open Meetings Act.

**TREASURER**

**PROPERTY TAXES**

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Treasurer Ammon stated that his office has settled with the County for the 2008 tax roll. The Treasurer's Office is getting ready for the summer taxes.

**CLERK**

**MICHIGAN STATE UNIVERSITY FLAG**

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Clerk Hope stated that he met with a resident who had a concern regarding the Township's placement of the Michigan State University (MSU) flag on the Township's main flag pole (two MSU flags were donated to the Township by Leap, Inc.). The resident felt that flag protocol is to place the U.S. flag first on the pole with the State of Michigan flag below that.

It was stated that after researching flag protocol, the only mention of flag placement is that the U.S. flag should be placed at the top of the pole.

**TRUSTEES**

**HAYHOE**

**INGHAM COUNTY CHAPTER OF THE MICHIGAN TOWNSHIPS ASSOCIATION**

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Trustee Hayhoe reminded the Board members of the Ingham County Chapter of the Michigan Townships Association meeting and potluck dinner on April 22, 2009.

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON APRIL 7, 2009**

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**TOWNSHIP MANAGER**

**BOARD OF REVIEW ACTION REPORT**

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The Board reviewed the Board of Review Action Report dated March 25, 2009 (ATTACHMENT XIII).

Twp. Mgr. Elsinga stated that there were 417 residential appeals during the March Board of Review; 137 were granted. The most significant change was an industrial appeal of Tailor Steel.

The taxable value has declined in the Township from \$812,000,000 to \$784,000,000. This will effect fiscal year 2010 and may continue until the economy right sizes into the following year as well.

**INGHAM COUNTY SHERIFF'S OFFICE – FEDERAL STIMULUS GRANT MONEY**

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Twp. Mgr. Elsinga stated that he met with a representative from the Ingham County Sheriff's Office and was advised that they do have Federal Economic Stimulus money. During the discussion, Twp. Mgr. Elsinga stated that he will recommend for FY 2010 to lay off three police officers. The stimulus money could backfill this type of recommendation. Unless the Board objects, a memorandum will be forwarded to the Sheriff's Office indicating the same to which they can then apply for stimulus money to pay for entry level officers for three years with the Township picking up the difference. At the end of the three years the Township would have to fund the entire amount. Another position is available in the Holt Public Schools for an officer at a 50% level. There is a possibility that the school would split the cost with the Township. Another position would be for a Crime Scene Investigator provided at 100%.

**LIFT STATION D**

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Twp. Mgr. Elsinga stated that he spoke with a State Revolving Fund (SRF) representative who indicated that they have approximately \$600,000,000 worth of SRF projects for fiscal year 2008. They did receive approximately \$167,000,000 from the Federal Stimulus Grant program. Some of this money will be saved for fiscal year 2010. The money will be spread evenly at approximately .23 on the dollar. The Township would be unable to come up with the remaining money needed until 2013.

The engineering groups in charge of the project (C2AE; OHM; Hubbell, Roth and Clark: and SME) were informed that the Township would be slowing the project down. The focus would be on a continuation of moving forward with the preliminary planning of the project this year to include it with the project plan for the SRF which is still at the 2% level. The Township could possibly be ready in late 2011.

**INGHAM COUNTY GILBERT/WEST TOWN DRAIN**

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Twp. Mgr. Elsinga stated that the Gilbert/West Town Drain is approximately a \$3,000,000 project. Twp. Mgr. Elsinga met with the Ingham County Drain Commissioner who stated that he will assign 10% for the Township at large for this drain. The Drain Commissioner also dropped the assessment for a piece of property owned by the Township located in the Houghton Hollow Subdivision.

**DELHI CHARTER TOWNSHIP  
MINUTES OF REGULAR MEETING HELD ON APRIL 7, 2009**

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**RENOVATION NATION - DISCOVERY CHANNEL'S PLANT GREEN**

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Twp. Mgr. Elsinga stated that Renovation Nation on Discovery Channel's Plant Green is interested in featuring the Publicly Owned Treatment Works (POTW) digester project.

**ADJOURNMENT**

Meeting adjourned at 9:38 p.m.

**FYI**

1. Letter to Fire Chief Rick Royston dated March 12, 2009 re: the Courage to Be Safe-Everyone Goes Home Conference.
2. Letter to Tracy Carney-Miller, Director of Community Development dated March 24, 2009 re: the March Board of Review.
3. Letter to John Elsinga, Twp. Mgr. dated March 24, 2009 re: the March Board of Review.
4. Letter to John Elsinga, Twp. Mgr. dated March 12, 2009 re: Comcast-NFL Network.

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

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

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

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

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# ACCOUNTS PAYABLE APPROVAL

ATTACHMENT I

March 24, 2009

**I. Certification of Authorized Signatures:** The attached Check Register and Invoice Distribution Report encompass checks dated March 24, 2009, numbered 74255 through 74375 & ACH#1097. Every invoice has a payment authorizing signature(s). signature(s).

Dated: March 24, 2009

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

## II. Certification of Fund Totals:

The attached Invoice Distribution Report and Check Register for checks dated March 24, 2009 show payments made from the following funds:

General Fund	\$	251,855.39	
Parks & Recreation		5,935.10	
Fire Equipment Fund		238,137.82	
Brownfield Redevelopment Fund		57.00	
Downtown Development Authority		154,194.95	
Community Development Fund		6,474.13	
Trust & Agency Fund		3,853.80	
Subtotal Common Savings*	\$	660,508.19	
Sewer Fund Receiving**	\$	356,832.11	
Grand Total	\$	1,017,340.30	

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

Dated: March 24, 2009

\_\_\_\_\_  
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. (Irish Construction \$321,256.96 for Digester Rehab Project 10/2/07, West Shore Fire, Inc. \$129,648.00 for SCBA Units, 1/20/09, West Shore Services, Inc. \$104,560.00 for Siren Upgrade, 1/20/09 ).

Dated: March 24, 2009

\_\_\_\_\_  
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 April 7 , 2009, a motion was made by \_\_\_\_\_ and passed by \_\_\_\_\_ yes votes and \_\_\_\_\_ no votes ( \_\_\_\_\_ absent) that the list of claims dated March 24, 2009, was reviewed, audited and approved.

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

INVOICE DISTRIBUTION REPORT FOR DELHI CHARTER TOWNSHIP  
 INVOICES TO BE PAID 03/11/2009 - 03/24/2009  
 Paid Invoices Only

Vendor	Invoice Description	Amount
Fund 101 GENERAL FUND		
Dept 000.00		
SBAM	HEALTH INSURANCE APRIL	182.18
BCBS OF MICHIGAN	REFUND 21608	243.62
WPS MEDICARE PART B	REFUND 40908 (SOUTHWORTH)	308.35
WPS MEDICARE PART B	REFUND 40773 (SOUTHWORTH)	207.80
WPS MEDICARE PART B	REFUND 2008A-1911 (HILL)	329.34
Total for Dept 000.00 :		1,271.29
Dept 101.00 LEGISLATIVE		
HARTFORD LIFE INS CO	LIFE INSURANCE APRIL	11.40
VERIZON WIRELESS	CELLULAR PHONES - MARCH	28.98
Total for Dept 101.00 LEGISLATIVE:		40.38
Dept 171.00 SUPERVISOR/MANAGER		
SBAM	HEALTH INSURANCE APRIL	689.76
DELTA DENTAL PLAN OF	DENTAL INSURANCE FEBRUARY	283.76
DELTA DENTAL PLAN OF	DENTAL INSURANCE MARCH	283.76
HARTFORD LIFE INS. CO	LIFE INSURANCE APRIL	99.19
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	31.16
VERIZON WIRELESS	CELLULAR PHONES - MARCH	84.23
WENDY L THIELEN	3/6/09 MILEAGE	35.20
Total for Dept 171.00 SUPERVISOR/MANAGER:		1,507.06
Dept 191.00 ACCOUNTING		
SBAM	HEALTH INSURANCE APRIL	306.56
DELTA DENTAL PLAN OF	DENTAL INSURANCE FEBRUARY	257.40
DELTA DENTAL PLAN OF	DENTAL INSURANCE MARCH	257.40
HARTFORD LIFE INS CO	LIFE INSURANCE APRIL	51.87
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	24.96
Total for Dept 191.00 ACCOUNTING:		898.19
Dept 215.00 CLERK		
SBAM	HEALTH INSURANCE APRIL	2,207.25
DELTA DENTAL PLAN OF	DENTAL INSURANCE FEBRUARY	361.29
DELTA DENTAL PLAN OF	DENTAL INSURANCE MARCH	361.29
HARTFORD LIFE INS CO	LIFE INSURANCE APRIL	84.62
MUZZALL GRAPHICS	2,000 PR CHECKS	250.00
MUZZALL GRAPHICS	2,000 PR CHECKS	10.85

PRINTING ESSENTIALS	HP LASERJET CARTRIDGE	76.07
PRINTING ESSENTIALS	HP LASERJET CARTRIDGE	110.00
TRIANGLE CABLES	INK JET CART.-CSC PRINTERES	88.00
TRIANGLE CABLES	INK JET CART.-CSC PRINTERES	115.00
TRIANGLE CABLES	INK JET CART.-CSC PRINTERES	8.28
USI GOVERNMENT SALES	LAM. POUCHES-CSC LAMINATOR	29.00
USI GOVERNMENT SALES	LAM. POUCHES-CSC LAMINATOR	7.04
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	15.87
DBI BUSINESS INTERIORS	GENERAL CSC SUPPLIES	12.30
MUNICIPAL CODE CORP	ANNUAL CODE ON INTERNET FEE	400.00
VERIZON WIRELESS	CELLULAR PHONES - MARCH	84.55

Total for Dept 215.00 CLERK: 4,221.41

Dept 228.00 INFORMATION TECHNOLOGY

SBAM	HEALTH INSURANCE APRIL	689.76
DELTA DENTAL PLAN OF	DENTAL INSURANCE FEBRUARY	77.53
DELTA DENTAL PLAN OF	DENTAL INSURANCE MARCH	77.53
HARTFORD LIFE INS CO	LIFE INSURANCE APRIL	30.94
INTERSTATE ALL BATTERY	3) UPS BATTERIES	63.97
VERIZON WIRELESS	CELLULAR PHONES - MARCH	84.23
THOMSON TAX & ACTG	FIXED ASSETS SUPPORT/MEREDITH	114.00
ACS FIREHOUSE SOFTWARE	FIREHOUSE YEARLY SUPPORT	955.00

Total for Dept 228.00 INFORMATION TECH: 2,092.96

Dept 253.00 TREASURERS

SBAM	HEALTH INSURANCE APRIL	1,517.49
DELTA DENTAL PLAN OF	DENTAL INSURANCE FEBRUARY	334.93
DELTA DENTAL PLAN OF	DENTAL INSURANCE MARCH	334.93
HARTFORD LIFE INS CO	LIFE INSURANCE APRIL	74.16
VERIZON WIRELESS	CELLULAR PHONES - MARCH	39.48

Total for Dept 253.00 TREASURERS: 2,300.99

Dept 257.00 ASSESSING

SBAM	HEALTH INSURANCE APRIL	613.12
DELTA DENTAL PLAN OF	DENTAL INSURANCE FEBRUARY	160.25
DELTA DENTAL PLAN OF	DENTAL INSURANCE MARCH	160.25
HARTFORD LIFE INS CO	LIFE INSURANCE APRIL	57.78
INNOVATIVE COMPUTER SER.	10,114 ASSESS. NOTICES-1ST MAILING	1,069.61
INNOVATIVE COMPUTER SER.	10,114 ASSESS. NOTICES/2ND MAILING	1,251.02
TAX MANAGEMENT ASSOC.	2009 COST ANALYSIS VALUATION SYS.	1,101.00
VERIZON WIRELESS	CELLULAR PHONES - MARCH	57.96

Total for Dept 257.00 ASSESSING: 4,470.99

Dept 262.00 ELECTIONS

PRINTING SYSTEMS, INC.	2,500 AV APPS/5/5/09 ELECTION	446.46
MATTAWAN AIRPARK LLC	POWER FILE REPAIRED	240.00

Total for Dept 262.00 ELECTIONS: 686.46

Dept 265.00 BUILDING & GROUNDS

SBAM	HEALTH INSURANCE APRIL	946.54
DELTA DENTAL PLAN OF	DENTAL INSURANCE FEBRUARY	167.33
DELTA DENTAL PLAN OF	DENTAL INSURANCE MARCH	167.33
HARTFORD LIFE INS CO	LIFE INSURANCE APRIL	41.51
LANSING ICE & FUEL CO	GASOLINE 3/1-15/09	37.25
LANSING SANITARY SUPPLY	YEARLY SUPPLY OF CUSTODIAL PROD	212.91
LANSING SANITARY SUPPLY	YEARLY SUPPLY OF CUSTODIAL PROD	441.72
CUMMINS BRIDGEWAY, LLC	REPAIR MOTHER BOARD ON GEN	1,145.24
MAID BRIGADE OF LANSING	CLEANING SERVICES/CSC	975.00
BOARD OF WATER & LIGHT	WATER & ELECTRIC	370.87
DELHI CHARTER TWP TREAS	SEWER	271.00
DELHI CHARTER TWP TREAS	SEWER	12.00
HENDERSON GLASS, INC.	WINDOW GLASS	61.05
WESCO DISTRIBUTION, INC	30 FLUOR LAMPS	178.50
JOHN E. GREEN COMPANY	LOW HEAT IN ZONES	334.25
JOHN E. GREEN COMPANY	REPAIR #2 HEAT PUMP	975.50
JOHN E. GREEN COMPANY	REPLACED NEW IGNITION	755.56
JOHN E. GREEN COMPANY	LOW LOOP TEMP ALARM LABOR	206.00
JOHN E. GREEN COMPANY	REPAIR HEAT PUMP #2	2,154.36
JOHN E. GREEN COMPANY	HEAT PUMP 2B HIGH TEMP	120.50

Total for Dept 265.00 BUILDING & GROUNDS: 9,574.42

Dept 276.00 CEMETERY

SBAM	HEALTH INSURANCE APRIL	508.90
DELTA DENTAL PLAN OF	DENTAL INSURANCE FEBRUARY	89.97
DELTA DENTAL PLAN OF	DENTAL INSURANCE MARCH	89.97
HARTFORD LIFE INS. CO	LIFE INSURANCE APRIL	22.32
LANSING ICE & FUEL CO	GASOLINE 3/1-15/09	24.66
KARLA KYLE	LOT 556 BURIALS 1 & 2	650.00

Total for Dept 276.00 CEMETERY: 1,385.82

Dept 301.00 POLICE

INGHAM COUNTY TREASURER	MARCH POLICE CONTRACT	200,631.17
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Total for Dept 301.00 POLICE: 200,631.17

Dept 336.00 FIRE DEPARTMENT

SBAM	HEALTH INSURANCE APRIL	6,913.00
DELTA DENTAL PLAN OF	DENTAL INSURANCE FEBRUARY	1,211.59
DELTA DENTAL PLAN OF	DENTAL INSURANCE MARCH	1,211.59
HARTFORD LIFE INS. CO	LIFE INSURANCE APRIL	240.95
BARYAMES CLEANERS	UNIFORM CLEANING	174.50
LANSING ICE & FUEL CO	GASOLINE 3/1-15/09	420.44
LIFEGAS LLC	CYLINDER RENTAL	154.59

MOORE MEDICAL, LLC	MEDICAL SUPPLIES	374.40
BIO-CARE, INC.	MASK FIT TEST/KREFT	25.00
COUNTY OF INGHAM	ING COUNTY PUBLIC RADIO SYSTEM	2,421.72
VERIZON WIRELESS	CELLULAR PHONES - MARCH	362.18
BOARD OF WATER & LIGHT	WATER & ELECTRIC	22.70
DELHI CHARTER TWP TREAS	SEWER	30.00
GANNETT MI NEWSPAPERS	JANUARY PUBLISHING	2,024.08

Total for Dept 336.00 FIRE DEPARTMENT: 15,586.74

Dept 446.00 INFRASTRUCTURE		
INGHAM CTY HEALTH DEPT	2009 LAB FEES FOR RIVER SAMPLING	2,310.00
ACE HARDWARE	SILLCOCK FLANGE/NIP./THREADED ROD	16.62

Total for Dept 446.00 INFRASTRUCTURE: 2,326.62

Dept 850.00 OTHER FUNCTIONS		
SBAM	HEALTH INSURANCE APRIL	4,247.90
HARTFORD LIFE INS CO	LIFE INSURANCE APRIL	16.24
ENCOMPASS/EAP	2ND QUARTER EAP	596.75

Total for Dept 850.00 OTHER FUNCTIONS: 4,860.89

Total for Fund 101 GENERAL FUND: 251,855.39

Fund 208 PARKS & RECREATION FUND

Dept 752.00 ADMINISTRATION		
SBAM	HEALTH INSURANCE APRIL	613.12
DELTA DENTAL PLAN OF	DENTAL INSURANCE FEBRUARY	82.72
DELTA DENTAL PLAN OF	DENTAL INSURANCE MARCH	82.72
HARTFORD LIFE INS CO	LIFE INSURANCE APRIL	48.68
TEE TO GREEN PRINTNG	LINEUP CARDS/CONT CARDS FOR ADUL	177.56
VERIZON WIRELESS	CELLULAR PHONES - MARCH	245.28
ENCOMPASS/EAP	2ND QUARTER EAP	38.75

Total for Dept 752.00 ADMINISTRATION: 1,288.83

Dept 771.00 PARKS		
SBAM	HEALTH INSURANCE APRIL	827.73
DELTA DENTAL PLAN OF	DENTAL INSURANCE FEBRUARY	128.70
DELTA DENTAL PLAN OF	DENTAL INSURANCE MARCH	128.70
HARTFORD LIFE INS CO	LIFE INSURANCE APRIL	19.11
D & M SILKSCREENING	5) STAFF SHIRTS/PARKER	119.00
D & M SILKSCREENING	HATS/COATS/SHIRTS-STAFF	819.00
LANSING ICE & FUEL CO	GASOLINE 3/1-15/09	111.72
MENARDS LANSING SOUTH	CORN. IRON/WIRE THIMB./TOOLS/CABLE TI	73.26
SUPERIOR SAW	CHAIN SAW, SAFETY EQUIP & ACC.	647.96
ACE HARDWARE	2 SPRAY PAINT	8.58
FASTENERS, INC	12 CUT OFF WHEELS	20.88

SUPERIOR SAW	CHAIN SAW, SAFETY EQUIP & ACC.	76.00
ACE HARDWARE	FERRULE STOP/CABLE	12.37
ACE HARDWARE	2 KEYS	2.58
FASTENERS, INC	10 SAFETY GLASSES	29.50
SUPERIOR SAW	CHAIN SAW, SAFETY EQUIP & ACC.	124.63
MODEL COVERALL SERVICE	UNIFORM PANTS	19.32
AMERICAN RENTAL	PORTABLE TOILETS	140.00
MODEL COVERALL SERVICE	UNIFORM PANTS FOR MAINTENANCE	19.32
BOARD OF WATER & LIGHT	WATER & ELECTRIC	8.72
BOARD OF WATER & LIGHT	WATER & ELECTRIC	25.10
BOARD OF WATER & LIGHT	WATER & ELECTRIC	13.54
DELHI CHARTER TWP TREAS	SEWER	12.00
DELHI CHARTER TWP TREAS	SEWER	33.95
DELHI CHARTER TWP TREAS	SEWER	30.00
CONSUMERS ENERGY	ELECTRIC & GAS	121.65
FASTENERS, INC	CONCRETE FASTENERS	16.33
ACE HARDWARE	CHAIN/4 EYE BOLTS	16.46
ACE HARDWARE	3 KEYS/WD-40	9.06
CARQUEST THE PARTS PLACE	5 WHEEL NUTS	5.75
COMPLETE HITCH COMPANY	REFLECT. TAPE/O-RINGS/SHACKLE LINK	44.80
KROMER CO. LLC	THROTTLE CABLE & SHIPPING	41.06
CARQUEST THE PARTS PLACE	7) 100 FT SPOOL WIRE	8.67
CARQUEST THE PARTS PLACE	CREDIT	(0.81)
DEER CREEK SALES, INC	HYD FILTER/OIL FILTER	23.60

Total for Dept 771.00 PARKS: 3,738.24

Dept 774.00 RECREATION		
SBAM	HEALTH INSURANCE APRIL	689.76
DELTA DENTAL PLAN OF	DENTAL INSURANCE FEBRUARY	77.53
DELTA DENTAL PLAN OF	DENTAL INSURANCE MARCH	77.53
HARTFORD LIFE INS CO	LIFE INSURANCE APRIL	23.21
LANSING COMM. COLLEGE	REG FOR YOUTH VOLLEYBALL TEAMS	25.00
LANSING COMM. COLLEGE	REG FOR YOUTH VOLLEYBALL TEAMS	15.00

Total for Dept 774.00 RECREATION: 908.03

Total for Fund 208 PARKS & REC FUND: 5,935.10

Fund 211 FIRE EQUIP. & APPARATUS FUND		
Dept 339.00 EQUIPMENT & APPARATUS		
FIRE SER MANAGEMENT LLC	TURNOUT GEAR CLEANING	720.47
FIRE SER MANAGEMENT LLC	TURNOUT GEAR CLEANING	194.92
CARQUEST THE PARTS PLACE	3 BAGS ABSORBENT	19.62
CARQUEST THE PARTS PLACE	CREEPER	44.95
ACE HARDWARE	GALV ELBOW/JNT. COMP PIPE/CABLE TIE	7.57
SALES/MARKETING OF MI, LLC	AKRON NOZZLE REPAIR & SHIPPING	307.38
GAR-MEL FIRE PROTECT LLC	EXTINGUISHERS FILLED	51.80
FRANKIE D'S AUTO & TRUCK	2 BATTERIES & LABOR/96 FIRE TRUCK	273.00

FRANKIE D'S AUTO & TRUCK	BATTERY LABOR/04 DURANGO	60.00
R & R FIRE TRUCK REPAIR INC	LOF/#037	573.35
R & R FIRE TRUCK REPAIR INC	LOF/#491	571.31
R & R FIRE TRUCK REPAIR INC	LOF/#698	660.50
FIRE DEPT TRAINING NETWRK	DEPARTMENT ANNUAL MEMBERSHIP	240.00
FIREHOUSE MAGAZINE	2 YR SUBSCRIPTION	49.95
WEST. MI ASSOC.-FIRE CHIEFS	4/18 SEMINAR/ROYSTON	40.00
MICHIGAN EMS EXPO	EMS EXPO/STERLING	115.00
WEST SHORE FIRE INC	NEW SCBA UNITS (24) PLUS ACC.	129,648.00
WEST SHORE SERVICES, INC.	OUTDOOR WARNING SIREN UPGRADE	79,660.00
WEST SHORE SERVICES, INC.	OUTDOOR WARNING SIREN UPGRADE	19,900.00
WEST SHORE SERVICES, INC.	OUTDOOR WARNING SIREN UPGRADE	5,000.00

Total for Dept 339.00 EQUIP. & APP: 238,137.82

Total for Fund 211 FIRE EQUIP. & APP. FUND: 238,137.82

Fund 243 BROWNFIELD REDEVELOPMENT AUTH		
Dept 733.00 BROWNFIELD ADMINISTRATION		
FOSTER, SWIFT, COLLINS	LEGAL FEES FEBRUARY	57.00

Total for Dept 733.00 BROWNFIELD ADMINISTRATION: 57.00

Total for Fund 243 BROWNFIELD REDEVELOPMENT AUTH: 57.00

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY		
Dept 728.00 DDA ADMINISTRATION		
DELTA DENTAL PLAN OF	DENTAL INSURANCE FEBRUARY	77.53
DELTA DENTAL PLAN OF	DENTAL INSURANCE MARCH	77.53
HARTFORD LIFE INS CO	LIFE INSURANCE APRIL	39.13
HSBC BUSINESS SOLUTIONS	OFFICE SUPPLIES	50.54
VERIZON WIRELESS	CELLULAR PHONES - MARCH	37.23
WESCO DISTRIBUTION, INC	FLUOR BULBS	251.00
LANS SANITARY SUPPLY INC	YEARLY SUPPLY - CUSTODIAL PROD.	70.97
JOHN E. GREEN COMPANY	REPL BLOWER/FAN PULLEYS & BELTS	469.03
JOHN E. GREEN COMPANY	VIBRATING NOISE SERVICE CALL	206.00

Total for Dept 728.00 DDA ADMINISTRATION: 1,278.96

Dept 729.00 DDA MARKETING & PROMOTION		
CHARLES GRINNELL	23 HOURS @\$20	460.00
CRAIG'S AUTO BODY SHOP	ADVERTISING REBATE	2,040.00

Total for Dept 729.00 DDA MARKETING & PROMOTION: 2,500.00

Dept 731.00 DDA INFRASTRUCTURE PROJECTS		
CLERY FENCE CO.	REPAIR FENCE AT 4116 HOLT ROAD	218.00
MR. ROOTER	CABLED MAIN LINE-BASEMNT CLEANOUT	593.49

SERVPRO OF LANSING	DAMAGE RESTORATION 4192 HOLT ROAD	854.01
Total for Dept 731.00 DDA INFRASTRUCTURE PROJECTS:		1,665.50
Dept 850.00 OTHER FUNCTIONS		
SBAM	HEALTH INSURANCE APRIL	549.61
DELTA DENTAL PLAN OF	DENTAL INSURANCE FEBRUARY	97.16
DELTA DENTAL PLAN OF	DENTAL INSURANCE MARCH	97.16
HARTFORD LIFE INS CO	LIFE INSURANCE APRIL	24.10
LANSING ICE & FUEL CO	GASOLINE 3/1-15/09	34.64
MAID BRIGADE OF LANSING	CLEANING SERVICES/SH	480.00
BOARD OF WATER & LIGHT	WATER & ELECTRIC	93.84
BOARD OF WATER & LIGHT	WATER & ELECTRIC	12.21
BOARD OF WATER & LIGHT	WATER & ELECTRIC	74.43
DELHI CHARTER TWP TREAS	SEWER	12.00
DELHI CHARTER TWP TREAS	SEWER	48.00
DELHI CHARTER TWP TREAS	SEWER	12.00
DELHI CHARTER TWP TREAS	SEWER	23.85
DELHI CHARTER TWP TREAS	SEWER	19.90
DELHI CHARTER TWP TREAS	SEWER	18.88
DELHI CHARTER TWP TREAS	SEWER	12.00
DELHI CHARTER TWP TREAS	SEWER	12.00
CONSUMERS ENERGY	ELECTRIC & GAS	773.91
CONSUMERS ENERGY	ELECTRIC & GAS	1,251.70
Total for Dept 850.00 OTHER FUNCTIONS:		3,647.39
Dept 903.00 CAPITAL OUTLAY-DDA		
INGHAM CTY REG. OF DEEDS	DDA SUBD PLAT RECORDING 12 ACRES	20.00
STATE OF MICHIGAN	DDA SUBD PLAT RECORDING 12 ACRES	150.00
Total for Dept 903.00 CAPITAL OUTLAY-DDA:		170.00
Dept 903.10 2008 CONSTRUCTION PROJECTS-DDA		
LANSING SANITARY SUPPLY	TP/CENTER PULL TOWEL DISPENSERS	126.50
LANSING SANITARY SUPPLY	TP/CENTER PULL TOWEL DISPENSERS	205.11
LANSING SANITARY SUPPLY	TP/CENTER PULL TOWEL DISPENSERS	7.50
MICHIGAN COMPANY	SANI NAPKIN RECEPTACLES/SENIOR CTR	89.32
KEYSTONE DESIGN GROUP	HOLT & AURELIUS LANDSCAPED PLAZA	3,438.75
WIELAND - DAVCO CORP	SENIOR CITIZEN CENTER	138,532.32
Total for Dept 903.10 2008 CONSTRUCTION PROJECTS-DDA:		142,399.50
Dept 905.00 DEBT SERVICE		
ROBERT HOLMES	APRIL P & I PYMT-AMOCO CORNER	556.87
ROBERT W BAIRD & CO., INC.	APRIL P & I PYMT-AMOCO CORNER	556.87
WILLIAM THORBURN	APRIL P & I PYMT - AMOCO CORNER	1,113.74
ROBERT HOLMES	APRIL P & I PYMT-AMOCO CORNER	76.53
ROBERT W BAIRD & CO., INC.	APRIL P & I PYMT-AMOCO CORNER	76.53
WILLIAM THORBURN	APRIL P & I PYMT - AMOCO CORNER	153.06

Total for Dept 905.00 DEBT SERVICE: 2,533.60

Total for Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY: 154,194.95

Fund 542 COMMUNITY DEVELOPMENT FUND

Dept 000.00

TRI-COUNTY ELECTRIC, INC ELECTRICAL PERMIT REFUND 120.00

Total for Dept 000.00 : 120.00

Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT

SBAM HEALTH INSURANCE APRIL 3,479.51  
DELTA DENTAL PLAN OF DENTAL INSURANCE FEBRUARY 721.03  
DELTA DENTAL PLAN OF DENTAL INSURANCE MARCH 721.03  
HARTFORD LIFE INS CO LIFE INSURANCE APRIL 165.62  
DBI BUSINESS INTERIORS GENERAL CSC SUPPLIES 22.36  
DBI BUSINESS INTERIORS GENERAL CSC SUPPLIES 36.76  
LANSING ICE & FUEL CO GASOLINE 3/1-15/09 50.50  
VERIZON WIRELESS CELLULAR PHONES - MARCH 365.14  
KONICA MINOLTA - ALBIN FEBRUARY METER CHARGE 31.18  
BANC OF AMERICA LEASING MARCH KONICA LEASE 271.00  
PLUMB. INSPECT ASSOC OF MI PIAM SPRING CONFERENCE/SIMONS 195.00  
IMAGIN, INC IMAGIN CONFERENCE/ALBERT 275.00  
LOCAL TECH ASSIST PROG PASER TRAINING/ALBERT 20.00

Total for Dept 721.00 PLANNING/COMMUNITY DEVELOPMENT: 6,354.13

Total for Fund 542 COMMUNITY DEVELOPMENT FUND: 6,474.13

Fund 590 SEWAGE DISPOSAL SYSTEM

Dept 000.00

HEILER, NICK REF SEWER 5817 AMBLER 63.68  
KOLBASA, GENEVIEVE REF SEWER 4825 APPLECROFT 10.00  
SHEPHERD, DUANE/MICHELLE REF SEWER 4770 EASTLUND CIR 11.79  
DEUTSCHE BANK NAT'L TRUST REF SEW 3600 FERNWOOD MASON, MI 12.00  
INTEGRATED ASSET SERVICE REF SEW 1915 HOLLOWBROOK HOLT, MI 10.00  
WHITCOMB REALTY LLC REF SEWER 2096 JEFFERSON HOLT 6.15  
DANIEL L EYDE LLC REF SEW 3899 SIERRA HTS HOLT 24.00  
MORTGAGE CENTER LLC REF SEW 4643 SYCAMORE HOLT, MI 67.97  
DAVID OLSON REF SEWER 4537 WESWILMAR 12.00  
SBAM HEALTH INSURANCE APRIL 401.40

Total for Dept 000.00 : 618.99

Dept 548.00 ADMINISTRATION & OVERHEAD

SBAM HEALTH INSURANCE APRIL 2,385.22  
HARTFORD LIFE INS CO LIFE INSURANCE APRIL 10.15

HOLT POSTMASTER	APRIL SEWER BILL POSTAGE	2,450.00
ENCOMPASS/EAP	2ND QUARTER EAP	201.50
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Total for Dept 548.00 ADMINISTRATION & OVERHEAD: 5,046.87

Dept 558.00 DEPT OF PUBLIC SERVICE

SBAM	HEALTH INSURANCE APRIL	8,172.85
DELTA DENTAL PLAN OF	DENTAL INSURANCE FEBRUARY	1,444.84
DELTA DENTAL PLAN OF	DENTAL INSURANCE MARCH	1,444.84
HARTFORD LIFE INS CO	LIFE INSURANCE APRIL	358.42
LANSING ICE & FUEL CO	GASOLINE 3/1-15/09	428.18
MODEL COVERALL SERVICE	STAFF UNIFORMS	68.77
MODEL COVERALL SERVICE	STAFF UNIFORMS	67.22
MODEL COVERALL SERVICE	STAFF UNIFORMS	67.22
MODEL COVERALL SERVICE	STAFF UNIFORMS	68.77
BARYAMES CLEANERS	UNIFORM DRY CLEANING	45.10
MODEL COVERALL SERVICE	STAFF UNIFORMS	68.77
MODEL COVERALL SERVICE	STAFF UNIFORMS	67.22
RS TECHNICAL SERVICES	REINSTALL SOFTWARE/DIORKA	602.00
AIRGAS GREAT LAKES	CYLINDER RENTAL	64.80
FISHER SCIENTIFIC	2 DOOR GASKETS	118.38
PVS NOLWOOD CHEMICALS	SODIUM BISULFITE	1,043.93
PVS NOLWOOD CHEMICALS	CREDIT	(140.00)
KEMIRA WATER SOLUTIONS	FERRIC CHLORIDE	4,745.84
ARGUS-HAZCO	MULTIPRO, DUO-TOX SENSOR/SHIPPING	210.00
ARGUS-HAZCO	MULTIPRO, DUO-TOX SENSOR/SHIPPING	7.72
BIO-CARE, INC.	17 ANNUAL FIT TEST	510.00
SECANT TECHNOLOGIES	POTW FIBER OPTIC CONSULTING	1,023.75
COMCAST	HIGH SPEED INTERNET	63.95
USA MOBILITY WIRELESS	MARCH PAGERS - DPS	193.51
VERIZON WIRELESS	CELLULAR PHONES - MARCH	479.54
BOARD OF WATER & LIGHT	WATER & ELECTRIC	48.54
BOARD OF WATER & LIGHT	WATER & ELECTRIC	329.61
BOARD OF WATER & LIGHT	WATER & ELECTRIC	55.00
BOARD OF WATER & LIGHT	WATER & ELECTRIC	113.09
BOARD OF WATER & LIGHT	WATER & ELECTRIC	14.62
DELHI CHARTER TWP TREAS	SEWER	491.00
BOARD OF WATER & LIGHT	WATER & ELECTRIC	140.59
BOARD OF WATER & LIGHT	WATER & ELECTRIC	132.18
ACE HARDWARE	3) TRASH BAGS	29.97
LANSING SANITARY SUPPLY	YEARLY SUPPLY OF CUSTODIAL PROD.	70.97
CARQUEST THE PARTS PLACE	2 OIL FILTERS	18.92
TASMANIAN TIRE CO.	SWITCHOVER TIRE	6.00
BRADY LAWN EQUIPMENT	4 HYD FILTERS/4 FUEL FILTERS	117.88
BRADY LAWN EQUIPMENT	REPAIR, PARTS/SERV (2) SCAG MOWERS	1,276.26
SUPERIOR SAW	2 BARS/4 CHAINS	43.16
SUPERIOR SAW	2 BARS/4 CHAINS	37.34
SUPERIOR SAW	2 BARS/4 CHAINS	38.95
SUPERIOR SAW	2 BARS/4 CHAINS	36.95
LANSING ELECTRIC MOTORS	STANDARD REWIND JOB/FREIGHT	1,811.07

GRAINGER	SUMP PUMP	143.10
ACE HARDWARE	2) CARDED TAP	8.58
CATHEY COMPANY	HOSES & FITTINGS	63.22
ACE HARDWARE	SCREWS/BOLTS/NUTS	2.52
USA BLUE BOOK	3) SPEARS BALL VALVES	123.86
ACE HARDWARE	4 DRILL BITS	15.16
JOHN E. GREEN COMPANY	BACKFLOW PREVENTER	575.00
MAID BRIGADE OF LANSING	CLEANING SERVICES/MAINTENANCE	260.00
MAID BRIGADE OF LANSING	CLEANING SERVICES/POTW	260.00
OVERHEAD DOOR CO-LANSING	LABOR TO DIAGNOSE GATE PROBLEM	137.50
MID-STATE INDUSTRIAL SER.	PARTS/LABOR-FORK TRUCK	558.06
FRANKIE D'S AUTO & TRUCK	LOF/ANTI-FREEZE/BELT/SPRK PLUGS/#58	645.00
FRANKIE D'S AUTO & TRUCK	LOF/3 WIPER BLADES/2 DR BELTS/TAHOE	176.00
FEDEX	SHIPPING	70.76
ABSOPURE WATER COMPANY	DRINKING WATER	38.25
STATE OF MICHIGAN	LAB PROCEDURES/TRIGO	320.00
ROGER DEYOUNG	MILEAGE 3/3-12/09	178.20
MI WTR ENVIRONMENT ASSOC.	2009 MEMBERSHIP/DIORKA	50.00
LASSARO N. TRIGO	MEALS & MILEAGE	96.36
STATE OF MICHIGAN	PESTICIDE APPLICATOR EXAM	150.00

Total for Dept 558.00 DEPT OF PUBLIC SERVICE: 29,909.29

Dept 578.01 CAPITAL IMPR-TREATMENT PLANT  
 IRISH CONSTRUCTION CO DIGESTER IMPROVEMENTS/PAYMENT 17 321,256.96

Total for Dept 578.01 CAPITAL IMPR-TREATMENT PLANT: 321,256.96

Total for Fund 590 SEWAGE DISPOSAL SYSTEM: 356,832.11

Fund 701 TRUST & AGENCY FUND

Dept 000.00		
INGHAM CTY TREASURER	FEBRUARY TRAILER PARK FEES	2,270.00
AFLAC	EMPLOYEE DEDUCTIONS	575.51
AFLAC	EMPLOYEE DEDUCTIONS	7.38
AFLAC	EMPLOYEE DEDUCTIONS	386.44
AFLAC	EMPLOYEE DEDUCTIONS	102.00
AFLAC	EMPLOYEE DEDUCTIONS	359.16
SBAM	HEALTH INSURANCE APRIL	153.31

Total for Dept 000.00 : 3,853.80

Total for Fund 701 TRUST & AGENCY FUND: 3,853.80

Fund 101 GENERAL FUND 251,855.39  
 Fund 208 PARKS & RECREATION FUND 5,935.10  
 Fund 211 FIRE EQUIP. & APPARATUS FUND 238,137.82  
 Fund 243 BROWNFIELD REDEVELOPMENT AUTH 57.00

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY	154,194.95
Fund 542 COMMUNITY DEVELOPMENT FUND	6,474.13
Fund 590 SEWAGE DISPOSAL SYSTEM	356,832.11
Fund 701 TRUST & AGENCY FUND	<u>3,853.80</u>
Total - All Funds	1,017,340.30

**DELHI CHARTER TOWNSHIP  
FUND TRANSFERS AND PAYROLL APPROVAL  
For Payroll Dated March 19, 2009**

**I. Certification of Preparation and Distribution**

The attached check and payroll registers encompass check numbers: 71881 through 71948 & direct deposits numbers: DD7333 through DD7391. 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: March 19, 2009

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Marian Frane, CPA, Director of Accounting

**II. Payroll Report**

The March 19, 2009 payroll encompasses the following funds and expenditures:

	<b>Gross Payroll</b>	<b>Payroll Deductions</b>	<b>Net Pay</b>
General Fund	\$86,782.84	\$24,609.33	\$62,173.51
Parks & Recreation Fund	11,659.75	3,061.86	\$8,597.89
DDA	5,884.17	2,528.73	\$3,355.44
Comm. Development Fund	15,174.43	4,136.09	\$11,038.34
Subtotal-Common Savings	119,501.19	34,336.01	<b>85,165.18</b>
Sewer Fund/Receiving	38,984.46	11,282.81	\$27,701.65
Total Payroll	\$158,485.65	\$45,618.82	\$112,866.83
	<b>Township FICA</b>	<b>Township Pension Plan</b>	<b>Total Deductions &amp; TWP Liabilities</b>
General Fund	\$6,288.95	\$6,367.46	\$37,265.74
Parks & Recreation Fund	874.71	603.55	4,540.12
DDA	373.64	488.30	3,390.67
Comm. Development Fund	1,126.18	1,275.98	6,538.25
Sewer Fund/Receiving	2,873.30	3,152.85	17,308.96
Total Payroll	\$11,536.78	\$11,888.14	\$69,043.74

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

**III. FUND TRANSFERS**

Transfers covering the foregoing payroll were made on March 19, 2009 and identified as follows:

3/19 Net Pay Disbursement in Common Savings (\$85,165.18) 3/19 Net Pay Disbursement in Sewer Receiving (\$27,701.65)

3/19 Pay Deducts from Sewer Receiving to Common Savings (\$17,308.96)

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Harry R. Ammon, Treasurer

**IV. Board Audit and Approval:**

At a regular meeting of the Township Board held on April 7, 2009, a motion was made by \_\_\_\_\_ and passed by \_\_\_\_\_ yes votes and \_\_\_\_\_ no votes(\_\_\_\_\_ absent) that the payroll dated March 19, 2009 was reviewed, audited, and approved.

**DELHI CHARTER TOWNSHIP  
FUND TRANSFERS AND PAYROLL APPROVAL  
For Payroll Dated April 2, 2009**

**I. Certification of Preparation and Distribution**

The attached check and payroll registers encompass check numbers: 71954 through 72008 & direct deposits numbers: DD7392 through DD7455. 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: April 2, 2009

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

**II. Payroll Report**

The April 2, 2009 payroll encompasses the following funds and expenditures:

	<b>Gross Payroll</b>	<b>Payroll Deductions</b>	<b>Net Pay</b>
General Fund	\$86,995.84	\$24,876.15	\$62,119.69
Parks & Recreation Fund	9,840.32	2,872.79	\$6,967.53
DDA	6,258.80	2,629.96	\$3,628.84
Comm. Development Fund	16,280.12	4,459.56	\$11,820.56
Subtotal-Common Savings	119,375.08	34,838.46	<b>84,536.62</b>
Sewer Fund/Receiving	38,021.04	10,549.97	\$27,471.07
Total Payroll	\$157,396.12	\$45,388.43	\$112,007.69
	<b>Township FICA</b>	<b>Township Pension Plan &amp; H.S.A.</b>	<b>Total Deductions &amp; TWP Liabilities</b>
General Fund	\$6,312.05	\$23,446.26	\$54,634.46
Parks & Recreation Fund	735.54	3,566.32	7,174.65
DDA	397.73	945.40	3,973.09
Comm. Development Fund	1,199.59	5,505.23	11,164.38
Sewer Fund/Receiving	2,799.46	14,460.52	27,809.95
Total Payroll	\$11,444.37	\$47,923.73	\$104,756.53

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

**III. FUND TRANSFERS**

Transfers covering the foregoing payroll were made on April 2, 2009 and identified as follows:

**4/02 Net Pay Disbursement in Common Savings (\$84,536.62) 4/02 Net Pay Disbursement in Sewer Receiving (\$27,471.07)**

**4/02 Pay Deducts from Sewer Receiving to Common Savings (\$27,809.95)**

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

**IV. Board Audit and Approval:**

At a regular meeting of the Township Board held on April 7, 2009, a motion was made by \_\_\_\_\_ and passed by \_\_\_\_\_ yes votes and \_\_\_\_\_ no votes(\_\_\_\_\_ absent) that the payroll dated April 2, 2009 was reviewed, audited, and approved.

DELHI CHARTER TOWNSHIP

**MEMORANDUM**

**TO:** Delhi Township Board Members  
**FROM:** Stuart Goodrich, Township Supervisor  
**DATE:** March 31, 2009  
**RE:** Recommendation for Reappointment to the Planning Commission

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The appointment term of Planning Commission member Donald Leaf expires April 20, 2009. He has agreed to be reappointed for an additional three-year term. I therefore recommend the following motion:

**RECOMMENDED MOTION:**

**To reappoint Donald Leaf to the Delhi Township Planning Commission for a three-year term, effective April 20, 2009, expiring April 20, 2012.**

DELHI CHARTER TOWNSHIP

MEMORANDUM

**TO:** Delhi Township Board Members

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

**DATE:** April 1, 2009

**RE:** Resolution No. 2009-005 – Set Public Hearing on the Application for Industrial Facilities Exemption Certificate – SciTex, LLC

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Enclosed for your review and approval is Resolution No. 2009-005 which sets a public hearing on the application for Industrial Facilities Exemption Certificate (IFT) for SciTex, LLC.

This facility is located in the Depot/Delhi NE Industrial Development District which was created by the Township Board in July 2007. The application is for \$800,000 in personal property.

This Resolution would set a public hearing for May 6, 2009 at 8:00 p.m. to provide the public an opportunity to comment on the proposed IFT Abatement and directs the Township Clerk to notify the legislative body of each taxing unit that levies property taxes within Delhi Township that they shall have an opportunity for hearing on the application (Exhibit A).

Therefore, I recommend approval of Resolution No. 2009-005 setting a public hearing for the application for Industrial Facilities Exemption Certificate for SciTex, LLC.

**RECOMMENDED MOTION:**

**To adopt Resolution No. 2009-005 which sets a public hearing on the Application for Industrial Facilities Exemption Certificate by SciTex, LLC for May 6, 2009 at 8:00 p.m.**



## **MEMORANDUM**

TO: John B. Elsinga, Township Manager

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

DATE: Wednesday, April 01, 2009

RE: IFT#09-01 – SciTex, LLC (2046 B Depot Street)

On March 24<sup>th</sup> SciTex, LLC filed an application for tax abatement under Public Act 198 of 1974 with the Township. The company is currently operating in southeast Michigan and will be starting operations in Delhi Township in the very near future. The business will be located at 2046 B Depot Street, which is directly behind Craig's Auto body. SciTex manufactures small titanium auto parts, primarily for use in racing vehicles. More information about the company can be found on their website at: [www.tricktitanium.com](http://www.tricktitanium.com).

The company plans to acquire \$800,000 new Personal Property over the next two years (i.e. the "construction period") and will likely hire 4 new employees to operate the purchased equipment. The company is question tax abatement for a period of 12 years, plus two for construction, which is the standard length of abatements.

The Industrial Development District (IDD) was crated in July of 2007 when the Board established the Depot/Delhi NE Area IDD. Therefore, there is no need to go through an initial step of creating the district at this time. We will need to hold a public hearing on the IFT application prior to taking action. I've attached a draft resolution which would set this hearing for the May 6<sup>th</sup> meeting.

If you have any questions or need any additional information, please do not 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 on April 7<sup>th</sup>. Thank you.

**DELHI CHARTER TOWNSHIP**  
**RESOLUTION NO. 2009-005**

A Resolution to Set a Public Hearing on the  
Application for Industrial Facilities Exemption  
Certificate by SciTex, LLC

At a Regular Meeting of the Township Board of Trustees, of the Charter Township of Delhi, Ingham County, Michigan, held at the Community Services Center, 2074 Aurelius Road, Holt, Michigan on Tuesday, the 7<sup>th</sup> day of April, 2009, at 7:30 p.m.

PRESENT:

ABSENT:

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

**WHEREAS**, on July 17, 2007, the Township Board, pursuant to 1974 PA 198, as amended, created an Industrial Development District comprised of approximately 38.44 acres of real property described in Exhibit A of Resolution No. 2007-036 (the "District"), and

**WHEREAS**, the Township received an Application for Industrial Facilities Exemption Certificate (the "IFT application") from SciTex, LLC (the "Applicant") on March 24, 2009, pertaining to property within the District, and

**WHEREAS**, pursuant to Section 5 of 1974 PA 198, as amended, the Township Clerk is required cause notification, in writing, to be provided to the Township Assessor and the legislative body of each taxing unit that levies ad valorem property taxes within the Township regarding the receipt of the IFT Application, and

**WHEREAS**, before acting upon the IFT Application, the Township Board shall afford the Applicant, the Township Assessor, the affected taxing units and others an opportunity to be heard regarding the IFT Application;

**NOW, THEREFORE, BE IT RESOLVED;**

1. The Township Board shall conduct a hearing regarding the request for an Industrial Facilities Exemption Certificate by the Applicant on the 6<sup>th</sup> day of May, 2009, at 8:00 p.m.



**EXHIBIT A**

DELHI CHARTER TOWNSHIP

NOTICE OF HEARING

APPLICATION FOR INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE  
BY SCITEX, LLC.

TO THE DELHI TOWNSHIP ASSESSOR AND THE LEGISLATIVE BODY OF EACH  
TAXING UNIT THAT LEVIES AD VALOREM PROPERTY TAXES WITHIN THE  
TOWNSHIP:

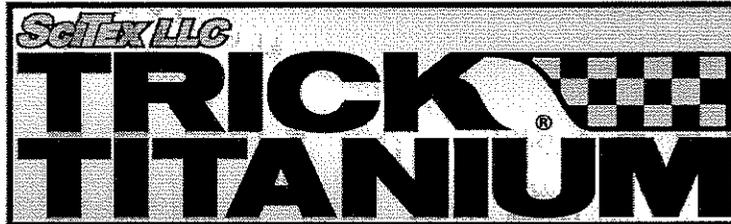
SCITEX, LLC  
DELHI TOWNSHIP ASSESSOR  
CATA  
CAPITAL AREA DISTRICT LIBRARY  
CAPITAL CITY AIRPORT AUTHORITY  
HOLT BOARD OF EDUCATION  
INGHAM COUNTY BOARD OF COMMISSIONERS  
INGHAM INTERMEDIATE SCHOOL BOARD  
LANSING COMMUNITY COLLEGE BOARD OF TRUSTEES  
STATE TAX COMMISSION

PLEASE TAKE NOTICE, that on March 24, 2009, Delhi Charter Township received an Application for Industrial Facilities Exemption Certificate from SciTex, LLC. A copy of the Application without exhibits and appendices is attached for your information and review. A complete copy of the Application and attachments may be obtained upon request from the Delhi Township Community Development Department by calling 517-694-8281 or by e-mail at: [tracy.miller@delhitownship.com](mailto:tracy.miller@delhitownship.com).

PLEASE TAKE FURTHER NOTICE, that the Township Board of Delhi Charter Township shall afford an opportunity for hearing on the referenced Application on the 6th day of May, 2009, at 8:00 p.m., held at the Community Services Center, 2074 Aurelius Road, Holt, Michigan, in the Charter Township of Delhi, Ingham County.

Dated: \_\_\_\_\_

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



321 Elmwood· Troy, MI 48083 ·248-588-9430 · Fax 248-588-9437

March 23, 2009

Ms. Tracy Miller  
Delhi Charter Township  
2074 Aurelius Road  
Holt, MI 48842

Dear Tracy:

Attached is SciTex, LLC application for IFT for personal property in Delhi Township. The property is in a IDD already.

In addition to the items listed in section 5 of the application, please add the following items:

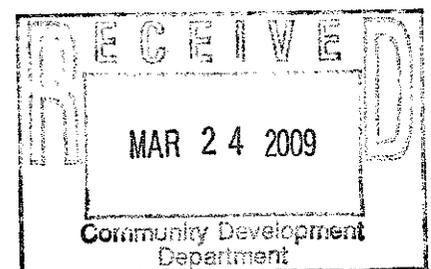
- E. (2) New CNC lathes. Purchase and install in 2010.
- F. (1) New Centerless grinder. Purchase and install in 2010

Total cost of new equipment will be approximately \$800,000 and we would expect to employ 4 new employees to run the equipment over the next 2 years.

Thank you for your assistance in this matter and please contact me with any questions you may have.

Sincerely,

John Gulliver  
Controller



# Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of P.A. 198 of 1974, as amended. Filing is mandatory.

**INSTRUCTIONS:** File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form or would like to request an informational packet, call (517) 373-3272.

To be completed by Clerk of Local Government Unit	
Signature of Clerk 	Date received by Local Unit <b>03/24/09</b>
STC Use Only	
Application Number	Date Received by STC

**APPLICANT INFORMATION**  
All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) <b>SCITEX, LLC</b>		1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (Four Digit Code) <b>3490</b>	
1c. Address of Facility (real property or personal property location) <b>2046B DEPOT STREET</b>		1d. Name of City/Township/Village (Indicate which) <b>DELHI Township</b>	1e. County <b>INGHAM</b>
2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(4)) <input type="checkbox"/> Transfer (1 copy to only) <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(1)) <input type="checkbox"/> Research and Development (Sec. 2(9))		3a. School District where facility is located <b>HOLT</b>	3b. School Code <b>33070</b>
		4. Amount of years requested for exemption (1-12 Years) <b>12</b>	
5. Thoroughly describe the project for which exemption is sought. Real Property (Type of Improvements to Land, Building, Size of Addition); Personal Property (Explain New, Used, Transferred from Out-of-State, etc.) and Proposed Use of Facility. (Please attach additional page(s) if more room is needed). A. New, Okuma LT200SB/SBM twin spindle twin turrent CNC lathe. Purchase March 24, 2009. Install May 2009 B. New, Okuma ES-L811 Herotage 2 axis CNC lathe. Purchase 03/24/09. Install May 2009 C. New Network server. Purchase 03/25/09. Install April 2009 D. (3) New computers. Purchase and Install in 2009.			
6a. Cost of land and building improvements (excluding cost of land) ..... * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.		Real Property Costs <b>\$800,000.00</b>	
6b. Cost of machinery, equipment, furniture and fixtures ..... * Attach itemized listing with month, day and year of beginning of installation plus total costs		Personal Property Costs <b>\$800,000.00</b>	
6c. Total Project Costs .....		Total of Real & Personal Costs	
7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.			
	<u>Begin Date (M/D/Y)</u>	<u>End Date (M/D/Y)</u>	
Real Property Improvements	_____	_____	<input type="checkbox"/> Owned <input type="checkbox"/> Leased
Personal Property Improvements	<b>3/20/09</b>	<b>3/19/11</b>	<input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased
8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
9. Number of existing jobs at this facility that will be retained as a result of this project. <b>11</b>		10. Number of new jobs at this facility expected to be created within two years of project completion. <b>4</b>	
11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of valuation for the entire plant rehabilitation district. The SEV data below must be as of December 31 of the year prior to the rehabilitation.			
a. SEV of Real Property (excluding land) .....		_____	
b. SEV of Personal Property (excluding inventory) .....		_____	
c. Total SEV .....		_____	
12a. Check the type of District the facility is located in: <input checked="" type="checkbox"/> Industrial Development District <input type="checkbox"/> Plant Rehabilitation District			
12b. Date district was established by local government unit (contact local unit) <b>7-17-07</b>		12c. Is this application for a speculative building (Sec. 3(8))? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

**APPLICANT CERTIFICATION - complete all boxes.**

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name <b>JOHN GULLIVER</b>	13b. Phone Number <b>(248) 588-9430</b>	13c. Fax Number <b>(248) 588-9437</b>	13d. E-mail Address <b>johnng@tricktitanium.com</b>
14a. Name of Contact Person <b>JOHN GULLIVER</b>	14b. Phone Number <b>(248) 588-9430</b>	14c. Fax Number <b>(248) 588-9437</b>	14d. E-mail Address <b>johnng@tricktitanium.com</b>
15a. Name of Company Officer (No Authorized Agents) <b>MICHAEL E MILLER</b>			
15b. Signature of Company Officer (No Authorized Agents)		15c. Fax Number <b>(248) 588-9437</b>	15d. Date <b>3/20/09</b>
15e. Mailing Address (Street, City, State, ZIP) <b>2046 DEPOT STREET</b>		15f. Phone Number <b>(248) 588-9430</b>	15g. E-mail Address <b>mikem@tricktitanium.com</b>

**LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.**

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Years (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No  <input type="checkbox"/> Denied (Include Resolution Denying)	16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: <b>Check or Indicate N/A if Not Applicable</b> <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit <b>Check or Indicate N/A if Not Applicable</b> <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.	
17. Name of Local Government Body	18. Date of Resolution Approving/Denying this Application

Attached hereto is an original and one copy of the application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Phone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

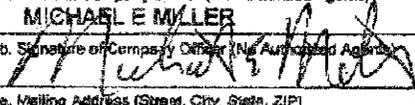
**State Tax Commission**  
**Michigan Department of Treasury**  
**P.O. Box 30471**  
**Lansing, MI 48909-7971**

STC USE ONLY			
LUCI Code	Begin Date	End Date	End Date2

**APPLICANT CERTIFICATION - complete all boxes.**

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 188 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name <b>JOHN GULLIVER</b>	13b. Phone Number <b>(248) 588-9430</b>	13c. Fax Number <b>(248) 588-9437</b>	13d. E-mail Address <b>johng@trickttitanium.com</b>
14a. Name of Contact Person <b>JOHN GULLIVER</b>	14b. Phone Number <b>(248) 588-9430</b>	14c. Fax Number <b>(248) 588-9437</b>	14d. E-mail Address <b>johng@trickttitanium.com</b>
15a. Name of Company Officer (No Authorized Agents) <b>MICHAEL E MILLER</b>			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number <b>(248) 588-9437</b>	15d. Date <b>3/20/09</b>
15e. Mailing Address (Street, City, State, ZIP) <b>2046 DEPOT STREET</b>		15f. Phone Number <b>(248) 588-9430</b>	15g. E-mail Address <b>mikem@trickttitanium.com</b>

**LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.**

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

16a. Action taken by local government unit  <input type="checkbox"/> Abatement Approved for _____ Years (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No  <input type="checkbox"/> Denied (Include Resolution Denying)	16b. The State Tax Commission Requires the following documents be filed for an administratively complete application:  Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)
16c. Documents Required to be on file with the Local Unit Check or indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.	17. Name of Local Government Body
18. Date of Resolution Approving/Denying this Application	

Attached hereto is an original and one copy of the application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time.

18a. Signature of Clerk	18b. Name of Clerk	18c. E-mail Address
18d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
18e. Phone Number	18f. Fax Number	

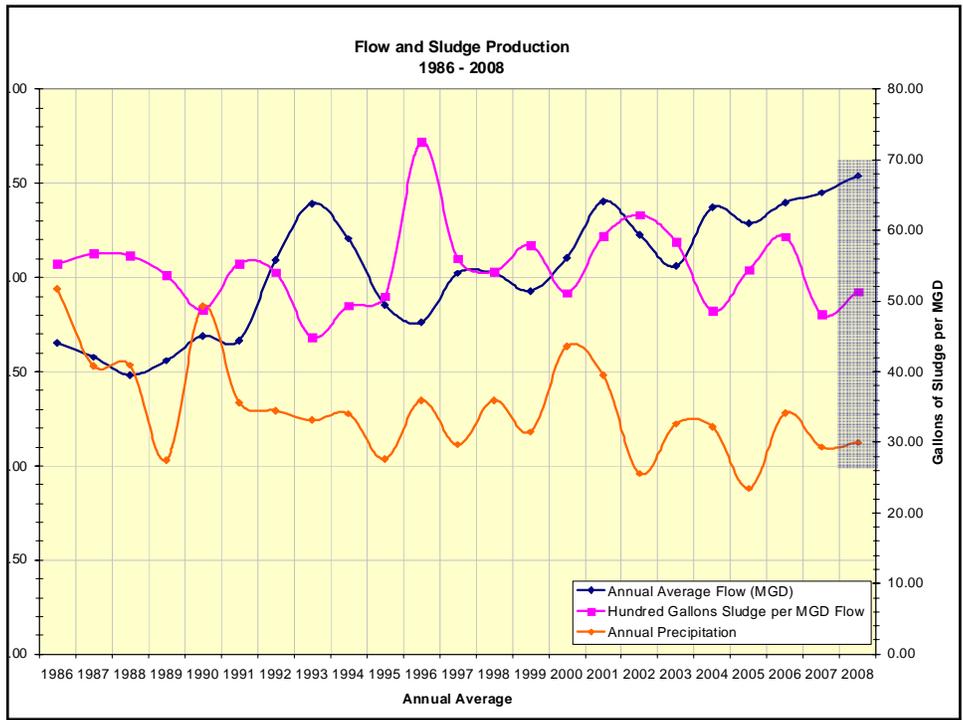
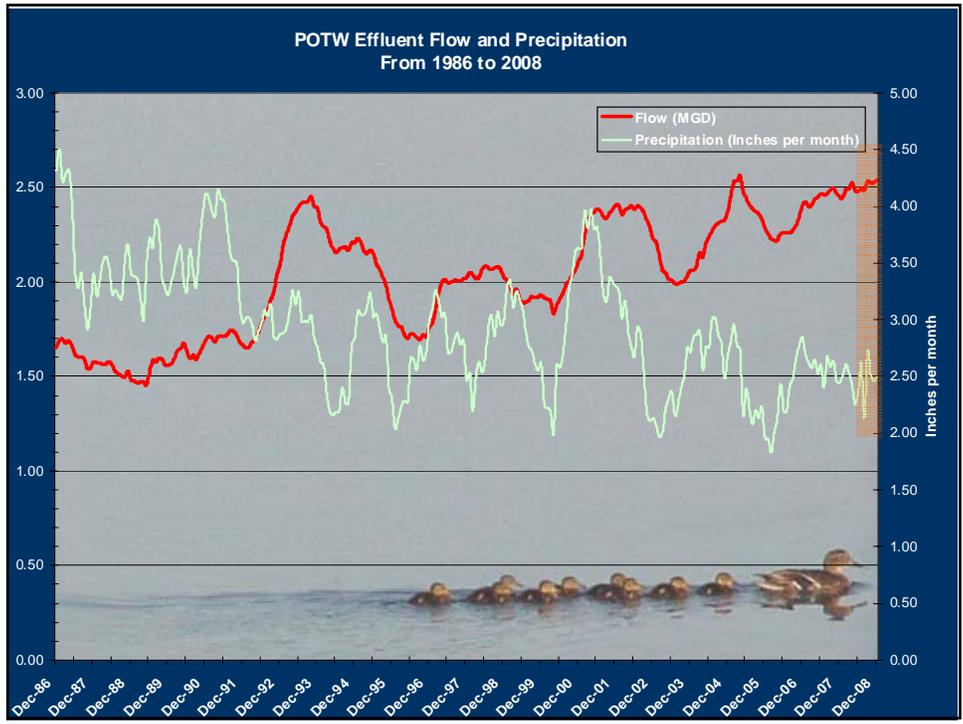
State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

State Tax Commission  
 Michigan Department of Treasury  
 P.O. Box 30471  
 Lansing, MI 48909-7971

STATION ONLY			
LUCI Code	Begin Date	End Date	End Date2





# POTW Laboratory Testing

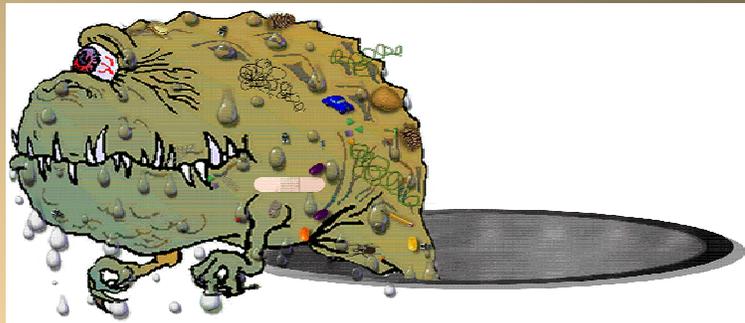
Month	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Totals
Permit compliance	239	216	234	230	229	230	239	229	230	234	215	239	2764
Process Control	1360	1253	1333	1318	1319	1321	1366	1313	1344	1296	1296	1393	15912
QAQC	101	96	66	125	94	53	121	103	172	148	57	134	1270
Check Samples	13	7	10	11	8	-	-	4	2	6	3	9	73
DMRQA-Study 28 Proficiency Tests	-	-	-	-	-	10	8	-	-	-	2	-	20
Miscellaneous Sampling	10	10	12	12	12	9	26	13	49	64	9	23	251
<b>Total</b>	<b>1760</b>	<b>1662</b>	<b>1662</b>	<b>1662</b>	<b>1662</b>	<b>1760</b>	<b>1662</b>	<b>1797</b>	<b>1748</b>	<b>1582</b>	<b>1798</b>	<b>20290</b>	



**Gallons of Grease Prevented from entering Delhi's sewer in 2008:**

Company Name	Interceptor Size in gallons	Minimum Total Gallons of Grease intercepted by tank
7-11	750	230.6
Buddies Grill	539	1217.9
Biggy Cedar	750	570
Big 10 Holt	10	11.8
Burger King Cedar	3500	1149.7
Burger King Jolly Rd.	1047	1756.6
Carlin's Catch / Jade Garden	1500	2015.2
Champions	2020	1383.9
Chisholm Hills Golf	750	0
Coach's	3500	1426.6
Cornerstone Coffee	5	1
Cottage Inn Pizza	3.74	4.2
Delhi Café	236	391.6
Fat Boy's Pizza	750	1645.4
Fraternal Order of Eagles	750	184.7
IngCredible	10	4
Kroger's	500	788
Little Caesar's	838	1429.5
McDonald's Jolly Rd.	673	899.6
McDonald's Eaton Rapids Rd	3000	3792.9
Sammy's II	3500	7047.2
Subway	750	1690.3
Tacos E Mas	1257	0
Tim Horton's Cedar St.	3500	2327.5
Tim Horton's Jolly Rd.	3200	3340
Wendy's	3150	4731.9

**Gallons of Grease Prevented from entering Delhi's sewer in 2008:**



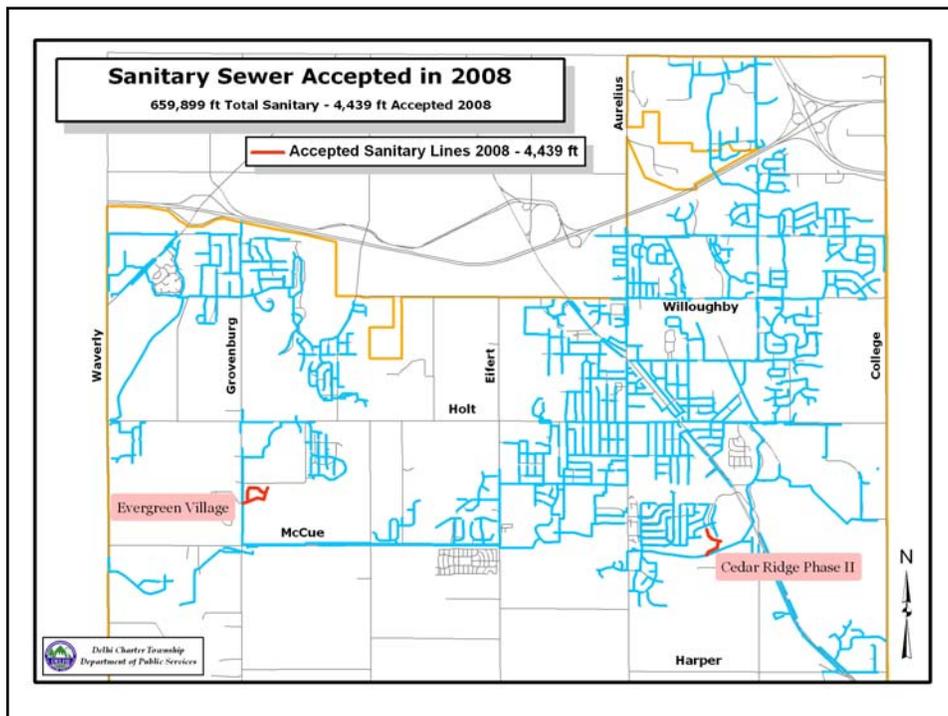
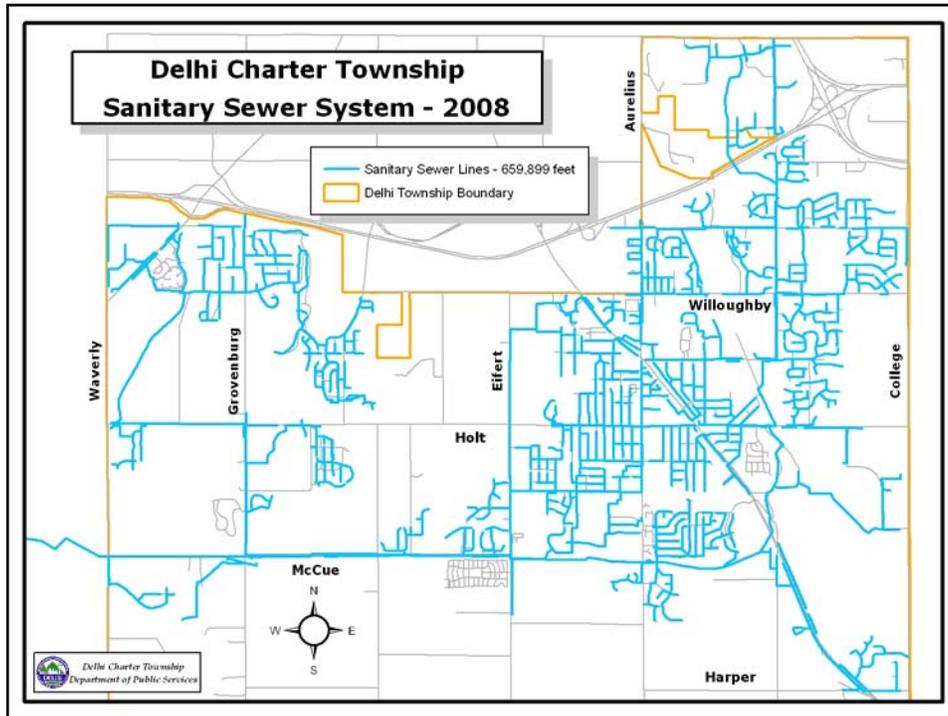
Year	Total Gallons Intercepted
2006	33,944
2007	27,281
2008	38,040

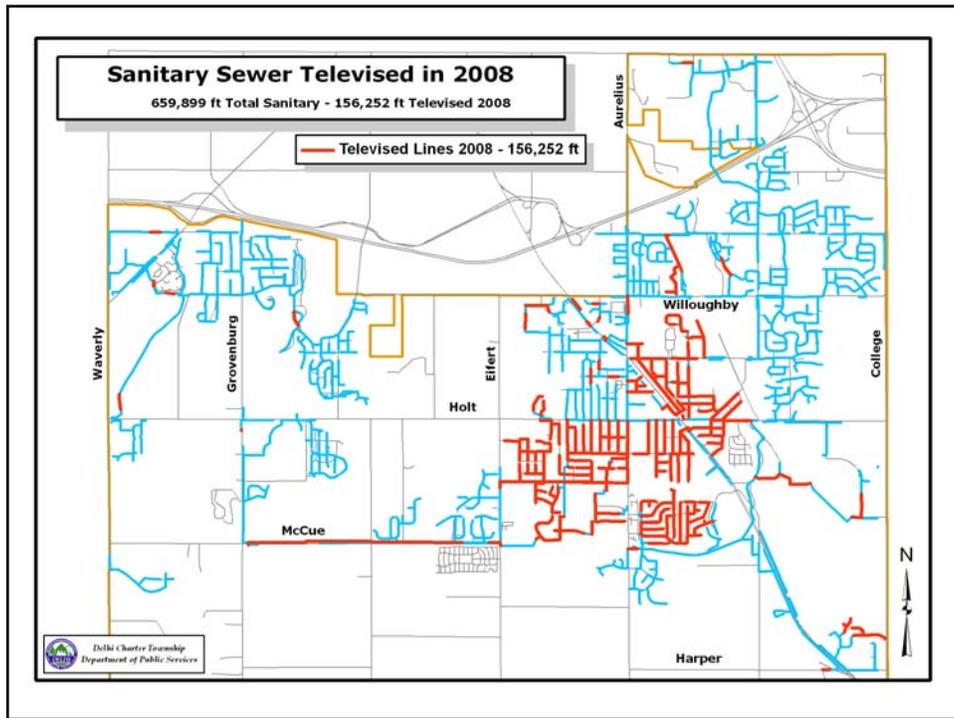
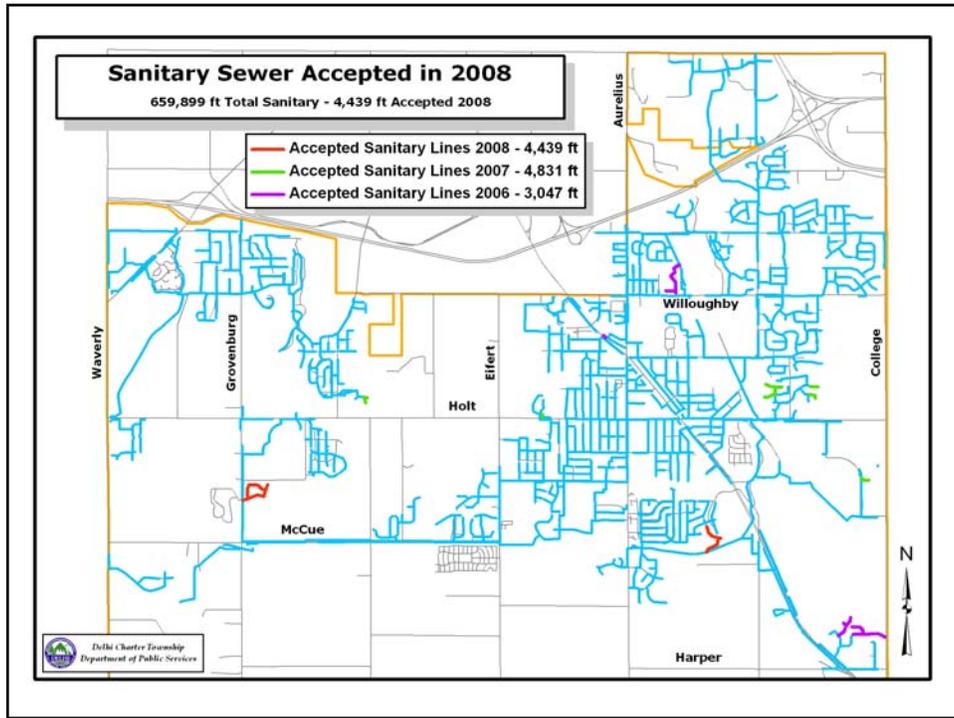
## Department of Public Services Maintenance Activity

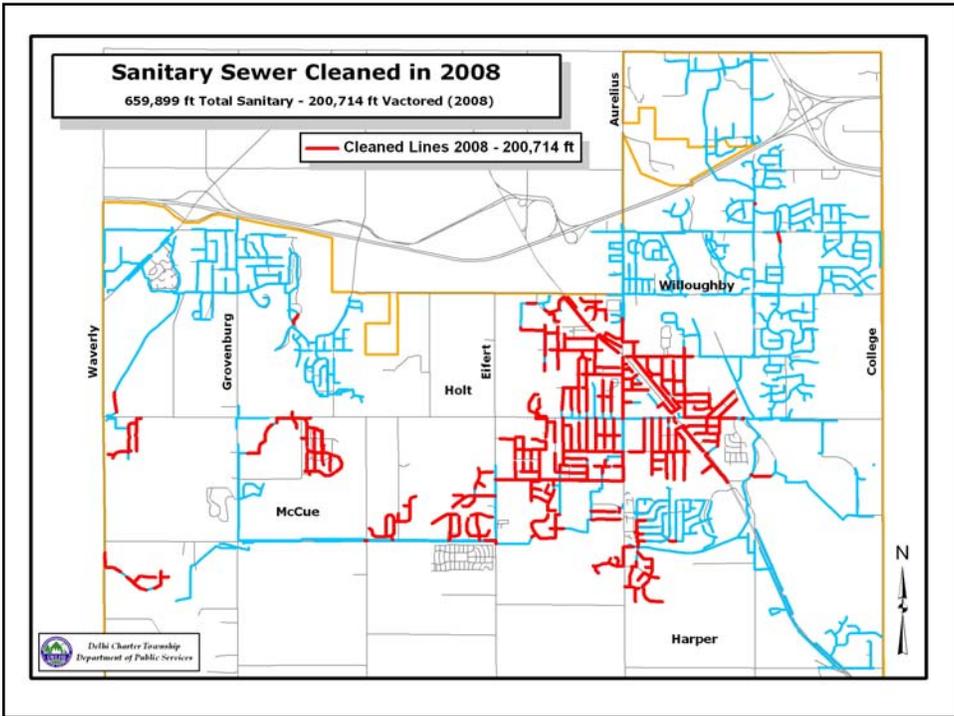
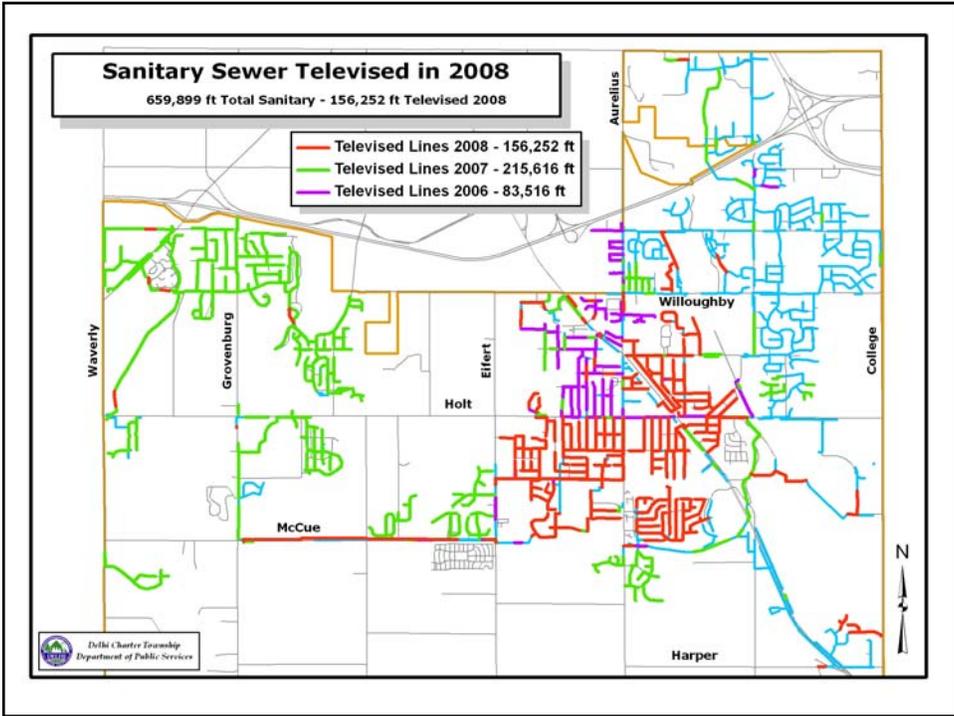
- 519 work orders issued
  - 392 were corrective
  - 127 were preventive
- 506 work orders were completed
- 98% completion rate for 2008

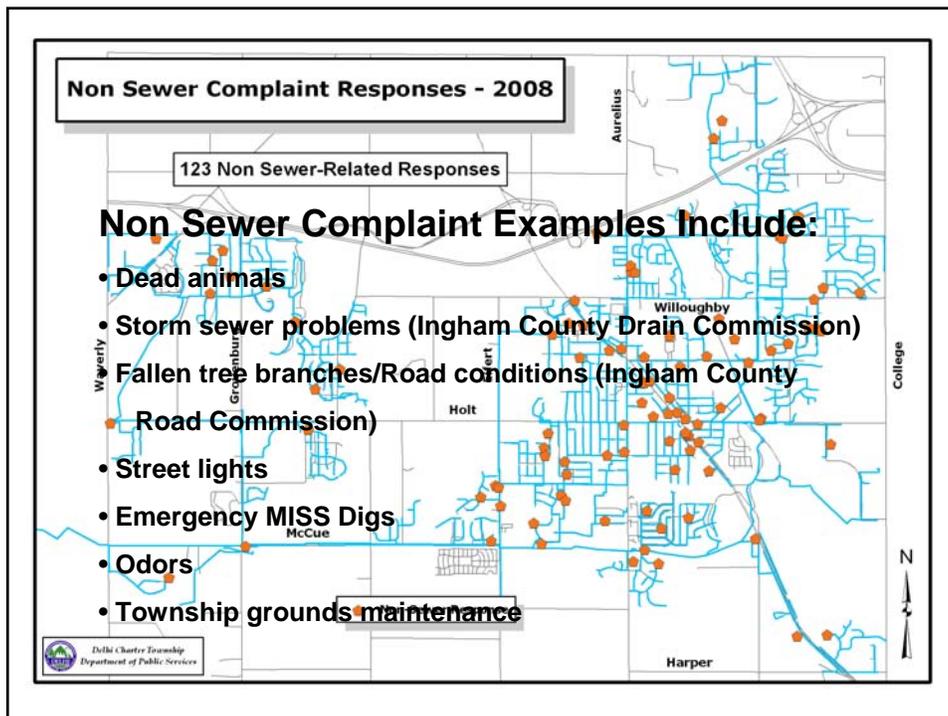
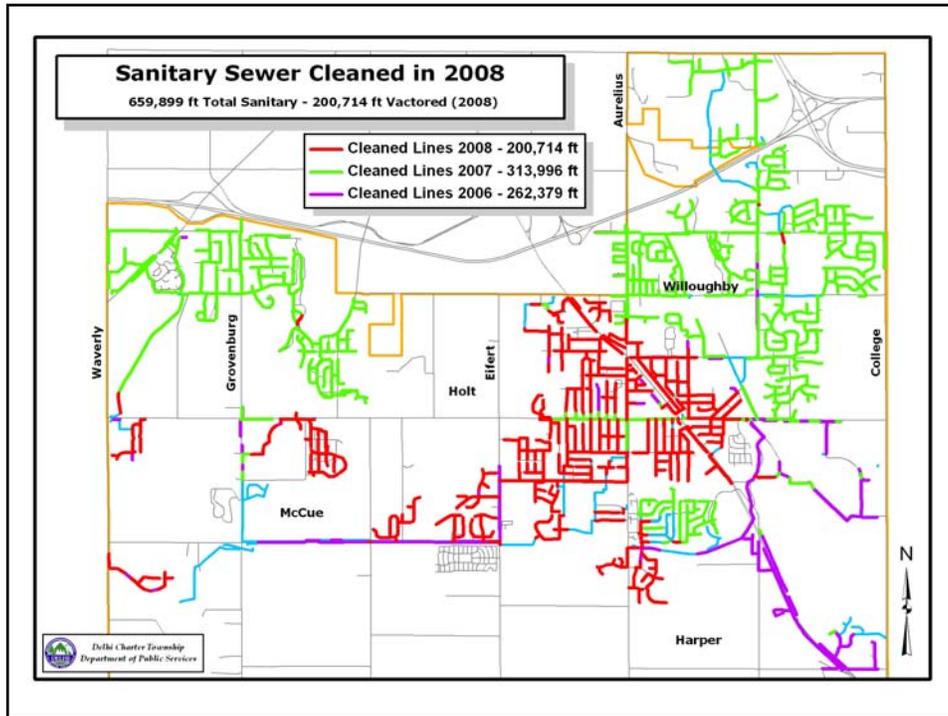


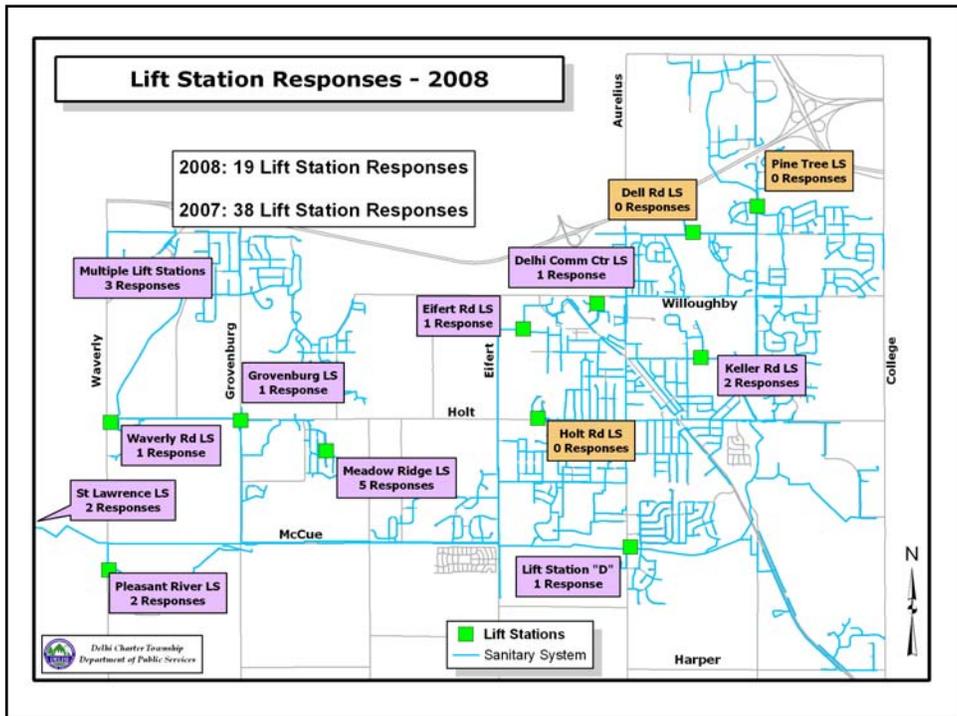
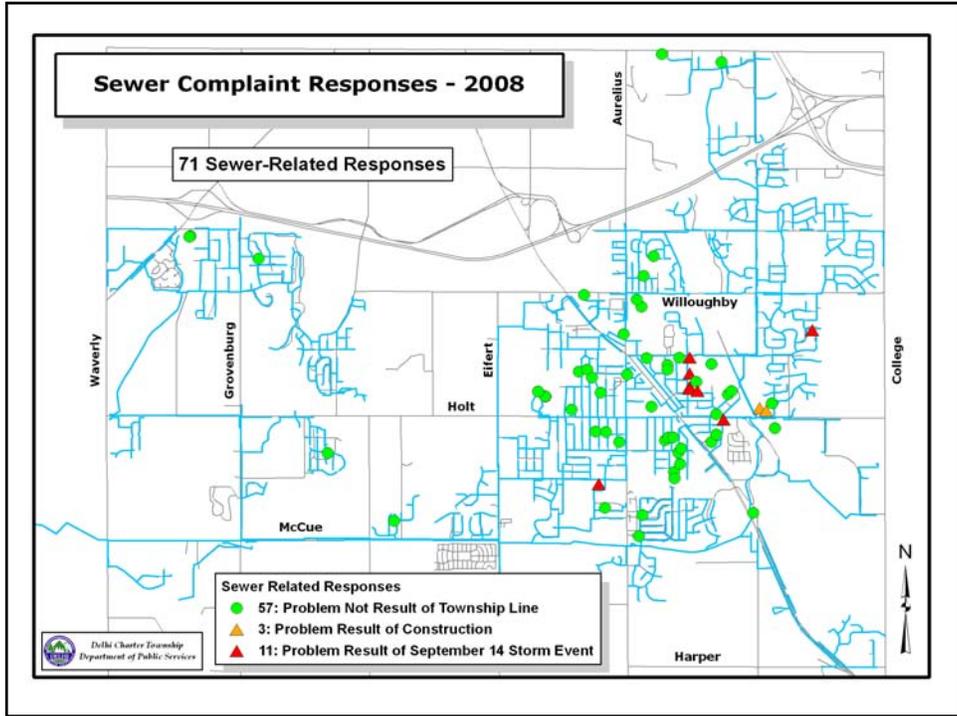
**Collections**  
**124.98 miles of sanitary**  
**sewer (659,899 feet)**

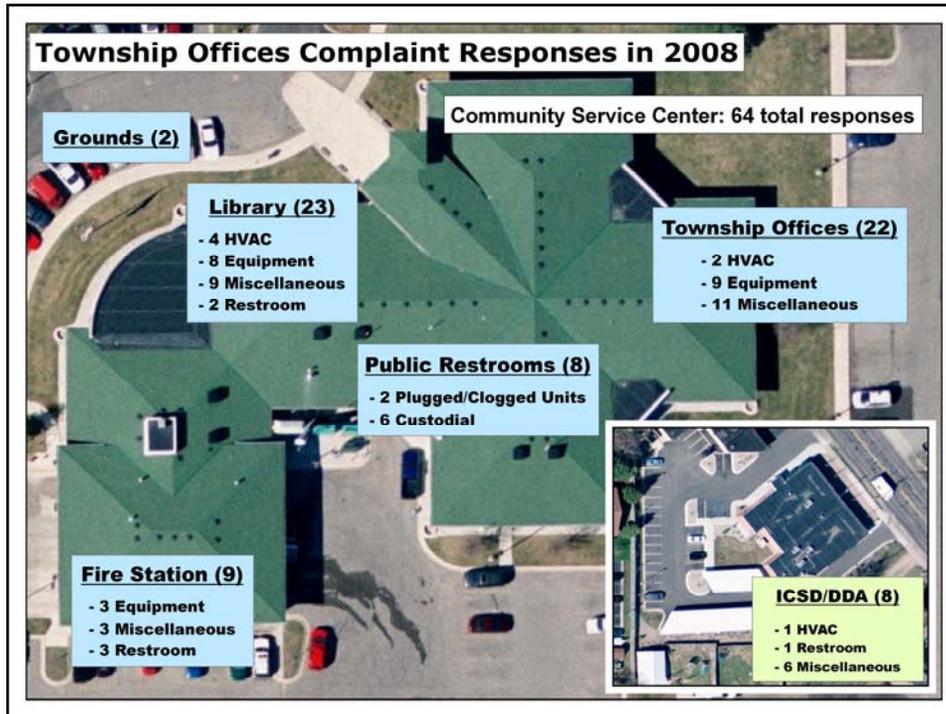












## Sewer Permits and Inspections

- 28 sewer permits were issued
  - A “sanitary sewer permit” covers both a sanitary and a storm sewer building hook ups
- 28 permits were finalized
- 29 sewer repair permits were issued
- 29 sewer repair permits were finalized

**DELHI CHARTER TOWNSHIP  
SANITARY SEWER INSPECTION REPORT**

PROPERTY ADDRESS: <u>4371 Garden Gate Dr.</u>	Date: <u>11-17-08</u>	INSPECTOR: <u>Joe Keeley</u>
SUBDIVISION: <u>Pennennial</u>	Time: <u>12:10</u> <small>AM/PM</small>	CONTRACTOR: <u>Hower</u>
TYPE OF INSPECTION: <input checked="" type="checkbox"/> SANITARY <input type="checkbox"/> STORM	<small>* Comments/Notes Below:</small>	COMMENTS: <u>BACKFILL WITH SAND.</u>

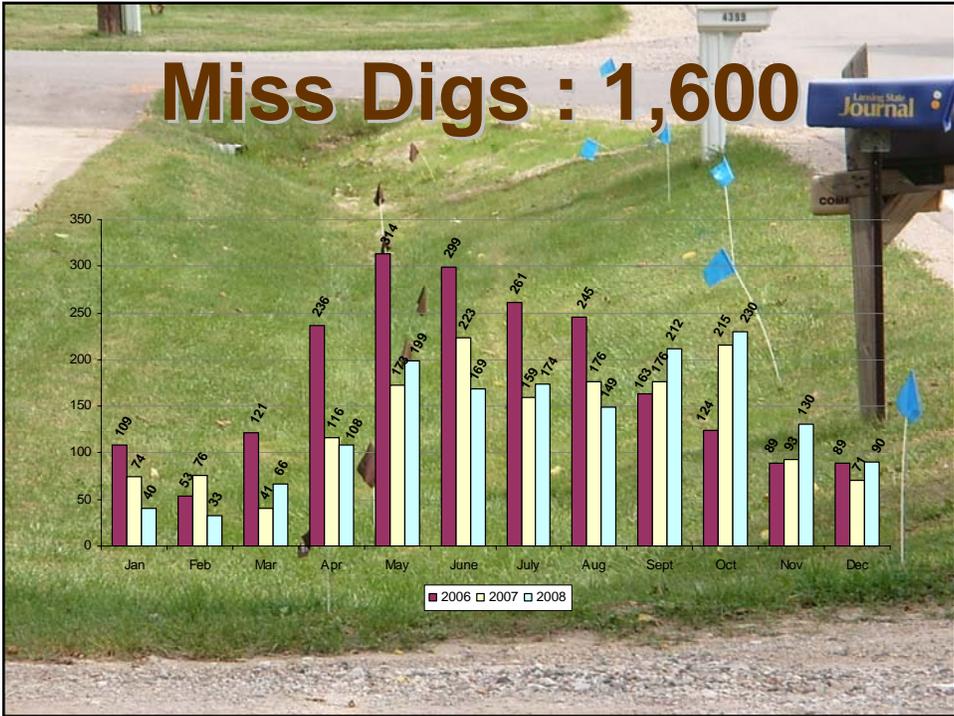
① Indicate Street and Intersections  
② Indicate Compass Directions  
③ Indicate Land Marks

④ \_\_\_\_\_ Straight Line Indicates Sanitary Sewer  
⑤ ..... Dotted Line Indicates Storm Sewer  
⑥ USE BLACK INK  
SANITARY PIPE DEEP  
APEX 5-6

# There were 56 Sanitary Inspections

Explanation for no storm inspection:



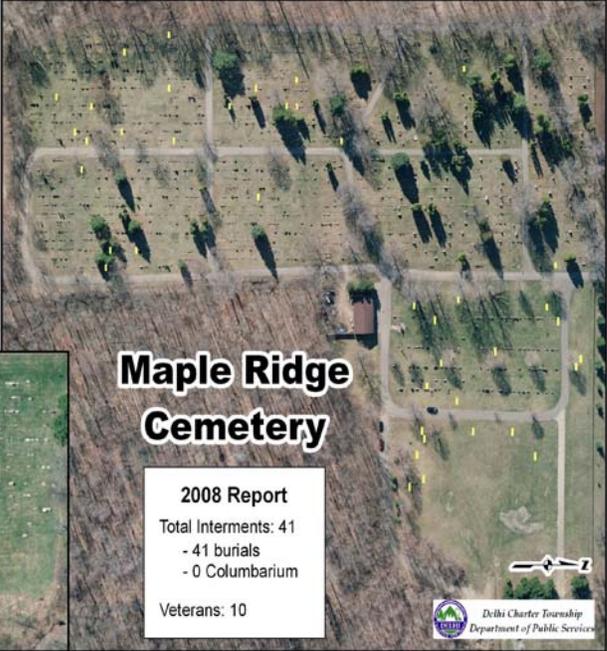


## Markham Cemetery

**2008 Report**

Interments: 2

Veterans: 0



## Maple Ridge Cemetery

**2008 Report**

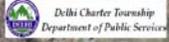
Total Interments: 41

- 41 burials

- 0 Columbarium

Veterans: 10

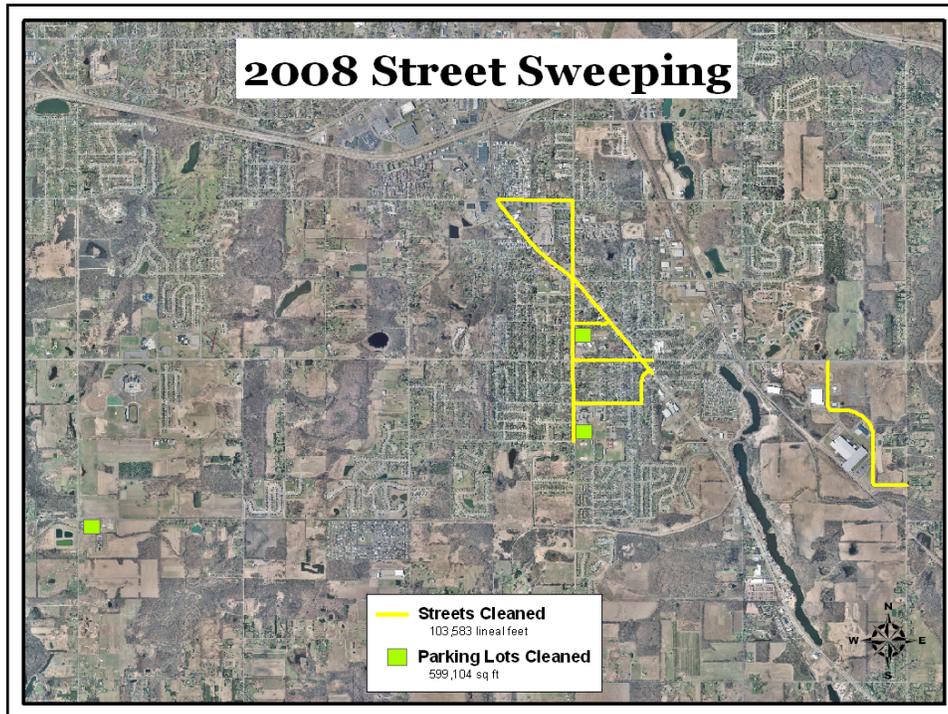




# Storm Water

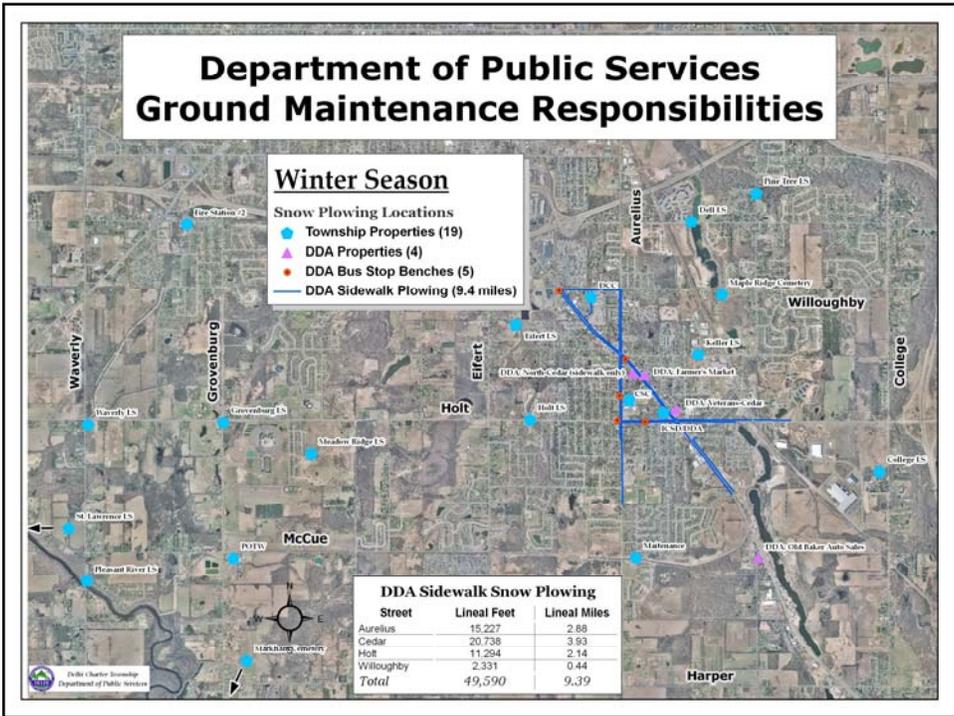
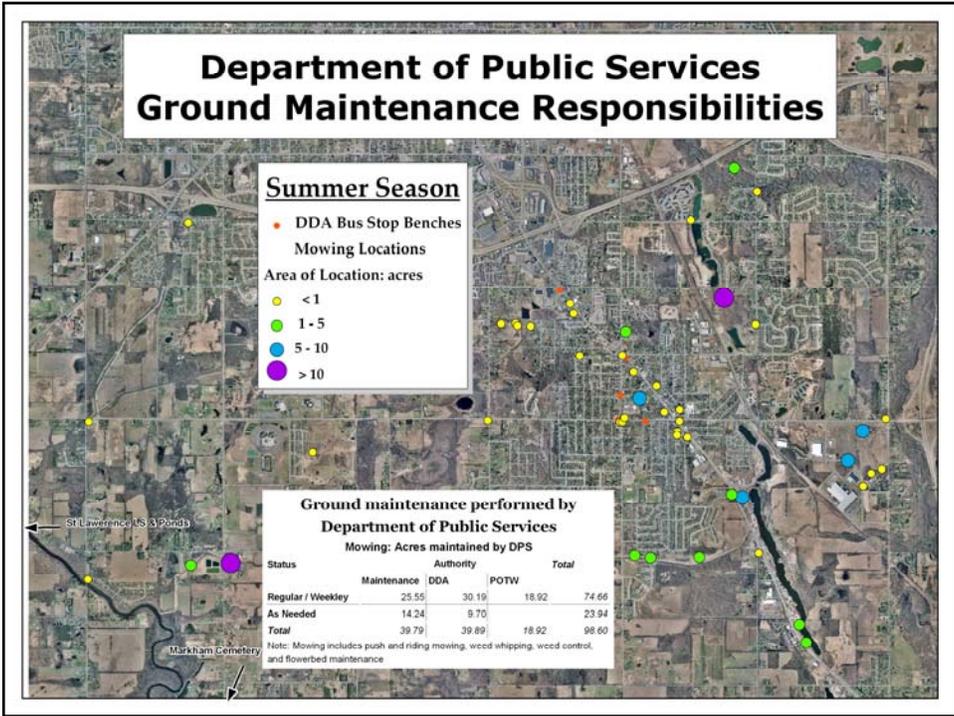
- Participated in six (6) storm water committees
- All 18 observable outfalls on Township property were inspected
- Nine observable outfalls on Holt Public Schools properties were inspected
- 5 storm structures were cleaned
- 103,583 feet of streets and 599,104 square feet of parking lots were swept by the street sweeper

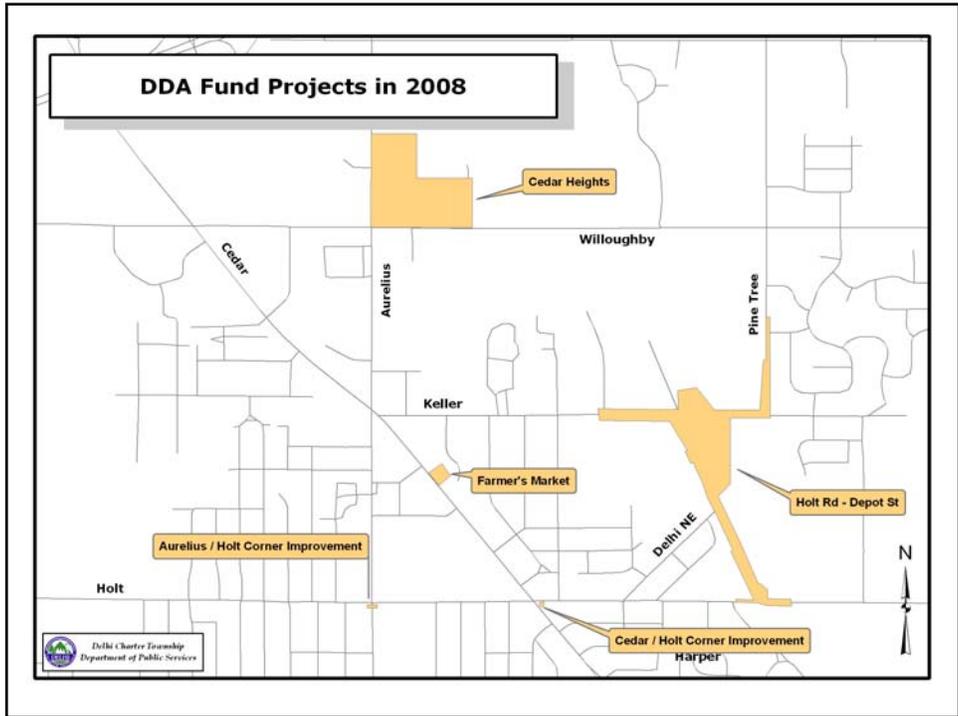
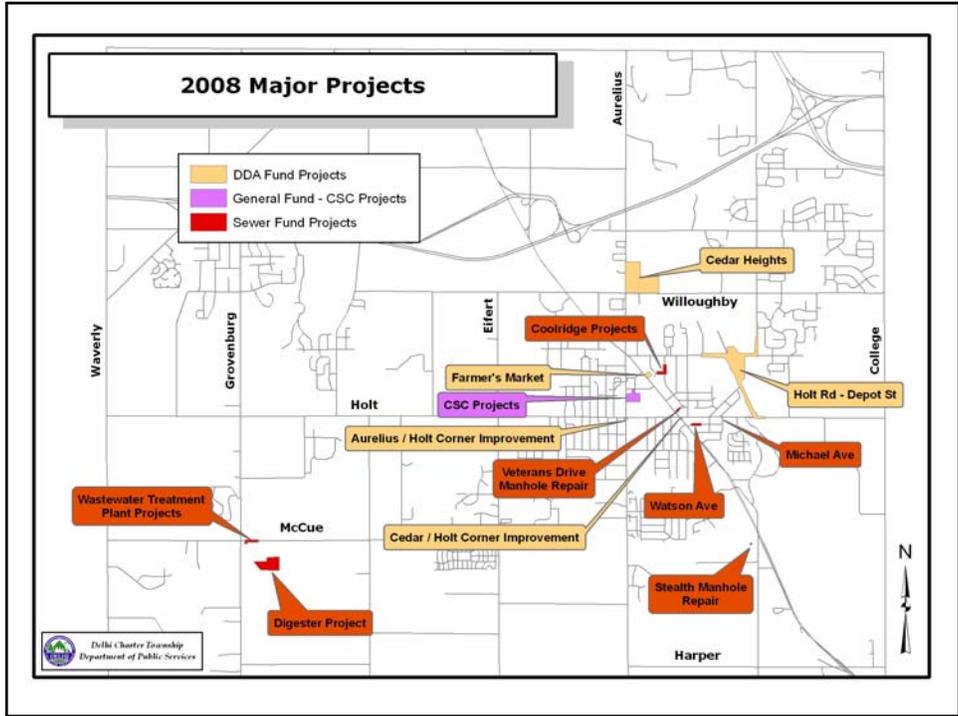




## Buildings and Grounds

- ~60,000 ft<sup>2</sup> building space maintained
- Bi-annual brush drop off/yard waste disposal
  - ~714 loads of brush handled & ~1,407 yard waste stickers sold
- Annual tree lighting ceremony







Holt / Depot Infrastructure Improvements

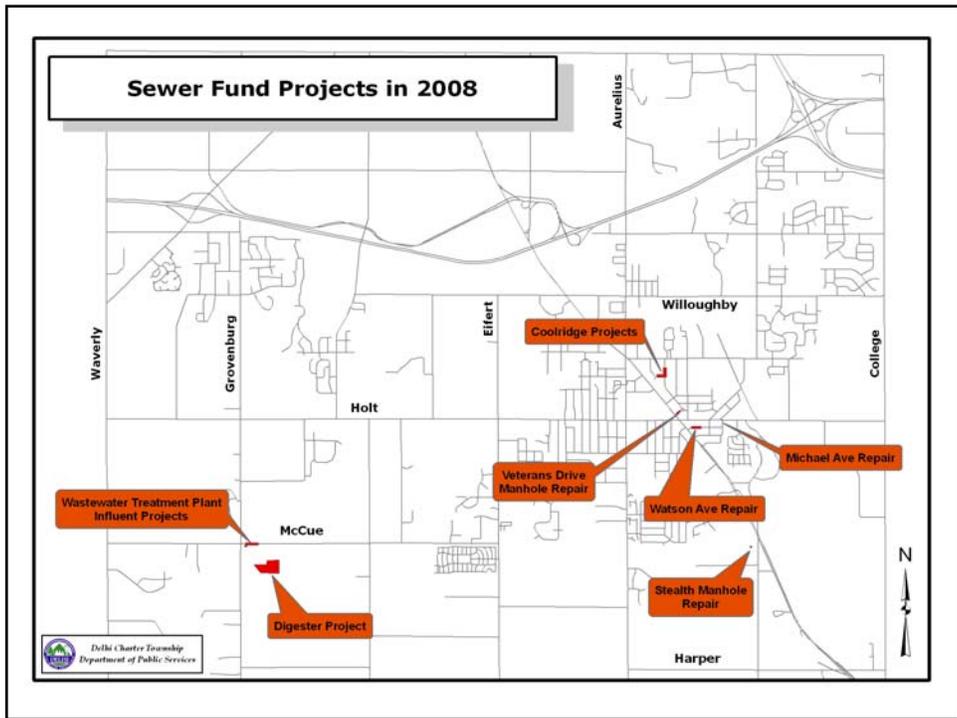
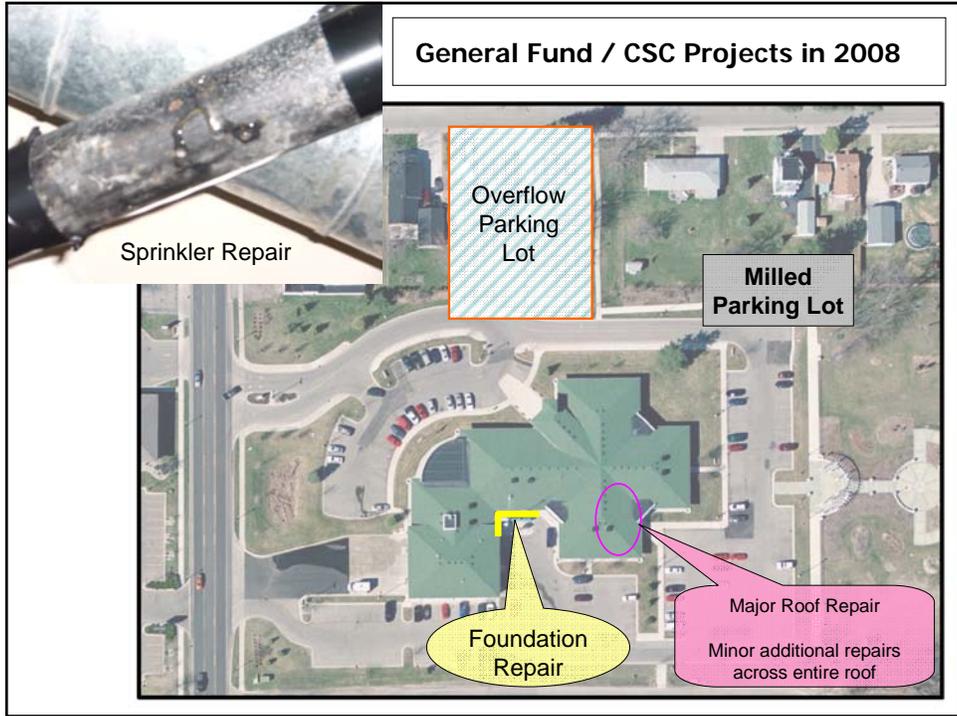


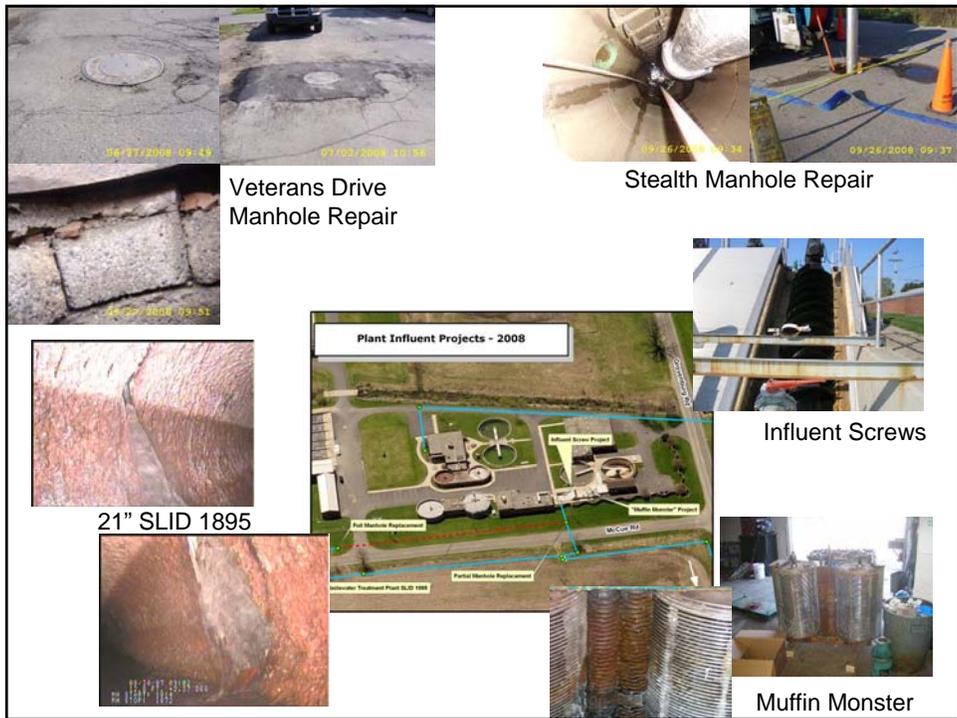
Cedar Heights Infrastructure Improvement

Holt Farmer's Market

Cedar / Holt Corner Improvement

Aurelius / Holt Corner Improvement







## Digester Project

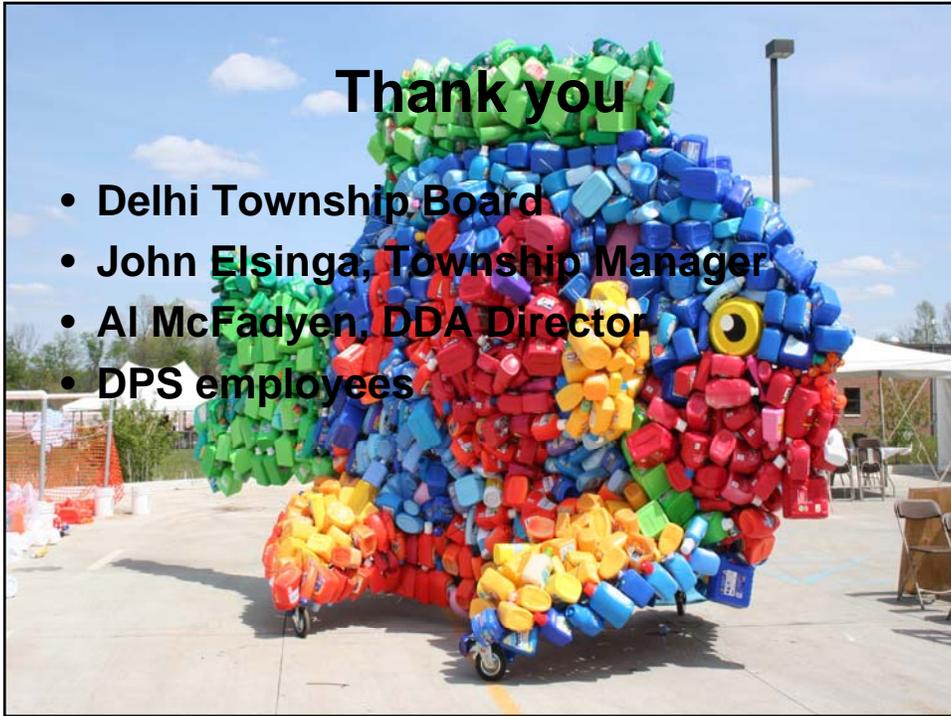


## Recycling Statistics

- Corrugated Cardboard – 250,130 lbs
- Newsprint – 364,920 lbs
- Mixed Paper – 39,660 lbs
- Clear Glass – 69,340 lbs
- Brown Glass – 12,780 lbs
- Tin – 40,360 lbs
- Mixed Plastic – 76,960 lbs
- *Total – 1,054,150 lbs / 527 tons*

# Thank you

- Delhi Township Board
- John Elsinga, Township Manager
- Al McFadyen, DDA Director
- DPS employees



## DELHI CHARTER TOWNSHIP

## MEMORANDUM

**TO:** Delhi Township Board Members

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

**DATE:** March 30, 2009

**RE:** Amendment to Township Ordinance No. 91 – Delhi Charter Township Sidewalk Ordinance, First Consideration (Proposed Township Ordinance No. 91.5)

---

Enclosed for your review and first consideration is an amendment to Township Ordinance No. 91 – Delhi Charter Township Sidewalk Ordinance.

During the consolidation of the Sidewalk Policy into the Sidewalk Ordinance last year, a section of the Sidewalk Ordinance that pertained to snow removal was inadvertently left out. This amendment would add back the language that was previously in the ordinance prior to the summer of 2008 amendments.

Therefore, I recommend the Board, upon first consideration, amend Township Ordinance No. 91.

**Recommended Motion:**

**Upon first consideration, to amend Township Ordinance No. 91 – Delhi Charter Township Sidewalk Ordinance (Proposed Township Ordinance No. 91.5).**



## **MEMORANDUM**

TO: John B. Elsinga, Township Manager

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

DATE: Wednesday, April 01, 2009

RE: Ordinance 91.5 – Sidewalk Ordinance  
Snow Removal

As you will recall, the Township completed a comprehensive amendment to the Sidewalk Ordinance (SO) in summer of last year. That process consolidated the Sidewalk Policy, which existed at the time, into the SO as needed and appropriate. We worked at that time with the Township Attorney in an effort to ensure consistency in the ordinance between historical practices, laws regarding Special Assessment and our internal policies. Unfortunately, a section of the SO pertaining to snow removal which previously existed was removed during the amendment process by the Attorney. The missing section included the language that has historically permitted us to take immediate action to abate snow and ice accumulation when it is a repeat violation within a six month period of time. We did not recognize the significance of this omission until it came time this winter to do sidewalk snow removal enforcement.

We spoke with the Township Attorney about our concern relative to this section and inquired as to why it was previously recommended for deletion. After some research and consideration, it was determined that this recommendation was likely made in error and that we should amend the SO again to make the necessary correction. For clarity, it is important to reiterate that the amendment being proposed at this time does not change the way that snow removal enforcement has always been done. The amendment simply adds back the same basic language that was previously in the SO, prior to the summer 2008 amendments.

The above being said, attached you will find Ordinance 91.5. I would request that you forward the ordinance, along with your concurrence, to the Township Board for their first consideration at the April 7<sup>th</sup> meeting. As always, if you have any questions, or need additional information, please do not hesitate to ask. Thank you.

**DELHI CHARTER TOWNSHIP  
INGHAM COUNTY, MICHIGAN**

**ORDINANCE NO. 91.5**

***PREAMBLE***

**AN ORDINANCE TO AMEND THE DELHI CHARTER TOWNSHIP SIDEWALK ORDINANCE, AS AMENDED BY ORDINANCE 91.4, AND SPECIFICALLY SECTIONS 6 AND 7 THEREOF RELATING TO REMOVAL OF ICE AND SNOW; AND TO PROVIDE AN EFFECTIVE DATE HEREOF.**

**THE CHARTER TOWNSHIP OF DELHI, INGHAM COUNTY, MICHIGAN, ORDAINS:**

***SECTION I. AMENDMENT OF ORDINANCE 91.4, SECTION 6(c) AS FOLLOWS.***

Ordinance No. 91.4, Section 6(c) shall be and is hereby amended to read as follows:

**SECTION 6. REMOVAL OF OBSTRUCTION AND REPAIR OF SIDEWALKS.**

- (a) It shall, in all cases, be the responsibility of the owner of every lot or parcel of land in the Township to keep sidewalks on or adjacent to said parcel in good repair and to remove obstructions from such sidewalks. Sidewalks shall be repaired or replaced when the condition of same is detrimental to the safety of the general public. Included as conditions requiring repair, but not limited to, are the following:
- (1) A rise or drop of more than one (1) inch between any two (2) sections of sidewalks;
  - (2) More than two (2) cracks of one-quarter (1/4) inch in width or more in any two (2) lineal feet of sidewalk section;
  - (3) Any section of sidewalk which is tilted in excess of one (1) inch per foot from inside edge to outside edge (the outside edge being the edge of the sidewalk nearest the street line).
  - (4) If, in any five (5) foot lineal section of sidewalk, more than fifty percent (50%) of the surface has scaled off to a depth of one-

quarter (1/4) inch or greater, that section of the sidewalk shall be replaced.

- (b) Whenever the Township Manager or his designated agent shall determine that a sidewalk is in a state of disrepair or is obstructed (except as provided in subsection (c) below, a notice shall be sent by first class mail to the owner of the adjacent lot or parcel to repair or unobstruct the sidewalk. Said notice shall specify the time within which such work shall be completed. In no case shall the time period allowed for repair of a sidewalk exceed ninety (90) days.
- (c) Property owners, occupants, and/or other persons having authority and control over property where sidewalks are located or are adjacent shall cause the removal of accumulated ice and snow within twenty-four (24) hours after such accumulation or ice formation which blocks or impedes the use of the sidewalk or poses a danger to the public. Failure to clear or remove ice and snow which obstructs or impedes or constitutes a danger to the public with reference to use of the sidewalk within twenty-four (24) hours after such accumulation or formation shall be deemed a violation of this Ordinance per se and shall subject said person to a civil fine of not less than Twenty-five and no/100 Dollars (\$25.00), nor more than Fifty and no/100 Dollars (\$50.00) for each such violation, as a municipal infraction. The Township Manager, Zoning Enforcement Officer, or designee of such person, or any law enforcement officer who shall observe such conditions, may serve a property owner with a violation notice, or accomplish service by mailing the notice by first class mail to the property owner at his/her last known address as shown on the property tax rolls, or by posting a copy of the violation notice on the land or building on the land. The notice shall specify the nature of the violation, and the date and time the violation was observed, and inform the property owner of the proper response procedure. Thereafter, the owner, occupant or the person having control or authority over the property shall cure the violation within five (5) days from the date of mailing or posting of the notice. If at any time within six (6) months after notice is provided as provided in this section, a subsequent violation may result in the removal of snow and ice accumulation by the Township, with the cost thereof to be placed as a lien against the property involved and collected as the Township shall deem appropriate, including the manner provided for collection of property taxes.
- (d) It shall be unlawful for any person to unreasonable or unnecessarily obstruct or block any street, sidewalk, bicycle path or public way. Upon observation of such conduct by any law enforcement officer and upon failure of the responsible person to remove any such obstruction or blockage, the responsible person shall be subject to a civil fine of not less than Twenty-five and no/100 Dollars (\$25.00), nor more than Fifty and

no/100 Dollars (\$50.00) as for a municipal civil infraction. Nothing in this section shall be construed to prohibit such officer from taking any other action for violation of the law which may be deemed appropriate in the premises. This section shall not be construed as prohibiting any parade or other public right-of-way closure authorized by the township or entity having jurisdiction over said right-of-way.

**SECTION II. AMENDMENT OF ORDINANCE 91.4, SECTION 7 AS FOLLOWS.**

**SECTION 7. CONSTRUCTION, REPAIR BY THE TOWNSHIP AND REMOVAL OF ICE AND SNOW.**

In addition to the remedies provided in Section 6(c) above, if any owner shall fail or neglect to construct or repair, or clear or remove ice and snow from any sidewalk adjacent to their lot or parcel of land within such time as herein required, the Township may cause the same to be done, and the cost of said construction or repair or removal of ice and snow may be paid by the Township. If the owner shall fail to pay the charges thus incurred within fourteen (14) days after a statement is mailed to said owner, the amount of the Township's expense and administrative fee and/or other applicable fees as established by the Township Board shall be a lien against the property and may be assessed against the lands on which the expenditures were made on the next general assessment roll of the Township, and shall be collected in the same manner as other taxes are collected.

**SECTION III. CONTINUED EFFECT OF SECTIONS NOT AMENDED.**

Except as expressly amended herein, all other provisions of Ordinance 91.4 shall remain in effect.

**SECTION IV. SEVERABILITY.** It is the legislative intent of the Township Board adopting this Ordinance that all provisions hereof shall be liberally construed to protect the public health, safety and general welfare of the inhabitants of the Township and all other persons affected by this Ordinance. Consequently, should any provision of this Ordinance be held to be unconstitutional, invalid or of no effect, such holding shall not be construed as affecting the validity of any of the remaining provisions of this Ordinance, it being the intent of the Delhi Charter Township Board that this Ordinance shall stand and remain in effect, notwithstanding the invalidity of any provision hereof.

**SECTION V. EFFECTIVE DATE.** This Ordinance shall become effective immediately upon its adoption and publication as provided by law.

AYES:  
NAYES:  
ABSENT:

Adopted by the Delhi Charter Township Board of Trustees at a regular meeting held on the \_\_\_\_ day of \_\_\_\_\_, 2009 at 7:30 p.m.

First Reading:  
First Publication  
Second Reading:  
Second Publication:  
Effective Date:

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

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

**STATE OF MICHIGAN)**  
**)§**  
**COUNTY OF INGHAM)**

I, Evan Hope, Clerk of the Charter Township of Delhi, hereby certify that the foregoing constitutes a true and complete copy of Ordinance No. \_\_\_\_\_, 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 posted and published as required by law on the \_\_\_\_ day of \_\_\_\_\_, 2009.

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

DELHI CHARTER TOWNSHIP

MEMORANDUM

TO: Delhi Township Board Members

FROM: John B. Elsinga, Township Manager

DATE: April 1, 2009

RE: Publicly Owned Treatment Works (POTW) Laboratory Supply and Equipment Order

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Enclosed for your review and approval is an annual laboratory supply order along with some equipment and operating supplies for the POTW.

Purchasing these items through the bidding process, with three vendors, provides a savings to the Township in supply costs and staff time.

Therefore, I recommend the Board accept the lowest responsive bid from Fisher Scientific Company in the total amount of \$22,347.87.

**RECOMMENDED MOTION:**

**To approve the Publicly Owned Treatment Works (POTW) expenditure for laboratory, equipment and operating supplies from Fisher Scientific Company in the amount of \$22,347.87.**

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**INTEROFFICE MEMORANDUM**

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**TO:** JOHN ELSINGA, TOWNSHIP MANAGER  
**FROM:** SANDRA DIORKA, DIRECTOR OF PUBLIC SERVICES  
**SUBJECT: POTW – LABORATORY SUPPLIES**  
**DATE:** APRIL 1, 2009  
**COPY TO:** JEFF RANES, FILE

---

As has been the tradition since 1999, the POTW has taken proposals for a large order of laboratory supplies. These items represent a one-year supply of anticipated routine use. Proposals were solicited from the only major suppliers of laboratory operating supplies; Fisher Scientific (Fisher), VWR International, and North Central Labs (NCL). New laboratory equipment, a specific ion analysis meter, and other operating supplies were also included. This will result in a substantial savings on the actual cost of the supplies and additional savings on shipping costs and administrative and laboratory staff time.

A summary of the supplies and costs from each of the vendors is attached hereto. Fisher had the lowest responsive bid and included free shipping.

Laboratory supplies are a budgeted item and funds are available in the Department of Public Services Laboratory Supplies Account Number 590-558.00-742.000. Funds are available in the Capital Outlay Account Number 590-558.00-970.000, and Other Operating Expenses Account Number 590-558.00-741.000.

I respectfully request that you recommend to the Board a motion to approve an expenditure of \$17,760.56 for laboratory supplies, \$2,332.00 for capital outlay, and \$2,255.31 from other operating expenses from Fisher Scientific; for a total purchase price of \$22,347.87.

**2009 LABORATORY SUPPLIES ORDER**  
**Delhi Charter Township POTW**

Quantity	Unit	Fisher Catalog number	Description	Fisher		VWR		NCL	
				Bid	Extended	Bid	Extended	Bid	Extended
1	case	A300-S212	Acid, Sulfuric, 2.5L, 6/case	\$ 139.78	\$ 139.78	No Bid		\$ 182.00	\$ 182.00
1	each	A674-500	Ammonium Molybdate	\$ 117.30	\$ 117.30	No Bid		\$ 130.00	\$ 130.00
1	case	A451SK-1	2-Propanol, 1Liter, 6/case	\$ 163.04	\$ 163.04	No Bid		\$ 230.00	\$ 230.00
4	pack	01-812-5B	Bag, Nasco Whirl Pac, 500/pack	\$ 57.08	\$ 228.32	\$ 55.01	\$ 220.04	\$ 53.00	\$ 212.00
1	each	13-641-337	Bath Clear 8oz	\$ 56.55	\$ 56.55	\$ 15.69	\$ 15.69	\$ 64.00	\$ 64.00
1	case	02-555-25B	Beakers, 250 ml, heavy duty, Pyrex, 4 packs of 12/case	\$ 196.16	\$ 196.16	\$ 187.14	\$ 187.14	\$ 218.00	\$ 218.00
1	roll	12-007-106	Bench Liner 30"X 50' Naigene	\$ 199.58	\$ 199.58	No Bid		\$ 192.00	\$ 192.00
15	pack	NC9574781	BOD Nutrient powder pillows Hach No. 2436468	\$ 33.42	\$ 501.30	\$ 30.43	\$ 456.45	\$ 29.50	\$ 442.50
1	case	02-893-5F	Bottles, HDPE, Naigene, wide mouth, 32 oz, 24/case	\$ 104.25	\$ 104.25	\$ 119.50	\$ 119.50	\$ 112.00	\$ 112.00
2	case	03-408-10E	Bottles, wash, Naigene #2402-0500, 500 ml, 24/case	\$ 82.19	\$ 164.38	\$ 120.20	\$ 120.20	\$ 89.00	\$ 178.00
1	case	02-945-5A	Bottles, dilution, 210ml, 48/case	\$ 225.45	\$ 225.45	\$ 230.10	\$ 230.10	\$ 230.00	\$ 230.00
2	each	1501-1	Buffer, pH-4, 4 liter	\$ 23.11	\$ 46.22	\$ 22.07	\$ 44.14	\$ 28.00	\$ 56.00
3	each	1551-1	Buffer, pH-7, 4 liter bottle	\$ 22.88	\$ 68.64	\$ 18.22	\$ 54.66	\$ 28.00	\$ 84.00
2	each	1601-1	Buffer, pH10, 4 liter	\$ 22.95	\$ 45.90	\$ 22.77	\$ 45.54	\$ 28.00	\$ 56.00
1	each	03-700-22C	Buret, Precision Bore, w/PTFE Stop cock, 50mL	\$ 175.43	\$ 175.43	No Bid		\$ 150.00	\$ 150.00
1	case	02-961-10A	Carboy w/o spigot 9L 6/cs	\$ 264.37	\$ 264.37	\$ 233.31	\$ 233.31	\$ 226.00	\$ 226.00
1	case	02-963AA	Carboy, w/spigot, Naigene, 2 1/2 gallon	\$ 291.51	\$ 291.51	\$ 52.77	\$ 52.77	\$ 419.00	\$ 419.00
3	pack	22-026-339	COD Digestion vials, 3 - 150 mg/L, 150/Pk	\$ 227.36	\$ 682.08	\$ 34.81	\$ 104.43	\$ 188.00	\$ 564.00
2	each	NC9316538	COD, EZ Recycling Service Kit 5Gallon	\$ 278.16	\$ 556.32	No Bid		No Bid	
1	case	08-572-5C	Cylinder, graduated, Naigene #3662-0100, polypropylene, 50 ml, 18/cs	\$ 189.30	\$ 189.30	\$ 206.29	\$ 206.29	\$ 200.00	\$ 200.00
2	each	08-572-5G	Cylinder, graduated, plastic, 1000mL	\$ 38.54	\$ 77.08	\$ 29.79	\$ 59.58	\$ 31.00	\$ 62.00
1	case	08-572-5F	Cylinder, graduated, plastic, 500mL	\$ 165.76	\$ 165.76	\$ 180.63	\$ 180.63	\$ 175.00	\$ 175.00
1	case	08-572 D	Cylinder, graduated, plastic 100mL	\$ 133.50	\$ 133.50	No Bid		\$ 172.00	\$ 172.00
19	pack	09-720-501	Dishes, petrie, plastic w/pad, 47mm, sterilized, 100/pack	\$ 44.55	\$ 846.45	\$ 358.86	\$ 6,818.34	\$ 48.00	\$ 912.00
8	each	13-299-81	Membrane Electrolyte Module	\$ 56.95	\$ 455.60	\$ 54.26	\$ 434.08	\$ 55.00	\$ 440.00
2	pack	14-860-103	Membrane kit, for YSI model 550A DO probe	\$ 44.04	\$ 88.08	No Bid		\$ 41.00	\$ 82.00
2	each	13-642-263	Electrode, ammonia, Orion # 9512BN, w/BNC	\$ 507.58	\$ 1,015.16	\$ 501.35	\$ 1,002.70	\$ 502.00	\$ 1,004.00
3	each	13-642-274	Electrode, chlorine, Orion # 9770BN	\$ 467.40	\$ 1,402.20	\$ 481.68	\$ 1,384.98	\$ 480.00	\$ 1,440.00
2	each	13-642-560	Electrode, pH, Orion # 9206BN	\$ 108.24	\$ 216.48	\$ 106.90	\$ 213.80	\$ 115.00	\$ 230.00
23	pack	09-873BB	Filter (Whatman 1827-032), 100/pack	\$ 22.73	\$ 522.79	\$ 22.14	\$ 509.22	\$ 22.00	\$ 506.00
2	pack	09-719-555	Filter, membrane, 0.45 micron, 600/pack	\$ 161.66	\$ 323.32	\$ 105.86	\$ 211.72	\$ 199.00	\$ 398.00
6	pack	09-805-G	Filter, paper, Whatman, 15cm 100/pk	\$ 15.12	\$ 90.72	\$ 14.18	\$ 85.08	\$ 14.00	\$ 84.00
2	pack	10-210D	Flask, volumetric, class A, 200 ml, Pyrex, barrelhead stopper, 6/pack	\$ 164.86	\$ 329.72	\$ 132.55	\$ 265.10	\$ 158.00	\$ 316.00
2	pack	10-210F	Flask, volumetric, class A, 500 ml, Pyrex, barrelhead stopper, 6/pack	\$ 220.82	\$ 441.64	\$ 177.53	\$ 355.06	\$ 210.00	\$ 420.00
4	each	10-310-91	Flask, volumetric, class A, 100 ml, Kimax, square	\$ 31.46	\$ 125.84	\$ 31.46	\$ 125.84	\$ 32.00	\$ 128.00
1	case	07-250-097	Flask, Pyrex Vista, Heavy wall filter 500ml, 6/pk, 2pk/cs	\$ 133.91	\$ 133.91	\$ 135.52	\$ 135.52	\$ 118.00	\$ 116.00
2	case	10-356E	Funnel, Buchner, Coors(60244) 4/case	\$ 163.82	\$ 327.64	No Bid		\$ 190.00	\$ 380.00
1	pack	10-500-1	Funnel, Powder, Fisher brand, 12/pack	\$ 25.80	\$ 25.80	No Bid		\$ 36.00	\$ 36.00
34	pack	MHA000P2F	MFC Fecal Coli, 2ml, PL, AMP, 50/pack (released 3 pk/month)	\$ 54.27	\$ 1,845.18	\$ 32.88	\$ 2,794.80	\$ 52.00	\$ 1,768.00
1	pack	04-345-20	Nocromix, 10/pack	\$ 96.61	\$ 96.61	No Bid		No Bid	
2	pack	08-732-111	Pans, Aluminum weighing / drying 4" X 5/16"	\$ 10.78	\$ 21.56	\$ 8.82	\$ 17.64	\$ 34.00	\$ 68.00
1	pack	08-732-110	Pans, Aluminum weighing / drying 5" X 3/16"	\$ 11.97	\$ 11.97	\$ 9.43	\$ 9.43	\$ 38.00	\$ 38.00
2	case	11-382-33B	Pipet, Dual purpose 0.2ml, 12/case	\$ 64.96	\$ 129.92	No Bid		\$ 137.00	\$ 274.00
1	case	13-650-2A	Pipet, class A, volumetric, 0.5 ml, 12/case	\$ 51.86	\$ 51.86	No Bid		\$ 86.00	\$ 86.00
2	case	13-650-2B	Pipet, class A, volumetric, 1 ml, 12/case	\$ 56.23	\$ 112.46	\$ 66.47	\$ 132.94	\$ 86.00	\$ 172.00
1	case	13-650-2C	Pipet, class A, volumetric, 2 ml, 12/case	\$ 56.23	\$ 56.23	No Bid		\$ 86.00	\$ 86.00
2	case	13-650-2F	Pipet, Pyrex, class A, volumetric, 5ml, 12/case	\$ 56.23	\$ 112.46	\$ 111.40	\$ 222.80	\$ 86.00	\$ 172.00

Quantity	Unit	Fisher Catalog number	Description	Fisher		VWR		NCL	
				Bid	Extended	Bid	Extended	Bid	Extended
1	case	13-650-2L	Pipet, Fisherbrand, class A volumetric, 10mL, 12/case	\$ 61.14	\$ 61.14	No Bid		\$ 92.00	\$ 92.00
1	case	13-650-2M	Pipet, Fisherbrand, class A volumetric, 15mL, 12/case	\$ 118.96	\$ 118.96	No Bid		\$ 127.00	\$ 127.00
1	case	13-650-2N	Pipet, Fisherbrand, class A volumetric, 20mL, 12/case	\$ 127.67	\$ 127.67	No Bid		\$ 137.00	\$ 137.00
2	case	13-650-2N	Pipet, Pyrex, class A, volumetric, 25 mL, 12/case	\$ 127.67	\$ 255.34	\$ 258.71	\$ 517.42	\$ 147.00	\$ 294.00
1	case	13-650-2Q	Pipet, Pyrex, class A, volumetric, 30 mL, 12/case	\$ 179.78	\$ 179.78	No Bid		\$ 228.00	\$ 228.00
1	case	13-671-108D	Pipet, fisher, serological, wide, 10mL Lg tip, 12/case	\$ 110.01	\$ 110.01	No Bid		\$ 121.00	\$ 121.00
1	case	13-665M	Pipet, fisher brand, graduated, 10mL sm tip	\$ 89.82	\$ 89.82	No Bid		\$ 98.00	\$ 98.00
1	case	13-665N	Pipet, fisher brand, graduated, 25mL sm tip	\$ 129.46	\$ 129.46	No Bid		\$ 133.00	\$ 133.00
1	case	13-671-108E	Pipet, fisher, serological, wide, 25mL, 12/case	\$ 67.89	\$ 67.89	\$ 89.37	\$ 89.37	\$ 172.00	\$ 172.00
25	each	13-681-51	Pipet bulbs	\$ 7.00	\$ 175.00	No Bid		\$ 11.00	\$ 275.00
3	each	13-683A	Pipette Pump, filler/dispenser 0.2 mL	\$ 11.25	\$ 33.75	No Bid		\$ 34.00	\$ 102.00
1	case	P281-500	Potassium Persulfate 500g, 8/case	\$ 190.83	\$ 190.83	No Bid		\$ 240.00	\$ 240.00
1	each	13-620-19	Probe, ATC, Accumet	\$ 102.65	\$ 102.65	\$ 172.52	\$ 172.52	\$ 206.00	\$ 206.00
1	each	13-642-601	Probe, Dissolved oxygen, w/BNC connector (Orion 970899WP)	\$ 917.60	\$ 917.60	No Bid		\$ 954.00	\$ 954.00
5	each	13-641-854	Reagent, acid, chlorine test, Orion #977011, 475 ml	\$ 60.00	\$ 300.00	\$ 60.74	\$ 303.70	\$ 62.00	\$ 310.00
5	each	13-641-823	Reagent, iodide, chlorine test, Orion #977010, 250 ml total, 5/box	\$ 69.60	\$ 348.00	\$ 70.46	\$ 352.30	\$ 72.00	\$ 360.00
1	each	S474-500	Sodium thiosulfate pentahydrate	\$ 35.36	\$ 35.36	\$ 73.37	\$ 73.37	\$ 23.00	\$ 23.00
2	each	13-641-924C	Standard, ammonia, 1000 ppm (Orion), 475 ml	\$ 54.40	\$ 108.80	\$ 55.07	\$ 110.14	\$ 56.00	\$ 112.00
1	each	13-641-923	Standard Ammonium 0.1M	\$ 53.60	\$ 53.60	\$ 54.26	\$ 54.26	\$ 24.00	\$ 24.00
4	each	13-641-824	Standard, Residual chlorine, 475ml	\$ 67.50	\$ 270.00	\$ 60.74	\$ 242.96	\$ 63.00	\$ 252.00
1	case	11-890-2	Steri-wrap III Autoclavable wrapping	\$ 116.02	\$ 116.02	\$ 96.41	\$ 96.41	\$ 157.00	\$ 157.00
1	each	09-191-20	Stones, PTFE Boiling 16oz	\$ 52.04	\$ 52.04	\$ 54.70	\$ 54.70	\$ 71.00	\$ 71.00
2	each	15-041-5D	Thermometer, Autoclavable 85 - 135 deg. Range	\$ 7.82	\$ 15.64	\$ 6.12	\$ 12.24	\$ 29.00	\$ 58.00
3	each	15-186	Tongs, stainless steel	\$ 8.82	\$ 26.46	\$ 5.23	\$ 15.69	\$ 17.00	\$ 51.00
2	case	06-666A	Wipers, Kimwipes, #34155, 60 boxes/case	\$ 132.56	\$ 265.12	\$ 156.98	\$ 313.96	\$ 140.00	\$ 280.00
			Shipping						\$ 237.00
			Hazardous material charge*		\$ 22.00				
			Integrity packing fee		\$ 12.00				
			Fuel surcharge		\$ 2.20				
			Total		\$ 17,762.76		\$ 19,458.56		\$ 18,624.50

**2009 LABORATORY SUPPLIES ORDER MISC.**  
**Delhi Charter Township POTW**

Quantity	Unit	Fisher Catalog number	Description	Fisher		VWR		NCL	
				Bid	Extended	Bid	Extended	Bid	Extended
3	each	71475	Core Pro Sr. sampler 15ft, USA Blue Book # 71475	\$ 125.94	\$ 377.82	No Bid		\$ 90.00	\$ 270.00
3	each	71476	Core Pro Sr. sampler, middle section, USA Blue Book # 71476	\$ 43.06	\$ 129.18	No Bid		\$ 125.00	\$ 375.00
4	case	19-120-2415D	Gloves Best N-Dex 6005PFLG 100/pk, 20pk/cs	\$ 220.39	\$ 881.56	\$ 206.73	\$ 826.92	\$ 253.00	\$ 1,012.00
1	case	19-120-2415E	Gloves Best N-Dex 6005PFXLG 100/pk, 20pk/cs	\$ 220.39	\$ 220.39	\$ 206.73	\$ 206.73	\$ 253.00	\$ 253.00
4	case	19-130-3714D	Gloves, latex, powder free, Ultra 1, 50/pack, XL, 1000/case	\$ 133.93	\$ 535.72	\$ 100.33	\$ 1,605.28	\$ 102.00	\$ 408.00
6	pack	14-169-15G	Tubing, AXH00017 PTFE .375OD X .250 ID X 50ft		\$ -	\$ 212.11	\$ 1,272.66	No Bid	
4	case	19-014-865	WypAll, Kimberly-Clark, X80 towels 50/bx, 4bx/cs	\$ 27.66	\$ 110.64	\$ 30.11	\$ 301.10	\$ 35.00	\$ 140.00
Total					\$ 2,255.31		\$ 4,212.69		\$ 2,458.00

**2009 LABORATORY SUPPLIES ORDER CAPITAL OUTLAY**

Delhi Charter Township POTW

Quantity	Unit	Catalog number	Description	Fisher		VWR		NCL	
				Bid	Extended	Bid	Extended	Bid	Extended
1	each	13-641-224	Meter, Orion Microprocessor, Model EA920plus	\$ 2,332.00	\$ 2,332.00	No Bid		\$ 2,210.00	\$ 2,210.00
Total					\$ 2,332.00		\$ -		\$ 2,210.00

## DELHI CHARTER TOWNSHIP

## MEMORANDUM

**TO:** Delhi Township Board Members

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

**DATE:** April 1, 2009

**RE:** Ambulance Collection Fee Agreement

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Enclosed for your review and approval is a third party Collection Fee Agreement between Delhi Charter Township, Assured Benefits Center, PLC and McGraw Law Firm, PLC for the collection of delinquent ambulance fees for service. Township Policy No. 106 as amended in 2004, enables Delhi Township to use third party agencies for collection of all bills in excess of \$25 that are over ninety (90) days past due.

We have been using a third party agency since 2004 with diminishing results. Therefore, staff has solicited proposals from three different vendors and recommends Assured Benefits Center, PLC and McGraw Law Firm, PLC. Their local presence will enable their staff and our billing clerk to work more effectively and subsequently improve our return on delinquent billing.

Our attorney, J. Richard Robinson has reviewed and approved the Agreement as to form. Therefore, I recommend approval of the same.

**Recommended Motion:**

**To approve the Collection Fee Agreement between Delhi Charter Township, Assured Benefits Center, PLC and McGraw Law Firm, PLC for the collection of delinquent ambulance fees for service.**

# Delhi Township Fire Department

## Memo

To: John Elsinga, Township Manager

From: Richard Royston, Chief

Date: March 5, 2009



Re: Contract for Collection Services

Per our recent conversation, the fire department has experienced some difficulty and is less than completely satisfied with our current collection service through CBCS in Grand Rapids. As a result, I have researched several area collection agencies and found the following fees.

Credit Services of Michigan Saginaw, MI	35% of collected –	50% for out of state 40% if court involved
Mid-Michigan Collection St. Johns, MI	25% of collected -	50% for out of state 50% if court involved
Assured Benefits Holt, MI	35% of collected	50% if court involved

There are several reasons that I am recommending that we enter into a contract with Assured Benefits, LLC of Holt. This company uses collectors that are paid, based on commission. The harder they work, the more money that they make. Secondly, the company is owned by an attorney, J.R. Macgraw, who provides the oversight to the company is aware of laws associated with collection and results in no need of a 3<sup>rd</sup> party attorney in cases which end up in court. I think that although Mid-Michigan Collection may take less as a base fee, they may not work so hard for our dollars, since they also serve several doctors offices in the mid-Michigan area. Our smaller accounts may not be worked as hard by them when compared to some larger outstanding accounts that doctor's offices may have. Lastly, although I understand that geographic location of a company should have no bearing on using the company, the close proximity of this agency to our office (2 blocks) affords us the opportunity to deal with the collection agency on a more personal level, which may increase our efficiency in the area of collections.

Thank you for your consideration.

**ASSURED BENEFITS CENTER, PLC  
COLLECTION FEE AGREEMENT**

John Elsinga (Owner or Manager) of  
2074 Aurelius Road, Holt, MI 48842

full address

Delhi Charter Township (Client),

ph. 517/694-2137 fax 517/699-3847

phone number & fax number

retains Assured Benefits Center, PLC (Agency) and McGraw Law Firm, PLC (Law Firm) to collect accounts receivables, as submitted, and the Law Firm or their assigned attorney to represent Client as legal counsel, if a related collection legal action is necessary. The legal representation does not include the taking of appeals from decisions rendered and potential claims not covered by the agreement.

***THE TERMS OF THIS AGREEMENT ARE AS FOLLOWS:***

1. **Fees.** If no recovery is made, there is no fee. A fee of 35% will be charged on money collected by the agency or paid directly to the Client. A 50% fee will be charged against money collected for accounts involving legal action or landlord/tenant debts. If the monthly report states a collection fee is owed, the fee must be remitted within 20 days. Collection fees owed to the Agency that are 30 days past due will be charged a \$5.00 service charge each month.
2. **Direct Payments.** Direct payment received by the client must be immediately reported to Agency. If this payment is not reported to the Agency, per Fair Debt Credit Practices Act and other laws, within 15 days of the Client's receipt of payment, Agency may charge a 15% fee in addition to the normal fee.
3. **Settlements.** Client authorizes Agency to settle for 75% of account if this is the only way to collect the account in a timely manner. If Client does not authorize settlement, initial here \_\_\_\_\_
4. **Agency's Reporting.** Monthly statements showing collection activity for the period are sent to the Client. Debtor checks may be held for a short period to assure the Debtor has adequate funds to cover the check. Client authorizes Agency or Law Firm to endorse & deposit in its Trust Accounts any negotiable instrument made payable or paid to Agency for Client's accounts placed with Agency. Client authorizes Agency to deduct fees on payments paid directly to Client prior to remitting money due the Client.
5. **Legal Action.** No legal action will be filed without the Client's prior approval and Agency's reasonable confidence that the account is collectable. In the event Client does not authorize legal action, no fee shall be required on said account. Client will advance reasonable court costs (consisting of filing fee and service of process fee) prior to legal action. The court costs will be returned out of the first moneys collected from the legal action, without a fee. The Client will be responsible for additional costs and Law Firm fees associated with defending any counterclaim(s); however, no such defense will be undertaken or costs incurred without express written authorization from Client. If such Law Firm defense is authorized, legal fees will not exceed an hourly rate of \$162.00. We will notify the Client in the event a counterclaim(s) is filed. Law Firm will communicate settlement offers to the Client for approval. If Law Firm requires other services to assist with the collection it will be at our expense or approved by the Client in advance. Law Firm may withdraw from the case as the court permits, in which event the Client owes no fee, but if the Client request withdrawal after legal action is commenced an hourly fee for services may be charged. The Client may discharge Law Firm for good cause and owe no fee.
6. Agency sends acknowledgement of the accounts, to the client, and legal notices, to the debtor, as the accounts are received for collection. All debtor contacts and requests for collection information are to be made through the Agency's office. The Agency will maintain a record of accounts placed with Agency for a period of at least three (3) years after. Thereafter, unless written arrangements are made ahead of time for archiving the data, all files will then be purged.
7. Either party may terminate this agreement by giving the other party thirty (30) days notice by certified mail. Termination or cancellation of this agreement by either party will not affect the collection enforcement or validity of any accrued obligations owing between parties. Agency will retain commissions on paying accounts, settlement accounts, insurance accounts as well as the right to recover any court costs advanced on said accounts. All accounts returned by Client request may be charged at the rate of \$5.00 each to cover set up costs.
8. As further consideration for the receipt and handling and collection of accounts by Agency, and for the services rendered to Client, the parties agree that each party will assume its own proper responsibility in connection with any claims made by a third party against the Client or Agency.
9. The Agency follows Identity Theft and Privacy Protection procedures as required. These procedures are updated periodically to reflect changes in the risks and are available upon request. The Agency and the Law Firm DO NOT request or provide information to Credit Reporting Bureaus.

This agreement contains the entire agreement between the Client, the Agency and the Law Firm and is not modified or changed by any oral promises or statements.

Assured Benefits Center, PLC & McGraw Law Firm, PLC

By: \_\_\_\_\_

J. R. McGraw, President

Dated: \_\_\_\_\_

Sales Agent: \_\_\_\_\_

Assured Benefits Center, PLC  
4415 Holt Rd.  
Holt, MI 48842

By: \_\_\_\_\_

Print Name: John Elsinga

Title: Township Manager

Dated: \_\_\_\_\_

1-866-529-7736  
517-694-6222  
517-694-7426 (fax)

**J. RICHARD ROBINSON, P.C.**

ATTORNEY AND COUNSELLOR AT LAW

1690 WATERTOWER PLACE  
SUITE 500A  
EAST LANSING, MICHIGAN 48823

MAR 23 2009

J. RICHARD ROBINSON  
SHANE BOLLEY  
MARY J. BUZZIE, ASSISTANT

(517) 337-0100  
FAX (517) 337-0102  
EMAIL jrobin2680@aol.com

March 19, 2009

John B. Elsinga, Township Manager  
Delhi Charter Township  
2074 Aurelius Road  
Holt, Michigan 48842

Re: *Collection Contract With Assured Benefits Center, PLC*

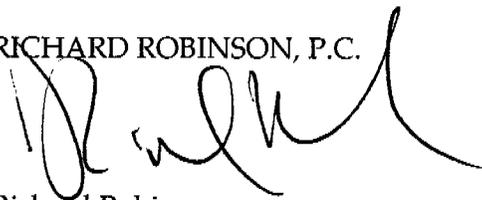
Dear Mr. Elsinga:

I enclose the modified contract from Assured Benefits Center, PLC for collection services for delinquent Fire Department accounts, as well as a letter of transmittal from Mr. McGraw.

I am also sending a copy of these items to Chief Royston. The enclosures should be self-explanatory; however, if you have any questions, please do not hesitate to call. Otherwise, I will assume that you will place this matter on the agenda at your convenience.

Very truly yours,

J. RICHARD ROBINSON, P.C.



J. Richard Robinson

JRR/mjb

Enclosure

cc: Richard Royston, Fire Chief, Delhi Charter Township

**J.R. McGraw**  
Attorney At Law  
JD, ChFC, CLU, CIC, LIC, CPCU

March 18, 2009

J. Richard Robinson, P C  
1690 Watertower Place #500A  
East Lansing, MI 48823

VIA FACSIMILE 517 337 0102 with hard copy in mail

Re: Collection Contract with Delhi Charter Township

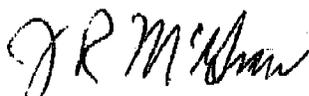
Dear Mr. Robinson:

I received your correspondence of the 17<sup>th</sup> requesting contract modifications to our Collection Fee Agreement. The modified agreement is attached. I should point out that the counterclaim hourly rate of \$162 is based upon our current \$180 per hour rate with a 10% discount. Therefore, if a counterclaim occurs after a normal hourly rate change/increase we will contact the Township regarding a subsequent rate adjustment.

We have been very successful with collections a prior collection agency has worked without success. I would like to encourage your sending those accounts that are within the statute of limitations. If the prior collection agency does not restrict this I am sure we will generate monies on these. Our fees are contingent upon results; therefore, I would not suggest sending these accounts if I thought it a waste of time.

Please let me know if you would like one of us to attend your next meeting to answer questions. We hope to hear from you soon with a positive response.

Sincerely,

  
J. R. McGraw

Enclosure

# J. RICHARD ROBINSON, P.C.

ATTORNEY AND COUNSELLOR AT LAW

1690 WATERTOWER PLACE  
SUITE 500A  
EAST LANSING, MICHIGAN 48823

MAR 23 2009

J. RICHARD ROBINSON  
SHANE BOLLEY  
MARY J. BUZZIE, ASSISTANT

(517) 337-0100  
FAX (517) 337-0102  
EMAIL jrobin2680@aol.com

March 17, 2009

VIA FACSIMILE TO 517-694-7426

J. R. McGraw, Esq.  
c/o Assured Benefits Center, PLC  
4415 Holt Road  
Holt, Michigan 48842

Re: *Collection Contract With Delhi Charter Township*

Dear Mr. McGraw:

In accordance with our recent discussions concerning the proposed contract between your law firm and Assured Benefits Center, PLC, for collection of delinquent fees owed to the Delhi Charter Township Fire Department, please review the proposed modifications to paragraph 5 below:

**5. Legal Action.** No legal action will be filed without the Client's prior approval and Agency's reasonable confidence that the account is collectible. In the event Client does not authorize legal action, no fee shall be required on said account. Client will advance reasonable court costs (consisting of filing fee and service of process fee) prior to legal action. The court costs will be returned out of the first moneys collected from the legal action, without a fee. Client will be responsible for additional costs and Law Firm fees associated with defending any counterclaim; however, no such defense shall be undertaken or costs incurred without express written authorization from Client. If such Law Firm defense is authorized, legal fees will not exceed an hourly rate of \$162.00. We will notify Client in the event a counterclaim(s) is/are filed and Law Firm will communicate any settlement offers to the Client for approval. If Law Firm requires other services to assist in the collection, it will be at our expense or approved by Client in advance. Law Firm may withdraw from the case as the court permits, in which event the Client shall owe no fee, but if the Client requests withdrawal after legal action is

J. R. McGraw, Esq.  
March 17, 2009  
Page 2

**J. RICHARD ROBINSON, P.C.**  
ATTORNEY AND COUNSELLOR AT LAW

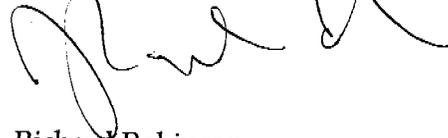
commenced, an hourly fee for services may be charged. Client may discharge Law Firm for good cause and owe no fee.

If the foregoing is satisfactory, please modify the proposed Collection Fee Agreement and return same to my office at your earliest convenience. It is my understanding that if these changes are satisfactory a motion to authorize this Agreement will be placed on the Township Board agenda for its next meeting (approximately two weeks).

Of course, if you have any questions or comments in the meantime, please do not hesitate to call.

Very truly yours,

J. RICHARD ROBINSON, P.C.



J. Richard Robinson

JRR/mjb

cc: ✓ John B. Elsinga, Township Manager, Delhi Charter Township  
Richard Royston, Fire Chief, Delhi Charter Township

## DELHI CHARTER TOWNSHIP

## MEMORANDUM

**TO:** Delhi Township Board Members

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

**DATE:** April 2, 2009

**RE:** Lamoreaux Area Road Improvements

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Last month a resident from Lamoreaux No. 3 subdivision showed me pictures of road deterioration in his neighborhood and requested township assistance to replace the road. I requested cost estimates from the Ingham County Road Commission (ICRC), which came in high due to the poor condition of those roads.

At our last Board meeting, staff reported there are almost 100 miles of local roads in the township, which requires a 50/50 cost sharing between the township and the ICRC, who hold jurisdiction for all roads in the township. Staff also reported severe underfunding for road improvements due to the limited amount of money available from the ICRC towards local road improvements.

Therefore, in the short term the Township Board could choose to match funding budgeted by the ICRC and consider that amount as a 50/50 match for road improvements requested through the petition process on a first come first serve basis. Under this scenario, this resident could pass a petition for road improvements in his neighborhood requesting they pay 50% of the cost via a special assessment with the township paying the other 50% from fund balance. This approach would almost double our current efforts from \$135,000 to \$264,000 per year.

With close to 100 miles of local roads in Delhi Township, we should be budgeting at least \$1,000,000 per year to properly maintain these roads in our community. That level of funding would need a special millage dedicated for road maintenance, as our general fund can barely afford to match the ICRC funding.

**RECOMMENDED MOTION:**

**To budget \$63,783 from Fiscal Year 2008 fund balance in support of a valid petition received from the benefiting property owners of Lamoreaux No. 3 for road improvements.**



## **MEMORANDUM**

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

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

**DATE:** Wednesday, April 01, 2009

**RE:** Lamoreaux Area Street Improvements

It is my understanding that you have been approached by a resident in the Lamoreaux subdivision on the north side of Dell Road regarding street improvements in their area. As you know, the Township receives some limited funding from the Ingham County Road Commission (ICRC) for the local street improvement project, which is matched via the creation of a Special Assessment District (SAD) each year. For 2009 the priorities for the local road improvement program has been established and we are in the processes of beginning the SAD process. Should the creation of an SAD for either of these two prioritized projects not be possible, we will move on to the next street within the previously identified priority list. The Lamoreaux area was not included in this list and would likely not be prioritized for several years.

As we've discussed, there may be some willingness on behalf of the Township to consider adding the Lamoreaux area as an additional project (at 50% Township cost) to the 2009 street improvements. I have attached an initial cost proposal and the ICRC estimates which show that the 50/50 Township/SAD shares would be \$63,783 each. I've also attached a map of the area that shows the road areas that would be improved and the individual properties that would need to be included in the SAD. The purpose of our discussion with the Township Board on April 7<sup>th</sup> will be to ascertain their willingness to participate financially in this project and to determine if there is concurrence regarding the method by which this project could be implemented. Specifically, I would propose that if the Board is willing to provide project funding, that the property owner who is spearheading this effort circulate a petition establishing that 51% or more of the affected property owners are amenable to the project and the assessment. We would be able to help with the structuring of the petition, as necessary.

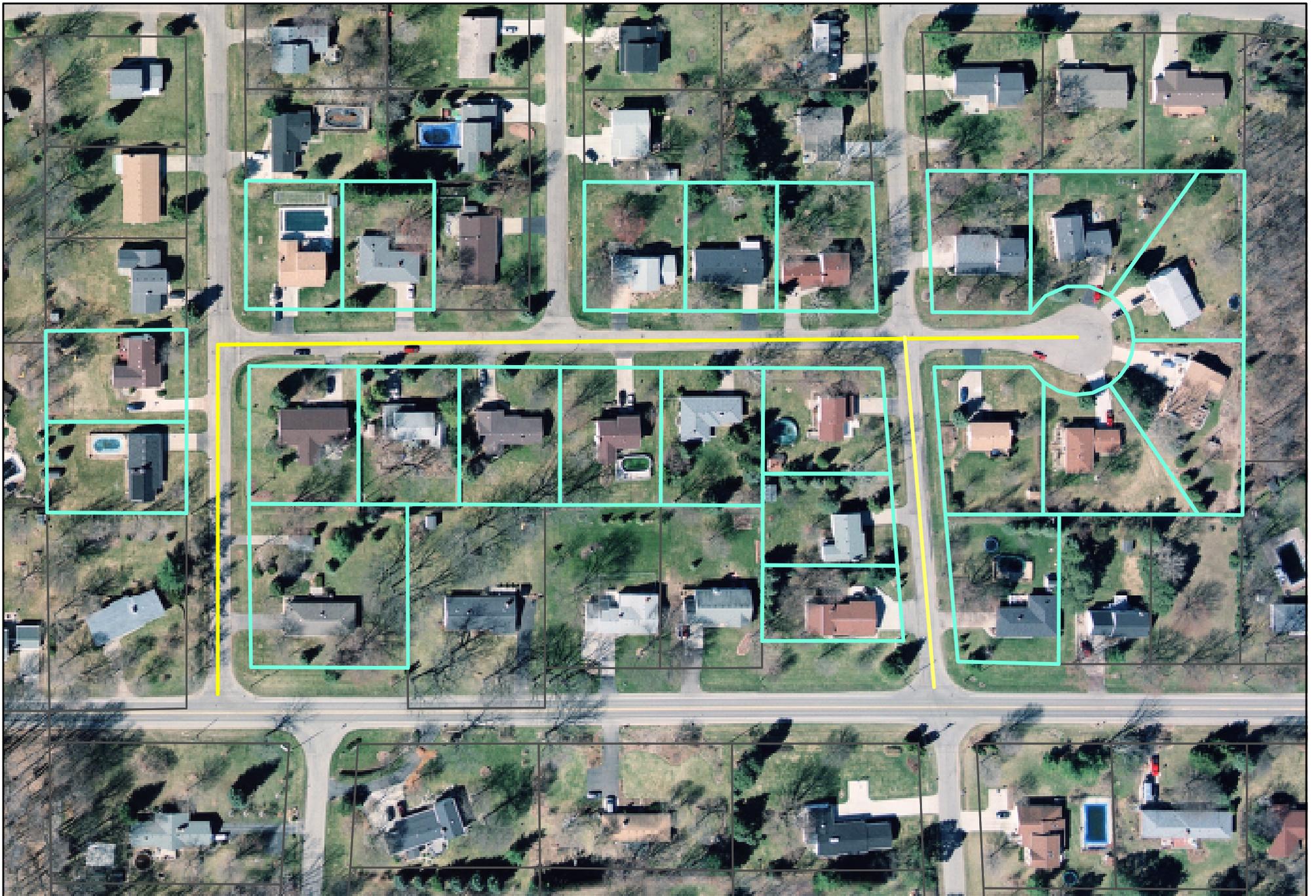
Hopefully this information is complete. However, as always, if you have any questions or would like additional information, please don't hesitate to ask. Otherwise, I'll be prepared to discuss this matter with the Board on April 7<sup>th</sup>. Thank you.

**2009 PROJECT 3 ROAD IMPROVEMENT PROGRAM  
INITIAL PROPOSAL**

<b>Proposed Project Name:</b>	<b>ICRC Est.</b>	<b>Add ICRC 10% Admin.</b>
<u>Project 3</u> Lamoreaux Lane	\$22,836	\$25,120
Trianon Trail	\$69,996	\$76,996
FontaineTrail	\$23,136	\$25,450
<i>Project 1 Sub-Total:</i>		\$127,566
$\$127,566 \times 50\% = \$63,783$ Total SAD Share $\$63,783 / 23$ benefits = <b>\$2,773.18 per benefit</b>		
<b>TOTAL 2009 PROJECT 3 ROAD IMPROVEMENTS EST. COST:</b>		
	<b>Township Share:</b>	<b>\$127,566</b>
	<b>SAD Share:</b>	<b>\$63,783</b>

*In the past, the Board has permitted the SAD amounts to be paid over time, at a pre-set interest rate.*

\*For simplicity, all numbers have been rounded up to the nearest whole dollar.



**Lamoreaux/Trianon/Fontaine Area = 23**

46929

COPY

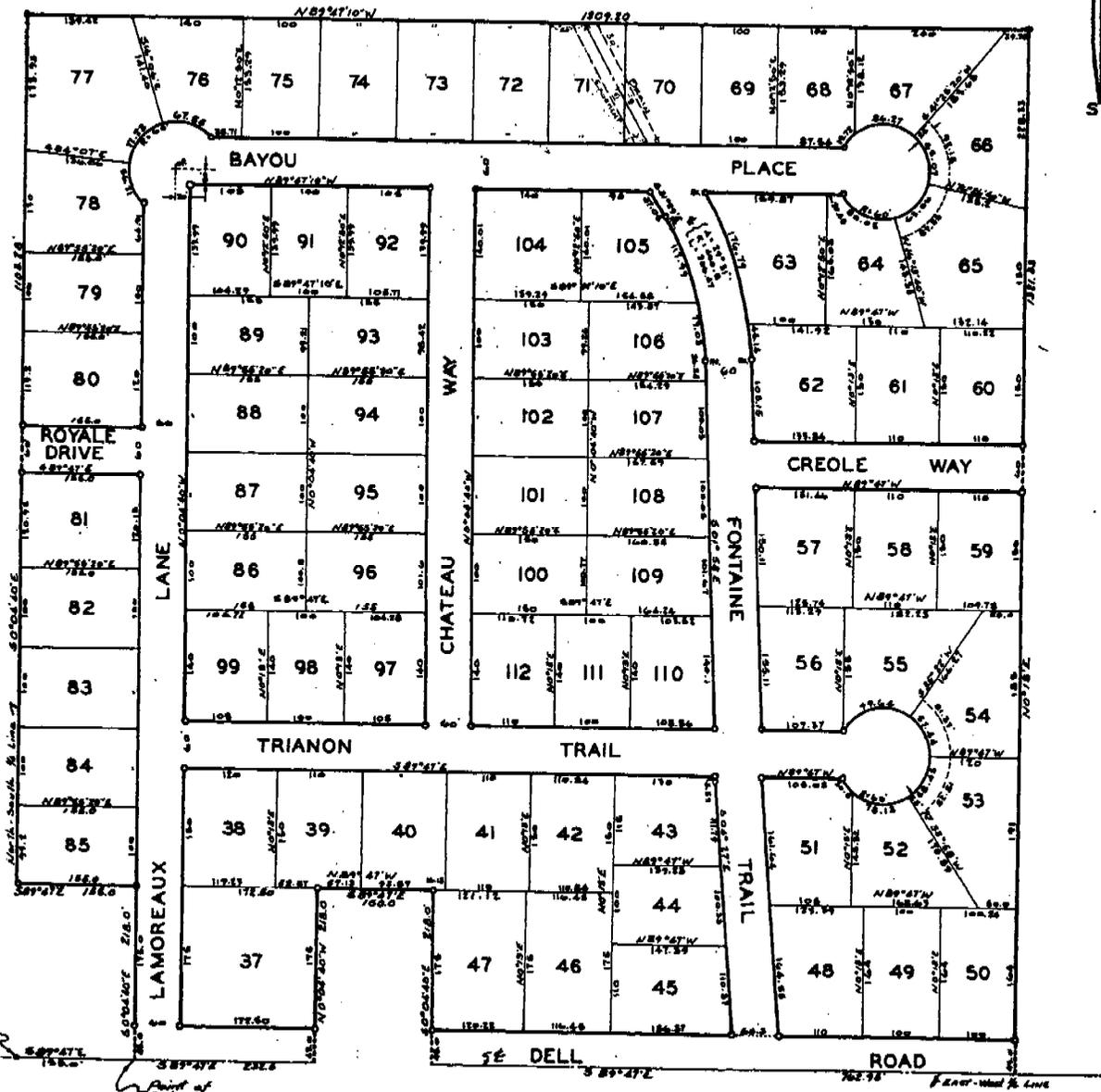
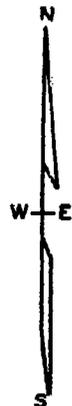
SHEET 1 of 2

# LAMOREAUX NO. 3

A SUBDIVISION ON PART OF THE NE 1/4 OF SECTION 12, T3N, R2W, DELHI TOWNSHIP, INGHAM COUNTY, MICHIGAN.



All dimensions are in feet and decimals hereof  
All curve dimensions are arc measurements



**DELHI TOWNSHIP  
TRIANON TRAIL  
FROM Lamoreaux to Cul de Sac**

**APPROXIMATELY 0.23 MILES**

CRUSH AND SHAPE:		\$29,333
CURB & GUTTER INFORMATION:		\$0
CASTING INFORMATION:		\$600
DRIVEWAY PAVING:		\$8,800
BITUMINOUS PAVEMENT INFORMATION:	330 lbs/syd	\$29,040
SHOULDER INFORMATION:	4 inches	\$2,222
EXCESS MATERIAL REM:		\$0
<b>TOTAL</b>		<b>\$69,996</b>

Notes: Crush and Shape entire roadway. Place 3" bit. Top.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**DELHI TOWNSHIP  
LAMOREAUX LANE  
FROM Dell Road to Trianon Trail**

**APPROXIMATELY 0.07 MILES**

CRUSH AND SHAPE:		\$9,167
CURB & GUTTER INFORMATION:		\$0
CASTING INFORMATION:		\$600
DRIVEWAY PAVING:		\$3,300
BITUMINOUS PAVEMENT INFORMATION:	330 lbs/syd	\$9,075
SHOULDER INFORMATION:	4 inches	\$694
EXCESS MATERIAL REM:		\$0

**TOTAL** **\$22,836**

Notes: Crush and Shape entire roadway. Place 3" bit. Top.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**DELHI TOWNSHIP  
FONTAINE TRAIL  
FROM Dell Road to Trianon Trail**

**APPROXIMATELY 0.07 MILES**

CRUSH AND SHAPE:		\$9,167
CURB & GUTTER INFORMATION:		\$0
CASTING INFORMATION:		\$900
DRIVEWAY PAVING:		\$3,300
BITUMINOUS PAVEMENT INFORMATION:	330 lbs/syd	\$9,075
SHOULDER INFORMATION:	4 inches	\$694
EXCESS MATERIAL REM:		\$0

**TOTAL** **\$23,136**

Notes: Crush and Shape entire roadway. Place 3" bit. Top.



**Delhi Charter Township**  
**Department of Community Development**

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## MEMORANDUM

TO: John B. Elsinga, Township Manager

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

DATE: Wednesday, April 01, 2009

RE: DDA Plat – Final Plat Approval

As you know, the Downtown Development Authority (DDA) recently acquired approximately 12 acres of property on Holloway Drive (a part of the former “Kaftan Property”). At the time of the sale, the prior owner was unwilling to transfer any of the available land divisions to the DDA. Therefore, in order for the DDA’s property to be divided into smaller development sites it needed to be platted.

To that end, the DDA prepared and submitted a Preliminary Plat in early December 2008. The Preliminary Plat was approved by the Planning Commission at their meeting on January 26, 2009. After the Preliminary Plat was approved, the DDA prepared the Final Plat which was submitted on March 6<sup>th</sup>. The Plat contains one developable lot comprising 3.35 acres and one 1.65 acre Sanitary Sewer Area, which is an outlot and not developable. The remaining 7.23 acres of the parent parcel will remain unplatted at this time and are not included in the Plat.

Attached is a copy of the true & final plat, letters of final approval from the Ingham County Road Commission, Ingham County Drain Commissioner and Township Attorney Robinson. All of the necessary fees have been paid and required documents have been submitted. This being the case, I would recommend that the Township Board take action at their meeting on April 7<sup>th</sup> to approve the Final Plat for the DDA Subdivision. If you need any additional information, please do not hesitate to ask. Thank you.

**Recommended Motion:**

**To approve the Final plat for the DDA Subdivision, a part of the Northeast ¼ of Section 24, T3N, R2W, Delhi Township.**



# DDA SUBDIVISION

A SUBDIVISION OF PART OF THE NORTHEAST 1/4 OF SECTION 24  
T3N, R2W, DELHI TOWNSHIP, INGHAM COUNTY, MICHIGAN

## PROPRIETOR'S CERTIFICATE

Delhi Township Downtown Development Authority, a corporation duly organized and existing under the laws of State of Michigan by A. N. McFadyen, Executive Director as proprietor, has caused the land described in this plat to be surveyed, divided, mapped and dedicated as represented on this plat and that the public utility easements are private easements and that all other easements are for the uses shown on the plat; that the Sanitary Sewer Area is private for Sanitary Sewer Purposes.

Delhi Township Downtown Development Authority  
2045 N. Cedar Street  
Holt, MI 48842  
State Filing No. \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
A. N. McFadyen, Executive Director

## ACKNOWLEDGEMENT

### CORPORATION

State of Michigan  
County of Ingham

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2008, Executive Director of Delhi Township Downtown Development Authority, a State of Michigan corporation on behalf of the corporation.

\_\_\_\_\_  
Rebecca Jane Clinton, Notary Public

## TREASURER'S CERTIFICATE

The records in my office show no unpaid taxes or special assessments for the 5 years preceding \_\_\_\_\_, involving the lands included in this plat.

\_\_\_\_\_  
Eric Schertzling, County Treasurer  
Ingham County

## COUNTY ROAD COMMISSION CERTIFICATE

Approved on \_\_\_\_\_ as complying with 1967 PA 288, MCL 560.183 and the applicable published rules and regulations of the board of county road commissioners of Ingham County.

\_\_\_\_\_  
Joseph A. Guenther, Chairperson

\_\_\_\_\_  
Date

## COUNTY DRAIN COMMISSIONER'S CERTIFICATE

Approved on \_\_\_\_\_ as complying with 1967 PA 288, MCL 560.192 and the applicable rules and regulations published by my office in the County of Ingham.

\_\_\_\_\_  
Patrick Linderann, Drain Commissioner

\_\_\_\_\_  
Date

## MUNICIPAL CERTIFICATE

I certify that this plat was approved by Township of Delhi at a meeting held \_\_\_\_\_ and was reviewed and found to be in compliance with 1967 PA 288, MCL 560.101 to 560.298. That public water and public sewer services have been installed and are ready for connection.

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

\_\_\_\_\_  
Date

## COUNTY PLAT BOARD CERTIFICATE

This plat has been reviewed and is approved by the Ingham County plat board on \_\_\_\_\_ 2008, as being in compliance with all of the provisions of 1967 PA 288, MCL 560.101 to 560.298, and the plat board's applicable rules and regulations.

\_\_\_\_\_  
Curtis Hertel Jr., Register of Deeds

\_\_\_\_\_  
Mike Bryanton, County Clerk

\_\_\_\_\_  
Eric Schertzling, County Treasurer

## RECORDING CERTIFICATE

State of Michigan )  
Ingham County )

This plat was received for record on \_\_\_\_\_ day of \_\_\_\_\_, 2008 at \_\_\_\_\_  
M, and recorded in Liber \_\_\_\_\_ of plats on Pages \_\_\_\_\_.

\_\_\_\_\_  
Curtis Hertel, Jr., Register of Deeds

**J. RICHARD ROBINSON, P.C.**

Attorney and Counselor at Law  
1690 Watertower Place, Suite 500A  
East Lansing, Michigan 48823

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517-337-0100  
517-337-0102 Facsimile

March 26, 2009

Tracy L. C. Miller, Director  
Department of Community Development  
Delhi Charter Township  
2074 Aurelius Road  
Holt, Michigan 48842

Re: *DDA Subdivision Plat Review*

Dear Ms. Miller:

At your request we have reviewed the proposed plat of the subdivision, together with supporting documents consisting of the title insurance commitment, restrictive covenant of "Delhi Tech Center," sanitary sewer permit and potable water permit, and Ingham County Drain Commission approval, as well as certain technical documents provided by Wolverine Engineers (Maurice Mahieu, P.S.).

The drawing we received appears to be an original, which we will be returning to you shortly, and which has been previously executed by the Ingham County Drain Commissioner and Mr. Mahieu as to the surveyor's certificate.

This subdivision consists of one lot and a "sanitary sewer area" abutting the east side of Holloway Drive, a public roadway. Based on our review, it appears that the Delhi Township Downtown Development Authority is the only proprietor (owner). We also find that the plat appears to be in appropriate form and, upon the Township's approval, the plat may be executed by Evan Hope as Township Clerk in the space provided.

I trust the foregoing is responsive to your request. If not, however, or if you have any additional questions, please do not hesitate to call.

Very truly yours,

J. RICHARD ROBINSON, P.C.

J. Richard Robinson

JRR/mjb

*Transmitted Via Electronic Mail*

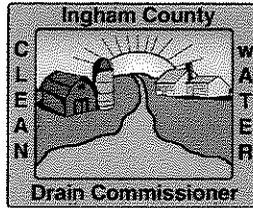
# Patrick E. Lindemann

## Ingham County Drain Commissioner

PO Box 220  
707 Buhl Avenue  
Mason, MI 48854-0220

Phone: (517) 676-8395

Fax: (517) 676-8364



Carla Florence Clos  
*Deputy Drain Commissioner*  
Cecelia Kramer  
*Deputy Drain Commissioner*  
Paul C. Pratt  
*Deputy Drain Commissioner*  
David C. Love  
*Chief of Engineering and Inspection*  
Sheldon Lewis  
*Administrative Assistant*

March 11, 2009

Mr. Al McFadyen, Executive Director  
Delhi Township DDA  
2045 N. Cedar Street  
Holt, MI 48842

RE: Certified True Copy of the Final Plat of DDA Subdivision

Dear Mr. McFadyen:

This letter is in response to the submittal of the True Copy of the Final Plat for the DDA Subdivision.

The True Copy of the Final Plat is **approved** per Section 590.192 of the Land Division Act and the published Rules of the Drain Commissioner.

If I can be of any further assistance to you, please do not hesitate to contact me at 676-8395.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Patrick E. Lindemann'.

Patrick E. Lindemann  
Ingham County Drain Commissioner

cc: Mr. Maury Mahieu, P.S., Wolverine Engineers

RECEIVED

MAR 16 2009

DELI MI DDA

# INGHAM COUNTY ROAD COMMISSION

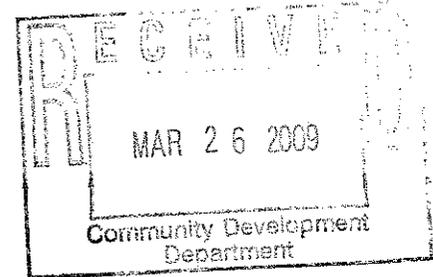
AUSTIN E. CAVANAUGH ADMINISTRATION BUILDING  
301 Bush Street, P.O. Box 38, Mason MI 48854-0038

Joseph A. Guenther, Chair  
Shirley M. Rodgers, Vice Chair  
Thomas M. Mitchell, Member  
James Dravenstatt-Moceri, Member  
Norman L. Gear, Member

William M. Conklin, P.E.  
Managing Director

March 24, 2009

Mr. Al McFadyen  
Executive Director, Delhi DDA  
2045 N. Cedar Street  
Holt, MI 48842



RE: Final Plat of Delhi DDA Subdivision

Dear Mr. McFadyen:

The Board of Ingham County Road Commissioners, at its regular meeting held March 16, 2009, considered and approved the final plat of Delhi DDA Subdivision consisting of a single lot located in part of the northeast 1/4, section 24, Delhi Township. Should you have any questions regarding this matter, please contact me at (517) 676-9722 or E-mail me at [flinas@inghamcrc.org](mailto:flinas@inghamcrc.org).

Sincerely,  
INGHAM COUNTY ROAD COMMISSION

Francisco J. Llinas  
Permits/Development Supervisor

cc. Maurice H. Mahiew, P.S., Wolverine Engineers and Surveyors  
Tracy L.C. Miller, Delhi Township  
Peter Stoughton, Delhi Township

Telephone: (517) 676-9722 1-800-968-9733 Fax: (517) 676-2085 TDD: (517) 676-7798

E-Mail: [roads@inghamcrc.org](mailto:roads@inghamcrc.org) Web Site: <http://www.inghamcrc.org>

An Equal Opportunity Employer

## Board of Review Action Report

Required by State Tax Commission Bulletin 17 of 2007

### March Session

State Tax Commission Bulletin 17 of 2007 states that the STC is requiring that all Boards of Review maintain appropriate documentation of their decisions including minutes, a copy of the form 4035 and the 4035a whenever the Board of Review makes a change that causes the Taxable Value to change, and a Board of Review Action Report

The Board of Review Action Report is a report summarizing the actions of the Board of Review. It must include a total assessed and taxable value changed, assessed and taxable value change by classification, total poverty exemption appeals made and number approved, and total number of classification appeals made and number of classification changes made.

INGHAM

DELHI

03/25/2009

### 2009 Board of Review Action Report

Code	Classification	No. of Appeals	No. Granted	Total Assessed Value Change	Total Taxable Value Change
<b>Real Property</b>					
100	Agricultural	3	0	\$0	\$0
200	Commercial	28	22	-\$590,800	-\$506,360
300	Industrial	18	2	-\$882,300	-\$882,300
400	Residential	417	137	-\$335,150	-\$223,185
500	Timber-Cutover	0	0	\$0	\$0
600	Developmental	0	0	\$0	\$0
<b>Personal Property</b>					
150	Agricultural	0	0	\$0	\$0
250	Commercial	57	57	-\$926,300	-\$926,300
350	Industrial	2	2	-\$182,000	-\$182,000
450	Residential	0	0	\$0	\$0
550	Utility	9	0	\$0	\$0
	<b>Total</b>	534	220	-\$2,916,550	-\$2,720,145

No. of Poverty Exemptions Applied For	No. of Poverty Exemptions Granted
4	3

Local unit retains original. File report and minutes with local unit clerk (MCL 211.33)

Copy sent to County Equalization Department by May 1

Copy Sent to State Tax Commission by May 1

03/25/2009

# NOT A REQUIRED STATE REPORT 2009

15:15:07

This report will not crossfoot

L-4022-TAXABLE

COUNTY INGHAMCITY OR TOWNSHIP DELHI

REAL PROPERTY		2008 Board of Review	Losses	(+ / -) Adjustment	Additions	2009 Board of Review
Count						
101 Agricultural	59	2,514,938	0	60,621	0	2,575,559
201 Commercial	448	126,663,528	818,526	1,175,195	3,112,600	129,201,749
301 Industrial	84	16,032,179	1,138,453	1,268,605	140,200	15,211,328
401 Residential	8,842	615,416,841	936,013	-24,037,400	3,055,185	592,190,424
501 Timber - Cutover	0	0	0	0	0	0
601 Developmental	0	0	0	0	0	0
800 TOTAL REAL	9,433	760,627,486	2,892,992	-21,532,979	6,307,985	739,179,060
PERSONAL PROPERTY		2008 Board of Review	Losses	(+ / -) Adjustment	Additions	2009 Board of Review
Count						
151 Agricultural	0	0	0	0	0	0
251 Commercial	689	25,205,100	4,521,850	-2,519,200	5,393,250	23,557,300
351 Industrial	14	16,380,500	7,668,000	-462,000	2,765,000	11,015,500
451 Residential	0	0	0	0	0	0
551 Utility	9	10,546,700	22,200	-412,500	541,400	10,653,400
850 TOTAL PERSONAL	712	52,132,300	12,212,050	-3,393,700	8,699,650	45,226,200
TOTAL REAL & PERSONAL	10,145	812,759,786	15,105,042	-24,926,679	15,007,635	784,405,260
Total Tax Exempt	292					

2009

Michigan Department of Treasury  
607 (9-00)

L-4022

**REPORT OF ASSESSMENT ROLL CHANGES AND CLASSIFICATION**

Assessing officers are required to report the total assessed value for each class of property and the assessment roll changes for each class of property for County and State Equalization. This form is issued under authority of P.A. 206 of 1893. This report shall be signed by the assessing officer and filed with the State Tax Commission and the County Equalization Department immediately following adjournment of the Board of review - Administrative Rule 209.26(10b). **REPORT ONLY ASSESSED VALUES ON THIS FORM.**

COUNTY INGHAM CITY OR TOWNSHIP DELHI

REAL PROPERTY		2008 Board of Review	Loss	(+ / -) Adjustment	New	2009 Board of Review	Does Not Cross Foot (*)
Count							
101 Agricultural	59	8,162,400	0	-95,600	0	8,066,800	
201 Commercial	448	143,297,400	3,897,400	-2,604,800	5,322,900	142,118,100	
301 Industrial	84	17,121,350	2,282,000	-81,650	1,574,900	16,332,600	
401 Residential	8,842	682,337,550	2,604,880	-60,279,808	4,647,088	624,099,950	
501 Timber - Cutover	0	0	0	0	0	0	
601 Developmental	0	0	0	0	0	0	
800 TOTAL REAL	9,433	850,918,700	8,784,280	-63,061,858	11,544,888	790,617,450	
PERSONAL PROPERTY		2008 Board of Review	Loss	(+ / -) Adjustment	New	2009 Board of Review	
Count							
151 Agricultural	0	0	0	0	0	0	
251 Commercial	689	25,205,100	4,709,500	0	3,061,700	23,557,300	
351 Industrial	14	16,380,500	6,952,000	0	1,587,000	11,015,500	
451 Residential	0	0	0	0	0	0	
551 Utility	9	10,546,700	24,750	0	131,450	10,653,400	
850 TOTAL PERSONAL	712	52,132,300	11,686,250	0	4,780,150	45,226,200	
TOTAL REAL & PERSONAL	10,145	903,051,000	20,470,530	-63,061,858	16,325,038	835,843,650	
TOTAL TAX EXEMPT	292						

Signed Patricia Armstrong Rolfe 03/25/09 5140  
 (Assessing Officer) (Date) (Certificate Number)

ORIGINAL - TO STATE TAX COMMISSION. (To be mailed by the Assessor immediately upon adjournment of the Board of Review).  
 P.O BOX 30471  
 LANSING MI 48909-7971

FIRST COPY - TO COUNTY EQUALIZATION DEPARTMENT. (To be reviewed and approved by the County Equalization Department. If report is found to be in error by the County Equalization Department, the errors should be corrected and a copy should be sent to the State Tax Commission).

SECOND COPY - RETAINED BY ASSESSING OFFICER.

Any assessing officer who, subsequent to filing the ORIGINAL and the FIRST COPY, discovers that said report is in error shall file a corrected report with the Equalization Department for their review and approval of the correction before transmitting same to the State Tax Commission.

\* = Does not Crossfoot